



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, July 27, 2021

7:30 pm- 9:00pm

Via Zoom videoconferencing

For Public: <https://www.youtube.com/user/LewisboroTV>

I. MINUTES

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee Meeting held on June 22, 2021.

II. DISCUSSIONS

- A. 7:30pm: Welcome remarks from Committee Chair
- B. 7:30pm – 8:30pm: Committee members discuss Comprehensive Plan project
 - a. 7:35pm – 7:45pm: Update on survey
 - i. i. Response rate
 - ii. ii. Confirm status of Post Office locations, ongoing collection of paper surveys
 - 1. Larry – Waccabuc & South Salem
 - 2. John – Vista
 - 3. Mark – Goldens Bridge
 - 4. Charlene – Cross River
 - iii. iii. Any additional steps for spreading the word
 - b. 7:45pm – 7:55pm: Update on RFP to consultant
 - i. i. Status & next steps
 - c. 7:55pm – 8:20pm: Update on CFA Grant Opportunity
 - i. i. Status
 - ii. ii. Working session for any open questions/Committee input
 - d. 8:20pm – 8:30pm: Discuss any next steps for educational series for public and/or Hudson River Valley Greenway Community Grants opportunity
 - i. i. Grant due – Sept 10 or Nov 8 (<https://hudsongreenway.ny.gov/grants-funding>)

1. Lewisboro is listed as a Greenway Compact Community, so may be eligible for up to \$25,000 in matching funds

- 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: August 10, 2021

IV. ADJOURN MEETING

Summary of open action items as of 7/13/2021

Follow up by	Action item	Timeline
C Indelicato	Lead drafting of RFP for consultant services, coordinate with Committee members Begin process for identifying methods for distribution Coordinate feedback on draft from Town Board/Departments	July
All	Distribute flyers and paper copies of survey – see working document in Drive, Communications for full list of responsibilities	July
J Wolff	Lead drafting of CFA Grant opportunity (deadline July 30 th)	July
M Robbins	Share information/materials received from Project for Public Spaces	July
All	Share/identify potential ideas educational webinars/resources for public series	July
C Indelicato	Coordinate review of census information and list of questions for County team	July
K McGinn L Mango	Coordinate quarterly presentation to the Town Board for July (July 26 th)	July
All	Discuss Hudson River Valley Greenway Community Grants opportunity (Deadline September 10 th)	July
C Conran	Schedule Lise Robertson (Tax Assessor) for Tuesday Committee meeting	July/August
All	Continue to update list of stakeholders via document posted on Google Drive	Ongoing
K McGinn	Develop content for the Committee’s page on the Town web site	Ongoing
All	Watch Maureen Koehl’s lecture series on hamlets	Ongoing