



LEBANON DIVERSITY, EQUITY, AND INCLUSION COMMISSION

JULY 19, 2022 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM

LEBANONNH.GOV/LIVE

1. Call to Order

- A. The July 19, 2022, Diversity, Equity & Inclusion Commission (DEI) Meeting is hereby called to order.

2. Approval of Minutes

- A. July 5, 2022

3. Business

- A. Feedback on the strategic plan? – City Manager Mulholland
- B. Multicultural Festival w/ NEXUS – Keysi Montas and Councilor Liot Hill
- C. Listening Session: July 21 (Emily Walton & Councilor Liot Hill), July 28 (Councilor Wilkie & Richard Ford Burley)
- D. Hartford Committee on Racial Equity and Inclusion (HCOREI) – Kathy Beckett
- E. Lebanon School District - Tia Winter
- F. Arts & Culture - Councilor Wilkie
- G. Equity worksheet – Richard Ford Burley (packet on SharePoint – or share in agenda packet)
- H. Collaborate on Hartford, Hanover, Lebanon, and Norwich Community Safety Survey with HCOREI? – Councilor Wilkie and Keysi Montas
- I. Follow up regarding checking in with mental health providers for trans youth – Tia Winter
- J. A proposition to adopt the Vermont Declaration of Inclusion for the City of Lebanon – Bise Wood Saint Eugene

4. Open to the Public

5. Future Agenda Items

6. Other Business

7. Adjournment

Meetings are open for in-person and remote attendance. Members of the public that 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 note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

CITY OF LEBANON
DIVERSITY, EQUITY, & INCLUSION COMMISSION
5 July, 2022— 6:00pm
COUNCIL CHAMBERS, CITY HALL or
Remote Via Microsoft Teams: LebanonNH.gov/LIVE

MEMBERS PRESENT: Kathy Beckett (Public Representative Alternate); Richard Ford Burley (Secretary); Nancy Graham (Public Representative); Karen Liot Hill (City Council Representative); Keiselim Montas (Public Representative); Bise Wood Saint Eugene (Vice-Chair); Emily Walton (Chair); Simone Whitecloud (Public Representative Alternate) (via telepresence); Devin Wilkie (City Council Representative); Tia Winter (Public Representative)

MEMBERS ABSENT: Karen Zook (City Council Alternate)

STAFF PRESENT: Shaun Mulholland (City Manager)

1 -----
2
3 **1. CALL TO ORDER**
4

5 Emily Walton calls the 5 July 2022 Diversity, Equity & Inclusion Commission (DEI)
6 Meeting to order at 6:00pm.
7

8 **2. APPROVAL OF MINUTES**
9

10 **A. 21 June 2022**
11

12 The Minutes are approved by general assent.
13

14 **3. OLD BUSINESS**
15

16 N/A
17

18 **4. NEW BUSINESS**
19

20 **A. Feedback on the strategic plan? – City Manager Shaun Mulholland**
21

22 Item is moved to the bottom of the agenda, as it is an activity that will take up as much
23 time as remains in meeting.
24

25 **B. Reporting on next steps for REAL training? – City Manager Shaun Mulholland**
26

27 City Manager Shaun Mulholland reports there will be training at the City, and the
28 Commission's role will come in the fall.

C. Multicultural Festival w/ NEXUS – Keysi Montas and Councilor Karen Liot Hill

Councilor Karen Liot Hill reports that the Multicultural Festival will take place on Saturday, August 13, from 12-3pm as a part of the Nexus Festival. There will be food, dance lessons, and musical performances, leading to a parade of flags that integrates the Multicultural Festival into other Nexus events.

D. Next listening session? – Councilor Wilkie

Devin Wilkie reports that tabling space has been reserved for listening sessions at the farmer's market from 4pm-7pm on July 21 and 28. Volunteers are sought for both. Wilkie also reports that planning for focus discussions with specific groups in Lebanon is underway.

E. HCoreI – Kathy Beckett

Kathy Beckett reports that HCoreI has had no meetings since the DEI Commission's last meeting.

F. Lebanon School District – Tia Winter

Tia Winter has no updates to report.

G. Arts & Culture – Councilor Devin Wilkie

Councilor Devin Wilkie has no updates to report.

H. Equity worksheet – Richard Ford Burley

Richard Ford Burley reports that there have been updates to the worksheet, which has been uploaded to the DEI Commission's SharePoint.

I. Environmental, energy equity section in Ch13 of City Master Plan – Richard Ford Burley

Richard Ford Burley reports that they have met with Woody Rothe from LEAC. Will let the Chair know when it needs to come back on the agenda.

J. Collaborate on Hartford, Hanover, Lebanon, Norwich Community Safety Survey with HCoreI? – Councilor Devin Wilkie and Keysi Montas

Councilor Devin Wilkie reports that work is ongoing. Will let the Chair know when it needs to come back on the agenda.

K. Distribution of discrimination survey

Bise Wood Saint Eugene reports on the latest developments, including language availability of the survey. Emily Walton will be working on expanding the linguistic availability as well. Shaun Mulholland reports that the city's internal survey is ongoing. Bise Wood Saint Eugene will send the finalized survey link to Shaun Mulholland, who will distribute it. Other methods of publicity are then discussed, including contacting Valley News writers to pitch a story about the DEI Commission.

L. Follow up regarding checking in with mental health providers for trans youth – Tia Winter

Tia Winter reports that she will reach out to the Dartmouth health trans youth program to gauge interest, need, and areas of potential holes in service that could be provided. Karen Liot Hill suggests she will look into PFLAG (Parents and Friends of Lesbians and Gays) involvement in the community.

A. Feedback on the strategic plan? – City Manager Shaun Mulholland

Strategic Plan consultation. City Manager Shaun Mulholland asks the DEI Commission to consult on the beginnings of the city's new strategic plan. Commission members engage in brainstorming ideas to add to plan. Ideas will continue to be added over the next meetings.

5. OPEN TO THE PUBLIC

No discussion.

6. FUTURE AGENDA ITEMS

7. OTHER BUSINESS

8. ADJOURNMENT

Chair Emily Walton adjourns the meeting at 6:56pm.

ECONOMIC VITALITY

Provide key leadership role in the UV/State Childcare Initiatives (CM)

Build community/rec center that attracts visitors (RAP)

Ensure an adequate and safe supply of drinking water (DPW)

Work collaboratively with UVBA, the Corporate Council and others to enhance the business climate & tourism in the region (CM)

Ensure broadband internet service is provided throughout the City (CM)

Work with commercial realtors and developers to bring tenants to airport TIF (Air)

Program to assist minority, LGBTQ+ and woman businesses (DEI)

Downtown Redev't - 20 Spencer, Village Mkt, Kleen, Parking Lots (PLN)

Implement Downtown Visioning and WL Charrette Studies (PLN)

Parking Utilization Study (PLN)

Urban Shoreland Exemption (PLN)

West Lebanon CBD Zoning (PLN)

Review and Update Econ Dev Chapter of MP (PLN)

River Park / West Lebanon TIF (PLN)

Facade Grant Program (PLN)

Reliable and affordable high-speed internet (PLN)

Partner w/ UVBA to promote UV MedTech Collaborative (PLN)

PUBLIC SAFETY

Take a proactive, innovative, data-driven approach to prevent and reduce crime and traffic accidents in the city (P)

Continue compliance and maintain accreditation with CALEA standards and best practices (P)

Continue assess staffing shortages and recruitment, and develop long-term vision with City Manager for staffing allocation (P)

Continue foot patrol and mountain bike patrol by officers in areas requiring high visibility to promote not only safety and security, but positive community interactions (P)

Develop and emergency operations plowing plan to ensure access to hospitals during all conditions (DPW)

Develop a public safety staffing plan (F)

Public Safety Facilities Plan Implementation (F)

Seek Fire Department Accreditation through the CPSE (F)

Implement employee safety and wellness program (F)

Enhanced enforcement efforts of Bldg Codes, Zoning and Dev't approvals (PLN)

Continue inspections and permitting of industrial wastewater dischargers (DPW)

HOUSING & NEIGHBORHOODS

Enable Cottage Cluster housing (PLN)

Review residential zoning districts (PLN)

Review and Update Housing Chapter of MP (PLN)

Density bonus provisions (PLN)

CLG Grant projects (PLN)

Partner w/ LHA, TPHT, etc. (PLN)

Expand 79-E program (PLN)

Make City Properties available for dev't (PLN)

Review and Update West Lebanon CBD Chapter of MP (PLN)

Develop metrics to better understand the impact to city services by development (F)

Utilized Problem Oriented Policing (POP) to identify community problems and implement interventions designed to solve the problem and improve the quality of life for residents, community members, and other stakeholders (P)

Fire & Building Codes/Inspectional Services (F)

Continue to collaborate with the Planning Department to assess and project the impact of new development on policing services (P)

Keep the City Manager and City Council apprised of the new impact on commercial and residential development that continues to have on police operations (P)

Community partnerships to increase options for emergency shelter and permanent, affordable housing (HS)

Public Wifi (CS)

PUBLIC HEALTH

Increase access to trails and parks, promoting exercise and healthy lifestyle. (RAP)

Restaurant Inspection program (PLN)

Role of Health Officer and coordination with UV Public Health organizations (PLN)

Ensure safe and proper disposal of wastes. (DPW/SW)

Ensure safe wastewater discharge (DPW)

Ensure safe drinking water (DPW)

MIH/Community Nurse (F)

Upper Valley PH (F)

General Assistance Program (HS)

Collaboration with service providers to strengthen safety net for vulnerable residents (HS)

Partner with WCBH to provide community mental health services through Mobile Crisis Response (HS)

Community Social Worker (HS)

Continue to offer Citizen Informational Programs & Classes when COVID restrictions allow to do so safely (R.A.D., Citizens Police Academy, K-9 Demos, Crime Prevention, etc. (P)

Continue partnerships with West Central Mobile Crisis Team (P)

RECREATION, ARTS & CULTURE

Improve access to
historic local documents
(LIB)

Build additional athletic
fields (indoor and outdoor)
and playgrounds. (RAP)

Absorb 5th/6th grade
basketball (RAP)

Create new events in
tunnel, Colburn, Westboro.
(RAP)

Collaborate with
Dartmouth College to
build new park N. Leb.
(RAP)

Partner with citizen
action groups thru
Friends Leb Rec to
enhance parks (RAP)

Maintain and adapt
programming that keeps
citizens active, connected
and engaged.(RAP)

Dana House Restoration
(PLN)

Oral History Project w/
Heritage Comm (PLN)

Reuse of Westboro Yard
(PLN)

Incorporate diversity
into programming and
communications (DEI)

Increase volume of public
art (RAP)

Develop master plan for
tunnel art (RAP)

FINANCIAL SUSTAINABILITY & EFFICIENCY

Urban Service District
(PLN, DPW)

Maintain the City's Debt
Management Plan (CM)

Increase library
foundation contribution
(LIB)

Maintain a long term
strategy to stabilize tax
and user fees and avoid
spikes in rates (CM)

Continue to seek grant
funding (DPW)

Continue implementation
of recommendations from
the energy audit at
water and wastewater
facilities (DPW)

SOCIAL HEALTH & JUSTICE

Development of the City's Equity Plan (CM)

Expand partnerships with non-profits
to serve people in need (LIB)

ADA Transition Plan (PLN)

Create a directory of gender
neutral restrooms (DEI)

Increase diversity of City
staff & Volunteers (DEI)

Increase the communications
modalities to reach a broader cross
section (DEI)

Incorporate land acknowledgements
in public activities (DEI)

Resource for businesses as to
their rights and responsibilities
regarding when interacting with
diverse communities (DEI)

HIGH PERFORMING GOVERNMENT

Transparency Initiative (CM)

Community engagement and communication (CM)

Community Education - Citizens Academy (CLK)

Digital people-first online services (CM)

Improve and streamline development review process (PLN)

Continue to provide appropriate training for board/committee members (PLN)

Attract, retain, engage, develop a competitive workforce (CM)

Remember to maintain a human connection with our residents (MM)

Legislative Advocacy regarding municipal issues (CM)

ADA Compliance (CM)

Migrating files to OneDrive and SarePoint for increased flexibility and colaboration (CS)

Implement and utilize technology to enhance service delivery and reduce cost (CM)

Maintain effective asset management program for infrastructure (DPW)

ENVIRONMENT & SUSTAINABILITY

Conservation of Natural Resources

Create tree tour and education programs with Tree Advisory Board.(RAP)

Review and Update Natural Resources Chapter of MP (PLN)

Incorporate NRI, Wildlife Corridors, OSP into dev't regulations (PLN)

Implement Wildlife Corridor Improvements (PLN)

Pursue ARM Funds for conservation (PLN)

Review need for Steep Slopes and Aquifer Protection Overlays (PLN)

Develop a curbside collection program to include recycling and food scrap collection (DPW/SW)

Develop a comprehensive source water protection plan(DPW)

WASTE MANAGEMENT

Manage landfill capacity in such a way to ensure longterm disposal of waste (DPW/SW)

As a community, focus on waste diversion; not simply ensuring landfill capacity (DPW/SW)

Ensure waste water is effectively treated to prevent negative environmental & public health impacts(DPW)

Provide Long range/cost effective disposal and recycling options (DPW/SW)

Energy

Partner with Liberty Utilities to plan for development of infrastructure for EVs (CM)

Review and Update Energy Chapter of MP (PLN)

Monitor GHG emissions (PLN)

Update ZO and Dev't Regs to require improved energy efficiency in new development (PLN)

Prepare Climate Action Plan (PLN)

Enhanced Building Code requirements (PLN)

Work with Cape Air and Energy and Facilities Manager to ready airport for electric aircraft (AIR)

Develop local micro-grids to ensure resiliency (DPW)

TRANSPORTATION

Review and Update Transportation Chapter of MP (PLN)

Transit

Support regional transit service with AT and other entities (CM)

Mt. Support Rd corridor (PLN)

Multi-modal

Expansion and improvement of the Mascoma Greenway (RAP)

Complete and implement WBRL plan (PLN)

Etna/Old Etna Rd ped improvements project (PLN)

Bike Friendly Community Rating (PLN)

Master plan for Northern Rail Trail (RAP)

Partner w/ DPW on various sidewalk and MUP projects - Miracle Mile, Mechanic, Lahaye, Westboro (PLN)

Safe Routes to School (PLN)

Develop a sidewalk/ multimodal path preservation program (DPW)

Airport

Development of Plans to support infrastructure for electric powered aircraft (CM)

Apply for grants with FAA and NHDOT to ensure airport complies with design standards and maintains the airport to the standards (AIR)

Roadway Infrastructure

Maintenance of the existing roadway, sidewalk and stormwater systems (DPW)

Redevelopment of existing roadways & intersections to enhance traffic flow, traffic safety and multi-modal use (DPW)

Partner w/ DPW on various road improvement and streetscape projects - Mt Support, WL Main, Hanover St (PLN)

Exit 1B improvements project (PLN)