

TOWN OF STOW  
PEDESTRIAN WALKWAY COMMITTEE  
MEETING MINUTES

DATE: 30 SEPTEMBER 2009

TIME: The meeting was called to order at 7:00 PM

LOCATION: Town Building

ATTENDEES: Victoria (Tory) Fletcher, Lori Clark, Kris Wile, Daisy Dearborn

Review Minutes

Motion: Lori Clark made a motion to accept the minutes from the September 17<sup>th</sup> meeting

Tory Fletcher – 2<sup>nd</sup> the motion

The Committee's vote was unanimous

Motion: Tory Fletcher made a motion to accept the minutes from the September 23<sup>rd</sup> meeting

Lori Clark – 2<sup>nd</sup> the motion

The Committee's vote was unanimous

Walkway Inventory:

- The members reviewed marked up map created by the last committee. Many of their criteria fit in with our recent discussions. There was a desire to find out who was on that committee to possibly learn from their experiences. [Lori Clark noted that she would inquire with the Planning Board to see if anyone knew who the original members were.](#)
- Tory Fletcher mentioned a potential new criteria to consider, roads with speed limits  $\geq 35$ MPH, that she discussed with Bruce Fletcher. The group felt that could be included in the inventory for possible future consideration.
- A member mentioned they believed that Wedgwood Gold Course owed the Town a walkway covering the golf course frontage all the way to 117. This raised the point that we really needed to know where walkways were owed to us. And for those areas where it is owed, is it a final decision that they will put in a walkway or could they still be asked to donate funds to the existing sidewalk fund. [Lori Clark indicated she would inquire with the Planning Board on these questions.](#)
- The group discussed the recommendation from the last meeting to focus the inventory on main roadways and key destination areas and decided to begin identifying these:
  - Possible Main Roadways to consider  
(i.e. heavily traveled, those used to go to and leave Stow)

- Great Rd (117) (consider both sides given the difficulty of crossing due to traffic volumes, roughly equivalent populations to either side of the street, and the presence of “destinations” on both sides of the street. While it may be difficult to establish walkways on both sides, particular effort should be made in the vicinity of the LV & town ctr)
- Gleasondale Rd
- Hudson Rd
- West Acton
- Boxborough Rd
- Pompositticut Rd
- Sudbury Rd
- Harvard Rd
- Crescent St
- South Acton (this is a straight road that is fairly wide)
- Taylor Rd (not sure?) [I'm not sure either; perhaps drop]
- [v. difficult & would create an uproar too early in the process] Possible Key Destinations to consider  
(Public places for which people would consider walking)
  - Lower Village
  - Town Center (Library, Town Building, Town Hall)
  - Schools
    - Center School
    - Hale School
    - Pompo (should we still include?) [depends if soccer field & “Headway life course”/ entrance to Marble Hill will remain active]
  - Recreation fields/destinations
    - Snow Recreation field
    - Bradley Lane field
    - Sudbury Road fields/ Beach/ Pine Bluffs [this is all the same area]
    - Pompo School fields
    - Assabet River rail trail ‘trailheads’
    -
  - Conservation Land
    - Flagg hill conservation
    - Town Forest
    - Delaney
    - Emerald Necklace
    - Marble Hill
    - Assabet national wildlife refuge
    - Spindle hill
    - Heath Hen
    - Red Acre woodland
    - Babricki land (Capt Sargent)
    -
  - Airport

- Airport cafe
- Apple orchards
  - Honey pot
  - Shelbourne Farms
- Farms
  - Small Farm
  - Applefield
- Churches
- West School
- Golf courses?? (public places, but seems unlikely people would walk)
- Out of Town destinations
  - Ericsons Dairy
  - West Acton
  - Train station in South Acton
- It was noted that currently the school buses cover those who live greater than one mile from the school. Daisy Dearborn mentioned that it was under discussion whether or not this would be raised to 1.25 miles due to state budget concerns.
- The committee felt that Lower Village and Town Center were the two most key destinations because both had a high density of possible destinations. As a result, taking the inventory would first focus on these destinations within a one mile radius. The spreadsheet that Martha Munroe put together could be used for this activity.
- To begin the inventory the committee discussed seeking help from associate members – starting by contacting those who had shown interest in the committee. [Lori Clark agreed to get the list of applicants from the Planning Board office as well as inquire about getting maps focused on these initial areas.](#) At the next meeting the group would discuss how to distribute the inventory task.

### Communication Planning

- The idea of utilizing the Stow Independent to keep people informed was discussed. Kris Wile spoke with Ann Needle and Nancy Arsenault from the Stow Independent. They are currently planning their fall/winter article schedule and mentioned they are keeping us in mind.
- Lori Clark encourages the group to establish a who's who (e.g. Town government members, CCS, COA, Mike Clayton, Police, SCT, Garden Club) and reach out to these people/groups to solicit their input, educate them on what we're doing, and gain their support.
  - For town government members we could reach out by email. A key message in the email could indicate a deadline for input so that we could use their thoughts in the finalization of our brochure. Lori Clark volunteered to draft an email ASAP in order to reach out prior to Town Meeting. What do you think are the three most important things we need to embark? Door to offer strong opinions

- For other key groups/people, it may be best to establish a liaison and reach out directly.
- Daisy Dearborn mentioned that Kate Hogan may also be a good person to contact as she walked much of Stow during her campaign.
- The brochure that the Planning Board office put together was reviewed and discussed. The group had consensus that the best thing to do would be to make these brochures available either at Town meeting check-in or at Town election. Given this, the group discussed using the brochure to inform the town of the goals of the Pedestrian Walkway Committee and address primary/common concerns. Things to include in the brochure would be:
  - Include email address, along with the Planning Board office phone number
  - Who we are and why we exist
    - Overwhelming response of master plan – how many people are interested in sidewalks (get number\*\*)
    - This committee is an outgrowth
    - Definition of walkway with explanation of differences as compared to sidewalks
    - It was noted that a paragraph in the Sudbury packet (2<sup>nd</sup> paragraph slides 3,4) as well as the 3<sup>rd</sup> paragraph “charming rural landscape” seemed perfect for our use as well.
  - Our Goals
  - FAQ’s to address major/common concerns
    - Not expect people to clear sidewalks
    - Funding – should include the fact that there initially is a fund of money to be used, while other possible funding sources such as grants (MAPC any transportation funding is suppose to serve all modes) could also be pursued.
  - Other possible revisions
    - There were several concerns expressed on a few of the photos included in the draft that were not necessarily rural feeling
    - It was noted that there were some great photos included in Walkable Community Workshop presentation. Specifically, there were some photos of Stow and some photos of walkways going around trees. [Kris Wile noted she could contact Cathy Buckley and confirm that it would be okay to use photos from this presentation.](#)
    - Given this new direction, space in the brochure would be tight. The Committee discussed the possibility of combining the back two panels to buy more space
    - The benefits of walkable community section seemed very appropriate, and could possibly move to back panel – need to add health as a benefit (heart healthy and encourages children to walk)
  - [Kris Wile volunteered to take a stab at writing a revised draft of the brochure.](#) [Lori Clark indicated she would send Kris an electronic version.](#)

- Based on input from the who's who of Stow, the committee would develop an approach for articles to put in the Stow Independent

#### Funding:

- The group discussed still not knowing how much money is currently in the sidewalk fund. Kris Wile mentioned that Planning Board member, Ernie Dodd, mentioned the possibility of doubling these funds. [Lori Clark agreed to inquire with the Planning Board office about the current balance as well as Ernie's comment.](#)
- In order to know how far the money in the existing fund would go, the committee would need a sound estimate. Anecdotal estimates seem to be between \$45-\$100 per linear foot. Lori Clark mentioned checking with the Planning Board office as well as an estimate that the engineer the Planning Board uses, Sue Carter had given. Also, the person who gave the Walkable Community Workshop may also have ideas about costs.
- The group agreed we should check to see what the current fee that is charged to developers in lieu of sidewalks was. If this fee was too high developers may simply opt for installing sidewalks in their developments, which are not likely to be considered priority locations for walkways.
- Getting a sound estimate would depend on the actual specifications of the walkways. The group discussed the fact that the preferred walkways would include a grass buffer, but that was not always possible. In some cases, granite has been used for safety reasons. However, in areas where there was a grass buffer it is not seem as though granite would be needed. It was noted that the walkways currently going in on Pompositicut Road included granite. Also, the stretch of sidewalk in front of Ministers pond also included granite, both believed for safety reasons.
- Kris Wile mentioned potential grants she had researched had key deadlines of 11/15/09 for setting intent and 1/15/10 for filing an application. While the group felt that was aggressive, [Kris Wile agreed to continue doing research on what was needed to file intent.](#) She wanted the group to be aggressive as it could be a significant contribution to the walkway efforts (e.g. \$1.0+ million)

#### Member Updates:

Kris Wile mentioned she could not attend the meeting next week.

The next meeting is Wednesday, October 7<sup>th</sup> – we will need to confirm we will have a quorum without Kris.

#### Action items:

- [Lori Clark noted that she would inquire with the Planning Board to see if anyone knew who the original members were.](#)
- [Lori Clark indicated she would inquire with the Planning Board on these questions.](#)

- Lori Clark agreed to get the list of applicants from the Planning Board office as well as inquire about getting maps focused on these initial areas.
- Kris Wile noted she could contact Kathy Buckley and confirm that it would be okay to use photos from this presentation.
- Kris Wile volunteered to take a stab at writing a revised draft of the brochure. Lori Clark indicated she would send Kris an electronic version.
- Lori Clark agreed to inquire with the Planning Board office about the current balance as well as Ernie's comment.
- Kris Wile agreed to continue doing research on what was needed to file intent.

Adjournment:

Motion: Lori Clark made a motion to Adjourn the meeting at 9:00 PM

Tory Fletcher – 2<sup>nd</sup> the motion

Vote was unanimous