



TOWN OF LEWISBORO
Westchester County, New York

Comprehensive Plan Steering Committee
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COMPREHENSIVE PLAN STEERING COMMITTEE
AGENDA

Tuesday, November 30, 2021

7:30pm- 9:00pm

Via Zoom videoconferencing

Closed Work Session

I. MINUTES

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee Meetings held on October 26, November 9 & November 23, 2021.

II. DISCUSSIONS – RFP Responses Due Diligence Kickoff

A. 7:30 – 9:00pm Steering Committee and Chairs of Planning Board, Zoning Board of Appeals and Architecture & Community Appearance Council – RFP Responses Due Diligence Kickoff

a. 7:30 – 7:45pm: Introductions

i. Steering Committee and Chairs to introduce themselves briefly (max 2 minutes per person)

b. 7:45– 8:05pm: Review Request for Proposals

c. 8:05 – 8:20pm: Review due diligence process and next steps

i. Roles

ii. Round 1 review

iii. Round 2 interviews

iv. Recommendation to Town Board

d. 8:20 – 8:50pm: Review round 1 scoring sheet

e. 8:50 – 9:00pm: Final questions/closing thoughts

III. NEXT MEETING DATES:

December 7, 2021 – Steering Committee meeting & public education session via Zoom videoconferencing and YouTube – 1.5 HOUR

December 14, 2021 – Full group closed work session via Zoom videoconferencing – 30 MINUTE QUICK CHECK IN

IV. ADJOURN MEETING