

Comprehensive Plan Update Board Workshop
Wednesday May 11, 2022 6-8pm
Gates Town Hall Meeting Room

MINUTES

Attendees: Board members Chris Maurice (Chair), Steve Zimmer, Virginia McIntyre, Patty Redfern, Ed Mauro, Mike Wall (until 7:00)

Excused: Brom Bianchi

Also present: Cosmo Giunta (Gates Town Supervisor)

The meeting commenced at 6:00.

The minutes of the previous meeting, April 20, 2022 were accepted.

Public Forum Wrap Up

Attendance was close to what we had anticipated (less than we hoped): 30 residents. (Online participation was higher; see Surveys, below). The event was well received by the attendees, they filled out surveys, and wrote their comments and ideas on the four topic posters on the wall. There were also "I wish" cards for them to give their input. The Library meeting room was an excellent venue for this: the room was the right size, there is convenient parking, and the Library staff was very helpful.

Besides CPUB members (less Mike Wall with an out of town conflict) also present for the four hours were: Cosmo Giunta (Town of Gates Supervisor), Kurt Rappazo (Town of Gates Director of Public Works), Gates Police Chief Robert Long, Gates Volunteer Ambulance Service Chief Melissa Geffert, and Town Board member Andrew Loughlin. Also present was Deputy Town Attorney Robert MacLaren. The CPUB thanks them for their support and help in preparing for and running this event. (Also, thank you to Lily Alberto, Admin to the Supervisor, for her help in creating the flyer, surveys, printing, copying, etc).

Town of Ogden Supervisor Mike Zale (invited by Chris), to gather ideas for their upcoming Comprehensive Plan update (similar to four members of CPUB attending a County public forum on March 30).

To show the methods the CPUB engaged and gathered public input, the materials used in the Public Forum (surveys, posters, etc) will be included as an Appendix in the Comprehensive Plan document.

Board member Brom Bianchi took photos during the Forum – Chris showed them quickly to the Board on the projector screen. We'll want to include some of them in the Appendix. Chris will email them to the Board members, Cosmo, Kurt – each person can vote on their top five, and respond back to Chris before our next meeting. Chris will tabulate and report. Thanks to Brom for taking the pictures. (The pictures have also been shared with the Town, if they want to use them in their publications).

Surveys

Steve and Chris presented their data summary of the paper and online surveys. The surveys (resident and business) had been available online from April 18-May 3. (The business survey remains available until May 13). We received from residents: 111 online and 21 paper

submissions. Despite quite a bit of effort to engage them, Business response was only 6 online and 2 paper, prompting us to leave the business survey open for the additional time. The spreadsheets and charts have been distributed to members of the Board, and are available as part of the CPUB records. (The actual surveys will be shared with the Town, for their own review as well. Chris will do that in the next week).

Focus Groups

To dive a little deeper into the most common concerns of all the respondents (as representative of the Town population), CPUB will hold a number of Focus Groups in May and June.

On May 4 the Results Compilation Committee (Patty, Ed, Steve, Chris) met to review the input gathered from the surveys, wall posters and I Wish cards.

Earlier, as the surveys had been coming in, Patty had compiled the information from those who had checked that they were interested in being on a Focus Group. Now with this additional review of the concerns of all the respondents, and from the Forum, she and Ed took the assignment of preparing recommendations of what Focus Groups to have, and which respondents belonged best on which groups, and present that to the Board at this meeting. (Thanks to Patty and Ed for that work).

After some discussion, there will be five Focus Groups. There are two Board members on each Focus Group: Leader and Notetaker.

People and Community: Ed, Steve
PB + ZBA: Mike, Chris
Environmental: Brom, Patty
Infrastructure / Livability: Virginia, Steve
Town Departments: Chris, Ed

Each Focus Group team will work together to prepare the questions, schedule the meeting, invite the participants. (Note: Chris had sent three (similar) articles on "How to Lead a Focus Group" to the Board members, so we all have the same expectations).

There was a small additional bit of analysis to be done to ensure all survey respondents who had indicated an interest are placed on a Focus Group, or to be thanked for their interest if no group aligns with their unique concern. Patty to update her list by the end of the week. (Update 5-12: Patty has completed and sent to Chris). Chris will send the full survey submitted by their participants to the Leaders and Notetakers by 5-14.

While everyone will be busy with the Focus Group events in the next month, it was decided to hold off on scheduling Board meetings during this time.

We will have a working meeting on May 26, 1:00-3:00, for the purpose of the Focus Group partners to share ideas, questions, concerns, as they have been preparing for their group.

Data Update Committee update : To update the RTS usage data Steve has been in contact with RTS – up to now with no response. (It appears to be a bureaucracy issue). Finally, he has been promised the information. (Update 5-12: Steve has received some data from RTS. He'll work with what they've sent.)

There was some discussion on how, or if it is possible, to determine the number of rental homes, both apartment units and houses, in the Town. The info is not readily available. More discussion to come on whether we need that information, and the effort that will be required to get it.

Thanks to the Data Update Committee: Steve, Brom and Ed for the progress they have already made on this important component of the Plan update.

The meeting adjourned at 8:04.