



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, March 29, 2022 via Zoom videoconferencing (Meeting ID: 956 8729 5376) and livestreamed to LewisboroTV YouTube channel <https://www.youtube.com/watch?v=C57mpg2y4ug>

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

Absent: None

Ciorsdan Conran, Administrator
Andrea Rendo, Town Board Member *joined at 7:36 p.m.

Approximately two viewers on YouTube.

Ms. McGinn called the meeting to order at 7:29 p.m.; thanked the Committee members and administrator for their time and hard work (having met 36 times); and welcomed the Committee's liaison to the Town Board, Ms. Rendo.

I. MINUTES

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee meeting held on January 25, 2022.

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

II. DISCUSSIONS

New York State Consolidated Funding Application

Mr. Wolff stated the CFA Grant application was submitted a year ago and although no funding was received it was a good learning experience and he thanked Ms. Conran and Ms. Crimmins for their contributions.

Mr. Wolff noted the State has \$1M in funding for comprehensive planning and he reviewed the key points from the feedback session: Lewisboro's median income and limited job growth/Smart Growth potential did not earn the application points. He noted that future applications should emphasize our strong wetland laws and detail public engagement.

Mr. Wolff stated the planning consultants will take the lead on this and other applications next time.

Hudson River Valley Greenway Community Grants

Mr. Robbins stated he has been in contact with the HRVCG administrator, and the next grant application due dates are May 6, 2022 and September 2, 2022. He noted the grants are for \$10,000; are typically reimbursements for services rendered and should advance the five Greenway criteria (natural and cultural resource protection, economic development, public access, regional planning, and heritage and environmental education). Mr. Robbins stated the application is comprised of an essay and a spreadsheet of costs. Ms. Indelicato noted that the consultants can offer language to include in the essay.

Mr. Wolff stated he and Mr. Robbins should go over the CFA grant together for ideas and discuss greenways with George Scott (Open Space and Preserves Advisory Committee).

Mr. Robbins will email Greenway grant information to Ms. Rendo.

Presentation to Town Board, March 2022

Ms. McGinn reviewed the project timeline:

- Phase 1 – introductory;
- Phase 2 – community engagement; and
- Phase 3 – plan update.

Ms. McGinn stated she made a quarterly update to the Town Board on March 28, 2022 which included the Committee's recommendation of Nelson Pope Voorhis as consultants to the Town in updating our comprehensive plan. She noted the three finalists were all great firms, that the Town Board should be making its decision around the end of April and once the firm is hired then the public engagement will ramp up.

Ms. McGinn's presentation can be found at <https://www.lewisborogov.com/cmpsc/page/comprehensive-committee-summary-presentation-town-board-3-29-2022> or 10 minutes into the Town Board meeting at https://www.youtube.com/watch?v=MEPAun5UA_U

Ms. Rendo stated the Town Board will be doing its due diligence in reviewing the responses to the RFP and is impressed with the work of the Committee.

Grant Committee

Ms. Rendo stated that Rich Sklarin has started a grant committee which now has three members. Ms. McGinn stated she will contact the chair of the grant committee.

Ms. Rendo noted she will be exploring the State's Local Waterfront Revitalization Program (LWRP) for additional resources and presenting to the town with regard to a comprehensive plan for our lakes. Ms. Indelicato stated she had worked on two LWRP grants, both times with consultants, as it is a very intricate application process.

Mr. Robbins stated we will continue to work on obtaining grants to defray the \$150,000 cost of the consultants and asked if a town asset was sold and funds earmarked for the comprehensive plan. Ms. Rendo stated she will research the sale of 65 Old Bedford Road, Goldens Bridge and the plan's funding source.

III. ACTION ITEMS

Summary of open action items as of 3/2022

Follow up by	Action item	Timeline
K McGinn	Coordinate with Town Board on next steps re: consultant hire	March – April 2022
K McGinn M Robbins	Contact the grants committee	April 2022
M Robbins	Lead drafting of Hudson River Valley Greenway Community Grants opportunity (Compact & Planning grants, early mid 2022 deadline)	Spring 2022
K McGinn	Lead developing educational webinars/resources for public series Lead advertising/spreading word	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	Ongoing
All	Watch Maureen Koehl's lecture series on hamlets	Ongoing

IV. NEXT MEETING DATES:

April 26, 2022 - via Zoom videoconferencing for committee members with livestreaming to LewisboroTV YouTube channel.

V. ADJOURN MEETING – With no further business, the meeting was adjourned by Ms. McGinn and seconded by Mr. Robbins at 8:13 p.m. In favor: Charlene Indelicato, Larry Mango, Katie McGinn, Mark Robbins and John Wolff. Absent: None.

Minutes respectfully submitted by:



Ciorsdan Conran
Comprehensive Plan Steering Committee Administrator