

TOWN OF STOW

Lower Village Sub-Committee

Minutes of the January 26, 2011, Lower Village Sub-Committee (LVC) Meeting.

Present: Members: Russ Willis, Lori Clark, Brian Martinson and Karen Kelleher

Absent: Don McPherson, Phil Moseley, Barbara Sipler

Also Present: Laura Spear, Selectman

The Meeting was called to order at 8:10 a.m.

Minutes

December 8, 2010 – Karen Kelleher moved to approve minutes of the December 8, 2010 Meeting, as drafted. The motion was seconded by Brian Martinson and carried by a unanimous vote of four members present (Russ Willis, Lori Clark, Brian Martinson and Karen Kelleher)

Draft Memo to Highway Department

Members reviewed the draft letter to the Highway Department concerning the December 1, 2010 site meeting. Karen Kelleher noted that the Planning Board would like to review the location for the fence installation on the south side of Great Road. Members approved the memo, as amended, to include a statement that the Planning Board will review the fence location before installation.

WorkPlan

Members discussed the Planning Board's letter of September 22, 2010, requesting the Lower Village Committee identify a date at which they can produce a final report before the end of the 2010 calendar year. Members noted that the committee did agree upon a topic outline. Lori Clark and Brian Martinson suggested that a short report be prepared with a list of appendices such as the Lower Village Streetscape, traffic islands, gateway sign, etc. Karen Kelleher volunteered to prepare a draft report for the committee to review at its February 23, 2011 meeting.

Members agreed to amend the Work Plan to include a due date of February 23, 2011 for a draft final report with the expectation that the Plan will be finalized on March 8, 2011.

Adjournment

The meeting adjourned at 8:20 a.m.

Respectfully submitted,

Karen Kelleher
Member