



TOWN OF LEWISBORO
Westchester County, New York

Comprehensive Plan Steering Committee
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COMPREHENSIVE PLAN STEERING COMMITTEE
MINUTES

Minutes of the meeting held by the Comprehensive Plan Steering Committee on Tuesday, January 25, 2022 via Zoom videoconferencing.

Present: Katie McGinn, Chair
Charlene Indelicato
Larry Mango *joined at 7:40 p.m.
Mark Robbins *joined at 7:32 p.m.
John Wolff

Janet Andersen, Planning Board Chair
Rose Bonanno, ACARC Chair
Robin Price, ZBA Chair

Absent: None

Ms. McGinn called the meeting to order at 7:30 p.m. and after reviewing the minutes the Committee entered into a work session.

I. MINUTES

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee meeting held on December 7, 2021.

Ms. McGinn made a motion to accept the minutes as presented; seconded by Ms. Indelicato. In favor: Charlene Indelicato, Katie McGinn and John Wolff. Absent: Larry Mango and Mark Robbins.

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee meeting held on December 14, 2021.

Ms. McGinn made a motion to accept the minutes as presented; seconded by Ms. Indelicato. In favor: Charlene Indelicato, Katie McGinn and John Wolff. Absent: Larry Mango and Mark Robbins.

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee meeting held on January 4, 2022.

Ms. McGinn made a motion to accept the minutes as presented; seconded by Ms. Indelicato. In favor: Charlene Indelicato, Katie McGinn and John Wolff. Absent: Larry Mango and Mark Robbins.

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee meeting held on January 6, 2022.

Ms. McGinn made a motion to accept the minutes as presented; seconded by Ms. Indelicato. In favor: Charlene Indelicato, Katie McGinn and John Wolff. Absent: Larry Mango and Mark Robbins.

II. ACTION ITEMS

Summary of open action items as of 1/25/22

Follow up by	Action item	Timeline
For Steering Committee and Chairs of Planning Board, Zoning Board of Appeals and Architecture & Community Appearance Council		
All	Hold dates in February for initial interviews	February
For Steering Committee Only		
L Mango K McGinn	Review survey data/responses, prepare graphics/summary	December - January
K McGinn	Lead finalizing due diligence process – coordinate meeting dates with Planning Board, dates for interviews with consulting firms	January/Early 2022
K McGinn	Lead developing due diligence checklist and rating system for responses/interviews, interview questions	January
J Wolff	Share feedback from CFA grant application with Committee (following meeting with NYS office)	March
K McGinn	Lead developing educational webinars/resources for public series Lead advertising/spreading word	December 7 and ongoing
All	Review information/materials received from Strong Towns & Project for Public Spaces	Ongoing
M Robbins	Lead drafting of Hudson River Valley Greenway Community Grants opportunity (Compact & Planning grants, early 2022 deadline)	Ongoing
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

II. NEXT MEETING DATES:

February 1, 2022 - closed work session via Zoom videoconferencing for interviews of consultants

III. ADJOURN MEETING – With no further business, the Committee exited the work session, and the meeting was adjourned by Ms. McGinn and seconded by Ms. Bonanno at 8:32 p.m. In favor: Janet Andersen, Rose Bonanno, Charlene Indelicato, Larry Mango, Katie McGinn, Robin Price, Mark Robbins and John Wolff. Absent: None.

Minutes respectfully submitted by:

A handwritten signature in cursive script, reading "Ciorsdan Conran". The signature is written in dark ink on a white background.

Ciorsdan Conran
Comprehensive Plan Steering Committee Administrator