



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, April 26, 2022 via Zoom videoconferencing (Meeting ID: 820 8421 1125) and livestreamed to LewisboroTV YouTube channel <https://www.youtube.com/watch?v=TLkOdYFSdbo>

Present: Katie McGinn, Chair
Charlene Indelicato
Larry Mango
Mark Robbins *joined at 7:31 p.m.
John Wolff

Ciorsdan Conran, Administrator

Absent: Andrea Rendo, Town Board Member

Approximately two viewers on YouTube.

Ms. McGinn called the meeting to order at 7:29 p.m.

I. MINUTES

Review and adoption of the Minutes of the Comprehensive Plan Steering Committee meeting held on March 29, 2022.

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

II. DISCUSSIONS

Grants

Ms. McGinn stated she has been in contact with Dottie Podolak, chair of the Grant Advisory Committee, and they will share information, expertise and avoid duplicating efforts.

Mr. Wolff stated the New York State Consolidated Funding application is due in July. Mr. Robbins stated the Hudson River Valley Greenway Community grant application is due September 6th. The Committee will discuss these grants with consultants at the kickoff meeting.

Comprehensive Plan Consultants

Ms. McGinn stated that at its April 25th meeting, the Town Board selected Nelson Pope & Vorhees (NPV) to be the consulting firm to develop Lewisboro's next comprehensive plan. She thanked all the respondents for their thoughtful responses to the RFP.

[Ms. McGinn's computer crashed but she quickly rejoined the meeting.]

Ms. McGinn stated NPV will be updating its proposal to consolidate certain land-use board meetings so that the project cost would be between \$152,600 - \$156,500; it is not to exceed \$163,000.

Ms. Indelicato requested that Jud Siebert, Planning Board counsel, review the contract along with the Town Attorney. Ms. McGinn stated she will discuss this with the Supervisor and Town Attorney.

Meeting Dates

Ms. McGinn stated Valerie Monastra (NPV) cannot meeting on Tuesdays; the Committee agreed to hold future meetings on the third Monday of the month.

The Committee discussed dates for the kickoff meeting with NPV (before next public meeting) and the next Town Board update. Ms. Indelicato recommended that the Committee develop a list of priorities – energy, sustainability, charging stations, wetland issues, incentives for energy savings, Code enforcement, public meeting schedule -- to be discussed at the kickoff meeting. The group agreed that its mission is to facilitate community engagement so it can find out whether these issues are important to current and future Lewisboro.

Mr. Mango stated he would share the survey results' raw data with NPV.

III. ACTION ITEMS

Summary of open action items as of 4/2022

Follow up by	Action item	Timeline
K McGinn	Coordinate with Town Board on next steps re: consultant hire Schedule kick-off meeting with consultant	April – May 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:

June 6, 2022 - Kickoff meeting with Nelson Pope & Vorhees - via Zoom videoconferencing for committee members

V. **ADJOURN MEETING** – With no further business, the meeting was adjourned by Ms. McGinn and seconded by Ms. Indelicato at 7:50 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