



TOWN OF LEWISBORO
Westchester County, New York

Comprehensive Plan Steering Committee
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COMPREHENSIVE PLAN STEERING COMMITTEE
AGENDA

Tuesday, April 27, 2021

7:30 pm- 9:00 pm

Via Zoom videoconferencing and live streaming to Lewisboro TV YouTube channel
<https://www.youtube.com/channel/UCNUNE5gXs5rnHcyR4l6dikA>

I. MINUTES

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee Meeting held on April 13, 2021.

II. DISCUSSIONS

- A. 7:30pm – 7:35pm: Welcome remarks from Committee Chair
- B. 7:35pm – 8:30pm: Committee members discuss Comprehensive Plan project
 - a. 7:35pm – 7:55pm: Revisit preliminary project timeline (use Steering “Committee Sample Timeline” from Google Drive, Agendas & Meeting Materials, April 2021)
 - i. Determine target date for initial public information session
 - b. 7:55pm – 8:10pm: Review potential project scope, for use in drafting RFP for consultant
 - c. 8:10pm – 8:30pm: Preliminary ideas for committee mission statement (use Steering “Ideas for Committee Mission Statement” from Google Drive, Agendas & Meeting Materials, April 2021)
- C. 8:30pm – 8:45pm: Town Board liaisons comment or discussion
- D. 8:45 – 9:00pm: Committee members closing thoughts and/or questions/updates on open action items (see page 2)

III. NEXT MEETING DATE: May 4, 2021

IV. ADJOURN MEETING

Summary of open action items as of 4/13/21

Follow up by	Action item	Timeline
All	Review the 1999 Recommendations	April
All	Review and provide comments/additions/edits on proposed timeline document and potential grant document, posted to Google Drive (Agendas & Meeting Materials, April 2021) Review sample RFPs and RFP responses posted to same folder in Drive	April
C Indelicato C Conran K McGinn	Continue to schedule educational sessions for Committee members and County experts/resources	April
All	Continue to update list of stakeholders via document posted on Google Drive	April/Ongoing
All	Share links or PDF file informational resources/data sources with all Committee members via Goggle Drive Review for discussion at future meetings	Aril/Ongoing
K McGinn C Conran	Develop content for the Committee’s page on the Town web site	April
All	Develop bus tour/scavenger hunt around town	April/May
All	Watch Maureen Koehl’s lecture series on hamlets	April/May