



LEBANON CITY COUNCIL
OCTOBER 19, 2022 - 5:30 PM
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM
LebanonNH.gov/LIVE

1. Call to Order

To participate in this meeting, please [join live via Microsoft Teams](#) or call 929-229-5356 (access code: 178 950 224#). If you have trouble accessing this meeting, please [email Shaun Mulholland](#).

2. Pledge of Allegiance

3. Public Forum Announcement by the Mayor

Any member of the public who desires to speak on any item may do so when the item is taken up by the Council and will be allowed to speak on the subject for not more than three minutes. **(Note: Speakers are asked to state their name, ward of residence, and to use the microphone provided.)**

4. Open to the Public

5. Recognitions: None

6. Approval of Minutes

A. MOTION TO approve the minutes as presented in the October 19, 2022 agenda packet.

7. Appointments

- A.
- Arts & Culture Commission, Brian Cook (Arts Organization Representative)
 - Arts & Culture Commission, Linda Copp (Alternate Member)
 - Downtown Lebanon TIF Advisory Board, Chris Haidari (Citizen Representative)

8. Public Hearing Items: None

9. Old Business: None

10. New Business

- A. Review and Discussion of 2022 3rd Quarter Budget Report and Release of Collected Public Schools Impact Fees
- B. Work Session: Overview and Presentations of the 2023 Capital Improvements Program (CIP) and Capital Budget

- 11. City Manager Report**
- 12. Council Representatives to Other Bodies Report**
- 13. Future Agenda Items**
- 14. Non-Public Session**
- 15. 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.

FUTURE BOARD/COMMITTEE/COMMISSION APPOINTMENTS

Board/Committee: Board of Cemetery Trustees

Position: Regular Member

Applicant: D. Muzzy

Re-Assigned Councilor: G. Sykes

Re-Assigned Date: 08/09/2022

Board/Committee: Board of Cemetery Trustees

Position: Regular Member

Applicant: T. Palazzo

Re-Assigned Councilor: K. Zook

Re-Assigned Date: 09/28/2022

Board/Committee: Downtown Lebanon TIF Advisory Board

Position: Regular Member

Applicant: B. Schuster

Assigned Councilor: D. Whittlesey

Assigned Date: 08/09/2022

Board/Committee: Conservation Commission

Position: Regular Member

Applicant: B. James

Assigned Councilor: K. Hill

Assigned Date: 08/09/2022

Note: While 1 City Councilor is officially assigned to interview each applicant, any City Councilor may interview any applicant for any position to better inform their decision.

PROPOSED FUTURE AGENDA ITEMS: Dates may be tentative and this list is not considered all-inclusive.

NOVEMBER 1, 2022 – Budget Work Session

- A. Overview of Proposed 2023 Annual Budget
- B. Question and Answer Session with City Departments
 1. City Manager
 2. Finance/ Assessing Departments
 3. Planning & Development Department
 4. Recreation, Arts & Parks Department
 - i. Outside Recreation Services

NOVEMBER 2, 2022

NEW BUSINESS:

- A. Review and Action on Properties Qualified for Tax Deeding
- B. Discussion of 2022 Property Revaluation
- C. Review and Amend Council Rules: §A191-15. Council Appointments to City Boards, Committees, Commissions.

NOVEMBER 9, 2022 – Budget Work Session

- A. Public Works Department
 1. Administration (Engineering, Energy & Facilities, Operations & Maintenance)

2. Solid Waste Disposal
3. Water Treatment & Distribution
4. Sewage Collection & Disposal

NOVEMBER 10, 2022 – Budget Work Session

- A. Human Services
 1. Outside Human Service Agencies
- B. Police
- C. Human Resources
- D. Cyber Services

NOVEMBER 14, 2022 – Budget Work Session

- A. Fire
- B. Airport
- C. City Clerk
- D. Library

NOVEMBER 16, 2022

NEW BUSINESS:

- A. Presentation of First Reading & Set Public Hearing for December 14, 2022: Amendments to Ordinance #18, Salary Plan as follows:
 1. Article II, Non-Affiliated and LPASE Employees to implement a 3% General Wage Increase for 2023, to increase the wage and stipend pay scales for election positions, and to include the position of Substitute Custodian within the Temporary/Seasonal & Stipend Employees Pay Scale.
 2. Article III, Bargaining Unit Employees, Section A AFSCME LOCAL #1348/COUNCIL 93 AFL-CIO to implement a 3% General Wage Increase for 2023.
 3. Article III, Bargaining Unit Employees, Section C, Lebanon Police Benevolent Association (LPBA)/New England Police Benevolent Association (NEPBA) to implement a 3% General Wage Increase for 2023.
- B. Presentation of Urban3 Phase 2 analysis of cost of services for Lebanon

**AGENDA
LEBANON CITY COUNCIL
OCTOBER 19, 2022**

6. ACCEPTANCE OF MINUTES:

MINUTES TO BE ACCEPTED

- October 5, 2022 (Regular Meeting)

MOVED, to approve the minutes as presented in the October 19, 2022 agenda packet.

DRAFT

**LEBANON CITY COUNCIL
MINUTES**

Wednesday, October 5, 2022, 7:00 p.m.

Remote Via Microsoft Teams: [LebanonNH.gov/Live](https://lebanonnh.gov/Live)

MEMBERS PRESENT: Mayor Tim McNamara, Assistant Mayor Clifton Below, Erling Heistad (Remote), Karen Liot Hill, Christian Simon, Douglas Whittlesey, and Devin Wilkie (Remote)

MEMBERS ABSENT: George Sykes and Karen Zook

STAFF PRESENT: City Manager Shaun Mulholland, Deputy City Manager David Brooks, Director of Planning & Zoning Nathan Reichert, Senior Planner Tim Corwin, Associate Planner Rebecca Owens, Deputy Finance Director Alesia Williams

1. CALL TO ORDER: Mayor McNamara called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE: The Council participated in the Pledge.

- Councilors Heistad and Wilkie announced they were participating remotely due to infection by COVID-19.
- City Manager Shaun Mulholland announced the meeting criteria for the public.

3. PUBLIC FORUM: Mayor McNamara made the Public Forum announcement.

4. OPEN TO PUBLIC:

Councilor Liot Hill thanked the Lebanon Recreation, Arts and Parks Dept. and the Lebanon Civic Association for their cleanup event.

5. RECOGNITIONS: NONE

6. ACCEPTANCE OF MINUTES: September 21, 2022 (Regular Meeting)

Councilor Simon MOVED to approve the September 21, 2022 minutes as written and presented in the October 5, 2022 City Council agenda packet.

Seconded by Councilor Whittlesey.

Roll Call Vote:

All voting Yea: Assistant Mayor Below, Councilors Heistad, Liot Hill, Wilkie, Whittlesey, Simon, and Mayor McNamara

None Voted Nay

Absent from vote: Councilors Sykes and Zook

**The Vote on the Motion was approved (7-0)*

7. APPOINTMENTS:

- Downtown Lebanon TIF Advisory Board, Victoria Smith (Reappointment as a property

owner/occupant member)

Councilor Heistad put forth the NOMINATION of Victoria Smith for Reappointment as a property owner/occupant member to the Downtown Lebanon TIF Advisory Board. 3-Year Term: (9/22-9/25)

****The Vote on the NOMINATION was approved (7-0)***

8. PUBLIC HEARING ITEMS:

A. ORDINANCE 2022-04 TO REPEAL CITY CODE CHAPTER 117 – A public hearing for the purpose of receiving public input and taking action on proposed Ordinance 2022-04 to repeal City Code Chapter 117, Passenger Vehicles for Hire.

Included in the agenda packet: *(Pages 34-36, City Council agenda packet)*

1. Ordinance 2022-04
2. September 15, 2022 Legal Opinion by Attorney Christine Filmore RE: Ordinance #2022-04,
3. Passenger Vehicles for Hire, Chapter 117

City Manager Mulholland reviewed the background and reasons behind the request to deleting and repealing Chapter 117, Passenger Vehicles for Hire in Ordinance #2022-04.

BACKGROUND

The City Council originally adopted City Code Chapter 157 in 2008 to regulate taxicabs. This chapter was repealed in 2017 and replaced with Chapter 117, Passenger Vehicles for Hire. The reasons for the change related to reducing the insurance requirements and expanding the types of services regulated relative to vehicles for hire.

Chapter 117 does not address Uber and similar digital network companies (which offer rides for a fee) as these are regulated and permitted through the State of New Hampshire under NH RSA 376-A – Transportation Network Company.

Presently there are no taxicab services that operate within the City. The broader definition of passenger vehicles for hire does include a limousine type service. The city administration does not see a compelling public need to regulate this industry. We have no means to determine the accuracy of taxicab meters. Vehicles operated by providers are already subject to vehicle inspection, as are all vehicles in the state under the state motor vehicle code. Additionally, the city does not have resources to adequately provide oversight of this industry. Services such as Uber and Lyft are now the major provider of what were traditional taxi services.

The City Administration recommends repeal of this chapter of the city code. If there is a compelling need for regulation of this industry by the city in the future, the Council could re-adopt the provisions of Chapter 117 at that time.

Mayor McNamara opened the Public Hearing. Hearing no comments from the public, the Public Hearing was closed.

Council Discussion: None

1 **ACTION:**

2 *Assistant Mayor Below MOVED, that the Lebanon City Council hereby adopts Ordinance #2022-04 to*
3 *amend the Code of the City of Lebanon, by repealing Chapter 117, Passenger Vehicles for Hire.*
4 *Seconded by Councilor Simon.*

5
6 **Roll Call Vote:**

7 **All voting Yea:** Assistant Mayor Below, Councilors Heistad, Liot Hill, Wilkie, Whittlesey, Simon,
8 **and Mayor McNamara**
9 **None Voted Nay**

10 **Absent from vote:** Councilors Sykes and Zook

11
12 **The Vote on the Motion was approved (7-0)*

13
14 **CITY OF LEBANON ORDINANCE #2022-04**

15
16 **AN ORDINANCE TO AMEND** the Code of the City of Lebanon by deleting and repealing
17 Chapter 117, Passenger Vehicles for Hire, in its entirety.

18
19 **BE IT ORDAINED**, by the City Council of the City of Lebanon, as follows:

20
21 **Section 1**

22 The Code of the City of Lebanon is hereby amended by deleting and repealing Chapter 117,
23 Passenger Vehicles for Hire.

24
25 **Section 2.** Severability:

26 The provisions of this ordinance are declared to be severable, and if any section, subsection, sentence,
27 clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent
28 jurisdiction, such decision shall not affect the validity of the remaining sections, subsections, sentences,
29 clauses or part of this ordinance.

30
31 **Section 3.** Effective Date

32
33 **This Ordinance shall become effective immediately upon its adoption.**

34
35 **9. OLD BUSINESS: NONE**

36
37 **10. NEW BUSINESS:**

38 **A.** Review and adoption of City Council Policy CC-103 - Procurement Policy

39
40 Included in the agenda packet: *(Pages 38-79, City Council agenda packet)*

- 41 1. City Council Policy #06-02-C, Purchasing Policy, effective July 5, 2006, last amended
42 August 13, 2015
43 2. Draft Council Policy CC-103, Procurement Policy
44 3. Draft Administrative Policy ADM-110, Procurement Administration Policy

45
46 Assistant Mayor Below noted that while reviewing the proposed policy he found some issues that
47 deserved some additional attention and requested this item be postponed until after the first of the year
48 (2023). A little work on this could make a more endurable policy.

1
2 Mayor McNamara concurred with Assistant Mayor Below noting this could certainly be put off until after
3 the Council deals with the budget season in January/February.
4 No one from the Council objected.

5
6 City Manager Mulholland noted he would continue moving forward with the provisions for
7 Environmental Sustainability Considerations in purchasing and the Provisions for Disadvantaged Business
8 Enterprises as these provisions in the policy disproportionately impact businesses.

9 10 **BACKGROUND**

11 City Charter provision § C419:35 requires the establishment of purchasing procedures. The City Council's
12 current Purchasing Policy #06-02-C was adopted on July 5, 2006 and last amended on August 13, 2015.

13
14 Over the last couple of years, the City Manager has initiated a process of review and redevelopment of
15 purchasing procedures, which has resulted in the creation of draft City Council Policy CC-103,
16 Procurement Policy, which is now before the Council for consideration. The draft Council Policy will
17 work in conjunction with a companion Administrative Policy ADM- 110, Procurement Administration
18 Policy, which is also being developed by the City Manager.

19
20 In developing the draft policy, the City Manager reviewed similar policies and code provisions from several
21 New Hampshire jurisdictions, including the cities of Portsmouth, Rochester, Keene, Concord, and
22 Manchester, and the Town of Derry. In addition, the following governmental entities have received awards
23 from the Government Finance Officers Association (GFOA) and were also reviewed as part of this process:

24
25 Larimer County, Colorado Davis County, Colorado
26 City of Thousand Oaks, California
27

28 As proposed, City Council Policy CC-103 would streamline the existing procedures of Policy #06-02-C. It
29 is important to consider Administrative Policy ADM-110, Procurement Administration, as a companion
30 document which provides detailed guidance relative to procurement (purchasing procedures). A high-level
31 summary of the changes incorporated in the new documents includes the following:

- 32
33 1. Recognizing the change to an electronic procurement process for RFPs, RFQs, RFI's and
34 contracts.
35 2. Provisions for environmental sustainability considerations in purchasing.
36 3. Provisions for Disadvantaged Business Enterprises.
37 4. Provisions for protesting a bid process.
38

39 **ACTION: NONE TAKEN. Policy will be reviewed again after in January/February 2023**

40 41 **B. Presentation of Zoning Amendments**

42
43 Included in the agenda packet: *(Pages 80-111, City Council agenda packet)*

- 44 1. September 27, 2022 Memo from Planning & Development Department, including 2022-2023
45 Proposed Zoning Amendments
46

47 Mr. Brooks introduced the new Planning and Development Director Nathan Reichert, Senior Planner Tim
48 Corwin, and reviewed the background and reasons behind changes to the Zoning Ordinance.
49

1 **BACKGROUND**

2 It is staff's practice to present a set of proposed zoning amendments to the Council each fall for review and
3 consideration. Presenting the amendments in the fall allows them to move through the required review
4 process in time for placement on the ballot the following March, when necessary.

5
6 Several of the amendments being proposed this year stem from the City Council's April 21, 2022 directive
7 to the City Manager to take steps to enable, incentivize, and partner in the development of housing needs
8 not currently being addressed by the market. It is anticipated that some of the proposed amendments will
9 require a referendum vote in March 2023 pursuant to Section 1000.4.A of the Zoning Ordinance.

10
11 Please see the attached September 27, 2022 memorandum (*Pages 81-111*) from the Planning &
12 Development Department, which describes the amendments in detail and outlines the process to amend the
13 Ordinance. The current set of proposed amendments are summarized and highlighted in the redlined excerpt
14 of the Zoning Ordinance. The new or revised text is blue and underlined. The text to be deleted is shown as
15 ~~red with a strike out~~.

16
17 Mayor McNamara noted, for the record, there is a set schedule for moving this through other boards
18 throughout the City.

19
20 Before reviewing the procedure to adopt zoning amendments as set forth in Section 1000 of the Zoning
21 Ordinance, Mr. Corwin noted this year they (Planning Department) were going to engage in outreach
22 based in part upon some concerns raised by residents that they have not been given enough information to
23 understand the amendments. This year, there are some, not only amendments that require voter approval,
24 but some are more complex than in recent years. We want to be deliberate in our outreach efforts and
25 explain fully and completely what they are, and more importantly to hear feedback from our residents and
26 incorporate their feedback into our revised amendments. We will come back to the Council in early
27 January with a set of "revised" draft zoning amendments for your review and highlight what it is we
28 changed based on the legal review, board reviews and public input. At this time, finalized dates/venues
29 for the public informational session have not been set, but this will be done shortly and will be provided
30 through LebNewsAlert and other means, along with the Valley News.

31
32 Please note that amendments to the Article III Tables of Use for the R-1, R-2, R-3, RL-1, RL-2, and/or
33 RL-3 Districts require approval by referendum vote per Section 1000.4 of the Zoning Ordinance. The
34 remainder require adoption by City Council per Section 1000.4.B of the Zoning Ordinance (keeping in
35 mind that the Council has the ability to place any proposed amendment on the March ballot for voter
36 approval)

37
38 Adopting Zoning Amendments Procedure/schedule:

39
40 1. Staff presents amendments to City Council for initial consideration - scheduled for the October 5, 2022
41 Council meeting. Section 1000.2.A.

42
43 2. If Council decides to move forward with the amendments, they will set a tentative schedule including
44 review by legal counsel, review before the City's land use boards, and a public hearing before the
45 Council. Section 1000.3.A. 3. The amendments will be forwarded to the City's attorney for review. Legal
46 opinion expected to be received by the end of October. Section 1000.3.B.2.

47
48 4. The amendments are forwarded to the City's land use boards for review. Sections 1000.3.B.1 and C.

- a. Zoning Board – expected to be scheduled for the November 7, 2022 meeting.
- b. Conservation Commission – expected to be scheduled for the November 10, 2022 meeting.
- c. Planning Board - expected to be scheduled for the November 21, 2022 meeting.

5. The Council will then hold a work session to review the amendments as modified based on legal input and land use board feedback – expected to be scheduled for the January 4, 2023 Council meeting.

6. Finally, the Council will hold a public hearing followed by a vote on whether to adopt the amendments and/or to place amendments on the March ballot for voter consideration - expected to be scheduled for January 18, 2023 Council meeting. Section 1000.3.D.

- ***Zoning Board of Adjustment – November 7, 2022***
- ***Conservation Commission – November 10, 2022***
- ***Planning Board – November 21, 2022***
- ***City Council Final Review – January 4, 2023***
- ***City Council Public Hearing – January 18, 2023***

Senior Planner Tim Corwin gave a presentation and reviewed the proposed Zoning Amendments as listed below:

SUMMARIZATION OF PROPOSED ZONING AMENDMENTS

Ballot Amendments:

1. Adopt proposed Section 509 (“Cottage Developments”): The purpose of this amendment stems from an ongoing discussions about providing additional housing options in Lebanon trying to fill in what is called the “missing middle.” The idea is that the City will be providing some type of housing opportunities somewhere between single-family housing and large scale multi-family housing.

As specifically requested by the City Council in the April 21, 2022 directive to the City Manager, the purpose of this new section is to provide opportunities for single family housing that is small, energy efficient, and affordable, while promoting projects that ensure compatibility with surrounding land uses. Cottage developments are proposed to be allowed by conditional use on lots of at least one-half acre in size in the R-1, R-2, R-3, R- O, and R-O-1 Districts subject to the availability of appropriate utilities. To incentivize cottage development and help ensure economic viability, a higher density of 2,500 sq. ft. per unit is permitted. In return, the development must comply with the standards set forth in Section 509, which include limitations on building footprint and gross floor area for each unit, building design standards, minimum requirements with respect to common open space, and the screening of parking areas.

Adoption of the proposed cottage development section is specifically identified in the Master Plan as a strategy to help meet the Master Plan’s goal of providing a range of housing options that will support the City’s continued economic vitality and a diverse population. See 7.1.S15 (“Explore cottage or bungalow development strategies to promote, smaller, more energy-efficient, more affordable dwellings with limited size and footprint.”). Enabling cottage housing developments would help implement multiple additional strategies identified in the Master Plan including the following:

Allow for appropriate infill and increased density within existing neighborhoods while preserving neighborhood character. (2.3.S1; 2.3.A1)

- Encourage diversification in neighborhoods. (7.1.S13; 7.1.S14; 7.1.S16; 7.2.S8)
- Encourage new housing to be located close to urban centers, employment areas, infrastructure,

services, and transit and to positively contribute to existing neighborhoods. (2.2.S1; 7.1.A8; 7.1.S23; 7.1.S24)

- Identify neighborhoods that have the characteristics suitable as redevelopment areas or pods and assess whether zoning changes are needed to allow for infill or redevelopment. (2.3.A1)
- Review and amend the City's Zoning Ordinance as needed to encourage more intensive redevelopment of existing residential and non-residential areas and to discourage development in undeveloped areas. (6.1.A7)
- Promote balanced land use that preserves the City's outlying rural character and directs development toward its urban and densely settled residential cores. (2.1.S1; 2.2.S1; 2.2.S2)
- Guide development into existing areas as designated in the Land Use chapter to protect outlying rural areas and open space lands. (5.1.S1; 7.2.A7:

Sample of Cottage Development was provided as a curtesy by Ross Chapin, Architects. Developer: The Cottage Company. Deputy City Manager David Brooks also noted the Ross Chapin Architects also provided us with a design essentials document that the Planning Department will make available to both the Council and to the Public. This document goes through some of the essentials for pocket neighborhoods or cluster-type developments so people can get a sense of where some of the design guidelines that we are proposing come from and why we think they are important.



Council Discussions:

Councilor Liot Hill questioned if this type of project could be used as a demonstration project in the near future. She also asked if we could identify a couple of city-owned lands that could be used for this and then hold a seminar with potential developers using those guidelines. Mr. Brooks noted this is the hope if these regulations get passed and adopted.

Mayor McNamara noted the opportunity is for us to fast-track this as a demonstration project. He has seen a few of these projects in Colorado and in the Pacific Northwest, noting that good architecture will allow people to have a better quality of life in a space that we would otherwise consider small. He also noted that the open space has a very nice feel to it. The other positive is that these provide light on all four sides of the building. This type of housing would also have an HOA (Homeowner's Association). He also suggested the size of these homes be raised from 750 sq. ft. to a 1K sq. ft (one story) and from 1,250 sq. ft. to 1,500 sq. ft. (two-story) footprint.

Assistant Mayor Below questioned if there was a reason for a minimum of 4 vs. 3 homes. Mr. Corwin stated no, but this seems to be the minimum we see in other ordinances and will be looked at during their review.

Mayor McNamara also noted this concept is not something an outside developer would typically want to do, so it will be likely done through local developers.

2. Revise the manufactured housing regulations, Sections 503 and 504: The Zoning Ordinance allows manufactured housing only when located within a manufactured housing park, a manufactured housing PURD, or a manufactured housing subdivision. Recognizing that manufactured housing is an avenue to affordable home ownership opportunities, the purpose of the proposed amendments to Sections 503 and 504 is to enable additional manufactured housing development within the City that is comparable to the manufactured housing projects that already exist. To that end, the amendments are being proposed to:

- Increase the permitted density of a manufactured housing development to 5,000 sq. ft. per unit, which is approximately the average density of the City's three existing manufactured home parks; and,
- Revise the manufactured housing park regulations and standards to reflect existing conditions more closely at the City's three existing manufactured housing parks, which were otherwise substantially out of compliance with the requirements of Section 503.

Council Discussions:

In response to Councilor Liot Hill's request to explain how the 5,000 sq. ft. density would work, Mr. Corwin explained they calculated how many dwelling units are located within each of these manufactured housing parks per acre then divided an acre by the number of housing use units. The density comes to about 5,000 sq. ft. per dwelling unit and includes all the common areas over that land. Mr. Brooks noted that the existing regulations require 10K sq. ft. per unit and the amendments we are proposing is to make sure that those successful developments can be replicated on similarly situated lands.

Councilor Liot Hill and Mayor McNamara both wanted to make sure this proposal does not prohibit people from experiencing the nice neighborhood these manufactured housing developments could provide.

Assistant Mayor Below requested that §503.4 be changed under utilities and services for each manufactured housing unit, from 60 amps to at least 100 amps. Going forward, we should be enabling properties to do EV (Electric Vehicle) charging, which can be done through a 100 amp panel.

Councilor Whittlesey noted that if we are going to make this change, we should make sure not to be disadvantaging people who are already living in these homes and may not be able to afford to have the EV upgrade. Assistant Mayor Below said this would only be for new housing construction.

Mr. Brooks noted that one other change being proposed is to allow similar units like a Vermod Home unit in a manufactured home development.

3. Amend Section 314.2, the RL-3 District Table of Uses: To change "accessory use to anyone-family dwelling" from a use allowed by Special Exception to a permitted use. Currently, a Special Exception from the Zoning Board of Adjustment is required to construct or install accessory structures for one-family dwellings located in the RL-3 District. This includes sheds, detached garages, and pools. The proposed amendment would allow such accessory uses and structures "by right" rather than requiring approval from the Zoning Board. The RL-3 District dimensional regulations - including setback and building coverage requirements - would continue to apply and a zoning and building permit would still be required for any such

1 structures.

2
3 Council Discussions: None

4
5 **4. Amend Section 610 (“Accessory Dwelling Unit (ADU)”)** to allow an accessory dwelling unit for an
6 owner-occupied two-family dwelling. Since adoption of Section 610 in 2013, only a modest number of
7 ADUs have been constructed. To make ADUs more viable for the City’s property owners, the ADU
8 regulations have been modified over the past several years to minimize regulatory hurdles and to provide
9 more flexibility. As part of its ongoing efforts to encourage ADUs and to provide additional opportunities
10 for affordable housing, and in response to multiple inquiries the Planning & Development Department has
11 received over the past year, staff proposes to expand Section 610 to allow ADUs for owner-occupied two
12 family-dwellings, in addition to allowing ADUs for owner-occupied one-family dwellings. This simply
13 expands the options.

14
15 Council Discussions: None

16 17 **COUNCIL TEXT AMENDMENTS**

18
19 **1. Add “equipment and machinery sales, rental and service,” as a new use category.** A developer has
20 expressed interest in developing property located near the Airport for an equipment rental business, which
21 is not currently a use identified in the Zoning Ordinance. Staff proposes to create such a category and to
22 allow it as a permitted use in the Light Industrial District which includes similar and compatible uses. The
23 proposal is to:

- 24 • Amend Section 303.2 to allow “equipment and machinery sales, rental and service,” as a permitted
- 25 use in the IND-L District, and amend Section 303.4 to require screening for any related outdoor
- 26 storage.
- 27 • Amend Appendix A to provide a definition for “equipment and machinery sales, rental and
- 28 service.”

29
30 Council Discussions: None

31
32 **2. Add proposed Section 411 (“Highway Commercial District”).** Within the vicinity of I-89 Exit 20
33 there are four freestanding signs that range in height from 55 ft. to 75 ft. and, as such, they are non-
34 conforming to the current requirements of Section 608 (“Signs”). The height and size of these signs is
35 conducive to attracting customers from I-89, but cannot be practically utilized to provide necessary
36 signage at street level. Recognizing that these signs are legal non-conforming and are permitted to remain,
37 the proposed amendment would allow a second freestanding on each property within the district whereas
38 each property is otherwise permitted to have only one freestanding sign. **The purpose of the amendment**
39 **is to allow these select properties to have a second freestanding to serve street-level customers**, in
40 addition to any existing freestanding sign that is non-conforming to the 25 ft. height limitation applicable
41 in the GC District. The extent of the district is roughly outlined in the image below, and the locations of
42 each of the four non-conforming freestanding signs are circled in red (note that a draft zoning district map
43 to be attached as an Appendix is forthcoming).



Council Discussions:

Mayor McNamara noted the City wants some of these lots to be redeveloped, particularly the lot in former K-Mart Plaza.

Councilor Liot Hill was ambivalent about creating a whole new zone just to deal with signs. She questioned if there was a less invasive way to deal with this. Mr. Corwin explained that originally, there was more to this (amendment) when it was reviewed by the Planning Board, but to be clear, this is just an overlay district.

Councilor Whittlesey questioned if this could be expanded to include the JCPenney area to encourage redevelopment.

Councilor Liot Hill stated that this might be a topic to discuss next year.

Councilor Heistad noted the Council has not discussed the type of infill that we obviously need. There was a lot of concern years ago about not turning Lebanon into a Manchester or one of our southern cities that want signs everywhere. The City was going to try and maintain Lebanon differently than what we find down south.

3. Amend Section 507 (“Bonuses for Certain Planned Development”) and Appendix A (definition of “workforce housing”) In another effort to encourage affordable housing opportunities within the City, this amendment would allow the Planning Board to grant a density bonus for any PURD or PRec that provides “workforce housing,” which is defined in RSA 674:58, IV as:

[H]ousing which is intended for sale and which is affordable to a household with an income of no more than 100 percent of the median income for a 4-person household for the metropolitan area or county in which the housing is located as published annually by the United States Department of Housing and Urban Development. "Workforce housing" also means rental housing which is affordable to a household with an income of no more than 60 percent of the median income for a 3-person household for the metropolitan area or county in which the housing is located as published annually by the United States Department of Housing and Urban Development.

Note that the Planning & Development Department intends to commission an inclusionary zoning study to evaluate the feasibility of requiring affordable, workforce housing to be included as part of all multi-family developments of a certain size. The findings of the inclusionary zoning study – which the Department anticipates undertaking in 2023 – may result in future recommended changes to the workforce housing density bonus provisions.

Staff also proposes to authorize the Planning Board to approve up to a 10% bonus for any PURD, PRec, or manufactured housing PURD that incorporates a renewable energy system (as defined in Appendix A) into the design of the development or that commits to energy efficient design by obtaining LEED certification. The remaining columns – which were added to the Zoning Ordinance as placeholders at least 25 years ago – are proposed to be removed (note that with respect to the “sensitivity to environment” category, it is staff’s view that this concept has been substantially addressed through the PUD regulations).

Mr. Corwin also reviewed and explained the Density Bonus Table, which is listed below, noting this would be reviewed more closely by the Planning Department. This is a framework for providing density bonuses for workforce housing and is a small step forward.

DENSITY BONUSES: Resolution adopted 4/21/22 by the City Council

3. Prepare amendments to the Zoning Ordinance to complete the Increased Density Bonuses table set forth in Section 507.1 and to develop Criteria for the Award of Bonus set forth in Section 507.2.

Type of Development	For Use of Technique	For Sensitivity to Environment	For Creating Affordable Workforce Housing	For Reducing Fiscal Impact	For Energy Efficient Design	For Renewable Energy Systems Facilities
PURD or PRec	12%	---	10%	---	10%	10%
Manufactured housing PURD MH Park (or subdivision)	NONE 12%	---	---	---	10%	10%
Subdivision	NONE	---	---	---		

Deputy City Manager Brooks noted they plan to submit a grant application to the Invest New Hampshire Program to get funding to pursue this. He also explained the financials of housing development to see if the City wants to include an inclusionary requirement to see just how many bonus units are necessary to make the project financially viable again. This is, in a sense, a placeholder to start the effort of incentivizing workforce housing.

Council Discussions:

Assistant Mayor Below and Mayor McNamara thought there would be real bonuses in providing alternatives for renewable energy as well.

- 4. Amend Section 603 (“Senior Housing Complexes”):** HB 1661 from the 2022 legislative session was signed into law over the summer and includes the following amendment to RSA 674:17, IV:

[I]f a municipality allows an increased density, reduced lot size, expedited approval, or other dimensional or procedural incentive [...] for the development of housing for older persons, as defined and regulated pursuant to RSA 354-A:15, VIII, it may allow the same incentive for the development of workforce housing as defined in RSA 674:58, IV. Beginning July 1, 2023, incentives established for housing for older persons shall be deemed applicable to workforce housing development.

HB 1661

272:72 New Paragraph; Local Land Use Planning and Regulatory Powers; Zoning. Amend RSA 674:17 by inserting after paragraph III the following new paragraph:

IV. If a municipality allows an increased density, reduced lot size, expedited approval, or other dimensional or procedural incentive under this section for the development of housing for older persons, as defined and regulated pursuant to RSA 354-A:15, VIII, it may allow the same incentive for the development of workforce housing as defined in RSA 674:58, IV. Beginning July 1, 2023, incentives established for housing for older persons shall be deemed applicable to workforce housing development.

1
2 The only incentive in the Lebanon Zoning Ordinance that specifically applies to housing for older persons
3 is Section 603, which authorizes the Zoning Board to grant a Special Exception to allow a senior housing
4 complex to have a greater density than that specified for the applicable zoning district. Per the recent
5 amendment to RSA 674:17, the Zoning Board's ability to grant a Special Exception to allow greater
6 density for a senior housing complex will automatically extend to workforce housing developments as of
7 July 1, 2023. In response to HB 1661, staff has preliminarily suggested that the language of Section 603
8 be updated to reflect the forthcoming statutory mandate. If amended as proposed, note that a Special
9 Exception granted under Section 603 for a workforce housing PURD or PRec would establish the baseline
10 permitted density for the development, from which a "second" bonus could be added by Planning Board
11 per Section 507 ("Bonuses for Certain Planned Development"). One alternative to adopting staff's
12 proposed language would be to remove Section 603 pending the completion of the inclusionary zoning
13 study which, as noted above, the City anticipates undertaking in the coming year.

14
15 Council Discussions: None

16
17 Associate Planner Rebecca Owens reviewed the amendment **Section 607.8 ("Electric Vehicles")**.

18
19 **5. Add Section 607.8 ("Electric Vehicles"):** This amendment is proposed in response to the rapidly
20 changing regulatory and market landscape, which is transitioning to an electrified transportation future.
21 The amendment also implements the City of Lebanon Sustainability Principles, Master Plan, and
22 associated commitments to cleaner energy, greenhouse gas reduction, and equity as relates to supporting
23 diverse and affordable transportation options in the face of rising fuel prices. For example, real estate
24 research suggests that EV charging is among the top three desired convenience amenities for multi-family
25 developments.

26
27 The amendment applies to all off-street vehicle parking in all zoning districts, and creates requirements for
28 EV-installed, EV-ready, and EV-capable off-street vehicle parking spaces across three use categories: one-
29 and two-family dwellings, multi-family dwellings, and non-residential, and also adds related definitions.
30 The tiered thresholds for the required EV infrastructure allow a gradual transition to EV charging capacity
31 in the City; developments will install a minimum of fully operational chargers and also install the electrical
32 capacity to install future chargers.

ELECTRIC VEHICLE (EV) REQUIREMENTS

1. One- and Two-Family Dwellings. All new **one-** and **two-family dwellings** shall provide at least one (1) **EV-ready** space per **dwelling unit**.
2. Multi-Family Dwellings. Parking for **multi-family dwellings** shall include:
 - a. **EVSE-installed spaces** for a minimum of 5% of proposed **off-street parking spaces**.
 - b. **EV-ready spaces** for a minimum of 20% of proposed **off-street parking spaces**.
 - c. **EV-capable spaces** for a minimum of 65% of proposed **off-street parking spaces**.
3. Non-Residential Uses. Parking for uses requiring or proposing to provide 50 or more **off-street parking spaces** shall include:
 - a. **EVSE-installed spaces** for a minimum of 2% of proposed **off-street parking spaces**, with a minimum of two **EVSE-installed spaces**.
 - b. **EV-ready spaces** for a minimum of 10% of proposed **off-street parking spaces**.
 - c. **EV-capable spaces** for a minimum of 50% of proposed **off-street parking spaces**.

Ms. Owens stated that the overview in the packet distinguishes a few different categories of where we are looking to apply EV Charging infrastructure in the City; what districts it would apply to; and then the three (3) types of levels of intensity of that infrastructure. We are proposing to allow EV charging in all districts, except with Level 3 charging (fast level charging). We are trying to implement levels #1 and #2 more widely to increase access to more of the populace. In terms of when level #3 would be proposed, there are provisions in the proposed amendments to look at Conditional Use Permits in certain cases. LEAC and LEAC-EV helped review these and there was a lot of reference given to language that was in the proposed International Energy Conservation Code 2021. Their provisions were actually removed due to industry opposition but at the same time, the model language has been adopted nationwide in many cities to require teared levels of implementation of the EV Charging Infrastructure (i.e., EV ready; EV installed vs. EV capable differentiations). When you see the different percentages we are showing for residential/non-residential off street parking space, each category has a lower requirement of EV installed. (EV installed means fully ready to be a plugged in infrastructure). We are not there yet and NH is not there yet. With the EV ready, you would be installing at least the panel capacity and the conduit. For EV capable, you are installing at least the panel capacity. When this is done in new constructions vs. as a retrofit, there is at least a 75% savings between the labor and the construction costs. It costs more money when you have to do retrofits to meet this type of future demand, which is anticipated. We are trying to get ahead of the curve to not only ensure that residents/visitors can have the charging that they need, but that property owners are not blind-sided when they see the costs of retrofitting down the road.

Council Discussions:

Mayor McNamara noted that down the road, like regulations for electrical outlets, this should become just one more thing added to the Building Code/Energy Code for new construction.

Mr. Corwin noted this would be reviewed by legal counsel to make sure there are no concerns. He also noted the proposed Site Plan Amendments accompanying these zoning regulations will be ready for the Planning Boards review in January.

Mayor McNamara noted that for one/two family homes (new construction) this should be put into the code.

Assistant Mayor Below spoke about his reasons why this should be included into the infrastructure now, noting it will be needed in the future.

6. **Amend Section 608.7 (“Signs Allowed Without a Building Permit”).** The sign regulations set forth in Section 608 substantially limit Dartmouth Health’s ability to provide adequate signage. The Medical Center is uniquely hampered by Section 608 regulations which are unduly burdensome when applied to a property the size of DHMC. Moreover, adequate and abundant signage is arguably a unique necessity for hospitals in order to facilitate safe and efficient emergency access and wayfinding.

The purpose of the proposed amendment is to provide flexibility for the Medical Center in adding and replacing signage by exempting it from Section 608 any medical center complex sign that is not visible from a public street. For example, the exemption would allow Dartmouth Health to add additional freestanding directional signs along its access drive without having to obtain a Variance to allow more than one freestanding sign on the property. Signs visible from a public street would still be subject to the requirements of Section 608.

Council Discussion: None

7. **Amend Section 306.1, the Central Business purpose statement:**. The proposed amendment is a recommendation from the West Lebanon Revitalization Advisory Committee (WLRAC) that was made last year, but too late to be included in the set of zoning amendments approved by the Council in January 2022. The WLRAC’s recommendation is to expand the CB District purpose statement by incorporating language from the Master Plan and from the West Lebanon Village Visioning Charrette Final Report.

Council Discussions: None

8. **Group Day Care Facilities, Sections 303.2, 303A.2, Section 306.2, Section 307.2, Section 311, Section 311A, and Section 311B.** To help facilitate the development of needed childcare facilities, staff proposes to allow day care facilities as permitted uses in non-residential and mixed-use districts (IND-L, IND-RA, CB, LD, R-O, R-O-1, and PB). The amendment would help ease unnecessary regulatory hurdles by eliminating the requirement to obtain either a Conditional Use permit from the Planning Board or Special Exception from the Zoning Board.

Council Discussions:

City Manager Mulholland noted the hope is that we can adopt a provision that can be used by other communities who are very restrictive in terms of daycare facilities. This is one of the many steps to help deal with the childcare crisis (in the Upper Valley area).

9. **Miscellaneous minor amendments:**

- **Amend Section 501.1.H** to permit existing non-conforming buildings to be included as part of a PUD (Planning Unit Development regulations).
- **Section 611.A (“Keeping of Chickens”)** to increase the number of chickens permitted for one- and two-family dwellings.

SECTION 611 KEEPING OF CHICKENS. [...]

The keeping of chickens shall be permitted for all **one-** and/or **two-family dwellings**, provided the following standards are met (these standards do not apply to chickens kept in the rural lands zoning districts where **agriculture** is a permitted use):

- A. It shall be unlawful to keep more than the following number of chickens on any **lot**:
- | | |
|--------------------------------|--|
| Up to 2-1 acres | up to a total of 4-5 hens |
| Up to 2-to-5 acres | up to a total of 10 hens |
| More than 5-2 acres | up to 15 hens plus up-to-2 hens per acre. |

- To clarify existing language and to make certain editorial changes to Section 302.4.B

1 (“Enhanced Performance Standards - Authorization”), the Section 500 planned development table,
2 Section 608 (“Signs”), Section 703.2 (discontinuance of non-conforming structures), Section 702.5
3 (expansion of non-conforming uses), and Appendix A (revise “health club” definition, “vehicular
4 sales” definition, and sign-related definitions, and add definition for “sign structure”).

5
6 Council Discussions: None

7
8 **COUNCIL ZONING MAP AMENDMENT**



9
10 **10. 18 Bridge Street (Tax Map 58, Lot 2):** The property at 18 Bridge Street is a +/-2.9 acre lot that is
11 split-zoned CB and R-3. The CB zoning designation extends 200 feet from the centerline of Bridge Street.
12 However, the improved and developable portion of the lot already extends well past the existing CB
13 District boundary line, and the land use of the entire property is identified as “Central Business District”
14 on the Master Plan Future Land Use Map. The proposed zoning map amendment would extend the CB
15 zoning an additional 225 ft. so that the front half of the property can be redeveloped for uses allowed in the
16 CB District, consistent with the desired land use of the property as reflected on the Future Land Use Map.
17 The recommendation to adjust the zoning boundary on this parcel is also among the key recommendations
18 of the West Lebanon Revitalization Advisory Committee’s Action Plan for West Lebanon. As a gateway
19 to West Lebanon, the redevelopment of this property could serve as a catalyst for future redevelopment
20 and financial investment in downtown West Lebanon.

21
22 Deputy City Manager Brooks noted they spoke with this property owner about 5-years ago, at a time when
23 we were trying to align our zoning and our future land use map. At that time, they were interested in the
24 idea of additional opportunity and flexibility. We have not spoken with the property owner yet, but we
25 will be reaching out to them.

26
27 Council Discussions:

28 After discussions where held regarding the geographic changes that would take place in the existing CB
29 District for this property, the Council’s consensus was to have this amendment go through a Public
30 Hearing Process.

31
32 ***Councilor Liot Hill MOVED, that the Lebanon City Council in accordance with the City of Lebanon***
33 ***Zoning Ordinance, Article X, Section 1000.3, Amendment Procedures, submits the Zoning Ordinance***
34 ***amendments as described in the Planning & Development Department memorandum titled, “2022-2023***

1 *Proposed Zoning Amendments”, dated September 27, 2022 and including the accompanying red-line*
2 *excerpt of amendments, to the Planning Board, Conservation Commission, and Zoning Board of*
3 *Adjustment for their review and comment. The City Council hereby sets the following tentative review*
4 *schedule:*

- 5 • *Zoning Board of Adjustment – November 7, 2022*
- 6 • *Conservation Commission – November 10, 2022*
- 7 • *Planning Board – November 21, 2022*
- 8 • *City Council Final Review – January 4, 2023*
- 9 • *City Council Public Hearing – January 18, 2023*

10 *Seconded by Councilor Whittlesey.*

11
12 Councilor Liot Hill spoke to her motion by saying the purpose of these amendments is primarily in three
13 areas:

- 14 1. To advance the housing resolution that was adopted back in April,
- 15 2. To advance some of the City’s energy goals, and
- 16 3. To advance some of the recommendations made by the West Lebanon Revitalization Advisory
17 Committee.

18 For the reasons listed above, she felt comfortable moving forward with these zoning amendments.

19
20 **Roll Call Vote:**

21 **All voting Yea:** Assistant Mayor Below, Councilors Heistad, Liot Hill, Wilkie, Whittlesey, Simon,
22 and Mayor McNamara

23 **None Voted Nay**

24 **Absent from vote:** Councilors Sykes and Zook

25
26 **The Vote on the Motion was approved (7-0)*

27
28 **11. City Manager Report:**

29 City Manager Shaun Mulholland updated the Council on the following:

- 30 • Comcast Broadband Service: Work for those areas (141 home throughout the City) that needed it
31 should be completed by November.
- 32 • Rail Trail Extension West Lebanon: Attorney Barry Schuster expects to have all the necessary
33 paperwork filed by the end of the year.
- 34 • Housing Next Steps: Discussions will continue between the City of Lebanon and the Town of
35 Hartford. Their plan is to share information between both communities.
- 36 • City property revaluation status: A presentation is planned for the Council on November 2, 2022.
37 It is important to note that the tax rate will be set after the revaluations are completed.
- 38 • PFAS: The EPA is developing new technologies to help destroy PFAS. It will be some time
39 before these can actually be implemented in the field. We will continue to monitor the changes in
40 the amount of PFAS that will be allowed by the EPA.
- 41 • Childcare RFI: This is in draft form right now and work is continuing.
- 42 • NHMA Annual Conference: November 16 & 17, 2022.
- 43 • **IRA (Inflation Reduction Act)** Grant opportunities: Rules/Regulations are being developed by
44 the Federal and State Government, so it could be a while before the City can apply for these grant
45 funds. However, a group is working on what the City thinks it can apply for.
- 46 • Training the Trainer Program for DEI (Diversity, Equity, Inclusion Committee).

- Retirement of Lebanon's Fire Chief, Chris Christopoulos: A notice will be sent out for his Retirement Party.
- City Manager's annual 360 evaluation has been sent to Councilors.

12. COUNCIL REPRESENTATIVES TO OTHER BODIES:

Assistant Mayor Below informed the Council that the (NH) PUC finally adopted rules to enable the new power aggregation plan, which will become effective on Wednesday, October 12, 2022.

13. FUTURE AGENDA ITEMS:

- **Since no action was taken at this meeting, the Council requested the Review and adoption of City Council Policy CC-103 - Procurement Policy be placed on the agenda again in January/February of 2023.**
- **18 Bridge Street (Tax Map 58, Lot 2) Public Hearing. (See Council Zoning Map Amendment Item 10 as listed above.)**

14. NON-PUBLIC SESSION: NONE

15. ADJOURNMENT:

Councilor Heistad MOVED for adjournment.
Seconded by Councilor Whittlesey.

Roll Call Vote:

All voting Yea: Assistant Mayor Below, Councilors Heistad, Liot Hill, Wilkie, Whittlesey, Simon, and Mayor McNamara

None Voted Nay

Absent from vote: Councilors Sykes and Zook

**The Vote on the Motion was approved (7-0)*

The meeting was adjourned at 9:03 PM.

Respectfully submitted

Dona E. Gibson

Recording Secretary

**AGENDA
LEBANON CITY COUNCIL
OCTOBER 19, 2022**

7. APPOINTMENTS:

APPOINTMENTS

Board/Committee Appointments as presented by City Clerk Kristin Kenniston

- Arts & Culture Commission, Brian Cook (Arts Organization Representative)
- Arts & Culture Commission, Linda Copp (Alternate Member)
- Downtown Lebanon TIF Advisory Board, Chris Haidari (Citizen Representative)

Included in this Section:

1. Memo from City Clerk Kristin Kenniston dated October 13, 2022

OFFICE OF THE CITY CLERK

MEMORANDUM

DATE: October 13, 2022

TO: The Honorable Mayor & City Council

FROM: Kristin M. Kenniston, City Clerk

RE: **Appointments Proposed for Council Discussion/Action:**

If the Council wishes to proceed with action on the appointments below, a nomination should be made and voted on for each appointment. *Note: nominations do not need to be seconded.*

Arts & Culture Commission

- **Brian Cook** – Appointment as an Arts Organization Representative for a one-year term.
Term: (10/22-10/23)
Interviewed by: Assistant Mayor Below
- **Linda Copp** – Appointment as an alternate member for a three-year term.
Term: (10/22-10/25)
Interviewed by: Councilor Simon

Downtown Lebanon TIF Advisory Board

- **Chris Haidari** – Appointment as citizen representative for a three-year term.
Term: (10/22-10/25)
Interviewed by: Councilor Wilkie

From: [Kristin Kenniston](#)
To: [Kristin Kenniston](#)
Subject: FW: [EXTERNAL] Fwd: Online Form Submission #6487 for Board Member Application
Date: Monday, September 26, 2022 10:34:17 AM

Board Member Application

Board Member Application
City of Lebanon board / committee member application.

Basic Requirements

- *Lebanon/West Lebanon resident (except for those boards whose membership makeup includes non-resident)*
 - *Willingness to learn*
 - *Commitment to attend meetings*
 - *Treat people fairly*
 - *Consider the best interest of the community as a whole when making decisions*
 - *Must have attended one meeting of the board that you wish to apply to within the last six months to observe the process and function of the board.*
-

(Section Break)

First Name	Brian
Last Name	Cook
Physical Address	PO Box 1055
City	Wilder
State	VT
Zip Code	05088
Is this your mailing address?	Yes
Home Phone Number	802-526-2439
Work Number	603-448-0400
Email Address	bcCook@lebanonoperahouse.org
How long have you resided	I have worked at Lebanon Opera House since January 2022

in Lebanon?

(Section Break)

Is this an application for re-appointment?	This application is not for re-appointment.
--	---

For which board, committee, or commission are you applying?	Arts and Culture Commission
---	-----------------------------

Other Committee	<i>Field not completed.</i>
-----------------	-----------------------------

Why would you like to serve?	In my role as Operations Manager of Lebanon Opera House, I hope that I can help the City of Lebanon continue to grow as a regional arts hub.
------------------------------	--

State a few of what you feel your qualifications are or why you wish to be appointed to this board / committee.	Prior to becoming the Operations Manager at LOH, I was the Executive Director of Revels North from 2018-2022. While with Revels North, I oversaw the transition of its signature production, The Christmas Revels, from its longtime home in Hanover to a new one in Lebanon in 2019. I am also a performing musician and the parent of two teens who have performed at LOH as part of productions by local community arts organizations Trumbull Hall Troupe and NCCT Teens.
---	---

Certification	I hereby certify that I meet the basic requirements for applying to a Lebanon board / committee.
---------------	--

--

Brian Cook (he/him)
Operations Manager
Lebanon Opera House
PO Box 384
Lebanon, NH 03766
603.448.0400 x189
lebanonoperahouse.org/donate/
bcook@lebanonoperahouse.org



Councilor Interview Report Form

Councilor Name: Clifton Below

Date of Interview: October 11, 2022

Applicant Name: Brian Cook

Board(s) to Which Applied: Arts & Culture Commission

☒ Regular Seat ☐ Alternate Seat

Has Applicant Attended Meeting of Board to Which Applying? ☒ Yes ☐ No

(If yes, indicate date of meeting.) Date: sat in on Sept. meeting for LOH and a previous remote meeting early in the year, and also presented to the Commission for Revels North last year.

Recommend Appointment: ☒ Yes ☐ No

☐ Regular Seat ☐ Alternate Seat

General Comments: As Operations Manager for LOH he will provide a vital connection to one of our leading arts organization in the City, which experience working with other presenting organizations.

(PLEASE NOTE: THIS FORM WILL BE INCLUDED IN THE AGENDA MATERIALS WHEN APPLICANT IS SCHEDULED TO APPEAR BEFORE THE CITY COUNCIL.)

Standard Questions for All Applicants:

1) What do you believe is the purpose of this Board/Committee?

Support the growth of arts in Lebanon and region generally, both the artists and arts organization, and to support the overall downtown economy.

2) Are you familiar with the meeting dates and time commitments of this Board/Committee?
Would you be available for additional meetings, site visits, or other official events when necessary?

Yes and yes, typically 1X/mo. meetings are no problem

3) Do you have any previous experience working with this type of Board/Committee, or in a related field, in this community or any other community?

Previously presented on behalf of an arts organization (Revels North). Served on a school strategic planning committee, and a library fundraising committee & had volunteered with a small nonprofits on its Board for a 1 room school house historic preservation.

4) Do you have any interest in attending educational presentations and seminars in order to further educate yourself relative to the work of this Board/Committee?

Certainly

5) Do you anticipate that you would have to recuse yourself from more than an occasional meeting due to a conflict of interest (perceived or real) relating to your past or present employment, organizational membership, real estate holdings, family ties, or other reasons?

Doesn't anticipate, though perhaps with if there was conflict with LOH financial or employment interests, he would recuse.

6) What do you think are the key challenges for this Board/Committee?

Effectively communicate role of the arts in how it supports the economy and the community as a whole.

7) What do you think are the key opportunities for this Board/Committee?

To support the overall economy in Lebanon through the arts, and expand and explain benefits to the community.

8) What you would like to see this Board/Committee accomplish in the next year?

Not sure, haven't thought about it – relatively new Commission that has weathered the Covid pandemic. Navigating the post-Covid opportunities to expand and highlight role of the arts.

From: [cityclerk](#)
To: [Kristin Kenniston](#)
Subject: FW: [EXTERNAL] Online Form Submission #6496 for Board Member Application
Date: Tuesday, August 23, 2022 3:47:42 PM

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Tuesday, August 23, 2022 2:52 PM
To: cityclerk <cityclerk@lebanonnh.gov>; webmaster <webmaster@lebcity.com>
Subject: [EXTERNAL] Online Form Submission #6496 for Board Member Application

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Board Member Application

Board Member Application
City of Lebanon board / committee member application.

Basic Requirements

- *Lebanon/West Lebanon resident (except for those boards whose membership makeup includes non-resident)*
- *Willingness to learn*
- *Commitment to attend meetings*
- *Treat people fairly*
- *Consider the best interest of the community as a whole when making decisions*
- *Must have attended one meeting of the board that you wish to apply to within the last six months to observe the process and function of the board.*

(Section Break)

First Name	Linda
Last Name	Copp
Physical Address	22 Hanover St
City	Lebanon
State	NH

Zip Code	03766
Is this your mailing address?	No
Mailing Address	PO Box 66
City	Lebanon
State	NH
Zip Code	03766
Home Phone Number	6036752308
Work Number	6034485404
Email Address	Linda@lebanonballetschool.com
How long have you resided in Lebanon?	<i>Field not completed.</i>
(Section Break)	
Is this an application for re-appointment?	This application is not for re-appointment.
For which board, committee, or commission are you applying?	Arts and Culture Commission
Other Committee	<i>Field not completed.</i>
Why would you like to serve?	I am the owner of Lebanon Ballet School, who's business has been in the City of Lebanon since 1984 as a spin off of the Lebanon Recreation Dept. Served for 20 years as Artistic Director of City Center Ballet, a non-profit ballet company focused on providing middle through high school dancers performance opportunities.
State a few of what you feel your qualifications are or why you wish to be appointed to this board / committee.	Understanding of the arts in the Upper Valley.
Certification	I hereby certify that I meet the basic requirements for applying to a Lebanon board / committee.

Councilor Interview Report Form

Councilor Name: Chris Simon_____

Date of Interview: 10-5-22

Applicant Name: _Linda Copp_____

Board(s) to Which Applied: _Arts & Culture_____

☒ Regular Seat

☐ Alternate Seat

Has Applicant Attended Meeting of Board to Which Applying? ☐ Yes ☒ No

(If yes, indicate date of meeting.) Date: _____

Recommend Appointment: ☒ Yes ☐ No

☒ Regular Seat

☐ Alternate Seat

General Comments: _Longtime owner operator of the Lebanon Ballet school. Linda has a strong passion for the arts and how it supports the community's youth and beyond.

(PLEASE NOTE: THIS FORM WILL BE INCLUDED IN THE AGENDA MATERIALS WHEN APPLICANT IS SCHEDULED TO APPEAR BEFORE THE CITY COUNCIL.)

Standard Questions for All Applicants:

1) What do you believe is the purpose of this Board/Committee?

To support and promote the arts in Lebanon and the surrounding areas.

2) Are you familiar with the meeting dates and time commitments of this Board/Committee?
Would you be available for additional meetings, site visits, or other official events when necessary?

Yes, and date and time dependent.

3) Do you have any previous experience working with this type of Board/Committee, or in a related field, in this community or any other community?

Experience with working on and none profit board for many years.

4) Do you have any interest in attending educational presentations and seminars in order to further educate yourself relative to the work of this Board/Committee?

Open to attending as time and dates permit.

5) Do you anticipate that you would have to recuse yourself from more than an occasional meeting due to a conflict of interest (perceived or real) relating to your past or present employment, organizational membership, real estate holdings, family ties, or other reasons?

If need be then yes but doesn't foresee and conflicts at this time.

6) What do you think are the key challenges for this Board/Committee?

How the community supports the arts and how the arts support our community.

7) What do you think are the key opportunities for this Board/Committee?

To promote all the arts in our area and all they have to offer to all.

8) What would you like to see this Board/Committee accomplish in the next year?

No personal goals just wanting to support the goals of the board and support the arts of Lebanon.

Specific Questions for Applicants to Land-Use Boards:

Zoning Board of Adjustment:

1) Have you ever appeared before a zoning board, personally or through a representative?

2) Do you have any personal or professional knowledge or background in the area of zoning law?

3) Do you believe you can set aside your personal opinions and make impartial decisions based on the City's adopted Zoning Ordinance?

4) Zoning Board decisions can be controversial. The Board is bound by law to work within the current zoning regulations. Do you believe you can tolerate possible criticism from your friends and neighbors as a result of how you may have voted?

Planning Board:

1) Have you ever appeared before a planning board, personally or through a representative?

2) Do you have any personal or professional knowledge or background in the area of planning law?

3) Do you believe you can set aside your personal opinions and make impartial decisions based on the City's adopted site plan and subdivision regulations, as well as the Zoning Ordinance?

4) Planning Board decisions can be controversial. The Board is bound by law to work within the current site plan and subdivision regulations. Do you believe you can tolerate possible criticism from your friends and neighbors as a result of how you may have voted?

Conservation Commission:

- 1) Have you ever appeared before a conservation commission, personally or through a representative?

- 2) The Conservation Commission's advisory role in New Hampshire environmental permitting can be controversial. Do you believe you can tolerate possible criticism from your friends and neighbors as a result of how you may have voted?

From: [cityclerk](#)
To: [Kristin Kenniston](#)
Subject: FW: [EXTERNAL] Online Form Submission #6506 for Board Member Application
Date: Thursday, August 25, 2022 11:18:46 AM

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Thursday, August 25, 2022 10:13 AM
To: cityclerk <cityclerk@lebanonnh.gov>; webmaster <webmaster@lebcity.com>
Subject: [EXTERNAL] Online Form Submission #6506 for Board Member Application

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Board Member Application

Board Member Application
City of Lebanon board / committee member application.

Basic Requirements

- *Lebanon/West Lebanon resident (except for those boards whose membership makeup includes non-resident)*
- *Willingness to learn*
- *Commitment to attend meetings*
- *Treat people fairly*
- *Consider the best interest of the community as a whole when making decisions*
- *Must have attended one meeting of the board that you wish to apply to within the last six months to observe the process and function of the board.*

(Section Break)

First Name	Chris
------------	-------

Last Name	Haidari
-----------	---------

Physical Address	22 blueberry hill
------------------	-------------------

City	Lebanon
------	---------

State	NH
-------	----

Zip Code	03766
Is this your mailing address?	Yes
Home Phone Number	603 448 5065
Work Number	<i>Field not completed.</i>
Email Address	allkerygma@comcast.net
How long have you resided in Lebanon?	27 years
(Section Break)	
Is this an application for re-appointment?	This application is not for re-appointment.
For which board, committee, or commission are you applying?	Downtown Lebanon TIF Advisory Board
Other Committee	<i>Field not completed.</i>
Why would you like to serve?	I would like to get involved with city issues
State a few of what you feel your qualifications are or why you wish to be appointed to this board / committee.	I am a resident of Lebanon and it is a responsibility to participate in its government I was involved with the previous steering committee and served on the school board for 9 years
Certification	I hereby certify that I meet the basic requirements for applying to a Lebanon board / committee.

Email not displaying correctly? [View it in your browser.](#)

Councilor Interview Report Form

Councilor Name: Devin R. Wilkie

Date of Interview: 10/6/2022

Applicant Name: Chris Haidari

Board(s) to Which Applied: Downtown Lebanon TIF Advisory Board

☒ Regular Seat

☐ Alternate Seat

Has Applicant Attended Meeting of Board to Which Applying? ☐ Yes ☒ No

(If yes, indicate date of meeting.) Date: _____

Recommend Appointment: ☒ Yes ☐ No

☒ Regular Seat ☐ Alternate Seat

General Comments: Chris and I had a great conversation. Though not experienced in this area, she is interested to learn more about the work of the Downtown Lebanon TIF Advisory Board and to get involved in volunteering for her community in this way.

(PLEASE NOTE: THIS FORM WILL BE INCLUDED IN THE AGENDA MATERIALS WHEN APPLICANT IS SCHEDULED TO APPEAR BEFORE THE CITY COUNCIL.)

Standard Questions for All Applicants:

1) What do you believe is the purpose of this Board/Committee?

Support the development of the downtown area using tax increment financing – make recommendations for use of TIF funds.

2) Are you familiar with the meeting dates and time commitments of this Board/Committee? Would you be available for additional meetings, site visits, or other official events when necessary?

Not sure when they meet – was not able to find this information. She has attended Economic Development Commission. She is available for meetings and could attend other meetings as necessary.

3) Do you have any previous experience working with this type of Board/Committee, or in a related field, in this community or any other community?

Former member of the School Board and the Steering Committee for the Implementation of the Master Plan.

4) Do you have any interest in attending educational presentations and seminars in order to further educate yourself relative to the work of this Board/Committee?

If any are available, yes.

5) Do you anticipate that you would have to recuse yourself from more than an occasional meeting due to a conflict of interest (perceived or real) relating to your past or present employment, organizational membership, real estate holdings, family ties, or other reasons?

No.

6) What do you think are the key challenges for this Board/Committee?

Not sure – hasn't had the opportunity to see the board.

7) What do you think are the key opportunities for this Board/Committee?

Review proposals for redevelopment of downtown parking lots.

8) What would you like to see this Board/Committee accomplish in the next year?

Looking forward to attending meetings and learning more.

**AGENDA
LEBANON CITY COUNCIL
OCTOBER 19, 2022**

10. NEW BUSINESS:

**10.A – REVIEW AND DISCUSSION OF 2022 3rd QUARTER BUDGET REPORT
AND RELEASE OF COLLECTED PUBLIC SCHOOL IMPACT FEES**

2022 3rd Quarter Budget Report

Finance Director Vicki Lee will be present at the meeting to review the 3rd Quarter Budget Report and to answer any questions the Council may have.

The Budget Report presents in summary form year-to-date activity for both expenditures and revenues. City Charter §C419:44 requires financial information to be presented to the City Council for each quarterly period of the year. Administration typically provides required financial information on a monthly basis during the 4th quarter.

ACTION

The agenda item is for informational purposes only. No action is required by the Council.

RELEASE OF COLLECTED PUBLIC SCHOOL IMPACT FEES

A Memorandum of Understanding (MOU) was developed in 2010 between the City and the School District for the quarterly transfer of collected Public School Impact Fees to the Lebanon School District for application toward the payment of debt on the (then) new middle school.

On October 12, 2021, the Planning Board authorized a broader use of Public School Impact Fees to include construction, renovation, improvement, or expansion of K-12 school buildings and related building systems, equipment, and furnishings. A revised MOU was developed and signed on November 22, 2021.

To date \$554,917.17 has been disbursed to the Lebanon School District.

7/17/2013	\$83,690.78	7/15/2015	\$1,627.50	2/7/2018	\$41,262.70
11/6/2013	\$14,651.99	11/4/2015	\$936.00	9/5/2018	\$12,564.45
5/21/2014	\$19,407.00	3/2/2016	\$3,156.00	2/6/2019	\$1,833.10
8/6/2014	\$2,122.75	5/18/2016	\$864.00	8/7/2019	\$8,822.20
2/18/2015	\$723.00	5/17/2017	\$5,230.00	4/15/2020	\$40,432.02
5/20/2015	\$2,819.00	12/6/2017	\$6,140.75	7/15/2020	\$123,709.65
12/2/2020	\$57,567.42	1/21/2021	\$102,409.40	8/4/2021	\$12,695.86
1/19/2022	\$9,035.45	4/20/2022	\$3,216.15		

This request is for the City Council to authorize disbursement of \$261,738.35 in collected Public School Impact Fees (through 09/22/2022) to the Lebanon School District.

ACTION

The Council is requested to take action on the following motion:

MOVED, that in accordance with Section 213.10 (Administration of Impact Fees) of the Lebanon Zoning Ordinance, and the November 22, 2021 Memorandum of Understanding between the City of Lebanon and the Lebanon School District, SAU 88, the City Council hereby authorizes the disbursement of \$261,738.35 in collected Public School Impact Fees to the Lebanon School District to be applied toward the construction, renovation, improvement or expansion of K-12 school buildings and related building systems, equipment, and furnishings.

Included in this Section:

1. October 19, 2022 memo from Finance, RE: 3rd Quarter Financial Report (September 30, 2022)
2. Impact Fee Report as of 09/30/2022
3. November 22, 2021 Memorandum of Understanding between the City of Lebanon and The Lebanon School District, SAU#88



CITY OF LEBANON

FINANCE DEPARTMENT

51 North Park Street
Lebanon, NH 03766

Phone: (603) 448-0682
email: Finance@LebanonNH.gov

To: Mayor and City Council

From: Finance

Date: October 19, 2022

Re: 3rd Quarter Financial Report (September 30, 2022)

The following report highlights key points for the City's General Fund operating budget, Solid Waste Disposal Fund, Water Treatment and Distribution Fund, Sewage Collection and Disposal Fund and Municipal Airport Fund. Please don't hesitate to contact us if you have any questions.

GENERAL FUND

Expenditures

The following chart summarizes appropriations, expenditures and amounts encumbered as of September 30th by department. For FY 2022, 74.5% of appropriations have been expended or encumbered (obligated for future expenditure) during the quarter.

The 74.5% expended and encumbered to date is close to each of the past two fiscal years, which had percentages of 75.8% (2021) and 73.8% (2020), respectively, so it is historically at the level expected.

See Exhibit A for more detail.

QUARTERLY REPORT FOR CITY OF LEBANON					
AS OF SEPTEMBER 30, 2022					
GENERAL FUND	2022 BUDGET	AS OF 9/30/2022	ENCUMBRANCES	YTD AVAILABLE BALANCE	% OF BUDGET USED
CITY CLERK	\$ 721,630	\$ 469,870	\$ -	\$ 251,760	65.1%
CITY MANAGER	\$ 1,284,480	\$ 846,160	\$ -	\$ 438,320	65.9%
CYBER SERVICES	\$ 1,756,410	\$ 1,105,223	\$ 70,792	\$ 580,395	67.0%
FINANCE	\$ 5,341,040	\$ 3,668,226	\$ 180,670	\$ 1,492,144	72.1%
FIRE	\$ 4,775,030	\$ 3,490,880	\$ 14,090	\$ 1,270,060	73.4%
HUMAN RESOURCES	\$ 350,060	\$ 235,476	\$ 2,000	\$ 112,584	67.8%
HUMAN SERVICES	\$ 554,900	\$ 425,290	\$ -	\$ 129,610	76.6%
LIBRARY	\$ 1,383,440	\$ 1,060,200	\$ 6,190	\$ 317,050	77.1%
PLANNING	\$ 1,142,110	\$ 828,127	\$ 26,000	\$ 287,983	74.8%
POLICE	\$ 6,893,010	\$ 4,538,690	\$ 37,400	\$ 2,316,920	66.4%
PUBLIC WORKS	\$ 4,904,010	\$ 2,761,887	\$ 341,806	\$ 1,800,317	63.3%
RECREATION ARTS & PARKS	\$ 1,116,720	\$ 888,149	\$ 1,426	\$ 227,145	79.7%
DEBT SERVICE	\$ 4,837,990	\$ 4,645,696	\$ -	\$ 192,294	96.0%
INTERFUND TRANSFER	\$ 1,830,290	\$ 1,830,290	\$ -	\$ -	100.0%
TOTALS	\$ 36,891,120	\$ 26,794,164	\$ 680,374	\$ 9,416,582	74.5%

Revenues

The following chart summaries amounts budgeted and collected year-to-date by general revenue category. Revenues collected throughout the course of a given fiscal year total approximately 63.3% of the amount budgeted for FY 2022, which is higher compared to 54.1% (2021) and 61.2% (2020) in the previous two fiscal years due to the increase in building permit revenue for 2022. See Exhibit B for more detail. Highlights for the quarter include:

- Motor vehicle registrations are just above the quarterly benchmark at 77.07 % collected. Year 2021 was at 82.3%.
- Building permits are trending well above the quarterly benchmark at 243.48% collected.
- Ambulance Service revenue is collected just above the quarterly benchmark at 78.6% collected. Year 2021 was at 79.4%.

TOTAL TAXES	\$ 24,409,630.00	\$ 13,745,226.76	56.31%
TOTAL INTEREST & PENALTY ON DELINQUENT TAXES	\$ 100,000.00	\$ 110,255.18	110.26%
TOTAL MOTOR VEHICLE PERMIT FEES	\$ 2,600,000.00	\$ 2,003,856.57	77.07%
TOTAL BUILDING PERMITS	\$ 340,000.00	\$ 827,820.93	243.48%
TOTAL OTHER LICENSES PERMITS & FEES	\$ 297,400.00	\$ 288,319.79	96.95%
TOTAL MEALS & ROOMS TAX DISTRIBUTION	\$ 957,790.00	\$ -	0.00%
TOTAL HIGHWAY BLOCK GRANT	\$ 318,420.00	\$ 501,542.17	157.51%
TOTAL WATER POLLUTION GRANTS	\$ 45,160.00	\$ 30,853.00	68.32%
TOTAL OTHER STATE GRANTS & REIMBURSEMENTS	\$ 64,000.00	\$ 31,234.98	48.80%
TOTAL INTER-GOVERNMENTAL REVENUES	\$ 61,480.00	\$ 69,631.68	113.26%
TOTAL DEPARTMENTAL INCOME	\$ 1,502,690.00	\$ 1,182,652.73	78.70%
TOTAL OTHER CHARGES	\$ 1,289,590.00	\$ 1,286,100.00	99.73%
TOTAL SPECIAL ASSESSMENTS	\$ 46,260.00	\$ 23,137.11	50.02%
TOTAL SALE OF MUNICIPAL PROPERTY	\$ -	\$ 20,509.60	
TOTAL INTEREST ON INVESTMENTS	\$ 66,870.00	\$ 59,229.66	88.57%
TOTAL RENTS OF PROPERTY	\$ 16,500.00	\$ 19,575.61	118.64%
TOTAL FINES & FORFEITS	\$ 47,000.00	\$ 16,324.32	34.73%
TOTAL MISCELLANEOUS INCOME	\$ 1,152,880.00	\$ 880,390.04	76.36%
GENERAL FUND TOTALS	\$ 33,315,670.00	\$ 21,096,660.13	63.32%

Other Funds – See Exhibit C for more revenue detail.

- Solid Waste Disposal Fund is responsible for the operation and maintenance of the landfill, recycling facilities and hazardous waste processing.

QUARTERLY REPORT FOR CITY OF LEBANON					
AS OF SEPTEMBER 30, 2022					
SOLID WASTE DISPOSAL FUND	2022 BUDGET	AS OF 9/30/2022	ENCUMBRANCES	YTD AVAILABLE BALANCE	% OF BUDGET USED
REVENUE	\$ 4,127,230.00	\$ 3,261,107.00		\$ 866,123.00	79.0%
EXPENDITURES	\$ 4,046,450.00	\$ 2,877,581.00	\$ 244,073.00	\$ 924,796.00	77.1%

- Water Treatment and Distribution Fund is responsible for the provision and distribution of clean and safe drinking water, the planning, maintenance and replacement of water treatment facilities, pump stations, water tanks, and the water distribution system.

QUARTERLY REPORT FOR CITY OF LEBANON					
AS OF SEPTEMBER 30, 2022					
WATER FUND	2022 BUDGET	AS OF 9/30/2022	ENCUMBRANCES	YTD AVAILABLE BALANCE	% OF BUDGET USED
REVENUE	\$ 4,210,810.00	\$ 3,222,970.00		\$ 987,840.00	76.5%
EXPENDITURES	\$ 4,141,290.00	\$ 3,209,658.00	\$ 160,265.00	\$ 771,367.00	81.4%

- Sewage Collection and Disposal Fund is responsible for the safe and hygienic collection and treatment of wastewater, and the planning, maintenance and replacement of the wastewater collection system, pump stations and wastewater treatment plant.

QUARTERLY REPORT FOR CITY OF LEBANON					
AS OF SEPTEMBER 30, 2022					
SEWER FUND	2022 BUDGET	AS OF 9/30/2022	ENCUMBRANCES	YTD AVAILABLE BALANCE	% OF BUDGET USED
REVENUE	\$ 7,277,230.00	\$ 5,930,200.00		\$ 1,347,030.00	81.5%
EXPENDITURES	\$ 7,264,330.00	\$ 5,535,101.00	\$ 219,199.00	\$ 1,510,030.00	79.2%

- Municipal Airport Fund is responsible for the operation and maintenance of the Lebanon Municipal Airport.

QUARTERLY REPORT FOR CITY OF LEBANON					
AS OF SEPTEMBER 30, 2022					
AIRPORT FUND	2022 BUDGET	AS OF 9/30/2022	ENCUMBRANCES	YTD AVAILABLE BALANCE	% OF BUDGET USED
REVENUE	\$ 929,040.00	\$ 1,029,313.00		\$ (100,273.00)	110.8%
EXPENDITURES	\$ 1,479,310.00	\$ 1,104,409.00	\$ 7,325.00	\$ 367,576.00	75.2%

EXHIBIT A
CITY OF LEBANON
FINANCE DEPARTMENT
BUDGET VS. ACTUAL EXPENDITURE REPORT-GENERAL FUND
PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY OF GOVERNMENT / DEPARTMENT	AMENDED BUDGET	EXPENDED TO DATE	ENCUMBERED BALANCE	TOTAL EXP. & ENC.	APPROPRIATION BALANCE	PERCENT EXPENDED
GENERAL GOVERNMENT						
EXECUTIVE	834,770.00	648,833.69	-	648,833.69	185,936.31	77.7%
ELECTIONS/VITAL STATISTICS	721,630.00	469,870.00	-	469,870.00	251,760.00	65.1%
FINANCE SERVICES, ASSESSING	5,049,100.00	3,407,554.25	180,670.00	3,588,224.25	1,460,875.75	71.1%
CYBER SERVICES	1,756,410.00	1,105,222.93	70,792.00	1,176,014.93	580,395.07	67.0%
LEGAL	200,000.00	10,043.50	-	10,043.50	189,956.50	5.0%
ANCILLARY SUPPORT SERVICES	71,940.00	26,986.59	-	26,986.59	44,953.41	37.5%
HUMAN RESOURCES	350,060.00	235,476.08	2,000.00	237,476.08	112,583.92	67.8%
RISK MANAGEMENT	220,000.00	233,685.22	-	233,685.22	(13,685.22)	106.2%
TOTAL GENERAL GOVERNMENT	9,203,910.00	6,137,672.26	253,462.00	6,391,134.26	2,812,775.74	69.4%
COMMUNITY DEVELOPMENT & PRESERVATION						
COMMUNITY DEVELOPMENT	670,450.00	471,358.69	26,000.00	497,358.69	173,091.31	74.2%
PRESERVATION	10,870.00	4,958.63	-	4,958.63	5,911.37	45.6%
TOTAL COMMUNITY DEVELOPMENT & PRESERVATION	681,320.00	476,317.32	26,000.00	502,317.32	179,002.68	73.7%
TRANSPORTATION						
REGIONAL TRANSPORTATION	249,710.00	187,282.50	-	187,282.50	62,427.50	75.0%
TOTAL TRANSPORTATION	249,710.00	187,282.50	-	187,282.50	62,427.50	75.0%
PUBLIC SAFETY						
POLICE	6,893,010.00	4,538,690.00	37,400.00	4,576,090.00	2,316,920.00	66.4%
FIRE	4,775,030.00	3,490,880.00	14,090.00	3,504,970.00	1,270,060.00	73.4%
CODE ENFORCEMENT	460,790.00	351,810.00	-	351,810.00	108,980.00	76.3%
TOTAL PUBLIC SAFETY	12,128,830.00	8,381,380.00	51,490.00	8,432,870.00	3,695,960.00	69.5%
MUNICIPAL SERVICES						
ADMINISTRATION	1,048,720.00	809,956.26	8,853.12	818,809.38	229,910.62	78.1%
OPERATIONS & MAINTENANCE	3,124,070.00	1,494,908.44	318,791.07	1,813,699.51	1,310,370.49	58.1%
UTILITIES	89,920.00	52,918.91	-	52,918.91	37,001.09	58.9%
FACILITIES MAINTENANCE	378,800.00	202,905.33	14,051.45	216,956.78	161,843.22	57.3%
FLEET MAINTENANCE	262,500.00	201,198.20	110.02	201,308.22	61,191.78	76.7%
TOTAL MUNICIPAL SERVICES	4,904,010.00	2,761,887.14	341,805.66	3,103,692.80	1,800,317.20	63.3%
HUMAN SERVICES						
WELFARE	290,320.00	160,710.00	-	160,710.00	129,610.00	55.4%
OTHER HUMAN SERVICES	264,580.00	264,580.00	-	264,580.00	-	100.0%
TOTAL HUMAN SERVICES	554,900.00	425,290.00	-	425,290.00	129,610.00	76.6%
COMMUNITY SERVICES						
RECREATION & PARKS	1,116,720.00	888,149.18	1,426.00	889,575.18	227,144.82	79.7%
LIBRARY	1,383,440.00	1,060,200.00	6,190.00	1,066,390.00	317,050.00	77.1%
TOTAL COMMUNITY SERVICES	2,500,160.00	1,948,349.18	7,616.00	1,955,965.18	544,194.82	78.2%
DEBT SERVICE						
PRINCIPAL ON LONG-TERM BONDS/NOTES	2,956,900.00	2,956,843.84	-	2,956,843.84	56.16	100.0%
OTHER PRINCIPAL	558,270.00	426,140.65	-	426,140.65	132,129.35	76.3%
INTEREST ON LONG-TERM OBLIGATIONS	1,117,190.00	1,109,788.98	-	1,109,788.98	7,401.02	99.3%
OTHER INTEREST	205,630.00	152,922.13	-	152,922.13	52,707.87	74.4%
TOTAL DEBT SERVICE	4,837,990.00	4,645,695.60	-	4,645,695.60	192,294.40	96.0%
INTERFUND TRANSFERS						
TOTAL INTERFUND TRANSFERS	1,830,290.00	1,830,290.00	-	1,830,290.00	-	100.0%
GENERAL FUND TOTALS	36,891,120.00	26,794,164.00	680,373.66	27,474,537.66	9,416,582.34	74.5%

EXHIBIT B
CITY OF LEBANON
FINANCE DEPARTMENT
BUDGET VS. ACTUAL REVENUE REPORT-GENERAL FUND
PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY/DESCRIPTION	AMENDED BUDGET	YTD REVENUE	PERCENT COLLECTED
TAXES			
PROPERTY TAXES REVENUE	22,527,540.00	11,998,631.50	53.26%
PROPERTY TAXES OVERLAY	-	(83,426.83)	
YIELD TAXES	5,000.00	-	0.00%
LEBANON HOUSING AUTHORITY	35,000.00	-	0.00%
MASCOMA HYDRO	3,000.00	2,987.51	99.58%
RIVERMILL HYDRO	1,400.00	1,717.51	122.68%
DHMC	1,821,020.00	1,821,012.00	100.00%
PARKHURST	7,670.00	-	0.00%
EXCAVATION TAX	5,000.00	-	0.00%
SKYHIGH LLC SOLAR	4,000.00	4,305.07	107.63%
TOTAL TAXES	24,409,630.00	13,745,226.76	56.31%
INTEREST & PENALTY ON DELINQUENT TAXES			
LATE TAX PAYMENTS	100,000.00	110,255.18	110.26%
TOTAL INTEREST & PENALTY ON DELINQUENT TAXES	100,000.00	110,255.18	110.26%
MOTOR VEHICLE PERMIT FEES			
MOTOR VEHICLE REGISTRATIONS	2,600,000.00	2,003,856.57	77.07%
TOTAL MOTOR VEHICLE PERMIT FEES	2,600,000.00	2,003,856.57	77.07%
BUILDING PERMITS			
BUILDING PERMITS	340,000.00	827,820.93	243.48%
TOTAL BUILDING PERMITS	340,000.00	827,820.93	243.48%
OTHER LICENSES PERMITS & FEES			
TAXI PERMITS	-	1,090.00	100.00%
DOG LICENSES	13,500.00	11,927.50	88.35%
BOAT REGISTRATIONS	1,800.00	2,022.79	112.38%
MISCELLANEOUS CITY CLERK	44,500.00	25,037.50	56.26%
MOTOR VEHICLE TRANSACTION FEES	60,900.00	45,722.00	75.08%
TRANS MANAGEMENT FUND ADMIN FEE	6,800.00	5,161.00	75.90%
LANDFILL PERMIT APPLICATION ADMIN	500.00	1,770.00	354.00%
ROADWAY DEGRADATION FEE	10,000.00	28,350.00	283.50%
PISTOL PERMITS	400.00	160.00	40.00%
ANNUAL ALARM FEES-POLICE	80,000.00	83,374.00	104.22%
ANNUAL ALARM FEES-FIRE	79,000.00	82,750.00	104.75%
DRIVEWAY PERMITS	-	675.00	100.00%
FLOODPLAIN PERMITS	-	250.00	100.00%
POLE & CONDUIT LICENSE	-	30.00	100.00%
TOTAL OTHER LICENSES PERMITS & FEES	297,400.00	288,319.79	96.95%

EXHIBIT B
CITY OF LEBANON
FINANCE DEPARTMENT
BUDGET VS. ACTUAL REVENUE REPORT-GENERAL FUND
PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY/DESCRIPTION	AMENDED BUDGET	YTD REVENUE	PERCENT COLLECTED
MEALS & ROOMS TAX DISTRIBUTION			
MEALS & ROOMS TAX	957,790.00	-	0.00%
TOTAL MEALS & ROOMS TAX DISTRIBUTION	957,790.00	-	0.00%
HIGHWAY BLOCK GRANT			
HIGHWAY BLOCK GRANT	318,420.00	501,542.17	157.51%
TOTAL HIGHWAY BLOCK GRANT	318,420.00	501,542.17	157.51%
WATER POLLUTION GRANTS			
#C-844 CSO WSTWTR/SAG	14,300.00	14,298.00	99.99%
#C-903 CSO DANA&CRAFT AVE/SAG	16,560.00	16,555.00	99.97%
#C-924 CSO11-PHASE 1/SAG	14,300.00	-	0.00%
TOTAL WATER POLLUTION GRANTS	45,160.00	30,853.00	68.32%
OTHER STATE GRANTS & REIMBURSEMENTS			
RAILROAD TAX	4,000.00	1,234.98	30.87%
DRUG TASK FORCE OFFICER NHDOJ	60,000.00	30,000.00	50.00%
TOTAL OTHER STATE GRANTS & REIMBURSEMENTS	64,000.00	31,234.98	48.80%
INTER-GOVERNMENTAL REVENUES			
LEBANON SCHOOL DIST RESOURCE OFFICER	60,000.00	68,137.30	113.6%
SCHOOL DISTRICT CROSSING GUARDS	1,480.00	1,494.38	101.0%
TOTAL INTER-GOVERNMENTAL REVENUES	61,480.00	69,631.68	113.3%
DEPARTMENTAL INCOME			
PLANNING FEES	25,000.00	33,504.75	134.0%
ZONING FEES	7,500.00	6,058.11	80.8%
CEMETERY INCOME	30,000.00	40,190.00	133.97%
POLICE RECORDS	5,000.00	3,656.00	73.12%
AMUBLANCE SERVICES: PLAINFIELD	26,000.00	28,000.00	107.69%
AMUBLANCE SERVICES: ENFIELD	69,000.00	88,297.00	127.97%
AMBULANCE SERVICES	900,000.00	707,444.99	78.60%
AMBULANCE INTERCEPTS	10,000.00	21,450.00	214.50%
AMBULANCE SERVICES: GRANTHAM	51,750.00	59,784.00	115.52%
FIRE RECORDS	200.00	225.00	112.50%
FIRE CODE ENFORCEMENT	12,000.00	12,645.00	105.38%
FIRE: MISC REVENUE	1,000.00	3,023.10	302.31%
EXCAVATION PERMITS	3,000.00	4,400.00	146.67%
ENGINEERING SITE PLAN REVIEWS	5,000.00	2,017.50	40.35%
MAINTENANCE BILLABLES	2,000.00	1,831.70	91.59%

EXHIBIT B
CITY OF LEBANON
FINANCE DEPARTMENT
BUDGET VS. ACTUAL REVENUE REPORT-GENERAL FUND
PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY/DESCRIPTION	AMENDED BUDGET	YTD REVENUE	PERCENT COLLECTED
RECREATION PROGRAMS	53,000.00	49,678.35	93.73%
RECREATION DAY CAMP	71,000.00	80,368.29	113.19%
RECREATION POOL	27,500.00	29,850.50	108.55%
RECREATION SKI PROGRAM	1,200.00	325.00	27.08%
MISCELLANEOUS RECREATION	1,200.00	370.30	30.86%
FARMERS' MARKET	11,500.00	9,533.14	82.90%
DHMC MIH PROGRAM	189,840.00	-	0.00%
TOTAL DEPARTMENTAL INCOME	1,502,690.00	1,182,652.73	78.70%
OTHER CHARGES			
COMPUTER SERVICES	111,470.00	108,220.00	97.08%
ADMINISTRATIVE OVERHEAD	1,178,120.00	1,177,880.00	99.98%
TOTAL OTHER CHARGES	1,289,590.00	1,286,100.00	99.73%
SPECIAL ASSESSMENTS			
MT SUPPORT RD SPECIAL ASSESSMENT	46,260.00	23,137.11	50.02%
TOTAL SPECIAL ASSESSMENTS	46,260.00	23,137.11	50.02%
SALE OF MUNICIPAL PROPERTY			
CITY PROPERTY EX: EQUIPMENT, LAND	-	20,509.60	
TOTAL SALE OF MUNICIPAL PROPERTY	-	20,509.60	
INTEREST ON INVESTMENTS			
INVESTMENT INCOME/INTEREST	66,870.00	59,229.66	88.57%
TOTAL INTEREST ON INVESTMENTS	66,870.00	59,229.66	88.57%
RENTS OF PROPERTY			
MASCOMA HYDRO	15,000.00	15,000.00	100.00%
NH DEPT CORRECTIONS	1,500.00	1,248.75	83.25%
226 MASCOMA STREET	-	3,326.86	
TOTAL RENTS OF PROPERTY	16,500.00	19,575.61	118.64%
FINES & FORFEITS			
CITY CODE/ORDINANCE VIOLATIONS-POLICE	21,000.00	3,629.32	17.28%
PARKING TICKETS	10,000.00	2,995.00	29.95%
FALSE ALARM FINES	16,000.00	9,700.00	60.6%
TOTAL FINES & FOREITS	47,000.00	16,324.32	34.73%
OTHER MISCELLANEOUS INCOME			
CABLE TV FRANCHISE FEE	150,000.00	74,407.18	49.6%
MISCELLANEOUS REVENUE	100,000.00	83,645.94	83.6%

EXHIBIT B
CITY OF LEBANON
FINANCE DEPARTMENT
BUDGET VS. ACTUAL REVENUE REPORT-GENERAL FUND
PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY/DESCRIPTION	AMENDED BUDGET	YTD REVENUE	PERCENT COLLECTED
MISCELLANEOUS COPY CHARGES	-	59.05	
LANDFILL FUND HOST COMMUNITY FEE	550,000.00	384,048.87	69.8%
TRANSFER FROM SEWER FUND	3,460.00	3,460.00	100.0%
MV TRANSPORTATION IMPROVEMENT FUND	61,100.00	46,449.00	76.0%
DOWNTOWN TIFD FUND	288,320.00	288,320.00	100.0%
TOTAL MISCELLANEOUS INCOME	1,152,880.00	880,390.04	76.36%
GENERAL FUND TOTALS	33,315,670.00	21,096,660.13	63.3%
GENERAL FUND TOTALS EXCLUDING PROP TAXES	10,788,130.00	9,181,455.46	85.1%

EXHIBIT C
BUDGET VS. ACTUAL REVENUE REPORT-LANDFILL FUND
PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY/DESCRIPTION	2022 AMENDED BUDGET	YTD REVENUE 9/30/2022	PERCENT COLLECTED
PERMIT APPLICATION FEE	-	1,900	-
C&D CLOSURE GRANT #L-136/145	11,230	11,230	100.0%
TIPPING FEES/LANDFILL SALES	3,500,000	2,720,130	77.7%
RECYCLABLE SALES	125,000	159,123	127.3%
INVESTMENT INCOME/INTEREST	16,000	-	0.0%
FORE-U GOLF CENTER	15,000	18,200	121.3%
MISCELLANEOUS REVENUE	5,000	7,534	150.7%
COUPON SALES-ORANGE TICKETS (CITY HALL)	75,000	54,990	73.3%
COUPON SALES-OUTSIDE SALES	380,000	288,000	75.8%
	<u>4,127,230</u>	<u>3,261,107</u>	<u>79.0%</u>

BUDGET VS. ACTUAL REVENUE REPORT-WATER FUND
PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY/DESCRIPTION	2022 AMENDED BUDGET	YTD REVENUE 9/30/2022	PERCENT COLLECTED
WATER DEVELOPMENT FEE	13,670	112,141	820%
WATER APP FEE	6,350	4,678	74%
#C-844 CSO WSTWTR/SAG	10,730	10,723	100%
#C-903 CSO DANA&CRAFT AVE/SAG	12,420	12,420	100%
#C-924 CSO 11-PHASE1 SAG	10,730	-	0%
WATER USER CHARGES	3,451,740	2,477,205	72%
SPRINKLER CHARGES	204,470	149,638	73%
HYDRANT CHARGES	94,000	70,506	75%
BACKFLOW CHARGES	86,840	65,464	75%
WATER SERVICE FEES	-	9,349	
INVESTMENT INCOME/INTEREST	15,000	-	0%
MISCELLANEOUS REVENUE	9,000	14,467	161%
WATER BILL INTEREST	2,500	3,019	121%
HYDRANTS	268,440	268,440	100%
RADIO READ CONVERSION	22,320	22,320	100%
USE OF BOND PROCEEDS CSO	2,600	2,600	100%
	<u>4,210,810</u>	<u>3,222,970</u>	<u>76.5%</u>

EXHIBIT C

BUDGET VS. ACTUAL REVENUE REPORT-SEWER FUND PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY/DESCRIPTION	2022 AMENDED BUDGET	YTD REVENUE 9/30/2022	PERCENT COLLECTED
SEWER APPLICATION FEE	25,950	31,050	119.7%
SEWER DEVELOPMENT FEE	111,000	714,689	643.9%
#C-844 CSO WSTWTR/SAG	10,730	10,723	99.9%
#C-769 WWTP UPGRADE	23,400	-	0.0%
#C-903 CSO DANA&CRAFT AVE/SAG	12,420	12,420	100.0%
#C-924 CSO 11-PHASE1 SAG	10,730	-	0.0%
#C-874 WSTWR/SAG	173,680	-	0.0%
#C-899 WSTWTR/SAG	28,350	28,344	100.0%
#C-928 ETNA RD/NH120/SAG	40,450	40,449	100.0%
SEWER USER CHARGES	6,047,600	4,456,020	73.7%
ENFIELD CONNECTOR	533,120	415,427	77.9%
MT SUPPORT SEWER EXT	-	13,543	#DIV/0!
SEPTAGE	177,300	136,797	77.2%
LEACHATE	60,000	54,273	90.5%
INVESTMENT INCOME/INTEREST	8,500		0.0%
MISCELLANEOUS REVENUE	10,000	12,304	123.0%
SEWER BILL INTEREST	4,000	4,161	104.0%
	7,277,230	5,930,200	81.5%

EXHIBIT C

BUDGET VS. ACTUAL REVENUE REPORT-AIRPORT FUND

PERIOD ENDED: SEPTEMBER 30, 2022

CATEGORY/DESCRIPTION	2022 AMENDED BUDGET	YTD REVENUE 9/30/2022	PERCENT COLLECTED
			-
ACRGP (CARES ACT) - CRRSA	-	208,604	-
TSA COVID-19 CLEANING	-	3,950	-
AIP69 ARPA	-	15,459	-
NHAC AID	-	7,153	-
AIR CARRIER LANDING FEES	198,770	131,241	66.0%
GENERAL AVIATION LANDING FEES	170,000	142,234	83.7%
RENT-A-CAR FEES	57,490	120,958	210.4%
AIR CARRIER FUEL FLOWAGE	6,000	4,520	75.3%
GEN AVIATION FUEL FLOWAGE	50,000	30,258	60.5%
INVESTMENT INCOME/INTEREST	(1,600)	-	0.0%
TERMINAL BUILDING RENT	112,690	92,888	82.4%
LAND RENT	164,530	122,961	74.7%
LAND RENT: POLICE FACILITY	43,200	43,200	100.0%
PARKING LOT RENTAL	5,310	6,506	122.5%
HANGAR RENTALS	119,850	89,415	74.6%
MISCELLANEOUS REVENUE	2,800	9,967	356.0%
	929,040	1,029,313	110.8%

PUBLIC FACILITIES IMPACT FEES

DATE PAID	PAID BY/LOCATION	CURRENT OWNER	MAP/LOT/PLOT	School
10/30/2020	TMO Lebanon I LLC	Trustees of Dartmouth College	24/2	\$ 207,375.81
4/4/2022	195 Mechanic St	195 Mechanic St, LLC	105/114	\$ 18,919.00
8/10/2022	Sarah Nugent	same	165/31/100	\$ 640.32
8/11/2022	ORQT LLC	same	103/15	\$ -
8/9/2022	Heater Landing	Lebanon Housing Authority	64/7	\$ 31,107.72
8/30/2022	Rock Ridge Lebanon	same	74/3/159	\$ 1,526.65
9/22/2022	Rock Ridge Lebanon	same	74/3/183	\$ 2,168.85
			Balance 09/22/2022	\$ 261,738.35

MEMORANDUM OF UNDERSTANDING
between
THE CITY OF LEBANON
and
THE LEBANON SCHOOL DISTRICT, SAU 88

WHEREAS, New Hampshire RSA 674:21,V authorizes municipalities to adopt impact fees to offset municipal costs occasioned by new residential and non-residential development, and

WHEREAS, New Hampshire RSA 674:21,V requires that a municipality have enacted a Capital Improvement Program pursuant to RSA 674:5-7 before adopting impact fees, and

WHEREAS, the City of Lebanon annually reviews and adopts a Capital Improvement Program, and

WHEREAS, the Lebanon City Council duly amended Section 213 of its Zoning Ordinance, adopting impact fees and authorizing the Lebanon Planning Board to assess impact fees on new development in proportion to its demand on the public capital facilities of the City of Lebanon and the Lebanon School District, and

WHEREAS, the Lebanon Planning Board commissioned Bruce C. Mayberry, working as BCM Planning LLC, to provide a foundation document justifying the basis for the assessment of impact fees and to provide a schedule of fees, and

WHEREAS, the Lebanon Planning Board on October 12, 2021 duly adopted a report entitled “City of Lebanon Impact Fee Update 2021, Basis for School, Recreation, Police and Fire Department Impact Fees”, dated August 30, 2021 and prepared by BCM Planning LLC (copy attached) and City of Lebanon Impact Fee Schedule 2021 (copy attached), and

WHEREAS, the Impact Fee Schedule 2021 assigns fees for School Facilities, Recreation Facilities, Police Department Facilities, and Fire Department Equipment and Apparatus, and

WHEREAS, through the adoption of the Impact Fee Schedule 2021, the Lebanon Planning Board authorized the use of impact fees collected for School Facilities to be applied toward the construction, renovation, improvement or expansion of K-12 school buildings and related building systems, equipment, and furnishings;

NOW THEREFORE, the City of Lebanon and Lebanon School District, parties to this Memorandum of Understanding, agree as follows:

1. The City of Lebanon shall collect and manage all impact fees pursuant to Section 213 of the Lebanon Zoning Ordinance and in accordance with the report entitled “City of Lebanon Impact Fee Update 2021, Basis for School, Recreation, Police and Fire Department Impact Fees”, dated August 30, 2021 and the City of Lebanon Impact Fee Schedule 2021, which

may be amended from time-to-time.

2. The City of Lebanon shall maintain all monies received as impact fees in separate accounts, each dollar identified by contributor, date received, and fund (School Facilities, Recreation Facilities, Police Department Facilities, and Fire Department Equipment and Apparatus).
3. The City of Lebanon shall transfer, once each quarter of the calendar year, all monies in the School Facilities Fund to the Lebanon School District.
4. The Lebanon School District shall apply all monies received from the School Facilities Fund toward the construction, renovation, improvement, or expansion of K-12 school buildings and related building systems, equipment, and furnishings.
5. The Lebanon School District shall provide an annual report to the City of Lebanon accounting for the use of such monies from the School Facilities Fund.
6. This Memorandum of Understanding shall supersede the prior Memorandum of Understanding between the parties executed on September 21, 2010 by Interim City Manager Leonard W. Jarvi on behalf of the City of Lebanon and executed on September 30, 2010 by Superintendent Gail E. Paludi on behalf of the Lebanon School District, SAU 88.

APPROVED BY:

City of Lebanon

DocuSigned by:
 11/22/2021
AE8C225904D9436...
Date

Lebanon City Manager

Title

Lebanon School District, SAU 88

DocuSigned by:
 11/22/2021
5D702A0EC4B6489...
Date

Superintendent, SAU #88

Title

**AGENDA
LEBANON CITY COUNCIL
OCTOBER 19, 2022**

10. NEW BUSINESS:

**10.B – WORK SESSION: OVERVIEW AND PRESENTATION OF THE 2023-2028
CAPITAL IMPROVEMENTS PROGRAM (CIP) AND CAPITAL BUDGET**

BACKGROUND

At its meeting on August 22, 2022, the Planning Board reviewed the proposed Capital Improvement Program (CIP) for the six-year period, 2023-2028, including the recommendations of the Planning Board Capital Improvement Program (PBCIP) Subcommittee. At the conclusion of the discussion, the Planning Board voted unanimously to approve the Capital Improvement Program for 2023-2028, and to submit Year 1 (2023) of the CIP as the Board's recommendation to the City Council for capital budget funding for 2023.

As part of the preparation and review of the annual budget, the City Manager, Planning & Development Department, and other City departments will be present at the meeting to review the 2023-2028 CIP, the proposed 2023 Capital Improvements Plan budget, and to answer any questions the City Council may have.

ACTION

The agenda item is for informational purposes only. No action is required by the Council.

Included in this Section:

1. 2023 Capital Improvements Plan Budget Presentation
2. 2023-2028 Capital Improvement Program

2023 Capital Improvements Plan Budget

City of Lebanon, NH

Capital Improvement Program

Developed and updated annually to review proposed budget expenditures relative to community's capital needs.

Prepared in accordance with statutory requirements (RSA 674:5-8) and based on and supportive of the goals of the Master Plan.

Required to cover at least 6 years to allow community to plan for upcoming large expenditures to avoid significant fluctuations in spending and tax rates to the extent feasible.

Although the annual budget is a Council responsibility, the Planning Board is responsible for preparing and adopting the CIP; it is first and foremost a planning document.

Must have adopted Master Plan to have a CIP; must have adopted CIP to have Impact Fees and Growth Management Ordinances.

Constantly evolving and changing throughout the preparation and review process.

Capital Improvement Program Items



Any physical public betterment and related studies



Acquisition of land



Construction of new buildings & facilities valued in excess of \$100,000



Facilities engineering design and preconstruction costs in excess of \$100,000



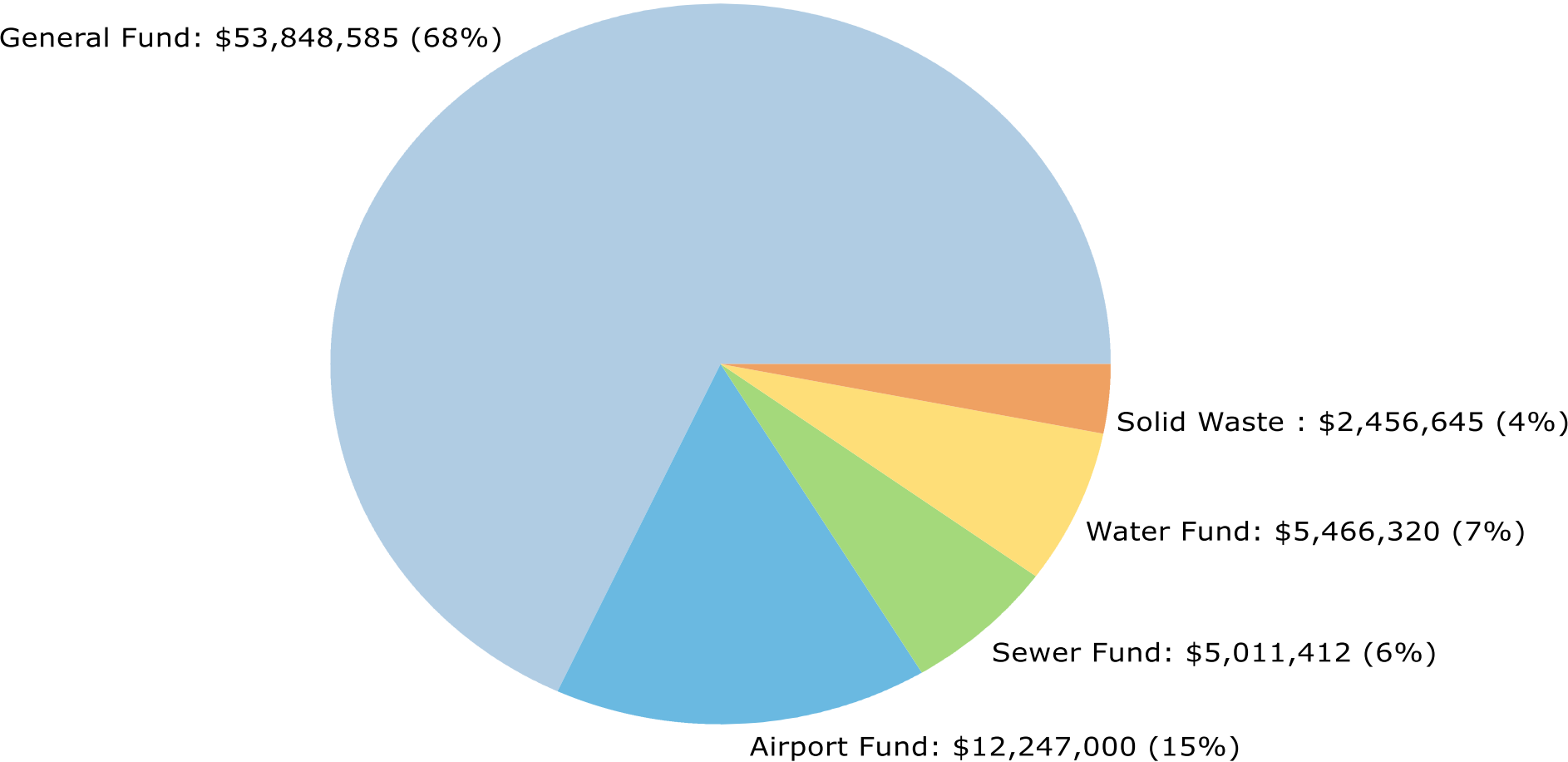
Reconstruction of existing facilities resulting in more capacity for growth at a cost in excess of \$100,000

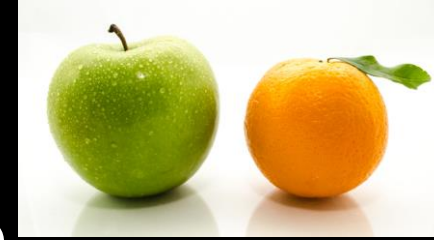
CIP Funding Sources

- General Obligations Bonds
- State Revolving Funds-Water and Sewer
- Capital Reserve Funds
- Grants and Loan Forgiveness



2023-2028 CIP Breakdown by Fund





2023 CIP Budget Comparison

2022

- General Fund- **\$6,621,700**
- Sewer Fund- **\$1,094,810**
- Water Fund- **\$3,109,940**
- Solid Waste Fund- **\$1,599,860**
- Airport Fund- **\$1,775,000**
- **TOTAL- \$14,201,310**

2023

- General Fund- **\$23,969,090**
- Sewer Fund- **\$2,048,250**
- Water Fund- **\$3,998,500**
- Solid Waste Fund- **\$899,700**
- Airport Fund- **\$8,340,000**
- **TOTAL- \$39,255,540**

GENERAL FUND DEBT LIMITATIONS

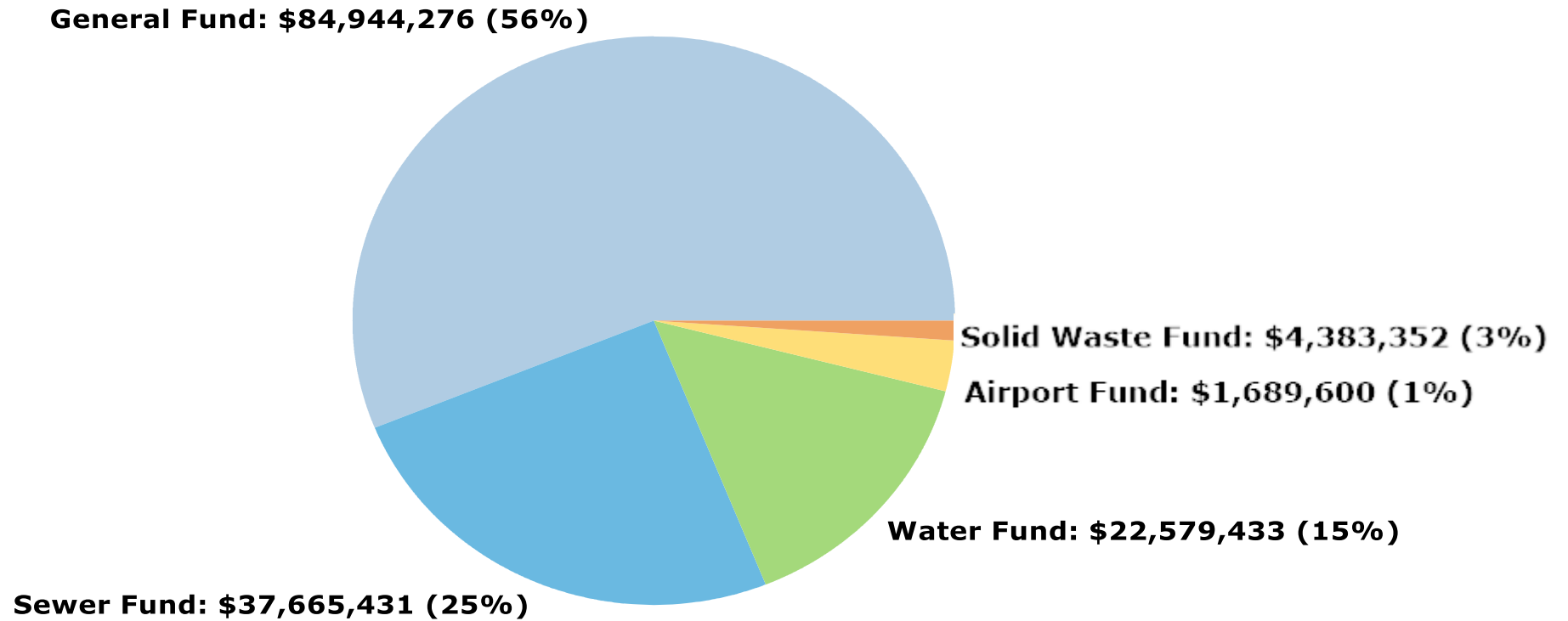
Statutory Debt Ceiling -
\$75 Million

City Policy Debt Ceiling -
\$47.6 Million

Debt Retirement

- 2022 \$3.5 Million
- 2023 \$3.48 Million

Total Debt by Fund



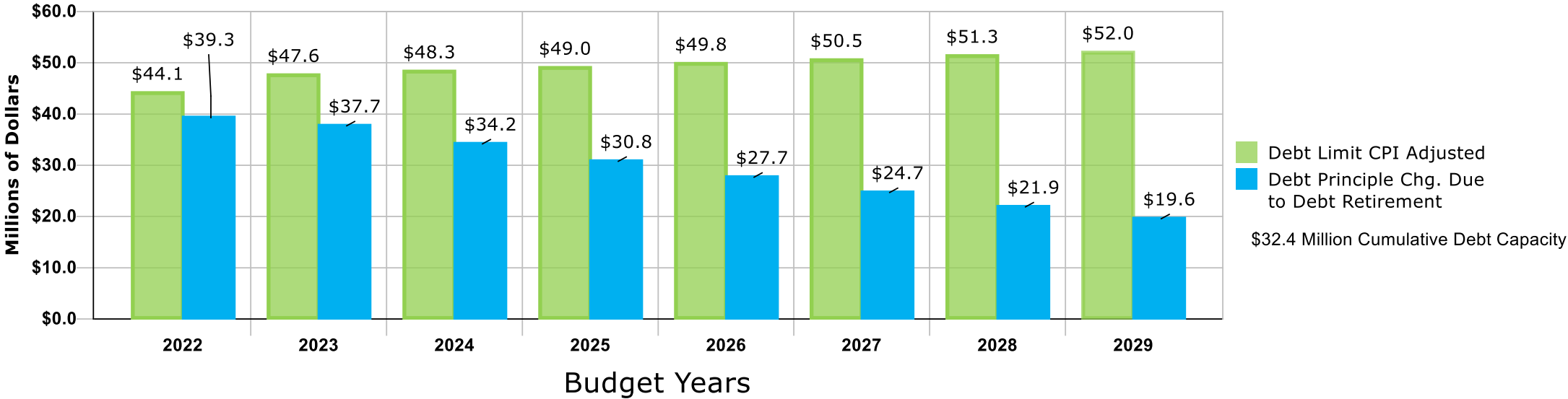
NOTE: Includes existing debt principal and projected debt for the 2023-2028 CIP



Rolling 6 -year period

- ❖ The debt ceiling is calculated on a rolling six-year period based upon the CIP.
- ❖ Debt attributable and paid by Tax Increment Finance Districts or Special Assessment Districts is not included in the debt ceiling
- ❖ Large projects that cause exceedance of the debt ceiling would freeze incurring debt until the amount owed was below the ceiling.

General Fund Debt Management Plan

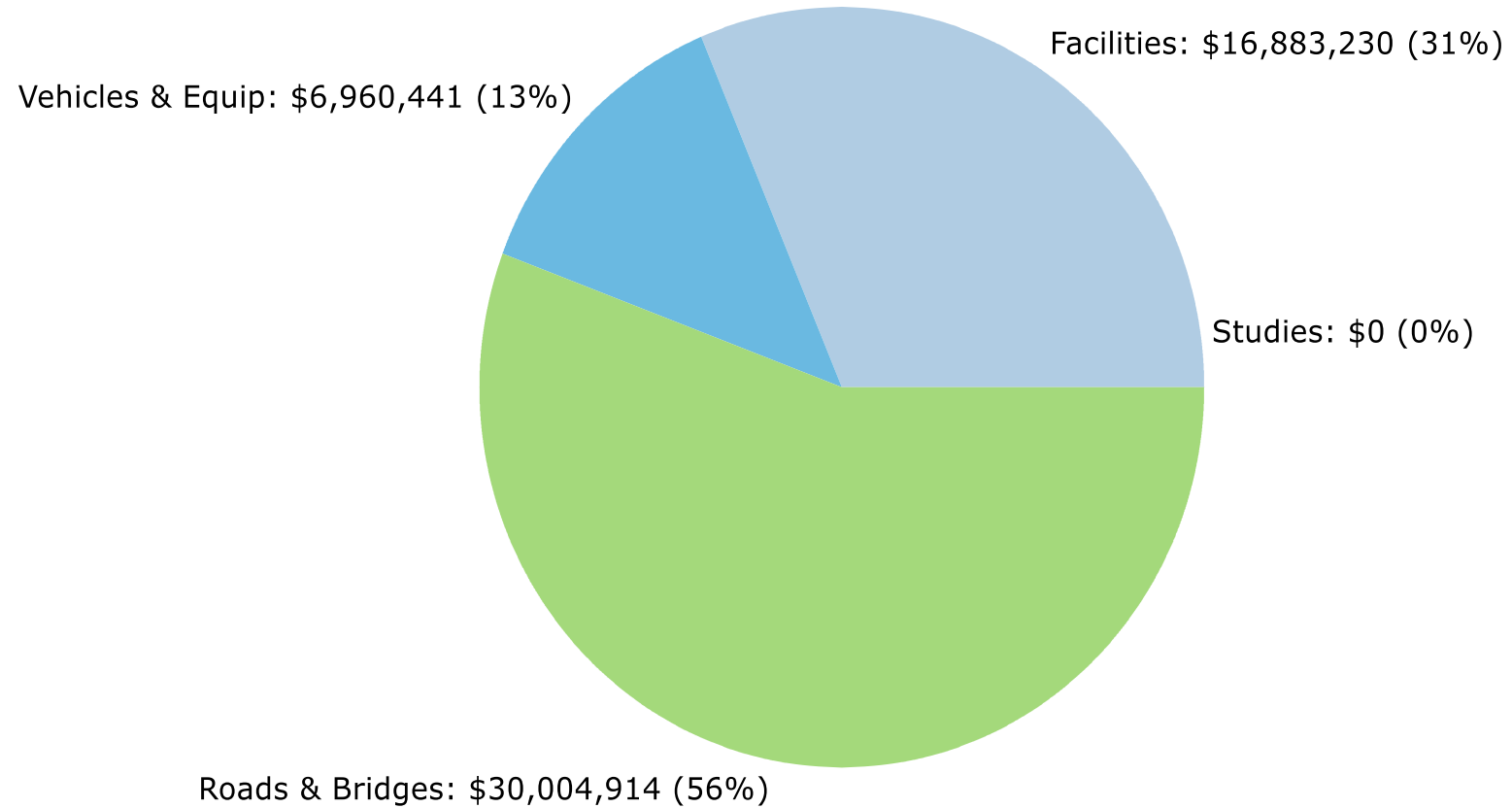


*NOTE: The Debt Limit CPI Adjusted will be adjusted by the actual average CPI ending on June 30th of each year with a 12 month look back. This chart uses a CPI of 7.9% for 2022 and an average CPI of 1.5% for the subsequent years which was the average CPI change from year over year from 2016 to 2020..

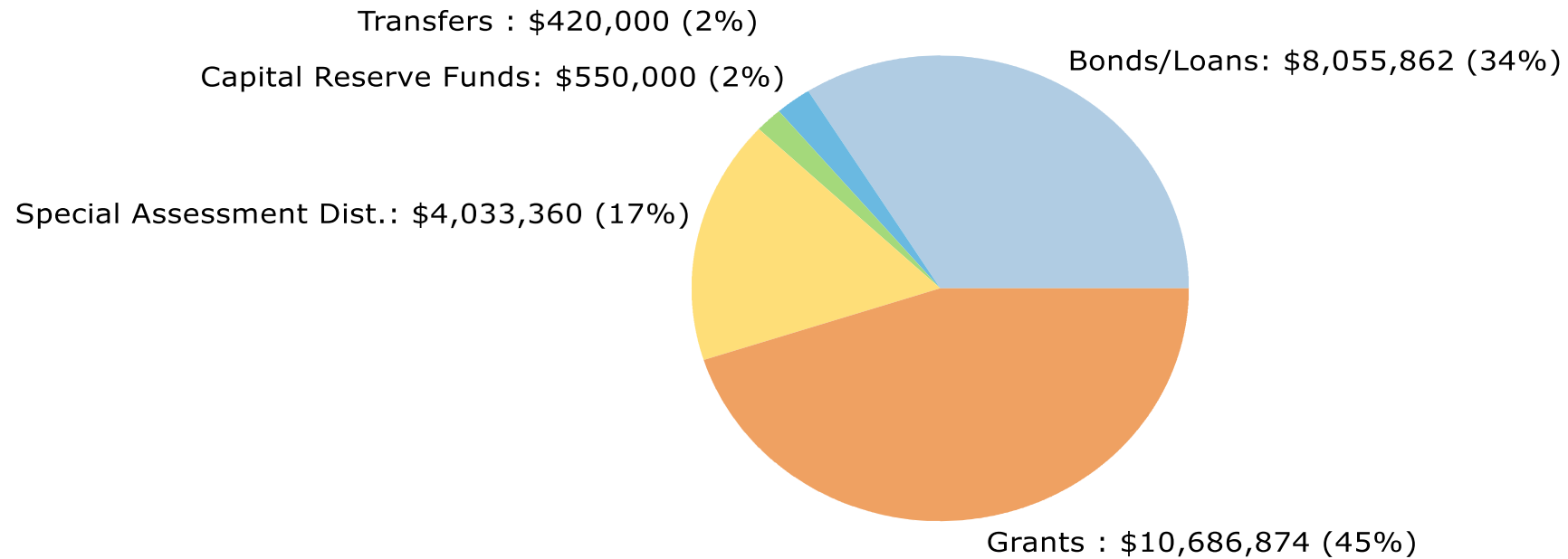
Long Term Plan-General Fund

- 6 Year Capital Improvements Plan
- Debt Load Stabilization Plan
 - Leveling of the General Fund Debt.
 - Limit new debt to the amount of debt being retired over the 6 Year period + CPI growth factor
- Facilities
- Streets and Bridges
- Vehicles and Equipment

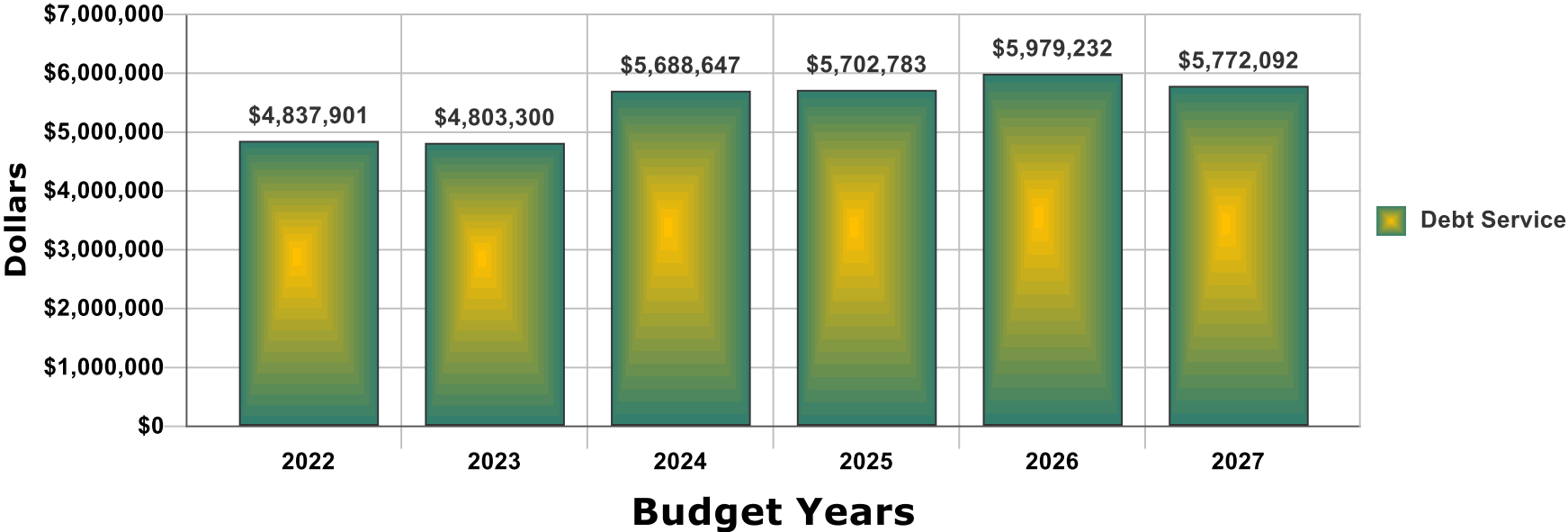
General Fund CIP Functional Areas



2023 General Fund CIP Funding Sources

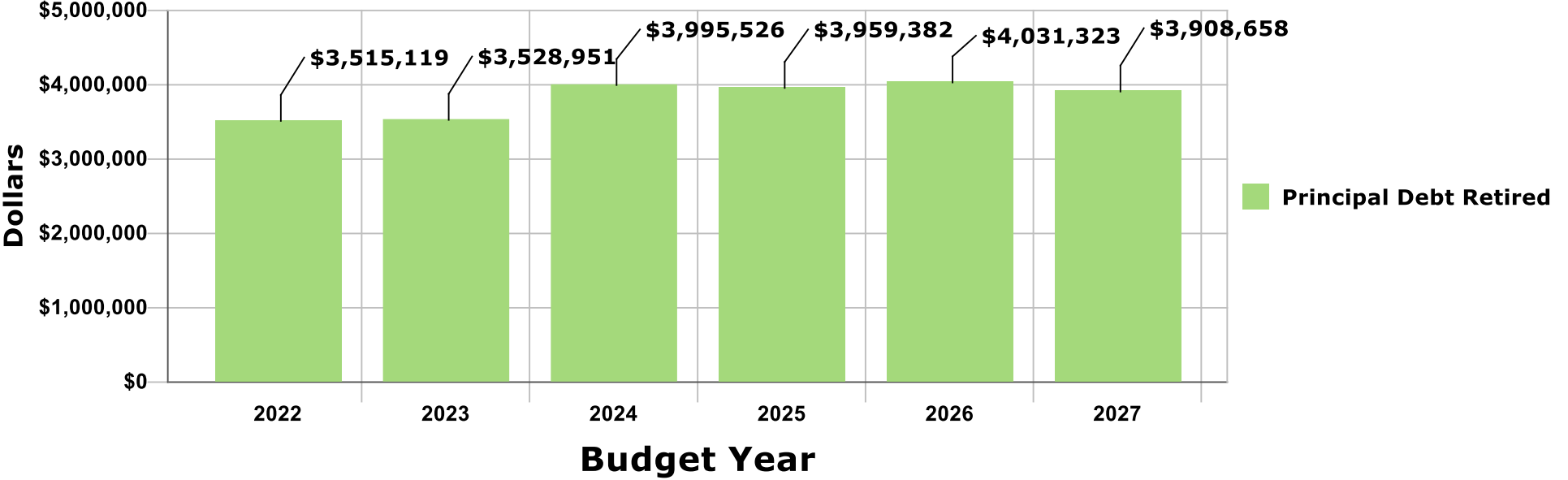


General Fund Debt Service



*Includes existing projects and projects in the CIP.

2022-2027 General Fund Debt. Retirement



Long Term Plan-Sewer Fund



SEWER COLLECTION
SYSTEM
REHABILITATION



SEWER
INTERCEPTOR
REHABILITATION

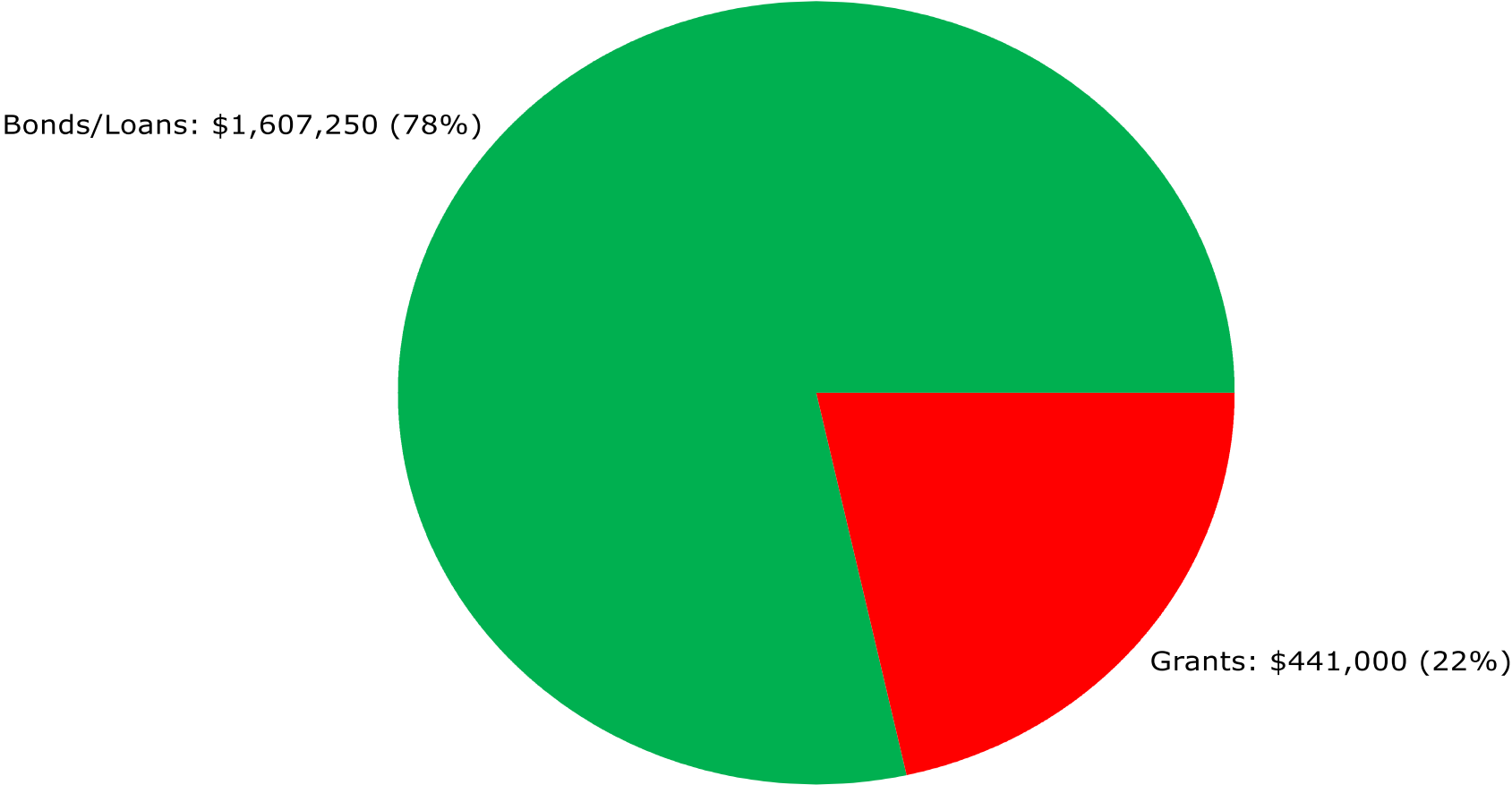


WWTF UPGRADES

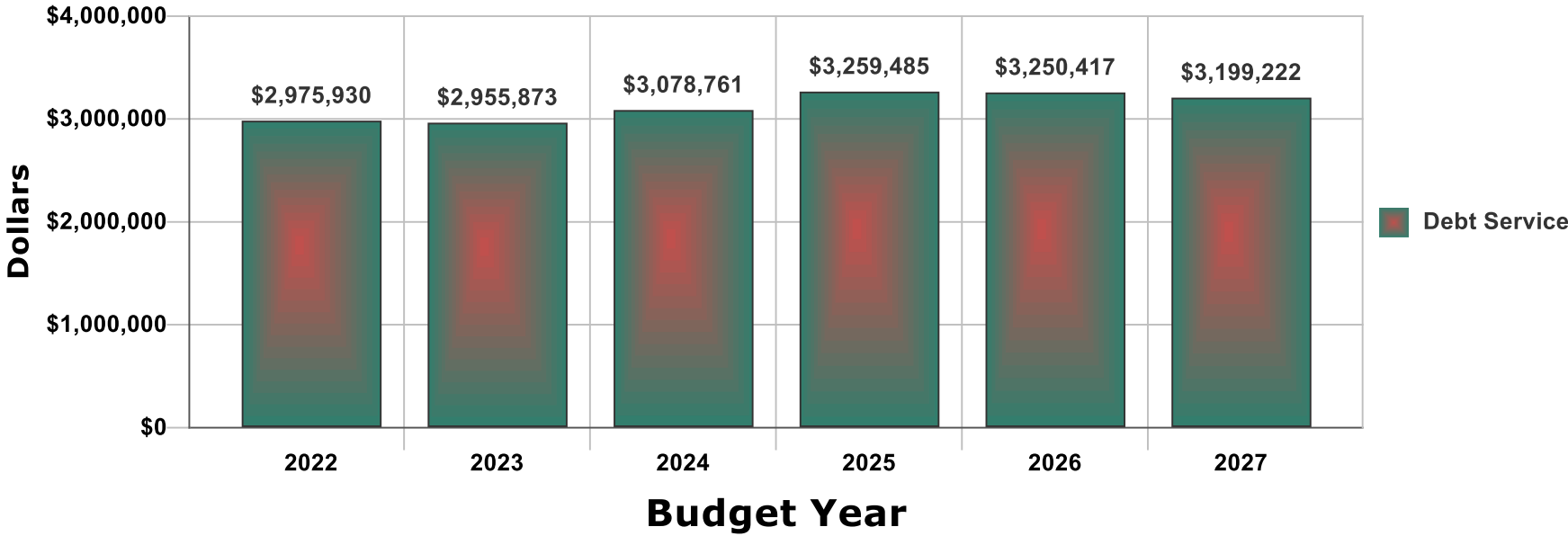


VEHICLE &
EQUIPMENT
REPLACEMENT

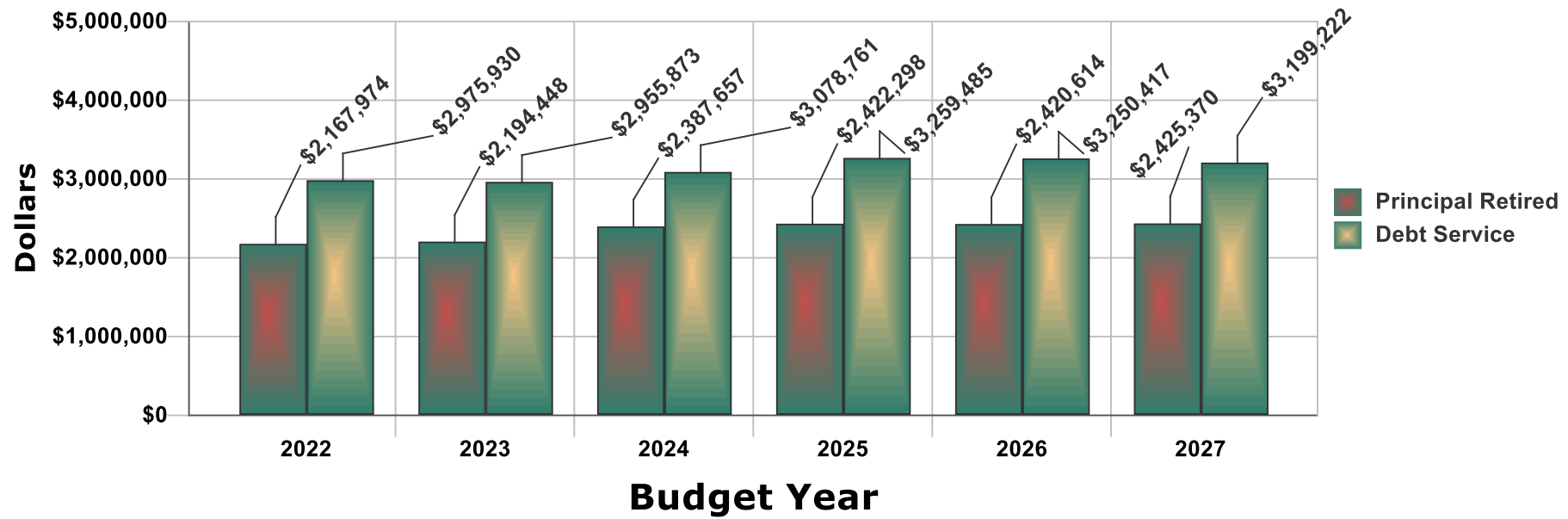
2023 Sewer CIP Funding Sources



2022-2027 Sewer Fund Debt. Service



*Includes existing approved projects and projects in the CIP



*Includes existing approved projects and projects in the CIP



Secondary Water Supply

- New Water Source Well
- New Water Distribution System from the new well to the storage tanks

Distribution System Improvements

- Mack Ave. Project
- Kimball St./Forest Ave. Project
- Mechanic St. water line rehabilitation
- Gate Valves and Fire Hydrants

Long Term Plan-Water Fund

Projected Rate Increase 2023



5% Rate Increase +CPI
Variable (1.5% est.) = 6.5%
Rate Increase for 2024*



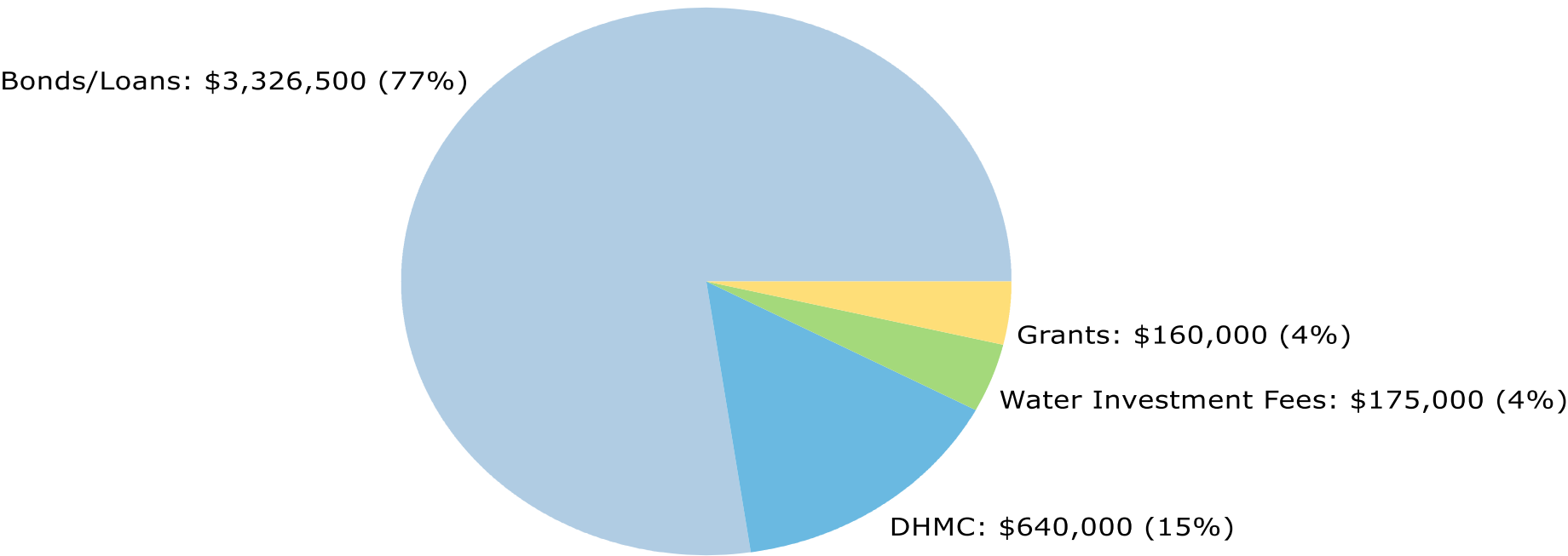
Rate Increases for 2022 and
2023 are programmed for 8%
each year to meet the existing
debt service requirements.

Water fund Debt Management Plan starting in 2024

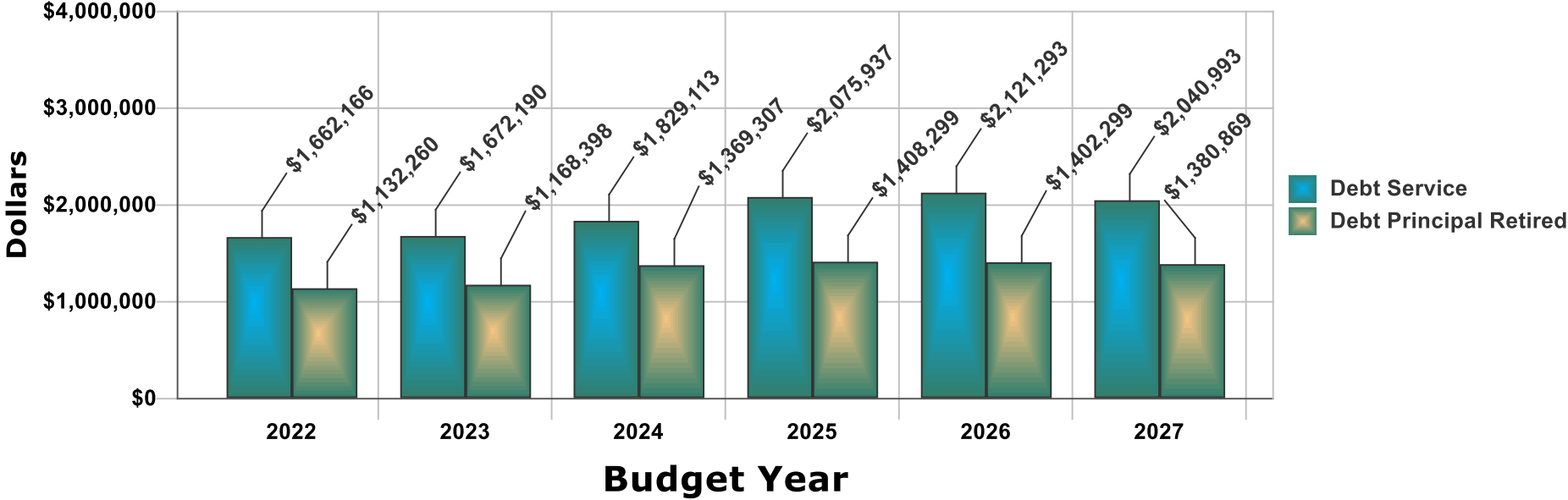
The recently approved debt management structure includes a fixed component annual increase of 5% and a variable component added to that based upon the % increase of the CPI (starting in January of 2024)

The development of the secondary water source well will require additional distribution system upgrades which have not been determined yet. This will exceed the debt limits proposed for 2024 and beyond

2023 Water CIP Funding Sources



Water Fund Debt. Service



*Includes existing approved projects and projects in the CIP. Does not include distribution system upgrades for the new well.

An aerial photograph of an airport tarmac. In the center, a large white passenger jet is parked. To its left, another plane is partially visible. The tarmac is filled with various ground support equipment, including cargo containers, fuel trucks, and smaller service vehicles. A long, orange-roofed hangar runs vertically along the right side of the image. To the right of the hangar is a large parking lot filled with cars and trucks. The overall scene depicts a busy airport environment.

Long Term Plan-Airport Fund

Planned Improvements

- Runway Safety Improvements
- Localizer Relocation Project
- North Air Carrier Apron Rehabilitation



Airport CIP Funding Sources

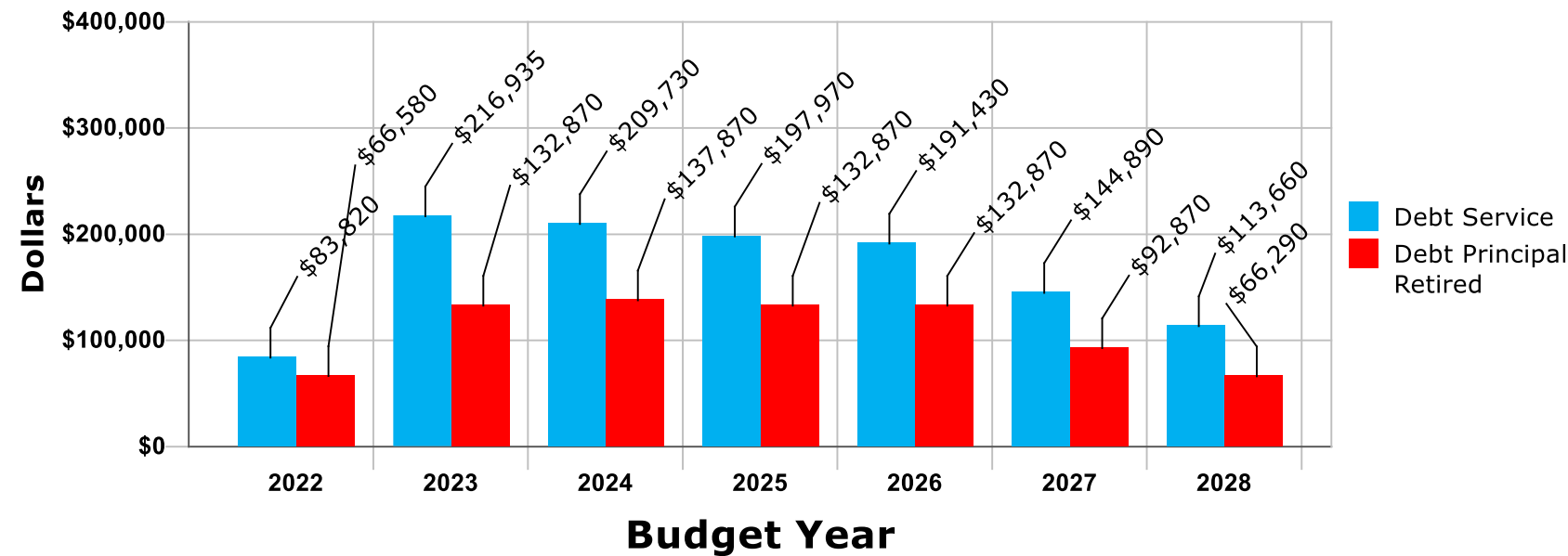
Federal portion 90%

State portion 5%

City portion 5%

ARPA funds will be used for the
City portion until exhausted

Airport Fund Debt



Note: Includes existing debt and projected new projects through the proposed CIP.



Long Term Plan-Solid Waste Fund



Priority Projects

- Landfill Phase 3 & 4 Design and Construction
- Gas Collection & Control System
- Replacement of Vehicles & Equipment

PFAS & Emerging Contaminants

- Present detectable levels of PFAS will likely exceed Federal & State regulations in the future.
- Disposal and Destruction technologies have not been fully tested at this time.
- Projected to be very expensive to remediate and dispose of.

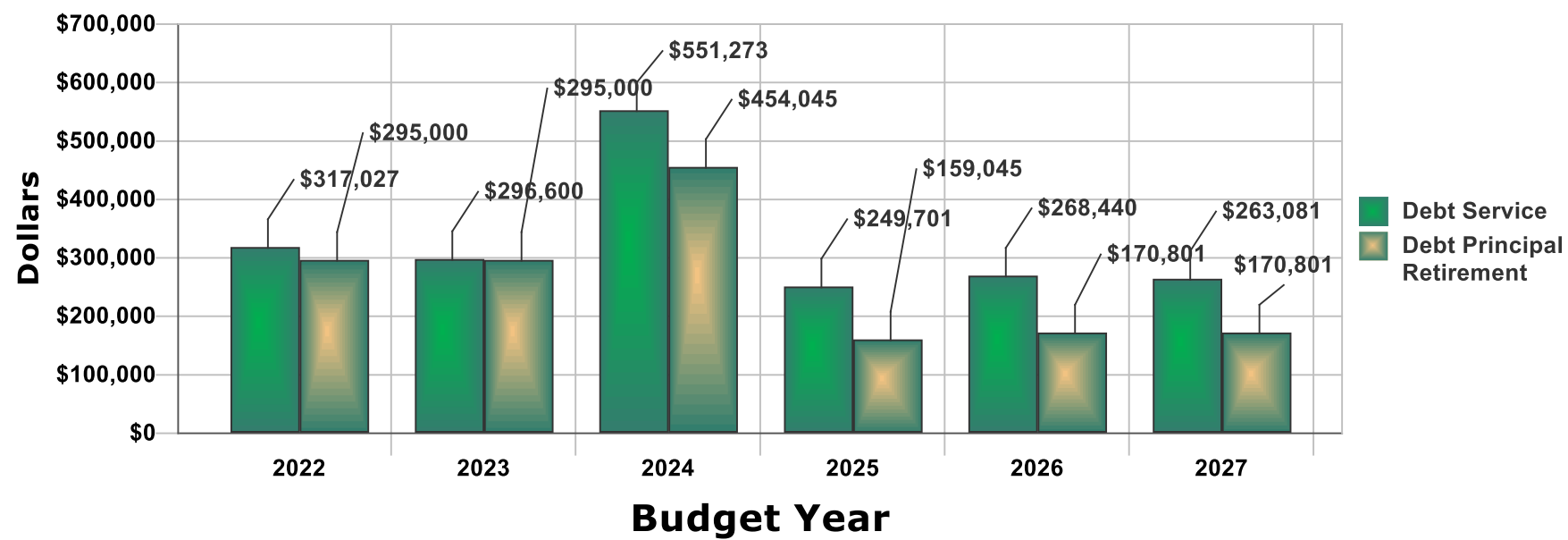
Solid Waste Fund

Debt limits are based upon the present and future capacity of the Solid Waste Facility to accept waste and generate the revenue from that waste to pay for operating expenses and debt service payments for the ensuing year and beyond.

The period by which indebtedness may occur for any given project is limited to the useful life of the infrastructure asset.

Situations where the state or federal government mandate by administrative or court order that action must be taken by the City that requires long term debt may require borrowing funds for periods beyond the useful life of the asset.

Solid Waste Fund Debt



*Includes existing approved projects and projects in the CIP



CAPITAL
IMPROVEMENTS
PROGRAM
-AND-
OTHER CAPITAL
PROJECTS
2023-2028

OVERVIEW OF THE 2023-2028 CAPITAL IMPROVEMENTS PROGRAM

GENERAL

A six-year Capital Improvements Program (CIP) is developed and updated annually. The following pages contain the City of Lebanon's 2023-2028 CIP and other capital projects.

In reviewing the CIP, it should be kept in mind that it is one of the community's most important physical and financial planning tools. Proposals set forth in this CIP and succeeding CIPs influence the standard of facilities and services the City of Lebanon provides its citizens in the future. As such, careful analysis and evaluation is necessary if it is to serve as a rational planning guideline for necessary community improvements. It should be noted that no formal action is required by the City Council on financing for years two through six of the CIP (2024-2028); only year one (2023) will be considered as part of the approval process of the 2023 Budget by the City Council.

This 2023-2028 Capital Improvements Program is an essential component of the City's financial planning effort and provides the long-range perspective and framework for addressing its capital improvements needs. As a companion to the annual budget, the CIP provides the mechanism for anticipating future facility and infrastructure requirements and ensuring that they are funded in a responsible and systematic fashion. The cost of individual projects is based on the best estimates available at the time this plan was prepared; actual project costs are a function of detailed study by architects and engineers.

LEGAL BASIS FOR CAPITAL PROGRAMMING

The 2023-2028 CIP is prepared pursuant to RSA Chapter 674:5 - 674:8, which in summary, grants to the City Council, as the City's legislative body, the authority to authorize the Planning Board to prepare and amend a recommended Capital Improvements Program for submission to the City Council to assist in its consideration of the annual budget.

674:5 Authorization. – *In a municipality where the planning board has adopted a master plan, the local legislative body may authorize the planning board to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. As an alternative, the legislative body may authorize the governing body of a municipality to appoint a capital improvement program committee, which shall include at least one member of the planning board and may include but not be limited to other members of the planning board, the budget committee, or the town or city governing body, to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. The capital improvements program may encompass major projects being currently undertaken or future projects to be undertaken with federal, state, county and other public funds. The sole purpose and effect of the capital improvements program shall be to aid the mayor or selectmen and the budget committee in their consideration of the annual budget.*

-- Source. 1983, 447:1. 2002, 90:1, eff. July 2, 2002.

674:6 Purpose and Description. – *The capital improvements program shall classify projects according to the urgency and need for realization and shall recommend a time sequence for their implementation. The program may also contain the estimated cost of each project and indicate probable operating and maintenance costs and probable revenues, if any, as well as existing sources of funds or the need for additional sources of funds for the implementation and operation*

of each project. The program shall be based on information submitted by the departments and agencies of the municipality and shall take into account public facility needs indicated by the prospective development shown in the master plan of the municipality or as permitted by other municipal land use controls.

-- Source. 1983, 447:1, eff. Jan. 1, 1984.

674:7 Preparation. –

I. In preparing the capital improvements program, the planning board or the capital improvement program committee shall confer, in a manner deemed appropriate by the board or the committee, with the mayor or the board of selectmen, or the chief fiscal officer, the budget committee, other municipal officials and agencies, the school board or boards, and shall review the recommendations of the master plan in relation to the proposed capital improvements program.

II. Whenever the planning board or the capital improvement program committee is authorized and directed to prepare a capital improvements program, every municipal department, authority or agency, and every affected school district board, department or agency, shall, upon request of the planning board or the capital improvement program committee, transmit to the board or committee a statement of all capital projects it proposes to undertake during the term of the program. The planning board or the capital improvement program committee shall study each proposed capital project, and shall advise and make recommendations to the department, authority, agency, or school district board, department or agency, concerning the relation of its project to the capital improvements program being prepared.

-- Source. 1983, 447:1. 1995, 43:1. 2002, 90:2, eff. July 2, 2002.

674:8 Consideration by Mayor and Budget Committee. – Whenever the planning board or the capital improvement program committee has prepared a capital improvements program under RSA 674:7, it shall submit its recommendations for the current year to the mayor or selectmen and the budget committee, if one exists, for consideration as part of the annual budget.

-- Source. 1983, 447:1. 2002, 90:3, eff. July 2, 2002.

CAPITAL IMPROVEMENT PROGRAM ITEMS

For the purpose of the Capital Improvements Program, Capital Improvement Program Items (CIP Items) will be those items that pertain to planning and land use within the City only. CIP Items include:

- a) Any Physical Public Betterment and studies relative thereto;
- b) Acquisition of land;
- c) Construction of new buildings and facilities with an estimated value in excess of \$50,000;
- d) Facilities engineering design and other pre-construction costs in excess of \$50,000, unless such costs are part of a project that does not result in more capacity for growth;
- e) Major planning-related studies and analysis requiring utilization of independent professional consultants in excess of \$25,000;
- f) Reconstruction of existing facilities resulting in more capacity for City growth.

Capital items that are operational in scope, vehicles for example, are not considered to be CIP Items.

A **Physical Public Betterment** shall mean any new use of land or infrastructure that is for the benefit of the community. Excluded from this definition are operational maintenance and improvements accruing a benefit to the community, which do not increase capacity for growth, for example resurfacing a road, fixing a sidewalk, and other in-kind repairs.

PLANNING BOARD CAPITAL IMPROVEMENT COMMITTEE

The Planning Board Capital Improvement Program Committee is the body appointed by the Planning Board to develop the CIP. The Planning Board may elect to have a committee with non-members so long as the Board represents more than 50% of the committee membership. It is the Committee's responsibility to review, evaluate, rank, and revise the Capital Improvement Project List as presented by the Administration, with a view toward ensuring that proposed projects are compatible and complementary with the Master Plan.

REVIEW OF THE CIP

The CIP is drafted and reviewed according to the Capital Improvement Program Policy and Procedures document adopted by the Lebanon Planning Board on September 22, 2003 and revised on April 11, 2022. The procedure begins in February when the Planning Board evaluates the prior years' adopted Capital Budget and initiates the preliminary CIP Project List for the coming year and makes recommendations relevant to the CIP. In April, the Planning Department distributes the preliminary CIP Project List and other materials to the departments and instructs them to prepare the description and documentation for each of the proposed projects for return to the Planning Department in May. In June, the Planning and Finance Departments and the City Manager review the submissions from the departments to analyze fiscal capacity and financial programming for the projects and submit the draft CIP to the Planning Board Capital Improvement Program Committee for evaluation in July. By August, the Committee shall submit the CIP to the full Planning Board with its recommendations. After review, the Planning Board shall adopt the CIP Project List and submit its recommendations along with the CIP to the City Council through the City Manager. A copy of the adopted CIP is also filed with the NH Office of Planning & Development in accordance with RSA 675:9.

SCHOOL DISTRICT CIP

The Lebanon School District provided the City with a copy of its Draft Facilities Improvements Plan for 2023-2028. With this information, the City can review proposed City capital expenditures along with proposed School District capital expenditures in order to better understand and evaluate the total impact on the community and to help maintain a level tax rate for the citizens of Lebanon.

ORGANIZATION OF THIS DOCUMENT

This document is organized into just one part, which lists all of the proposed Capital Improvements Program items and Other Capital Projects for review. Proposed projects that meet the City's definition of a Capital Improvement Program Item are listed in **red** in the attached spreadsheet.

FINANCIAL ANALYSIS

This Overview concludes with a summary of all projects. The City's Finance Department will estimate the impacts of individual projects in terms of Operating Costs, Debt Service, and Tax Rate Impacts, where appropriate, as the CIP moves through the review process.

Department	Project Name	Total Appropriated	Prior to 2023	2023-2028	2023	Bonds/Note Proceeds/Debt	Existing Funds from CRF	Transfers to CIP	Other (SAD, sale proceeds, DHMC PILOT, etc)	Inter- governmental Grants
	AIRPORT FUND									
AIR	Runway Safety Area Improvements_18-36	\$13,182,000	\$2,055,000	\$11,127,000	\$7,040,000			\$352,000		\$6,688,000
AIR	North Air Carrier Apron Rehabilitation	\$1,100,000	\$0	\$1,100,000	\$1,100,000			\$55,000		\$1,045,000
AIR	Localizer Relocation Construction Oversight Services	\$200,000	\$0	\$200,000	\$200,000			\$10,000		\$190,000
	TOTAL AIRPORT	\$14,482,000	\$2,055,000	\$12,427,000	\$8,340,000	\$0	\$0	\$417,000	\$0	\$7,923,000
	GENERAL FUND									
FACILITIES										
FIRE	Public Safety Facilities 2	\$40,000	\$0	\$40,000	\$40,000		\$40,000			
FLEET & EQUIPMENT										
FIRE	Ambulance Replacements	\$900,000	\$0	\$900,000	\$450,000		\$450,000			
FIRE	Staff Vehicle Replacement	\$180,000	\$0	\$180,000	\$60,000		\$60,000			
FIRE	Ladder #1 Replacement	\$1,700,000	\$0	\$1,700,000	\$1,700,000	\$1,700,000				
DPW	Fleet Replacement	\$3,035,440	\$0	\$3,035,440	\$420,000			\$420,000		
ROADS & BRIDGES										
DPW	Trues Brook Road Bridge Replacement #066-059	\$5,303,000	\$4,383,000	\$920,000	\$920,000	\$46,000				\$874,000
DPW	South Main Street Bridge Replacement #062-117	\$16,718,145	\$5,889,305	\$10,828,840	\$10,828,840	\$3,315,970				\$7,512,870
DPW	Kimball Street and Forest Avenue Reconstruction	\$2,202,910	\$1,292,910	\$910,000	\$910,000	\$910,000				
DPW	Mechanic / High / Mascoma Intersection	\$4,669,748	\$4,333,748	\$336,000	\$336,000	\$336,000				
DPW	Mechanic St/Slayton Hill Rd Intersection	\$891,000	\$0	\$891,000	\$0					
DPW	Mount Support Road/Lahaye Drive Intersection	\$4,600,000	\$250,000	\$4,350,000	\$4,350,000	\$316,640			\$4,033,360	
PLN	West Lebanon Main Street Streetscape Improvements	\$4,311,000	\$665,000	\$3,646,000	\$3,646,000	\$1,346,000				\$2,300,000
DPW	Water System Improvements-Miracle Mile SRF	\$223,000	\$0	\$223,000	\$223,000	\$223,000				
DPW	Estabrook Circle and Maple St Stormwater Improvements	\$1,364,600	\$0	\$1,364,600	\$85,250	\$85,250				
	TOTAL GENERAL FUND	\$78,539,144	\$24,467,564	\$54,071,580	\$23,969,090	\$8,278,860	\$550,000	\$420,000	\$4,033,360	\$10,686,870
	WATER FUND									
DPW-WATER	Kimball Street and Forest Avenue Reconstruction	\$1,877,370	\$1,097,370	\$780,000	\$780,000	\$780,000				
DPW-WATER	New Source Water Supply Study Investigation Phase 2	\$320,000	\$145,000	\$175,000	\$175,000				\$175,000	
DPW-WATER	Water System Improvements-So. Main Bridge SRF	\$200,000	\$0	\$200,000	\$200,000	\$200,000				
DPW-WATER	Water System Improvements-Miracle Mile SRF	\$4,777,000	\$2,700,000	\$2,077,000	\$2,077,000	\$2,077,000				
DPW-WATER	Hanover Water Interconnection	\$0	\$0	\$720,000	\$720,000				\$560,000	\$160,000
DPW-WATER	Estabrook Circle and Maple St Stormwater Improvements	\$744,330	\$0	\$744,330	\$46,500	\$46,500				
	TOTAL WATER FUND	\$8,445,700	\$4,002,370	\$5,163,330	\$3,998,500	\$3,103,500	\$0	\$0	\$735,000	\$160,000
	SEWER FUND									
DPW-SEWER	Fleet and Equipment Replacement	\$637,920	\$0	\$637,920	\$220,000	\$220,000				
DPW-SEWER	Bakers Crossing Sewer Forcemain Replacement	\$890,000	\$0	\$890,000	\$890,000	\$890,000				
DPW-SEWER	Sewer Improvements-So. Main Bridge SRF	\$5,000	\$0	\$5,000	\$5,000	\$5,000				
DPW-SEWER	Kimball Street and Forest Avenue Reconstruction	\$2,192,620	\$1,282,620	\$910,000	\$910,000	\$469,000				\$441,000
DPW-SEWER	Estabrook Circle and Maple St Stormwater Improvements	\$372,160	\$0	\$372,160	\$23,250	\$23,250				
	TOTAL SEWER FUND	\$6,354,030	\$1,342,620	\$5,011,410	\$2,048,250	\$1,607,250	\$0	\$0	\$0	\$441,000
	SOLID WASTE FUND									
DPW-SOLID	Fleet and Equipment Replacement	\$337,340	\$0	\$337,340	\$255,000			\$255,000		
DPW-SOLID	Landfill Phase 3-4 Design and Permitting	\$1,000,000	\$100,000	\$900,000	\$500,000			\$500,000		
DPW-SOLID	Landfill Gas Collection & Control System	\$1,412,000	\$427,800	\$984,200	\$144,700			\$144,700		
	TOTAL SOLID WASTE FUND	\$2,984,450	\$527,800	\$2,456,650	\$899,700	\$0	\$0	\$899,700	\$0	\$0
	TOTAL CITY CAPITAL IMPROVEMENTS PROGRAM	\$110,805,324	\$32,395,354	\$79,129,970	\$39,265,540	\$12,989,610	\$550,000	\$1,736,700	\$4,768,360	\$19,210,870

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

See accompanying instructions.

1. **DEPARTMENT:** Airport
2. **PROJECT TITLE & NUMBER:** 2023 Runway Safety Project – Design, Construction Management Services, and Construction.
3. **PURPOSE OF PROJECT REQUEST FORM:** Bring airport into compliance with current FAA design standards and remove existing ‘Hot Spots’.
4. **DEPARTMENT PRIORITY:** Mandatory. This project will correct the existing facilities deficiencies to meet current FAA design standards.
5. **LOCATION:** Airport property – Taxiway A and FAA localizer.
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The project will provide design and construction services for the partial extension on taxiway A and the localizer relocation related to the airport safety project. The project will also relocate the localizer and support building, and provide an access road to service the localizer.

Project funding is expected to be as follows:

FAA=\$6,336,000
NHDOT=\$352,000
CITY=\$352,000
TOTAL: \$7,040,000

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Runway Safety Area Improvements _ 18/36

7. FINANCIAL PLAN AND PROJECT SCHEDULE

				2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES										
Design/Engineering				\$500,000	\$250,000	\$65,000	\$77,000	\$0	\$0	\$892,000
Construction/Implementation				\$6,540,000	\$2,310,000	\$620,000	\$765,000	\$0	\$0	\$10,235,000
Property/Equipment Acquisition				\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL				\$7,040,000	\$2,560,000	\$685,000	\$842,000	\$0	\$0	\$11,127,000
FUNDING										
Current (Operating Budget)										
Specify Fund: Airport								\$0	\$0	\$0
Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt										
Supported by: Taxes Gfund				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supported by: Water Rates Wfund				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supported by: Sewer Rates Sfund				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supported by:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supported by:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supported by:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund										
Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants										
Specify: NHDOT				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify: FAA				\$6,336,000	\$2,241,000	\$616,500	\$757,800	\$0	\$0	\$9,951,300
Specify: NHDOT Bureau of Aeronautics				\$352,000	\$124,500	\$34,250	\$42,100	\$0	\$0	\$552,850
Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds										
Specify: Water Investment Fees				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify: Public Facilities Impact Fees				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify: Airport Fund				\$352,000	\$194,500	\$34,250	\$42,100	\$0	\$0	\$622,850
Other										
Specify: Private Contributions				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL				\$7,040,000	\$2,560,000	\$685,000	\$842,000	\$0	\$0	\$11,127,000

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

See accompanying instructions.

1. **DEPARTMENT:** Airport
2. **PROJECT TITLE & NUMBER:** 2023 Runway Safety Project – Construction services for Localizer relocation.
3. **PURPOSE OF PROJECT REQUEST FORM:** Bring airport into compliance with current FAA design standards and remove existing ‘Hot Spots’.
4. **DEPARTMENT PRIORITY:** Mandatory. This project will correct the existing facilities deficiencies to meet current FAA design standards. The airport is completing an updated Airport Layout Plan to reflect current design standards (AIP-059). An Environmental Assessment is underway along with an FAA study on the feasibility of relocation the existing localizer.
5. **LOCATION:** Airport property –FAA localizer.
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The project will provide construction oversight services for the Localizer relocation related to the airport safety project. The localizer is usually located at the end of the runway; however, the LEB localizer is offset. The purpose of the agreement is to reimburse the Nav aids Engineering Center of FAA for construction oversight. The project is a Reimbursable Agreement with FAA to oversee the relocation of the airport localizer.

Project funding is expected to be as follows:

FAA=\$180,000

NHDOT=\$10,000

CITY=\$10,000

TOTAL: \$200,000

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Localizer Relocation Construction Oversight Services

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES								
Design/Engineering		\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Construction/Implementation		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
FUNDING								
Current (Operating Budget)	Specify Fund: Airport	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by: Taxes Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify: NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: FAA	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000
	Specify: NHDOT Bureau of Aeronautics	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify: Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Airport Fund	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Other	Specify: Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000

FY 2023

FY	PROJECT	Fiscal Year Airport Share
2021	FAA RA #1: feasibility study of localizer facility	\$8,500
	Environmental Assessment	
2022	Easement Acquisition	\$88,750
	Design TWA, TWA1, TWA2 and RW36 extension & localizer relocation + 18B Survey / AGIS Upload (for localizer relocation)	
	FAA RA #2: Localizer Facility & RW 36 PAPI relocation design & bid phase services	
2023	FAA RA #3: Localizer Facility & RW 36 PAPI relocation construction phase services	\$256,250
	Relocate Localizer*	
	Construct Taxiway 'A' South Extension - Phase 1	
	Construct Taxiway 'A2' Relocation Design Taxiway 'A' North Extension + 18B Survey/ AGIS Upload (for RW36 Extension)	

NOTE:

THE FOLLOWING PROJECTS WILL HAVE BEEN COMPLETED BY 2023 UNDER OPTION 1.

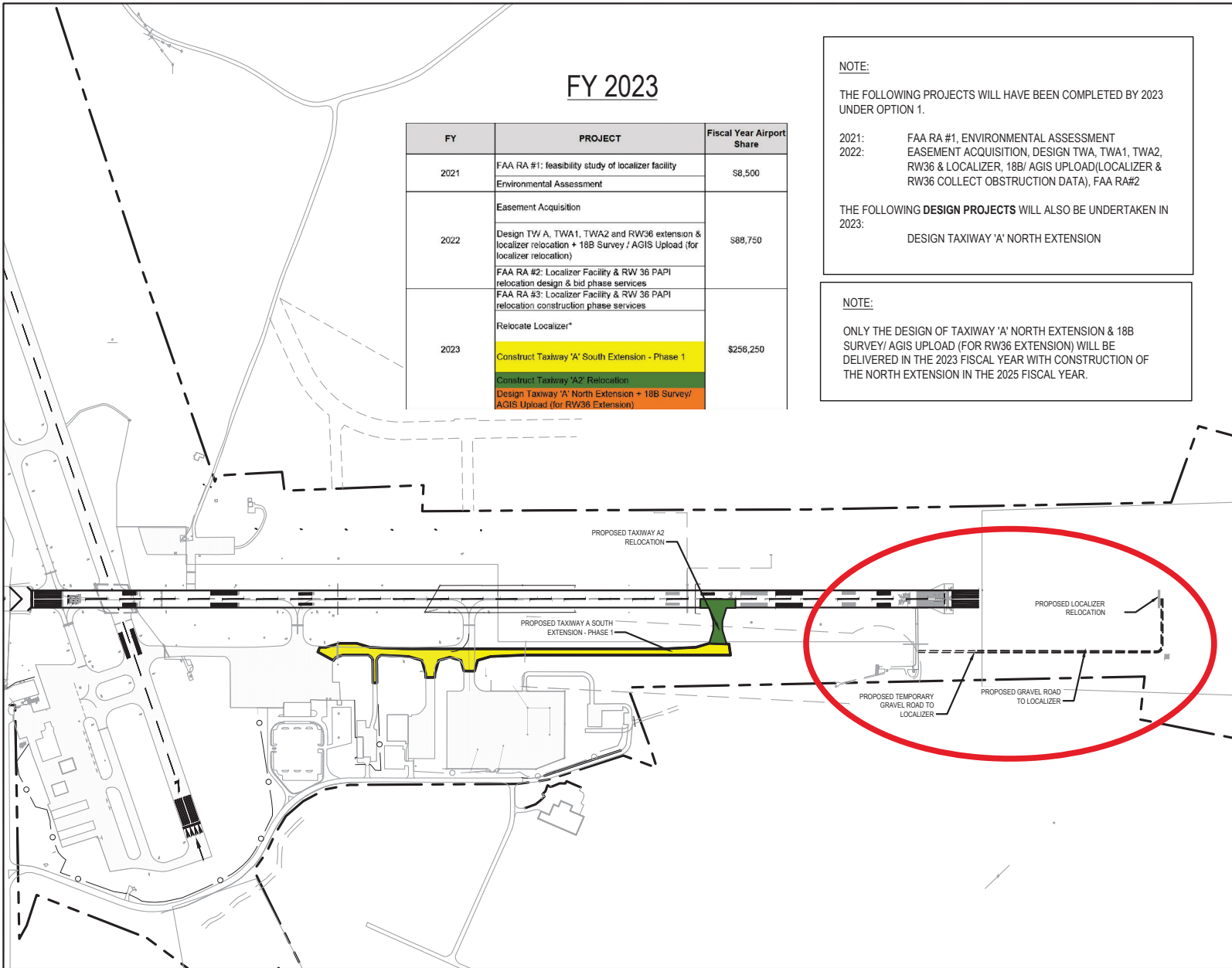
2021: FAA RA #1, ENVIRONMENTAL ASSESSMENT
2022: EASEMENT ACQUISITION, DESIGN TWA, TWA1, TWA2, RW36 & LOCALIZER, 18B/ AGIS UPLOAD (LOCALIZER & RW36 COLLECT OBSTRUCTION DATA), FAA RA#2

THE FOLLOWING **DESIGN PROJECTS** WILL ALSO BE UNDERTAKEN IN 2023:

DESIGN TAXIWAY 'A' NORTH EXTENSION

NOTE:

ONLY THE DESIGN OF TAXIWAY 'A' NORTH EXTENSION & 18B SURVEY/ AGIS UPLOAD (FOR RW36 EXTENSION) WILL BE DELIVERED IN THE 2023 FISCAL YEAR WITH CONSTRUCTION OF THE NORTH EXTENSION IN THE 2025 FISCAL YEAR.



2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

See accompanying instructions.

1. **DEPARTMENT:** Airport
2. **PROJECT TITLE & NUMBER:** 2023 Bipartisan Infrastructure Law – Rehabilitate North Air Carrier Apron.
3. **PURPOSE OF PROJECT REQUEST FORM:** The rehabilitation of the north section of the air carrier apron.
4. **DEPARTMENT PRIORITY:** Improve Efficiency. This project will rehabilitate the north end of the air carrier apron.
5. **LOCATION:** Airport property – Terminal Apron.
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The project will provide design, construction management, and rehabilitation of the north end of the air carrier apron. The existing pavement was constructed in 1989 and is 30 years old. Typical pavement life is 20 years.

Project funding is expected to be as follows:

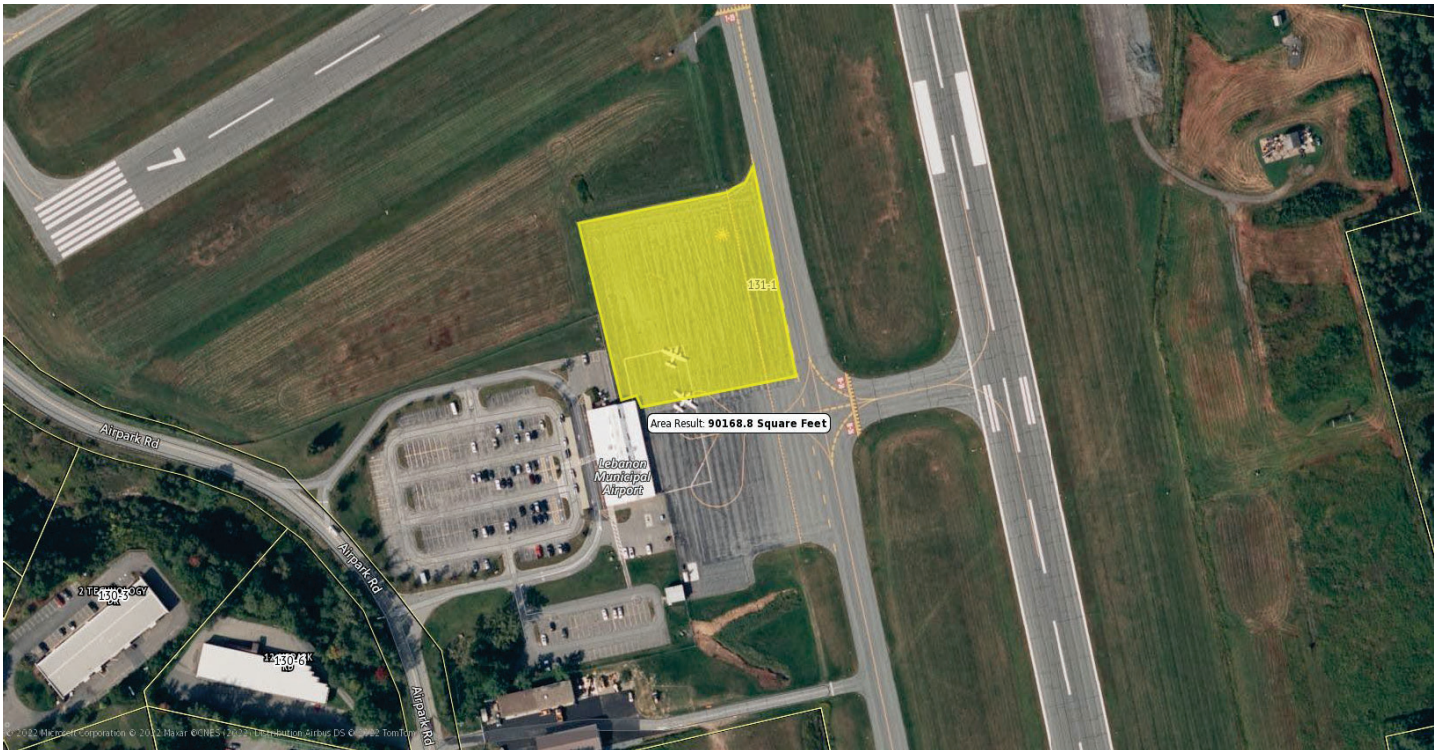
FAA=\$990,000
NHDOT=\$55,000
CITY=\$55,000
TOTAL: \$1,100,000

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: North Air Carrier Apron Rehabilitation

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES								
Design/Engineering		\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Construction/Implementation		\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000
Property/Equipment Acquisition		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$1,100,000	\$0	\$0	\$0	\$0	\$0	\$1,100,000
FUNDING								
Current (Operating Budget)	Specify Fund: Airport	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by: Taxes Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify: NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: FAA	\$990,000	\$0	\$0	\$0	\$0	\$0	\$990,000
	Specify: NHDOT Bureau of Aeronautics	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify: Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Airport	\$55,000	\$0	\$0	\$0	\$0	\$0	\$55,000
Other	Specify: Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$1,100,000	\$0	\$0	\$0	\$0	\$0	\$1,100,000





2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

1. **DEPARTMENT: FIRE DEPARTMENT**
2. **PROJECT TITLE & NUMBER: PUBLIC SAFETY FACILITIES 2**
3. **PURPOSE OF PROJECT REQUEST FORM:**

The purpose of this project is to fund costs associated with site selection and appraisals for Fire Station locations.

4. **DEPARTMENT PRIORITY: HIGH**
5. **LOCATION: Lebanon**
6. **PROJECT DESCRIPTION/JUSTIFICATION:**

In 2019 the City commissioned Lavallee-Brensinger Architects to begin an assessment of current Public Safety Facilities and an Operational Assessment of the Fire Department. Based on the current site limitations and conditions.

This capital request will fund engineering costs for site test fitting, test bores, and site survey. Additionally, this request will fund market appraisals for potential land purchases for station siting.

Engineering – estimated at \$30,000
Appraisal/Market Analysis - \$10,000

Total Estimated Cost: \$40,000.00

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2

PUBLIC SAFETY FACILITIES PHASE 2

7. FINANCIAL PLAN AND PROJECT SCHEDULE

				2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES										
Design/Engineering				\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
Construction/Implementation				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition					\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL			<u>\$40,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$40,000</u>
FUNDING										
Current (Operating Budget)	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes	Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Water Rates	Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Sewer Rates	Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:			\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
			TOTAL	<u>\$40,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$40,000</u>

2023 – 2028 Capital Improvement Program

1. **DEPARTMENT:** Lebanon Fire Department
2. **PROJECT TITLE –** *Ambulance Replacement*
3. **PURPOSE OF PROJECT REQUEST FORM –** Replacement of Ambulance per the LFD Apparatus Replacement Schedule
4. **DEPARTMENT PRIORITY –** Mandatory – replaces 8+ year old ambulance
5. **LOCATION –** Lebanon Fire Department
6. **DESCRIPTION/ JUSTIFICATION -** The Lebanon Fire Department through our long-term planning has developed a comprehensive vehicle replacement program. This program will allow all fire department vehicles and apparatus to remain current with industry standards, reduces maintenance costs and maintains reliable emergency vehicles. In addition to fire apparatus the replacement schedule also addresses other vehicles, such as the staff vehicles, fire alarm bucket truck and ambulances.

There are no industry standards that outline a typical replacement cycle for ambulances. Ambulances must be ready to run at a moment's notice and are a vital piece of equipment for emergency medical response. Historically, we have experienced a significant increase in maintenance costs and availability of replacement parts with ambulances over 8 years old or at 100,000 miles or greater. Estimated life cycle is 8 years.

Our replacement schedule is based on several factors:

1. Our trade-in value for used ambulances decreases significantly after 7-8 years.
2. After 100,000 miles we have experienced a high level of maintenance costs in relation to the estimated value of the ambulance.
3. We must ensure that this equipment is reliable and readily available.

Further it should be noted that our ambulance billing revenues cover some of the amortized replacement costs. The cost estimate includes the following: ambulance, new power load stretcher, new stair chair, and new mobile radio.

The vehicle manufacturer has indicated that a lead time of more than 730 days is currently required for delivery. As a result, the Council is requested to authorize the appropriation in 2023 so that the vehicle can be ordered for anticipated delivery in 2024.

Estimated Cost = \$450,000.00

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #2

7. PROJECT TITLE Ambulance Replacement

8. FINANCIAL PLAN AND PROJECT SCHEDULE

		<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2023 - 2028</u>
EXPENDITURES								
Design/Engineering		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition		<u>\$450,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$450,000</u>
	TOTAL	<u>\$450,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$450,000</u>
FUNDING								
Current (Operating Budget)	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:							
	Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Water Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Sewer Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund: Fire Department Vehicles/Equipr	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	<u>\$450,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$450,000</u>

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

1. **DEPARTMENT: Lebanon Fire Departments**
2. **PROJECT TITLE – 2023 Staff Vehicle Replacement**
3. **PURPOSE OF PROJECT REQUEST FORM – Replacement of Ford *Explorer Staff Vehicle***
4. **DEPARTMENT PRIORITY – Maintenance – replaces 8+ year old Staff Command Vehicle**
5. **LOCATION – Lebanon Fire Department**
6. **DESCRIPTION/ JUSTIFICATION –**

The Lebanon Fire Department through our long-term planning has developed a comprehensive vehicle replacement program (see attached). This program will allow all fire department vehicles and apparatus to remain current with industry standards, reduces maintenance costs and maintains reliable emergency vehicles. In addition to fire apparatus the replacement schedule also addresses other vehicles, such as the staff vehicles, fire alarm bucket truck and ambulances.

Staff vehicles are used by Fire Prevention and Chief Officers for day to day duties and emergency response. Additionally, these vehicles are utilized by department personnel to attend training sessions, meetings and other department related functions. This vehicle has a life cycle of 8 years.

Estimated Replacement Cost = \$60,000.00

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #2

7. PROJECT TITLE 2023 Staff Vehicle Replacement

8. FINANCIAL PLAN AND PROJECT SCHEDULE

		<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2023 - 2028</u>
EXPENDITURES								
Design/Engineering		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition		<u>\$60,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$60,000</u>
	TOTAL	<u>\$60,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$60,000</u>
FUNDING								
Current (Operating Budget)	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:							
	Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Water Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Sewer Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund: Fire Department Vehicle/Equipm	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	<u>\$60,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$60,000</u>

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

1. **DEPARTMENT:** Lebanon Fire Department
2. **PROJECT TITLE –** *Ladder 1 Replacement*
3. **PURPOSE OF PROJECT REQUEST FORM –** Replacement of Ladder Truck per the LFD Apparatus Replacement Schedule
4. **DEPARTMENT PRIORITY –** Mandatory – replaces 30+ year old ladder truck
5. **LOCATION –** Lebanon Fire Department
6. **DESCRIPTION/ JUSTIFICATION -** The Lebanon Fire Department through our long-term planning has developed a comprehensive vehicle replacement program. This program allows all fire department vehicles and apparatus to remain current with industry standards, reduces maintenance costs, and maintains reliable emergency vehicles. In addition to fire apparatus the replacement schedule also addresses other vehicles, such as the staff vehicles, fire alarm bucket truck, and ambulances.

Ladder 1 was originally due for replacement in 2011 but was totally refurbished in 2009 at a cost of \$400,000. Hydraulic parts and the ladder become difficult to repair/replace as this vehicle ages. The refurbishment increased this vehicles life cycle by 10 years. The estimated life cycle of the new ladder truck will be 35 years.

The vehicle manufacturer has indicated that a lead time of more than 740 days is currently required for delivery of a new ladder truck. As a result, the Council is requested to authorize the appropriation in 2023 so that the vehicle can be ordered for anticipated delivery in 2025.

Estimated Replacement Cost = **\$1,700,000.00**

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #2

7. PROJECT TITLE Ladder 1 Replacement

8. FINANCIAL PLAN AND PROJECT SCHEDULE

		<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2023 - 2028</u>
EXPENDITURES								
Design/Engineering		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition		<u>\$1,700,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,700,000</u>
	TOTAL	<u>\$1,700,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,700,000</u>
FUNDING								
Current (Operating Budget)	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:							
	Taxes	\$1,700,000	\$0	\$0	\$0	\$0	\$0	\$1,700,000
	Water Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Sewer Rates	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	<u>\$1,700,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,700,000</u>

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT** – Public Works/Solid Waste Division
2. **PROJECT TITLE** – Landfill Expansion Phase 3 and 4 Design and Permitting
3. **PURPOSE OF PROJECT REQUEST FORM** – Prepare to extend life expectancy of landfill and evaluate additional disposal capacity at the Lebanon landfill.
4. **DEPARTMENT PRIORITY** – This project is a high priority as the Lebanon Regional Solid Waste Facility (Landfill) has an estimated remaining life capacity of 9-12 years. It is imperative that the City start a design and permitting phase to obtain approval from NHDES in accordance with their Solid Waste Rules to increase the Landfill's lifespan.
5. **LOCATION** – Lebanon Landfill – Phase 3 and Phase 4
6. **PROJECT DESCRIPTION/JUSTIFICATION** – Based on recent Landfill waste capacity reports, a conservative estimate of the airspace remaining at the Landfill is approximately 9-12 years. Because the Landfill is only permitted through Phase II-C, the City will need to go through the NHDES permitting process to permit additional capacity (Phase III and IV) to meet its long-term solid waste management goals. Phase III is expected to be located south of Phase II-C and Phase IV is expected to be located to the north of Phases I-A and I-B; the location of the existing unlined landfill. The unlined landfill was identified as an environmental burden to the City and the proposed redevelopment is expected to address environmental concerns. The comprehensive permitting process can take years, and, to provide a buffer between the next phase of construction and airspace depletion, the City started the data gathering portion of the permitting process in 2020.

In 2020 the first step was initiated to start the permitting process. This step continued into 2021 and involved a hydrogeological work plan. In 2024, a study to characterize site geologic and hydrogeologic conditions of the new development areas will be performed. For the Phase III and IV areas, the hydrogeological study will: (i) evaluate the suitability of the area for landfill development; (ii) provide data for landfill design; and (iii) serve as the basis for

2023 - 2028 Capital Improvement Program

recommendations regarding the locations for groundwater monitoring wells. In 2026, the final permitting and design of both Phases III and IV will be completed. All this work needs to be done prior to starting construction of the next landfill expansion. This work also represents the development of all necessary permits for landfill expansion and disposal capacity to 2080.

Env-Sw 808 of the Rules also requires the City to prepare a feasibility study as part of the landfill reclamation process. This feasibility study is similar in nature to a hydrogeological study but will be used to characterize the existing landfill conditions and assess its viability for reclamation. A report will need to be prepared that summarizes the feasibility study and makes the determination of whether or not it is feasible to reclaim the landfill. Assuming that the reclamation project is feasible, a reclamation work plan will then be prepared and submitted to NHDES prior to proceeding with reclamation activities.

Based on recent hydrogeological work performed in the State of New Hampshire at other landfill sites, and the similarities between what we anticipate being required by the NHDES, the following tasks will be required as part of the design and permitting of Phases 3 and 4 of the landfill:

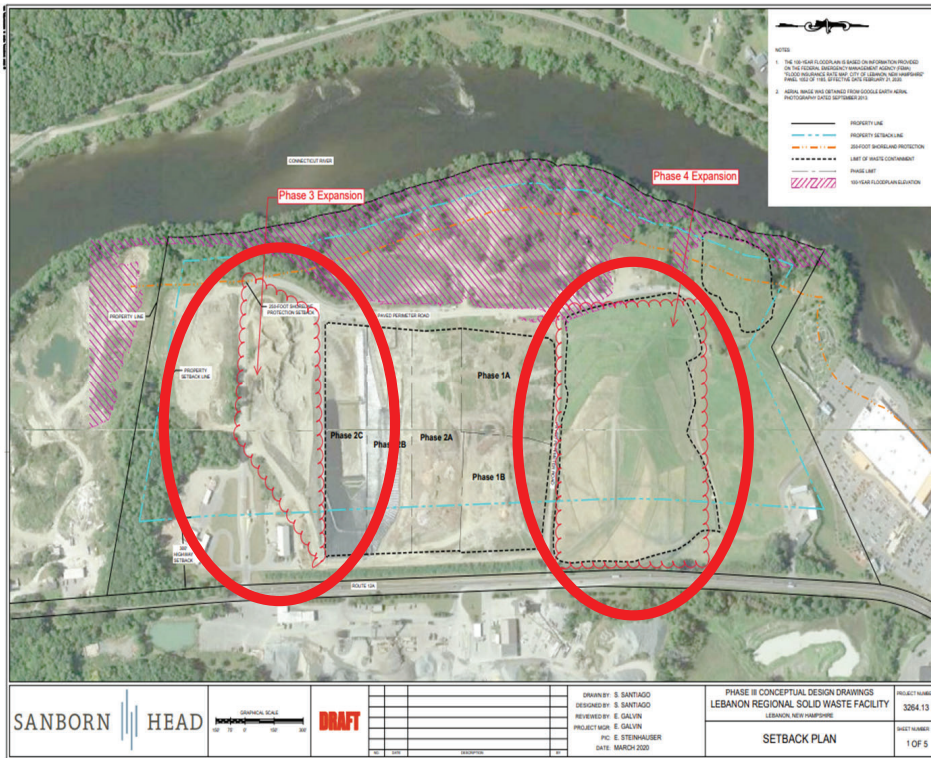
- Hydrogeological Work Plan Preparation and Feasibility Study Work Plan Preparation; \$100,000
- Hydrogeological Data Acquisition; \$400,000
- Feasibility Study, Hydrogeological Report and Final Feasibility Report and Final Design. \$500,000

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2 Solid Waste - Landfill - Phases 3 and 4 Design and Permitting

7. FINANCIAL PLAN AND PROJECT SCHEDULE

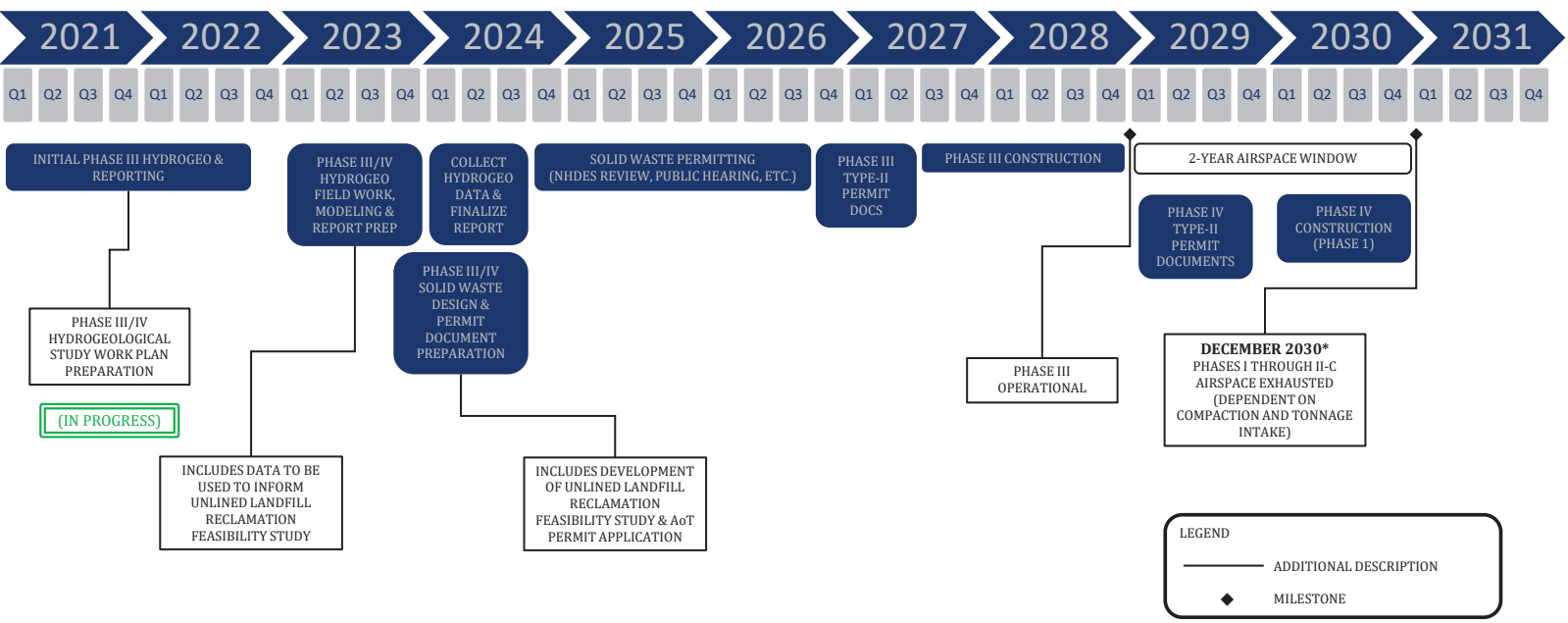
				<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2023-2028</u>
EXPENDITURES										
Design/Engineering				\$500,000	\$200,000	\$100,000	\$100,000			\$900,000
Construction/Implementation				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition				\$0	\$0	\$0	\$0	\$0	\$0	\$0
		TOTAL		\$500,000	\$200,000	\$100,000	\$100,000	\$0	\$0	\$900,000
FUNDING										
Current (Operating Budget)		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:	SW Operating Budget	\$500,000	\$200,000	\$100,000	\$100,000	\$0	\$0	\$900,000
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes	Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Water Rates	Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Sewer Rates	Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Solid waste	Swfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund		Specify Fund:		\$0	\$0	\$0	\$0			\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
		TOTAL		\$500,000	\$200,000	\$100,000	\$100,000	\$0	\$0	\$900,000



- Design work for future disposal capacity at the Lebanon Landfill
- Meets disposal needs until 2080
- Hydrogeological work in 2023
- Phase 3 Project work plan 2024
- Permit submittal 2025
- Construction 2027/2028
- 2023 CIP Request \$500,000

Landfill Phases 3 & 4 Design and Permitting

FIGURE 1
CONCEPTUAL PHASE III & IV PERMITTING/DEVELOPMENT SCHEDULE
LEBANON REGIONAL SOLID WASTE FACILITY
JUNE 2022



* Projected landfill remaining lifespan based on 2022 Airspace/Waste Density Calculation assuming 50,000 tons per year of MSW placed within landfill.

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT** – Public Works/Solid Waste Division
2. **PROJECT TITLE** – Landfill Gas Collection and Control System (GCCS)
3. **PURPOSE OF PROJECT REQUEST FORM** – Improvements to landfill gas collection system to improve gas output.
4. **DEPARTMENT PRIORITY** – Adding additional landfill gas collection infrastructure is required by our permit with the NHDES and our approved operating plan.
5. **LOCATION** – Lebanon Solid Waste Facility - Landfill
6. **PROJECT DESCRIPTION/JUSTIFICATION** – NHDES Env-Sw 806.07 Rules requires the City to control decomposition gases from the Landfill to prevent hazards to health, safety, and property. The City installed an active landfill gas (LFG) extraction system in 2013 to comply with this regulation. Since 2013, the City has continued operations within Landfill Phase II-C and needs to expand the existing GCCS infrastructure into areas that do not currently have LFG extraction components. The project will consist of installing a series of LFG extraction wells and LFG collection trenches that will be tied into the existing GCCS infrastructure that is under a vacuum system. The project was designed by a professional engineer licensed in the State of New Hampshire in 2020 and permitted through the NHDES Solid Waste Bureau.

This is a multi-year project with the initial design performed in 2020 and with the GCCS installed by a contractor in years 2020 through 2028 and construction coordination by DPW-Solid Waste staff.

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #2 Landfill Gas Collection Project

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES								
Design/Engineering		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation		\$144,700	\$151,900	\$159,500	\$167,500	\$175,900	\$184,700	\$984,200
Property/Equipment Acquisition		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$144,700	\$151,900	\$159,500	\$167,500	\$175,900	\$184,700	\$984,200
FUNDING								
Current (Operating Budget)	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund: SW Operating Budget	\$144,700	\$151,900	\$159,500	\$167,500	\$175,900	\$184,700	\$984,200
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by: Taxes Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Solid Waste Fund Swfund							
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	\$0	\$0	\$0				
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify: NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify: Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify: Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$144,700	\$151,900	\$159,500	\$167,500	\$175,900	\$184,700	\$984,200
8. NET EFFECT ON OPERATING COSTS								
Debt Service		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Personnel		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Purchased Services		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials and Supplies		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
9. NET EFFECT ON MUNICIPAL INCOME								
		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Landfill Gas Collection and Control System



- Collect and Control decomposition gases from landfill site – required by NHDES rules
- Ongoing project to improve gas collection
- 2023 CIP Request: \$144,700



2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1-Trues Brook Road Bridge

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE & NUMBER:** Trues Brook Road Bridge (NHDOT#24221)
Bridge# (066/059)
3. **PURPOSE OF PROJECT REQUEST FORM:** Project Modification
4. **DEPARTMENT PRIORITY:** Maintenance of the City's infrastructure to provide and ensure safe public services. (RED LISTED BRIDGE)
5. **LOCATION:** Trues Brook Road over Bloods Brook, 2nd Bridge
6. **PROJECT DESCRIPTION/JUSTIFICATION:** This Bridge was built in 1952 and rebuilt in 1986; it is showing signs of deterioration.

This bridge has been placed on the NHDOT's Red-list. The construction of the bridge is eligible for up to 100% NHDOT funding through the Municipally Owned Bipartisan Infrastructure Law (MOBIL) program. Additionally, the Design/Engineering and Property /Equipment Acquisition portion of the project is eligible for up to 80% NHDOT funding with the balance of 20% being City funding. The City Master Plan in Chapter 9 discusses the importance of maintenance of the City's bridges and infrastructure.

The 2023-2028 CIP request is to fund the additional costs required by the MOBIL program, which will need to adhere to LPA guidelines. The City Council previously appropriated \$4.383M for the project, consisting of \$263K for Design/Engineering, \$4,10M for Construction, and \$20K for Property/Equipment Acquisition. 2023-2028 CIP costs include \$200K for additional Design/Engineering, \$690K for Construction costs, and \$30K for additional Property/Equipment Acquisition. Bridge reconstruction is programmed for construction in 2024.

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Trues Brook Bridge (NHDOT#24221)

Bridge# 066/059

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		Previous Appropriation	2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES									
Design/Engineering		\$263,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Construction/Implementation		\$4,100,000	\$690,000	\$0	\$0	\$0	\$0	\$0	\$690,000
Property/Equipment Acquisition		\$20,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
		TOTAL	\$920,000	\$0	\$0	\$0	\$0	\$0	\$920,000
FUNDING									
Current (Operating Budget)	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes Gfund	\$46,000	\$0	\$0	\$0	\$0	\$0	\$46,000
	Supported by:	Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT State Aid Bridge to cover 100% of construction and 80% of remaining costs	\$874,000	\$0	\$0	\$0	\$0	\$0	\$874,000
	Specify:	FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		TOTAL	\$920,000	\$0	\$0	\$0	\$0	\$0	\$920,000



Trues Brook Road Bridge

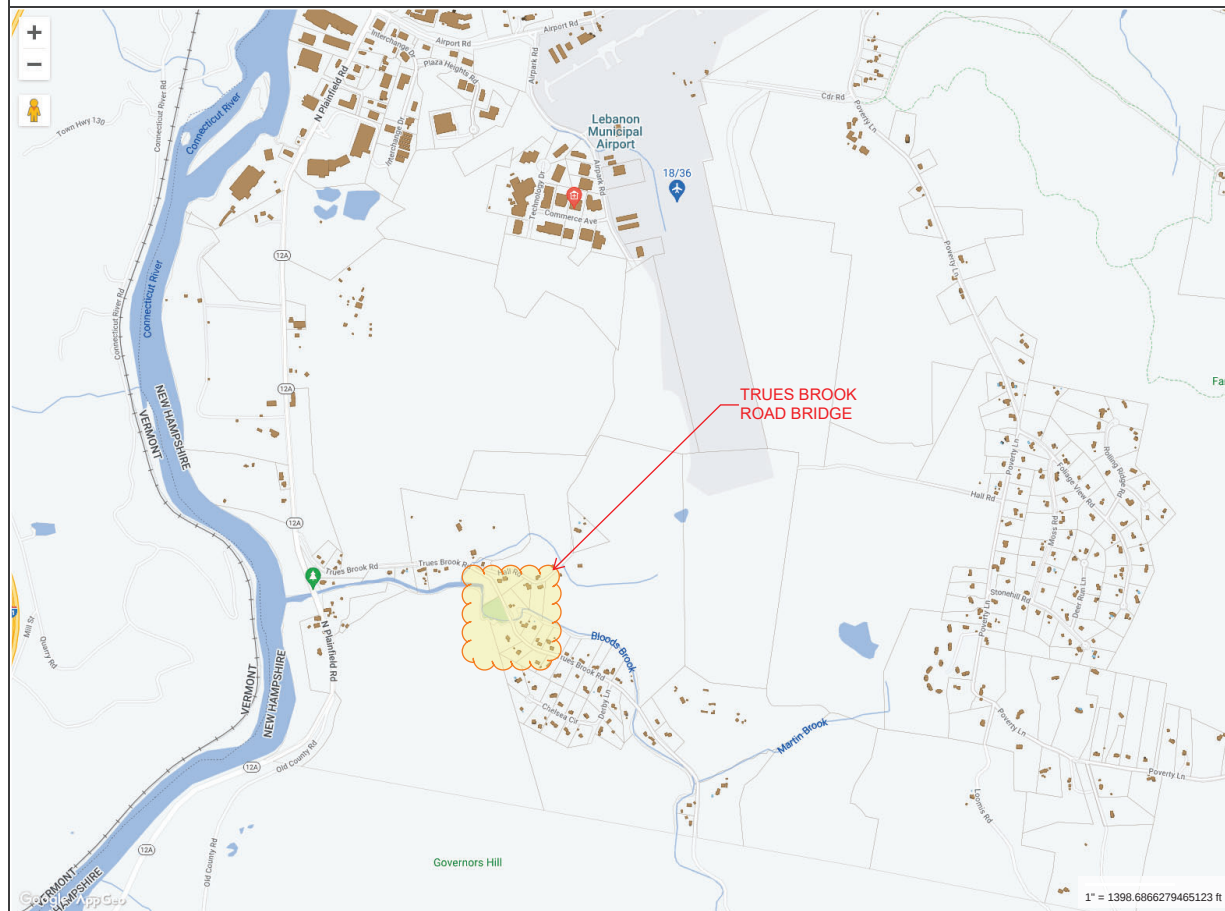
- Complete replacement of the Trues Brook Road Bridge including abutments, wingwalls, substructure, superstructure, deck, curb, and rails.

- Total Project Cost: \$5,303,000.

- 2023 CIP Request: \$920,000 (\$874,000 NHDOT State Aid Bridge, \$46,000 City)

- Construction 2024

- Project includes a temporary bypass bridge to keep road open during construction



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Lebanon, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 12/29/2021
Data updated 11/18/2018

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.



2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE & NUMBER:** Infrastructure Improvements – Kimball Street and Forest Avenue Reconstruction - Road/ Sidewalks/ Curbing/ Drainage/ Sewer/ Water
3. **PURPOSE OF PROJECT REQUEST FORM:** Infrastructure Improvements
4. **DEPARTMENT PRIORITY:** Modification- Maintenance, Rehabilitation and Replacement
5. **LOCATION:** Kimball Street and Forest Avenue
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The various roadway projects that are planned around the City include the repair and reconstruction of the infrastructure to include roadway materials, sidewalks, curbing, drainage, water and sewer lines as required. Environmental concerns and impacts are considered and minimized along with impacts to the City and the residents. All projects are designed and constructed to provide the citizens a higher level of service by replacing older utility lines and repairing roadways. Most of the construction activity will take place within the City's Right-of-Way or within existing easements; however, at times when this is not the case, the City will work with the homeowner to receive a license for working on their utility services.

The various street projects that are planned around the City are to repair and replace old, falling, or undersized infrastructure. Chapter 9: C-2b of the Master Plan states that "Roadway improvement projects, zoning district boundaries, and individual subdivision, zoning, site plan, driveway permit and building permit applications, should be undertaken so that roads remain appropriate to the abutting properties and compatible with adjacent land uses."

Kimball Street and Forest Avenue were identified as separate projects in the 2022-2027 CIP. The two roadways have been combined into a single project for the 2023-2028 CIP. Kimball Street and Forest Avenue reconstruction is programmed for construction in 2023. The City Council appropriated \$3.405M for Kimball Street in 2022, consisting of \$100K for Design/Engineering, \$3.30M for Construction, and \$5K for Property/Equipment Acquisition. The City Council appropriated \$150K for Design/Engineering for Forest Avenue in 2022. 2023-2028 CIP costs include \$2.60M for Construction, consisting of \$2.35M for Forest Avenue construction and \$250K for additional construction costs for Kimball Street to account for inflation. The project will replace undersized, pre-1931, un-

2023-2028 Capital Improvement Program

lined cast iron water pipe, undersized drainage pipes, and old deteriorated sewer lines showing high infiltration. The project is currently under final design and will be ready to advertise for construction in the fall of 2022.

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Kimball Street and Forest Avenue Reconstruction (Construction scheduled for 2023)

7. FINANCIAL PLAN AND PROJECT SCHEDULE

				<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2023-2028</u>
EXPENDITURES		Previous								
Design/Engineering		\$352,900			\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation		\$3,300,000		\$2,600,000	\$0	\$0	\$0	\$0	\$0	\$2,600,000
Property/Equipment Acquisition		\$5,000			\$0	\$0	\$0	\$0	\$0	\$0
			TOTAL	\$2,600,000	\$0	\$0	\$0	\$0	\$0	\$2,600,000
FUNDING										
Current (Operating Budget)	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	35% Supported by:	Taxes	Gfund	\$910,000	\$0	\$0	\$0	\$0	\$0	\$910,000
	30% Supported by:	Water Rates	Wfund	\$780,000	\$0	\$0	\$0	\$0	\$0	\$780,000
	35% Supported by:	Sewer Rates	Sfund	\$469,000	\$0	\$0	\$0	\$0	\$0	\$469,000
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDES ARPA (\$441K Sewer Grant for Kimball)		\$441,000	\$0	\$0	\$0	\$0	\$0	\$441,000
	Specify:	FAA		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
			TOTAL	\$2,600,000	\$0	\$0	\$0	\$0	\$0	\$2,600,000

Kimball Street & Forest Avenue



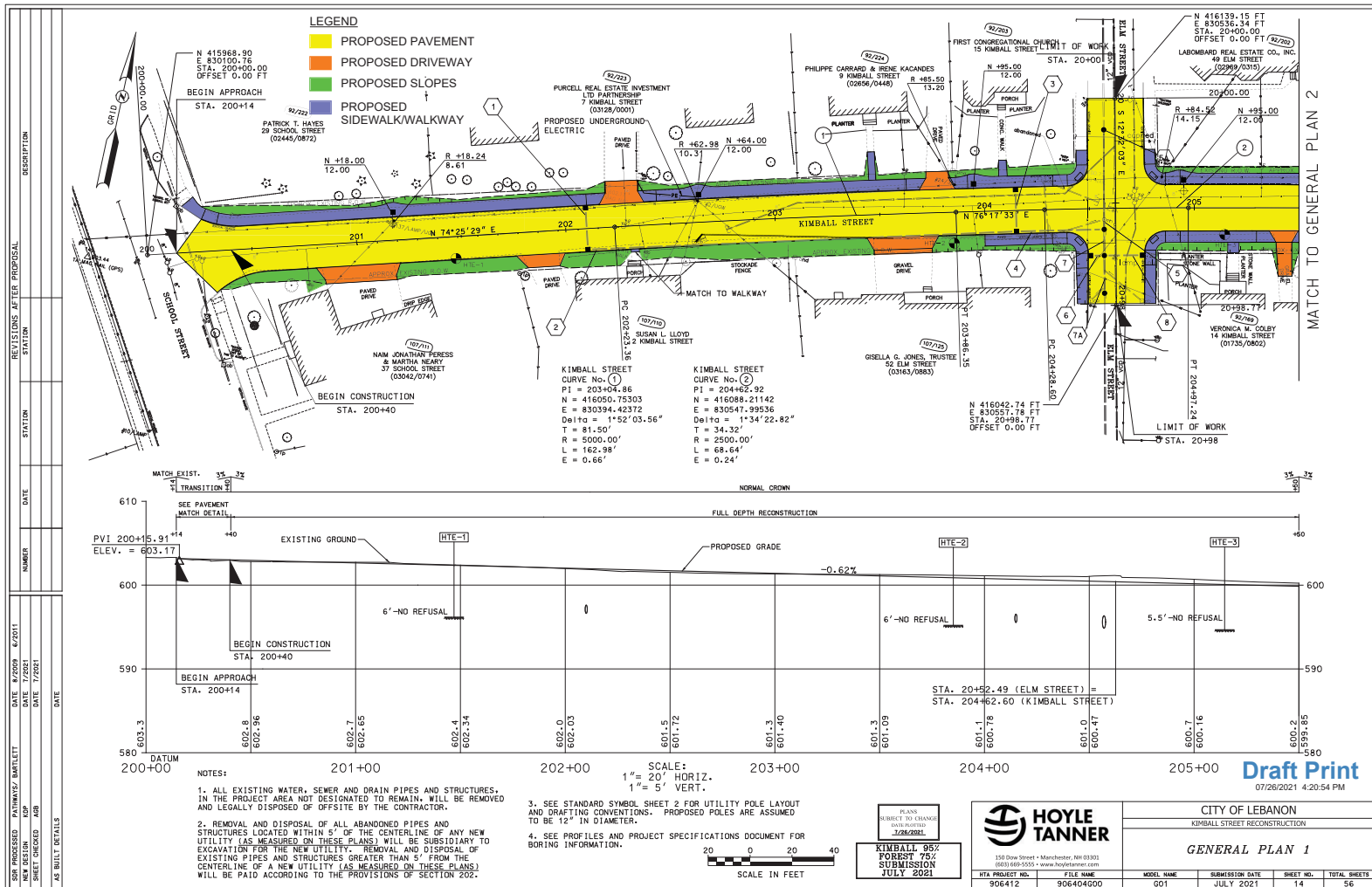
- Infrastructure improvements to Kimball Street and Forest Avenue including roadway materials, sidewalks, curbing, drainage, water, and sewer.

- Total Project Cost: \$6,257,900.

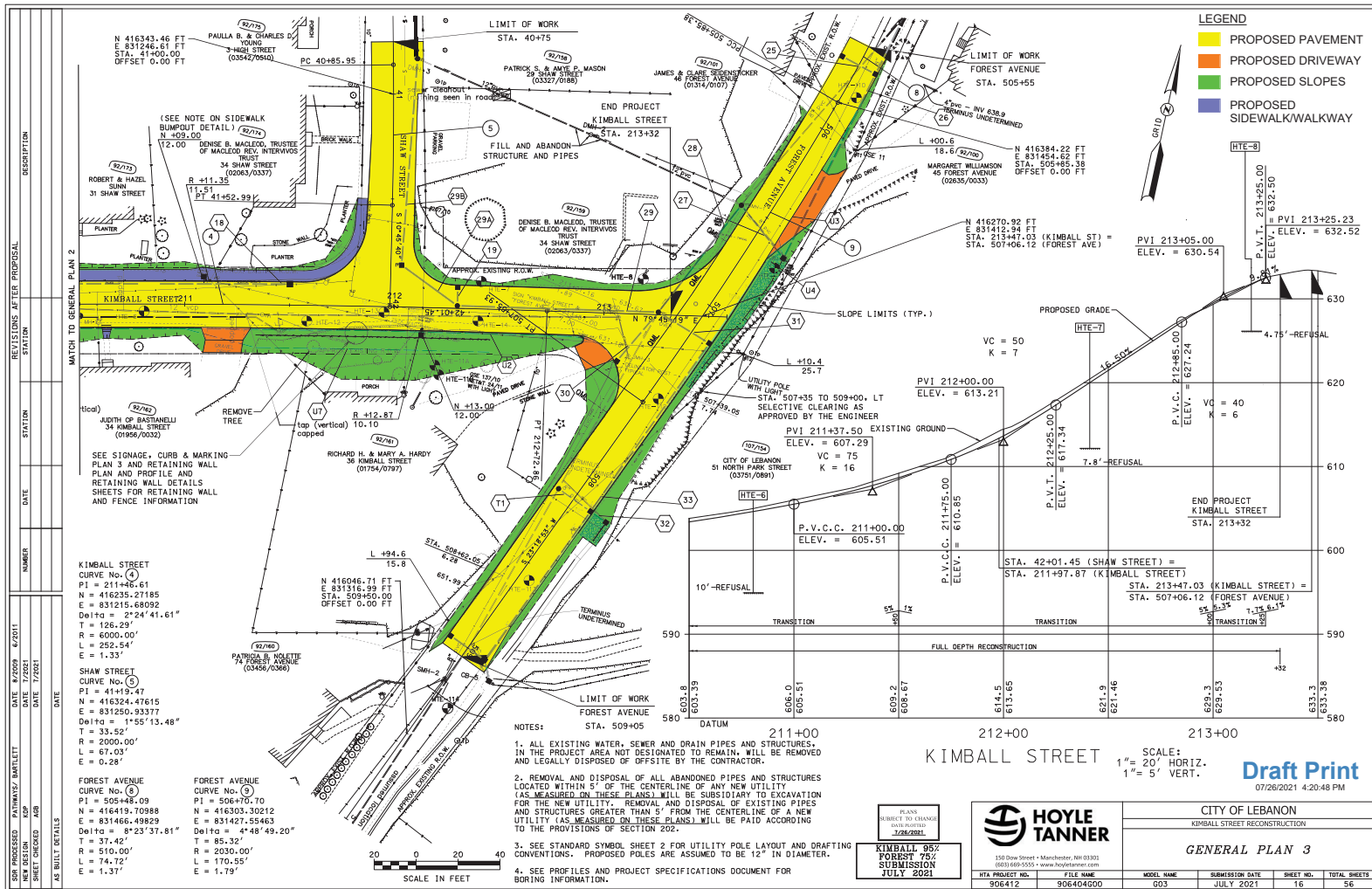
- 2023 CIP Request: \$2,600,000 (\$441,000 ARPA Grant, \$2,159,000 City)

- Construction 2023, Final Paving 2024

- Pre-purchased Pipe and Fittings, \$414,000.



Page 129 of 194



2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE & NUMBER:** US4/ Mechanic/Mascoma/High Street Roundabout Reconstruction Project – Phase 1 (NHDOT Project#40794
3. **PURPOSE OF PROJECT REQUEST FORM:** Modification- Continuation of an ongoing project.
4. **DEPARTMENT PRIORITY:** Maintenance and will improve Efficiency
5. **LOCATION:** Mechanic/Mascoma/High Streets Intersection Reconstruction
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The project consists of a roundabout at the High St/Mechanic St/Mascoma St. intersection. The project is municipally managed and is eligible for up to 80% Federal Funding. The 2023-2028 CIP request is to fund the additional costs of the project due to inflation. The City Council previously appropriated \$4.33M for the project, consisting of \$570K for Design/Engineering, \$2.81M for Construction, and \$950K for Property/Equipment Acquisition. 2023-2028 CIP costs include \$36K for additional Design/Engineering, \$250K for Construction costs, and \$50K for additional Property/Equipment Acquisition. The estimated schedule for the roundabout project is to advertise for construction bids in September 2023 for construction in 2024.

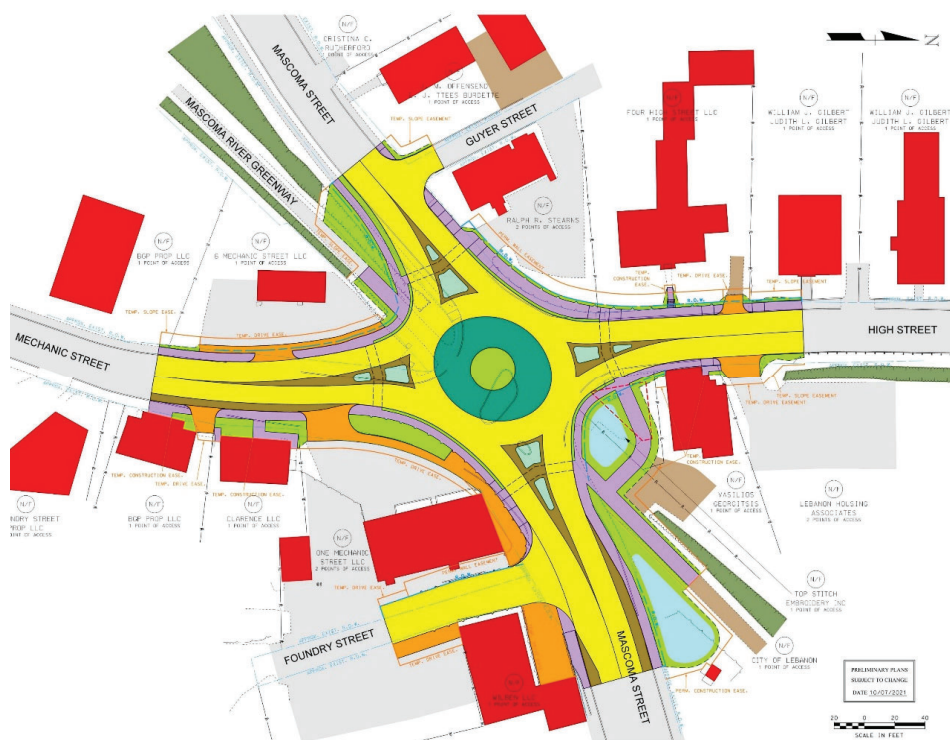
2023-2028 Capital Improvement Program

Previously appropriated funding by the City \$4,333,748.00. NHDOT funding 80% of participating costs \$2,442,300.97 (October 14, 2021 Project Agreement). City pays 100% of difference \$1,891,447.03.

PROJECT REQUEST FORM #2: Mechanic Street - High Street - Mascoma Street Roundabout

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		Previous \$4,333,748	2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES									
Design/Engineering		\$569,748	\$36,000	\$0	\$0	\$0	\$0	\$0	\$36,000
Construction/Implementation		\$2,814,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Property/Equipment Acquisition		\$950,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
TOTAL			\$336,000	\$0	\$0	\$0	\$0	\$0	\$336,000
FUNDING									
Current (Operating Budget)	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes Gfund	\$336,000	\$0	\$0	\$0	\$0	\$0	\$336,000
	Supported by:	Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL			\$336,000	\$0	\$0	\$0	\$0	\$0	\$336,000



Mechanic Street / Mascoma Street / High Street Roundabout

- Construction of a roundabout to improve safety, increase capacity, and address operational deficiencies at “Dysfunction Junction.”

- Pedestrian connections to sidewalks and the Mascoma River Greenway.

- Total Project Cost: \$4,666,748.

- 2023 CIP Request: \$336,000 (\$336,000 City)

- Construction 2024

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

See accompanying instructions.

1. **DEPARTMENT:** Planning & Development
2. **PROJECT TITLE & NUMBER:** West Lebanon Main Street Streetscape Improvements; 2019-xx-PLN_West Lebanon Capital Improvements
3. **PURPOSE OF PROJECT REQUEST FORM:** Modification of an Existing Project
4. **DEPARTMENT PRIORITY:** Improve Efficiency
5. **LOCATION:** West Lebanon Main Street from Bridge Street to South Main Street
6. **PROJECT DESCRIPTION/JUSTIFICATION:**

This is a request to modify the existing capital project titled "West Lebanon Capital Improvements" to focus specifically on Main Street Streetscape Improvements. Other capital projects previously encompassed within the generic West Lebanon Capital Improvements line will be submitted as separate CIP proposals.

In 2018, the City Council approved funding of \$165,000 for miscellaneous West Lebanon Capital Improvements in lieu of funding a comprehensive visioning effort at that time. Subsequently, in 2019, the Council approved an additional \$300,000 to fund the rehabilitation of property at 3 Seminary Hill in anticipation of relocating the Recreation and Parks Department to that location. However, the structure at 3 Seminary Hill was too dilapidated to allow for reasonable rehabilitation and the structure was ultimately demolished instead. In 2020, the City Council authorized the use of approximately \$110,000 of the available West Lebanon Capital Improvement funds for the installation of a playground on Maple Street.

2023-2028 Capital Improvement Program

In December 2021, the City Council appropriated an additional \$200,000 for implementation of various improvements resulting from the 2019 West Lebanon Visioning Charrette effort, including components of the ongoing West Lebanon Streetscape Study, the ongoing West Lebanon River Trail Feasibility Study, or other improvements identified by the West Lebanon Revitalization Advisory Committee.

At this time, the available balance in the West Lebanon Capital Improvements account is approximately \$450,000. The Planning & Development Department recommends using all of these available funds toward the completion of the West Lebanon Main Street Streetscape Improvements project.

The need and support for streetscape improvements along Main Street dates back several decades. In a West Lebanon Main Street - Market Perspectives Report prepared in 2008, retailers commented on the need for streetscape improvements and traffic quieting among other observations for the area. The West Lebanon CBD chapter (Ch. 4) of the 2012 Master Plan includes several references to the need and desire to improve Main Street:

- Redevelopment of single-use sites, along with traffic calming, access management, streetscape and pedestrian improvements, and related amenities, would enhance the vitality and economic viability of the West Lebanon Central Business District. [4 | B-1]
- Invest in the downtown by constructing and upgrading the infrastructure, such as including centrally located public parking, sidewalks, decorative street lighting, benches, public transit shelters, and parks, street trees, and other streetscape amenities. [4.1.S3]
- Consider separating sidewalks from the roadway with landscape buffers and ensure that the sidewalk network and streetscape improvements are well maintained and interconnected. [4.1.S19]

During the 2019 West Lebanon Village Visioning Charrette, a “better streetscape” was the most cited suggestion for what would make downtown West Lebanon better. In addition, as part of the pre-charrette survey, more than 71% of respondents expressed support for relocating some of the on-street parking on Main Street to another nearby location if doing so enabled safety and streetscape improvements, such as street trees, sitting areas, wider sidewalks, and accessibility improvements. Survey respondents also commented that improving the condition of Main Street could help people take more pride in their community and enjoy spending more time there.

2023-2028 Capital Improvement Program

In 2020, the Planning & Development Department engaged VHB to expand on the conceptual streetscape improvements developed during the Visioning Charrette to ensure that the project components were feasible and publicly supported. The West Lebanon Revitalization Advisory Committee (WLRAC) reviewed and commented on expanded conceptual streetscape designs during several meetings in 2021. In its Priorities and Recommendations report to the City Council in January 2022, WLRAC included the execution of overdue Main Street improvements among its top three highest priorities for completion as soon as possible.

In March 2022, the City submitted the West Lebanon Main Street Improvements project to Congresswoman Kuster's Office for possible funding through the Congressionally Directed Community Project Funding program. The Main Street Improvements project is currently pending before the Senate Appropriations Committee for grant funding of up to \$2.3 million toward project costs. The \$2.3M represents 80% of the estimated project cost based on the conceptual plans for the corridor and intersection improvements prepared as of September 2021 and cost estimates as of November 2021. Whether infrastructure funding is ultimately available may not be known before Spring 2023.

In April 2022, the Planning Department held a Community Conversation to review the conceptual streetscape plans. The event included a Neighborhood Walk of the Main Street corridor to review the proposed improvements in greater detail with adjacent property owners and other affected stakeholders. The Planning Department subsequently presented the revised conceptual plans to the City Council on June 1, 2022 and received support to move the project to final design and permitting stages in preparation for construction, potentially in 2023.

The current preliminary cost estimate for the project is approximately \$4.096M, including the proposed roundabout at the intersection of Main Street and Bridge Street, and a substantial amount of stormwater improvements to address drainage issues from the hillside to the east of Main Street. Construction is estimated at \$2.996M. The total cost estimate includes 20% contingency (\$600k), as well as design, permitting, and construction inspection costs. It is expected that the cost of design and permitting will be covered with previously appropriated funds.



West Lebanon Main Street Streetscape Improvements

- Streetscape improvements including traffic calming, access management, parking improvements, pedestrian improvements, sidewalks, landscape buffers, street trees, decorative street lighting, and benches to enhance the vitality and economic viability of the West Lebanon Central Business District. Construction of a roundabout at the Bridge Street/Dana Street intersection to improve safety, increase capacity, and address operational deficiencies. Drainage improvements to address flooding at Tracy Street.
- Total Project Cost: \$4,311,000.
- 2023 CIP Request: \$3,646,000 (\$2,300,000 Congressionally Directed Community Project Funding (pending), \$1,346,000 City)
- Construction 2024



8/25/2020 Tracey St. Drainage/Flooding



2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works - Water Distribution
2. **PROJECT TITLE & NUMBER:** Miracle Mile Water Main Improvements
3. **PURPOSE OF PROJECT REQUEST FORM:** An asset management study was completed in 2020 identifying water main and appurtenances that need replacement and/or are undersized and have the highest risk of failure. A list of proposed water main infrastructure improvements has been developed based on their risk of failure and the impacts that it would have on businesses and the community. The Miracle Mile water main is ranked high on the risk of failure. To ensure distribution and delivery of water throughout the water system, it is necessary to perform these upgrades to the water mains, gate valves, fire hydrants, and services.

This project includes water main replacement with associated roadway improvements including full-width bituminous concrete mill, shim, and overlay.

The project also includes an additive alternative to construct Phase 3 of the Miracle Mile sidewalk from Dunkin Donuts to Poverty Lane.

4. **DEPARTMENT PRIORITY:** Maintenance, a continuation of public water services.
5. **LOCATION:** Miracle Mile (Terry Dudley Bridge to Gardener's Supply).
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The project is intended to upgrade the water main on Miracle Mile. The project has risen to the top of City water system infrastructure needs requiring replacement based on its risk of failure and the impacts that it would have on businesses and the community. It consists of 5,500 linear of main that connects to two sides of water mains that have been replaced over the last 12 years. This is a major corridor connecting Lebanon and West Lebanon where there are restaurants, retail stores, grocery stores, doctor's offices, urgent care centers, auto dealerships, service stations, and an entertainment area along with many more businesses. This water main has experienced multiple breaks over the past decade where it has impacted those businesses. It's possible this project could be done in 3 phases if funding doesn't allow for the full project.

The City Council appropriated \$2,700,000 in 2022 for the project. The project was bid in the spring of 2023 and one bid was received for \$4,400,000. The project was redesigned to eliminate the need for temporary water during construction to reduce

2023-2028 Capital Improvement Program

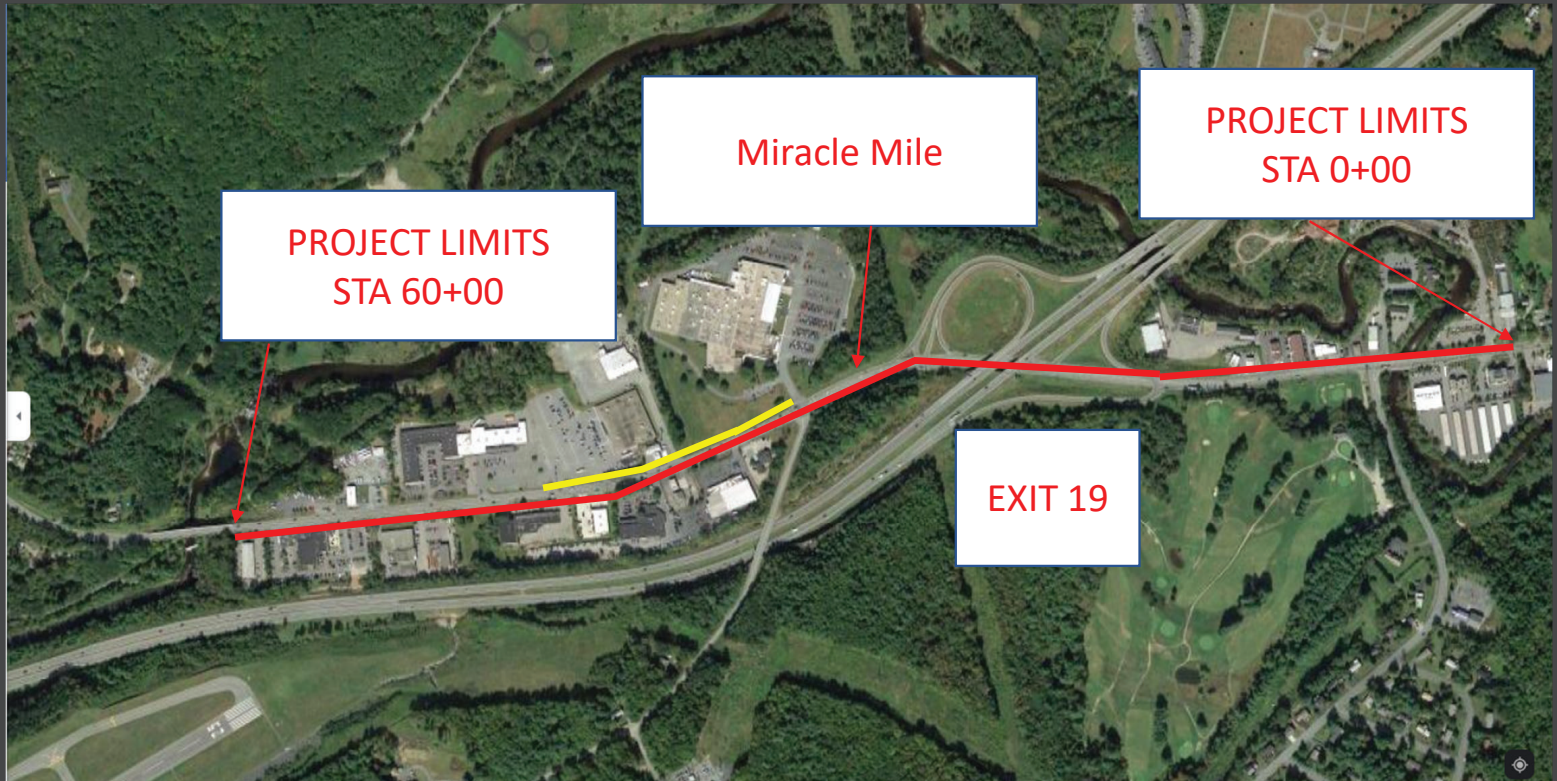
costs and is the project is scheduled to be re-bid in December 2022. The 2023-2028 CIP includes \$2,300,000 of additional funding to cover the increase in project costs due to inflation. Due to supply chain issues, pipe and fittings were pre-purchased for the project (\$607,000) so construction can commence in May 2023. If funding is available, Phase 3 of the Miracle Mile sidewalk will be constructed. The project will be constructed in 2023 with final paving in the spring of 2024.

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Miracle Mile Water Project

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		Previous Appropriation	2023	2024	2025	2026	2027	2028	2023-2028	2029+
EXPENDITURES										
Design/Engineering			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation	\$ 2,700,000		\$2,300,000	\$0	\$0	\$0	\$0	\$0	\$2,300,000	\$0
Property/Equipment Acquisition			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL			\$2,300,000	\$0	\$0	\$0	\$0	\$0	\$2,300,000	\$0
FUNDING										
Current (Operating Budget)	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes Gfund	\$223,000	\$0	\$0	\$0	\$0	\$0	\$223,000	\$0
	Supported by:	Water Rates Wfund	\$2,077,000	\$0	\$0	\$0	\$0	\$0	\$2,077,000	\$0
	Supported by:	Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact F	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL			\$2,300,000	\$0	\$0	\$0	\$0	\$0	\$2,300,000	\$0



Miracle Mile Water System Improvements

- Water Main Improvements from the Terry Dudley Bridge to Gardener's Supply including a 12" ductile iron water main and upgrades to existing water services and sprinkler services to the right-of-way. Additive alternative to construct a sidewalk from Dunkin Donuts to Poverty Lane.
- Total Project Cost: \$5,000,000. Requesting \$2,300,000 (\$223,000 sidewalks General Fund, \$2,077,000 Water Fund)
- Construction 2023, Final Paving 2024
- Pre-purchased Pipe and Fittings, \$607,000.

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE:** South Main Street Bridge Dry Bridge # 062/117
3. **PURPOSE OF PROJECT REQUEST FORM:** Maintain City's Infrastructure: Meet traffic demands and improve traffic flow.
4. **DEPARTMENT PRIORITY:** Maintenance - continuation
5. **LOCATION:** South Main Street West Lebanon

6. **PROJECT DESCRIPTION/JUSTIFICATION:** Replace / widen the South Main Street Dry Bridge (Rt. 12A) over the railroad right-way. It is a NHDOT Red listed Bridge.

The South Main Street Bridge was constructed in 1949. This bridge is narrow and does not meet current capacity needs. In 2002 NHDOT initially "Red-Listed" the bridge. NHDOT last inspected this bridge in 2021. Their report reiterated these significant deficiencies and again noted the deterioration of the concrete and metal fatigue of the bridge. It is on the NHDOT Red list - South Main Street "Dry Bridge" NHDOT#13558A, Bridge #062/117 (See DPW for the most recent NH DOT Bridge Report). The bridge rail has been temporarily repaired to help with the immediate needs of protecting pedestrian and vehicular traffic. This will stay in place until such time that a new bridge is constructed.

The replacement of this bridge is eligible for up to 80% bridge aid from NHDOT and Federal Aid funds. The current cost (September 2022) estimate to replace the bridge is \$16,992,500. This cost is broken down as below, as follows: "participating" indicates that NHDOT will pay for a percentage of the total cost listed as "participating". "non-participating" indicates 100 percent City costs:

Preliminary Design (total costs)	\$ 559,579 participating
	\$ 597,072 non-participating
Final Design (total costs)	\$ 582,000 participating
	\$17,000 non-participating

2023 - 2028 Capital Improvement Program

Right-of-Way	\$50,000 participating
	\$673,000 non-participating
Construction	\$10,810,000 participating
	\$195,500 non-participating
Construction Engineering	\$1,390,000 participating
	\$25,000 non-participating
Access Road Construction	\$1,012,000 participating
Access Road Construction	\$1,012,000 non-participating
Total projected cost (2024 construction)	\$16,923,151
State Share (excluding Access Rd.):	$\$13.391\text{M} \times 0.80 = \$10,713,074$
State Share (Access Rd):	$\$2.024\text{M} \times 0.50 \times 0.80 = \$809,600$
Percentage of NHDOT participation	$\$11.522\text{M} / \$16.923\text{M} \times 100 = 68\%$
Total NHDOT costs	\$11,522,700
Total City costs	\$5,400,500

Note that \$2.024M of the total cost is attributable to the access road improvements. The improved access road will service the future development of the northern rail property. In addition, \$553,740 of the construction cost is attributable to required plan review and construction monitoring by New England Central Railroad. The project and project costs include limited watermain replacement, right-of-way acquisition, and building demolition.

The City has requested final design and bidding phase (PS&E Phase) approval from NHDOT as of February 2022. NEPA approval is pending NHDOT review. NHDOT cannot approve final design phase until the NEPA permit is approved/obtained. The programmed years for construction are currently 2024 and 2025. The City previously allocated \$5,889,306 with a balance of \$4,072,209 as of December 2021. An additional allocation of \$11,033,846 in total funds is requested for year 2023.

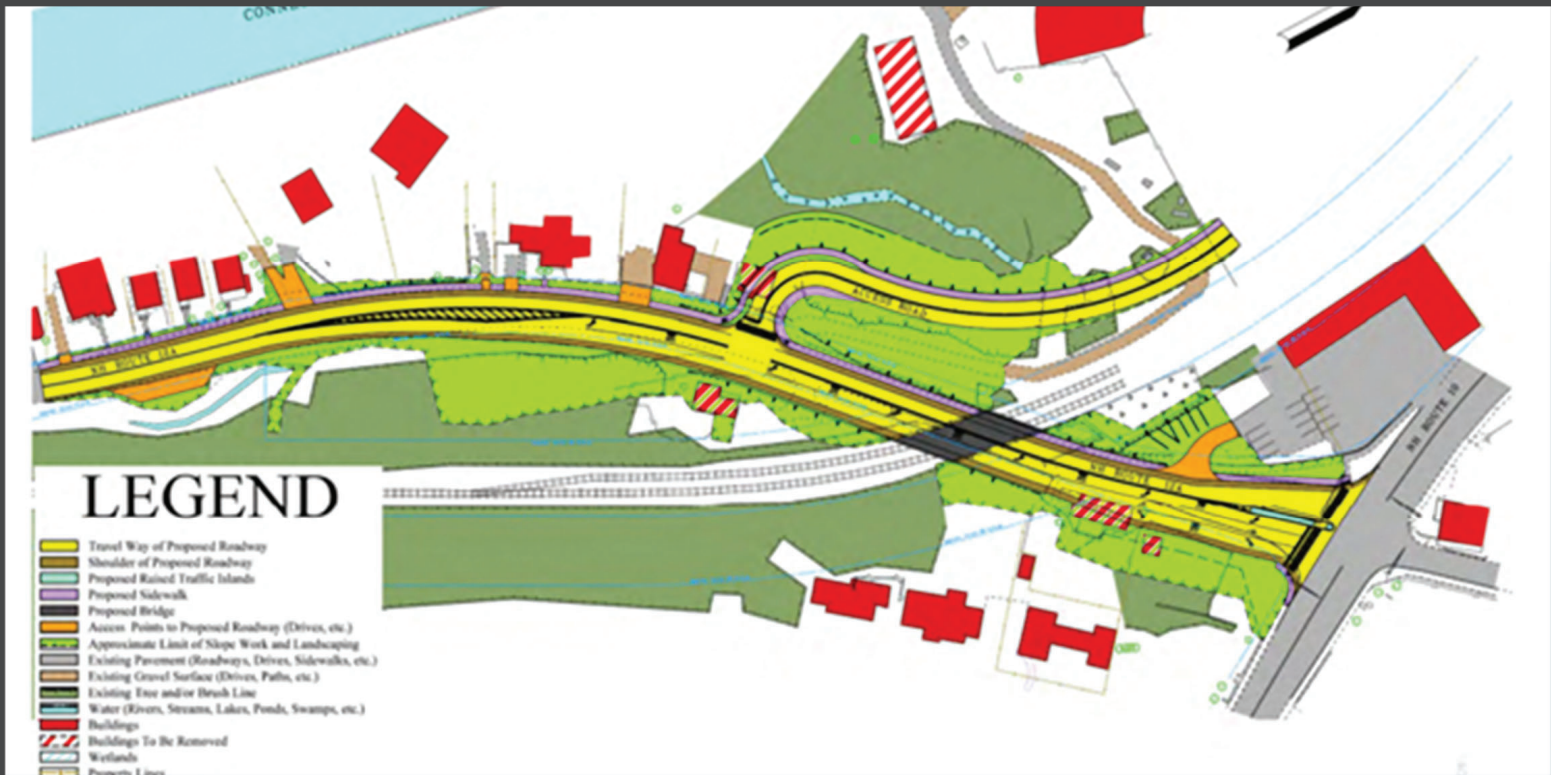
In 2020, the City signed an agreement with NHDOT, where NHDOT committed to funding \$6,805,985 of the total project costs. The updated total estimated project costs are \$16,923,151. A project agreement amendment is currently being sought by the City to increase the NHDOT funding to \$11,522,700.

2023 - 2028 Capital Improvement Program

PROJECT REQUEST FORM #2 -South Main Street Bridge over Railroad

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		Previous Allocation	\$	5,889,306	2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES											
Design/Engineering		\$1,164,000			\$591,651	\$0	\$0	\$0	\$0	\$0	\$591,651
Construction/Implementation		\$4,002,306			\$10,442,195	\$0	\$0	\$0	\$0	\$0	\$10,442,195
Property/Equipment Acquisition (already acquired)		\$723,000			\$0	\$0	\$0	\$0	\$0	\$0	\$0
				TOTAL	\$11,033,846	\$0	\$0	\$0	\$0	\$0	\$11,033,846
FUNDING											
Current (Operating Budget)	General Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Water Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes	Gfund		\$3,315,972	\$0	\$0	\$0	\$0	\$0	\$3,315,972
	Supported by:	Water Rates	Wfund		\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
	Supported by:	Sewer Rates	Sfund		\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
	Supported by:	Water Debt -	Wfund		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT Grant (amount is being revised)			\$7,512,874	\$0	\$0	\$0	\$0	\$0	\$7,512,874
	Specify:	FAA			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:				\$0	\$0	\$0	\$0	\$0	\$0	\$0
				TOTAL	\$11,033,846	\$0	\$0	\$0	\$0	\$0	\$11,033,846



South Main Street Bridge

- The project includes complete bridge replacement including pedestrian sidewalk, extensive improvements to the access road to Westboro Railyard, intersection improvements at Seminary Hill, improvements to the bridge approach along South Main Street to the south, and water and sewer main improvements. The project temporary traffic control maintains two-way traffic over the bridge during construction.
- Total Project Cost: \$16,923,151 (\$11,522,700 State, \$5,400,500 City).
- 2023 CIP Request: \$11,033,846 (\$7,512,874 State, \$3,520,972 City)
- Schedule: Construction is currently scheduled for 2024-2025

2023 - 2028 Capital Improvement Program







2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1- Mt Support-LaHaye Street Intersection Improvements

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE:** Mt. Support-LaHaye Street Intersection Improvements
3. **PURPOSE OF PROJECT REQUEST FORM:** Maintaining the City's infrastructure and Intersection traffic control improvements.
4. **DEPARTMENT PRIORITY:** Maintenance of Public Infrastructure and Safety to the Travelling public.
5. **LOCATION:** Mt Support – LaHaye Drive Intersection Improvements.
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The intersection of Mt. Support and LaHaye is presently a signalized intersection located near Dartmouth Hitchcock Medical Center. In addition to a significant hospital expansion project, there are at least three major multi-family development projects proposed near this intersection. The developers include Dartmouth College housing, Saxon Properties and Braverman Company.

During the course of Planning Board review for several large development projects in the Mt. Support Road corridor, traffic studies prepared on behalf of the applicants have highlighted that the intersection of Lahaye Drive and Mt. Support Road is operating at near capacity overall and that certain turning movements are already over capacity and failing. These additional developments will result in traffic impacts that will place this intersection into a decreased low level of service.

The Planning and Public Works Departments are working jointly with the development applicants and the Planning Board to determine what improvements are required as of today (with no projects constructed), what improvements will be required if all of the various projects are approved and constructed, and how to apportion the cost of necessary improvements among the various parties.

These is currently \$250,000 appropriated in in the CIP2021 to proceed with preliminary/final design plans of this intersection. To cover additional final design costs and construction engineering costs, it is estimated that an additional \$500,000 will be needed. A Special Assessment District (SAD) has been created to share the overall intersection improvement costs.

Proposed improvements will include additional turning lanes and the possibility of a round-about to alleviate traffic congestion. The updated preliminary cost estimate for these improvements is \$3,850,000.

2023-2028 Capital Improvement Program

City of Lebanon, NH

May 14, 2020



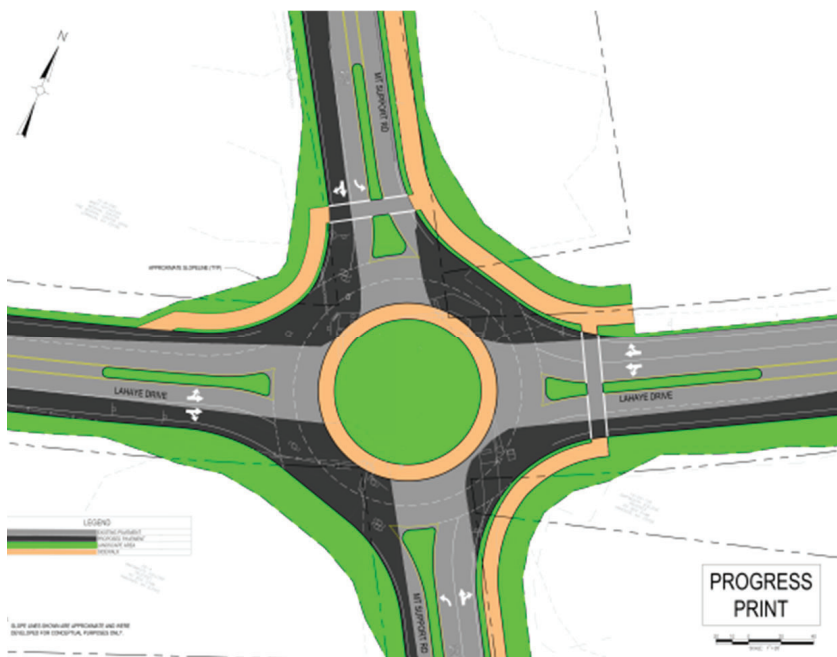
2023-2087 Capital Improvement Program

PROJECT REQUEST FORM #2: Mt Support-LaHaye Drive Intersection Improvements

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		Previous Allocation: \$ 250,000.00						
		2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES								
Design/Engineering		\$ 500,000.00	\$0	\$0	\$0	\$0	\$0	\$500,000
Construction/Implementation		\$ 3,850,000.00	\$0	\$0	\$0	\$0	\$0	\$3,850,000
Property/Equipment Acquisition		\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL		\$4,350,000	\$0	\$0	\$0	\$0	\$0	\$4,350,000
FUNDING								
Current (Operating Budget)	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by: Taxes Gfund	\$316,640	\$0	\$0	\$0	\$0	\$0	\$316,640
	Supported by: Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify: NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify: Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify: Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Special Assessment District	\$4,033,360	\$0	\$0	\$0	\$0	\$0	\$4,033,360
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL		\$4,350,000	\$0	\$0	\$0	\$0	\$0	\$4,350,000

Mt. Support Road – Lahaye Drive Intersection Project



- The project consists of construction of a two-lane roundabout, replacing the current signalized intersection. The purpose of the project is to improve traffic movement efficiency for current year conditions and projected traffic volumes into and beyond 2031. Temporary traffic control measures will be in-place during intersection reconstruction.
- Total Project Cost: \$4,600,000.
- 2023 CIP request: \$4,350,000 (Special Assessment District share: \$4,033,360, City Share: \$316,640).
- Schedule: Construction is currently scheduled for 2024-2025.



2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

See accompanying instructions.

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE & NUMBER:** Estabrook Circle and Maple Street Stormwater Project
3. **PURPOSE OF PROJECT REQUEST FORM:** Infrastructure Improvements-
Drainage
4. **DEPARTMENT PRIORITY:** Maintenance, Rehabilitation and Replacement
5. **LOCATION:** Estabrook Circle, Maple Street, North Main, Cross Country
6. **PROJECT DESCRIPTION/JUSTIFICATION:** An existing 15" Vitrified Clay Pipe storm drain experiences surcharging with flooding during heavy rain events. Previous surcharging has flooded Route 10 and a resident's yard up to the foundation. The exact location of sections of the piping for the stormwater system has not located and attempts to televise and track the pipe have not been successful. Two catch basins connected to the sewer were disconnected during CSO 10 and connected into the drain line. Upstream flows include a stream that is picked up at Maple Street and is pipes cross country over the bank and through neighboring lots on Estabrook Circle. During large storm events this section has had wash outs. Funding is to finish up the design and for easements will be needed since it has been determined that the paper streets to the west of Craft Ave are not owned by the City. Water and Sewer work will be completed as needed for aging infrastructure.

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Estabrook and Maple Street

7. FINANCIAL PLAN AND PROJECT SCHEDULE

			2023	2024	2025	2026	2027	2028	2023-2028	2029+
EXPENDITURES										
Design/Engineering			\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000	\$0
Construction/Implementation			\$0	\$2,326,084	\$0	\$0	\$0	\$0	\$2,326,084	\$0
Property/Equipment Acquisition			\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000	\$0
TOTAL			\$155,000	\$2,326,084	\$0	\$0	\$0	\$0	\$2,481,084	\$0
FUNDING										
Current (Operating Budget)										
Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt										
Supported by: Taxes Gfund			\$85,250	\$1,279,346	\$0	\$0	\$0	\$0	\$1,364,596	\$0
Supported by: Water Rates Wfund			\$46,500	\$697,825	\$0	\$0	\$0	\$0	\$744,325	\$0
Supported by: Sewer Rates Sfund			\$23,250	\$348,913	\$0	\$0	\$0	\$0	\$372,163	\$0
Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund										
Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants										
Specify: NHDOT			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify: FAA			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify: NHDOT Bureau of Aeronautics			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds										
Specify: Water Investment Fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify: Public Facilities Impact Fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other										
Specify: Private Contributions			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL			\$155,000	\$2,326,084	\$0	\$0	\$0	\$0	\$2,481,084	\$0

Estabrook Circle Stormwater, Water & Sewer



- An existing 15" Vitrified Clay Pipe storm drain experiences surcharging with flooding during heavy rain events.
- Previous surcharging has flooded Route 10 and a resident's yard up to the foundation
- Funding is to finish up the design and easements.
- 2023 CIP Request: \$155,000 (\$85,250 General Fund, \$46,500 Water Fund, \$23,250 Sewer Fund)
- Construction 2024

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

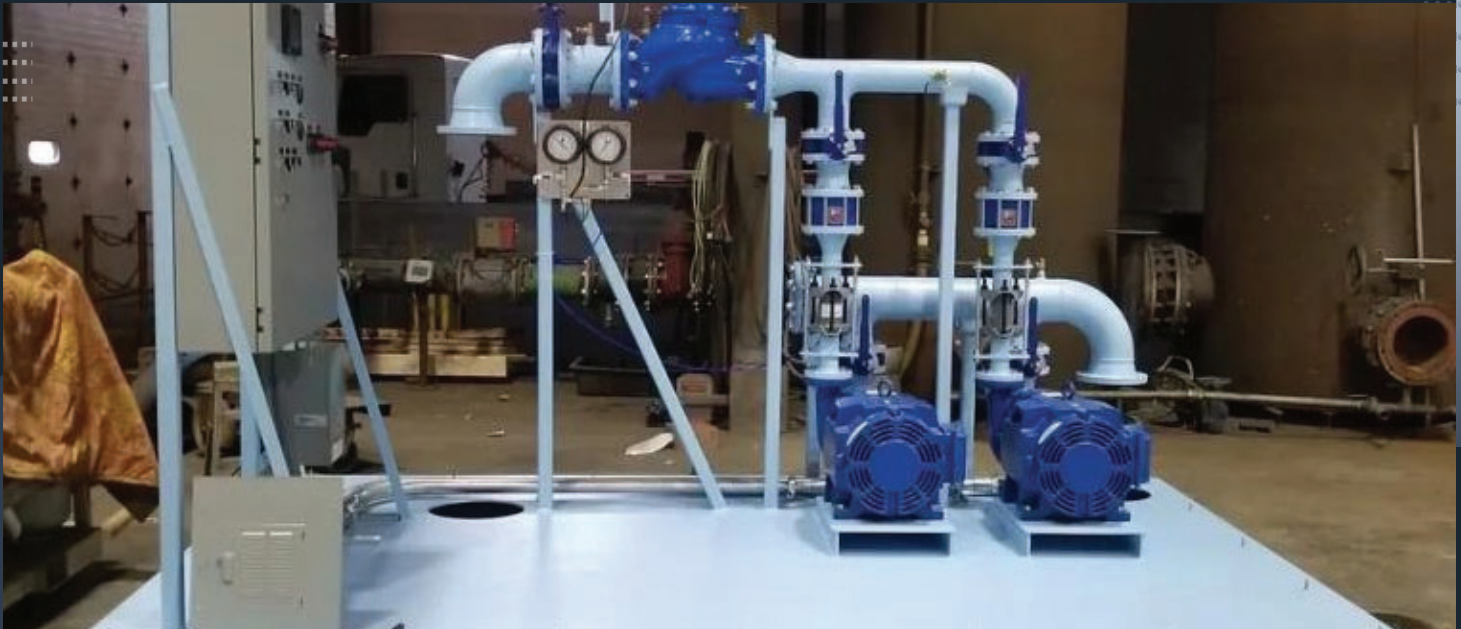
1. **DEPARTMENT:** Public Works/Water Division
2. **PROJECT TITLE & NUMBER:** Hanover Water Interconnection
3. **PURPOSE OF PROJECT REQUEST FORM:** Replacement of the interconnection vault on Medical Center Drive with a Booster Pump Station
4. **DEPARTMENT PRIORITY:** High Priority
5. **LOCATION:** Medical Center Drive
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The current Lebanon/Hanover drinking water interconnection on Medical Center Drive can feed water from Lebanon to Hanover. To feed water from Hanover to Lebanon a fire truck needs to be used to pump the water between two fire hydrants. Using this method there is not enough pressure to provide water to the top floors of the hospital. Replacement of the interconnection vault with a booster pump station would allow Hanover to supply water to Lebanon. The booster pump station would have enough pressure to fill the water tank that normally supplies water to the area and the water system would function as it normally does supplying water at its normal pressure to the hospital.

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Hanover/Lebanon Water Interconnect

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		2023	2024	2025	2026	2027	2028	2023-2028	2029+
EXPENDITURES									
Design/Engineering		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation		\$720,000	\$0	\$0	\$0	\$0	\$0	\$720,000	\$0
Property/Equipment Acquisition		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$720,000	\$0	\$0	\$0	\$0	\$0	\$720,000	\$0
FUNDING									
Current (Operating Budget)	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by: Taxes Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify: NHDES	\$160,000	\$0	\$0	\$0	\$0	\$0	\$160,000	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify: Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify: Private Contributions	\$560,000	\$0	\$0	\$0	\$0	\$0	\$560,000	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$720,000	\$0	\$0	\$0	\$0	\$0	\$720,000	\$0



Hanover Water Interconnection to Dartmouth Health High Pressure Zone

- Construction of a water booster pump station and associated valving to provide emergency water supply to Lebanon and Hanover.
- 2023 CIP Request: \$720,000 (\$560,000 Dartmouth Health, \$160,000 NHDES Grant).
- In Kind City Contribution: \$80,000.
- Construction 2023



Interconnect location on Medical Center Drive near intersection with Rt 120

Google AppGeo

1" = 44.15632677298791 ft



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Lebanon, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 12/29/2021
Data updated 11/18/2018

Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

See accompanying instructions.

1. **DEPARTMENT:** Public Works/Wastewater Division
2. **PROJECT TITLE & NUMBER:** Sewer Rehabilitation Project-New
3. **PURPOSE OF PROJECT REQUEST FORM:** Replacement to the Sewer pressure main at Bakers Crossing.
4. **DEPARTMENT PRIORITY:** High priority to maintain the sewer from Enfield.
5. **LOCATION:** Bank Street Ext and Riverside Drive
6. **PROJECT DESCRIPTION/JUSTIFICATION:** In the summer of 2021 the pressure main at Bakers Crossing failed. The Department of Public Works along with Nott's Excavating repaired the sewer pressure main. Further investigation revealed poor soils had eaten through the pressure main in the area. A full investigation of the pressure main from Enfield to Bank Street Ext was completed and this section of sewer pressure main was determined to have a high rate of failure. The project plan is to replace the existing sewer pressure main from Riverside Drive to Bank Street Ext (See map attached). The current pressure main goes under the river, in the proposed project the pressure main would hang from the bottom of the bridge.

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Bakers Crossing Sewer Forcemain

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		2023	2024	2025	2026	2027	2028	2023-2028	2029+
EXPENDITURES									
Design/Engineering		\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0
Construction/Implementation		\$825,000	\$0	\$0	\$0	\$0	\$0	\$825,000	\$0
Property/Equipment Acquisition		\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	\$0
	TOTAL	\$890,000	\$0	\$0	\$0	\$0	\$0	\$890,000	\$0
FUNDING									
Current (Operating Budget)	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by: Taxes Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Sewer Rates Sfund	\$890,000	\$0	\$0	\$0	\$0	\$0	\$890,000	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify: NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify: Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify: Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL	\$890,000	\$0	\$0	\$0	\$0	\$0	\$890,000	\$0

Baker's Crossing Pressure Sewer Rehabilitation

- Relocation of the sewer pressure main to the Packard Hill Covered bridge
- Total Project Cost: \$890,000.
- 2023 CIP Request: \$890,000 (\$890,000 City)
- Construction 2023





**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

City of Lebanon, NH makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 12/29/2021
Data updated 11/18/2018

Print map scale is approximate.
Critical layout or measurement
activities should not be done using
this resource.

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

See accompanying instructions.

1. **DEPARTMENT:** Public Works - Water Distribution
2. **PROJECT TITLE & NUMBER:** New Source Water Supply Study Investigation Phase 2
3. **PURPOSE OF PROJECT REQUEST FORM:** : The purpose of this project is to study, design and build a secondary drinking water source for the city. The single source of water supply for the city is from the Mascoma River.
4. **DEPARTMENT PRIORITY:** High-Continuity of water supply in an emergency or potentially as a new treatment plant site.
5. **LOCATION:** Connecticut River/ Mascoma River Confluence
6. **PROJECT DESCRIPTION/JUSTIFICATION:** A second water source will provide a backup water supply or a potential new treatment plant site. Having a single source places the city in a potentially vulnerable situation. It is noted that there are emergency interconnections available with the Cities of Hanover and Hartford if a water shortage were to occur.

This project began in 2001 a source water study was performed identifying a number of potential hi-yield alternative water sources.

More recently, during phase 1 of this project, three locations along the Connecticut River were studied as potential alternative water supply sites with small diameter test wells and short-term pump tests. Of these three sites one site shows potential yields that could serve all the city's drinking water needs.

Requested for phase 2 of this project is \$175,000. This will include installation of a full production well and nearby monitoring wells, long term pump testing, water quality analysis and NHDES permitting for use of the well as an alternative water

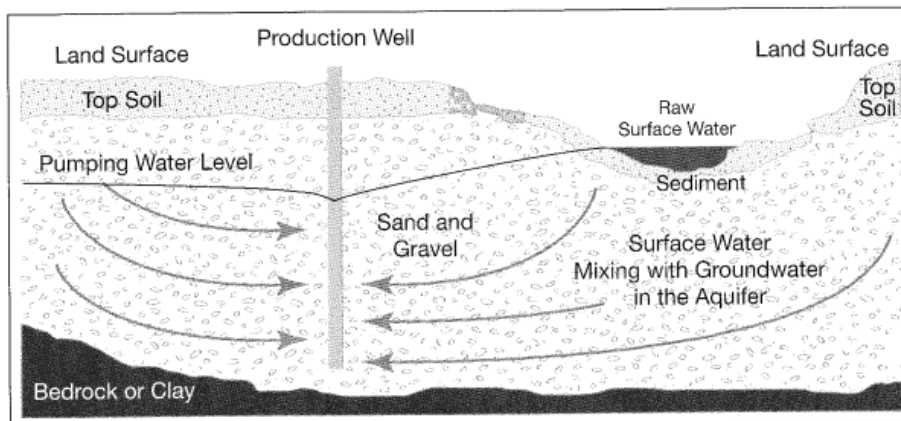
2023-2028 Capital Improvement Program

source. The water quality analysis will allow NHDES to mandate treatment required as part of the permitting process.

Once phase 2 is completed and the well is permitted, phase 3 will include engineering design of a pump house, water treatment facility and piping to tie the water source into the existing water distribution system can occur. Engineering is expected to occur beginning in 2024 and will be completed in-house by DPW staff.

\$8M is included in the “parking lot” years of the CIP. This is based on a cost estimate of \$6.8M in 2023 dollars with a cost escalator of 3% per year. This estimate will be refined as needed depending on the engineering design and water treatment required.

Figure 1-1 Generalized schematic of an RBF system. Source: Ray et al., 2002.

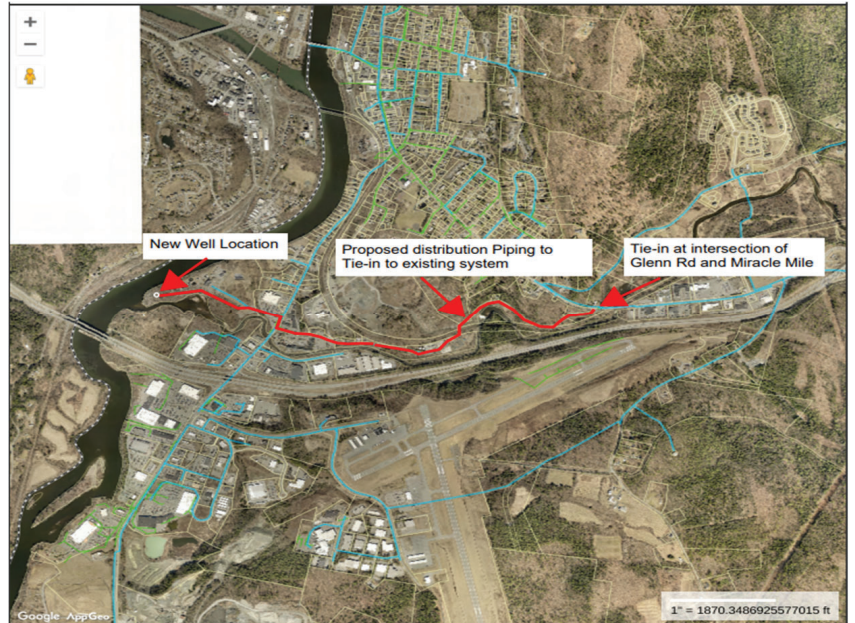


2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: New Source Water Study

7. FINANCIAL PLAN AND PROJECT SCHEDULE

				2023	2024	2025	2026	2027	2028	2023-2028	2029+
EXPENDITURES											
Design/Engineering				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation				\$175,000	\$0	\$0	\$0	\$0	\$0	\$175,000	\$8,000,000
Property/Equipment Acquisition				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL				\$175,000	\$0	\$0	\$0	\$0	\$0	\$175,000	\$8,000,000
FUNDING											
Current (Operating Budget)	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes	Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Water Rates	Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000,000
	Supported by:	Sewer Rates	Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees		\$175,000	\$0	\$0	\$0	\$0	\$0	\$175,000	\$0
	Specify:	Public Facilities Impact Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Private Contributions		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL				\$175,000	\$0	\$0	\$0	\$0	\$0	\$175,000	\$8,000,000



New Source Water Supply Investigation: Phase 2

- Installation of a full production well and nearby monitoring wells, long term pump testing, water quality analysis and NHDES permitting for use of the well as an alternative water source.
- 2023 CIP Request: \$175,000 for production well (\$175,000 City)
- Construction 2023

2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

See accompanying instructions.

1. **DEPARTMENT:** Public Works – Maintenance Services, Solid Waste Facilities, Sewer Fund and Water Fund
2. **PROJECT TITLE & NUMBER:** Fleet Replacement
3. **PURPOSE OF PROJECT REQUEST FORM:** Maintain a reliable Public Works Fleet that meets current mission requirements.
4. **DEPARTMENT PRIORITY:** Maintenance of existing fleet and to improve efficiency
5. **LOCATION:** Various – Highway, Sewer, Water and Solid Waste
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The Fleet Replacement Plan that had been utilized is a continuation of a Fleet Replacement Plan that evaluates equipment assigned to the fleet in comparison to the current mission. Life cycle time and other factors such as cost of operations and reliability are used as the primary basis for the replacement plan.

The fleet replacement plan includes the entire DPW fleet including Highway & Operations, Water, Sewer and Solid Waste. The entire fleet list for Operations & Highway, Water, Sewer and Solid Waste and the recommended 5-year replacement plan is provided in attachment no 1.

The CIP2023 proposes \$420,000 (*220,000 10 wheeler, 200,000 sidewalk tractor*) for DPW-Operations and Highway fleet replacement, \$220,000 for Sewer Fund fleet (new backhoe) and \$0 for Water/Utilities and \$254,978 for Solid Waste fund fleet (Excavator) replacement for a total of \$894,978.

These pieces of equipment are critical to the daily operations and snow removal operations of DPW

2023-2028 Capital Improvement Program

DPW: 2023 Fleet Replacement Operations and Highway

The CIP2023 proposes \$420,000

220,000 to replace a twenty-year-old plow truck with a new 10-wheeler plow truck and 200,000 to replace the 10 year old MB sidewalk tractor. The MB sidewalk tractor manufacturer went out of business, and we are unable to get replacement parts for the tractor making it very difficult to keep in service. Sidewalk tractors are in the worst elements and take a great amount of maintenance all winter



DPW: 2023 Fleet Replacement Solid waste

The CIP2023 proposes \$255,000

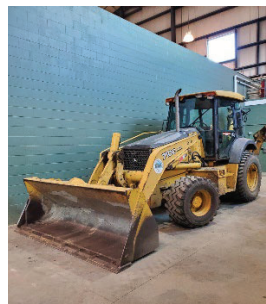
To replace a twenty-year-old excavator.



DPW: 2023 Fleet Replacement Water/Utilities

The CIP2023 proposes \$220,000

To replace a twenty-year-old Backhoe



2023-2028 Capital Improvement Program

PROJECT REQUEST FORM #2: Fleet and Equipment Replacement

7. FINANCIAL PLAN AND PROJECT SCHEDULE

			2023	2024	2025	2026	2027	2028	2023-2028
EXPENDITURES									
Design/Engineering			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition			<u>\$895,000</u>	<u>\$950,000</u>	<u>\$374,000</u>	<u>\$776,133</u>	<u>\$448,904</u>	<u>\$665,052</u>	<u>\$4,109,089</u>
	TOTAL		<u>\$895,000</u>	<u>\$950,000</u>	<u>\$374,000</u>	<u>\$776,133</u>	<u>\$448,904</u>	<u>\$665,052</u>	<u>\$4,109,089</u>
FUNDING									
Current (Operating Budget)	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:	DPW Operations Budget	\$420,000	\$0	\$0	\$0	\$0	\$0	\$420,000
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes Gfund	\$0	\$950,000	\$374,000	\$358,215	\$350,514	\$582,712	\$2,615,441
	Supported by:	Water Rates Wfund	\$0	\$0	\$0	\$0	\$98,390	\$0	\$98,390
	Supported by:	Sewer Rates Sfund	\$220,000	\$0	\$0	\$417,918	\$0	\$0	\$637,918
	Supported by:	Solid Waste unassigned FB	\$255,000	\$0	\$0	\$0	\$0	\$82,340	\$337,340
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL		<u>\$895,000</u>	<u>\$950,000</u>	<u>\$374,000</u>	<u>\$776,133</u>	<u>\$448,904</u>	<u>\$665,052</u>	<u>\$4,109,089</u>

LEBANON SCHOOL DISTRICT										
FACILITIES IMPROVEMENTS PLAN (2023-2028)										
Location	Project Ranking	Project Name	Phasing	Primary Funding Source	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
LHS/HSS		Renovation Project - LHS and HSS	Design/permitting/construction	Bond \$14,341,000	\$14,341,000					
MLS		Renovation Project - MLS	Design/permitting/construction	ESSER and Capital Reserve - \$4,063,000	\$4,063,000					
MLS		Classroom renovations (1/yr.)			\$73,000	\$74,000	\$75,000	\$76,000	\$77,000	\$78,000
HSS		Classroom renovations (1/yr.)			\$71,000	\$72,000	\$73,000	\$74,000	\$75,000	\$76,000
HSS		Bathroom design services (both floors)				\$5,000				
HSS		Bathroom upgrades (both floors)					\$60,000			
HSS		Preliminary Survey and Design of HSS Bus Drop Off Loop	Design and Permitting		\$18,000					
HSS		HSS Bus Drop Off Loop Construction	Construction						\$250,000	
LHS		Generator transfer switch			\$15,000					
LHS/HSS		Design/bid assistance for upgrades to back parking lot including drainage	Design and Permitting		\$15,000					
MLS		Construction of upgraded secure entrance and office space	Construction				\$1,000,000			
HSS		Playground/Garden Shed Replacement				\$25,000				
LMS		Property acquisition (playground use) (Abutting property to the east)			\$1					
LMS		Rooftop AC unit for second floor IT/storage room				\$10,000				
HSS		Fire panel/detector replacement					\$15,000			
LHS		Kitchen Cooler compressor replacement						\$20,000		
LMS		East and South classroom shade project (25 rooms) (3 windows per room \$500/window)				\$40,000				
DISTRICT		Maintenance Vehicle Replacement (4 Vehicles)			\$50,000		\$50,000		\$50,000	
MLS		Window Replacement Program in wye wing section				\$40,000				
LHS		Upgrade Science Lab benches to remove center island for safety and security				\$50,000				
DISTRICT		Security Fence and gate for Bixby Street (bus yard)					\$50,000			
LHS		Roof 10 replacement (see roof schedule)(shop)						\$58,500		
LHS/HSS		Back Parking Lot drainage and paving	Construction				\$200,000			
SAU		Boiler Plant Upgrade/replacement	Construction			\$500,000				
LHS		Three-bay garage roof replacement						\$12,000		
LHS		Kitchen Freezer compressor replacement							\$20,000	
LHS		Fire panel/detector replacement						\$20,000		
SAU		Gym exterior stairway sanding and repainting and roof upgrades					\$25,000			
LHS		Riding Floor Machine replacement					\$25,000			
HSS		Gym floor sand, lines, refinish					\$25,000			
MLS		Library carpet replacement					\$40,000			
MLS		Pave Highland Ave Parking Lot and drainage improvements					\$45,000			

HSS		Playground equipment replacement (2 phase - 2 climbing structures)					\$50,000			
HSS		Roof 4 and 5 replacement (see roof schedule)(Office and main entrance area)					\$55,100			
MLS		Remove T-111 wainscoat and replace with ceramic tile 1953 section					\$160,000			
HSS		Roof 1 replacement (see roof schedule)(3rd grade wing)						\$74,000		
MLS		Bathroom renovations (1953 Section)	Design and Permitting					\$10,000		
LMS		Main Office carpet replacement						\$15,000		
MLS		Remove T-111 wainscoat in Wye section and replace with gypsum						\$45,000		
LHS		Replace 24" drain line with basins across LHS/HSS parking lot, 700 lf of 24" pipe and 4 structures			\$175,000					
LHS		Parking lot resurfacing						\$50,000		
MLS		Wye Wing carpet replacement with tile						\$90,000		
HSS		Roof 2 replacement (see roof schedule)(4th grade wing upper)						\$118,350		
HSS		Cafeteria Table Replacement (2 phase split 50/50 with LHS)							\$7,500	\$7,500
LMS		Library carpet replacement							\$20,000	
LHS		Soccer Field Water Shed Replacement							\$30,000	
DISTRICT		JD Tractor Replacement							\$50,000	
MLS		Bathroom renovations (1953 Section)	Construction						\$70,000	
LHS		Football/Lacrosse Field storage building/concession stand/tower							\$400,000	
MLS		Window Shade Replacement								\$15,000
LMS		Riding Floor Machine								\$25,000
LHS		Roof replacement (see roof schedule)(history/SS section) (Section 8)								\$160,800
LHS		Roof 11 replacement (see roof schedule)(main office/classrooms to SS)								\$193,500
TOTAL LEBANON SCHOOL DISTRICT CAPITAL IMPROVEMENTS (2023-2028)				\$18,646,001	\$991,000	\$1,948,100	\$662,850	\$1,049,500	\$555,800	



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Lebanon City Council

CC: Shaun Mulholland, City Manager
David Brooks, Deputy City Manager
Vicki Lee, Finance Director

FROM: Tim Corwin, Senior Planner

RE: Capital Improvement Program – 2023-2028

DATE: October 6, 2022

Honorable Mayor and City Councilors,

At its meeting on August 22, 2022, the Planning Board reviewed the proposed Capital Improvement Program for 2023-2028 and the recommendations of the Planning Board Capital Improvement Program (PBCIP) Subcommittee. The PBCIP Subcommittee previously met on July 28th and August 3rd to review and discuss those projects that meet the definition of a CIP Item regardless of which year(s) the projects are proposed for funding.

The Subcommittee reviewed and scored each project based on criteria developed by the Planning Board and the Planning Department. It was noted during the process that the scoring criteria should continue to be refined for future use. Nevertheless, the scoring process was highly useful in focusing questions and discussion about each project. The Subcommittee's final scoring tabulation for each project is enclosed for the Council's review.

Once again, this year's CIP list includes projects anticipated for funding beyond the immediate 6-year time period in order to further enhance the usefulness of the CIP as a financial and community planning tool. Including projects beyond the typical 6-year time period is a component of the Council's recently adopted Debt Management Policy (CC-107) and provides a preview of needed capital projects that cannot be funded in the immediate planning horizon.

The following CIP projects (which are listed in bold red text on the attached project list) were reviewed by Department staff and discussed and scored by the PBCIP Subcommittee:

Department

Project Description

Public Works

City Hall Renovations
South Main Street Bridge Replacement #062-117
Mechanic / High / Mascoma Intersection
Mechanic St/Slayton Hill Rd Intersection
Mt. Support Road/Lahaye Drive Intersection
Mechanic St Sidewalk – Buckingham Place to Poverty Lane
Mechanic St Sidewalk – High Street to Slayton Hill
Hanover Street Reconstruction
New Source Water Supply Study Investigation Phase 2

	DHMC Interconnect Project
	Sewer Rehabilitation Project #2
	Landfill Phase 3-4 Design and Permitting
	Landfill Phase 3 Construction
	Landfill Gas Collection & Control System
	Landfill Greenhouse Project
<u>Recreation & Parks</u>	Mascoma River Greenway Extension
	Westboro Park Playing Field
<u>Airport</u>	Runway Safety Area Improvements – 18/36
<u>Fire</u>	Station 2 Replacement
	Station 1 Replacement
<u>Police</u>	Police Parking Lot Expansion and EV Charging
<u>Planning & Zoning</u>	Route 120-Etna Rd-Old Etna Rd Ped/Bike Improvements
	Goodwin Conservation Area Land Pedestrian Bridge
	West Lebanon Main Street Streetscape Improvements
	Miracle Mile Pedestrian and Transit Improvements
	West Lebanon Greenway Trail and Park

At the conclusion of the discussion, the Planning Board passed the following motion:

*Matthew Hall **MOVED** that the Lebanon Planning Board that the Lebanon Planning Board **APPROVES** the Capital Improvement Program for the six-year period (2023-2028) as presented in the August 22, 2022 agenda packet, and hereby **SUBMITS** Year 1 (2023) of the CIP as the Board's recommendation to the City Council for capital budget funding for 2023.*

The motion was seconded by Tom Martz. The MOTION was approved (9-0).

A copy of the Planning Department memorandum of August 17th is attached for your review as well as the minutes from the PBCIP Subcommittee meetings of July 28th and August 3rd and the Planning Board meeting of August 22nd.

Department	Project Name	Total Appropriated	Prior to 2023	2023-2028	2023	2024	2025	2026	2027	2028	2029+
AIRPORT FUND											
AIR	Runway Safety Area Improvements_18-36	\$13,182,000	\$2,055,000	\$11,127,000	\$7,040,000	\$2,560,000	\$685,000	\$842,000	\$0	\$0	
AIR	North Air Carrier Apron Rehabilitation	\$1,100,000	\$0	\$1,100,000	\$1,100,000	\$0	\$0	\$0	\$0	\$0	
AIR	Localizer Relocation Construction Oversight Services	\$200,000	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	
	TOTAL AIRPORT	\$14,482,000	\$2,055,000	\$12,427,000	\$8,340,000	\$2,560,000	\$685,000	\$842,000	\$0	\$0	\$0
GENERAL FUND											
FACILITIES											
FIRE	Public Safety Facilities 2	\$40,000	\$0	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	
FIRE	Station 2 Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,500,000
FIRE	Station 1 Replacement	\$15,000,000	\$0	\$15,000,000	\$0	\$0	\$0	\$0	\$0	\$15,000,000	
DPW	City Hall Renovations	\$8,184,801	\$6,848,601	\$1,336,200	\$0	\$259,000	\$267,000	\$0	\$51,000	\$759,200	
LPD	Parking Lot Expansion and EV Charging	\$507,030	\$0	\$507,030	\$0	\$375,366	\$131,664	\$0	\$0	\$0	
FLEET & EQUIPMENT											
FIRE	Ambulance Replacements	\$860,000	\$0	\$860,000	\$0	\$410,000	\$0	\$0	\$0	\$450,000	
FIRE	Staff Vehicle Replacement	\$180,000	\$0	\$180,000	\$60,000	\$0	\$120,000	\$0	\$0	\$0	
FIRE	Personal Protective Equipment	\$145,000	\$0	\$145,000	\$0	\$145,000	\$0	\$0	\$0	\$0	
FIRE	Self-Contained Breathing Apparatus (SCBA) Replacement	\$200,000	\$0	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0	
FIRE	Ladder #1 Replacement	\$1,500,000	\$0	\$1,500,000	\$0	\$0	\$1,500,000	\$0	\$0	\$0	
FIRE	Engine #2 Replacement	\$800,000	\$0	\$800,000	\$0	\$0	\$0	\$800,000	\$0	\$0	
FIRE	Remaining Apparatus Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,515,000
DPW	Fleet Replacement	\$3,035,441	\$0	\$3,035,441	\$420,000	\$950,000	\$374,000	\$358,215	\$350,514	\$582,712	
ROADS & BRIDGES											
PLN	Route 120-Etna Rd-Old Etna Rd Ped/Bike Improvements	\$1,430,000	\$0	\$1,430,000	\$0	\$130,000	\$1,300,000	\$0	\$0	\$0	
PLN	Goodwin Conservation Area Land Pedestrian Bridge	\$100,000	\$0	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	
DPW	Trues Brook Road Bridge Replacement #066-059	\$5,303,000	\$4,383,000	\$920,000	\$920,000	\$0	\$0	\$0	\$0	\$0	
DPW	South Main Street Bridge Replacement #062-117	\$13,756,000	\$5,889,305	\$7,866,695	\$7,866,695	\$0	\$0	\$0	\$0	\$0	
DPW	Mack Ave Infrastructure Improvements - Road, SW, Curb-Dr	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000
DPW	Hanover Street/Route 120 Bridge #121-117	\$2,345,000	\$325,000	\$2,020,000	\$0	\$0	\$2,020,000	\$0	\$0	\$0	
DPW	Kimball Street and Forest Avenue Reconstruction	\$2,202,910	\$1,292,910	\$910,000	\$910,000	\$0	\$0	\$0	\$0	\$0	
DPW	Mechanic / High / Mascoma Intersection	\$4,669,748	\$4,333,748	\$336,000	\$336,000	\$0	\$0	\$0	\$0	\$0	
DPW	Mechanic St/Slayton Hill Rd Intersection	\$891,000	\$0	\$891,000	\$0	\$391,000	\$0	\$500,000	\$0	\$0	\$4,209,000
DPW	Mount Support Road/Lahaye Drive Intersection	\$4,600,000	\$250,000	\$4,350,000	\$4,350,000	\$0	\$0	\$0	\$0	\$0	
DPW	Mechanic St Sidewalk – Buckingham Pl to Poverty Ln	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,088,481
DPW	Mechanic St Sidewalk – High Street to Slayton Hill	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,237,704
DPW	Hanover Street Reconstruction- Rte 120 to S.Park St	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,589,050
PLN	West Lebanon Main Street Streetscape Improvements	\$4,311,000	\$665,000	\$3,646,000	\$3,646,000	\$0	\$0	\$0	\$0	\$0	
DPW	Estabrook Circle and Maple St Stormwater Improvements	\$1,364,596	\$0	\$1,364,596	\$85,250	\$1,279,346	\$0	\$0	\$0	\$0	
PLANS & STUDIES											
PLN	Climate Action Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
OTHER											
PLN	Miracle Mile Pedestrian & Transit Improvements	\$600,000	\$400,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000	\$1,000,000
PLN	West Lebanon Greenway Trail and Park	\$555,000	\$0	\$555,000	\$0	\$555,000	\$0	\$0	\$0	\$0	\$631,091
DPW	Phase 1 Solar Project Buyout	\$275,472	\$0	\$275,472	\$0	\$0	\$275,472	\$0	\$0	\$0	
REC	Mascoma River Greenway Extension	\$1,834,000	\$0	\$1,834,000	\$0	\$200,000	\$885,000	\$565,000	\$184,000	\$0	
REC	Westboro Park Playing Field	\$444,000	\$0	\$444,000	\$0	\$30,000	\$0	\$414,000	\$0	\$0	
	TOTAL GENERAL FUND	\$75,213,998	\$24,467,564	\$50,746,434	\$18,733,945	\$4,924,712	\$6,873,136	\$2,637,215	\$585,514	\$16,991,912	\$30,670,326

Department	Project Name	Total Appropriated	Prior to 2023	2023-2028	2023	2024	2025	2026	2027	2028	2029+
	WATER FUND										
DPW-WATER	Fleet and Equipment Replacement	\$98,390	\$0	\$98,390	\$0	\$0	\$0	\$0	\$98,390	\$0	
DPW-WATER	Kimball Street and Forest Avenue Reconstruction	\$1,877,370	\$1,097,370	\$780,000	\$780,000	\$0	\$0	\$0	\$0	\$0	
DPW-WATER	Mack Avenue Infrastructure Improvements - Water (SRF)	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000
DPW-WATER	New Source Water Supply Study Investigation Phase 2	\$320,000	\$145,000	\$175,000	\$175,000	\$0	\$0	\$0	\$0	\$0	\$8,000,000
DPW-WATER	Water System Improvements-So. Main Bridge SRF	\$200,000	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0
DPW-WATER	Water System Improvements-Miracle Mile SRF	\$5,000,000	\$2,700,000	\$2,300,000	\$2,300,000	\$0	\$0	\$0	\$0	\$0	\$0
DPW-WATER	Hanover Water Interconnection			\$800,000	\$800,000	\$0	\$0	\$0	\$0	\$0	\$0
DPW-WATER	Estabrook Circle and Maple St Stormwater Improvements	\$744,325	\$0	\$744,325	\$46,500	\$697,825	\$0	\$0	\$0	\$0	\$0
DPW-WATER	Phase 1 Solar Project Buyout	\$368,605	\$0	\$368,605	\$0	\$0	\$368,605	\$0	\$0	\$0	\$0
	TOTAL WATER FUND	\$8,668,690	\$4,002,370	\$5,466,320	\$4,301,500	\$697,825	\$368,605	\$0	\$98,390	\$0	\$8,600,000
	SEWER FUND										
DPW-SEWER	Sewer Rehabilitation Project #2	\$1,837,000	\$0	\$1,837,000	\$0	\$1,000,000	\$200,000	\$206,000	\$212,000	\$219,000	\$1,837,000
DPW-SEWER	Fleet and Equipment Replacement	\$637,918	\$0	\$637,918	\$220,000	\$0	\$0	\$417,918	\$0	\$0	\$0
DPW-SEWER	Bakers Crossing Sewer Forcemain Replacement	\$890,000	\$0	\$890,000	\$890,000	\$0	\$0	\$0	\$0	\$0	\$0
DPW-SEWER	Sewer Improvements-So. Main Bridge SRF	\$5,000	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
DPW-SEWER	Kimball Street and Forest Avenue Reconstruction	\$2,192,620	\$1,282,620	\$910,000	\$910,000	\$0	\$0	\$0	\$0	\$0	\$0
DPW-SEWER	Mack Avenue Infrastructure Improvements - Sewer	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000
DPW-SEWER	Estabrook Circle and Maple St Stormwater Improvements	\$372,163	\$0	\$372,163	\$23,250	\$348,913	\$0	\$0	\$0	\$0	\$0
DPW-SEWER	Phase 1 Solar Project Buyout	\$359,331	\$0	\$359,331	\$0	\$0	\$359,331	\$0	\$0	\$0	\$0
	TOTAL SEWER FUND	\$6,354,032	\$1,342,620	\$5,011,412	\$2,048,250	\$1,348,913	\$559,331	\$623,918	\$212,000	\$219,000	\$2,437,000
	SOLID WASTE FUND										
DPW-SOLID	Fleet and Equipment Replacement	\$82,340	\$0	\$82,340	\$0	\$0	\$0	\$0	\$0	\$82,340	
DPW-SOLID	Landfill Phase 3-4 Design and Permitting	\$1,000,000	\$100,000	\$900,000	\$500,000	\$200,000	\$100,000	\$100,000	\$0	\$0	\$0
DPW-SOLID	Landfill Phase 3 Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,000,000
DPW-SOLID	Landfill Gas Collection & Control System	\$1,122,000	\$137,800	\$984,200	\$144,700	\$151,900	\$159,500	\$167,500	\$175,900	\$184,700	\$0
DPW-SOLID	Landfill Greenhouse Project	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
DPW-SOLID	Phase 1 Solar Project Buyout	\$235,105	\$0	\$235,105	\$0	\$0	\$235,105	\$0	\$0	\$0	\$0
	TOTAL SOLID WASTE FUND	\$2,439,445	\$237,800	\$2,201,645	\$644,700	\$351,900	\$494,605	\$267,500	\$175,900	\$267,040	\$4,300,000
	TOTAL CITY CAPITAL IMPROVEMENTS PROGRAM	\$107,158,165	\$32,105,354	\$75,852,811	\$34,068,395	\$9,883,350	\$8,980,677	\$4,370,633	\$1,071,804	\$17,477,952	\$46,007,326
	TOTAL LEBANON SCHOOL DISTRICT CAPITAL IMPROVEMENTS			\$9,870,776	\$4,663,526	\$991,000	\$1,948,100	\$662,850	\$1,049,500	\$555,800	
	TOTAL 2022 - 2027 CAPITAL IMPROVEMENTS PROGRAM			\$85,723,587	\$38,731,921	\$10,874,350	\$10,928,777	\$5,033,483	\$2,121,304	\$18,033,752	

bold italicized project names reviewed by Planning Board CIP Subcommittee as CIP Program Items.



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Lebanon Planning Board

FROM: Planning and Development Department Staff

RE: 2023 – 2028 Capital Improvements Program
August 22, 2022 Work Session – Agenda Item 4.B

MEMO DATE: August 17, 2022

Planning Board members:

On July 28th and August 3rd, the Planning Board Capital Improvements Program (PBCIP) Subcommittee met to review and discuss those projects from the proposed 2023-2028 Capital Improvements Program, which meet the definition of a CIP Item as set forth in the Board's CIP Policy and Procedures docume. Present for the discussions were the City Manager, Finance Director, and staff from the Public Works, Recreation, Airport, Fire, Police, and Planning Departments as well as the Lebanon School District.

The Subcommittee reviewed all proposed CIP projects regardless of which year(s) the projects are proposed for funding. Also, the Subcommittee scored the projects in each of seven different categories as part of the statutory requirement to “classify projects according to the urgency and need for realization”.

This year's CIP list once again includes projects anticipated for funding beyond the immediate 6-year time period in order to further enhance the usefulness of the CIP as a financial and community planning tool. Including projects beyond the typical 6-year time period is a component of the City Manager's debt management policy recommendation to the City Council.

The following CIP projects (which are listed in bold red text on the attached project list) were reviewed by Department staff and discussed and scored by the PBCIP Subcommittee:

<u>Department</u>	<u>Project Description</u>
<u>Public Works</u>	City Hall Renovation Property Acquisition – Mascoma Street Hanover Street Reconstruction South Main Street Dry Bridge Replacement #062-117 Mechanic St/Slayton Hill Rd Intersection Mt. Support Road/Lahaye Drive Intersection Water System Improvements New Water Supply Source Study Lebanon Sewer System Rehabilitation Septage Receiving Facility - WWTP Upgrade Landfill Phase 3-4 Design and Permitting Landfill Phase 3 Construction

	Landfill Gas Collection & Control System
	Landfill Gas-to-Energy Project (Liberty Utilities Upgrades)
<u>Airport</u>	Runway Safety Area Improvements – 18/36
<u>Fire</u>	Station 2 Replacement
	Station 1 Replacement
<u>Police</u>	Police Parking Lot Expansion and Renovation
	Police Facility Renovation and Expansion
<u>Recreation & Parks</u>	Community Center
	Recreation Playing Fields
<u>Planning & Zoning</u>	West Lebanon Capital Improvements
	Climate Action Plan
	Lebanon Complete Streets/Multi-Modal Plan
	Miracle Mile Pedestrian and Transit Improvements
<u>Lebanon School District</u>	

The draft minutes of the PBCIP Subcommittee meetings – which will be forwarded to the Board prior to the August 22nd work session – highlight some of the discussions that took place concerning each project. Subcommittee members are encouraged to expand on these notes, as appropriate, to inform the full Planning Board.

As mentioned above, the Subcommittee again reviewed and scored each project based on criteria developed by the Board and the Department. The final scoring tabulation for each project is enclosed for the Board's review.

On August 22, 2022, the full Planning Board will discuss the PBCIP Subcommittee's recommendations and shall review and revise the CIP Project List, if needed. The Planning Board shall adopt the CIP Project List and shall submit its recommendation for the 2023 capital budget for CIP Items to the City Council through the City Manager.

FINAL

**LEBANON PLANNING BOARD
CAPITAL IMPROVEMENT PROGRAM COMMITTEE
REMOTE VIA MICROSOFT TEAMS
THURSDAY, July 28, 2022, 5:30 PM**

MEMBERS PRESENT: Jeremy Rutter, Cori Hirai, Tom Jasinski, and Kim Chewning

STAFF PRESENT: David Brooks (Planning Director), Tim Corwin (Senior Planner), Shaun Mulholland (City Manager), Brian Vincent (City Engineer), Marc Morgan (Solid Waste Manager), Nicholas Coates (Deputy City Manager), Jay Cairelli (Assistant Director DPW), Everett Hammond (Assistant Director DPW), Rod Finley (City Engineer)

1. CALL TO ORDER – Mr. Corwin called the meeting to order at 5:30 PM.

2. PROJECT REVIEW: 2023-2028 CIP PROJECTS – Session 1

Mr. Corwin reviewed the procedures for a Microsoft Teams remote meeting and the rules for the CIP Review and discussed the purpose of the CIP, as well as the definition of what projects qualify for a CIP Review and those that are excluded from the CIP process. The goals for level funding were explained.

Mr. Jasinski inquired about the Planning Board's prior review of the CIP project list. Mr. Brooks gave the background of this year's process and stated that there was no prior review this year, adding that the process has changed from previous years. Mr. Jasinski suggested that the procedures be amended to reflect the current process.

Cori Hirai arrived at 5:40 PM.

A. Department of Public Works – Nicholas Coates

Mr. Coates introduced himself and the staff who would be presenting the projects.

1. City Hall Renovations – Everett Hammond

This is the 4th and subsequent phase of the City Hall Renovations-Improvements and includes the following improvements, which will be programmed for the year 2028 (\$1,644 in 2028 dollars assuming 7 years at 3% inflation per year)

The projects included are:

- Basement Improvements
- Replace Flagpoles
- Thermal/Ice Storage
- New interior biofuel tanks
- Replace front doors

- Improvements to east entry vestibule
- Reset front granite steps
- Awning over Opera House

Appropriation: \$1,336,200

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

2. South Main St. Bridge Replacement #062-117 – Brian Vincent

The purpose is to replace and widen the Sout Main Street Dry Bridge o Route 12A over the railroad right-of-way. It is a NHDOT Red-listed Bridge.

Appropriation: \$7,866,695

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

3. Mechanic St./High St./Mascoma St. Intersection

The project consists of a roundabout at the High St./Mechanic St./Mascoma St. intersection. The project is municipally managed and is eligible for up to 80% Federal Funding. The 2023-2028 CIP request is to fund the additional costs of the project due to inflation.

Appropriation: \$336,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

4. Mechanic St./Slayton Hill Rd. Intersection

This project is for a roundabout and pedestrian bridge and is Phase 2 of the Mechanic Street corridor. It is municipally managed and receives up to 80% of Federal Funding and is in the NHDOT 10-Year Plan.

Appropriation: \$891,000 (\$391,000 in 2024 and \$500,000 in 2026)

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

5. Mt. Support Rd/Lahaye Dr. Intersection

During Planning Board review for several large development projects in the Mt Support Road corridor, traffic studies prepared on behalf of the applicants have highlighted that the intersection of Lahaye Drive and Mt. Support Road is operating at near capacity overall and that certain turning movements are already over capacity and failing. These additional developments will result in traffic impacts that will place this intersection into a decreased low level of service. The proposed improvements will include additional turning lanes and the possibility of a roundabout to alleviate traffic congestion.

Appropriation: \$4,350,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

6. Mechanic St. Sidewalk - Buckingham Pl. to Poverty Ln.

The Master Plan vision calls for sidewalks and bicycle facilities throughout the City. This project will improve efficiency, safety, and multi-modal transit.

Appropriation: \$2,088,401 (for 2029+)

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

7. Mechanic St. Sidewalk - High St. to Slayton Hill Rd.

The Master Plan vision calls for sidewalks and bicycle facilities throughout the City. This project will improve efficiency, safety, and multi-modal transit.

Appropriation: \$2,237,704 (for 2029+)

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

8. Hanover St. Reconstruction

A visioning study was completed in 2016 for the downtown area including complete streetscape improvements to Hanover Street. The project includes the construction of a new roundabout at the intersection of Route 120 and Hanover Street, the reconstruction of Hanover Street from the intersection at Route 120 to High Street using complete street cross section, the construction of a roundabout at the intersection of Hanover Street and High Street, and a realignment of the intersection of Hanover Street and Mascoma Street.

Appropriation: \$9,589,050 (for 2029+)

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

9. New Source Water Supply Study Investigation Phase

A second water source will provide a backup water supply or a potential new treatment plant site. Having a single source places the city in a potentially vulnerable situation. This project will include installation of a full production well and nearby monitoring wells, long term pump testing, water quality analysis, and NHDES permitting for use of the well as an alternative water source.

Appropriation: \$175,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

10. DHMC Interconnect Project – Hanover Water Interconnection

To feed water from Hanover to Lebanon, a fire truck needs to be used to pump the water between two fire hydrants. Using this method there is not enough pressure to get water to the top floors of the hospital. Replacement of the interconnection vault with a pump station would allow Hanover to supply water to Lebanon with enough pressure to fill the water tank and provide enough pressure to service the hospital.

Appropriation: \$800,000 (\$160,000 from NHDOT and \$640,000 from private contributions

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

11. Sewer Rehabilitation Project #2

A recent Nassco Certified Inspection and Cleaning of the vitrified clay pipe sewer system serving West Lebanon identified major roots penetrating the pipes allowing for infiltration and exfiltration of water. This project would rehabilitate both interceptors. Without this rehabilitation, a full replacement would be needed in the future.

Appropriation: \$0 (2023) \$1,8437,000 Balance Phased from 2024-2028

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

12. Landfill Phase 3 -4 Design and Permitting – Marc Morgan

Design and planning is required to extend the life expectancy of the Landfill and evaluate additional disposal capacity at the Lebanon Landfill. The permitting process began in 2020 and continued into 2021. This project will fund a study to characterize site geologic and hydrogeologic conditions of the new development areas.

Appropriation: \$500,000 (2023) Balance Phased 2024-2026

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

13. Landfill Phase 3 Construction

Based on recent Landfill waste capacity reports, a conservative estimate of the airspace remaining at the Landfill is approximately 10-12 years. It is important that the City start construction at least 2 years before the end of its current life capacity/expectancy of the existing cell capacity as construction schedule will be a two-year period for the new Phase 3 cell.

Appropriation: \$0

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

14. Landfill Gas Collection & Control System

This project will fund improvements to landfill gas collection system to improve gas output, which is required by the permit with the NHDES and the approved landfill operating plan.

Appropriation: \$984,200 Phased 2023-2028 (\$144,700 in 2023)

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

15. Landfill Greenhouse Project

The project would fund the construction of a greenhouse on the Solid Waste Facility property to grow pesticide-free flowers to be used in City gardens and parks.

Appropriation: \$235,105 (2025)

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

Total Appropriation: \$46,007,326

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

3. Other Business

4. Adjournment

Mr. Brooks adjourned the meeting at 8:33 pm.

Respectfully submitted,
Holly Howes
Recording Secretary

FINAL

**LEBANON PLANNING BOARD
CAPITAL IMPROVEMENT PROGRAM COMMITTEE
REMOTE VIA MICROSOFT TEAMS
THURSDAY, AUGUST 4, 2022, 5:30 PM**

MEMBERS PRESENT: Jeremy Rutter, Cori Hirai, Tom Jasinski, and Kim Chewning

STAFF PRESENT: David Brooks (Planning Director), Tim Corwin (Senior Planner), Shaun Mulholland (City Manager), Vicki Lee (Finance Director), Carl Gross (Airport Manager), Chris Christopoulos (Fire Chief), Phillip Roberts (Police Chief), Matthew Isham (Deputy Police Chief), Rick Desharnais (Recreation, Arts, and Parks), Alesia Williams (Deputy Finance Director)

1. CALL TO ORDER – Mr. Brooks called the meeting to order at 5:30 PM.

2. PROJECT REVIEW: 2023-2028 CIP PROJECTS – Session 2

Mr. Corwin reviewed the CIP process.

A. Recreation & Parks – Rick Desharnais

1. Mascoma River Greenway Extension

This is the continuation of an existing project and is broken into phases by year. The work will begin at the western end of the bridge over the Mascoma River with improvements along the trail and ending with the paving of the entire section up to Powerhouse Mall. The Greenway is referenced throughout the Master Plan and impacts many aspects of life in the City.

Mr. Brooks explained that the State has approved the abandonment of the rail corridor, which would allow further westward development.

Appropriation: \$1,834,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

2. Westboro Park Playing Field

This is the continuation of an existing project, which was identified in the Master Plan. The City should evaluate, improve, and increase the number of facilities for sports activities and evaluate the need for facilities and continue to form partnerships with user groups to develop these facilities. The goal is to build at least one full-size field that can also be repurposed as 3 smaller fields to accommodate a variety of age groups at different times. This goal was made in collaboration with the West Lebanon Revitalization Committee and provides the greatest amount of flexibility for both programmed events and passive park use.

Appropriation: \$444,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

B. Airport – Carl Gross

1. Runway Safety Area Improvements

The project will provide design and construction services for the partial extension on taxiway A and the localizer relocation related to the airport safety project. The project will also construct the extension, relocate the localizer and support building, and provide an access road to service the localizer. This project will correct the existing facilities deficiencies to meet current FAA design standards.

Appropriation: \$352,000 (City portion of \$7,040,000)

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

C. Fire Department – Chris Christopolous

1. Station 2 Replacement

The purpose of this project is to acquire the land and construct a new West Lebanon Fire Station, which is a high priority for the Fire Department. There are many operational and safety challenges at the current site, which does not support modern fire-fighting operations or apparatus. A space increase of 55% is needed

Appropriation: \$6,500,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

1. Station 1 Replacement

In 2019, an assessment of safety and operations was conducted by Lavalley-Brensinger Architects, which made a number of recommendations. There were operational, safety, energy efficiency, code, accessibility, and mechanical challenges. The site limits the ability to expand the current building, which needs approximately 50% more space. Modern fire-fighting apparatus cannot be accommodated on the site, and locating a new site was recommended.

Appropriation: \$15,000,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

D. Police – Phillip Roberts

1. Police Parking Lot Expansion and EV Charging

This request is for funding to purchase and install electric vehicle charging stations at the PD and expansion and renovation of the parking lot. The goal would be to improve efficiency and meet future demands for EV charging.

Appropriation: \$507,030

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

E. Planning & Zoning – David Brooks and Tim Corwin

1. Route 120-Etna Rd-Old Etna Rd Ped/Bike Improvements

This project would provide needed pedestrian and bicyclist accessibility along Etna Road from Route 120 to the driveway of 67-69 Etna Road, Treetops condominium development, to connect with the City's existing sidewalk network. The Master Plan stressed the importance of a network of walk-bikeways as a major asset for the City for recreation, improved public health, and as a means to provide some relief for traffic congestion by creating alternative transportation options.

Appropriation: \$1,430,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

2. Goodwin Conservation Area Land Pedestrian Bridge

The Goodwin Conservation Area comprises approximately 120 acres of diverse aquatic and forest ecosystems and is currently only accessible from the Storrs Hill Ski Area, about a mile downstream from where the bridge would be built. A bridge across Great Brook would enable and encourage hikers, skiers, naturalists, and many others to come to the Goodwin for exercise, nature study, and relaxation. These recreational activities are strongly encouraged in the Master Plan. The Goodwin currently sees few visitors because the brook cannot be crossed safely.

Appropriation: \$100,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

3. West Lebanon Main Street Streetscape Improvements

This is a request to modify the existing capital project titled, "West Lebanon Capital Improvements," in order to focus specifically on Main Street streetscape improvements. During the 2019 West Lebanon Village Visioning Charrette, a "better streetscape" was the most cited suggestion for what would make downtown West Lebanon better. At this time, the available balance in the West Lebanon Capital Improvements account is approximately \$450,000. The Planning & Development Department recommends using all of these available funds toward the completion of the West Lebanon Main Street Streetscape Improvements Project.

Appropriation: \$3,646,000 (potential \$2,300,000 Congressionally Directed Community Project Funding)

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

4. Miracle Mile Pedestrian and Transit Improvements

This is the continuation of an ongoing project with the goal of achieving a complete sidewalk network from West Lebanon Village to Downtown Lebanon via the Miracle Mile. Using funds appropriated in 2019 and 2020, several improvements have already been made to the sidewalk along Miracle Mile and worked with Advance Transit to move and improve the bus stop. The Planning Department anticipates applying for future rounds of TAP and CMAQ grants to help achieve this goal. The project advances Master Plan statements supporting the need for an accessible and well-connected multi-modal transportation network.

Appropriation: \$200,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

5. West Lebanon Greenway Trail and Park

This project involves construction of the West Lebanon Greenway riverfront trail and final design and construction of Bridge Street Park in the historic Westboro Rail Yard. It is a component of the broader West Lebanon Capital improvements programming efforts from prior years. Reuse of the Westboro Rail Yard has primarily been envisioned through extensive public engagement exercises to become a trail and park with waterfront access. Westboro comprises over 40% of West Lebanon's Central Business District acreage, and its reuse is regarded as one of the linchpins of West Lebanon's economic revitalization. It would provide equity, connectivity, river access, stewardship, community partnerships, and place-making, which are all goals of the Master Plan.

Appropriation: \$555,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

F. Lebanon School District

Mr. Brooks stated that due to changes in administration, a representative was not able to attend the meeting. The School District manages their own projects and is planning two major building renovations. There is an effort to schedule large projects for the City and the School District to avoid overlapping impact on property taxes. Mr. Mulholland added that the City is maintaining reserve funds to help mitigate a spike in property taxes.

G. Final Wrap Up

Mr. Brooks recapped the purpose of the CIP and noted the need for a motion to refer the CIP Review to the Planning Board.

A MOTION by Cori Hirai that the 2022 CIP Project Review be submitted to the Planning Board for approval.

The motion was seconded by Jeremy Rutter.

****The MOTION was approved (4-0).***

3. Other Business

4. Adjournment

A MOTION by Cori Hirai to adjourn the meeting.

The motion was seconded by Jeremy Rutter.

****The MOTION approved (4-0).***

The meeting was adjourned at 8:42 pm.

Respectfully submitted,
Holly Howes
Recording Secretary

DRAFT

LEBANON PLANNING BOARD
Regular Session
Monday, August 22, 2022, 6:30 PM
City Council Chambers, City Hall
or Remote Via Microsoft Teams
LebanonNH.gov/Live

MEMBERS PRESENT: Bruce Garland (Chair), Matthew Hall (Vice-Chair), Karen Zook (City Council Rep) , Tom Martz, Kathie Romano, Jeremy Rutter, Laurel Stavis, Thomas Jasinski (Alternate), Cori Hirai (Alternate)

MEMBERS ABSENT: Gregorio Amaro, Kim Chewning

STAFF PRESENT: David Brooks (Planning Director), Tim Corwin (Senior Planner)

1. Call to Order

Chair Garland called the meeting to order at 6:30 PM.

Tom Jasinski and Cori Hirai were appointed in place of Mr. Amaro and Ms. Chewning.

4. Other Business

B. Review of CIP Subcommittee discussions; adopt CIP and submit final recommendation for the 2022 capital budget

Mr. Corwin stated that the subcommittee members Kim Chewning, Cori Hirai, Jeremy Rutter, and Tom Jasinski met on July 28th and August 4th. The members were charged with prioritizing the projects and ranking them, and that information was provided to the Board members. Mr. Brooks explained that the CIP looks at a six-year period and ranks projects to verify that the project would achieve City goals.

Mr. Jasinski noted that the subcommittee did not specifically address the 2023 funding year. He also inquired if the City Council uses the information. Ms. Zook affirmed that the information is useful, but there are other considerations that the City Council incorporates. Ms. Stavis inquired about the origin of the statute requiring the CIP process. Mr. Corwin stated that he doesn't know the details of HR674:6, and the CIP document is important as approved by the Planning Board. Mr. Rutter suggested that a discussion is needed among the Board members to make the CIP process more meaningful. Mr. Hall agreed with Mr. Rutter, who suggested that the new members of the CIP committee report on their experience to the full Board. Ms. Zook noted that it would be very useful for the Planning Board to make a presentation to the City Council based upon the experience of the CIP review and provide strategic information.

A MOTION by Matthew Hall that the Lebanon Planning Board APPROVES the Capital Improvement Program for the six-year period (2023-2028) as presented in the August 22, 2022 agenda packet, and hereby SUBMITS Year 1 (2023) of the CIP as the Board's recommendation to the City Council for capital budget funding for 2023.

The motion was seconded by Tom Martz.

****The MOTION was approved (9-0).***

Department	Project Name	Dept/ Division Priority	Corrects	Provides	Results in Long-Term Cost Savings	Supports Job Dev't/ Tax Base	Furthers Master Plan /Other Plan	Leverages	TOTAL
			Known or Anticipated Deficiency	Capacity for Future Growth				Non-Prop Tax Rev or Matching Funds	
PUBLIC WORKS	South Main Street Bridge Replacement #062-117	3	3	3	2	2	3	3	19
DPW-SOLID WASTE	Landfill Phase 3-4 Design and Permitting	3	3	3	3	0	3	3	18
DPW-SOLID WASTE	Landfill Phase 3 Construction	2	3	3	3	0	3	3	17
FIRE	Station 1 Replacement	3	3	3	2	2	3	1	17
PLANNING	West Lebanon Main Street Streetscape Improvements	3	3	3	1	3	3	1	17
FIRE	Station 2 Replacement	2	3	3	2	2	3	1	16
PUBLIC WORKS	Mount Support Road/Lahaye Drive Intersection	2	3	3	1	2	2	2	15
DPW-SEWER DEPT	Sewer Rehabilitation Project #2	3	3	3	2	1	2	1	15
PLANNING	West Lebanon Greenway Trail and Park	2	3	3	1	2	3	1	15
RECREATION & PARKS	Westboro Park Playing Field	3	3	3	0	2	3	1	15
DPW-WATER DEPT	New Source Water Supply Study Investigation Phase 2	3	3	3	0	2	2.5	1	14.5
PUBLIC WORKS	Mechanic / High / Mascoma Intersection	3	3	3	0	0	3	2	14
PUBLIC WORKS	Mechanic St Sidewalk – Buckingham Pl to Poverty Ln	2	3	3	0	2	3	1	14
PUBLIC WORKS	Mechanic St Sidewalk – High Street to Slayton Hill	2	3	3	0	2	3	1	14
AIRPORT	Runway Safety Area Improvements_18-36	3	3	0	1	0	3	3	13
PLANNING	Route 120-Etna Rd-Old Etna Rd Ped/Bike Improvements	2	2	3	0	1	3	2	13
RECREATION & PARKS	Mascoma River Greenway Extension	2	3	2	0	2	3	1	13
POLICE	Parking Lot Expansion and EV Charging	3	2	0	3	0	3	1	12
PUBLIC WORKS	Mechanic St/Slayton Hill Rd Intersection	2	2	2	1.5	0	2	2	11.5
DPW-WATER DEPT	Hanover Water Interconnection	2	3	1	0	1	1	3	11
PLANNING	Goodwin Conservation Area Land Pedestrian Bridge	2	3	1	0	1	2	2	11
PLANNING	Miracle Mile Pedestrian & Transit Improvements	1	2	2	1	1	3	1	11
PUBLIC WORKS	Hanover Street Reconstruction- Rte 120 to S.Park St	1	3	2	0	1	2	1	10
DPW-SOLID WASTE	Landfill Gas Collection & Control System	2	2	0	2	0	3	0	9
PUBLIC WORKS	City Hall Renovations	1	2	1	1	0	2	1	8
DPW-SOLID WASTE	Landfill Greenhouse Project	1	0	1	1	0	0	1	4