



**WEST LEBANON REVITALIZATION ADVISORY
COMMITTEE
FEBRUARY 20, 2024 - 5:30 PM
KILTON LIBRARY, CONFERENCE ROOM OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

1. Call to Order

- A. To participate in this meeting, please [join live via Microsoft Teams](#) or call 929-229-5356 (access code: 633 598 984#). If you have trouble accessing this meeting, please [email nathan.reichert@lebanonnh.gov](mailto:nathan.reichert@lebanonnh.gov).

2. Election of Officers

- A. Chair and Vice Chair

3. Approval of Minutes

- A. December 18, 2023
B. No minutes for January, meeting cancelled.

4. New Business

- A. Strategic Plan
B. West Lebanon TIFF

5. Other Business

6. Old Business

- A. 2024 goals
B. Westboro Yard Update and Discussion
C. Main Street Streetscape Project Update and Discussion
D. 'Dry Bridge' Replacement Project Update and Discussion

7. Next Meeting Date

- A. Monday, March 18, 2024

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](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
SPECIAL MEETING MINUTES
CITY HALL COUNCIL CHAMBERS OR
Remote Via Virtual Platform
LebanonNH.gov/Live
December 18, 2023
5:30 PM**

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

MEMBERS ABSENT: Erik Endrulat

STAFF PRESENT: David Brooks (Deputy City Manager), 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 December 18, 2023 West Lebanon Revitalization Advisory Committee meeting**
4 **is hereby called to order.**

5 **2. APPROVAL OF MINUTES: November 20, 2023; December 4, 2023**

6
7 *Mr. Mashal MOVED to approve the meeting minutes of November 20, 2023, and December 4,*
8 *2023, as presented. SECONDED by Mr. Winny.*

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

10 **3. NEW BUSINESS**

11
12 **A. Discussion of possible 2024 goals, projects, and objectives.**

13
14 Ms. Chewning suggested that the Committee could consider recommending items to the City that
15 would incentivize business in West Lebanon. Chair Simon explained that the City Council will
16 be discussing a potential TIF district at its meeting on January 17th.

17
18 Ms. Stavis expressed concern regarding River Park. Mr. Reichert noted that the City has had no
19 further communications with the Clems since this property has been closed. The City is not
20 pursuing public access at this time. The building and planning approvals are still laid out and the
21 standards within these would have to be met. Chair Simon noted that the City Council voted to
22 accept the main street once it was built, as long as it was built to City standards. Ms. Chewning
23 asked if there are any steps that could be taken by the City to advance the project. One of the
24 current problems in West Lebanon is Main Street itself, but also further down Main Street.
25 Nothing is better than trying to move something forward with the largest developer in West
26 Lebanon. Mr. Reichert stated that, at this point, the City would need a clear set of plans and
27 specifications. Nothing is stopping the owner from moving forward with the approvals as already

1 given, but changes would have to be reviewed. The owner needs to be clear about what is going
2 to happen with this project. The City is not taking any steps to overtly stand in the way of this
3 but can only react to what has been submitted to it. The City is willing to work with the owner
4 and have rational conversations moving forward, but a clear view needs to be articulated to the
5 City.

6
7 Mr. Brooks stated that the City had a willingness to accept the street as a public one. This is a
8 component of a potential TIF District, as it would require a public improvement.

9
10 Mr. Winny stated that he does not believe the Committee should spend its time on the River Park
11 issue. This is an issue between a private landowner and the City. There is not much the
12 Committee can control in the situation. He noted that other potential topics to discuss could be
13 vacancies on the Committee, trails, TIF options, a review of the Master Plan, and/or a party to
14 invite the community to hear updates.

15
16 The Committee discussed working on a Strategic Plan, an update to the Master Plan, and being
17 involved in the RFP process for buildings.

18
19 The Committee discussed having additional meeting and conversations with other
20 boards/committees.

21
22 There was discussion regarding potentially making the permit process easier for certain
23 businesses to move into older buildings in West Lebanon. It was noted that this could be a larger
24 conversation with the Chamber of Commerce.

25 26 **3. OLD BUSINESS**

27 28 **A. Westboro Yard Update and Discussion**

29
30 Chair Simon noted that, regarding the Westboro Yard land, there will be a proceeding on January
31 11, 2024, to deem the land of no use of value to the State so that it can be sold. The City will
32 then have the first right of refusal on this land. The City will have representation at both this
33 meeting and a follow-up meeting on January 17th.

34 35 **B. Main Street Streetscape Project Update and Discussion**

36
37 Mr. Reichert noted that the Main Street and Dry Bridge projects continue to move forward.

38 39 **C. 'Dry Bridge' Replacement Project Update and Discussion**

40
41 Mr. Brooks explained that there is consideration for building the access road into Westboro Yard
42 prior to the bridge project. This will be the staging area for the bridge project.

43 44 **4. ADJOURNMENT:**

45
46 *Mr. Mashal MOVED to adjourn the meeting. SECONDED by Mr. Winny.*

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

1

2 **The meeting was adjourned at 7:00 PM.**

3

4 Respectfully submitted,

5 Kristan Patenaude

6 Recording Secretary