

FINAL

**LEBANON PLANNING BOARD
CITY COUNCIL CHAMBERS OR
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE
MONDAY, JULY 22, 2024 6:30 PM**

MEMBERS PRESENT: Andrew Faunce (Chair), Richard Ford Burley (Vice Chair), Jeremy Rutter, Patrick Kennelly, Karen Zook (City Council Rep), Brandon Hill,

MEMBERS ABSENT: Kathie Romano

STAFF PRESENT: Tim Corwin (Deputy Planning Director), Shaun Mulholland (City Manager), James Wheatley (Chief, Fire Department), Carl Gross (Airport Manager), Paul Coats (Director, Recreation, Art, & Parks), Jay Cairelli (Director, Public Works), Erica Douglas (Solid Waste Manager), Brian Vincent (City Engineer), Tad Montgomery (Energy & Facilities Manager)

1. CALL TO ORDER

Chair Faunce called the meeting to order at 6:31pm.

Mr. Corwin reviewed the City's meeting in-person and REMOTE attendance policies and procedures.

2. STUDY ITEMS

A. Review & Adoption of 2025-2030 Capital Improvement Program (CIP)

Mr. Corwin gave an overview of the CIP selection, funding, and implementation process. The group discussed how the projects are ranked on the list. City Manager Mulholland said, if the City encounters an unexpected situation that would take priority over this list of projects, he would make a decision how to reprioritize the list and present it to the City Council. Mr. Rutter suggested that the CIP "instructions" to the Board included in the agenda packet should include a reminder that the figures in red are highlighted (for the Board to focus on) and figures in black should not be a concern during this discussion. City Manager Mulholland reminded the Board that the City's fiscal year begins January 1.

Mr. Corwin shared the list of projects planned for 2025-2030, which was included as a spreadsheet in the meeting agenda packet:

Airport Runway Safety Projects

Airport Manager Gross explained that the largest Airport project is a multi-year program to create a parallel runway and make other improvements. He noted that the Airport projects are funded according to the following breakdown:

- 90% - Federal (FAA) funds
- 5% - State (NH DOT) Funds
- 5% - Local (City of Lebanon) Funds

Fire Department Project

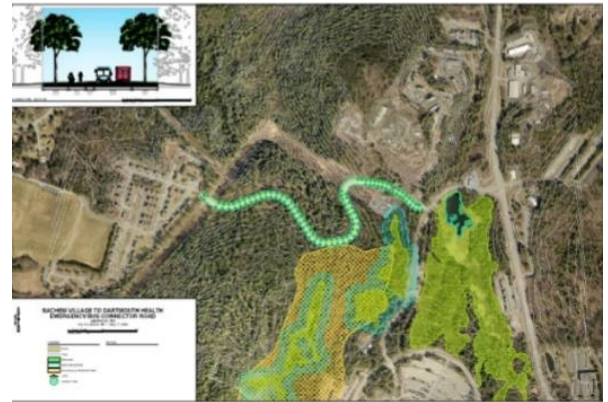
Fire Chief Wheatley said “Station 2” refers to a new fire station in West Lebanon, which would replace the existing station. He said the Station 2 Replacement project is listed in the 2031+ column on the spreadsheet because it represents a project that is not being considered in the very near future. He said a location for the new station must be determined and the City’s debt service needs to be more favorable before that project is undertaken. The group discussed the possibility of a fire station in the northern part of Lebanon (near Centerra Parkway).

Department of Public Works Projects

DPW Director Cairelli explained the projects planned, many of which involve road or sidewalk improvements. Mr. Vincent gave a status of the South Main Street Bridge Replacement project, which he said is in the final design stage. He said the plan is to begin construction in 2025 and to keep two lanes open during the construction.

Mr. Cairelli gave an overview of the roundabout projects at Mechanic Street/ High Street and Hanover Street/High Street. Mr. Ford Burley asked whether residents on West Street will be able to turn left out of their driveways once the roundabout is implemented. Mr. Cairelli said the plans have not gotten to that level of detail in the preliminary engineering stage.

Mayor Tim MacNamara gave an overview of the genesis of the Sachem Village to DMHC Connector Road/multiuse path project. He said this project was not developed for public access; it was developed to enable easy access for emergency vehicles and public transit / Dartmouth bus vehicles. City Manager Mulholland said the “snake” design is to work around the high value wetlands in the area. Mr. Hill asked what is being done to protect wildlife in the area and preserve conservation.



Mayor MacNamara noted that the easements on the west slope are not affected by the plan and the proposed path goes through an open space area in Sachem Village. Mr. Ford Burley noted there are wildlife crossings in the area. Mayor MacNamara said that will be considered during the design phase and underground crossings will be included for amphibian crossings under the road. Mr. Hill asked if the path was ever considered for emergency vehicle use only and Mayor MacNamara said the path will be used for bus service because it is an integral service to the area.

Mr. Cairelli explained the Meriden Road Safety Improvements project, which involves widening the road to allow a bike lane from Messenger Street to Goodwin Park. Mr. Corwin said this is an idea contained in the Walk, Bike, Ride Lebanon program which was adopted by the City Council last summer. The group discussed what protections would be in place for bikers and walkers from cars in the widened areas.

Mr. Cairelli discussed the Large Groundwater Well Development / Water Treatment Facility Improvements projects. He said the plan is to begin drilling for the new well this summer, once the permits have been obtained from the state. Mr. Rutter noted that the well may service other communities, and asked if fees can be charged to those communities for services. Mr. Cairelli said it is possible that such fees may be charged in the future. Mr. Kennelly asked whether other locations had been considered. Mr. Cairelli said they did some test wells but there was no location that could meet the needs of the entire City without enlarging the project to include several wells. Mr. Kennelly asked if solar power could be used to power the pump for the new well and Mr. Cairelli said it may be a possibility in the future. The group discussed whether solar panels could be added to other City structures, such as at the landfill and the Airport hangars. Mr. Montgomery noted that there is one cap cell project at the landfill that is part of Phase III Solar program. Ms. Zook asked if the City can do anything to cut costs if the current water treatment facility system is not going to be shut down. Mr. Cairelli said he has seen other water systems that blend well water and surface water, but they would have to be monitored very carefully because operational issues sometimes occur.

Ms. Douglas gave an overview of the proposed landfill projects. She noted that two new areas of the landfill are being created during Phase 3 and Phase 4. She explained that the double lining system that will be installed in those new areas, which are designed to help prevent leachate, should last for the lifetime of the landfill. She said the increase in rates will be the equivalent of 20 years' worth of 4% yearly increases, according to their projections. She explained what is involved in capping (or adding a permanent cover) to an area of the landfill.



Planning Department Projects

Mr. Corwin gave an overview of the Goodwin Conservation Bridge project. He said the trails in the conservation area provide access to Meriden Road, which fits into the safety improvement project on Meriden Road that was mentioned earlier in the meeting. Mr. Hill said the Conservation Commission has been trying to move this project forward for a long time.

Mr. Corwin explained the Safe Streets and Roads for All program. He said the City is seeking \$600,000 in grant funding to prepare a comprehensive roadway safety action plan. He said the goal of the plan is to reduce the number of fatalities to zero. He said this project also includes updating the City's ADA / accessibility and Safe Routes to School programs.

Recreation, Arts, & Parks Projects

Mr. Coats gave an overview of the Mascoma River Greenway Extension project. He said this phase of the project gets the City closer to a trail that connects downtown Lebanon with downtown West Lebanon.

The group discussed areas where bikers can park their cars and access the new portions of the trail. Mr. Coats said trail users can park in the Powerhouse Mall and Riverside Park parking lots. Chair Faunce asked if formal agreements can be made with the Powerhouse Mall for the City to use the lots and Mr. Coats said there currently are no written agreements but the Powerhouse Mall has been very supportive of the trail use.



Mr. Coats said negotiations between the City Manager's office and the state of New Hampshire continue regarding the development of Westboro Park. He explained that, although the site is too contaminated for residential housing and the water is not safe for drinking, the site will be safe as a park once a permanent cap/barrier has been added.

He explained that another Mascoma River Greenway project involves implementing a path that offers bikers an alternative to traveling through the Valley Cemetery to connect to Mascoma Street Extension.

Lebanon School District SAU 88 CIP Projects

Business Administrator Tim Ball gave an overview of the CIP projects the school district has planned. He said the projects are relatively small because the priority has been completing the improvements to the High School and Hanover Street School, which should finish soon. He noted that a future project involves improvements to Mount Lebanon School in West Lebanon. He said the School District's CIP process is different than the City's, but he said the district's process is being reviewed to make it more like the City's process.

A MOTION was made by Richard Ford Burley that the Lebanon Planning Board approves and adopts the Capital Improvement Program (CIP) for the six-year period of 2025 – 2030 as presented in the July 22, 2024 Planning Board Meeting Agenda and hereby submit year 2025 of the CIP as the Board's recommendation to the City Council for Capital Budget Funding for 2025.

Planning Board also wishes to acknowledge and highlight the importance of the CIP program and process as an essential component of the City's overall financial and community planning effort and as a mechanism for anticipating future facility and infrastructure requirements in order to ensure they are funded in a reasonable and systematic fashion.

The Motion was seconded by Andrew Faunce.

The group discussed how the Planning Board did not have a significant role in the CIP process and yet was charged with accepting and adopting it. Chair Faunce suggested that the Board discuss the role of the Planning Board in the CIP process at next month's meeting.

****The MOTION was approved (5-0, with Ms. Zook abstaining from the vote).***

B. Review of Draft Amendments to the Planning Board Rules of Procedure

Chair Faunce said this item will be postponed to a future meeting.

C. Discussion RE: review of Article IV of the Site Plan Review Regulations

Chair Faunce said this item will be postponed to a future meeting.

D. Discussion RE: review of Article V of the Site Plan Review Regulations

Chair Faunce said this item will be postponed to a future meeting.

3. COMMITTEE REPORTS

Mr. Ford Burley said the City Council accepted and created the **Planning Board / DEI Commission Joint Housing Task Force**. He noted a Planning Board Representative needs to volunteer to participate on the task force. Chair Faunce asked Board members to consider joining this committee.

Mr. Rutter asked if the letter crafted by the **Heritage Commission** was received by the Planning Board prior to the site visit to the 474-housing development planned for the former Densmore Brickyard location. Mr. Corwin said the letter was shared with the applicant but not the Planning Board yet. He said the letter would be included in the August 12 Planning Board meeting agenda materials. The group had a lengthy discussion about the protocol for committee input for projects going before other City Boards and Committees. Mr. Corwin suggested members of the Heritage Commission should attend the August 12 Planning Board meeting to discuss the project.

4. OTHER BUSINESS

None

5. APPROVAL OF MINUTES – June 24, 2024

Mr. Corwin said he is reviewing edits to the June 24, 2024 meeting minutes and asked that the approval of these be delayed until the next meeting.

6. ADJOURNMENT

A MOTION was made by Brandon Hill to adjourn the meeting at 9:18pm. The motion was seconded by Richard Ford Burley.

****The MOTION was approved (6-0).***

The meeting was adjourned at 9:18pm.

Respectfully submitted,
Paula Roux
Recording Secretary