

FINAL

**CITY OF LEBANON
WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
MINUTES, AUGUST 17, 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.); Laurel Stavis (Planning Board Rep.)

MEMBERS ABSENT: Dean Cashman; Graziella Parati; Lauren Groves;

STAFF PRESENT: David Brooks, Planning & Zoning Director;

1. CALL TO ORDER: Chair Winny called the meeting to order at 7:11 pm.

2. APPROVAL OF MINUTES:

A. June 22, 2021

B. July 27, 2021

The committee deferred review of the minutes until the next meeting due to technical issues.

3. OLD BUSINESS:

A. Block Party Event / Banners

The committee discussed possible dates for an event at Kilton Library and how and when to announce the event. There was discussion of displaying the Streetscape and River Trail Feasibility Study plans, testing out temporary improvements recommended in the Streetscape Study, highlighting potential improvements to the Westboro property, and other ongoing efforts. There was concern about scheduling in competition with other events and waiting too far into the Fall and making sure there is enough time to properly plan and execute the event. There was discussion of whether to invite state representatives and dignitaries.

There was discussion about splitting the event into two or more events to celebrate the impending demolition of Westboro buildings separately from the discussions and presentations about what plans and opportunities exist once the buildings are down.

There was discussion about announcing the demolition project through a press release, a letter to the editor, or asking the Valley News to cover the story. The prior press release will be shared as part of the next agenda.

The committee tentatively set October 23rd as a potential block party date. The committee will prepare a checklist of tasks and steps to be coordinated to execute the event.

B. Lease Area Update

Mr. Brooks provided an update on the City Manager's conversations with NHDOT about the proposed lease. NHDOT expressed support for leasing the riverfront and the areas where buildings will be removed, but not for the area between the propane facility and the rail bridge. As a result, the City Manager has submitted a revised lease area request to move forward with the

areas supported by NHDOT. It was noted that the DOT Commissioner can only establish short-term lease agreements of 5-10 years. The City's request for a 99-year lease will require a more involved process. There was discussion about pursuing the short-term lease from the DOT Commissioner, while the longer-term lease process is worked out, so that the community can move forward with planning efforts for the property.

There was discussion about how to advance plans for improvements for the riverfront trail and how far to go prior to having an executed lease agreement for the property.

A MOTION by Mr. Clem that the West Lebanon Revitalization Advisory Committee request to advance designs from the rough schematic design prepared in coordination with the Recreation Department to a conceptual plan as quickly as possible. Seconded by Ms. Stavis.

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

The committee asked the Planning and Recreation Departments to coordinate on how to advance the schematic plans for the property and trail.

C. Westboro property – recommended improvements

It was suggested that if the City will not be able to lease all of the portions of Westboro that have been requested, the committee will need to revisit the uses for the areas that will be leased to the City. The committee agreed to revisit this topic at a future meeting.

D. Discussion: West Lebanon Fire Station

Chair Winny suggested that the committee should discuss what should happen to the old Fire Station facility on Main Street, whenever the station is moved to a new location. It was suggested that the site would be appropriate for a commercial use, but the community needs to be proactive in approaching the types of businesses that it wants to see.

4. NEW BUSINESS:

A. Discussion: Seminary Hill school update

Mr. Brooks summarized that the City Manager submitted a proposal to the School Board to take control of the property. The School Board's attorney has indicated that the Board may not have the authority to convey the property to the City, but that the voters could decide the issue.

5. OTHER BUSINESS:

Mr. Clem noted that the committee needs to be putting together a list of recommendations to the City Council. Chair Winny summarized the list he has already started, including the Westboro property, Seminary Hill School, river trail/greenway, West Lebanon Fire Station, zoning amendments, Bridge Park, and collaboration with other stakeholders.

There was discussion about the why the Lebanon Downtown zoning district was created as opposed to simply updating the Central Business district regulations. There was discussion about ensuring that enough new development is possible and that enough incentives exist to overcome financial barriers of redevelopment.

Mr. Clem noted that Ms. Stavis was co-sponsoring legislation related to rail trails to address liability concerns.

Mr. Brooks noted that the NHDOT would be holding its last public hearing on the State Rail Trails Plan on August 18th. He will forward information on how to attend the hearing.

Mr. Brooks suggested that the committee could consider naming the Bridge Street Park property after a prominent West Lebanon resident as one of its recommendations to the City Council.

5. ADJOURNMENT:

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

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

The meeting was adjourned at 9:08 pm.

Respectfully submitted,
David Brooks
Planning & Development Director