

**MINUTES  
TOWN OF STOW  
COMPREHENSIVE PLAN COMMITTEE  
3rd Floor, Stow Town Building  
February 26, 2024**

**Members Present:** Lori Clark, Hector Constantzos, Cortni Frecha, Charles Hartford, Marcia Rising, Dan Peterson, Laurie Burnett

**Also Present:** Valerie Oorthuys, Michael Slagle, Jenn Goldson, Kadineyse Paz

**Meeting called to order** by Charles Hartford at 6:34 PM

**Approval of 11/20/23 Minutes:** Cortni Frecha moved to accept the minutes of November 20th, 2023 as written. Hector seconded. **Roll Call Vote:** Lori Clark- Yea, Hector Constantzos- Yea, Cortni Frecha- Yea, Charles Hartford- Yea, Laurie Burnett-Yea, Marci Rising, Yea, Dan Peterson Yea.

**Results of January Open House:**

- Reviewed open house results summary.
- Common themes:
  - Affordability of housing
  - Open Space and small-town feel
- Discussed words such as affordability were not specifically defined and indicated that would be helpful to include in the summary.
- Looked at who was represented in stakeholders who participated and where aligned with our town demographics and where it did not. The 34-64 demographic was appropriately represented, and the 65+ population had higher participation than their percentage of the population. Groups aged 34 and under were underrepresented.

**Project Schedule:**

- We are now at the beginning of phase 2.
- The retreat to review the key themes from all the data collected was scheduled for the 18<sup>th</sup> and 19<sup>th</sup> and it was noted the 19<sup>th</sup> is a federal holiday and thus we could not hold the meeting on that date. The retreat was rescheduled for June 17<sup>th</sup> and 18<sup>th</sup> from 6:00 to 8:00 PM.

**JM Goldson Welcomes Feedback:**

- Send comments on Existing Conditions Workbook & Summary by March 11<sup>th</sup>.

**Naming the Plan**

- Discussed naming the plan. JM Goldson shared submissions for names.
- The committee discussed wanting a name that described what the work is so it was clear from the title.
- The committee decided on: The Stow Comprehensive Plan 2035: *Envision Stow for All of Us*.
  - 2 lines if a title. If referencing in document can be written with a colon.
- **VOTE:** Hector Moved to approve the name. Marcia seconded. Unanimous approval.

**Engagement Tools:**

- Kadineyse presented an overview of “Meeting in a Box” engagement tool.
- Overview of meeting in a box:

- More intimate way to have conversations about our future.
- Way to connect with people.
- Way to get those who may not participate in other aspects of engagement.
- Usually 4-8 people is a good amount of participants.
- Takes about 2 hours if you do all the activities- which is ideal.
- If do in a school, it could have different groups take on different questions and not be as time consuming.
- Due date would be April 30<sup>th</sup> for completion of all the meeting in a box activities.
- Anyone can participate.
- We should look at the community engagement map provided by JM Goldson and target groups.
- Discussion on how to support engagement in “Meeting in a Box”:
  - Charlie suggested along with hosting personal meetings and encouraging residents to host their own meetings, we also host meetings in public spaces and make these discussions open to the public to sign up for participation.
  - **Next steps:**
    - Charlie will identify and book times and then will send an email to for committee members to sign up.
    - JM Goldson can help with advertising.
    - Charlie will schedule meetings at different times so we can reach people who have different availability.
    - Charlie will create a sign-up for Committee Members to host.
    - Hector will help with creating a Sign-Up Genius for community members to sign up.
    - JM Goldson will add the option of holding the meeting at a town space if they so wanted.
  - JM Goldson suggested we should look at the list of gap communities and think about how we will reach out.
  - JM Goldson will also set up a Google Doc so all “Meetings in a Box” can be tracked, so we know who is holding meetings and can make sure we are keeping on track and getting representation.
  - To support ensuring all groups are represented and contacted, Charlie put together an excel worksheet to coordinate who will be reaching out to which group to make sure every group is covered and not to duplicate efforts.
- **Kadineyse lead a practice session on Activity #3.-**
- **Discussion of Survey:**

The committee discussed page 15 of the survey, question: “Which of the following best describes your opinion on bringing more businesses to Stow? 1) I welcome more businesses in Stow whether or not it impacts my taxes 2) I would only support more businesses in Stow if it meant a decrease to my taxes 3) I do not support more businesses in Stow regardless of the impact it would have on my taxes.

  - The committee discussed how we might reframe the question:
    - Is there enough information to answer this question?
    - Should we be consistent with this question in all sections of the survey?
  - The committee discussed how it would be helpful to have an option for a response saying I need more information.
  - It was also brought up that in many ways it is more complex than just individual taxes being raised, for example if the town had more businesses then that is another way to bring in more taxes.

- If the goal of the questions is how do we prioritize, does the funding question help us answer this?
- Would it make sense to use rank choice questions?
- The committee concluded it would be good to both add one more response which provided the option to say I need more information.
- It was also agreed that it would be helpful to include the question in all the categories.
- **Vote:** Hector moves: that we add a 5<sup>th</sup> option to the question of cost of town services that indicates “Need to know more” and that we have this question consistently in each section.” Lori Seconded. Unanimous approval.
- The committee asked for clarity on the questions regarding broadband and waste removal. Should it be clearer? The committee came to consensus that adding in “Private company options” for in Municipal Facilities and Services questions 12 and 13 would be ideal.
- Any other considerations should be sent asap to JM Goldson. The survey is planned to go live on Monday, March 4<sup>th</sup>, 2024.

**Adjournment:** 8:37 pm Charlie moves **to end the meeting.** Hector seconded. Unanimous approval.

Respectfully Submitted,  
Laurie Burnett