



**TOWN OF LEWISBORO**  
**Westchester County, New York**

**Comprehensive Plan Steering Committee**  
**79 Bouton Road**  
**South Salem, New York 10590**

**Tel: (914) 763-5592**  
**Fax: (914) 875-9148**  
**Email: [steering@planlewisboro.com](mailto:steering@planlewisboro.com)**

**COMPREHENSIVE PLAN STEERING COMMITTEE**  
**AGENDA**

**Monday, September 19, 2022**

**7:30 pm- 8:45pm**

**Via Zoom videoconferencing**

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

**For Committee: Link to Follow**

**I. PROJECT UPDATE (7:30pm – 8:15pm) – For Lewisboro Community via YouTube**

- A. 7:30pm – 7:35pm: Welcome Remarks & Introduction to the Comprehensive Plan Steering Committee
- B. 7:35pm – 7:53pm: What & Why – Comprehensive Planning
- C. 7:53pm – 8:02pm: How – Comprehensive Planning
- D. 8:02pm – 8:11pm: How Can You Get Involved?
- E. 8:11pm – 8:15pm: Closing Remarks & Reminder to Take the Survey

**II. Committee Business (8:15pm – 8:45pm)**

- A. 8:15pm – 8:25pm: Updates/wrap ups
  - a. Approve minutes
  - b. Survey update
  - c. Postcard mailer update
  - d. Library Fair debrief
  - e. Reminder about community stakeholder list
  - f. Share feedback on Community Outreach Plan from Town Accessibility Committee
  - g. October 11 quarterly update to Town Board
- B. 8:25pm – 8:35pm: Grant update
  - a. Hudson River Valley Greenway Community Grants opportunity (Compact & Planning grants)
- C. 8:35pm – 8:45pm: Outstanding questions & closing thoughts

**III. NEXT MEETING DATE: October 17, 2022, 7:30PM,**  
**November 21, 2022, 7:30PM (conflict with Town Board meeting)**

**IV. ADJOURN MEETING**

Summary of open action items as of August 2022

Follow up by		Timeline
Valerie Larry/Katie	Valerie to finalize participation questions with Katie/Accessibility Committee  Larry to create in SurveyMonkey	August 31 <sup>st</sup>
Katie	Postcard mailer, additional languages, assistance filling out  NPV & Accessibility Committee to provide guidance	September
John	Steering Committee booth at Library Fair September 17 <sup>th</sup>  Steering Committee to agree on staffing schedule via email	September 17 <sup>th</sup>
Valerie	Coordinate BASE MAP review/hamlet planning areas Send final map to the CPSC	August 31st
Valerie	Unique online participation tools, i.e. one question per month to start as soon as public participation survey is closed. First question will be sent in November.	August 31 <sup>st</sup> - email CPSC update of thoughts on approach and techniques
Valerie	Lead effort to schedule meetings with Committees/Councils, Town Board, Planning Board, ZBA, and ACARC. All emails will be sent by August 31 <sup>st</sup> . Ask Ciorsdan if you need help contacting/scheduling	August 31st
Valerie to coordinate with Mark Robbins, Town Board liaisons, Town Grant Committee	Lead effort to organize drafting of Hudson River Valley Greenway Community Grants opportunity (Compact & Planning grants, early mid 2022 deadline)  Andrea Rendo confirmed at previous meeting we would like to apply, Grant Committee was looped in.  NPV already provided Mark the information on the grant and the application. NPV is waiting for Mark to send any questions or additional information needed.	August 31 <sup>st</sup>
Katie to coordinate	Underrepresented/hard to reach groups outreach  Utilize local networks to identify community groups/resources and engage - Social services professionals, local organizations, councils of leaders, etc.  Explore methods for organizing focus groups or targeted pop-up events	Ongoing
Ciorsdan/Katie	Coordinate email addresses for stakeholder list	Ongoing
K McGinn	Lead developing educational webinars/resources for public series Lead advertising/spreading word	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