

FINAL

**WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
REGULAR MEETING MINUTES
KILTON LIBRARY – COMMUNITY ROOM OR
Remote Via Virtual Platform
LebanonNH.gov/Live
August 21, 2023
5:30 PM**

MEMBERS PRESENT: Councilor Chris Simon, Laurel Stavis, Kim Chewning, James Mashal, Andrew Faunce, Erik Endrulat

MEMBERS ABSENT: Jim Winny

STAFF PRESENT: Nate Reichert (Director of Planning & Development)

1. CALL TO ORDER – The meeting was called to order at 5:30 PM.

A. The August 21, 2023 West Lebanon Revitalization Advisory Committee meeting is hereby called to order.

2. APPROVAL OF MINUTES:

A. August 1, 2023

***Mr. Endrulat MOVED to approve the meeting minutes of August 1, 2023, as presented.
SECONDED by Ms. Stavis.***

**** The Vote on the MOTION was approved (6-0-0).***

3. OLD BUSINESS

A. Updates on Main Street Streetscape Project

1. Presentation by City Engineer Rod Finley (In Person) and Greg Bakos - VHB (Online)

Mr. Bakos explained that the VHB contract has been executed with the City. Surveyors will focus first on expanding the coverage to allow for a drainage analysis and determining the right of way boundaries in order to determine property impacts. Abutters on the four corners of the intersection that will be impacted will be addressed. Appraisals will likely be needed for two of the parcels. Educated offers will be made to the other two parcels. Temporary impacts are being considered for the entire area of the project. Parcel 72-14 goes well into the roadway, and this will need to be adjusted. There are a few areas where the existing sidewalk appears to be outside of the right of way, and this will also need to be addressed. A concept for this project continues to be considered, but a final design will require the survey items to be completed. Public engagement is proposed, once revised plans are in hand. This could be undertaken in conjunction with a Committee meeting.

B. Discussion of Potential Future Uses of 14, 28 and 30 Main Street Parcels

1. Scope of Work for Report to City Council - summary by Kim Chewning and Councilor Simon

Ms. Chewning explained that the City Council is seeking a recommendation from the Committee for how the people of West Lebanon would like to use the three properties purchased, with the knowledge that the intention is to upgrade this area of West Lebanon.

Ms. Stavis asked what type of tools and budget are available to the Committee to complete this task. Ms. Chewning stated that the former West Lebanon Committee spent a lot of time trying to answer this question, including hosting events.

Ms. Chewning explained that the proposed schedule for this would be to have a survey sent out to the public in September, for this information to be reviewed in October along with inviting the public to a Committee meeting in October, and then to meet and consider a recommendation to the City Council in November.

The Committee discussed creating a draft survey. The survey will be ready for the Committee to review at its next meeting.

Sarah Riley, Chair of the Conservation Commission, stated that she is not a resident of West Lebanon, but would like to see information on the stream in this area considered. This area has a waterway under Church Street West and potentially other properties. She asked that the City consider daylighting the stream, meaning bringing it back to the surface from under the pavement. Mr. Finley explained that a drainage study is proposed that will include this stream. This item has been added to this scope of the overall project.

2. Technical and Engineering Review - Q & A with Rod Finley and Greg Bakos

This item was addressed within other topics of discussion.

C. Updates on 'Dry Bridge' Replacement Project - Project Lead – Brian Vincent

1. Summary by Nate Reichert

Mr. Finley stated that he believes the MEPA process has been approved. The final design contract was authorized last week, and final design has initiated.

Ms. Stavis explained that the City has a large communications challenge to everyone in Lebanon regarding construction and roadwork that may be occurring in West Lebanon.

D. Updates on Westboro Yard, Project Lead - David Brooks/Paula Maville

1. Summary by Nate Reichert

Mr. Reichert explained that, as of August 1st, a revised plan for a lot line change has been submitted to the State. All communication points so far have been well received from the State.

- E. Updates on West Lebanon Beautification Project and Street Painting - Kim Chewning
 - 1. Summary by Kim Chewning

There were no updates at this time.

4. NEW BUSINESS

None at this time.

5. FUTURE AGENDA ITEMS

As discussed during the meeting.

6. NEXT MEETING DATE

- A. September 18, 2023**

7. OTHER BUSINESS

The Committee discussed the layout and potential technical aspects of the 14, 28 and 30 Main Street parcels.

8. ADJOURNMENT:

Ms. Chewning MOVED to adjourn the meeting. SECONDED by Mr. Endrulat.

**** The Vote on the MOTION was approved (6-0-0).***

The meeting was adjourned at 6:47 PM.

Respectfully submitted,
Kristan Patenaude
Recording Secretary