

TOWN OF STOW
LOWER VILLAGE REVITALIZATION SUBCOMMITTEE

Minutes of the August 8, 2019 Lower Village Revitalization Subcommittee Meeting

Members Present: Megan Birch-McMichael, Jonathan Bransfield, Jim Salvie

Absent: Jen Gero, Tom Farnsworth

Discussion of Meeting Minutes

Minutes of December 6, 2018

Jim Salvie moved to approve the minutes as written.

Jonathan Bransfield seconded.

VOTED: 3-0 Unanimously in favor (Megan Birch-McMichael, Jonathan Bransfield, Jim Salvie-Yea).

Minutes of February 21, 2019

Jim Salvie moved to approve the minutes as written.

Jonathan Bransfield seconded.

VOTED: 3-0 Unanimously in favor (Megan Birch-McMichael, Jonathan Bransfield, Jim Salvie-Yea).

Minutes of March 14, 2019

Jim Salvie moved to approve the minutes as written.

Jonathan Bransfield seconded.

VOTED: 3-0 Unanimously in favor (Megan Birch-McMichael, Jonathan Bransfield, Jim Salvie-Yea).

Minutes of April 25, 2019

Jim Salvie moved to approve the minutes as written.

Jonathan Bransfield seconded.

VOTED: 3-0 Unanimously in favor (Megan Birch-McMichael, Jonathan Bransfield, Jim Salvie-Yea).

Public Input

None.

Member Updates

None.

Public Outreach

The Subcommittee discussed when the appropriate time would be to conduct a public hearing or other public outreach related to the findings in their final report, agreeing that it would be best to schedule further outreach in coordination with the effort to revise zoning for Lower Village.

Review of Request for Proposals for Lower Village Zoning and Design Guidelines

The Subcommittee reviewed a draft Request for Proposals for consulting services to provide a zoning strategy report and design guidelines for Lower Village. Jim Salvie noted that the

Building Inspector and Zoning Enforcement Officer should be included in this process, as that position is implicated in upholding any changes to the zoning bylaw.

The Subcommittee discussed the need for planning consulting services and whether portions of the work could be done in house. Jesse Steadman said that portions of the work needed for a zoning audit are included in previous planning reports, including the Subcommittee's Final Report. A draft zoning bylaw can be created by the Planning Department, though a consultant would be needed to provide technical comments, such as an appropriate parking maximum, or the appropriate setbacks. Jesse Steadman added that with the difficulty of completing the Lower Village Traffic Safety project, it would be beneficial to continue to have expert assistance in order to rally public support.

Jim Salvie suggested the RFP include language around various modes of transportation, including the pilot program with Cross Town Connect and the potential need for a park and ride.

Jesse Steadman described a potential timeline for this work, including the Planning Department drafting a bylaw in the coming months, the RFP posted in late fall, consulting work completed during the winter and early spring, in time for the grant deadline of June 2020.

Review of Upcoming Charge of the Subcommittee

The Subcommittee discussed their upcoming charge, as members' terms will expire and the duties itemized on the previous vacancy notice have been completed. Jim Salvie said he feels it is time to reach out to property owners along the south side of Great Road to reignite the conversation around a public water supply. With the Planning Board, the Subcommittee could facilitate a meeting with the owners to discuss the need to begin looking at a water feasibility analysis funded through the Town, though the Town is not looking to start a Water Department.

The Subcommittee discussed what has changed since the last discussion with property owners around water, noting that there has been recent investment in the district on behalf of the town and property owners. A meeting would also represent the first opportunity for the new owner of the Beef N' Ale to come to the table. The Subcommittee agreed that since the last discussion, the Town has solidified its goals for the district and is willing to financially take responsibility for a feasibility analysis to learn what a potential system could look like, with the understanding of shared costs.

The Subcommittee agreed their new charge should include tasks around research and planning for a public water supply in Lower Village, as well as administrative assistance with the rezoning effort for Lower Village.

Meeting Adjourned.

Respectfully Submitted,

Valerie Oorthuys