

**TOWN OF STOW
PEDESTRIAN WALKWAY COMMITTEE
MEETING MINUTES**

DATE: 23 June 2010

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

LOCATION: Town Building

ATTENDEES: Martha Monroe, Kris Wile, Tory Fletcher, Daisy Dearborn, Lori Clark

The meeting was conducted as follows:

Review Minutes and Correspondence:

- We reviewed the minutes from 16 Jun and approved the minutes

Pedestrian Walkway Planning Sub-Committee Associate Members:

- We talked about how we would use these new members. We could get them to help us prioritize areas, survey areas, and then meet with Sudbury or other towns that were able to successfully accomplish a walkway

Walkway Inventory:

- n/a

Communication Planning:

- Kris will put a blurb in the paper letting people know the survey is out on the website and inviting people to go and fill it out
- We will put another blurb in the paper two weeks later thanking people for their feedback and based on that feedback we revised the Phase I plan
- Jim and Lori met with Habitech and gathered information on interest of providing us an easement for the walkway. The man would talk to his superiors and then get back to us on this info. If we don't hear back this week, we will follow up
- Kris sent the letters out to people interested from SpringFest
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Data Gathering and Assessment:

- RFP – We reviewed the changes and motioned to approve it and get the design done
- Ten surveys have been filled out so far online

Funding:

- Alice Eaton Fund application is due 15 July. We need to get the school's buy-in, and then we can send it in. Martha will take the application and Walk Boston brochures to the meeting with George King
- Five year plan – We discussed how to use the people interested and how we can proceed with Phase II

Walkway Prioritization:

- n/a

List of Documents Used:

- Surveys filled out on Website

Decisions Made/Votes:

- Martha made a motion to approve the original proposal, minus the Habitat Study and Notice of Intent. The design quote totals \$15,500. Tory seconded and motion was unanimous

Action Items:

- Martha will talk to George King with regard to the Alice Eaton Fund
- Kris will send out the blurb for the Stow Independent on both the survey and update to Phase I
- Kris will ask Ernie asking who his contact in Sudbury is and then contact their Walkway Committee to see if they can meet with us
- Once the Planning Board approves us sending out the design plan proposal, Lori will send Sue an email telling her we would like her to begin
- Lori will check to see if she sent out an email to Bill Wrigley and Mike Clayton to ask about construction crews for the building of walkways. If she did not send the email out, she will then send it out

Member Update and Future Meeting Planning:

- Our meeting on 7 Jul will be to review the Alice Eaton application
- Our meeting on 21 Jul will be with Sue to discuss her preliminary siting plan

Adjournment:

Motion: Lori made a motion to adjourn the meeting at 8:10; Tory 2nd, vote was unanimous.