

FINAL

**LEBANON CITY COUNCIL
REGULAR SESSION MINUTES
Wednesday, March 1, 2023, 7:00 p.m.
Council Chambers and
Remote Via Microsoft Teams: [LebanonNH.gov/Live](https://lebanonnh.gov/Live)**

MEMBERS PRESENT: Assistant Mayor Clifton Below, Erling Heistad, Karen Liot Hill, Christian Simon, George Sykes, Douglas Whittlesey, Devin Wilkie

MEMBERS ABSENT: Mayor Tim McNamara and Karen Zook

STAFF PRESENT: Deputy City Manager David Brooks, City Clerk Kristin Kenniston, Finance Director Vicki Lee, Deputy Finance Director Alesia Williams

1. **CALL TO ORDER:** Assistant Mayor Below called the meeting to order at 7:00 p.m.
 - City Clerk Kristin Kenniston announced the meeting criteria for the public.
2. **PLEDGE OF ALLEGIANCE:** Councilor Whittlesey led the Council in the Pledge.
3. **PUBLIC FORUM:** Assistant Mayor Below made the Public Forum announcement.
4. **OPEN TO PUBLIC:** Lebanon Boy Scout Troop 279 announced they were attending this meeting in order to receive a Merit Badge.
5. **RECOGNITIONS: NONE**
6. **ACCEPTANCE OF MINUTES:** February 15, 2023 (Regular Meeting)

*Councilor Wilkie MOVED to approve the February 15, 2023 minutes as written and presented in the March 1, 2023 City Council agenda packet.
Seconded by Councilor Whittlesey.*

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

7. APPOINTMENTS:

- West Lebanon Revitalization Advisory Committee, Jim Winny (Alternate Citizen Member)

Councilor Simon MOVED to NOMINATE Jim Winny as an Alternate Citizen Member to the West Lebanon Revitalization Advisory Committee. Term (2/23-2/25)

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

- Economic Development Commission, Dan Nash (Citizen Member)

Councilor Liot Hill MOVED to NOMINATE Dan Nash as a Citizen Member to the Economic Development Commission. Term (2/23-2/25)

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

8. PUBLIC HEARING ITEMS:

A. RESCIND PRIOR AUTHORIZATIONS FOR ISSUANCE OF BONDS OR NOTES, RESCIND PRIOR APPROPRIATIONS FOR CAPITAL PROJECTS, TRANSFER APPROPRIATED BUT UNSPENT FUNDS: A public hearing for the purpose of receiving public input and taking action to rescind prior authorizations for issuance of bonds or notes, to rescind prior appropriation authority for capital projects, and to transfer appropriated but unspent funds.

Included in the agenda packet: *(Pages 20-30)*

1. Memo from Finance Director Vicki Lee, dated February 8, 2023

Deputy City Manager David Brooks reviewed the background and explained the reasons behind the above.

BACKGROUND

The periodic rescission of prior authorizations by the City Council to issue bonds or notes is part of an ongoing objective to reduce outstanding authorized, but unissued, long-term debt, and ultimately, the City's debt exposure and the significant costs associated with servicing that debt. In addition, transferring appropriated but unspent funds from completed projects to on-going capital projects can further reduce or eliminate the need for the issuance of authorized long-term debt.

The total amount of prior authorizations for issuance of bonds or notes to be rescinded is \$924,296.09. The total amount of prior appropriation authority for capital projects to be rescinded is \$322,110.68. The total amount of funding and appropriation authority to be transferred from completed capital projects to a new capital project is \$184,679.82. And the total amount of appropriated, but unspent funds to be transferred from completed capital projects to ongoing capital projects is \$739,773.94.

Completed Capital Project	Rescind Bonding Authorization	Rescind Appropriation Authorization	Transfer Funding and Appropriation Authorization	Transfer Unspent Funds Only
Community Center	-		\$ 12,254.53	
Emergency Intersection Control System	-		\$ 24,539.00	\$ 9,050.00
Water Treatment Facility Upgrade		\$ 84,969.52		\$ 64,969.52
Hillcrest Acres infrastructure Construction	\$ 554,296.09		\$ 139,612.48	\$ 554,296.09
Miracle Mile Pedestrian and Transit Improvements	\$ 200,000.00	\$ 29,374.65		-
LPD HVAC Repair and Upgrade		\$ 133,521.08		\$ 83,521.08
LPD Radio Communications Repeater Replacement	\$ 170,000.00	\$ 46,308.18		-
Landfill Tarp Machine Replacement		\$ 27,937.25		\$ 27,937.25
Valley Cemetery Maintenance Building	-		\$ 1,513.81	

Parks Storage and Maintenance Building	-		\$ 6,760.00	
Total	\$ 924,296.09	\$ 322,110.68	\$ 184,679.82	\$ 739,773.94

Please see the memorandum from the Finance Director for detailed descriptions of the requested rescissions of bonding, and appropriation authority and transfers of appropriated unspent funds. ([Pages 20-30, Council agenda packet](#))

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

ACTION:

1. MOTION by Councilor Whittlesey Relative to the 2020 Community Center Capital Project:

WHEREAS, the Lebanon City Council, on December 18, 2019, authorized the transfer of \$50,000 from the General Fund Unassigned Fund Balance to the Capital Improvements Fund to partially fund the 2020 Community Center capital project; and

WHEREAS, after some preliminary design and engineering and evaluation of potential locations, a balance of Twelve Thousand Two Hundred Fifty-Four Dollars and Fifty- Three Cents (\$12,254.53) remains in the Community Center project account; and

WHEREAS, it has been decided to temporarily forego development of a Community Center until a suitable location can be identified.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that appropriated and unspent funds in the amount of \$12,254.53 be transferred from the 2020 Community Center project to the new Childcare Center capital project.

This resolution shall be effective upon passage.

Seconded by Councilor Sykes.

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

2. MOTION by Councilor Sykes Relative to the 2020 Emergency Intersection Control System Capital Project:

WHEREAS, the Lebanon City Council, on December 18, 2019, authorized the transfer of \$190,000 from the General Fund Unassigned Fund Balance to the Capital Improvements Fund to partially fund the 2020 Emergency Intersection Control System capital project; and

WHEREAS, the Emergency Intersection Control System project is complete and a balance of Thirty-Three Thousand Five Hundred Eighty-Nine Dollars (\$33,589.00) remains in the capital project account.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that appropriated and unspent funds in the amount of Twenty-Four Thousand Five Hundred Thirty-Nine Dollars (\$24,539.00) be transferred from the Emergency Intersection Control System project to the new Childcare Center capital project; and

BE IT FURTHER RESOLVED, by the City of Lebanon, that unspent funds in the amount of One Thousand Six Hundred Thirty-Seven Dollars and Seventy-Six Cents (\$1,637.76) be transferred from the Emergency Intersection Control System project to the Asset Management capital project; and

BE IT FURTHER RESOLVED, by the City of Lebanon, that unspent funds in the amount of Seven Thousand Four Hundred Twelve Dollars and Twenty-Four Cents (\$7,412.24) be transferred from the Emergency Intersection Control System project to the Lebanon Police Department Radio Communications Repeater Replacement capital project.

This resolution shall be effective upon passage.

Seconded by Councilor Simon.

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

3. MOTION by Councilor Simon Relative to the Water Treatment Facility Improvements Capital Project:

WHEREAS, the Lebanon City Council, on December 20, 2017, authorized the transfer of \$250,000 from the Water Treatment and Distribution Improvements Capital Reserve Fund to partially fund the Water Treatment Facility Improvements capital project; and

WHEREAS, there is a remaining funded balance of Sixty-Four Thousand Nine Hundred Sixty-Nine Dollars and Fifty-Two Cents (\$64,969.52), which is not required as the Water Treatment Facility Improvements project is complete.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that the remaining appropriation authorized on December 20, 2017 in the amount of \$84,969.52 in connection with the Water Treatment Facility Improvements project, is rescinded; and

BE IT FURTHER RESOLVED, by the City of Lebanon, that unspent funds in the amount of \$64,969.52 be transferred from the Water Treatment Facility Improvements project to the Kimball Street Infrastructure capital project.

This resolution shall be effective upon passage.

Seconded by Councilor Liot Hill.

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

4. MOTION by Councilor Liot Hill Relative to the 2019 Hillcrest Acres Infrastructure Construction Capital Project:

WHEREAS, the Lebanon City Council, on December 19, 2018, authorized the issuance of bonds or notes in the amount of \$19,925,000, including \$4,550,000 to partially fund the 2019 Hillcrest Acres Infrastructure Construction capital project; and

WHEREAS, there is a remaining funded balance of Six Hundred Ninety-Three Thousand Nine Hundred Eight Dollars and Fifty-Seven Cents (\$693,908.57) and an outstanding debt funding authorization of Five Hundred Fifty-Four Thousand Two Hundred Ninety-Six Dollars and Nine Cents (\$554,296.09), which are not required as the Hillcrest Acres Infrastructure Construction project is complete.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that a portion of bonds or notes authorized on December 19, 2018 to be issued in the amount of \$554,296.09, but as yet unissued, in connection with the Hillcrest Acres Infrastructure Construction project, is rescinded.

BE IT FURTHER RESOLVED, by the City of Lebanon, that unspent funds in the amount of \$180,125.35 be transferred from the 2019 Hillcrest Acres Infrastructure Construction project to the Miracle Mile Pedestrian and Transit Improvements capital project; and

BE IT FURTHER RESOLVED, by the City of Lebanon, that unspent funds in the amount of \$334,000.00 be transferred from the 2019 Hillcrest Acres Infrastructure Construction project to the Kimball Street Infrastructure capital project; and

BE IT FURTHER RESOLVED by the City of Lebanon, that unspent funds in the amount of \$40,170.74 be transferred from the 2019 Hillcrest Acres Infrastructure Construction project to the Lebanon Police Department Radio Communications Repeater Replacement capital project; and

BE IT FURTHER RESOLVED, by the City of Lebanon, that appropriated and unspent funds in the amount of \$139,612.48 be transferred from the 2019 Hillcrest Acres Infrastructure Construction project to the new Childcare Center capital project.

This resolution shall be effective upon passage.

Seconded by Councilor Whittlesey.

Councilor Liot Hill, for the benefit of Lebanon's Boy Scout Troop 279, explained the process and reasons why this topic was being discussed by the Council.

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

5. MOTION by Councilor Heistad Relative to the 2020 Miracle Mile Pedestrian and Transit Improvements Capital Project:

WHEREAS, the Lebanon City Council, on December 18, 2019, authorized the issuance of bonds or notes in the amount of \$8,350,270, including \$200,000 to partially fund the 2020 Miracle Mile Pedestrian and Transit Improvements capital project; and

WHEREAS, there is an outstanding debt funding authorization of Two Hundred Thousand Dollars (\$200,000), which is not required as Phases 1 and 2 of the Miracle Mile Pedestrian and Transit Improvements project have been completed with funding from alternative sources. NOW

THEREFORE BE IT RESOLVED, by the City of Lebanon, that a portion of bonds or notes authorized on December 18, 2019 to be issued in the amount of \$200,000, but as yet unissued, in connection with the Miracle Mile Pedestrian and Transit Improvements capital project, is rescinded; and

BE IT FURTHER RESOLVED, by the City of Lebanon, that the remaining appropriation authorized on December 18, 2019 in the amount of \$29,374.65 in connection with the Miracle Mile Pedestrian and Transit Improvements capital project, is rescinded.

This resolution shall be effective upon passage.

Seconded by Councilor Wilkie.

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

6. MOTION by Councilor Wilkie Relative to the 2019 Lebanon Police Department HVAC Repair and Upgrade Capital Project:

WHEREAS, the Lebanon City Council, on December 19, 2018, authorized the issuance of bonds or notes in the amount of \$19,925,000, including \$620,000 to partially fund the 2019 Lebanon Police Department HVAC Repair and Upgrade capital project; and

WHEREAS, there is a remaining funded balance of Eighty-Three Thousand Five Hundred Twenty-One Dollars and Eight Cents (\$83,521.08), which is not required as the Lebanon Police Department HVAC Repair and Upgrade project is complete.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that unspent funds in the amount of \$83,521.08 be transferred from the 2019 Lebanon Police Department HVAC Repair and Upgrade project to the Lebanon Police Department Radio Communications Repeater Replacement capital project; and

BE IT FURTHER RESOLVED, by the City of Lebanon, that the remaining appropriation authorized on December 19, 2018 in the amount of \$133,521.08 in connection with the Lebanon Police Department HVAC Repair and Upgrade project, is rescinded.

This resolution shall be effective upon passage

Seconded by Councilor Whittlesey.

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

MOTION #7 was taken out of order and presented after MOTION #8. The following is presented in the order as discussed by the Council.

8. MOTION by Councilor Whittlesey Relative to the 2022 Landfill Tarp Machine Replacement Capital Project.

WHEREAS, the Lebanon City Council, on December 15, 2021, authorized the disbursement of \$100,000 from the Landfill Capital Reserve Fund to the Capital Improvements Fund to fund the 2022 Landfill Tarp Machine Replacement project; and

WHEREAS, Seventy-Two Thousand Sixty-Two Dollars and Seventy-Five Cents (\$72,062.75) was expended for the purchase of a replacement Landfill Tarp Machine, leaving a balance of Twenty-Seven Thousand Nine Hundred Thirty-Seven Dollars and Twenty-Five Cents (\$27,937.25) in the capital project account.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that unspent funds in the amount of Twenty-Seven Thousand Nine Hundred Thirty-Seven Dollars and Twenty-Five Cents (\$27,937.25) be transferred from the Landfill Tarp Machine Replacement capital project to the Landfill Gas Collection & Control capital project, and that the appropriation of an equal amount for the Landfill Tarp Machine Replacement project is hereby rescinded.

This resolution shall be effective upon passage.

Seconded by Councilor Sykes.

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

7. MOTION by Councilor Sykes Relative to the Repeater Replacement to the LPD Radio Communications.

WHEREAS, the Lebanon City Council, on December 19, 2018, authorized the issuance of bonds or notes in the amount of \$19,925,000, including \$1,070,000 to partially fund the LPD Radio Communications Repeater Replacement capital project; and

WHEREAS, there is an outstanding debt funding authorization of One Hundred Seventy Thousand Dollars (\$170,000), which is not required as the LPD Radio Communications Repeater Replacement Project is complete.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that a portion of bonds or notes authorized on December 19, 2018 to be issued in the amount of \$170,000, but as yet unissued, in connection with the LPD Radio Communications Repeater Replacement project, is rescinded; and

BE IT FURTHER RESOLVED, by the City of Lebanon, that the remaining appropriation authorized on December 19, 2018 in the amount of \$46,308.18 in connection with the LPD Radio Communications Repeater Replacement capital project, is rescinded.

This resolution shall be effective upon passage.

Seconded by Councilor Simon.

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

9. MOTION by Councilor Simon Relative to the 2021 Valley Cemetery Maintenance Building Replacement Capital Project:

WHEREAS, the Lebanon City Council, on December 16, 2020, authorized the issuance of bonds or notes in the amount of \$6,972,720, including \$405,000 to partially fund the 2021 Valley Cemetery Maintenance Building Replacement capital project; and

WHEREAS, there is a remaining funded balance of One Thousand Five Hundred Thirteen Dollars and Eighty-One Cents (\$1,513.81), which is not required as the Valley Cemetery Maintenance Building Replacement project is complete.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that appropriated and unspent funds in the amount of \$1,513.81 be transferred from the 2021 Valley Cemetery Maintenance Building Replacement project to the new Childcare Center capital project.

This resolution shall be effective upon passage.

Seconded by Councilor Liot Hill.

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

10. MOTION by Councilor Liot Hill Relative to the 2021 Parks Storage and Maintenance Building Capital Project:

WHEREAS, the Lebanon City Council, on December 16, 2020, authorized the issuance of bonds or notes in the amount of \$6,972,720, including \$120,000 to finance a portion of the 2021 Parks Storage and Maintenance Building capital project; and

WHEREAS, there is a remaining funded balance of Six Thousand Seven Hundred Sixty Dollars (\$6,760.00), which is not required as the Parks Storage and Maintenance Building project is complete.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that appropriated and unspent funds in the amount of \$6,760.00 be transferred from the 2021 Parks Storage and Maintenance Building project to the new Childcare Center capital project.

This resolution shall be effective upon passage.

Seconded by Councilor Heistad.

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

9. OLD BUSINESS: NONE

10. NEW BUSINESS

A. Discussion and Resolution in Support of Increased State Funding for Public Transportation

Included in the agenda packet: ***(Pages 32-43 , Council agenda packet)***

1. The New Hampshire Public Transportation Coalition presentation slides
2. “Building a Statewide Public Transportation Coalition” overview memorandum
3. New Hampshire Public Transportation Coalition Flyer

Deputy City Manager David Brooks reviewed the background for this resolution.

BACKGROUND

During the February 15th City Council meeting, the Council was briefed on a presentation made to the mayors of the 13 New Hampshire cities about a newly formed Statewide Public Transportation Coalition. The Coalition, which includes Advance Transit and other public transit systems in New Hampshire, seeks to advocate for increased state funding in support of public transit operating and capital needs.

Currently, the State of New Hampshire provides just \$200,000 per year in general funds statewide for public bus transportation, which is by far the lowest amount in the New England region.

The Coalition is seeking expressions of support from the cities and other NH communities served by transit for increased funding to enhance the transit providers’ ability to continue supporting workforce transportation and mobility options for other basic needs around the state.

Information and materials from the Coalition’s presentation to the NH Mayor’s Roundtable were included in the Council’s agenda packet.

Mr. Adams Carroll, Executive Director of Advance Transit, addressed the Council, noting that this item is one he has been following closely in other communities and across the State. He thought the opportunity to express support for public transit is very important and timely right now because the Governor recently released his budget proposal. When the NH Department of Transportation put together their requests for this year they included a significant increase in the amount of support for public transit that did not make it into the Governor’s budget. If the State were to continue level funding at the current rate, there is about

\$200K that would get split amongst all the different agencies across the State of NH. In our region (Upper Valley) that ends up being about \$35K, which would pay for about 1.5/days of service. This is a fraction of what Lebanon contributes and so we end up in a situation where the burden (of costs) gets pushed down to the local level even though public transit is a regional issue.

Council Discussions:

Assistant Mayor Below questioned if there was matching Federal funds that could be accessed if the State does not up its contribution. Mr. Carroll noted that for a long time Federal funding for Public transit had been pretty much flat. You could raise local funds but it would not be stretched the same way that it might be if you were able to match it with Federal dollars. For us (Advance Transit) 50% of our operating budget comes from the Federal Government through both New Hampshire and Vermont grant programs. The appropriations at the Federal level are up significantly. There is a 30% bump in the amount of Federal support for operating funds, which is something like 130% per capita. In order to be able to access those funds you have to be able to provide some kind of local match. It is hard to imagine a 30% increase in General Fund Revenues for many of the municipalities that we serve who would be able to access those funds. If the State of NH were to be more involved, then those dollars could be matched on a one-to-one basis.

Lebanon's Boy Scout Troup 279 questioned if \$35K would only cover 1.5/days and asked if this also includes the income brought in by fares, etc. or is it just the operational costs. Mr. Carroll noted that Advance Transit has been fare-free for twenty (20) years and we do have sponsorship and advertising income, along with donations from individuals, foundations, and significant support that comes from Dartmouth College, the Dartmouth Medical Center, and public funds from the towns/cities that we serve. All the sources (of funding) that comes in is focused on the expense side (i.e., how much it would cost to actually run the service for a day).

Assistant Mayor Below noted that from his recollection the decision to go without fares was in part based on the fact that even fares only cover a relatively small portion of the operating costs and was a barrier for some people utilizing public transit. Once fares were removed, it greatly increased ridership. Part of the decision to not have fares was driven by Dartmouth College and the Dartmouth Hitchcock Medical Center who made major contributions to AT, and have continued to do so because it supports their staff getting to work and also decreases their need to install expensive parking. Lebanon, along with other municipalities, have also chipped in to support free fares.

Councilor Liot Hill spoke about a study done in 2018. In addition, there were some Federal funds that would no longer be available if a fare was introduced. There was a cost/benefit assessment done at the time (back in 2007) that concluded that introducing a fare would bring in less revenue.

ACTION:

Councilor Wilkie MOVED, the following:

RESOLVED, by the Lebanon City Council, that:

WHEREAS, the City of Lebanon fully supports and promotes public transit in our community; and

WHEREAS, Advance Transit is part of an effort to start a meaningful dialogue on increasing financial support for public transportation operations throughout the State of New Hampshire; and

WHEREAS, a Statewide coalition of public transit and community-based transportation providers and the communities, businesses, and other organizations they serve is being formed and is known as the Statewide Public Transportation Coalition; and

WHEREAS, the initial policy objective of this Coalition is to increase the State's share of the operating costs of public transit, as the State's per capita contribution to public transit operations according to the American Association of State Highway and Transportation Officials is by far the lowest in New England and is among the lowest in the nation; and

WHEREAS, with federal emergency relief funding currently provided to public transit system operators expected to be fully expended by 2024, and operating costs having increased significantly due to workforce shortages and inflation, additional State support is urgently needed to avoid deep cuts in the services provided by the State's public transit agencies; and

WHEREAS, there are recently approved federal funds that will be unavailable to public transit systems in New Hampshire if matching funds are not available from the State. Without increased State support to unlock these new federal funds, the services provided by the State's public transit agencies will need to be significantly reduced by 2024-2025; and

WHEREAS, cuts in services will create adverse impacts to vulnerable members of the Lebanon community who rely on public transit, and will hinder the realization of the City's goals of resilience in energy and infrastructure policy.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that the Lebanon City Council supports the policy objective of significantly increased financial support for public transportation from the State of New Hampshire and strongly urges that these increased funds be included in the State Fiscal Year 2024-2025 biennial budget. Also, the Lebanon City Council supports the City of Lebanon joining the Statewide Public Transportation Coalition and will work with other coalition members to advocate for reasonable State funding levels so that public transit agencies across the State will be able to continue operations into the foreseeable future.

Assistant Mayor Below reiterated that if we look at our two (2) similarly rural neighbor states (Maine & Vermont), Maine spends twenty (20) times as much (>\$4M/year to support operations or about \$3.00 per capita compared to New Hampshire \$0.15 (cents) per capita. In Vermont, with half of NH's population, it spends over \$7M/year to support public transit operating costs, which is about 80-90 times as much as NH per capita (i.e., \$11.00 per capita compared. \$0.15 cents per capital in NH).

Seconded by Councilor Sykes.

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

B. Discussion of Advance Transit's Transit Development Plan and Service Options

Included in the agenda packet: [***\(Pages 44-46 , Council agenda packet\)***](#)

1. 2023 Transit Development Plan, Interim Report Executive Summary

Mr. Adams Carroll, Executive Director of Advance Transit, gave a summarized review of the Advance Transit Development Plan and some of the options that are under consideration (i.e., evaluation of additional service options).

BACKGROUND

Every five years, Advance Transit (AT) undertakes a service planning process called the Transit Development Plan (TDP). In 2022, AT collected public feedback and data about the current state of the Advance Transit System.

In January 2023, Advance Transit released the Transit Development Plan Interim Report, which summarizes the feedback and comments collected throughout the process. The full Interim Report, as reviewed by Mr. Carroll, is available through AT's website (<https://advancetransit.com/plan/>). The Executive Summary was included in the Council's agenda packet.

Among the key planning themes documented in the Interim Report is a need and desire for extended service hours, including evening and weekend service options. To that end, AT has begun discussions with the City (of Lebanon, NH), the Town of Hanover, Dartmouth College, and Dartmouth- Hitchcock to consider how best to provide expanded services. A broad array of options is under preliminary consideration ranging from full fixed route operations to a fully demand-response micro-transit service option, along with a variety of reduced or hybrid alternatives in between. Advance Transit and its consultants are continuing to analyze expanded service options and will be seeking additional public input in the future.

These options do not come without costs, but if we could get additional State support it would go a long way to making some of these things possible. If we were to add another day of service, the ballpark range for the City of Lebanon, based on the current split we have between different towns, would be between \$45K-\$75K/year. If this is doable for City, Mr. Carroll would like to know before they go too far down the road in planning for options.

Council Discussions:

In response to Councilor Liot Hill's question regarding how much Lebanon is contributing now, Mr. Carroll stated it was \$267K +/- . He noted it was a little more expensive to operate on Saturday's due to the staff that would need to be involved (i.e., mechanics, drivers, etc.).

In response to Councilor Simon's question regarding para-services, Mr. Carroll noted this is an on-demand, door-to-door service through Access AT that operates within a ¾ mile buffer of their fixed route system. The goal is to provide people access to public transit who cannot use the fixed route service because of a disability. There are some eligibility requirements, but once a person has been granted access to the program they can just call to schedule a trip. It is an individualized service and depends on the need a person requires.

Councilors Whittlesey, Sykes, Heistad, Liot Hill, Wilkie and Simon spoke about their reasons supporting Advance Transit potentially extending daytime and adding weekend hours.

Councilor Liot Hill spoke about the issues of bus stops and suggested AT may need to do some updating with these.

Councilor Liot Hill, Deputy City Manager David Brooks, Assistant Mayor Below and Mr. Carroll had a lengthy discussion regarding the bus stop on the Miracle Mile.

Mr. Carroll noted that there is a Miracle Mile Study discussion item on the Pedestrian/Bicyclists agenda for their next meeting.

ACTION: *No action required. This topic was for informational purposes only.*

11. City Manager Report:

Deputy City Manager David Brooks updated the Council on the following:

- Acquisition of the Main Street properties: Purchase & Sales agreement, with appropriate caveats, has been done and the process is moving forward.

12. COUNCIL REPRESENTATIVES TO OTHER BODIES:

- Councilor Liot Hill spoke about her concerns regarding the potential location of the Child Care Center at the Airport, which she read about in the news, and she wanted this flagged to be on the next City Council agenda.
- Councilor Liot Hill also spoke about a Legislative bill being sponsored by Representative Bryan Sullivan regarding extending OSHA standards to private businesses throughout New Hampshire and requested the Council's support for this legislative bill.

Assistant Mayor Below felt it was inappropriate at this time for the Council to make a formalized MOTION/position without more background information.

Councilor Wilkie expressed his concerns regarding whether or not the Council should become involved with this type of legislation that is not relevant to the City, noting he felt this might be outside of the City's purview.

Councilor Liot Hill will draft a report for discussion at the Council's next meeting.

- City Clerk Kristin Kenniston reminded everyone about the Municipal Elections on Tuesday, March 14, 2023, 7:00AM-7:00PM. Last chance to register to vote will be tomorrow, March 2nd by 5:00PM. Anyone can still register to vote at their polling place on Election Day.

13. FUTURE AGENDA ITEMS:

- Location of Child Care Center Discussion (Councilor Liot Hill)
- OSHA Standards Discussion for private businesses (Councilor Liot Hill)
- Councilor Sykes updated the Council on the topics discussed at the February 21st Transportation Advisory Committee of the Upper Valley/Lake Sunapee meeting.

14. NON-PUBLIC SESSION: NONE

15. ADJOURNMENT:

*Councilor Whittlesey MOVED for adjournment.
Seconded by Councilor Wilkie.*

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

The meeting was adjourned at 8:37 PM.

Respectfully submitted,
Dona E. Gibson
Recording Secretary