

FINAL

LEBANON CITY COUNCIL ORGANIZATION SESSION MINUTES Wednesday, March 26, 2025, 7:00 p.m. Council Chambers

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, Karen Zook, Nicole Ford Burley (incumbent).

MEMBERS ABSENT: Laurel Stavis (incumbent)

STAFF PRESENT: City Manager Shaun Mulholland, Deputy City Manager David Brooks, City Clerk Jaseya Ewing, Director of Public Engagement & Communication Beth Beraldi, Planning Administrative Assistant Crystal Taplin, Deputy Finance Director Alesia Williams

****Please note there was no video or sound for this meeting until 7:40.6 minutes into the meeting.**

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 Mulholland announced the meeting criteria for the public.

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

4. **OPEN TO PUBLIC:** No one came forth.

5. RETIREMENT OF OUTGOING COUNCILORS

- Karen Liot Hill: She gave her outgoing speech to the Council and spoke about some of her memories and the work she has done while on the City Council over the past 20 years. She is now serving as Grafton County's representative to the State's Executive Council.
- Clifton Below: He gave his outgoing speech to the Council noting he wanted to focus his efforts on the Community Power Coalition and thanked the Council/City Staff/community for their support over the past 10 years. Lebanon is a high functioning community with a lot of civic engagement that is not found in many communities across the state.

Speaking for the City Council, Mayor McNamara thanked both outgoing Assistant Mayor Below and Councilor Liot Hill for their dedication and the work they have done for the City, noting they have been invaluable colleagues and friends.

6. WELCOMING NEWLY ELECTED & RE-ELECTED COUNCILORS

- Douglas Whittlesey (Re-Elected Ward 1)
- Devin Wilkie (Re-Elected Ward 2)
- Nicole Ford Burley (Elected Ward 3)
- Laurel Stavis (Elected At-Large) – *Not sworn in because she was absent.*

City Clerk Jaseya Ewing gave the swearing in ceremony for all new and continuing City Council members.

7. NOMINATION AND ELECTION OF TEMPORARY CHAIR

Mayor McNamara opened the Nominations for Temporary Chair.

*Councilor Simon, put forth the NOMINATION of Councilor Sykes as Temporary Chair.
Seconded by Councilor Whittlesey.*

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

**The Vote on the NOMINATION to elect Councilor Sykes as Temporary Chair was approved by members present (7-0-1). Councilor Sykes abstained.*

8. NOMINATION AND ELECTION OF MAYOR AND ASSISTANT MAYOR

NOMINATIONS FOR MAYOR:

Councilor Sykes, Temporary Chair, opened the NOMINATIONS for MAYOR.

**Mayor McNamara put forth the Nomination of Councilor Whittlesey for MAYOR.
Seconded by Councilor Wilkie.**

Mayor McNamara spoke to his nomination noting that he has had the privilege of being Lebanon's Mayor for the past six (6) years. He is a big believer in transitions and knowing when it is appropriate to have a transition. Councilor Whittlesey has been with the Council for several years now and has the knowledge and energy to be a great Mayor and was very confident/comfortable in passing over that responsibility to him. His intention is to remain on the Council for at least the remainder of his current term.

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

**The Vote on the NOMINATION of Councilor Douglas Whittlesey for Mayor was approved by members present (7-0-1). Councilor Whittlesey abstained. Incumbent Councilor Laurel Stavis was absent.*

NOMINATIONS FOR ASSISTANT MAYOR:

- The meeting was transferred to Mayor Whittlesey.

Mayor Whittlesey opened the Nominations for Assistant Mayor.

Mayor Whittlesey put forth the Nomination of Councilor Devin Wilkie for ASSISTANT MAYOR.

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

****The Vote on the NOMINATION of Councilor Devin Wilkie as Assistant Mayor was approved by members present (7-0-1). Councilor Wilkie abstained. Incumbent Councilor Laurel Stavis was absent.***

9. PUBLIC HEARING ITEMS: NONE

10. NEW BUSINESS

A. Adoption of Council Rules

Included in agenda packet: Council Rules (pages 3-10, Council agenda packet).

Council/Staff Comments:

Deputy City Manager David Brooks noted that under the Council's Rules, once the rules have been adopted, then the Council can take steps to amend them. There will be a very minor proposed amendment on the agenda for April 2, 2025. This (amendment) will be to clarify the order of business, in 191-8, but if there are other changes the Council wishes to see, please let him know and they will be brought forward for the Council's consideration.

ACTION:

Councilor McNamara MOVED to approve Chapter A191, Council Rules as written and presented in the March 26, 2025 City Council agenda packet.

Seconded by Councilor Simon.

****The Vote on MOTION was approved by members present (8-0). Incumbent Councilor Stavis was not present for this vote.***

11. MAYORAL APPOINTMENTS OF COUNCILORS TO BOARDS & COMMITTEES

Mayor Whittlesey said this will not be decided tonight. A list will be circulated that contains the current assignments/openings in Boards. Feel free to send email requests to Assistant Mayor Wilkie and him, with a cc to the City Manager. He will reach out to Councilor Stavis to let her know.

12. NON-PUBLIC SESSION: NONE

13. ADJOURNMENT:

Councilor McNamara MOVED for adjournment.

Seconded by Councilor Sykes.

****The Vote on the MOTION was unanimously approved by members present (8-0).***

The meeting was adjourned at 7:35 PM.

Respectfully submitted,
Dona E. Gibson
Recording Secretary