



**WEST LEBANON REVITALIZATION ADVISORY
COMMITTEE
OCTOBER 19, 2021 - 7:00 PM
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

- 1. Call to Order**
- 2. Approval of Minutes**
 - A. September 14, 2021
- 3. Old Business**
 - A. Block Party event
 - B. Westboro demolition - update
 - C. Westboro property - recommended improvements
 - D. Discussion: West Lebanon fire station property
- 4. New Business**
 - A. Discussion: Proposed roundabout at Main St./Bridge St. intersection
- 5. Adjournment**

The order of agenda items is subject to change.

Meetings are open for in-person and remote attendance. Members of the public who wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please visit LebanonNH.gov/Live for full details.

Agenda
West Lebanon Revitalization Advisory Committee
October 19, 2021

Agenda Item #2A
Approval of Minutes

September 14, 2021

1 DRAFT

2 CITY OF LEBANON
3 WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
4 MINUTES, SEPTEMBER 14, 2021
5 Lebanon City Hall – Meeting Room 1
6 7:00PM
7

8 MEMBERS PRESENT: Jim Winny (Chair, City Council Rep.); Chet Clem (Vice-Chair);
9 Dean Cashman; Kevin Purcell (Economic Development
10 Commission Rep.); Lauren Groves; Laurel Stavis (Planning Board
11 Rep.)
12

13 MEMBERS ABSENT: Graziella Parati; Gregorio Amaro
14

15 STAFF PRESENT: David Brooks, Planning & Zoning Director;
16

17 -----
18
19 1. **CALL TO ORDER:** Chair Winny called the meeting to order at 7:06 pm.
20

21 Since Mr. Clem was participating remotely, Chair Winny conducted a roll call and speakers
22 identified themselves.
23

24 2. **APPROVAL OF MINUTES:**
25

26 A. June 22, 2021
27

28 B. July 27, 2021
29

30 C. August 17, 2021
31

32 ***A MOTION by Ms. Stavis to approve the minutes of the June 22nd, July 27th, and August***
33 ***17th meetings as presented.***

34 ***Seconded by Mr. Purcell.***
35

36 ***Roll Call Vote:***

37 ***Members voting in favor included: Mr. Purcell, Ms. Stavis, Ms. Groves, Chair Winny.***

38 ***Members abstaining: Mr. Clem, Mr. Cashman.***

39 ****The Motion was approved (4-0-2)***
40

41 3. **OLD BUSINESS:**
42

43 A. **Block Party Event**
44

45 The committee discussed plans for the proposed date (October 23rd), location (Kilton Library),
46 and time (11:30am-2:30pm) for the event. There was discussion about advertising and
47 announcements for the event, with formal invitations for key individuals, including the City
48 Councilors, local representatives, Lebanon's state senator and Executive Councilor, and others
49 who were instrumental in securing the demolition funding.
50

51 The committee discussed the basic program, including having some speakers discuss the project
52 and tables set up to display information related to the future reuse of Westboro Yard, potential
53 streetscape improvements along Main Street, plans for the River Trail and Greenway concepts,
54 potential improvements for Bridge Park, potential planning and zoning amendments impacting
55 West Lebanon village.
56

1 There was discussion about the possibility of reusing bricks from the demolition for walkways or
2 other purposes in Westboro Yard. The bricks could potentially be used as a fundraising tool if
3 they could be cleaned up and/or engraved. There was discussion about engaging food trucks for
4 the event.

5
6 The committee discussed the timeline and process for securing a lease from NHDOT for the
7 Westboro property. The committee expressed concern about losing momentum if the lease
8 negotiation process takes too long.

9
10 ***A MOTION by Mr. Clem that the Committee request that the City Manager pursue a short-***
11 ***term lease agreement with NHDOT in the interim while pursuing the long-term lease***
12 ***through the legislative process.***

13 ***Seconded by Mr. Stavis.***
14

15 It was noted that the City cannot proceed with any physical improvements without a lease
16 agreement and the City may be hesitant to invest significant funds toward improvements in the
17 absence of a long-term lease.

18
19 ***Roll Call Vote:***

20 ***Members voting in favor included: Mr. Clem, Mr. Cashman, Mr. Purcell, Ms. Stavis, Ms.***
21 ***Groves, Chair Winny.***

22 ****The Motion was approved (6-0)***
23

24 Ms. Stavis was asked to prepare draft language for the invitations. Mr. Cashman was asked to
25 look into the use of the Mascoma Bank parking lot for food trucks. Chair Winny will continue to
26 research live music options and will follow-up with Mr. Amaro about graphics.

27
28 There was discussion about how much to focus on the proposed roundabout during the public
29 event. It was suggested that people often have strong opinions about roundabouts and there was
30 concern that the remaining streetscape improvements along the corridor could be undermined by
31 too much negative attention paid to the roundabout. It was suggested that the roundabout should
32 be added to a future agenda for committee discussion.

33
34 There was also discussion about coordinating with other local boards and committees and to
35 encourage involvement and participation by downtown businesses.

36
37 **B. Westboro Demolition - update**
38

39 Mr. Brooks noted that the demolition contract is anticipated to be on the September 15th Executive
40 Council meeting for approval.

41
42 **C. Westboro Property – recommended improvements**
43

44 Chair Winny noted that the recommended improvements for Westboro will need to change if the
45 City is not expected to get all of the requested lease area. The committee reviewed the prior plan
46 created with the Recreation Department. There was discussion about how best to depict an
47 aspirational set of improvements on the property. Architect Dan Winny has completed some draft
48 sketches of proposed improvements and could be asked to refine them further for display and
49 discussion at the block party.

50
51 It was suggested that a multi-purpose playing field would have the most utility. Splash pad and
52 water features may be too seasonal in nature and therefore not as beneficial. Planning and
53 Recreation will continue to work together on desired improvements and how best to depict them.

1 The committee talked about the status of discussions related to Rotary's 100th anniversary
2 project. It was noted that Rotary may be working on multiple improvements around the community
3 including West Lebanon.
4

5 **D. Discussion: West Lebanon Fire Station property**
6

7 Chair Winny asked if the committee members have thoughts about how the existing fire station
8 property might be reused if a new fire station is constructed. It was suggested that active
9 redevelopment might be desirable at that location. The committee decided to discuss this further
10 at a future meeting.
11

12 **4. NEW BUSINESS:**
13

14 No discussion.
15

16 **5. OTHER BUSINESS:**
17

18 Mr. Clem noted that the West Lebanon website was updated recently and could be available to
19 help announce and advertise the block party event.
20

21 There was discussion about whether the recent overdose and other public safety issues in West
22 Lebanon was something the committee needed to address or whether those matters were being
23 handled by Police, Human Services, and others.
24

25 **5. ADJOURNMENT:**
26

27 ***A MOTION by Mr. Cashman to adjourn the meeting.***
28 ***Seconded by Ms. Groves.***
29

30 ***Roll Call Vote:***

31 ***Members voting in favor included: Mr. Clem, Mr. Cashman, Mr. Purcell, Ms. Stavis, Ms.***
32 ***Groves, Chair Winny.***

33 ****The Motion was approved (6-0)***
34

35 The meeting was adjourned at 8:53 pm.
36
37

38 Respectfully submitted,
39 David Brooks
40 Planning & Development Director

**Agenda
West Lebanon Revitalization Advisory Committee
October 19, 2021**

**Agenda Item #3C
Old Business**

**Westboro Property -
recommended improvements**

From: [Paul Coats](#)
To: [Chet Clem](#); [David Brooks](#); [Lauren Groves](#); [laurel stavis](#); [Chris Lin](#)
Cc: [Shaun Mulholland](#)
Subject: Westboro Park Conceptual
Date: Tuesday, March 16, 2021 3:10:39 PM
Attachments: [image012.png](#)

Please excuse the unrefined nature of this conceptual design. It is clearly a low tech no cost effort that I hope portrays an idea of what could exist at Westboro.

Legend:

- **Purple looking cobblestone path along the shore and up to S. Main street roughly represents the trail and the story walk.**
- **Rectangular grass on the north end:** Small flat field, 160'x90' for athletics and passive recreation. Potential for overflow parking too if we extend a driveway to it.
- **Blue amoeba looking blob:** Site of natural splash pad, water playground, or natural playground.
- **Green patch south of splash pad:** Passive recreation greenscape.
- **Black and gray, roundhouse overlay:** Outdoor auditorium/event site
- **Black shape furthest south:** Parking



As these discussions and ideas are refined, the future step will be to contract with an engineer or architect to develop a

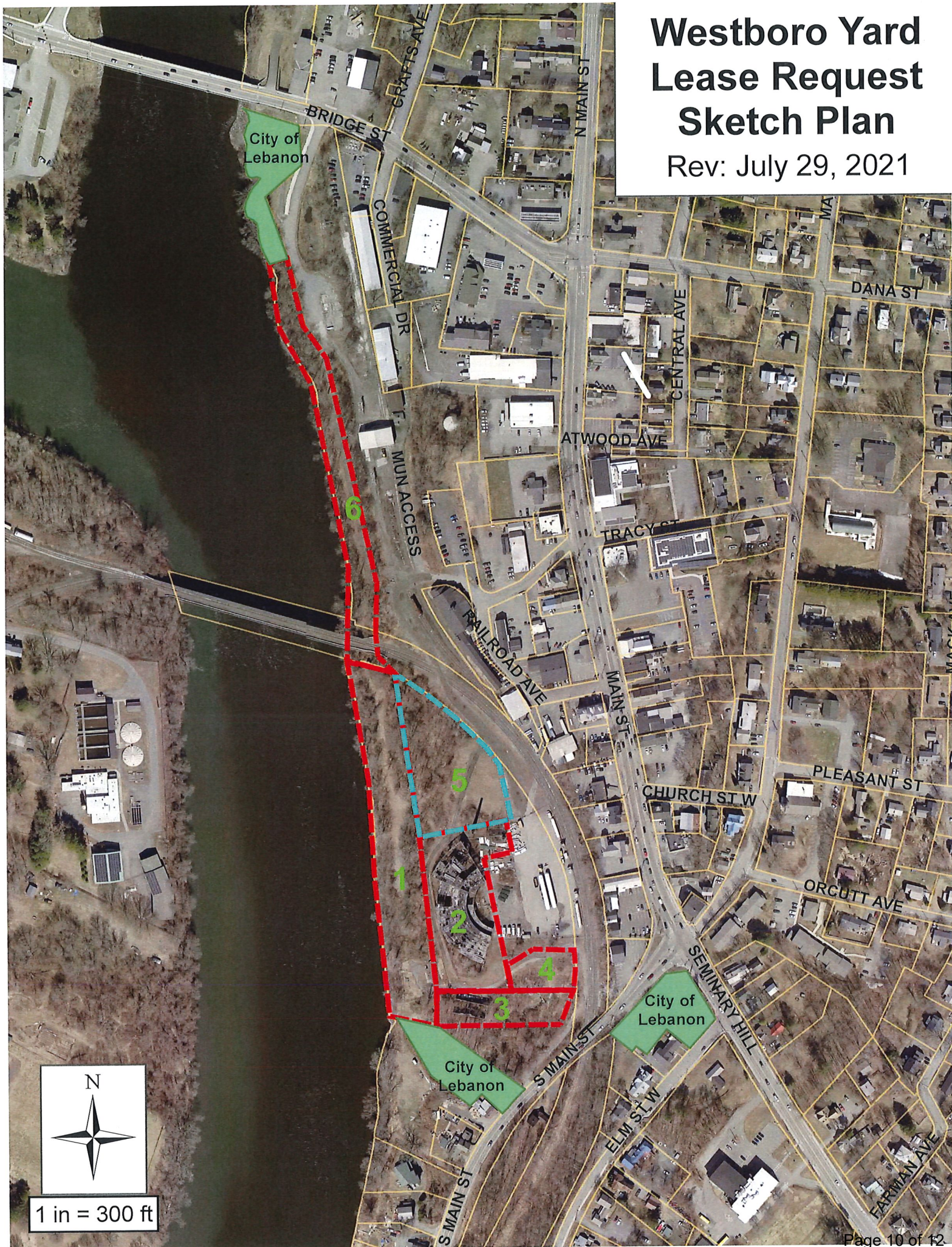
proper conceptual design that would include site visits and site evaluation.

I look forward to continuing this discussion with you and moving us towards a community friendly environment at Westboro.

Paul

Westboro Yard Lease Request Sketch Plan

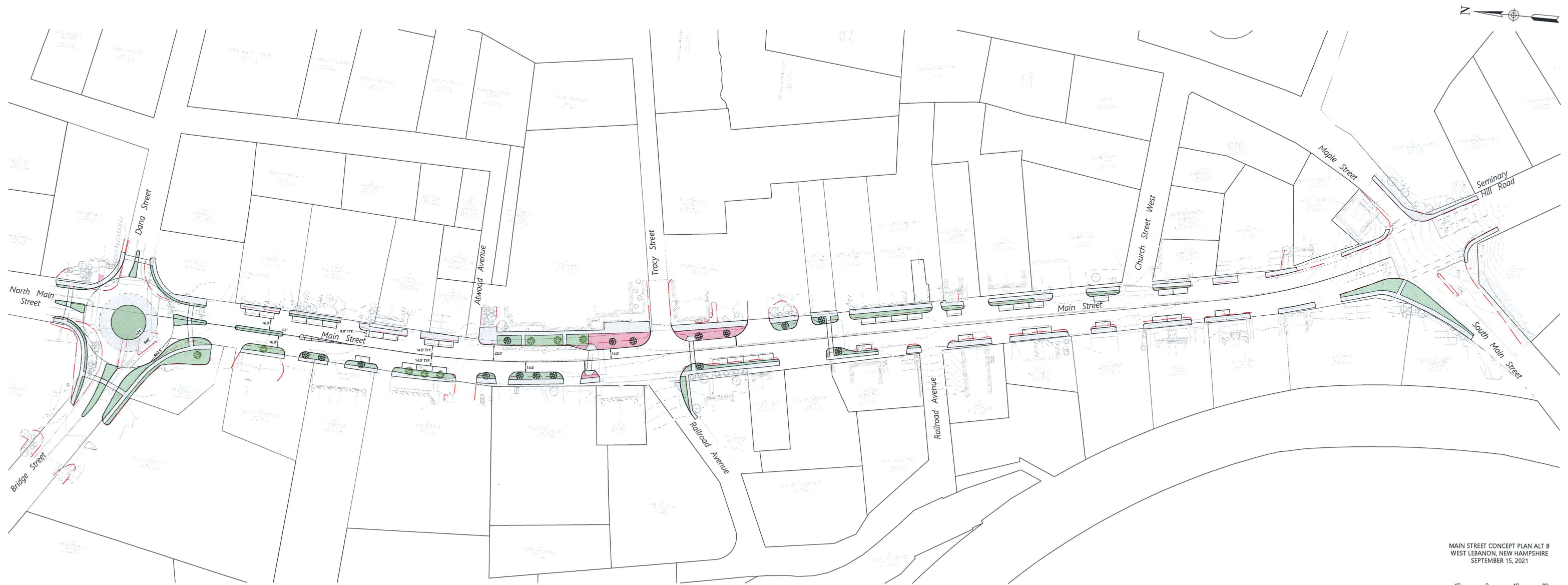
Rev: July 29, 2021



Agenda
West Lebanon Revitalization Advisory Committee
October 19, 2021

Agenda Item #4A
New Business

Discussion:
Proposed roundabout at
Main St/Bridge St intersection



MAIN STREET CONCEPT PLAN ALT B
WEST LEBANON, NEW HAMPSHIRE
SEPTEMBER 15, 2021

40 0 40 80
SCALE IN FEET