FINAL

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

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

MEMBERS ABSENT: Graziella Parati; Gregorio Amaro

STAFF PRESENT: David Brooks, Planning & Zoning Director;

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1. CALL TO ORDER: Chair Winny called the meeting to order at 7:06 pm.

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

2. APPROVAL OF MINUTES:

A. June 22, 2021

B. July 27, 2021

C. August 17, 2021

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

Roll Call Vote:
Members voting in favor included: Mr. Purcell, Ms. Stavis, Ms. Groves, Chair Winny.
Members abstaining: Mr. Clem, Mr. Cashman.
****The Motion was approved (4-0-2)***

3. OLD BUSINESS:

A. Block Party Event

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

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

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

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

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

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

Roll Call Vote:
Members voting in favor included: Mr. Clem, Mr. Cashman, Mr. Purcell, Ms. Stavis, Ms. Groves, Chair Winny.
****The Motion was approved (6-0)***

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

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

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

B. Westboro Demolition - update

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

C. Westboro Property – recommended improvements

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

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

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

D. Discussion: West Lebanon Fire Station property

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

4. NEW BUSINESS:

No discussion.

5. OTHER BUSINESS:

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

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

5. ADJOURNMENT:

A MOTION by Mr. Cashman to adjourn the meeting.
Seconded by Ms. Groves.

Roll Call Vote:
Members voting in favor included: Mr. Clem, Mr. Cashman, Mr. Purcell, Ms. Stavis, Ms. Groves, Chair Winny.
****The Motion was approved (6-0)***

The meeting was adjourned at 8:53 pm.

Respectfully submitted,
David Brooks
Planning & Development Director