



**WEST LEBANON REVITALIZATION ADVISORY
COMMITTEE
OCTOBER 30, 2023 - 5:30 PM
KILTON LIBRARY, COMMUNITY ROOM OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. September 18, 2023
 - B. October 2, 2023
 - 3. Old Business**
 - A. Westboro Yard Update and Discussion
 - B. Main Street Streetscape Project Update and Discussion
 - C. 'Dry Bridge' Replacement Project Update and Discussion
 - D. Discussion and possible action on recommendation to City Council on Future Uses of 14, 28 and 30 Main Street Parcels
 - E. Review and discuss results of Future Use Survey
 - 4. New Business**
 - 5. Future Agenda Items:**
 - 6. Next Meeting Date**
 - A. November 20, 2023
 - 7. Other Business**
 - 8. 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.

DRAFT

**WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
REGULAR MEETING MINUTES
KILTON LIBRARY – COMMUNITY ROOM OR
Remote Via Virtual Platform
LebanonNH.gov/Live
September 18, 2023
5:30 PM**

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

MEMBERS ABSENT: Jim Winny, Erik Endrulat

STAFF PRESENT: Nate Reichert (Director of Planning & Development); Shaun Mulholland (City Manager)

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

2
3 **A. The September 18, 2023 West Lebanon Revitalization Advisory Committee meeting**
4 **is hereby called to order.**

5
6 **2. APPROVAL OF MINUTES:**

7
8 **A. August 21, 2023**

9
10 *Ms. Chewning MOVED to approve the meeting minutes of August 21, 2023, as presented.*

11 *SECONDED by Mr. Faunce.*

** The Vote on the MOTION was approved (5-0-0).*

12 **3. OLD BUSINESS**

13 **A. West Lebanon project updates and discussion**

14 **1. Westboro Yard - City Project Leader David Brooks/Paula Maville**

15 **a. Discussion with City Manager Shaun Mulholland**

16
17 City Manager Shaun Mulholland explained that he received a copy of the letter sent from DES
18 regarding environmental issues on the site. The recommendation is to wait for the next round of
19 testing, but not to directly address or mitigate any issues on the site at this time. There are not
20 currently standards for PFAS in the soil at this time. This will be tested on the site. The Westboro
21 Yard matter is currently in front of the Attorney General's Office.

22
23 **2. Main Street Streetscape Project – City Project Leader Rod Finley**

24
25 There was no update at this time. The project continues to move forward.

1 3. 'Dry Bridge' Replacement Project - City Project Leader Brian Vincent

2
3 City Manager Mulholland noted that the DOT dry bridge is scheduled for 2025. The HUD Main
4 Street improvement project is also scheduled for 2025. These projects occurring at the same time
5 will create significant impacts on those who live in and travel through the area. Assuming these
6 projects stay on schedule, there will need to be heavy public education around these topics. Chair
7 Smith noted that the Committee discusses these topics at each meeting, in order to try to get the
8 word out.
9

10 Ms. Stavis noted that the Committee was asked to generate language for survey questions to be
11 distributed quickly. This now seems premature as there are other moving parts that need to occur
12 before this part can move forward. City Manager Mulholland stated that this item should be
13 moved on expeditiously so that these items can be moved on quickly. Every year, the City is
14 losing money, as these properties sit in wait.
15

16 4. West Lebanon Beautification Project and Street Painting – Councilor
17 Simon and Kim Chewning
18

19 Chair Simon explained that the flowers have flourished this summer. City Manager Mulholland
20 explained that the street painting is being performed whenever possible. Public comment will be
21 received during community conversation meetings, one of which is on September 26th at City
22 Hall.
23

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

25 1. Community Engagement

26 a. Laurel Stavis Draft Survey Discussion
27

28 Ms. Stavis explained that she drafted a high-level summary introduction of the proposed changes
29 to the Downtown West Lebanon area. A number of potential draft survey questions were also
30 included, drafted by Mr. Faunce.
31

32 The Committee reviewed the draft survey questions. There was discussion regarding including a
33 question as to if the public would rather see mixed use development or a Fire Station on these
34 parcels. This question could also be left open ended for the public to include potential other
35 options of interest.
36

37 There was discussion regarding the potential for affordable housing in this area. It was noted that
38 this consideration is highly unlikely, but possible for the site.
39

40 The Committee agreed to remove draft question #3. The Committee considered adding some
41 demographic questions to the survey.
42

43 The Committee agreed to hold a special meeting on October 2nd at 5:30pm at City Hall. The
44 Committee agreed to finalize the survey on that evening and make it live just after. The survey
45 can then be left open for a span of approximately three weeks. The Committee agreed not to

1 meet on the 16th, but instead move this meeting to October 30th at 5:30pm at Kilton Library, at
2 which time the survey results will be reviewed.

3
4 Sarah Riley, Conservation Commission, asked for follow-up regarding her previous question
5 about daylighting the stream in this area. She noted that additional green space could draw
6 people toward the area. She explained that streams are valuable, regardless of their size. Ms.
7 Chewning stated that there is not yet enough detail for this to be an appropriate question to be
8 posed. This would be a potential feature of a mixed-use project, but not an additional option in
9 and of itself. Ms. Stavis stated that the City Engineer has stated that this will actively be
10 researched. Mr. Mashal noted that a park could be an additional option for this space. City
11 Manager Mulholland noted that the engineering scope of the Main Street project has been
12 expanded and includes this item. There does not appear to be a good reason that this stream was
13 covered in the first place.

14
15 **4. NEW BUSINESS**

16
17 None at this time.

18
19 **5. FUTURE AGENDA ITEMS**

20
21 As discussed during the meeting.

22
23 **6. NEXT MEETING DATE**

24
25 **A. October 16, 2023 [revised to October 2, 2023]**

26
27 **7. OTHER BUSINESS**

28
29 None at this time.

30
31 **8. ADJOURNMENT:**

32
33 *Ms. Stavis MOVED to adjourn the meeting. SECONDED by Ms. Chewning.*

** The Vote on the MOTION was approved (5-0-0).*

34
35 **The meeting was adjourned at 7:08 PM.**

36
37 Respectfully submitted,
38 Kristan Patenaude
39 Recording Secretary

DRAFT

**WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
REGULAR MEETING MINUTES
CITY HALL COUNCIL CHAMBERS OR
Remote Via Virtual Platform
LebanonNH.gov/Live
October 2, 2023
5:30 PM**

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

MEMBERS ABSENT: Jim Winny, James Mashal

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

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

2
3 **A. The October 2, 2023 West Lebanon Revitalization Advisory Committee meeting is**
4 **hereby called to order.**

5 **2. OLD BUSINESS**

6 **A. Discussion of Potential Future Uses of 14, 28 and 30 Main Street Parcels**

7
8 This item was not discussed at this time.

9
10 **B. Community Engagement**

11 **a. Discussion and potential approval of 14, 28 and 30 Main Street Future Use**
12 **Survey**

13
14 The Committee reviewed the draft survey.

15
16 *Ms. Chewning MOVED to approve the survey and allow the Planning Department to move*
17 *forward with making it live. SECONDED by Mr. Faunce.*

** The Vote on the MOTION was approved (5-0-0).*

18
19 **3. NEXT MEETING DATE**

20
21 **A. October 16, 2023 Regular Meeting Cancelled. Next meeting on October**
22 **30, 2023**

23
24 **4. OTHER BUSINESS**

25
26 None at this time.

5. ADJOURNMENT:

***Mr. Endrulat MOVED to adjourn the meeting. SECONDED by Ms. Chewning.
* The Vote on the MOTION was approved (5-0-0).***

The meeting was adjourned at 5:42 PM.

Respectfully submitted,
Kristan Patenaude
Recording Secretary