



TOWN OF LEWISBORO
Westchester County, New York

Comprehensive Plan Steering Committee
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COMPREHENSIVE PLAN STEERING COMMITTEE
AGENDA

Tuesday, May 11, 2021

7:30 pm- 9:00 pm

Via Zoom videoconferencing

For Public: 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 May 4, 2021.

II. DISCUSSIONS

- A. 7:30pm – 7:35pm: Welcome remarks from Committee Chair
- B. 7:35pm – 7:40pm: Review schedule for upcoming meetings
 - a. Tuesday, May 25
 - b. Tuesday, June 1 (?)
 - c. Thursday, June 3 (Planning 101 with Jan Johannessen, Lewisboro Town Planner)
 - d. Tuesday, June 8 (Public project launch)
 - e. Tuesday, June 22 (Overview of Planning Board with Janet Andersen, Chair and Jud Siebert, Counsel)
 - f. Thereafter, decrease meeting frequency?
- C. 7:40pm – 8:30pm: Committee members discuss Comprehensive Plan project
 - a. 7:40pm – 8:00pm: Revisit project timeline
 - b. 8:00pm – 8:10pm: Update on initial survey progress
 - c. 8:10pm – 8:20pm: Update on RFP to consultant progress
 - d. 8:20pm – 8:30pm: Update on launch meeting content progress
- D. 8:30pm – 8:45pm: Town Board liaisons comment or discussion
- E. 8:45 – 9:00pm: Committee members closing thoughts and/or questions/updates on open action items (see page 2)

III. NEXT MEETING DATE: May 25, 2021

IV. ADJOURN MEETING

Summary of open action items as of 5/4/21

Follow up by	Action item	Timeline
C Indelicato	Lead drafting of RFP for consultant services, coordinate with Committee members	May/June
L Mango	Lead drafting of kickoff survey for community members, coordinate with Committee members	May/June
K McGinn	Lead drafting of agenda & slides for introductory public meeting, potentially June 8 th	May/June
K McGinn C Conran	Distribute Save the Date & meeting information for June 8 th project launch	May/June
All	Share/identify potential ideas educational webinars/resources for public series	May/June
J Wolff	Coordinate with Record Review re: article on Committee	May/June
C Conran J Andersen J Wolff	Review if/which 1999 recommendations were implemented	May
C Indelicato	Schedule Norma Drummond (Commissioner – Westchester County Department of Planning) for Tuesday Committee meeting	May/June
C Conran	Schedule Lise Robertson (Tax Assessor) for Tuesday Committee meeting	May/June
All	Discuss Hudson River Valley Greenway Community Grants opportunity (Deadline September 10 th) – approach/potential sub-committee?	June
All	Continue to update list of stakeholders via document posted on Google Drive	Ongoing
K McGinn C Conran	Develop content for the Committee’s page on the Town web site	Ongoing
All	Watch Maureen Koehl’s lecture series on hamlets	Ongoing
All	Develop bus tour/scavenger hunt around town	Long-term/Not urgent