

FINAL

**LEBANON CITY COUNCIL-ORGANIZATION MEETING
MINUTES**

Wednesday, March 27, 2024, 7:00 p.m.

Council Chambers or

Remote Via Microsoft Teams: LebanonNH.gov/Live

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

MEMBERS ABSENT: None

STAFF PRESENT: City Manager Shaun Mulholland, Deputy City Manager David Brooks, Deputy City Clerk Kara Tracy, Planning Administrative Assistant Crystal Taplin

1. CALL TO ORDER: Mayor McNamara called the meeting to order at 7:00 p.m.

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

- City Manager Shaun Mulholland announced the meeting criteria for the public.

3. PUBLIC FORUM: Mayor McNamara made the Public Forum announcement.

4. OPEN TO PUBLIC:

- Councilor Liot Hill informed the Council that NH Congresswoman Annie Kuster will not be running for re-election and requested a Resolution be drafted in her honor.
- Councilor Simon presented his accolades to Department of Public Works for keeping the roads open over this past weekend, noting that a storm that lasts over 24 hours in duration draws a lot upon their service and felt they did an excellent job. It is very much appreciated.

5. RETIREMENT OF OUTGOING COUNCILOR: NONE

6. WELCOMING RE-ELECTED COUNCILORS:

Mayor McNamara welcomed back the following re-elected Councilors:

- Christian Simon (Re-Elected Ward 1)
- George Sykes (Re-Elected Ward 2)
- Karen Zook (Re-Elected Ward 3)
- Timothy McNamara (Re-Elected At-Large)
- Erling Heistad (Re-Elected At-Large)

Deputy City Clerk Kara Tracy administered the Oath to all City Councilors, and they were officially seated.

7. NOMINATION AND ELECTION OF TEMPORARY CHAIR

Kara Tracy, Deputy City Clerk, opened the Nominations for Temporary Chair.

Councilor Below put forth the NOMINATION of Councilor Liot Hill as Temporary Chair.

Hearing no further nominations for Temporary Chair, Deputy City Clerk Kara Tracy closed the nominations and called for a vote.

****The Vote on the NOMINATION to elect Councilor Liot Hill as Temporary Chair was approved (9-0).***

8. NOMINATION AND ELECTION OF MAYOR AND ASSISTANT MAYOR:

MAYOR:

Councilor Liot Hill, Temporary Chair, opened the Nominations for Mayor.

Councilor Simon put forth the NOMINATION of Councilor McNamara as Mayor.

Hearing no further nominations for Mayor, Councilor Liot Hill, Temporary Chair, closed the nominations and called for a vote.

****The Vote on the NOMINATION of Councilor McNamara for Mayor was approved (8-0-1). Councilor McNamara abstained.***

ASSISTANT MAYOR

Mayor McNamara opened the Nominations for Assistant Mayor.

Councilor Wilkie put forth the NOMINATION of Councilor Below as Assistant Mayor.

Hearing no further Nominations for Assistant Mayor, Mayor McNamara closed the nominations and called for a vote.

****The Vote on the NOMINATION of Councilor Below as Assistant Mayor was approved (8-0-1). Councilor Below abstained.***

9. PUBLIC HEARING ITEM: NONE

10. NEW BUSINESS:

A. Adoption of Council Rules

1. Included in agenda packet: Council Rules ([Pages 3-10](#)).

ACTION:

Councilor Whittlesey MOVED to approve Chapter A191, Council Rules as written and presented in the March 27, 2024 City Council agenda packet.

Seconded by Councilor Simon.

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

11. MAYORAL APPOINTMENTS OF COUNCILORS TO BOARDS & COMMITTEES:

Mayor McNamara made no appointments at this time. He will be speaking to all Councilors individually about what their preferences are and is planning to have a vote on the appointments at the Council Meeting in the future.

A list of all Boards/Commissions/Committees will be sent to Councilors for their review.

12. NON-PUBLIC SESSION: NONE

13. ADJOURNMENT:

Councilor Heistad MOVED for adjournment.

Seconded by Whittlesey.

The Organizational meeting was adjourned at 7:08 PM.

Respectfully submitted,

Dona E. Gibson

Recording Secretary