

TOWN OF STOW
PEDESTRIAN WALKWAY COMMITTEE
MEETING MINUTES

DATE: 14 October, 2009

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

LOCATION: Town Building

ATTENDEES: Victoria (Tory) Fletcher, Lori Clark, Martha Monroe, Kris Wile

The meeting was conducted as follows:

Review Minutes and Correspondence:

Minutes from last week – motion to approve minutes by Lori was 2nd by Martha. Vote was unanimous. Martha will create a spreadsheet to include all our AIs so we can close the ones that are completed and track the ongoing ones through closure.

Pedestrian Walkway Planning Sub-Committee Associate Members:

Associate Members: We are contacting people. We will give an update at our next meeting.

Communication Planning:

Lori talked to the Town Clerk and determined that we should not send out the brochure during the town meeting. Lori will circulate the brochure for a final review, and then show the brochure to the town planning board for approval to hand-out, and determine the best time for this to happen.

Lori is sending emails to local leaders asking for comments on the sidewalk committee. She will consolidate the comments into one document for us to review at a future meeting.

Planning for Group Visits: At one of the next meetings, we will document consistent answers to common questions, so that we can meet with different groups to tell them about the plan for walkways, but ensure we are all sending the same message out.

Data Gathering and Assessment:

Tory will contact town representatives for information on walkway engineering specifications.

Funding:

Kris is taking a look at other opportunities for funding.

Walkway Prioritization:

Members are collecting information on assigned streets and we will discuss at our next meeting.

Action Items:

- Lori to talk to Town Govt regarding brochure
- Martha will update inventory spreadsheet with suggested format changes
- Tory will contact town representative on walkway specifications

Adjournment:

Motion: Lori made a motion to adjourn the meeting at 9:30; Martha 2nd, vote was unanimous.