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 **TOWN OF LEWISBORO**

 **Westchester County, New York**

**Comprehensive Plan Steering Committee Tel: (914) 763-5592**

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#### COMPREHENSIVE PLAN STEERING COMMITTEE

#### AGENDA

**Thursday, February 23, 2023 7:30 pm- 9:00pm Via Zoom videoconferencing**

**For Public:** [**https://www.youtube.com/user/LewisboroTV**](https://www.youtube.com/user/LewisboroTV)

**For Committee: Link to Follow**

1. **WELCOME REMARKS, Committee Chair (7:30pm – 7:35pm)**
2. **PROJECT UPDATE, NPV (7:35 pm – 7:45 pm) NPV**
3. 7:30 pm – 7:45 pm: Summary of Round 1 public meetings participation
	1. Participation totals
	2. Participation expectations/comparative comments
4. **COMMITTEE BUSINESS (7:45 pm – 9:00 pm)**
5. 7:45 – 8:45pm: Project planning
	1. Project schedule
	2. Outreach/advertising efforts to date
	3. Brainstorm additional outreach/advertising methods
	4. Round 2 public meetings – formats, day of week/times
6. 8:45 – 9:00pm: Next steps
	1. Posting of public input summary, recordings of virtual meetings
	2. Review and update open action items (see next page)
	3. Outstanding questions for NPV
7. **NEXT MEETING DATE:** March 20, 2023 - 7:30PM via Zoom
8. **ADJOURN MEETING**

**Summary of open action items as of February 2022**

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| **Follow up by** |  | **Timeline** |
| All | Submit feedback on draft Inventory & Analysis Report by February 15, 2023 | February 15 - COMPLETE |
| Need volunteer (Board liaisons?) | New resident social, February 26, 2023 – Volunteer to attend/share information |  February 26 |
| J Wolff | Library volunteer fair, March 4, 2023 – John to coordinate informational table  | March 4 |
| K McGinn | Presentation to Town Board, Monday, March 13, 2023*Comprehensive Plan Project Update and Community Outreach and Engagement Plan overview* | March 13 |
|  |  |  |
| NPV | Alert Steering Committee of Grant opportunities  | Ongoing  |
| K McGinn | Coordinate Community Outreach Teams | Ongoing  |
| K McGinn | Coordinate outreach/advertising methods and materials | Ongoing  |
| K McGinn  | Develop/update content for the Committee’s page on the Town website | Ongoing  |
| C Conran   | Coordinate continued updating of email addresses for stakeholder list/Constant Contact mailing list  | Ongoing  |
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