



**LEBANON HOUSING TASK FORCE
AUGUST 18, 2025 - 8:15 AM
COUNCIL CHAMBERS, CITY HALL 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: 109 588 051#). If you have trouble accessing this meeting, please email [Nate Reichert](#).

2. Approval of Minutes

- A. June 16, 2025

3. Old Business

4. New Business

- A. Public Engagement Events
B. Housing Opportunity Grant Consultant

5. Other Business

6. Future Agenda Items

7. Adjournment

The order of agenda items is subject to change.

Meetings are open for in-person and remote attendance. Members of the public who 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 disrupt virtual or phone connection(s), the meeting will continue without remote access capabilities.

Any person with a disability who wishes to attend this public meeting and needs additional accommodation, please contact the ADA coordinator at City Hall by calling 603-448-4220 at least 72 hours in advance so that the City can make any necessary arrangements.

If you have any questions, please contact the Planning and Development Department by sending an e-mail to planning@lebanonnh.gov, or by calling 603-448-1457, or by visiting the Planning and Development Office located in City Hall during regular work hours, Monday through Thursday, 7AM to 5PM. You can view the entire agenda packet on the City's website at [LebanonNH.gov/Agendas](#).

DRAFT

**LEBANON HOUSING TASK FORCE
REGULAR MEETING MINUTES
Remote Via Microsoft Teams
LebanonNH.gov/Live
Monday, June 16, 2025
8:15 AM**

MEMBERS PRESENT: Ryan Dube, John D’Entremont, Andrew Faunce (virtual),
Ellen Smith Ahern (virtual), Sarah Riley

MEMBERS ABSENT: David Duncan, Tracy Hutchins, Tim McNamara, Tia Winter

STAFF PRESENT: Catheryn Hembree, Associate Planner, Nathan Reichert, Director,
Planning & Development

****NOTE THAT THERE WAS NO AUDIO OR VIDEO FROM THIS MEETING.
FUNDAMENTAL DRAFT IS FROM NOTES OF THE RECORDING SECRETARY**

1 **1. CALL TO ORDER:** Meeting was called to order at 8:19AM by Mr. Andrew Faunce,
2 Vice Chair

3
4 Ms. Catheryn Hembree read the preamble.

5
6 **2. APPROVAL OF MINUTES:**

7
8 *Ms. Riley MOVED to approve May 19, 2025 Minutes as written.*
9 *Seconded by Mr. Dube.*

10
11 ** The MOTION was approved unanimously*

12
13 **3. OLD BUSINESS:**

14
15 **A. Housing Opportunity Grant (HOP)**

16
17 • Market Analysis

18
19 Alison Christensen, RKG started by sharing a presentation of their analysis of what is happening in
20 Lebanon, New Hampshire. It is an overview, and they will continue to add and edit this.

21
22 Key areas covered were a profile of Lebanon’s housing stock, current market conditions, and
23 development trends (over the past 10 years), and assessing the housing demand.

24
25 They have been conducting interviews with stakeholders and found there were at least three recurring
26 themes. Those are:

27
28 • Housing is too expensive and unstable for many residents
29 • Market demand is strong, but supply is inflexible and mismatched

- New development is suppressed due to high costs and regulatory barriers
-

She shared a more detailed slide showing more on each of these themes. Some key points were:

- Lebanon is the largest town in Grafton County
- Claremont, Hartford, VT, Springfield, VT, and Hanover are the next largest
- There are approximately 6,500 housing units and these are split 50% owners/50% renters
- Existing housing stock is dominated by single family homes, owner occupied
- Rental stock ranges from 1-4 units to more than 50 units
- Vacancies are higher in the rental stock, highlighting the need for more affordable housing

National average is approximately 2,500 square feet (for houses) both nationally and is Lebanon. Also, households in Lebanon are a majority of 1-2 person households, hence the demand for smaller, flexible arrangements.

Vacancy rates for both owner (1.5%) and rental units (3.1%) is quite low, indicating a highly competitive market with limited availability.

Lebanon has an increasing amount of seasonal units, and this has risen dramatically from approximately 90 units in 2019 to around 770 units in 2023, almost an 8-fold increase in just four years. “Seasonal” is defined here as occupied for six months or less (per year). Since these units are not inhabited nor are they on the market, this further limits the Lebanon housing market for people who want to live here.

Next, Ms. Christensen shared what has been happening in the past 10 years in Lebanon. 1,018 units have been added since 2015, with a vast majority of these (more than 90%) being rental units. This is both a result of high market demand, and high construction cost as well as higher interest rates.

While there has been consistent construction of new single-family homes during this same period, the numbers are quite small.

Median sales prices have increased drastically since 2020, largely driven by pandemic related shifts in housing preferences and a demand for less dense areas. Lebanon median price tracks with the State but is well above Grafton county.

Housing inventory has also decreased sharply, resulting in a high demand for homes as well as sustained high home prices. There are many people coming to this area, unable to find affordable housing to purchase. Turnover of homes for sale is fast, and more than 30% sell for more than asking price.

25–44-year-olds dominate single family home purchases; they are earning much higher incomes than in recent years. Younger buyers are borrowing on average 95% of the valued property, whereas buyers 35 and older are putting down 20%, reflecting common national lending patterns. The median property value among these applicants is approximately \$355,000.

Market vacancy rates on multi-family units were questioned since they varied dramatically on two different slides. Ms. Christensen will look into this but stated that the current slide (“a moment in time”) is more up to date than the earlier slide.

The core upper valley has a steady demand for rental units. Asking rents have steadily increased, with the sharpest growth in two- and three-bedroom units, where there is a tight supply and high demand. She

1 showed three large multi-family units in Lebanon and Hanover, and they maintain between an 84.8% to
2 93.3% occupancy rate. Lebanon is the driver of multi-family housing in the core upper valley sub-market.

3
4 Ms. Christensen showed information on the top ten Lebanon employers in 2024 along with the average
5 earnings of the ten highest earning positions. Next, she presented the top ten largest occupation categories
6 in 2024 along with average earnings for each role. These occupations do not pay sufficient earnings for
7 these people to afford a majority of housing in Lebanon.

8
9 Lastly, she presented their findings of housing demand. Lebanon has approximately 15,000 residents.
10 Two key dynamics are occurring simultaneously: many long-time residents are aging in place and there is
11 an influx of individuals aged 25 to 45, likely attracted by the employment opportunities.

12
13 She stated that if the City of Lebanon were to house 25% of the projected 2034 regional workforce
14 (5,276), it would need to accommodate approximately 1,918 more workers and would result in the need
15 for about 900 additional households, to keep pace with this demand.

16
17 Ms. Hembree said that she and Mr. Reichert met recently with Dartmouth, and they were asked to
18 message to please not build any more studio apartments. They have a need for larger 1,2- and 3-bedroom
19 apartments, so that employees can bring their families. Ms. Christensen said that developers build these
20 smaller units because they are much more profitable for them. Mr. Faunce asked if they could incent
21 builders. Mr. Dube said a lack of larger units could be even more detrimental in the future as employees
22 families grow. Mr. Reichert said that many lower wage earners are being displaced here, because they
23 cannot afford housing in this area.

24
25 Mr. Eric Halvorsen asked for the Task Force's help to get them contacts so that they conduct Employer
26 Surveys. **Mr. MacNamara and Ms. Hutchins have offered in the past to help so this will be**
27 **conveyed.**

28
29 Ms. Hembree also said that she and Mr. Reichert have their first speaking engagement scheduled for
30 July 1, with the Lebanon Rotary Club. They now also have outreach materials for the Housing Task
31 Force.

32
33 Liz, RP&D presented the *Living in Lebanon* **Tabling Kit Contents**. It is comprehensive and is the
34 package that will be used throughout the spring into the fall. Some highlights:

- 35
- 36 • Community Housing Survey (residents and would be residents of Lebanon) will be available as a
37 hard copy and on-line.
 - 38 • Housing story cards for people to share their housing experiences/struggles
 - 39 • A Postcard provide the link address to take the survey
 - 40 • A two-question survey to be used the Farmers Market
 - 41 • Posters with graphics that identify some of the big pieces of this project and how they fit together.
 - 42 • A synopsis of Key Findings to give people some initial information along with information from
43 the Housing Needs Assessment; this will also be posted on the City's website
- 44

45 The goal is to provide many ways for people to give their feedback, or take materials to give to others,
46 with the goal to get feedback from as many people as possible. People will also be able to provide their
47 emails to get updates on this project.

48

1 Ms. Riley commented on the Community Housing Survey and asked that they eliminate the word “crisis”
2 and perhaps use “shortage” or restate the sentence and make it a positive statement that “a lot of people
3 want to live in Lebanon”.

4
5 Mr. Dube asked that they delete the image of an older person using a walker; perhaps use “55+”. Ms.
6 Smith-Ahern has several comments and will email them to Ms. Hembree.

7
8 Mr. Faunce thanked the consultants and the Housing Task Force members for all their hard work to date.
9

10 **4. NEW BUSINESS:**

11

12 **5. OTHER BUSINESS:**

13

14 **6. FUTURE AGENDA ITEMS:**

15

16 **7. ADJOURNMENT:**

17

18 *Mr. D’Entremont MOVED for adjournment*

19 *Secoded by Ms. Riley*

20

21 **The MOTION was approved unanimously*

22

23 **The meeting was adjourned at 9:48 AM**

24

25 Respectfully submitted,

26 Cinda Mersel

27 Recording Secretary **

Living in Lebanon Focus Groups

Tier 1 - Consultant/Staff Driven - Professional Planners in the Room
 Tier 2 - Staff Driven with Members of Task Force
 Tier 3 - Members of Task Force

Group/Population	Tiers	Who Coordinates?	Facilitator(s)	Status	Date	Time	Location	Estimated # of Participants	Outreach Methods to reach participants	Materials Needed (RP&D will create all materials for focus groups)	Food/Refreshments?	Notes
Business and Working Professionals	1	Liz	Liz/Steve	In progress	schedule for a Tuesday/Wednesday	4-6 PM	Salt Hill Pub?		direct invite to business community and young professionals, work with upper valley business alliance/upper valley young professionals as able to, if additional outreach consider capping participants		City sponsor food, RP&D provide drink ticket	Make this a fun and social event , work with upper valley business alliance to spread the word
Conservation Stakeholders	1	Steve	Liz/Steve/Mark G	In progress	9/11	5:30 PM (1 hour timeframe)	Before Conservation Commission Meeting at City Hall		direct invites to conservation stakeholders	powerpoint	Provide refreshments	Will be part of a regularly scheduled Conservation Commission meeting. Market this as a "lunch and learn" event - focus on "balancing housing and conservation"
DEI Commission	2	Catheryn/Nate	Catheryn/Nate	In progress	schedule an October meeting	1 hour before regularly scheduled meeting?	City Hall					See if there is interest from group in helping the city conduct outreach focus groups (see if they have contacts with queer/trans community, interest in connecting with broader Caribbean community, etc.)
School PTO	2	Catheryn	Catheryn	In progress	October	6:30 PM	At a scheduled school PTO meeting		Conversation/Education on Project (I've been told it can't get political)	Dot Boards and QR with Survey		
LGBTQ Community	1/2	Nate/Liz	TBD	In progress								
Housing Authority Tenant Meeting - Heater Landing	2/3	Liz/Staff	Staff/Ryan?	In progress			Heater Landing				Provide pizza	Organize childcare (potential for Rotary Club to fund)
Housing Authority Senior Focused Meeting - Rogers House	2/3	Liz/Staff	Staff/Ryan?	In progress			Rogers House		Collaborate with Senior Center to expand beyond senior housing authority tenants		Provide pizza	Organize childcare (potential for Rotary Club to fund)
Public Session at the Library or Co-op Grocery Store	2	Staff	Staff/task force members				Library or Co-op Grocery Store					
Dartmouth Hitchcock Employees	1/2	Catheryn/Nate reach out, consulting team provide support	TBD				Dartmouth Hitchcock meeting room and/or online				Breakfast for staff to entice folks to attend?	Wait and see how involved they want to be in helping us coordinate an event , will be advertising survey in upcoming newsletters
TLC Recovery Drop In Center	3	Staff provide support	Task force members				TLC Family Resource Center					
Monthly Pop Up Health Clinic	3	Staff provide support	Task force members				??					
Meeting(s) with Faith Community	2/3	Nate	TBD				??					Is there a city wide pastors group? Is there interest in hosting a coffee/tea event at a local church on housing? Gauge interest in being involved in this effort.
Rotary Club	2	Catheryn/Nate	Catheryn/Nate	Complete	July 24		At a scheduled Rotary Club meeting					
Tabling												
Farmers Market												
White Oak Community Housing Meeting												
City Hall Display												