FINAL

CITY OF LEBANON
WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
MINUTES, OCTOBER 19, 2021
LEBANON CITY HALL – MEETING ROOM 1
7:00 PM

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.); Dean Cashman

MEMBERS ABSENT: Graziella Parati; Lauren Groves

STAFF PRESENT: David Brooks, Planning & Zoning Director

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1. <u>CALL TO ORDER:</u> Chair Winny called the meeting to order at 7:05 pm.

2. <u>APPROVAL OF MINUTES:</u>

A. September 14, 2021

A MOTION by Mr. Clem to approve the September 14, 2021 Minutes as presented.
Seconded by Mr. Purcell.

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

3. <u>OLD BUSINESS:</u>

A. Block Party Event

The committee discussed the upcoming block party event scheduled for October 23rd. There was confirmation on food vendors and live music and discussion on when to have the band playing to allow time for speakers. The committee agreed on arriving at 10am to set up and 12pm-2pm for the event. There was discussion on what to do with a potential over-abundance of apples for the cider press. The committee considered donating excess apples to the Upper Valley Haven.

There was discussion on marketing and advertising in the final days prior to the event, including distribution of posters to companies and postcards to residences. There was confirmation on the radius the advertisements have reached thus far and what marketing steps can follow as a last minute reach. There was discussion on placing sandwich boards in front of the Kilton Library and confirmation on utilizing Mascoma Bank's parking lot for the event.

The committee received word that Senator Hassan's office will be sending a letter from the senator, as she will be unable to attend. This topic opened discussion for which parties will be speaking during the event. The committee discussed what exactly will be announced at this event, including the update on the Westboro demolition and what avenues that will create for the community. The committee shared historic photos to potentially be used at the event.

The committee discussed representatives from boards and committees that will or will not be in attendance. Various tables and groups that will be involved are discussed and confirmed, noting that businesses have been invited and notification has been appropriately posted on essential platforms.

B. Update on Westboro Demolition

The committee briefly discussed that the demolition is making progress. The smoke stack is down, the sand house is down, and the remediation of asbestos on the roundhouse building is being done. Concerns on setting aside clean bricks were presented as many of the bricks are unclean and may not be reusable.

C. Recommended Improvements for Westboro Property

The committee was presented with an aerial image of the lease parcels with conceptual improvements prepared by Architect Dan Winny. There was discussion on the capabilities of certain parcels as well as the shortcomings. The land will have ADA (Americans with Disabilities Act) conforming access. Other considerations discussed include the general infrastructure of the parcels, the water/dam plans, and access to the water.

There was discussion on how to present this demolition and revitalization project in a positive, progressive light and to ensure the plans and announcement do not come across as daunting.

D. West Lebanon Fire Station Property

No discussion at this time.

4. <u>NEW BUSINESS:</u>

A. Discussion: Proposed roundabout at Main St./Bridge St. Intersection

Mr. Brooks mentioned the capacity analysis and summarized that the proposed roundabout works better than the existing signal. Twenty years out, the roundabout is projected to continue to work as well or better than a signalized intersection, but both would ultimately fail based on continued growth in traffic. The decision to not get into the weeds of this proposal at the block party was upheld.

5. <u>OTHER BUSINESS:</u>

Ms. Stavis brought up the topic of the cessation of the committee and requested the discussion of such be put on the agenda.

6. ADJOURNMENT:

A MOTION by Mr. Clem to adjourn the meeting.
Seconded by Mr. Amaro.

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

The meeting was adjourned at 8:58 pm.

Respectfully submitted,
Megan Mraz