



TOWN OF LEWISBORO
Westchester County, New York

Comprehensive Plan Steering Committee
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COMPREHENSIVE PLAN STEERING COMMITTEE
AGENDA

Tuesday, November 9, 2021

7:30pm- 9:00pm

Via Zoom videoconferencing

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

I. DISCUSSIONS

- A. 7:30pm: Welcome remarks from Committee Chair
- B. 7:35 – 9:00pm: Committee members discuss Comprehensive Plan project
 - a. 7:35 – 7:50pm: Update on survey
 - i. Deadline November 12
 - ii. Reminder to be sent via Lewisboro email listserv & sent to civic groups listed on <https://www.lewisborogov.com/community/page/civic-organizations>
 - iii. Response rate update
 - iv. Confirm status of Post Office locations, plan for FINAL collection
 - 1. Larry – Waccabuc & South Salem
 - 2. Mark – Goldens Bridge
 - 3. Charlene – Cross River
 - 4. John – Vista
 - 5. Ciorsdan – Planning Office, Library, Town House
 - b. 7:50– 8:30pm: Update on RFP to consultant
 - i. Status of inquiries and responses
 - ii. Next steps
 - 1. Review due diligence checklist draft
 - 2. Discuss process for first round reviews
 - c. 8:30– 8:35pm: Update on Hudson River Valley Greenway Community Grants opportunity
 - i. Status & next steps
 - d. 8:35– 8:40pm: Update on public education sessions
 - i. Status & next steps

1. Next session: Census review?

- C. 8:40 – 8:55pm: Town Board liaisons comment or discussion
- D. 8:55 – 9:00pm: Committee members closing thoughts and/or questions/updates on open action items (see below)

II. NEXT MEETING DATE: November 23

III. ADJOURN MEETING

Summary of open action items as of 10/26/2021

Follow up by	Action item	Timeline
All K McGinn	Distribute flyers and paper copies of survey – monitor Post Offices, send completed copies to C Conran SURVEY END DATE: FRIDAY, NOVEMBER 12 First week of November, send final email reminders to civic groups and via Town list serve Confirm Post Offices are stocked and ready, arrange for final pickup post end date	November 12
C Indelicato C Conran K McGinn	Coordinate respondent questions, submissions	September – November
K McGinn	Lead developing due diligence checklist and rating system for responses	September – November
All	Review information/materials received from Strong Towns & Project for Public Spaces	November
K McGinn	Lead developing educational webinars/resources for public series Lead advertising/spreading word Next session: Census	September 28 and ongoing
M Robbins	Lead drafting of Hudson River Valley Greenway Community Grants opportunity (Compact & Planning grants, early 2022 deadline)	September and ongoing
C Indelicato	Coordinate review of census information and list of questions for County team (Possible education session/guest speaker)	October/November?
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 (Next up: FAQ section)	Ongoing
All	Watch Maureen Koehl’s lecture series on hamlets	Ongoing