



**DOWNTOWN LEBANON TIF ADVISORY BOARD  
AUGUST 3, 2022 - 6:00 PM  
MEETING ROOM 1, CITY HALL OR  
REMOTE VIA VIRTUAL PLATFORM  
LEBANONNH.GOV/LIVE**

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**1. Call to Order**

The August 3, 2022 Downtown TIF Advisory Board Meeting is hereby called to order.

**2. Approval of Minutes**

A. March 29, 2021

B. June 21, 2021

**3. New Business**

A. Presentation by Jon Livadas relative to the redevelopment of the mill complex located at Map 91, Lot 263, and specific adjacent properties.

**4. Other Business**

**5. 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](https://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.



**MINUTES**  
**DOWNTOWN LEBANON TIF ADVISORY BOARD**  
**MONDAY, MARCH 29, 2021 – 6:00PM**  
**REMOTE VIA MICROSOFT TEAMS**  
[LebanonNH.gov/Live](https://LebanonNH.gov/Live)

**1. CALL TO ORDER:**

- The March 29, 2021 Downtown TIF Advisory Board Meeting is hereby called to order.
- Present on the Board; Chairman Barry Schuster, Peter Owens, Chip Fleischer, Victoria Smith, Councilor George Sykes
- Staff Present; City Manager Shaun Mulholland, Planning & Development Director David Brooks.
- Members of the Public: Jeremy Katz

**2. APPROVAL OF MINUTES:**

- Motion made by Chip and second by Peter to approve the January 27, 2021 minutes. Motion passed unanimously by roll call vote (Councilor Sykes had not arrived in the meeting when this vote was taken).

**3. NEW BUSINESS:**

- Application for Community Revitalization Tax Relief Incentive Program (RSA 79-E) for 1 Mechanic Street, Lebanon. David Brooks made a presentation to the Board and answered questions of the Board members. The applicant, Jeremy Katz, made a presentation regarding his project and answered questions. He stated that the project would be financially viable if on 7 of the 11 years of tax relief incentive was to be provided.
- A preface to the motion was narrated by Chip which was agreed to by the Board based upon consensus.
- **PREFACE: We recommend that this project is deserving of relief consistent with previous relief provided by the Council for similar projects and we advise the Council to be mindful of the fact of any precedence it sets in this decision regarding this project may have future impacts on the TIF fund.**
- **MOTION: By Councilor Sykes, second Peter, by Recognizing the competing interests of building a robust TIF balance as well as to raise funds for the TIF district but recognizing the benefits of this particular project the TIF Advisory Board recommends some amount of tax relief be provided to the applicant at the discretion of the City Council.**

**4. FUTURE AGENDA ITEMS:**

**5. NEXT MEETING DATE:**

## 6. OTHER BUSINESS:

- CM Mulholland advised the Board that the TIF fund balance was \$131,372.38 as of March 17, 2021

## 7. ADJOURNMENT.

- Motion made by Councilor Sykes and second by Victoria to adjourn. Motion passed unanimously by roll call vote.

Due to the current situation with the COVID-19 Pandemic, the City of Lebanon is offering its meetings via Microsoft Teams. Members of the public are encouraged to attend by going to [LebanonNH.gov/Live](https://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 Microsoft Teams software or by phone. Please visit [LebanonNH.gov/Live](https://LebanonNH.gov/Live) for full details.

THE AGENDA, IN ITS ENTIRETY IS AVAILABLE ON THE CITY'S WEBSITE AT [LEBANONNH.GOV](https://LEBANONNH.GOV)

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**MINUTES**  
**DOWNTOWN LEBANON TIF ADVISORY BOARD**  
**MONDAY, JUNE 21, 2021 – 6:00PM**  
**Council Chambers, City Hall or**  
**REMOTE VIA VIRTUAL PLATFORM**  
[LebanonNH.gov/Live](http://LebanonNH.gov/Live)

**1. CALL TO ORDER:**

A. The June 21, 2021 Downtown TIF Advisory Board Meeting was called to order at 6 PM.

- Present on the Board: Chairman Barry Schuster, Victoria Smith, Chip Fleischer, Councilor George Sykes, UVBA Executive Director Tracy Hutchins, City Manager Shaun Mulholland.
- Absent: Peter Owens

**2. APPROVAL OF MINUTES:**

B. January 27, 2021 (Joint Economic Development Commission and Downtown Lebanon TIF Advisory Board Meeting)

- MOTION made by Councilor Sykes and second by Victoria Smith to approve the minutes. Motion passed, Chip abstained as he was not present for that meeting.

**3. NEW BUSINESS:**

A. Review TIF Fund Balance Report- CM Mulholland explained the fund balance report.

B. Discuss and approve a recommendation for the 2022 operating budget

- MOTION made by Victoria Smith and second by Chip Fleischer to recommend the 2022 Budget as indicated in the spreadsheet. Motion passed unanimously.

C. 20 Spencer Street Reconstruction Project Update-CM Mulholland provided a briefing regarding the PCB soil contamination issue and the testing plans to determine the full extent of the contaminated area. Once that is determined a clean up plan will be implemented to allow the site to be developed.

D. Downtown Improvement Plan Update

- Downtown Beautification- CM Mulholland showed a diagram created by DPW depicting the plans for the repairs and improvements needed on the downtown mall as well as plans for the beautification of the 10 traffic islands in the immediate downtown area.
- Economic Development Commission next steps for revitalization of the downtown- Assistant Mayor Clifton Below showed a copy of a conceptual plan for the redevelopment of the parking lots behind City Hall and discussed what might be possible. The EDC will be discussing this agenda item at their next meeting.

- E. Downtown Tunnel Grand Opening Status – Thursday, July 8, 2021 at 4:00pm- CM Mulholland formally invited the members of the Board to participate in the grand opening ceremony and summarized the project.
- F. Review and adoption of Rules of Decorum-the Board decided to review further and discuss at their next meeting.

**4. FUTURE AGENDA ITEMS:**

- Rules of Decorum
- Review TIF Fund Balance Report
- Discuss next steps as determined by the EDC regarding downtown redevelopment.
- Review RSA 79-E Tax Credit Policy as adopted by the City Council.

**5. NEXT MEETING DATE: TBD**

**6. OTHER BUSINESS:**

**7. ADJOURNMENT.**

- The meeting was adjourned at 7:13 PM

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