



**LEBANON CITY COUNCIL
MAY 3, 2023 - 7:00 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: 914 622 042#). If you have trouble accessing this meeting, please [email Shaun Mulholland](#).

The May 3, 2023 Lebanon City Council Meeting is hereby called to order.

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

A.

- Drawing of Top Dog Contest Winners by Mayor McNamara
- Professional Municipal Clerks Week Proclamation
- Resolution Honoring the Lebanon Police Department Cyber Crimes Unit

6. Approval of Minutes

A. MOTION TO approve the minutes as presented in the May 3, 2023 agenda packet.

7. Appointments

A.

- Planning Board, Patrick Kennelly (Regular Member)
- Planning Board, Andrew Faunce (Regular Member)

8. Public Hearing Items: None

9. Old Business: None

10. New Business

A. Receive public input on Strategic Plan

B. Discussion & Set Public Hearings for May 17, 2023:

1. CDBG Application for Families Flourish Northeast
2. RHP Application for Families Flourish Northeast
3. Adoption of Anti-Displacement & Relocation Plan for Families Flourish Northeast

C. Request for Exception from City Code Chapter 110, Noise from Sound Amplification Systems; American Legion Post 22, Memorial Day Parade and Ceremony

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: Zoning Board of Adjustment
Position: Alternate Member
Applicant: J. Walker
Assigned Councilor: D. Whittlesey
Assigned Date: 02/07/2023

Board/Committee: Planning Board
Position: Regular Member
Applicant: L. Gilbert
Assigned Councilor: S. Mulholland
Assigned Date: 04/04/2023

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

MAY 10, 2023 - WORK SESSION

MAY 17, 2023

PUBLIC HEARING ITEMS:

A. PUBLIC FACILITIES CDBG APPLICATION FOR FAMILIES FLOURISH NORTHEAST Public hearings for the purpose of receiving public input and taking action on Community Development Block Grant (CDBG) and Community Development Block Grant – COVID (CDBG-CV) applications proposed by the City of Lebanon to the NH Community Development Finance Authority (CDFA). Counties and Communities can apply for up to \$500,000 annually on a competitive basis for housing and public facilities; \$500,000 for economic development; and \$500,000 for emergency activities that directly benefit low- and moderate-income persons. Up to \$12,000 is available for feasibility study grants. Public hearings are as follows:

1. A public hearing for the purpose of receiving public input and taking action on a proposed CDBG grant application for up to \$500,000 in CDBG Public Facilities funds to be sub-granted to Families Flourish Northeast; and to authorize the City Manager to sign, submit, and execute any documents which may be necessary to effectuate the CDBG Application and contract; and
2. A public hearing for the purpose of receiving public input and taking action on a proposed Recovery Housing Program (RHP) grant application for up to \$500,000 to be sub-granted to Families Flourish Northeast; and to authorize the City Manager to sign, submit, and execute any documents which may be necessary to effectuate the

Lebanon City Council Agenda
May 3, 2023

RHP Application and contract; and

3. A public hearing for the purpose of receiving public input and taking action to adopt the City of Lebanon Anti-displacement and Relocation Assistance Plan for Families Flourish Northeast.

NEW BUSINESS:

- A. Presentation of Grafton County Commissioners' Proposed Budget with Wendy Piper, Chair of Grafton County Board of Commissioners
- B. Sublease renewal between Granite Air Center and Lebanon Aircraft Condominium Association
- C. Review and Discussion of 2022 Year End and 2023 1st Quarter Budget Reports
- D. Discussion and presentation of collection and analysis of data on homelessness
- E. Presentation and Discussion of Phase 3 Solar Project (Supplemental Appropriation?)
- F. Presentation of Greenhouse Gas Emissions and Reductions

JUNE 7, 2023

NEW BUSINESS:

- A. Presentation of Proposed Changes to Landfill Operations
- B. Presentation and Adoption of the Walk-Bike-Ride Lebanon Plan
- C. Discussion & Set Public Hearing for May 17, 2023: Community Revitalization Tax Relief Program (RSA 79-E) Application – Lebanon Woolen Mill, LLC for rehabilitation of former Kleen Laundry facilities at 1 Foundry Street and replacement of structures at 25 Mechanic Street and 43 Mechanic Street

**AGENDA
LEBANON CITY COUNCIL
MAY 03, 2023**

5. RECOGNITIONS:

- Drawing of Top Dog Contest Winners by Mayor McNamara
- Professional Municipal Clerks Week Proclamation
- Resolution Honoring the Lebanon Police Department Cyber Crimes Unit

Included in this Section:

1. Professional Municipal Clerks Week Proclamation
2. Resolution Honoring the Lebanon Police Department Cyber Crimes Unit



PROCLAMATION

PROFESSIONAL MUNICIPAL CLERKS WEEK

April 30 - May 6, 2023

WHEREAS, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, The Office of the Professional Municipal Clerk is the oldest among public servants, and

WHEREAS, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

WHEREAS, The Professional Municipal Clerk serves as the information center on functions of local government and community.

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW, THEREFORE BE IT RESOLVED, that the Lebanon City Council, on behalf of the City of Lebanon recognizes the week of April 30 through May 6, 2023, as Professional Municipal Clerks Week, and further extend appreciation to our Interim City Clerk, Deputy City Clerk and Assistant City Clerks and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 3rd day of May 2023.

Timothy J. McNamara, Mayor
on behalf of the Lebanon City Council



RESOLUTION HONORING

THE LEBANON POLICE DEPARTMENT

CYBER CRIMES UNIT

WHEREAS, the Lebanon Police Department's Cyber Crimes Unit has been educating the citizens of Lebanon through Internet Safety Forums since its inception in 2017; and

WHEREAS, in June of 2022, because of a forum held at a senior living facility, a resident reported being defrauded out of several thousand dollars in cryptocurrency online, and

WHEREAS, during the following ten months, Detective James Pike, with the assistance of Lieutenant Richard Norris of the Cyber Crimes Unit, utilized software specifically designed to trace the victim's transactions to a cryptocurrency exchange and eventually the suspect's cryptocurrency wallet; and

WHEREAS, the Cyber Crimes Unit, located the suspect's cryptocurrency wallet and executed legal process to freeze the wallet and forfeit the illegally obtained currency to return to the victim, and

WHEREAS, through exceptional investigative skills, dedication, and commitment, the Cyber Crimes Unit received justice for the victim. The Cyber Crimes Unit consistently demonstrates their commitment to protecting the public from cyber crimes and securing the integrity of the digital economy, contributing to the safety and well-being of our community.

NOW, THEREFORE BE IT RESOLVED, that the Lebanon City Council, on behalf of the City of Lebanon, extends its sincere appreciation to the Lebanon Police Department's Cyber Crimes Unit for their continuous efforts to investigate, prosecute, and disrupt a wide array of cyber and cyber-enabled crimes, as well as their commitment in protecting the City's citizens and providing internet safety outreach and education to various community groups.

Dated this 3rd day of May 2023.

Timothy J. McNamara, Mayor
on behalf of the Lebanon City Council

**AGENDA
LEBANON CITY COUNCIL
MAY 03, 2023**

6. ACCEPTANCE OF MINUTES:

MINUTES TO BE ACCEPTED

- April 19, 2023 (Regular Meeting)

MOVED, to approve the minutes as presented in the May 3, 2023 agenda packet.

DRAFT

LEBANON CITY COUNCIL
REGULAR SESSION MINUTES
Wednesday, April 19, 2023, 6:00 p.m.
Council Chambers

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

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

MEMBERS ABSENT: Karen Zook

STAFF PRESENT: City Manager Shaun Mulholland, Deputy City Manager David Brooks, City Clerk Kristin Kenniston, Deputy City Clerk Lori Gould, Planning & Development/Zoning Director Nathan Reichert, Finance Director Vicki Lee, Deputy Finance Director Alesia Williams, HR Director Samantha Lauzon

1
2 **1. CALL TO ORDER:** Mayor McNamara called the meeting to order at 6:00 p.m.

- 3 • **City Manager Shaun Mulholland announced the meeting criteria for the public.**
4 • **Councilor Whittlesey noted he was in Minnesota and would be participating remotely.**
5

6 *(Note: The Board and Committee Reports came before the Pledge of Allegiance.)*
7

8 **3. BOARDS and COMMITTEES REPORTS (1st Quarter 2023)**
9

10 **Planning Board (PB)- Matthew Hall, Chair**

11 Chair Hall updated the Council on the following:

- 12 • **Capital Improvement Plan (CIP) update:** Currently this is run by the Planning Board (PB). In
13 looking at the process over the last few years, the PB felt it was taking a lot of unnecessary time
14 for City Staff to compile reports, attend meetings, and give in person reports, etc. The PB has
15 streamlined this process by having the entire Board review the reports during one meeting,
16 instead of 3-4 meetings.
17
18 • **Master Plan Update:** The current Master Plan is now many years old, so the PB/Planning Staff
19 has been working to update various chapters (Natural Resource Chapter, Energy Chapter, and
20 Housing Chapter). Ultimately, the PB would like to make the Master Plan more of a living
21 document to be continually updated and refined.
22

23 Chair Hall spoke about how the PB is lacking members. At present, all three (3) alternate spots are vacant
24 and there are two (2) permanent spots that are vacant, noting that their last regular meeting had to be
25 canceled due to a lack of a Quorum.
26

27 In response to Councilor Liot Hill's question about what had to be postponed, Chair Hall stated the
28 principal one was the proposed charitable casino.
29

30 **Heritage Commission – Nicole Ford Burley, Chair**

31 Chair Burley updated the Council on the following:

- 32 - **2023 Class of Historic Landmark designation:** Lebanon now has 96 Historic Landmarks.

- Updated their kiosk display on the mall.
- Hosted a Commission Assistance Program and camp training. This was provided by the National Alliance of Preservations Commission and was partially supported by a Certified Local Government grant from the NH Division of Historic Resources.
- They will be reviewing and recommending updates to the City's Historic District Design Guidelines.
- They will also be reviewing and recommending updates to develop signage and interpretive materials for Lebanon's Historic resources.
- Some of their projects may require additional funding.

LEAC – Greg Ames, Chair

Chair Ames updated the Council on the following and submitted the following report for the record:

Lebanon Community Power: LEAC's main focus during Q1 can be summed up in three words – "Lebanon Community Power." The Committee's work on LCP has focused mostly on publicity/outreach. We discussed which tier should be the default for automatic enrollment (the cheapest Granite Basic @ 23.4% renewable or the slightly more expensive, but higher renewable content, Granite Plus at 33% renewable). The Committee settled on Granite Basic (23.4% renewable content to meet state RPS minimums) to save customers the most money. The average customer using 600kWh/month will save roughly \$37/month on their electric bill vs Liberty default service. Anecdotally, we have heard from several people who have stated they have signed up for higher levels of renewable content, with most going to the Clean 100 plan (100% renewable), for an additional 3.3 cents/kWh, while still saving an average of \$17/month off Liberty default service (again, on the average bill of 600kWh)

Rates have been set, mailings have gone out, and the required public hearings have been held. Customer enrollment should start next week, with a target launch date of 4/27). For more information, see: <https://www.communitypowernh.gov/lebanon> and <https://lebanonnh.gov/lcp>

Thanks to Clifton for his work with CPCNH and the outreach efforts of Sherry Boschert, Jon Chaffee, and Woody Rothe.

EV: No update on the GM Charger program. Sherry worked with the UVLS RPC to develop a multi-town map/GIS system to crowd source suggested locations for public EV charging. Additionally, the Committee worked on proposed additions to the site plan regulations for EV charging/EV ready parking proposals. Finally, Rebecca Owens informed the Committee about the US DOT's Charging and Fueling Infrastructure Discretionary Grant Program (CFI). Sherry coordinated multiple discussions with leaders from Lebanon, Hanover, New London, and Hartford, Vt. about possibly submitting a joint grant proposal. That proved too complicated to achieve by the May 30 deadline. Lebanon instead will submit its own CFI grant proposal for EV charger funding, led by Sherry and DPW, or will join a state grant application being organized by DES.

Misc. LEAC: Tad has been updating the Committee on the return of the solar to the Landfill garage, as well as possible solar on the capped construction & demolition cell at the Landfill. We have had some discussion around possible phase 3 solar locations and Tad's discussions with ReVision Energy and other solar installers. Tad has also kept the Committee apprised of the progress of the landfill gas to energy project. Almost all of the equipment has arrived, and we expect commissioning by the end of the year. Jon and Woody have been working on a potential rental property decarbonization/energy savings project and have connected City landlords with Liberty's weatherization team. Finally, due to the work on LCP

1 during Q1, we were not able to make progress on updates to the Master Plan, but we plan to return to it
2 during the summer.

3 4 **Economic Development Commission (EDC) – William Dunn, Chair**

5 Chair Dunn updated the Council on the following:

- 6 - NH Public Radio spoke about Lebanon's Community Power.
- 7 - They have been working to update the Master Plan, primarily focusing on Chapter 6.
- 8 - They have been focused on the redevelopment of the back parking lots, which has stirred some
9 excitement. To that end, they are flushing out characteristics of each of the proposals/concepts
10 and it has become clear to him that the Council needs to give them a more specific task, noting
11 that there are folks who feel strongly either for development or for the public amenity aspect.

12
13 Chair Dunn assumed that part of the EDC charge was to look at possibilities through an economic
14 development lens (i.e., the Council was looking at this project to be revenue neutral and any public
15 amenity should be born from the incremental TIF funds associated with this or from the development
16 itself). If it is a park, etc., the City may have responsibility for maintenance going forward. At the
17 moment, the rendering of a visual park with river access is great and will provide economic development,
18 but there would be a cost to the City without some source of revenue generating development structure
19 (i.e., business or housing opportunities).

20
21 Councilor Liot Hill will submit a Council agenda request to discuss the EDC Charge moving forward.

22
23 Mayor McNamara concurred with Councilor Liot Hill, noting that after seeing the 3 proposals from the
24 EDC, there were significant discussions regarding whether or not the back parking lot should be
25 developed or whether it should become a 100% public facility.

26 27 **West Lebanon Revitalization Advisory Committee (WLRAC) – Councilor Simon**

28 Councilor Simon updated the Council on the following:

- 29 - The WLRAC is now up and running and had two meetings this month.
- 30 - Several things of importance discussed were:
 - 31 o Meeting with City Engineers to go over the Streetscape Plan.
 - 32 o The West Lebanon Civic group is actively pursuing a temporary beautification project in the
33 Main Street area.
 - 34 o Will be working on the coloring of the crosswalks to calm the traffic in West Lebanon, and
35 continue to make West Lebanon a safe, walkable environment. He spoke about West
36 Lebanon being a pilot project, noting a resident's request for a rainbow colored crosswalk.
37 City Manager Mulholland noted that the NH DOT requires one (1) color only on State-owned
38 Roads.
 - 39 o The EDC needs one more member.

40
41 Councilor Liot Hill spoke about her reasons why there is a perception by West Lebanon residents who
42 feel they are not receiving the same attention that Lebanon does.

43 44 **Diversity, Equity & Inclusion Committee (DEI) – Councilor Liot Hill and Councilor Wilkie**

- 45 - DEI is planning for the City's second Juneteenth celebration.
- 46 - DEI is participating in the Strategic Planning process.

1 **Conservation Commission - Councilor Heistad**

2 Councilor Heistad noted that Chair Riley did not have anything to report. However, they had a big night
3 with amphibians crossing Heater Road.

4
5 **Pedestrian/Bicyclist Committee – Councilor Heistad: No Report**

6
7 **Class VI Roads – Councilor Heistad**

8 Councilor Heistad noted they are working on getting abutters together for road projects.

9
10 **Downtown TIF – Deputy City Manager David Brooks: No report**

11
12 **Arts & Culture Commission (A&C) – Councilor Wilkie**

13 Councilor Wilkie updated the Council on the following:

- 14 - Only met twice this quarter because of quorum issues. They lost two members recently.
- 15 - Discussed the sidewalk color project, looking at probably not State Sidewalk Roads/Crosswalks.
- 16 - Looked back at their goals for 2022 and are looking at which of the goals should move forward
- 17 into 2023.
- 18 - A&C has been looking at the Master Plan and adding more art in the tunnel.

19
20 City Manager Mulholland noted the piano in the tunnel has been removed due to vandalism.

21
22 The Boards/Commissions/Committee session ended at 6:42 PM and the Council commenced with the
23 Regular Session meeting.

24
25 **2. PLEDGE OF ALLEGIANCE:** Councilor Simon led the Council in the Pledge.

26
27 **4. PUBLIC FORUM:** Mayor McNamara made the Public Forum announcement.

28
29 **5. OPEN TO PUBLIC: No one from the public came forth to speak.**

- 30 • Councilor Liot Hill extended her congratulations to the Lebanon High School's Science
- 31 Olympiad Team.

32
33 **NOTE: A few were taken out of order from what was listed in the Council agenda packet and are**
34 **listed below as discussed by the Council.**

35
36 **11. NEW BUSINESS**

37 **A.** Introduction of and remarks from Executive Councilor District 2, Cinde Warmington

38
39 **BACKGROUND**

40 The Executive Council is a five-member body in New Hampshire's state executive branch that serves as a
41 check on the governor's power. Executive Council District 2 reaches across the state from the
42 Massachusetts border, up the Connecticut River and Vermont border, to the north of the Franconia Notch.
43 It is comprised of four cities, including Lebanon, and seventy-seven towns.

44
45 District 2 Executive Councilor Cinde Warmington assumed office on January 6, 2021.

46
47 She met with the Mayor and City Manager to hear what is important to Lebanon and will be in touch with the

1 Council throughout her term to make sure she stays up to date on what issues are important to the City/Council.

2 She also explained her role in, and the responsibilities of the NH Executive Council.

3 Mayor McNamara noted he and City Manager Mulholland discussed West Lebanon and the Rail Trail.

4 Councilor Liot Hill would like her to look into the Westboro Yard efforts.

5 **ACTION:** *This agenda item is for informational purposes only.*

6
7
8
9
10
11 **6. RECOGNITIONS:**

- 12 • **RESOLUTION HONORING KRISTIN KENNISTON (CITY CLERK/TAX**
13 **COLLECTOR)**

14
15 **WHEREAS,** Kristin Kenniston has devoted herself to a career in public service, having
16 served the residents and businesses of the City of Lebanon and the region for more than fifteen
17 years;

18
19 **WHEREAS,** Kristin began her service to the City in December of 2007 as an Assistant City
20 Clerk. Upon recognition of her leadership skills, she was promoted to Deputy City Clerk in
21 June of 2014 and then to City Clerk in May of 2020; and

22
23 **WHEREAS,** during her time as City Clerk, Kristin achieved the levels of New Hampshire
24 Certified City Clerk through the New Hampshire City and Town Clerks/Tax Collectors Joint
25 Certification Program, Certified Municipal Clerk through the International Institute of
26 Municipal Clerks, and Certified Public Supervisor through the State of New Hampshire
27 Bureau of Education and Training, overseeing 22 successful elections, having trained and
28 supervised hundreds of election officials; and

29
30 **WHEREAS,** Kristin has served thousands of Lebanon residents and businesses over the
31 past 15 years in a courteous and helpful manner, always going above and beyond to assist
32 them in a fair and equitable manner, which has earned her the respect, confidence and
33 friendship of her fellow coworkers and citizens in the community; and

34
35 **WHEREAS,** Kristin has been an avid team player, always willing to lend a hand when needed,
36 assisting co-workers and employees from all City Departments; and

37
38 **WHEREAS,** Kristin's dedication, thoughtfulness and sense of humor have been
39 instrumental in the success of her career with the City and made her a pleasure to work
40 with;

41
42 **NOW, THEREFORE, BE IT RESOLVED,** that we, the members of the Lebanon City
43 Council, on behalf of the citizenry of Lebanon, Kristin's friends, and her fellow employees
44 and associates, express our admiration of and respect for the career of our outstanding and
45 faithful employee, and extend to her our sincere gratitude and wish her well in her future
46 endeavors,

47
48 **BE IT FURTHER RESOLVED,** that this Resolution be written upon the minutes of the
49 Lebanon City Council meeting and a copy be presented to Kristin Kenniston.

1 Dated this 19th day of April 2023, in Lebanon, New Hampshire.

2
3
4 Timothy J. McNamara, Mayor
5 *On behalf of the Lebanon City Council*

6 • **RESOLUTION HONORING RETIRING LORI GOULD (DEPUTY CITY CLERK)**

7
8 **WHEREAS**, Lori Gould has devoted herself to a lifelong career in public service, having served the
9 residents and businesses of the City of Lebanon and the region for more than sixteen years; and

10 **WHEREAS**, Lori began her service with the City in 2006 as an Assistant City Clerk, eventually being
11 appointed as the Deputy City Clerk in 2020 for the City of Lebanon; and

12 **WHEREAS**, during her time with the City, Lori has been an essential member of the City Clerk's Office
13 Team, providing excellent customer service and brightening everyone's day with her sense of humor; and

14 **WHEREAS**, during her time as Deputy City Clerk, Lori ensured the quality of the work produced in the
15 City Clerk's Office; and

16 **WHEREAS**, Lori always worked diligently to ensure accuracy and integrity in all aspects of duties; and

17 **WHEREAS**, Lori's leadership has kept the City Clerk's office running smoothly, even during the most
18 challenging of times,

19 **NOW, THEREFORE, BE IT RESOLVED**, that we, the members of the Lebanon City Council, on
20 behalf of the citizenry of Lebanon, Lori's friends, and her fellow employees and associates, express our
21 admiration of and respect for the career of our outstanding and faithful employee, and extend to her our
22 sincere gratitude and wish her well,

23 **BE IT FURTHER RESOLVED** that this Resolution be written upon the minutes of the Lebanon City
24 Council meeting and a copy be presented to Lori Gould.

25 Dated this 19th day of April 2023.

26
27
28 TIMOTHY J. MCNAMARA, MAYOR
29 City of Lebanon

30 *(NOTE: The following Arbor Day Proclamation for 2023 was not included in the Council agenda*
31 *packet.)*

32
33 Mayor McNamara read the following for the record:

34
35 • **ARBOR DAY PROCLAMATION FOR 2023**

36
37 **WHEREAS**, Arbor Day is now observed throughout the nation and the world, and

38
39 **WHEREAS**, Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and
40 cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife,
41 and
42

1 **WHEREAS,** Trees are a renewable resource giving us paper, wood for our homes, fuel for fires, and
2 countless other wood products, and
3

4 **WHEREAS,** Trees in our City increase property values, enhance the economic vitality of business areas,
5 and beautify our community, and
6

7 **WHEREAS,** Trees are a source of joy, and
8

9 **WHEREAS,** The Lebanon Recreation, Arts, and Parks Department, Lebanon Department of Public
10 Works, Lebanon Conservation Commission, and the Tree Advisory Board, work in partnership with the
11 community to assess and conserve natural resources by providing education and encouraging outdoor
12 recreation, wise use and best management, and
13

14 **WHEREAS,** The City's Comprehensive Plan pledges to protect and enhance the rural character and
15 appearance of Lebanon
16

17 **NOW THEREFORE WE,** the Lebanon City Council, do hereby proclaim Friday, April 28, 2023 as
18 ARBOR DAY in the City of Lebanon, and we urge all citizens to support its efforts to care for our trees
19 and woodlands and to support our City's community forestry programs.

20 Dated this 19th day of April 2023.
21

22 TIMOTHY J. MCNAMARA, MAYOR
23 City of Lebanon
24

25 **7. ACCEPTANCE OF MINUTES:**

- 26 • March 29, 2023 (Organizational Meeting)
- 27 • April 5, 2023 (Regular Meeting)
28

29 *Councilor Heistad MOVED to approve the March 29, 2023 (Organization Meeting) and the April 5,*
30 *2023 (Regular Session) minutes as written and presented in the April 19, 2023 City Council agenda*
31 *packet.*

32 *Seconded by Councilor Liot Hill.*
33

34 **Roll Call Vote:**

35 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
36 McNamara all voting Yea.
37 None voted Nay.
38

39 **The Vote on the MOTION was approved by those present (8-0).*
40

41 **11. NEW BUISNESS ITEM**

42 **E.** Discuss revised membership for West Lebanon Revitalization Advisory Committee
43

44 Councilor Simon reviewed the current membership for the WLRAC, and discussed their membership
45 recommendations moving forward.
46

47 **BACKGROUND**

1 On March 2, 2022, the City Council voted to re-establish the West Lebanon Revitalization Advisory
2 Committee as a permanent committee to continue the work of the former short-term committee of the same
3 name. The appointed membership on the permanent committee has only recently reached the point at which
4 the committee can begin to meet again.

5
6 At its first meeting on April 3, 2023, the members discussed changing the composition of the committee to
7 enable more interested residents to participate. The current membership of the committee consists of one
8 member each from the City Council, Planning Board, and the Economic Development Commission along
9 with two Ward 1 residents and two Ward 1 business owners. The committee may also have up to three
10 alternate members representing Ward 1 residents and/or business owners.

11
12 To date, the City has received no applications from business owners to join the committee, but three
13 residents have already been appointed (two regular members and one alternate) and applications or
14 expressions of interest have been received from other Ward 1 residents. In an effort to enable all interested
15 residents to join and participate on the committee and to ensure that all committee positions can be filled,
16 the West Lebanon Revitalization Advisory Committee recommends that the membership composition be
17 changed to allow four Ward 1 residents and/or business owners, instead of requiring two residents and two
18 business owners.

19
20 **ACTION:**

21 ***Councilor Liot Hill MOVED, that the Lebanon City Council hereby amends the membership***
22 ***composition of the West Lebanon Revitalization Advisory Committee to include:***

23 ***1 - City Councilor (to be appointed by the Mayor)***

24 ***1 - Member of the Planning Board (to be appointed by the Board)***

25 ***1 - Member of the Economic Development Commission (to be appointed by the Commission)***

26 ***2 - Ward 1 Residents and 2 Ward 1 Residents and/or Business Owners***

27 ***Up to 3 Alternate members comprised of Ward 1 Residents and/or Business Owners***

28
29 ***The Resident and Business Owner representatives shall be appointed by the City Council and their terms***
30 ***shall initially be staggered for periods of two and three years. Thereafter, all Resident and Business***
31 ***Owners shall be appointed to terms of three years. The City Council, Planning Board, and Economic***
32 ***Development Commission representatives shall serve for their respective terms.***

33
34 ***Not more than two (2) members of the Advisory Committee shall serve on any private civic***
35 ***association(s) that might be created for the West Lebanon area in order to avoid membership and***
36 ***Right-to-Know conflicts, but to ensure adequate communication and coordination among the groups,***
37 ***as appropriate.***

38
39 ***The Committee Chairperson shall coordinate with the Planning & Development Director for staff***
40 ***support. The Advisory Committee is solely an advisory body created to provide recommendations to the***
41 ***City's Administration and City Council for possible consideration. The Advisory Committee shall***
42 ***comply with all applicable provisions of RSA 91-A.***

43 ***Seconded by Councilor Wilkie.***

44
45 **Roll Call Vote:**

46 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
47 McNamara all voting Yea.

48 None voted Nay.

49 ****The Vote on the MOTION was approved by those present (8-0).***

1 **8. APPOINTMENTS:**

2 • Arts & Culture Commission, Nick Gaffney (Re-appointment as a Ward 3 Citizen Representative)
3 ***Councilor Wilkie put forth the NOMINATION of Nick Gaffney for Re-appointment as a Ward 3***
4 ***Citizen Representative to the Arts & Culture Commission. Term: (4/23-4/26)***
5 ***Seconded by Councilor Simon.***
6

7 **Roll Call Vote:**

8 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
9 McNamara all voting Yea.

10 None voted Nay.

11 ****The Vote on the MOTION was approved by those present (8-0).***
12

13 • Arts & Culture Commission, Linda Copp (Arts Representative)
14 ***Councilor Wilkie put forth the NOMINATION of Linda Copp as the Arts Representative to the Arts***
15 ***& Culture Commission. (4/23-4/24)***
16 ***Seconded by Councilor Simon.***
17

18 **Roll Call Vote:**

19 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
20 McNamara all voting Yea.

21 None voted Nay.

22 ****The Vote on the MOTION was approved by those present (8-0).***
23

24 • West Lebanon Revitalization Advisory Committee, Jim Winny (Ward 1 Citizen Representative)
25 ***Councilor Simon put forth the NOMINATION of Jim Winny (Ward 1 Citizen Representative) to the***
26 ***West Lebanon Revitalization Advisory Committee. Term: (2/23-2/25)***
27 ***Seconded by Councilor Wilkie.***
28

29 **Roll Call Vote:**

30 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
31 McNamara all voting Yea.

32 None voted Nay.

33 ****The Vote on the MOTION was approved by those present (8-0).***
34

35 • West Lebanon Revitalization Advisory Committee, Erik Endrulat (Ward 1 Citizen Representative)
36 ***Councilor Simon put forth the NOMINATION of Erik Endrulat (Ward 1 Citizen Representative) to***
37 ***the West Lebanon Revitalization Advisory Committee. Term: (4/23-4/26)***
38 ***Seconded by Councilor Wilkie.***
39

40 **Roll Call Vote:**

41 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
42 McNamara all voting Yea.

43 None voted Nay.

44 ****The Vote on the MOTION was approved by those present (8-0).***
45

46 • Planning Board, Bruce Garland (Reappointment Regular Member) and Reappointment as a
47 Regular Member to the Upper Valley Lake Sunapee Regional Planning Commission.
48 ***Councilor Wilkie put forth the NOMINATION of Bruce Garland (Reappointment, Regular Member)***
49 ***to the Planning Board (Term: 4/23-4/26) and also put forth the NOMINATION of Bruce Garland***

1 *(Reappointment, Regular Member) to the Upper Valley Lake Sunapee Regional Planning*
2 *Commission. Term: (4/23-4/27)*
3 *Seconded by Councilor Liot Hill.*
4

5 **Roll Call Vote:**

6 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
7 McNamara all voting Yea.

8 None voted Nay.

9 **The Vote on the MOTION was approved by those present (8-0).*
10

11 **9. PUBLIC HEARING ITEMS:**

12 **A. AMEND ORDINANCE 18, SALARY PLAN** – A public hearing for the purpose of receiving
13 public input and taking action to amend Ordinance No. 18, Salary Plan, Article II, Non-Affiliated
14 & LPASE Employees, as follows:

- 15 1. Add new Asset Manager position
- 16 2. Add new Solid Waste Foreperson position
- 17

18 Samantha Lauzon, Human Resources Director, provided an overview to amend Ordinance 18, Salary
19 Plan.
20

21 **BACKGROUND**

22 Recently, the Department of Public Works (DPW) has undergone several mid-management changes, which
23 have directly impacted functions at the Lebanon Solid Waste/Recycling Facility and with the fixed asset
24 management program. As a result, DPW has analyzed its internal organization and processes and is
25 recommending the following changes to Ordinance #18.
26

27 **Add Asset Manager – Grade 10, Non-Affiliated.** Asset Management is an essential function needed to
28 assist departments citywide to prolong the service life and reliability of all assets utilized or managed by
29 the City. Asset management streamlines processes allowing fixed assets to be managed and maintained
30 from different locations in an accurate and cost-effective manner. Asset management has previously been
31 performed by the Assistant City Engineer; a position which is currently vacant. Adding a dedicated Asset
32 Manager position will ensure the further progression of the City's asset management program and functions.
33

34 **Add Solid Waste Foreperson – Grade 9, LPASE.** This is a supervisory position that will work under the
35 Solid Waste Manager and assist in the management and execution of day-to-day Solid Waste/Recycling
36 Facility operations. This position will be responsible for coordinating and supervising the activities of
37 subordinate staff in the landfill and will manage and oversee the landfill gas collection and control systems.
38 This position is proposed to be a member of the Lebanon Professional, Administrative, and Salaried
39 Employees (LPASE) bargaining unit to allow for supervisory authority over subordinate AFSCME staff
40 and control over the day-to-day landfill functions in the absence of the Solid Waste Manager. Once a final
41 decision on affiliation with the bargaining unit is made by the Public Employee Labor Relations Board
42 (PELRB), the position will be properly denoted as a LPASE position within Ordinance #18.
43

44 ***Process to Amend Ordinance #18***

45
46 Amending Ordinance #18 requires three separate presentations (see City Charter subsections
47 §419:22, §419:24, §419:25, §419:52) followed by a public hearing and the vote of at least two- thirds
48 (2/3) of all members of the City Council – six (6) members - to adopt.
49

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

3
4 **1. PRESENTATION:**

5
6 *Councilor Wilkie MOVED, that the Lebanon City Council acknowledges the third of three presentations*
7 *to amend Ordinance #18, Salary Plan, Article II, by adding the positions of Asset Manager (Grade 10)*
8 *and Solid Waste Foreperson (Grade 9, LPASE) in the Non-Affiliated & LPASE Employee compensation*
9 *and classification schedules as referenced on page 41 of 56, of the April 19th, 2020, of the Lebanon City*
10 *Council agenda packet.*

11 *Below is an excerpt of the Non-Affiliated & LPASE Employees compensation and classification schedule*
12 *impacted by the proposed changes described above. Changes to the compensation and classification*
13 *schedules are shown in red type; new positions are shown in red bold type, position deletions are shown*
14 *stricken and in red italics type.*

REGULAR FULL-TIME/REGULAR PART-TIME NON-AFFILIATED & LPASE EMPLOYEES 2023 SALARY & GRADES TO INCLUDE 3% GWI					
Grade	Position Title	Hourly		Weekly	
		<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
9	Code Health Inspector**	\$32.36	\$43.69	-	-
	Executive Assistant	-	-	-	-
	Public Relations Coordinator	-	-	-	-
	Digital Media Officer	-	-	-	-
	Deputy Assessor	-	-	-	-
	Cyber Services Technical Specialist	-	-	-	-
	Real Estate Appraiser II**	-	-	-	-
	Solid Waste Foreperson(**) (LPASE designation proposed)	-	-	-	-
	Associate Planner**	-	-	\$1,294.40	\$1,747.70
10	Asset Manager	\$35.64	\$48.10	-	-
	Assistant City Engineer**	-	-	-	-
	Financial Analyst	-	-	-	-
	Community Nurse	-	-	-	-
	Police Communications Supervisor**	-	-	-	-
	Recreation Program Coordinator**	-	-	\$1,425.52	\$1,924.05
	Youth Services Librarian	-	-	-	-

15 **Denotes LPASE Employees

16 **2. RESOLUTION**

17
18 **Councilor Wilkie FURTHER MOVED: FOR THE PURPOSE OF amending Ordinance #18, Salary**
19 **Plan.**

NOW THEREFORE BE IT RESOLVED, that the Lebanon City Council amends Ordinance #18, Salary Plan, as follows:

1. Add new Asset Manager position, Grade 10, Non-Affiliated

2. Add new Solid Waste Foreperson position, Grade 9, LPASE

With reference to the chart on page 42 of 56, of the April 19th, 2023 City Council packet.

REGULAR FULL-TIME/REGULAR PART-TIME NON-AFFILIATED & LPASE EMPLOYEES 2023 SALARY & GRADES TO INCLUDE 3% GWI					
Grade	Position Title	Hourly		Weekly	
		Minimum	Maximum	Minimum	Maximum
9	Code Health Inspector**	\$32.36	\$43.69	-	-
	Executive Assistant	-	-	-	-
	Public Relations Coordinator	-	-	-	-
	Digital Media Officer	-	-	-	-
	Deputy Assessor	-	-	-	-
	Cyber Services Technical Specialist	-	-	-	-
	Real Estate Appraiser II**	-	-	-	-
	Solid Waste Foreperson(**) (LPASE designation proposed)	-	-	-	-
	Associate Planner**	-	-	\$1,294.40	\$1,747.70
10	Asset Manager	\$35.64	\$48.10	-	-
	Assistant City Engineer**	-	-	-	-
	Financial Analyst	-	-	-	-
	Community Nurse	-	-	-	-
	Police Communications Supervisor**	-	-	-	-
	Recreation Program Coordinator**	-	-	\$1,425.52	\$1,924.05
	Youth Services Librarian	-	-	-	-

This Resolution shall be effective upon passage.

Seconded by Councilor Liot Hill.

Roll Call Vote:

Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor McNamara all voting Yea.

None voted Nay.

**The Vote on the MOTION was approved by those present (8-0).*

10. OLD BUSINESS: NONE

11. NEW BUSINESS (CONTINUED):

- B. Request from Lalo's Taqueria for an Exemption (per §14-5) of City Code Chapter 14, Alcoholic Beverages, to permit the serving of alcoholic beverages on City property

1 Included in the agenda packet: *(Pages 45-47)*

- 2 1. Letter from Nick Yager, Lalo's Taqueria requesting exemption pursuant to City Code
- 3 Chapter 14 (Letter undated. Received by the City Manager's Office April 7, 2023)
- 4 2. Map depicting proposed outdoor seating area

5
6 Mr. Nick Yager spoke about his request as listed above.

7
8 **BACKGROUND**

9 Lalo's Taqueria, located at the west end of the pedestrian mall, established an outdoor dining area in 2021
10 and is planning to continue the service in 2023. As the restaurant serves alcoholic beverages as part of
11 their dining menu, they would like to serve alcohol as part of their outdoor dining service. In order to do
12 so, an exemption from City Code Chapter 14 is required.

13
14 City Code Chapter 14, Alcoholic Beverages, regulates the consumption of alcohol on City- owned
15 property. Section 14-5, Exemption, states that, "Any person, publicly recognized organization, organized
16 group, family group or business may be exempted from the provisions of this article for a short period of
17 time not exceeding 12 hours, upon first obtaining permission from the City Manager after consultation
18 with and approval by the Chief of Police. For a period of time exceeding 12 hours but not exceeding one
19 year, permission must first be obtained from the Lebanon City Council and reviewed on an annual basis."

20
21 **ACTION:**

22 *Councilor Sykes MOVED, that the Lebanon City Council hereby grants an exemption pursuant to*
23 *§14-5 of City Code Chapter 14, Alcoholic Beverages, to Lalo's Taqueria to serve alcoholic beverages*
24 *on the Lebanon Pedestrian Mall within the area shown on the maps included in the April 19, 2023*
25 *City Council Agenda Packet.*

26
27 *Exemption shall be valid beginning April 20, 2023 and shall expire on December 31, 2023.*

28
29 *Seconded by Councilor Simon.*

30
31 **Roll Call Vote:**

32 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
33 McNamara all voting Yea.

34 None voted Nay.

35 **The Vote on the MOTION was approved by those present (8-0).*

36
37 **C. Release of Collected Public School Impact Fees**

38
39 Included in the agenda packet: *(Page 48-52)*

- 40 1. Impact Fee Report as of 03/31/2023
- 41 2. November 22, 2021 Memorandum of Understanding between the City of Lebanon and The Lebanon
- 42 School District, SAU#88

43
44 Vick Lee, Finance Director, reviewed the Release of Collected Public School Impact Fees for the First
45 Quarter of 2023.

46
47 **BACKGROUND**

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

4
5 On October 12, 2021, the Planning Board authorized a broader use of Public School Impact Fees to
6 include construction, renovation, improvement, or expansion of K-12 school buildings and related
7 building systems, equipment, and furnishings. A revised MOU was developed and signed on
8 November 22, 2021.

9
10 To date \$818,840.52 has been disbursed to the Lebanon School District.

11

7/17/2013	\$83,690.78	11/6/2013	\$14,651.99	5/21/2014	\$19,407.00
8/6/2014	\$2,122.75	2/18/2015	\$723.00	5/20/2015	\$2,819.00
7/15/2015	\$1,627.50	11/4/2015	\$936.00	3/2/2016	\$3,156.00
5/18/2016	\$864.00	5/17/2017	\$5,230.00	12/6/2017	\$6,140.75
2/7/2018	\$41,262.70	9/5/2018	\$12,564.45	2/6/2019	\$1,833.10
8/7/2019	\$8,822.20	4/15/2020	\$40,432.02	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	10/19/2022	\$261,738.35
2/1/2023	\$2,185.00				

12
13 This request is for the City Council to authorize disbursement of \$3,824.44 in collected Public
14 School Impact Fees (through 03/31/2023) to the Lebanon School District.

15
16 **ACTION:**

17 *Assistant Mayor Below MOVED, that in accordance with Section 213.10 (Administration of Impact*
18 *Fees) of the Lebanon Zoning Ordinance, and the November 22, 2021 Memorandum of Understanding*
19 *between the City of Lebanon and the Lebanon School District, SAU 88, the City Council hereby*
20 *authorizes the disbursement of \$3,824.44 in collected Public School Impact Fees to the Lebanon*
21 *School District to be applied toward the construction, renovation, improvement or expansion of K-12*
22 *school buildings and related building systems, equipment, and furnishings.*

23
24 *Seconded by Councilor Wilkie.*

25
26 **Roll Call Vote:**

27 Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor
28 McNamara all voting Yea.

29 None voted Nay.

30 **The Vote on the MOTION was approved by those present (8-0).*

- 31
32 **D.** Authorization for the City Manager to transfer appropriated funds from the Finance Department
33 in the amount of \$55,000 to the Planning & Development Department to fund a Project
34 Development and Grants position

35
36 Included in the agenda packet: *(Pages 53)*

David Brooks, Deputy City Manager, reviewed the background behind the transfer of funds from the Finance Department to the Planning & Development Department as listed below:

BACKGROUND

With the recent and forthcoming increases in federal and state funding for local projects and programs, the City's ability and readiness to compete for grant funding is more important than ever. The City's grant writing capacity has for many years been fulfilled by Shelley Hadfield on a contractual basis through the Finance Department. As Ms. Hadfield gradually winds down her services to the community, the City has decided to bring grant writing and administration services in-house by promoting Associate Planner Rebecca Owens to a Senior Planner position overseeing project development and funding within the Planning & Development Department. Ms. Owen's will continue to work with Ms. Hadfield who has agreed to continue to provide guidance and assistance to Ms. Owens for a limited transition period.

Funding appropriated in the current fiscal year (FY2023) for contractual grant writing services is proposed to be moved from the Finance Department to the Planning & Development Department to cover the in-house project development and funding position and to allow for the rehiring of an Associate Planner before the end of the year.

ACTION:

Councilor Liot Hill MOVED, that in accordance with City Charter §C419:45, Transfer of Appropriations, the City Council hereby authorizes the City Manager to transfer unencumbered appropriated FY2023 funds in the amount of \$55,000 from the Finance Department to the Planning & Development Department to facilitate the development of in-house grant writing and administration capability.

Seconded by Councilor Wilkie.

Roll Call Vote:

Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor McNamara all voting Yea.

None voted Nay.

**The Vote on the MOTION was approved by those present (8-0).*

F. Vote to approve annual compensation for the City Manager

BACKGROUND

City Manager Shaun Mulholland was appointed as the City Manager on January 22, 2018. The City Council sets the level of compensation for the City Manager on an annual basis.

ACTION:

Councilor Simon MOVED, that in accordance with City Charter §C419:24, Salaries, the City Council hereby increases the compensation of the City Manager by 4.5% with an effective date of January 1, 2023.

Seconded by Councilor Heistad.

Roll Call Vote:

Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor McNamara all voting Yea.
None voted Nay.

****The Vote on the MOTION was approved by those present (8-0).***

12. City Manager Report:

City Manager Shaun Mulholland updated the Council on the following:

- The City Council Summit will take place on June 12th, and after some Council discussion, the meeting time will take place from 12:00-6:00PM.
- City Management: The City will have a Fellow (Intern) who will be working 40 hours/week for 8 weeks through the Municipal Management Association of New Hampshire.
- City Council Strategic Plan Process review.
- Reminder: The April 25th and 29th City Council Work Sessions.
- Pay by Bag: There will be presentation on June 7, 2023 and are looking at August 7th as a start date for people to transition. It will not be in full effect until January 1, 2024. Public information will be going out about this transition.
- Potential of discontinuing the Railroad from Glen Road to Riverside Park.

13. COUNCIL REPRESENTATIVES TO OTHER BODIES:

- Councilor Liot Hill spoke about the availability of NH IT Services grant funds.
- Councilor Sykes spoke about and requested the Council's support for SB 187.
- Councilor Simon spoke about Representative Laurel Stavis' availability to represent the West Lebanon Revitalization Advisory Commission in Concord, with the understanding that she will not be representing the City of Lebanon.

14. FUTURE AGENDA ITEMS:

- EDC/Council Discussion: Development vs. Public Facility for the Back Parking Lot.
- Proclamation for Ava Galleries 50th Anniversary.

15. NON-PUBLIC SESSION: NONE

16. ADJOURNMENT:

Councilor Heistad MOVED for adjournment.

Seconded by Councilor Sykes.

Roll Call Vote:

Assistant Mayor Below, and Councilors Liot Hill, Simon, Sykes, Whittlesey, Wilkie, and Mayor McNamara all voting Yea.
None voted Nay.

****The Vote on the MOTION was approved by those present (8-0).***

The meeting was adjourned at 7:53 PM.

Respectfully submitted,
Dona E. Gibson
Recording Secretary

**AGENDA
LEBANON CITY COUNCIL
MAY 03, 2023**

7. APPOINTMENTS:

APPOINTMENTS

Board/Committee Appointments as presented by Deputy City Clerk Kara Tracy

- Planning Board, Patrick Kennelly (Regular Member)
- Planning Board, Andrew Faunce (Regular Member)

Included in this Section:

1. Memo from Deputy City Clerk Kara Tracy dated April 25, 2023

OFFICE OF THE CITY CLERK

MEMORANDUM

DATE: April 25, 2023

TO: The Honorable Mayor & City Council

FROM: Kara Tracy, Deputy 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.*

Planning Board

- **Patrick Kennelly** – Regular member for a three-year term. Recommended by City Manager Mulholland.
Term: (4/23-4/26)

- **Andrew Faunce** – Regular member for a three-year term. Recommended by City Manager Mulholland.
Term: (4/23-4/26)

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Tuesday, April 4, 2023 3:36 PM
To: cityclerk <cityclerk@lebanonnh.gov>; webmaster <webmaster@lebcity.com>
Subject: [EXTERNAL] Online Form Submission #7114 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

Application Process

After submitting this application, you will be contacted and interviewed by one of our City Councilors. Your application will then go before the full Council at one of their regular meetings for consideration of appointment. If you have questions, please contact City Clerk Kristin Kenniston at 603-448-3054 or cityclerk@lebanonnh.gov.

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	Patrick
Last Name	Kennelly
Physical Address	21 Summer St
City	Lebanon
State	NH
Zip Code	03766
Is this your mailing address?	Yes
Home Phone Number	6032667058

Work Number	<i>Field not completed.</i>
Email Address	Patrickandjeanne@gmail.com
How long have you resided in Lebanon?	12 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?	Planning Board
Other Committee	<i>Field not completed.</i>
Why would you like to serve?	Lebanon has been a great place to raise our family and I hope to be able to help a little so it can continue to be one for my kids to raise theirs.
State a few of what you feel your qualifications are or why you wish to be appointed to this board / committee.	I've had some exposure to planning and zoning regulations through building one of the first ADUs in town and through an ongoing renovation to a house in a flood plain. On those and other projects I ve done all of the work by myself, from design to house lifting so I have some familiarity with the trades. Also, my oldest daughter just graduated with a degree in urban planning and my wife trained as a hydrogeologist so issues the planning board deals with have long been part of family discussions!
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.](#)

Board Member Application

Application Process

After submitting this application, you will be contacted and interviewed by one of our City Councilors. Your application will then go before the full Council at one of their regular meetings for consideration of appointment. If you have questions, please contact City Clerk Kristin Kenniston at 603-448-3054 or cityclerk@lebanonnh.gov.

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	Andrew
Last Name	Faunce
Physical Address	36 Oak Ridge Rd
City	West Lebanon
State	NH
Zip Code	03784
Is this your mailing address?	Yes
Home Phone Number	603-306-2853
Work Number	603-306-2853
Email Address	andrew.g.faunce@gmail.com
How long have you resided in Lebanon?	20 years contiguous; 25 years total to date

(Section Break)

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

re-appointment?

For which board, committee, or commission are you applying?

Planning Board

Other Committee

Field not completed.

Why would you like to serve?

I am interested in how development happens. I am retiring from a Dartmouth career that entailed planning for campus renovations and would like to transfer some of these inclinations and interests (and my newly available time!) to what I hope can contribute to the betterment of my community. I have volunteered for the West Lebanon Revitalization Committee (for which my participation may be determined at its next meeting), but I now understand that citizen membership on the planning board is becoming a critical need.

State a few of what you feel your qualifications are or why you wish to be appointed to this board / committee.

I have been involved in classroom planning at Dartmouth for several decades. I have experience representing faculty interests in classrooms (tech specifically but also layout, furnishings, and other affordances) across program development, schematic design, design development, and construction phases of major projects. I am familiar with documentation and presentations of the kind the planning board reviews. I have attended several planning board meetings.

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.](#)

**AGENDA
LEBANON CITY COUNCIL
MAY 03, 2023**

10. NEW BUSINESS:

10.A – RECEIVE PUBLIC INPUT ON STRATEGIC PLAN

BACKGROUND

The public is invited to provide input to the City Council and members of City staff on the proposed Lebanon Strategic Plan.

ACTION

No action is required by the City Council. This item is for informational purposes only.

Information available but not included herein:

1. [Lebanon Strategic Plan webpage](#) with link to the Strategic Plan Miro Board
2. April 25, 2023 City Council Work Session Documents
3. April 27, 2023 City Council Work Session Documents

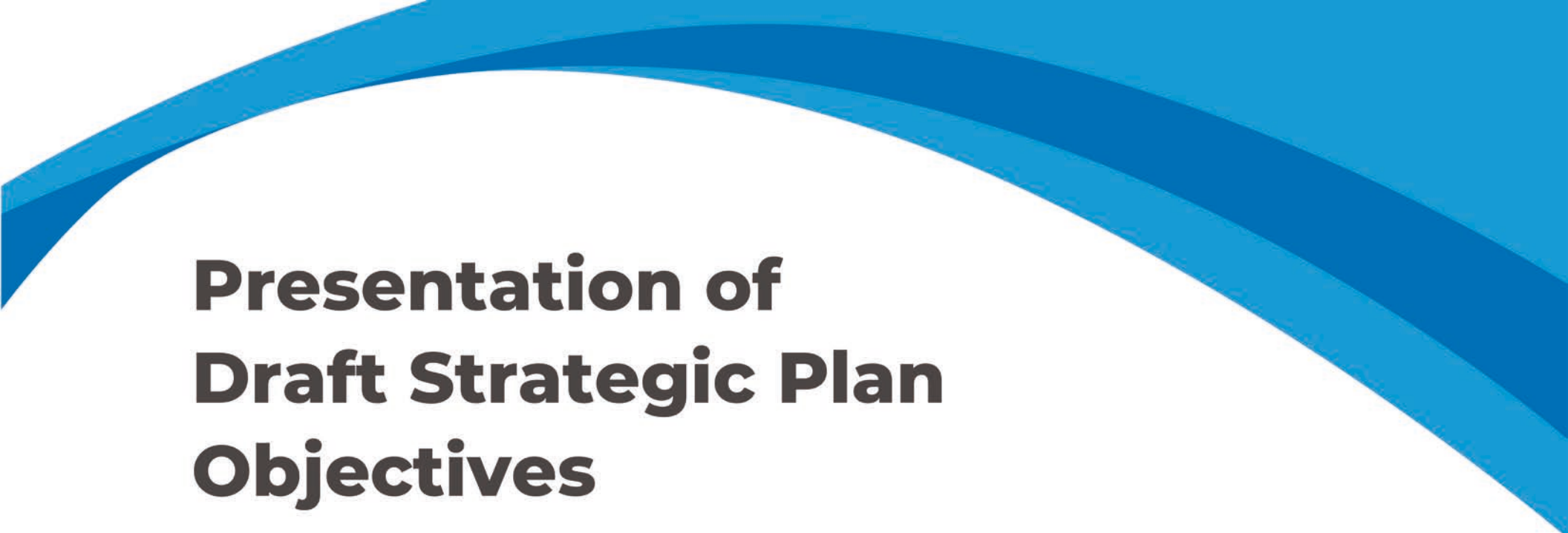


AGENDA
LEBANON CITY COUNCIL
WORK SESSION
TUESDAY, APRIL 25, 2023
5:30PM – 8:00PM
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM

1. ANNUAL WORK SESSION:
Presentation of Draft Strategic Plan Objectives

- High Performing Government
- Housing and Neighborhood
- Financial Stability and Efficiency
- Economic Vitality
- Social Health & Justice

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.



Presentation of Draft Strategic Plan Objectives

- **High Performing Government**
 - City Manager, City Clerk, Cyber Services, Public Works, Human Resources, Planning and Development
- **Housing and Neighborhood**
 - City Manager, Human Services, Planning and Development
- **Financial Stability and Efficiency**
 - City Manager, Finance
- **Economic Vitality**
 - City Manager, Planning and Development
- **Social Health and Justice**
 - City Manager, Human Resources, Human Services, Planning and Development, Library



High Performing Government



Summary of Strategic Objectives

- 1.1 Operate City government at a very high level of Transparency. To the extent possible government documents are available in digital formats through the City's website minimizing the need to make requests to staff.
- 1.2 Recruit, Develop, and Retain trained and qualified City staff.
- 1.3 Enhance process innovation using technology, data, and key performance objectives.
- 1.4 Advocate at the Regional, State, and Federal level.
- 1.5 Enhance the credibility of the City's government.
- 1.6 Enhance community engagement.

Timeline: 2024-2026

Responsible Groups

City Departments

City Clerk City Manager Cyber Services HR Library Planning

Boards and Committees

City Council DEI

Partners

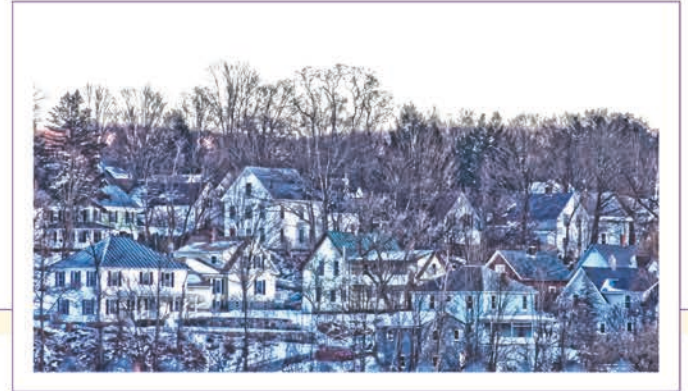
Vision Statement

The city government has to be responsive to the needs of its residents, businesses and partners. The delivery and/or the facilitation of the delivery of services is one of the cornerstones of effective local government. A responsive and effective city government does the following:

- **Transparency-** the decision making processes must be open and as accessible as possible to allow the public to participate. Government records need to be available, easily accessible and in a timely manner.
- **Ethics-** City officials and staff meet public expectations of very high ethical standards while conducting City business as well as in the pursuit of their personal lives. Ethical expectations directly relate to the credibility of the City in view that people have of it. City officials comply with statutory and regulatory requirements.
- **Problem Solving-** the expectation is that the City government is an organization that functions to identify and develop solutions to address problems and the needs of the community. Data driven decision making is operationalized when and where appropriate.
- **Teamwork-** highly effective organizations are those that can bring together the players to achieve the mission. Our team consists of elected officials, appointed officials, staff, volunteers, service providers and our partners who work together to drive and achieve success.
- **Communication-** an effective City government utilizes multiple modes of communication to inform residents including emergency messaging, how to information, education materials, opportunities and the activities of the organization. This must be timely, accurate, accessible and sufficient to keep the public informed.
- **Engaging-** the City takes proactive steps to engage the general public and key stakeholders in the development of public policy.
- **Efficiency-** the City utilizes management practices and process review procedures such as LEAN to reduce wasted time and money while at the same time enhance the quality of city services. City officials and staff operate in a culture of continuous quality improvement.
- **Technology-** the City utilizes technology to enhance the quality, accessibility, timeliness and efficiency of City services.
- **Innovation-** the City uses or develops innovative approaches to problem-solving and service delivery.
- **Human Capital-** the quality, skill base, experience and emotional intelligence of City officials is of very high quality. The City invests in training and staff development constantly enhancing the effectiveness of City staff. The City is "growing" leaders from within its ranks to perform higher level and leadership roles in the organization. The retention of qualified personnel is a key objective for City leaders.
- **Partnership-** City leaders value the importance of partnerships with other municipalities, the school district, the housing authority and the other levels of government. Working with the business community, non-profit entities and neighborhood groups is highly valued in solving problems and providing services to the community.
- **Leadership-** the City values and understands its leadership role in the Upper Valley and the State of New Hampshire from a political, economic and social perspective. It actively advocates and exercises that leadership role in service to the people of the City and the Upper Valley.



Housing and Neighborhoods



Summary of Strategic Objectives

- 2.1 Facilitate the Development/Redevelopment of Housing.
- 2.2 Work cooperatively to address Homelessness.
- 2.3 Revise Land Use Regulations to limit barriers to development/redevelopment while preserving neighborhood character.
- 2.4 Development of a comprehensive Citywide housing strategy.

Timeline: 2024-2026

Responsible Groups

City Departments

City Manager Human Services Library Planning

Boards and Committees

DEI Downtown TIF EOC Heritage Commission Planning Board

Partners

Housing Authority LISTEN The Leasans Tuck County CAP Southcoast Housing

Vision Statement

The City of Lebanon shall actively foster a diverse range of housing opportunities and choices for current and prospective residents, and will strive to promote the development of diverse, sustainable neighborhoods that reflect Lebanon's "small-town" character and distinctiveness.

The City of Lebanon shall encourage a range of housing options for all segments of the population. New housing development should contribute positively to existing neighborhoods and create safe and desirable new neighborhoods consistent with the other planning goals of the City as expressed in this Master Plan.

An inclusive community has a range of housing types to meet the needs of a diverse population. Those housing types include;

- Single Family
- Multi-Family (spanning duplexes to large apartment buildings)
- Elderly Housing
- Accessory Dwelling Units
- Manufactured Housing
- Temporary Housing - Homeless Shelters and Transitional Housing Units

The housing inventory of the City must include a mix to meet the affordability needs of its residents such that no more than 30% of combined household income is committed to housing. That mix of housing affordability includes;

- Market Rate Housing
- Workforce Housing
- Low Income Housing

[Chapter 7 of the City's Master Plan](#) is incorporated into this Strategic Plan.



Financial Stability and Efficiency



Summary of Strategic Objectives

- 3.1 Maintain a responsible debt management plan.
- 3.2 Maintain a long term strategy to stabilize the tax rate and user fees to avoid spikes in the rates
- 3.3 Advocate and seek funding at the State and Federal level to reduce the impact on property taxes and user fees.
- 3.4 Maintain adequate cash reserves to ensure cash flow, the ability to respond to emergencies and the resources to take advantage of opportunities.

Timeline: 2024-2026

Responsible Groups

City Departments

City Manager Finance Library

Boards and Committees

City Council

Partners

Vision Statement

The City strives to diversify its revenue streams to reduce the reliance upon the property tax as the primary source of revenue for general government operations. User fees have a direct relationship to the services provided and are commensurate with the actual cost of the services provided. The use of Unassigned Fund Balances in the General Fund as well as the enterprise funds is a strategy to minimize tax and fee rate spikes.

The Unassigned Fund Balance in the General Fund is healthy when it:

- is within a range of 19% to 24% of the current General Fund expenditure budget;
- provides a cash reserve to address emergencies;
- provides sufficient cash flow between semi-annual tax billings.

Financial planning is based on a long-term strategy to stabilize tax and user fee rates to minimize rate hikes. Planning for capital projects in the six-year Capital Improvements Plan that allows a more even spread of debt service payments where possible is utilized.

The City's debt load is maintained within the statutory requirements and the City Council's Debt Management policy for all funds.

The City utilizes federal, state, and private grant funding to offset the cost of capital and operating expenses. Additionally, the City advocates in partnership with other municipalities and the New Hampshire Municipal Association for more state funding to offset the impact to local property taxes. The City takes active steps to transition education funding from the statewide and local property tax to a more equitable cost share with other revenue sources.



Economic Vitality

Summary of Strategic Objectives

- 8.1 Facilitate a Sustainable and Resilient Economy.
- 8.2 Facilitate and develop partnerships to increase Early Childhood Education capacity and reduce cost.
- 8.3 Work cooperatively with UVBA, the Corporate Council and others to enhance the business climate in the region.
- 8.4 Coordinate regionally to enhance tourism opportunities in the Upper Valley.
- 8.5 Implement opportunities for redevelopment in the four core business districts of the City.

Timeline: 2024-2026

Responsible Groups

City Departments

City Manager Planning

Boards and Committees

Downtown TIF EDC Planning Board

Partners

UV Business Alliance UV Public Health Network Vital Communities

Vision Statement

The City is the economic hub of the Upper Valley. Most of the jobs in the region are located here in the City. The City is the host of a diversified and resilient economy. Traditionally the impacts of worldwide and national economic downturns impact the region to a lesser extent. The predominance of the medical sector, with Dartmouth Health being the largest employer in the region and the largest employer in the State, results in considerable supplemental and complimentary economic activity. The area has over 120 high-tech businesses, many of which are medtech and biotech companies. Many of these companies have a direct relationship or lineage from Dartmouth College and Dartmouth Health.

The region has the highest average salaries in the State. The Upper Valley economy is vibrant and resilient when it has the following:

- A trained workforce adequate to meet the needs of all employers;
- An innovative, creative, and entrepreneurial culture that drives and develops new ideas;
- A diversified commercial/industrial sector that includes small, medium, and large businesses;
- Adequate housing to meet the needs of the workforce needed for the economy;
- Adequate childcare and early childcare development to allow parents to work in the economy;
- Adequate public education and postsecondary education to develop and maintain a skilled workforce; and
- Vibrant and diversified retail, food, and general service sectors that meet the supporting needs of the Upper Valley.

The City's Master Plan addresses the larger vision statement relative to [Economic Development](#) located in Chapter 6.



YouTube Economic Development - Lebanon, New Hampshire



Social Health and Justice



Summary of Strategic Objectives

- 9.1 Develop and implement a citywide Equity Plan.
- 9.2 Maintain the City's ADA Transition Plan.
- 9.3 Implement equity in all policies, codes, charter and in the delivery of City services.
- 9.4 Be a welcoming community to people of all cultures, races, skin color, national or ethnic origin, language, religions, gender identity or expression, sexual orientation, mental or physical ability, age, political opinion or activity, economic status, immigration status or housing status.
- 9.5 Develop the concept of Environmental Justice throughout the organization and the community.

Timeline: 2024-2026

Responsible Groups

City Departments

City Manager Human Services Library Planning

Boards and Committees

City Council Communications Committee DEI LGAC Planning Board
Tree Advisory Board

Partners

Dartmouth Health Schools City Business Alliance

Vision Statement

The City supports and upholds the federal and state constitutions.

The City resolves the following:

- Preserving the public trust and promoting community identity, civic pride, and quality of life for all residents, regardless of race, skin color, national or ethnic origin, age, sex, gender identity or expression, sexual orientation, mental or physical disability, religious or political opinion or activity, immigration status, socio-economic status, or housing status.
- The City takes a leading role in protecting civil liberties, promoting inclusiveness, and providing equal protection under the law to all persons in the City.
- A diverse population supports a resilient economy and fosters a high quality of life for its residents and visitors, in accordance with the City's Sustainability Principles.
- That while Free Speech is protected under the First Amendment; we can speak out against and discourage hate speech as contrary to our values.
- The City demonstrates its commitment to protecting its residents and visitors against discrimination on the basis of race, skin color, national or ethnic origin, age, sex, gender identity or expression, sexual orientation, mental or physical disability, immigration status, religious or political opinion or activity, socio-economic status, or housing status.
- The City takes a stand against ideologies of violence, hatred, and intolerance. The City denounces and rejects all ideologies based on discrimination, hatred, and intolerance, including racism, xenophobia, and homophobia, and condemns activities that promote these ideologies.
- The City is committed to fair and equal treatment of everyone in our community, including in housing, education, employment, and healthcare, and will strive to ensure all of our actions, policies, and operating procedures reflect this commitment.



AGENDA
LEBANON CITY COUNCIL
WORK SESSION
THURSDAY, APRIL 27, 2023
5:30PM – 8:00PM
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM

1. ANNUAL WORK SESSION:
Presentation of Draft Strategic Plan Objectives

- Recreation, Arts & Parks
- Environment & Sustainability
- Public Safety
- Transportation
- Public Health

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.

Presentation of Draft Strategic Plan Objectives

- **Recreation, Arts, and Parks**
 - City Manager | Recreation, Arts, and Parks | Library | Planning and Development
- **Environment and Sustainability**
 - Public Works | Recreation, Arts, and Parks | Planning and Development
- **Public Safety**
 - Cyber Services | Public Works | Police | Fire | Recreation, Arts and Parks | Planning and Development
- **Transportation**
 - Public Works | Recreation, Arts and Parks | Airport
- **Public Health**
 - City Manager | Public Works | Human Services | Police | Fire | Planning and Development



Recreation, Arts, and Parks



Summary of Strategic Objectives

- 4.1 Provide a wide array of recreational programming in conjunction with other entities in the Upper Valley.
- 4.2 Maintain and expand recreation infrastructure in the City to include parks, athletic facilities, trails, and greenways.
- 4.3 Enhance the vitality of Arts & Culture in the City in cooperation with arts community in the Upper Valley. This includes energizing the arts economy as well as opportunities for public art.
- 4.4 Celebrate the City's rich history and enhancing the public's awareness of its history through multiple modalities.
- 4.5 Celebrate the City's diverse cultural makeup by providing opportunities allow the public to experience the diverse cultures in the Upper Valley.

Timeline: 2024-2026

Responsible Groups

City Departments

City Manager Library Planning IRAP

Boards and Committees

Arts & Culture Commission Champlain Valley Commission DEI Downtown Tr EDC
Heritage Commission

Partners

AVA Art Gallery CCBA Lebanon Historical Society Lebanon Opera House
Lebanon Outing Club Lebanon Youth Baseball Liv Rockin' Music Liv Music Center

Vision Statement

Recreation

The City has a wide array of recreational opportunities available to its residents. The programs are operated by the City while others are provided by not-for-profit entities and for-profit entities. A robust range of recreational opportunities has a positive impact on the physical and emotional health of our people. The City's vision for Recreation is further outlined in [Chapter 10: Recreation](#) of the Master Plan.

Arts, Culture, and the Humanities

The City celebrates the arts, culture and the humanities in its various modalities. The City's recently created Arts and Culture Commission is the primary City body to advocate and advance the arts in the community. The City supports a vibrant partnership with a growing arts community to enhance opportunities for equitable participation and inclusion. The City continues to enhance opportunities for displays of art in public places to create a livelier living environment. The City's vision is further outlined in [Chapter 12: Community Design and Civic Art](#) of the Master Plan.

Parks

The City maintains parks in various parts of the City to enhance neighborhood environments and provide outdoor spaces for its residents to enjoy the outdoor world. Everything from athletic fields, the Storrs Hill Ski facility, the Mascoma Greenway, the Northern Rail Trail and various nature trails and conservation areas provide opportunities to exercise and enjoy nature.

Libraries

Our vision is to be the hub of the community, a place where individuals of all ages and backgrounds can find the resources, technology, and support they need to achieve their goals and realize their full potential. We strive to create a dynamic and innovative library system that reflects the diverse needs and interests of our community and empowers everyone to lead fulfilling and meaningful lives.



Environment and Sustainability



Summary of Strategic Objectives

Waste Management

- 5.1 Enhance the City's waste management practices with the end goal of reducing the City's waste to zero non-renewal material.
- 5.2 Managing solid waste and wastewater to ensure public health, the protection of wildlife, the protection of plant life and minimizing the impact on the environment.

Energy

- 5.3 Ensuring the City's waste management infrastructure systems will meet the City's needs today and into the future.
- 5.4 Reduce the GHG emissions produced by City government's activities by transitioning to 100% renewable energy sources by 2050.
- 5.5 Encourage and support communitywide initiatives to transition the community to 100% renewable energy sources by 2050 in alignment with the Energy Chapter of the City's Master Plan.

Conservation & Natural Resources

- 5.6 Enhance, support and implement measures to sustain the City's public and private forests. Implement urban forest management programs to address urban heat zones and aesthetics.
- 5.7 Maintain and highlight the City's conservation resources.
- 5.8 Protect the water resources within the City.
- 5.9 Protect the wildlife, aquatic organisms and plants from the impacts of human activity and climate change.

Timeline: 2024-2026

Responsible Groups



Vision Statement

The City is proactive in sustainable environmental stewardship. [Lebanon's Principles of Sustainability](#) focus on seven principles. Principal #3 is Environmental Responsibility and Energy Efficiency.

Principle #3 – Environmental Responsibility and Energy Efficiency

Does the action...

- A. Sustain and enhance a healthy natural environment: air, water, soil, and ecosystems?
- B. Promote and reinforce a network ("green infrastructure") of protected open space and natural areas?
- C. Improve energy efficiency and reduce the City's carbon footprint?
- D. Engage the Lebanon community to conserve energy and adopt more sustainable technologies for heating, cooling, lighting, transportation, and so forth?

The functions of the City government will achieve the objective of reducing its greenhouse gas emission 80% below 1990 levels by 2050. The City supports the Paris Climate Accords and the implementation of the goals of the Paris Climate Agreement.

Waste Management

The goal is to achieve zero waste. The City manages a number of waste materials from the City itself and the Upper Valley as a region. The goal is to recycle the materials where possible or dispose of the materials in an environmentally safe fashion that does not impair the public health. As technological solutions become available the City implements them to achieve the ultimate goal of eliminating waste.

Energy

The City's Master Plan outlines the City's policies regarding Energy in [Chapter 13](#). The City implements a number of strategies to reduce the amount of energy used in the community with a shift from energy that produces greenhouse gas emissions. This includes a shift to the use of electric powered vehicles and electric powered building heating sources. The shift to energy produced by solar, landfill gas and other renewable sources.

Conservation and Natural Resources

The City's Master Plan outlines the City's policies regarding Natural Resources in [Chapter 5](#). The City has considerable conservation and natural resource assets that it continues to maintain and protect



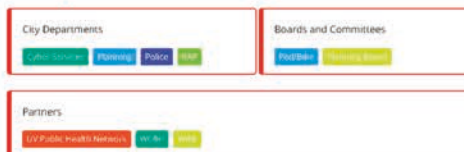
Public Safety

Summary of Strategic Objectives

- 6.1** Enhance Emergency Management capability regarding Planning for, Preparing for, Responding to, Recovery from and Mitigation of Disasters.
- 6.2** Enhance Code Enforcement efforts.
- 6.3** Maintain a proactive Traffic Safety Program.
- 6.4** Maintain a proactive Crime Prevention and Response Program.
- 6.5** Maintain an effective Fire Prevention effort and Fire Suppression capability.
- 6.6** Enhance multi-modal transportation safety through prevention, education, enforcement and infrastructure improvements
- 6.7** Enhance the City government's cyber security posture to minimize impact on city services. Enhance the police department's ability to prevent, investigate and prosecute cybercrimes that impact businesses and residents.

Timeline: 2024-2026

Responsible Groups



Vision Statement

Perceptions of public safety, whether they are real or perceived, impact the way people feel and interact in the community. Public safety is not just about injury prevention and crime prevention; it is about building a strong, cohesive, vibrant, participatory City. Individuals and families enjoy a sustained quality of life, participation in work, leisure, social, cultural, artistic and educational activities, and preservation of income and assets. A safe community embraces a methodology and infrastructure where all sectors of the community work together collaboratively to safeguard citizens' well-being and property. Our vision of the City involves the following aspects.

Emergency Management: The City has a robust emergency management capability that adequately:

- foresees and plans for natural and human made disasters;
- prepares for these events and provides advanced warning and guidance to residents, businesses and other partners. This also includes training for, having the necessary equipment facilities, supplies and partnerships available to respond to disasters;
- responds to disasters to effectively reduce the risk to life and property;
- recovery from disasters such that the community is able to return to normal as soon as possible. This includes psychological recovery from the impacts of disasters;
- mitigation steps are taken in advance of and during disasters to reduce the impacts of known or disasters that are likely to impact the City.

Code Enforcement: The City has adequate life safety codes that reduce the risk of injury or death as well as the protection of property. The City effectively educates the public regarding these regulations. The City takes a proactive step to address violations.

Crime Prevention and Response: The City takes proactive steps to reduce the amount of, severity of and the impacts of crime. Residents and visitors in the City have a quality of life and are able to pursue and obtain the fullest benefits from their domestic, social and economic lives without fear or hindrance from crime and disorder. The City is able to respond to criminal incidents proactively, quickly and effectively.

Domestic and Sexual Violence: The City in partnership with other entities leads efforts to protect and assist victims of sexual and domestic violence.

Cyber Security: The City's cyber infrastructure and protected information are secure from hacking, damage, or destruction and other disruptions.

Traffic Safety: The City has a multi-pronged approach to addressing safety on City streets, sidewalks, greenways, and rail trails. Proactive steps are taken to minimize motor vehicle accidents as well as accidents involving bicycles and other wheeled vehicles. A number of strategies are used to enhance pedestrian safety with the goal of zero pedestrian accidents.

Fire Prevention and Suppression: The City implements strategies to prevent death, injuries and damage to property from the impacts of fire. The fire department has adequate resources and strategies to respond to fires to save lives and minimize damage to property.





Transportation

Summary of Strategic Objectives

Public Transit

- 7.1 Maintain & expand public transportation availability in the Upper Valley.

Airport

- 7.2 Support efforts to maintain Essential Air Service
- 7.3 Support efforts to maintain general aviation.

Multi-Modal Transportation

- 7.4 Maintain, enhance and expand the Mascoma Greenway, Northern Rail Trail and new connector segments to strengthen the multi-use recreational/transportation network.
- 7.5 Maintain, enhance and expand the City's sidewalk network connecting the segments to create a comprehensive network.

Roadway Infrastructure

- 7.6 Enhance the City's roadway infrastructure maintenance plan.
- 7.7 Enhance the City's roadway system to adequately manage present and projected traffic volumes.
- 7.8 Coordinate with NH DOT's efforts to enhance state transportation improvements in the City.

Timeline: 2024-2026

Responsible Groups

City Departments

Support Planning MAP

Boards and Committees

Red/Bike Planning Board

Partners

Advance Transit

Vision Statement

The City operates a multi-modal transportation system and partners with other entities to meet the transportation needs of the City within the context of the larger transportation network in the Upper Valley. The City's Master Plan further delineates the larger transportation goals located in [Chapter 9](#).

The City will continue to use innovative technologies and make infrastructure investments to ensure those systems are adequately maintained to ensure they function effectively and safely. The focus will be on the lifecycle maintenance of infrastructure and properly tracking the infrastructure through a fixed asset management system.

The City will continue with its Complete Streets strategy when reconstructing a street to include upgrading all of the assets within the street where appropriate.





Public Health

Summary of Strategic Objectives

- 10.1** Continue partnership with West Central Behavioral Health to enhance Mental Health Care and Response.
- 10.2** Provide effective Mobile Integrated Health Care.
- 10.3** Provide high quality Emergency Medical response capability.
- 10.4** Maintain the partnership with the Upper Valley Public Health Network to respond to public health emergencies.
- 10.5** Continue partnerships to provide Medical and Dental Care for those who cannot afford it.
- 10.6** Enhance community engagement.

Timeline: 2024-2026

Responsible Groups

City Departments

City Manager DPW/SLW Fire
Human Services Planning Police

Boards and Committees

Joint Loss

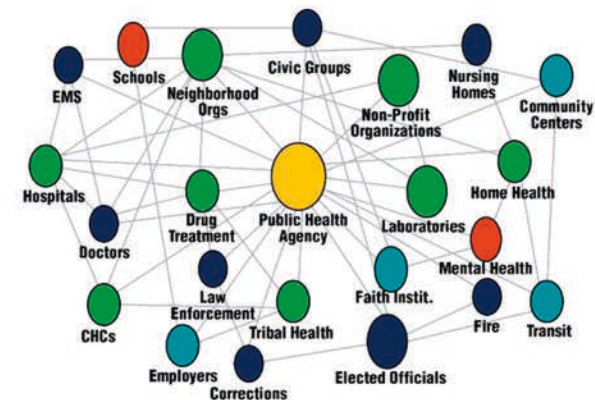
Partners

Dartmouth Health Good Neighbor Health Clinic HIV HCV Resource Center Headrest
UV Public Health Network Montpelier NH & VT WCBH WPHS

Vision Statement

The goal of public health is to preserve the medical and mental health of those who reside in the City and those who visit it. Eliminating or minimizing the risk of disease and injury as well as responding to and providing care to those who need it are primary objectives of municipal governments. The City works in partnership with an array of state and federal agencies along with not for profit entities to meet the objectives of the Ten Essential Public Health Services:

- Monitor Health
- Diagnose and Investigate
- Inform, Educate, and Empower
- Mobilize Community Partnerships
- Develop Policies
- Enforce Laws
- Link to Services
- Assure Competent Workforce
- Evaluate



**AGENDA
LEBANON CITY COUNCIL
MAY 03, 2023**

10. NEW BUSINESS:

**10.B – DISCUSSION AND SET PUBLIC HEARING FOR MAY 17, 2023:
CDBG AND RECOVERY HOUSING PROGRAM APPLICATIONS
FOR FAMILIES FLOURISH NORTHEAST - UPPER VALLEY FACILITY**

BACKGROUND

The New Hampshire Community Development Finance Authority (CDFA) receives approximately \$9 million annually for the statewide Community Development Block Grant (CDBG) program, which includes all non-entitlement municipalities and counties. Up to \$500,000 annually is available to communities or counties on a competitive basis in each of the four categories of housing, public facilities, economic development, and emergency activities that directly benefit low- and moderate-income persons. Up to \$25,000 is available for planning grants. The Recovery Housing Program is a pilot program for special needs housing, which municipalities and non-profits may apply to for up to \$500,000.

Families Flourish Northeast requests that the Lebanon City Council support the submission of a CDBG application for Public Facilities for up to \$500,000 and a Recovery Housing Program application for up to \$500,000 to support the development of a high-intensity residential substance-use treatment center for pregnant and parenting women and their children in the Upper Valley. The proposed location for the facility is the Homestead Building on Mascoma Street which is a part of the Alice Peck Day campus. The cost of the renovation is estimated at \$4.9 million. The goal is to begin providing services at the new facility in late 2024.

A request to submit an application for CDBG funds was approved by the City Council in June of 2022; however, the matching funds were not committed by the time the CDBG applications were due and the application was withdrawn. The proposal includes funds from both CDBG and the Recovery Housing Program, which are both administered by CDFA and carry similar program criteria to CDBG and a separate application.

Please see the attached description and project overview for more information.

ACTION

Should the Council decide to move the CDBG application forward, the Council is requested to approve the following actions:

MOVED, that the Lebanon City Council hereby schedules public hearings for Wednesday, May 17, 2023, beginning at 7:00pm, Council Chambers, City Hall, and Remote via the City's Virtual Platform, for the following:

- 1) A public hearing for the purpose of receiving public input and taking action on a proposed CDBG grant application for up to \$500,000 in CDBG Public Facilities funds to be sub-granted to Families Flourish Northeast; and to authorize the City Manager to sign, submit, and execute any documents which may be necessary to effectuate the CDBG Application and contract.***

- 2) A public hearing for the purpose of receiving public input and taking action on a proposed Recovery Housing Program (RHP) grant application for up to \$500,000 to be sub-granted to Families Flourish Northeast; and to authorize the City Manager to sign, submit, and execute any documents which may be necessary to effectuate the RHP Application and contract.**
- 3) A public hearing for the purpose of receiving public input and taking action to adopt the City of Lebanon Anti-Displacement and Relocation Assistance Plan for Families Flourish Northeast.**

Included in this Section:

1. Project Description – Families Flourish Northeast – Upper Valley Facility
2. City of Lebanon Residential Anti-Displacement and Relocation Assistance Plan for Families Flourish Northeast

Name and Town: Families Flourish Northeast, Lebanon, NH

Email: info@familiesflourishne.org

Families Flourish Northeast (FFNE) is a New Hampshire 501(c)3 nonprofit corporation in the final planning phase for a high-intensity residential substance-use treatment center for pregnant and parenting women and their children. The organization is currently seeking \$4.9 million dollars in funding for startup costs and renovation/construction of its future home in the Upper Valley of New Hampshire, with a goal of providing services by late 2024.

Filling the critical gap in access to family-centered residential treatment in New Hampshire. Rural families and communities in central and northern New Hampshire have been severely impacted by our state's substance use crisis yet have far less access to treatment than the more heavily-populated southern part of our state. In 2020, the proportion of newborns born at Dartmouth-Hitchcock with prenatal substance exposure rose to 10.3%, in contrast to 6.7% for New Hampshire overall. By March 2021, these numbers had risen again to 11.6% for DHMC and 7.1 % for the state. Since the onset of the COVID-19 pandemic, rates of substance exposed pregnancies and the severity of maternal substance use have increased in the Upper Valley, as well as statewide. Unfortunately, treatment need far exceeds supply. The two family-centered residential programs in New Hampshire are in the southern part of the state, comprise only 26 treatment beds, and carry up to a 6-month waiting list. FFNE will significantly increase treatment capacity for this vulnerable population by providing comprehensive treatment for up to 14 pregnant and parenting women and their children up to age 12.

Mission: Our mission is to fill a critical gap by providing trauma-informed residential substance use disorder treatment for pregnant and parenting women in a warm, safe and supportive community.

Vision: Our vision is to support lifelong health, healing and recovery for women, children, families, and communities by interrupting the intergenerational cycle of addiction.

Clinical Model Overview: The Families Flourish Northeast (FFNE) program will provide the American Society of Addiction Medicine level 3.5, Clinically Managed High-Intensity Residential Substance Use Treatment for women. This level of care includes residential services capable of addressing complex co-occurring mental health needs, providing 24-hour care with trained addiction and mental health counselors to stabilize and prepare participants for outpatient treatment. The FFNE 12-month program will be divided into three phases: stabilization, active treatment, and transition. FFNE's multidisciplinary approach will include comprehensive substance use and psychiatric evaluation, individual and group therapy, treatment medications as indicated, parent-child psychotherapy and attachment interventions, and critical parenting support. As women progress through treatment, emphasis will shift to recovery maintenance, development of life skills, employment training, and re-entry to the workforce. Pediatric services will include comprehensive behavioral and development assessment and age-appropriate interventions for children 0-12 years. FFNE will work closely with the Division of Children, Youth, and Families to support family reunification for women who do not have custody of their children.

Urgent need for residential services: Between 2018-2020, 29 women attending Dartmouth-Hitchcock's Moms in Recovery intensive outpatient treatment program were referred to residential treatment, of whom 25 declined referral due to lack of gender-specific services that would allow them to bring their children with them or to continue visitation with their children who were not in their care. Over 80% of program participants had co-occurring mental health diagnoses and many were experiencing family violence.

Gap in Existing Services: Currently, treatment for pregnant and parenting women with Substance Use Disorder (SUD) in Cheshire, Sullivan, Grafton, Carroll and Coos counties are entirely outpatient-based, with one gender-specific Intensive Outpatient Program (IOP) in Lebanon in the Moms in Recovery program. As mentioned previously, southern New Hampshire currently has two programs offering clinically managed, high intensity residential treatment for women with children, totaling 26 beds, both carry waitlists up to 6 months. While 28-day residential beds in mixed-gender facilities are more available, these programs do not allow women to bring their children with them. Lack of accessible treatment for parenting women is contributing to the current strain on New Hampshire's child welfare, criminal justice, and correctional systems.

Effectiveness of FFNE treatment model: FFNE aims to provide the appropriate level of addiction treatment needed to support sustained recovery, community reintegration, and intact maternal-child relationships. The FFNE model is based on the evidence-based *Horizons for Women* program, which provides long term residential treatment for women with children at the University of North Carolina. This treatment program is based on a relational model utilizing state-of-the-science practices in women's treatment, parent-child psychotherapy, and attachment-based approaches which address the developmental needs of children impacted by maternal substance use.

FFNE's program will support women as they move from initial stabilization through treatment, recovery maintenance, and finally re-entry into the community setting. The program will be provided in a structured environment which builds women's capacity for safely parenting their children, supports family reunification, and reduces the impact of adverse childhood events. Case management starting on admission will work proactively with community-based services, affordable housing providers, and employers to ensure successful reintegration to a woman's home community following residential program completion.

Physical space needed to deliver the Families Flourish clinical model. FFNE's future home will meet all requirements for NH residential program licensure, and accreditation by the Council for Accreditation of Rehabilitation Facilities (CARF), in an innovative family-centered model facility. Residential accommodations will allow for stabilization, active treatment, supported employment, and transition to independent, community-based recovery over the course of the 9–12-month program. Family units will be designed to facilitate mentored parenting skill development and attachment, in the context of a larger family-centered recovery community. At the close of 2021, FFNE signed a Letter of Intent to lease and renovate the Homestead Building on the campus of Alice Peck Day Memorial Hospital. As a result, FFNE and APD are now actively negotiating a long-term lease for the building with a goal to begin renovations by the end of 2024.

Additional Funding Sources. Families Flourish Northeast has worked diligently to explore multiple avenues of revenue to fund start-up and renovation costs. During the past several years, FFNE has received foundational support from the New Hampshire Charitable Foundation and DHMC, investing a combined total of over \$250,000 for the planning and development of our organization. FFNE is confident that the first phase of our upcoming Capital Campaign will be successful in recruiting several individuals, corporations, and philanthropists throughout New England who will be eager to support our project. FFNE will utilize a seasoned development consultant to help strengthen community connections and expand our current prospect pool through 2023. Additionally, FFNE is actively seeking additional community, state and federal funding for infrastructure and capacity building including the following opportunities: USDA Recovery Grant, HRHA, Community Development Block Grant (CDBG), Recovery Housing Program Pilot (RHP), Governor's Office for Emergency Relief and Recovery (GOFERR), and New Hampshire Housing Finance Committee (NHHFA). Once operational, FFNE will seek programmatic funding from SAMSHA, HUD, NIH, and other federal agency opportunities.

**CITY OF LEBANON
RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN
FAMILIES FLOURISH NORTHEAST**

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project and a Recovery Housing project undertaken by the municipality. THE FAMILIES FLOURISH NORTHEAST WILL INCLUDE DISPLACEMENT of one or more existing businesses. Families Flourish will develop and submit a Relocation Plan.

However, in the event of displacement as a result of a federally funded award, the CITY OF LEBANON will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion the municipality will make public and submit to CDFA the following information:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- h. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
 1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
 2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.
- i. Persons displaced shall be relocated into comparable replacement housing that is decent, safe, and sanitary, adequate in size to accommodate the occupants, functionally equivalent, and in an area not subject to unreasonably adverse environmental conditions;
- j. Provide that persons displaced have the right to elect, as an alternative to the benefits in

subparagraph 2. above, to received benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and

- k. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- l. Paragraphs a. through k. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

CITY OF LEBANON anticipates displacement or relocation activities will be necessitated by this project, the City certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended.

Printed Municipal Official Name: _____

Title: _____

Signature: _____

Date of Adoption by the Lebanon City Council : _____

**AGENDA
LEBANON CITY COUNCIL
MAY 03, 2023**

10. NEW BUSINESS:

**10.C – REQUEST FOR EXCEPTION FROM CITY CODE CHAPTER 110,
NOISE FROM SOUND AMPLIFICATION SYSTEMS; AMERICAN LEGION
POST 22, MEMORIAL DAY PARADE AND CEREMONY**

BACKGROUND

City Code Chapter 110, “Noise from Sound Amplification Systems,” allows residents to obtain a permit for sound amplification between the hours of 8am – 8pm on Mondays through Saturdays, and between 1pm – 5pm on Sundays and legal holidays. Chapter 110-2(B) allows the City of Lebanon upon its own motion, or upon application and for good cause shown, to modify, suspend, repeal, or amend the provisions of any rule, regulation, or section contained within the chapter.

The American Legion Post 22 has requested permission to host a Memorial Day Parade and Ceremony in Colburn Park between 11:00am – 1:00pm on Monday, May 29, 2023, the Memorial Day legal holiday. The Lebanon Police Department has approved the sound permit for the permitted timeframe pending City Council approval.

ACTION

Should the Council wish to grant permission, the following motion is offered for consideration:

MOVED, that the Lebanon City Council, in accordance with City Code Chapter 110, Noise from Sound Amplification Systems, Section 110-2, hereby authorizes the American Legion Post 22 to utilize noise amplification equipment between the hours of 11:00am and 1:00pm on Memorial Day, Monday, May 29, 2023.

Included in this Section:

1. City Code Chapter 110, Noise from Sound Amplification Systems

Chapter 110

NOISE FROM SOUND AMPLIFICATION SYSTEMS

GENERAL REFERENCES

Noise by vendors — See Ch. 179.

§ 110-1. Declaration of policy.

A. It is hereby declared that:

- (1) The use or operation of public address systems, loud speakers and other similar amplifying systems for the reproduction and amplification of the human voice, music and other sounds is a condition which has existed for some time and the extent and volume of such use is increasing; and that
- (2) The continued uncontrolled use and operation of public address systems, loud speakers and other similar amplification systems on the street, in front of or outside of any building, place or premises, or in any vehicle operated, standing or being in or on any public street, highway, park or place, or from any stand, platform or other structure or anywhere on or in the public streets, parks or places is detrimental to the public health, comfort, convenience, safety and welfare of the citizens of the City of Lebanon, and that
- (3) The continued uncontrolled use or operation of such public address systems, loud speakers and other similar amplifying systems diverts the attention of pedestrians and vehicle operators in the public streets, highways, parks and places, thus increasing traffic hazards and causing injury to life and limb; therefore

B. It is hereby declared as a matter of legislative determination and necessity in the public interest that the rules, regulations and provisions hereinafter contained be and are hereby enacted for the purpose of securing and promoting the public health, comfort, convenience, safety and welfare, and the peace and quiet of the City of Lebanon and its inhabitants.

§ 110-2. Application of rules and regulations.

- A. The rules and regulations herein contained shall apply to any person, firm, corporation, association, club, partnership, society or any other form of association or organization.
- B. The City of Lebanon upon its own motion, or upon application and for good cause shown, may modify, suspend, repeal or amend the provisions of any rule or regulation or section herein contained. The sections of these rules and regulations, and the parts thereof, are

separable. If any portion of these rules and regulations, or the application thereof to any person or circumstance, shall be held invalid, the remainder thereof or the application of such invalid portions to other persons or circumstances shall not be affected thereby.

§ 110-3. Definitions.

Wherever used in this article, the following terms shall mean and include;

PERSON — Includes the singular and plural and also any person, firm, corporation, association, club, partnership, society or any other form of association or organization.

SOUND-AMPLIFYING EQUIPMENT — Any public address systems, loud speakers, radios, phonograph machine, device or apparatus for the amplification and reproduction of the human voice, music or other sounds.

SOUND TRUCK — Any vehicle having mounted thereon or attached thereto any sound-amplifying equipment or apparatus.

§ 110-4. Permit required; profane speech and music prohibited.

- A. It shall be unlawful for any person to use or operate or cause to use or operate any sound-amplifying equipment for commercial or noncommercial purposes on the street, in front of or outside of any building, place or premises, or in any vehicle operated, standing or being in or on any public street, highway, park or place or from any stand, platform or other structure or anywhere on or in the public streets, highways, parks or places within the corporate limits of the City of Lebanon unless he/she shall first obtain a permit from the City of Lebanon in the manner hereinafter prescribed and in accordance with the provisions of this article.
- B. The use of profane, lewd, indecent or slanderous human speech and music reproduced or amplified by means of sound-amplifying equipment is expressly prohibited.

§ 110-5. Application for permit.

- A. Each applicant for a permit shall file a written application on an application form provided for this purpose with the Chief of Police at least three days prior to the date upon which such sound amplifying equipment or apparatus is to be used or operated.
- B. The application shall provide the following information:
 - (1) Name and address of applicant.
 - (2) Address of place of business.
 - (3) Date or dates of proposed use and operation of the sound-amplifying equipment.

- (4) The proposed hours of use and operation of the sound-amplifying equipment.
- (5) The purpose for which the sound-amplifying equipment will be used and operated.
- (6) If a sound truck, the registration, motor number and make of the vehicle.
- (7) Name and address of the vehicle operator and sound-amplifying equipment operator.
- (8) The proposed route of the sound truck.
- (9) The approximate maximum distance the sound will be audible from the point of origination.

§ 110-6. Terms for issuance of permits.

- A. The issuing authority shall be the Chief of Police, and a permit shall not be denied for any specific time, location or use to any applicant who complies with the provisions of this article, except as hereinafter excepted:
 - (1) Improper and incorrect application.
 - (2) Overlapping in the granting of permits for the same purpose or for more than one purpose within a maximum of 100 yards of each.
 - (3) In any location within 100 yards of a school, courthouse, church, hospital or similar institution.
 - (4) In any location between the hours of 8:00 p.m. and 8:00 a.m.
 - (5) In or on any vehicle standing or in motion between the hours of 8:00 p.m. and 8:00 a.m.
 - (6) In any location where the volume of sound emitted from the sound-amplifying equipment will be audible for a distance in excess of 100 yards from the place or places where such sound-amplifying equipment or apparatus will be located.
 - (7) In any location where, upon investigations by the issuing authority, it shall be determined that the conditions of vehicular and/or pedestrian traffic are such that the use of sound-amplifying equipment or apparatus will constitute a threat to the safety of pedestrians or vehicle operators.
- B. The Chief of Police may issue permits for single occurrences, or on a quarterly, semiannual or annual basis. Permits issued quarterly, semiannually or annually shall be renewed on or before the anniversary date of the permit to allow continued use of the sound-amplifying equipment.

§ 110-7. Sundays and legal holidays.

Except between the hours of 1:00 p.m. and 5:00 p.m., on Sundays and legal holidays, and only by special permission of the City Council for good cause shown, permission to use and operate sound-amplifying equipment shall not be granted. This is so ordered to ensure against interference with religious services or civic observances and the general tranquillity of the community.

§ 110-8. Possession and display of permit.

The permit shall be kept at all times where it can be readily obtained and promptly shown to any police officer of the City of Lebanon upon request.

§ 110-9. Exceptions.

The provisions of this article shall not apply to the use of sound-amplifying equipment and apparatus in the following uses:

- A. Any church or synagogue on or within its own premises in connection with its religious rites or ceremonies.
- B. Authorized band concerts, street dances, street fairs and special events.
- C. Athletic contests when held within the confines of a stadium, athletic field or municipal park or playground.
- D. Use by the several departments of the municipal government in the proper exercise of their individual functions.
- E. Use in a nonresidential zoning district when specifically approved by the City Council after a duly noticed public hearing and found not to have any negative impacts and with any condition the City Council may choose to place on it. **[Added 8-7-1996]**

§ 110-10. Permit fees.

No permit fees shall be imposed upon any applicant for permit under the terms of this article.

§ 110-11. Penalties for offenses.

Any person who shall violate any provision of this article, upon conviction thereof, shall be punished as provided in Chapter 1, General Provisions.