



**WEST LEBANON REVITALIZATION ADVISORY
COMMITTEE
APRIL 15, 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. February 20, 2024 (no need to approve, no quorum meeting, provided for informational purposes)
B. March 27, 2024

4. New Business

- A. West Lebanon TIFF - Public Purpose Discussion and possible recommendations.

5. Other Business

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

7. Next Meeting Date

- A. Possible Joint meeting with EDC - April 24th at City Hall
B. Regular meeting April 20th at Kilton Library

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
SPECIAL MEETING MINUTES
CITY HALL COUNCIL CHAMBERS OR
Remote Via Virtual Platform
LebanonNH.gov/Live
February 20, 2024
5:30 PM**

MEMBERS PRESENT: Councilor Chris Simon, Dan Nash, Erik Endrulat

MEMBERS ABSENT: Laurel Stavis, Kim Chewning, Andrew Faunce, 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. It was noted that a**
2 **quorum was not present at the meeting. The members present agreed to carry forward**
3 **with a non-meeting discussion only.**
4

5 **2. ELECTION OF OFFICERS**
6

7 **A. Chair and Vice Chair**
8

9 Due to lack of a quorum, this item was not addressed at this time.

10 **3. APPROVAL OF MINUTES: December 18, 2023**
11

12 Due to lack of a quorum, this item was not addressed at this time.
13

14 **4. NEW BUSINESS**
15

16 **A. Strategic Plan**
17

18 The Commission is being asked to develop any updates or feedback regarding the Strategic Plan.
19 The group reviewed some of the goals in the Strategic Plan that they could discuss further.
20

21 **B. West Lebanon TIFF**
22

23 Chair Simon noted that this proposal was addressed with the City Council and the Council
24 agreed that the Commission should move forward with a discussion regarding a potential West
25 Lebanon TIFF District. There will be joint meetings held with the Economic Development
26 Committee (EDC) on this item.
27

28 In response to a question from Mr. Endrulat regarding the area for the proposed TIFF, Chair
29 Simon explained that TIFFs have to be in a contiguous area.

Mr. Nash suggested that the TIFF could run from Main Street up to River Park. He suggested a brainstorming session with the associated groups and the public.

The group discussed when to hold a meeting with the EDC on this topic.

5. OTHER BUSINESS

Commissioners gave updates on various items.

6. OLD BUSINESS

A. 2024 goals

This item was not directly addressed at this time.

B. Westboro Yard Update and Discussion

Mr. Reichert stated that there was a meeting on January 17th regarding this item. The takeaway from the meeting was that the State seems to want to move forward with a lease, instead of a purchase and sale. The State is working to develop language that is acceptable to them regarding the environmental impact liability of the project. The frustrations of the City on the delay in this item has been expressed to the State. The meeting did determine that the groundwater permit would be maintained at the State level. Also, the declaration of surplus property is moving forward.

C. Main Street Streetscape Project Update and Discussion

Mr. Reichert stated that the project continues to move forward.

D. 'Dry Bridge' Replacement Project Update and Discussion

Mr. Reichert stated that the project continues to move forward. A recent meeting on this item dealt with the proposed bridge design. This project seems to be on track for 2025.

7. NEXT MEETING DATE

A. Monday, March 18, 2024

8. ADJOURNMENT:

The meeting was adjourned at 6:24 PM.

Respectfully submitted,

Kristan Patenaude

Recording Secretary

DRAFT

**ECONOMIC DEVELOPMENT COMMISSION
JOINT MEETING WITH WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
WEDNESDAY, MARCH 27, 2024 – 4:00PM
Kilton Library – or remote via Virtual Platform
MINUTES**

EDC MEMBERS PRESENT: David Newlove (Chair), Dan Nash, Kevin Purcell, Andrew Key, Councilor Karen Liot Hill (Vice Chair), Chip Brown

EDC MEMBERS ABSENT: Councilor Doug Whittlesey, Tracy Hutchins (Upper Valley Business Alliance)

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

WLRAC MEMBERS ABSENT:

STAFF PRESENT: Deputy City Manager David Brooks, Nate Reichert (Director of Planning & Development)

1. CALL TO ORDER:

- The March 27, 2024 joint Economic Development Commission and West Lebanon Revitalization Advisory Committee meeting was called to order at 4:00 PM.

2. APPROVAL OF MINUTES:

- A. December 18, 2023 – WLRAC

Motion by Eric Endrulat to approve the minutes of December 18, 2023, as presented.

Second by Laurel Stavis.

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

- B. February 28, 2024 - EDC

Motion by Dan Nash to approve the minutes of February 28, 2024, as presented.

Second by Kevin Purcell.

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

3. NEW BUSINESS:

- A. Discuss Process for Considering potential TIF District for the Main Street Area of West Lebanon

Deputy City Manager gave a brief overview of TIF Districts in general and a review of the City's two existing TIF Districts in particular.

The two groups held a high-level discussion regarding TIF Districts and the potential for creating a TIF District for the Main Street area of West Lebanon. Pro and cons were considered and there was a decision to continue discussing this at future meetings.

4. FUTURE AGENDA ITEMS:

As discussed during the meeting.

5. NEXT MEETING DATE:

- A. Wednesday, April 24, 2024

6. OTHER BUSINESS

1 None at this time.

2

3 **7. ADJOURNMENT.**

4

5 *The EDC and WLRAC meeting adjourned at 5:30PM.*

6

7 Respectfully submitted,

8 Kristan Patenaude