



**TOWN OF LEWISBORO**  
**Westchester County, New York**

**Comprehensive Plan Steering Committee**  
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**COMPREHENSIVE PLAN STEERING COMMITTEE**  
**AGENDA**

**Tuesday, May 25, 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/UCNUNE5gXs5mHcyR4l6dikA>**

**I. MINUTES**

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee Meeting held on May 11, 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 – 8:00pm: Update on initial survey progress, review of final questions, review of survey platform interface
  - b. 8:00pm – 8:10pm: Update on RFP to consultant progress
  - c. 8:10pm – 8:30pm: Update on launch meeting content progress, review of presenter assignments
- 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: June 1, 2021 (30 minutes) & June 3, 2021 (1 hour)**

**IV. ADJOURN MEETING**

Summary of open action items as of 5/11/21

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, June 8 <sup>th</sup>	May/June
K McGinn C Conran	Distribute Save the Date & meeting information for June 8 <sup>th</sup> project launch	May/June
K McGinn C Conran	Research Closed Captioning resources for recording of June 8 <sup>th</sup> meeting	May/June
All	Share/identify potential ideas educational webinars/resources for public series	May/June
C Conran J Andersen J Wolff	Review if/which 1999 recommendations were implemented	May/June
All	Discuss methods for distribution of survey	June
C Indelicato	Coordinate review of census information and list of questions for County team	June
C Conran	Schedule Lise Robertson (Tax Assessor) for Tuesday Committee meeting	June
All	Discuss Hudson River Valley Greenway Community Grants opportunity (Deadline September 10 <sup>th</sup> )	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