



TOWN OF LEWISBORO
Westchester County, New York

Comprehensive Plan Steering Committee
79 Bouton Road
South Salem, New York 10590

Tel: (914) 763-5592
Fax: (914) 875-9148
Email: steering@planlewisboro.com

COMPREHENSIVE PLAN STEERING COMMITTEE
AGENDA

Tuesday, June 1, 2021

7:30 pm- 8:00 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 25, 2021.

II. DISCUSSIONS

- A. 7:30pm: Welcome remarks from Committee Chair
- B. 7:30pm – 8:00pm: Committee members discuss Comprehensive Plan project
 - a. 7:30pm – 7:45pm: Update final survey status, review plan for initial distribution of survey access
 - i. – Posting of hyperlink to Town webpage(s)
 - ii. – Facebook?
 - iii. – Partnering with Parks & Rec to get paper copies to Seniors
 - iv. – Flyers for library, new residents social event(s), etc?
 - b. 7:45pm – 8:00pm: Update on June 8th slide presentation
 - i. – Confirm all final edits have been submitted
 - ii. – Confirm time limit on each slide
 - iii. – Discuss /confirm flow of event
 - c. 8:10pm – 8:30pm: Update on launch meeting content progress, review of presenter assignments

III. NEXT MEETING DATE: June 3, 2021 (1 hour)

IV. ADJOURN MEETING

Summary of open action items as of 5/25/21

Follow up by	Action item	Timeline
C Indelicato	Lead drafting of RFP for consultant services, coordinate with Committee members Committee members to review and provide final edits	May/June
L Mango	Lead drafting of kickoff survey for community members, coordinate with Committee members Final edits due 5/27	May/June
K McGinn	Lead drafting of agenda & slides for introductory public meeting, June 8 Final edits due 6/1	May/June
J Wolff	Lead drafting of CFA Grant opportunity, deadline July 10)	June/July
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
C Conran J Andersen J Wolff	Review if/which 1999 recommendations were implemented COMPLETE – see Goggle Drive, under Lewisboro Plans	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 th)	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