

FINAL

**WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
MEETING MINUTES
KILTON LIBRARY COMMUNITY ROOM OR
Remote Via Virtual Platform
LebanonNH.gov/Live
July 30, 2025
5:30 PM**

MEMBERS PRESENT: Emmett Frank (Chair), Andrew Faunce, Dan Nash, Corinne Alfeld (remote), Erik Endrulat

MEMBERS ABSENT: Kim Chewning, James Mashal, Laurel Stavis, Susan Pagan-Hilton (alternate)

STAFF PRESENT: Nate Reichert (Director of Planning & Development)

1. CALL TO ORDER – The meeting was called to order at 5:30 PM.

- 2. APPROVAL OF MINUTES:**
- A. April 21, 2025 Site walk
 - B. April 21, 2025
 - C. May 19, 2025

Mr. Nash MOVED to approve the meeting minutes of April 21, 2025 (site walk); April 21, 2025; and May 19, 2025, as presented. SECONDED by Mr. Faunce.

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

3. NEW BUSINESS

A. Discussion: Conceptualize and set a date for an informational session for local business owners to answer questions and solicit input on how to navigate the upcoming Main Street improvements.

There was discussion regarding having a conversation with local business owners regarding the transition and how to best support them. It needs to be communicated that this will be a long stretch of construction improvements. The Committee discussed creating a communications list which could be engaged by anyone who receives it. A meeting date for the informational session of mid-September was discussed.

B. Discussion: Develop a community engagement plan to send to Sue Cagle for consultation.

The Committee reviewed its previous discussion with Sue Cagle, UNH Extension, and considered how to develop a community engagement plan. There was a discussion regarding having a West Lebanon Downtown parade to bring in the public, or restaurant night, or other similar events. These types of engagements with the business community in West Lebanon

should be explored. The Committee agreed to create a list of potential opportunities for review at a future meeting.

C. Discussion: Ways to revise the WLRAC Committee's page on the City's website to improve access to materials and timelines.

The Committee noted that the City's website has recently been refreshed, and improvements have been made. Narratives from the Committee should be made clear on the website, along with any new information. Evergreen and durable content should be considered. The Committee agreed to review the current website and revisit this topic at a future meeting.

4. OTHER BUSINESS

A. Discussion: New Meeting Date and Time

The Committee discussed other options for meeting dates and times. Mr. Frank stated that he would reach out to City Staff to discuss potential dates, times, and locations.

B. Discussion re: Bridge St. Park Maintenance and Community Engagement

The Committee discussed the Bridge St. park maintenance which the current contractor is unable to continue. There was discussion regarding this maintenance being taken on by the City. This could include community engagement. An email would be sent to Recreation Director Paul Coats on this item.

C. Discussion re: SAU Committee Representative

Mr. Reichert noted that he currently sits as a representative on the SAU Committee. Mr. Faunce volunteered to sit as a representative from the Committee.

5. ADJOURNMENT:

The meeting was adjourned at 7:00pm.

Respectfully submitted,
Kristan Patenaude
Recording Secretary