

FINAL

**CITY OF LEBANON
WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
MINUTES, JUNE 22, 2021
Lebanon City Hall – Meeting Room 1
7:00PM**

MEMBERS PRESENT: Jim Winny (Chair, City Council Rep.); Chet Clem (Vice-Chair); Gregorio Amaro; Kevin Purcell (Economic Development Commission Rep.); Lauren Groves;

MEMBERS ABSENT: Dean Cashman; Graziella Parati; Laurel Stavis (Planning Board Rep.);

STAFF PRESENT: David Brooks, Planning & Zoning Director; Shaun Mulholland, City Manager

1. **CALL TO ORDER:** Chair Winny called the meeting to order at 7:00 pm.

2. **APPROVAL OF MINUTES:**

A. June 8, 2021

***A MOTION by Mr. Clem to approve the June 8, 2021 Minutes as presented.
Seconded by Mr. Purcell.***

****The Motion was approved (5-0)***

3. **OLD BUSINESS:**

A. Update on Westboro bidding and lease request

Mr. Brooks noted that about a dozen contractors attended the mandatory site walk for NHDOT's bid request for demolition of the Westboro structures. The bid opening had been delayed by a week. City Manager Mulholland noted that he has submitted multiple requests for meetings with NHDOT to discuss the proposed lease area and DOT is still communicating with the railroad company before scheduling the meeting.

B. Update on potential West Lebanon TIF District

City Manager Mulholland expressed his reservations about the creation of a TIF district for West Lebanon. He suggested there was not yet an identified public improvement that would facilitate new development and that would warrant a district. There was discussion that no tools that could potentially benefit West Lebanon should be taken off the table without further evaluation. It was noted that the final decision on whether to study or create a district was up to the City Council.

C. Update on Capital Spending v. Tax Revenue

City Manager Mulholland noted that the City prepares a single budget and that tax rates are based on the valuation of the entire City. He felt that trying to study smaller portions of the City could lead to more problems. He noted that the City is spending capital funds in West Lebanon including a new bridge on South Main Street and a new West Lebanon Fire Station facility.

D. Update on West Lebanon Zoning

Mr. Brooks noted that the Planning Department would review the recent zoning amendments for downtown for potential application in West Lebanon and that any proposed amendments would follow the annual review and adoption process. He noted that some past efforts to amend zoning were intended to apply to all of the Central Business zone, but some community members did not want any changes in West Lebanon prior to a visioning session. It was suggested that zoning amendments that enable greater density could help make the numbers work for redevelopment in West Lebanon.

E. Update on striping in West Lebanon

Mr. Brooks noted that errors in the restriping of parking spaces along Main Street had been pointed out and that DPW would see that they were corrected.

F. Update on VHB for Streetscape and River Trail

Mr. Brooks noted that VHB was preparing preliminary design concepts for transportation and streetscaping along Main Street based on a field survey and communication with NHDOT about traffic projections. In addition, an engineer had recently completed a site walk along the sewer interceptor as a potential alignment for a river trail and would be preparing a feasibility study report including concept designs, cross-sections, and cost estimates. Preliminary plans for both projects are expected to be ready for review and discussion at one of the July meetings.

G. Discussion re: Finances

Mr. Brooks summarized that approximately \$250,000 remains from prior appropriations for West Lebanon capital improvements and that the Planning Department is requesting additional funds to facilitate implementation of components of the streetscape study, the river trail study, or other improvements. He noted that placeholder requests have been submitted pending completion of more detailed cost estimates. He also summarized that operating funds from the Planning Department are available for printing and marketing, executing the block party, or funding the pop-up pilot project proposed by the UVLSRPC.

4. NEW BUSINESS:

A. Discussion re: Possible collaboration with the Economic Development Commission

Chair Winny has been communicating with Bill Dunn, Chair of the Economic Development Commission, about a possible joint meeting of the two bodies and coordination on redevelopment opportunities in West Lebanon in particular.

B. Update on marketing project

Mr. Amaro provided an update on communications with the Library Director for hosting a block party event at Kilton and installing marketing posters at the library. There was discussion about confirming a date that doesn't conflict with other planned events.

5. OTHER BUSINESS:

No discussion

6. ADJOURNMENT:

***A MOTION by Mr. Clem to adjourn the meeting.
Seconded by Mr. Purcell.***

****The Motion was approved (5-0)***

The meeting was adjourned at 8:30pm.

Respectfully submitted,
David Brooks
Planning & Development Director