

FINAL

**WEST LEBANON REVITALIZATION ADVISORY COMMITTEE
MEETING MINUTES
KILTON LIBRARY COMMUNITY ROOM OR
Remote Via Virtual Platform
LebanonNH.gov/Live
August 21, 2025
5:30 PM**

MEMBERS PRESENT: Emmett Frank (Chair), Laurel Stavis, Corinne Alfeld, Dan Nash,
Susan Pagan-Hilton (alternate)

MEMBERS ABSENT: Andrew Faunce, Kim Chewning, James Mashal, Erik Endrulat

STAFF PRESENT: Nate Reichert (Director of Planning & Development) Beth Beraldi
Director of Public Engagement & Communications)

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

2. APPROVAL OF MINUTES:
A. July 30 2025

Mr. Nash MOVED to approve the meeting minutes of July 30, 2025, as presented.

SECONDED by Mr. Stavis.

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

3. OLD BUSINESS

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

The Committee discussed the goal of its page, including to describe what the Committee works on and how to bring others into the group. The Committee reviewed the format and content of the page. The Committee discussed using a branding graphic and a potential newsflash item.

B. Confirm 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.

The Committee discussed how it would inform local business owners and other interested parties regarding an upcoming informational session. There was agreement that a poll would be sent out to determine the best date for the session.

4. NEW BUSINESS

A. Determine Canvassing Day and Volunteers to connect and walk Main Street for business owner engagement.

The Committee agreed that it would host a canvassing day for a small group of members and staff. Once a date is agreed upon for the informational session, a canvassing date can be determined.

B. Review Communication Channels for Community Engagement

As previously discussed, such as utilizing a West Leb Listserv.

5. OTHER BUSINESS

None at this time.

6. ADJOURNMENT:

Mr. Nash MOVED to adjourn the meeting at 6:45pm. SECONDED by Mr. Stavis.

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

Respectfully submitted,
Kristan Patenaude
Recording Secretary