



WEST LEBANON REVITALIZATION ADVISORY COMMITTEE

**NOVEMBER 20, 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. October 30, 2023
 - 3. New Business**
 - 4. Other Business**
 - 5. Adjournment**
 - 6. 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. Review and discuss results of Future Use Survey, Discussion, and possible action on recommendation to City Council on Future Uses of 14, 28 and 30 Main Street Parcels
 - 7. Next Meeting Date**
 - A. December 18, 2023

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](https://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
CITY HALL COUNCIL CHAMBERS OR
Remote Via Virtual Platform
LebanonNH.gov/Live
October 30, 2023
5:30 PM**

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

MEMBERS ABSENT: Jim Winny

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 30, 2023 West Lebanon Revitalization Advisory Committee meeting is**
4 **hereby called to order.**

5 **2. APPROVAL OF MINUTES**

6
7 *Mr. Mashal MOVED to approve the meeting minutes of September 18, 2023; and October 2,*
8 *2023. SECONDED by Mr. Faunce.*

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

10 **2. OLD BUSINESS**

11
12 Chair Simon thanked all those who helped with the beautification project. This will be removed
13 for the winter and removed from the agenda for that time period.

14
15 **A. Westboro Yard Update and Discussion**

16 Chair Simon stated that the State is reviewing the contamination study results. Additional
17 language for the proposed lease agreement will likely be included. Mr. Reichert stated that the
18 State continues to work on this, but this is no other direct update at this time. All pieces the City
19 is in control of continue to move forward as well.

20
21 **B. Main Street Streetscape Project Update and Discussion**

22 Mr. Reichert stated that there was a request from a constituent regarding installation of another
23 bench past the Library. This has been approved by the City and will be installed within the next
24 4-6 weeks hopefully. The BHB Consulting contract will be amended and extended to include
25 additional information about the Tracy Street/Church Street stream crossing.

26
27 **C. 'Dry Bridge' Replacement Project Update and Discussion**

1 Mr. Reichert stated that the dry bridge is in the final design phase. Wetland impact permits and
2 an Alteration of Terrain permit will be sought from the State. This and the Main Street
3 streetscape project are on target for initialization in summer 2025. The bridge project will likely
4 be going on simultaneously with the streetscape project, subject to many items in-between now
5 and then.

6
7 **D. Review and discuss results of Future Use Survey**

8 Chair Simon reviewed the results of the Future Use Survey. He noted that there were over 350
9 responses to the survey.

10
11 The Committee heard from members of the community regarding the survey results.

12
13 Ms. Stavis noted that there are resources from the State that can be sought if this item is not
14 moving as quickly as the City feels is appropriate. She is willing to pursue these resources when
15 necessary.

16
17 Ms. Chewning noted that there were 42 comments made through the survey. The Committee is
18 still taking time to review these items but there were certain themes such as combining the
19 parcels for different uses. Mr. Reichert explained that construction of a Fire Station on these
20 parcels would consume the entire footprint. Co-locating two uses on a parcel could be difficult,
21 due to the necessary use of the Fire Station.

22
23 Ms. Stavis noted that 60% of respondents prefer mixed use, and only 28% prefer relocating the
24 Fire Station to this location. There seems to be a clear mandate. Mr. Mashal stated that half of
25 respondents do not live in West Lebanon. It will be important to receive a breakdown of the
26 results based on where people actually live/work.

27
28 Chair Simon asked the public what it would like to see on these parcels. Responses included:

- 29
- Mixed use – residential and retail [general store, superette, coffee shop, etc.]
 - 30 • Housing
 - 31 • Retail that will help with daily needs [bakery, coffee shop, etc.]
 - 32 • Mascoma River Greenway extension through West Lebanon & development of green
 - 33 space
 - 34 • Co-working space
 - 35 • Post office with parking
- 36

37 Mr. Reichert explained that an RFP could likely contain the City's will for the proposed project.
38 The City would use the development community's creativity to solve the problem based on RFP
39 inputs. Ms. Stavis stated that the community needs to continue to be involved in order to have a
40 base for the City's will.

41
42 Ms. Stavis noted that the rail spur near the skate park has been abandoned by DOT and will
43 become part of the Greenway.

44
45 **E. Discussion and possible action on recommendation to City Council on Future Uses**
46 **of 14, 28 and 30 Main Street Parcels**

1
2 The Committee discussed what type of recommendation it wanted to make to the City Council.
3 Ms. Chewning stated that the Committee has asked for public input on this project multiple
4 times. It is unclear how many more times the community can be asked the same question and
5 receive different feedback. The community has made it clear that it would like to see a mixed-
6 use building with the ground floor used on a regular basis by the citizens of West Lebanon, such
7 as a coffee shop, co-working space, or other general community use. Ms. Stavis explained that
8 the City will need this input at City Council meetings when this item is discussed. There needs to
9 be continued participation throughout the City Council conversations.

10
11 Mr. Reichert noted that he would work to parse out some of the survey data information
12 discussed earlier this evening for the Committee to review at its next meeting. He also noted that
13 there are at least four open spots on this Committee in case there are any interested members of
14 the public.

15
16 **3. NEXT MEETING DATE**

17 **A. November 20, 2023**

18
19 **4. OTHER BUSINESS**

20 None at this time.

21
22 **5. ADJOURNMENT:**

23
24 ***Mr. Mashal MOVED to adjourn the meeting. SECONDED by Mr. Faunce.***

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

25
26 **The meeting was adjourned at 7:02 PM.**

27
28 Respectfully submitted,

29 Kristan Patenaude

30 Recording Secretary