



**LEBANON CITY COUNCIL
OCTOBER 15, 2025 - 7:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

To participate in this meeting, please [join live via Microsoft Teams](#) or call 929-229-5356 (access code: 100 818 396#). If you have trouble accessing this meeting, please [email David Brooks](#).

1. Call to Order

The October 15, 2025 Lebanon City Council Meeting is hereby called to order.

2. Pledge of Allegiance

3. Public Forum Announcement by the Mayor

Any member of the public who desires to speak on any item may do so when the item is taken up by the Council and will be allowed to speak on the subject for not more than three minutes. **Note: Speakers are asked to state their name, ward of residence, and to use the microphone provided.**

4. Open Council Discussion

5. Open to the Public

6. Recognitions: None

7. Approval of Minutes

- A. MOTION TO approve the minutes as presented in the October 15, 2025 agenda packet.

8. Appointments

- A. - Diversity, Equity, and Inclusion Commission, Tia Winter
(Reappointment as a Public Representative)
- Pedestrian and Bicyclist Advisory Committee, Marie McCormick
(Reappointment as a Citizen member)

9. Public Hearing Items

A. Ordinance #2025-09

Ordinance #2025-09 - A continued public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations, to amend Airport Landing Fees

- i. Presentation:
- ii. Opening of the Public Hearing:
- iii. Questions & Comments by the Public:
- iv. Closing of the Public Hearing:
- v. Council Deliberation & Action:

B. Ordinance #2025-10

Ordinance #2025-10 - A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to Authorize Changes to Certain Public Utilities Fees

- i. Presentation:
- ii. Opening of the Public Hearing:
- iii. Questions & Comments by the Public:
- iv. Closing of the Public Hearing:
- v. Council Deliberation & Action:

C. Ordinance #2025-11

Ordinance #2025-11 - A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 97: Landfill Regulations, Appendix A: Fees

- i. Presentation:
- ii. Opening of the Public Hearing:
- iii. Questions & Comments by the Public:
- iv. Closing of the Public Hearing:
- v. Council Deliberation & Action:

10. Old Business: None

11. New Business

- A. Release of Collected Public School Impact Fees (3rd Quarter 2025)
- B. Review and adoption of amendments to City Council Policy CC-107, Debt Management
- C. Ordinance #2025-12
Discussion and Set Public Hearing for November 5, 2025: Ordinance #2025-12, Proposed Amendments to/Repeal of City Code Chapter 185, Welcoming Lebanon
- D. Capital Improvements Program (CIP)
Work Session: Overview and Presentations of the 2026-2031 Capital Improvements Program (CIP) and Capital Budget

12. City Manager Report

13. Non-Public Session: None

14. Adjournment

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.

Future Board/Committee/Commission Appointments:

Board/Committee: Arts and Culture Commission

Position: Arts Organization Representative

Applicant: J. Chambers

Lebanon City Council Agenda
October 15, 2025

City Councilor: N. Ford Burley
Assigned Date: 09/22/2025

Board/Committee: Arts and Culture Commission
Position: Alternate
Applicant: G. Dokucu
City Councilor: D. Wilkie
Assigned Date: 10/01/2025

Board/Committee: Conservation Commission
Position: Regular
Applicant: C. Johnson
City Councilor: M. Goodwin (City Staff)
Assigned Date: 10/07/2025

Board/Committee: Heritage Commission
Position: Alternate
Applicant: N. Dittrich
City Councilor: N. Ford Burley
Assigned Date: 09/30/2025

Board/Committee: West Lebanon Revitalization Advisory Committee
Position: Regular
Applicant: S. Malloy
City Councilor: L. Stavis
Assigned Date: 10/02/2025

Board/Committee: West Lebanon Revitalization Advisory Committee
Position: Regular
Applicant: B. Krinitz
City Councilor: L. Stavis
Assigned Date: 09/30/2025

Proposed Future Agenda Items: Dates may be tentative, and this list is not considered all-inclusive.

November 4, 2025 – Budget Work Session (5:30pm start)

November 5, 2025 (6:00pm start)

Public Hearing Items:

A. Ordinance #2025-12- Amendments to/Repeal of City Code Chapter 185, Welcoming Lebanon

New Business:

A. Presentation and Discussion Regarding the 2025 Property Revaluation

B. Presentation of 2025 Financial Audit Report

November 6, 2025 – Budget Work Session (5:30pm start)

November 12, 2025 – Budget Work Session (5:30pm start)

November 13, 2025 – Budget Work Session (5:30pm start)

November 18, 2025 – Budget Work Session (5:30pm start)

November 19, 2025

New Business:

A. Presentation of First Reading & Set Public Hearing for December 17, 2025: Amendments to Ordinance #18, Salary Plan, to include implementation of a 3.0% General Wage Increase, and to retitle, reclassify, and add positions to the existing salary plan.

**Agenda
Lebanon City Council
October 15, 2025**

7. Acceptance Of Minutes:

Minutes To Be Accepted

- October 1, 2025 (Special Meeting)
- October 1, 2025 (Regular Meeting)

MOVED, to approve the minutes as presented in the October 15, 2025 agenda packet.

DRAFT

**LEBANON CITY COUNCIL
SPECIAL SESSION MINUTES
Wednesday, October 1, 2025, 5:30 p.m.
Council Chambers**

Remote Via Microsoft Teams: [LebanonNH.gov/Live](https://lebanonnh.gov/live)

MEMBERS PRESENT: Assistant Mayor Devin Wilkie, Erling Heistad, Nicole Ford Burley, Laurel Stavis, Christian Simon

SAU MEMBERS PRESENT: Chair Lilian Maughan, Laila Volle, Joseph Castelot

MEMBERS ABSENT: Mayor Douglas Whittlesey, Timothy McNamara, George Sykes, and Karen Zook

STAFF PRESENT: City Manager Andrew Hosmer, Deputy City Manager David Brooks, Superintendent Amy Allen, SAU Business Administrator Tim Ball, Director of Planning & Development Nate Reichert

1. Call to Order: Assistant Mayor Wilkie called the meeting to order at 5:30 PM.

2. NEW BUSINESS:

A. Discussion about the SAU Building (20 Seminary Hill, West Lebanon)

Superintendent Amy Allen explained that the SAU Building at 20 Seminary Hill is currently operating with a shared space for the district offices and the Lebanon Fire Department. A study group has been considering four options. The first is to continue with the use of the SAU Building for SAU offices with no changes. The second option would be to sell the building to a private developer. The third option would be to close the SAU Building down, leave it vacant for future undetermined plans, and move the SAU staff to another rented space. The fourth option is to consolidate the SAU staff after renovations to 1.5 floors and partner with the City or others for alternative uses. The group has met with a developer. Costs to operate the building and/or renovate the building are being considered.

Councilor Simon asked if there is a covenant on the building that could preclude making a sale or renovations easy. SAU Chair Maughan stated that the deeds for the building have been reviewed and there is nothing to preclude any of the four proposed options. Business Administrator Tim Ball explained that there is a new law which requires that a building for sale by a public school would have to first be offered to a charter school, if one was interested.

Councilor Simon stated that this building is a gem for the community, and he would hate to see it lost completely. He could see the City becoming a roommate in the building. City Manager Andrew Hosmer explained that both the Recreation and Human Services Departments are currently renting from the private sector, and it may be helpful to explore these possibilities further.

Councilor Stavis echoed Councilor Simon's comments. This building could be a key to the revitalization of Downtown West Lebanon. The building is an opportunity for both West

1 Lebanon, and Lebanon as a whole. The building is part of West Lebanon's history. She asked if
2 the Council could assign a representative to be a party to the ongoing discussions. SAU Chair
3 Maughan stated that a Council member being assigned to the working group would be
4 appropriate.
5

6 Joan Townsend, Ward 2, encouraged the groups to discuss the options with the Recreation
7 Department. SAU Chair Maughan noted that Paul Coats, Director of Recreation, Arts, & Parks,
8 is on the working group for this item.
9

10 **B. Discussion about Dana House (3 Elm Street West, West Lebanon)**

11

12 Superintendent Amy Allen explained that the City owns Dana House, and it is located on School
13 District land. The SAU has a shed in the back of the property which is on City land. There have
14 been some discussions regarding the use of Dana House and a potential adjustment for property
15 lines.
16

17 Director of Planning and Development Nate Reichert explained that Dana House itself is the
18 oldest known house in the history of Lebanon. The house is owned by and managed by the
19 Department of Public Works within the City and sits on School District property. There have
20 been many ideas over the years regarding how to reinvigorate the Dana House property. An
21 initial thought was to have some form of a visitor center or museum but that never came to
22 fruition. The Heritage Commission has more recently adopted the Dana House from a day-to-day
23 perspective, with the first goal being to do no harm. In analyzing the property, one option would
24 be to turn it into a house or a public use space. This would require significant lead and asbestos
25 abatements. Bids for this were sought and came back significantly higher than what was
26 expected. The ownership issue of having a City building on School District property also needs
27 to be solved. This could be considered through a land swap between the City and the School for
28 the Dana House and the storage/maintenance shed on City property. This would require an
29 Article on the ballot. There is also land that fronts on the street in front of the Dana House and it
30 is important to engage this area to get it back on the tax base and providing services to either the
31 people who own it or to the City.
32

33 Councilor Stavis asked about the ownership of the entire piece of property. Mr. Reichert
34 explained that there are contractual obligations which tie Dana House to the property. The owner
35 of the property would have responsibilities to the Dana House. Dana House could be given its
36 own lot and be transferred to a not-for-profit or left in the ownership of the City to create a long-
37 term lease agreement with an entity to maintain Dana House as a private residence.
38

39 Councilor Ford Burley stated that most of the Heritage Commission's recommendations hinge on
40 the land swap. A request for proposals was drafted in the hopes that a developer would step in
41 and convert Dana House back to its original purpose, which was housing. Other options could be
42 explored.
43

44 SAU Chair Maughan stated that she would like to hear more information about the numbers
45 involved in the land swap proposal. Mr. Reichert explained that the first step would be to engage

1 a land surveyor, and this has a cost. A CDBG planning grant could also be sought to examine the
2 building for mixed uses.

3
4 Councilor Stavis stated that the taxpayers of West Lebanon would not likely want to see the
5 building sold to a private entity without having adequate input into the decision.

6
7 Ms. Volle stated that it is difficult to comment on potential future uses of the property without
8 first knowing information about the acreage that could be part of a land swap.

9
10 Assistant Mayor Wilkie stated that it seems to make sense, in theory, that the Dana House should
11 be on City property and the SAU shed should be on School District property. However, the
12 School District also needs to attend to its own interests with regard to the property. It may be
13 premature to put funding into a potential land swap until there is some decision regarding the
14 building itself. It would be a shame for the City to lose the property, as long as it makes sense for
15 it to remain.

16
17 Mr. Brooks stated that the property with the Dana House on it ranges from approximately ½
18 acre-1 acre and the property with the shed on it is approximately 1/8 of an acre.

19
20 Councilor Simon stated that both groups are part of the City of Lebanon. The project should
21 move forward with the best interests of the taxpayers at heart. Councilor Stavis stated that she
22 would like to see some sort of commitment to proceed forward on this item together. SAU Chair
23 Maughan she would like more information in order to delineate the options clearly, including
24 what a land swap would look like.

25
26 Superintendent Amy Allen stated that, if the SAU were to continue and operate at 20 Seminary
27 Hill, it could continue to have the conversation regarding reviewing the boundary lines and
28 options for addressing the Dana House.

29
30 Councilor Heistad stated that Seminary Hill's original name was Hubbard. His grandfather was a
31 Hubbard. Tilton Seminary was built with the Hubbard family and the Tilton family. 87.5% of the
32 funding which went into it has been documented as coming from the two families. He hopes that
33 the City can see the gifting that occurred to allow the seminary to be gifted to the City to
34 function as a seminary. This is a wonderful asset for West Lebanon that needs to be maintained.

35
36 Assistant Mayor Wilkie stated that there seems to be plenty of interest in trying to make sure the
37 boundary adjustment can be considered for the 2027 ballot, if the property remains in the City's
38 hands.

39 40 **C. Discussion of Potential Adjustment of Seminary Hill Property Boundaries**

41
42 *This item was discussed as part of the previous agenda items.*

43 44 **D. Budget**

1 Superintendent Amy Allen stated that the Lebanon School District received a surprise bill of
2 \$1,033,000 from the risk pool School Care. There will be an interest rate if the bill is not paid by
3 a certain date and they will stop paying claims for the group. The proposal is to use some of the
4 retained fund balance and some of this year's unexpended funds to cover the cost. More
5 information will be provided to the School Board on October 8th. If funding is used from the
6 retained fund balance, there will likely be a public hearing in November. The intention is to pay
7 the bill before January and to not have any interruptions for service for employees and no impact
8 to taxpayers.

9
10 SAU Business Administrator Ball explained that there will likely be around a 16% increase in
11 healthcare premiums this year. Any increases for support staff will be proposed as a separate
12 Warrant Article. The revenue for Special Education aid from the State this year will be higher
13 than he estimated. There are not many new budget increases expected other than those
14 previously discussed.

15
16 SAU Chair Maughan expressed the importance of moving into the budgeting process with the
17 City as a united front.

18 19 **3. ADJOURNMENT**

20
21 *Councilor Ford Burley MOVED for adjournment.*

22 *Seconded by Councilor Stavis.*

23
24 **The Vote on the MOTION was unanimously approved by all members present (5-0).*

25
26 **The meeting was adjourned at 6:30 PM.**

27
28 Respectfully submitted,

29 Kristan Patenaude

30 Recording Secretary

DRAFT

**LEBANON CITY COUNCIL
REGULAR SESSION MINUTES
Wednesday, October 1, 2025, 7:00 p.m.
Council Chambers**

Remote Via Microsoft Teams: LebanonNH.gov/Live

MEMBERS PRESENT: Mayor Douglas Whittlesey, Assistant Mayor Devin Wilkie, Erling Heistad, Nicole Ford Burley, Timothy McNamara, Laurel Stavis, Christian Simon

1 **MEMBERS ABSENT:** George Sykes, and Karen Zook

STAFF PRESENT: City Manager Andrew Hosmer, Deputy City Manager David Brooks, Airport Manager Carl Gross, Finance Director Alesia Williams, City Engineer Brian Vincent, Public Works Director Jay Cairelli, Assistant Public Works Director Chris Kilmer, Director of Planning & Development Nate Reichert, Assistant Director of Planning & Development Tim Corwin

2
3 **1. CALL TO ORDER:** Mayor Whittlesey called the meeting to order at 7:00 p.m.

- 4 • City Manager Andrew Hosmer announced the meeting criteria for attendees.

5
6 **2. PLEDGE OF ALLEGIANCE:** Mayor Whittlesey led the Council in the Pledge.

7
8 **3. PUBLIC FORUM:** Mayor Whittlesey made the Public Forum announcement.

9
10 **4. OPEN COUNCIL DISCUSSION:**

11
12 Councilor Simon stated that he was contacted this week by Ward 1 resident Jeremy Kehoe regarding the
13 possibility of obtaining a parking pass to hopefully avoid being ticketed for over parking at spaces around the
14 mall. He asked that this be discussed further.

15
16 City Manager Andrew Hosmer explained that the Council has scheduled a number of work sessions which will
17 include opportunities for citizens to ask questions. These will occur on November 4, 6, 12, 13, and 18. On
18 December 3, there will be a general question and answer session from the public to the Council. On Wednesday,
19 December 17, at 6:00 PM, there will be a public hearing and Council action to adopt the 2026 budget. Mayor
20 Whittlesey stated that the questions and answers will be captured and posted on the City's website.

21
22 Assistant Mayor Wilkie noted that the public is always welcome to email questions to the Council.

23
24 **5. OPEN TO PUBLIC:**

25
26 Sherry Boschert, Ward 2, offered a reminder as to why Lebanon passed the Zoning Ordinance regulations in
27 January 2023 requiring developers to include electric vehicle (EV) charging stations in new developments. There
28 have been several proposals put forth this year to amend those regulations, and the Council has asked the Planning
29 Department staff to sort through them. The goal of the regulations is to make sure that everyone has access to EV
30 charging in order for Lebanon to meet its goal of reducing greenhouse gas emissions by 80%. EV charging should
31 not be a possibility only for people who can afford to buy single family homes or those who live near the
32 expensive public chargers in West Lebanon. People who rent also need to be able to plug in their vehicles. Nearly

1 half of residents in Lebanon are renters. If their building does not offer EV charging, they will not get an electric
2 car.

3
4 Allan Gulledge, Ward 1, on September 4th, he e-mailed the Mayor and the Council, including his Ward 1
5 representatives, to highlight the impact on people of the high rate of increase in rates for the landfill. In the past
6 five years, the cost of throwing away a household bag of trash has increased 900% from half a punch on a \$10
7 card to a full punch on a \$40 card which costs \$44.00. Historically, he has been able to dispose of bags of leaves
8 at the landfill for free, but starting this year there will be a charge after the second bag. Also, it now costs \$37.50
9 to throw away a single mattress, where disposing of a sofa of any size has a maximum charge of \$22.50. There
10 does not seem to be a lot of logic in the price structure at the landfill. He was disappointed that he did not hear a
11 response from a single person that he originally emailed about this concern.

12
13 Councilor Simon stated that he should have emailed Mr. Gulledge back. He apologized for his mistake.

14
15 Lori Key, Ward 3, stated that rents are going up in the City. The charge for EV stations will be passed along to
16 renters. The City needs to be strategic about its priorities and better study what the cost of EV charging stations
17 could be for renters.

18 19 **6. RECOGNITIONS:**

- 20 • Children's Environmental Health Day Proclamation

21
22 **WHEREAS**, the aim of Children's Environmental Health (CEH) Day is to raise awareness about the
23 importance of clean air and water, safe food and consumer products, healthy environments, and stable
24 climates to children's health and development; and

25
26 **WHEREAS**, CEH Day was created by the Children's Environmental Health Network and celebrated for
27 the first time on October 13, 2016; and

28
29 **WHEREAS**, CEH Day is observed on the second Thursday in October as a means to celebrate the progress
30 of the children's environmental health movement and create a strong network of child health advocates;
31 and

32 **WHEREAS**, CEH Day is a national effort supported by individuals, non-profit organizations, and
33 government agencies; and

34
35 **WHEREAS**, CEH Day encourages individuals and organizations to raise awareness and understanding of
36 children's environmental health issues, seek improved protections for all children, and perform acts of
37 sustainability or environmental health wellness; and

38
39 **WHEREAS**, together, we can safeguard the health, safety, and well-being of our most precious resource:
40 children.

41
42 **NOW THEREFORE BE IT RESOLVED** that the Lebanon City Council, on behalf of Lebanon's residents,
43 employees, visitors, and civil servants, do hereby proclaim Thursday, October 9, 2025 as Children's
44 Environmental Health Day in Lebanon and urge all citizens to observe this day with awareness-raising and
45 environmental health and stewardship activities to create a healthier environment for our children.

46 Dated this 1st day of October 2025 at Lebanon, New Hampshire.

47
48 Douglas Whittlesey, Mayor

On Behalf of the Lebanon City Council

7. ACCEPTANCE OF MINUTES: September 17, 2025 (Regular Meeting)

Amendments:

Page 8, Lines 24-25: To read that the disclosure of any type of conflict was discussed and the Council determined that there was none, as neither Councilor McNamara nor Councilor Heistad were eligible for the Disabled Tax Credit being discussed.

Page 9, Line 40: Strike that Councilor McNamara returned as a regular member, because he never recused himself.

Councilor Heistad MOVED to APPROVE the September 17, 2025 minutes as amended and presented in the October 1, 2025 City Council agenda packet.

Seconded by Councilor Ford Burley.

****The Vote on the Motion was approved (7-0)***

8. APPOINTMENTS:

- Lebanon Energy Advisory Committee, F. Woody Rothe (Reappointment Citizen Representative)
Assistant Mayor Wilkie MOVED to NOMINATE F. Woody Rothe for Reappointment as a Citizen Representative to the Lebanon Energy Advisory Committee. Term: 10/2025-10/2027

****The NOMINATION was approved (7-0)***

- Pedestrian and Bicyclist Advisory Committee, Colin Smith (Reappointment Citizen Member)
Mayor Whittlesey MOVED to NOMINATE Colin Smith for Reappointment as a Citizen Member to the Pedestrian and Bicyclist Advisory Committee. Term: 10/2025-10/2028.

****The NOMINATION was approved (7-0)***

9. PUBLIC HEARING ITEMS:

- A. Ordinance #2025-09** - A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations, to amend Airport Landing Fees

Included in the agenda packet: [\(All supportive documents and detailed information can be found on pages 36-39, Council agenda packet\)](#)

- Proposed Ordinance #2025-09
- Airport Landings by Weight Class through July 2025, and 5-year Average

Mr. Brooks reviewed the proposal to amend City Code Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations, to amend Airport Landing Fees.

BACKGROUND

Landing fees at the Lebanon Municipal Airport were last adjusted in November 2024 with an effective date of January 1, 2025. A comparison of the existing landing fees and the proposed landing fees adjusted by the CPI-U Northeast (3.6%) was completed and the recommended adjustments to the existing landing fees are shown in Ordinance #2025-09. As proposed, the new fees would be effective as of January 1, 2026.

The airport will continue to monitor the CPI-U and existing landing fees to recommend adjustments, as necessary.

1 **Council/Staff Comments:**

2
3 The Council discussed potentially amending the rates to be higher than the originally proposed 3.6%.

4
5 Councilor McNamara reviewed his proposed increases:

- 6
 - Turboprops < 9,001 pounds weight \$50, a 12.5% increase
 - 7 • Turboprops 9,000-27,000 pounds weight \$95, an 11.7% increase
 - 8 • Turboprops > than 27,000 pounds weight \$175 dollars, a 16.1% increase
 - 9 • Very Light Jets \$120.00, a 14% increase
 - 10 • Jets 9,001-27,000 pounds weight \$345 dollars, a 19% increase
 - 11 • Jets 27,000 - 60,000 pounds weight \$455, a 15.1% increase
 - 12 • Jets > than 60,000 pounds weight \$555, a 12.1% increase
 - 13 • Jets (Airline Category) \$875, a 5.4% increase

14
15 Councilor McNamara stated that, if all those increases were adopted, and the number of landings remains at the
16 projected amounts, it would raise the City an additional \$57,000 per year, recognizing that, of the total, 25% goes
17 to the fixed base operator and 75% to the City.

18
19 Mayor Whittlesey stated that he is expecting a decrease in jet activity mostly due to macro environmental factors
20 regardless of the proposed fee structure.

21
22 Councilor Simon stated that he would like to also propose \$10 increases to the Light Twin-Engine, Piston
23 Helicopter, and Turbine Helicopter fees.

24
25 Mayor Whittlesey stated that he would open the Public Hearing, with the understanding that this conversation will
26 be continued to the October 15th meeting due to the additional proposed increases heard this evening.

27
28 Councilor Simon also suggested increasing the rent for the T-hangers by \$100. Councilor McNamara agreed,
29 noting that there is a long-standing waiting list for these spaces. Mr. Brooks explained that the hanger fees are not
30 built into the City Code fee structure and are instead considered on a separate lease basis. Mayor Whittlesey
31 suggested that staff work to adjust the hanger fee amount at the first contractual opportunity and include the
32 hanger fee within the City's fee structure.

33
34 **Mayor Whittlesey opened the Public Hearing.**

35
36 Fran Casale, Ward 2, asked where the City falls in terms of competitors with the proposed increases to the landing
37 fees. He stated that he would like to make sure the City is getting all of the fees that it should be. Carl Gross,
38 Airport Manager, explained that the Fixed Base Operator (FBO) is entitled to waive the landing fee. However,
39 even if they do so, they are responsible for paying 75% of that waived fee to the City. The fuel flowage fee is
40 \$0.08 per gallon of all of the gallons pumped into the storage tanks. There is no minimum fee on the amount
41 before payments to the Airport start. All of this information is tracked accordingly.

42
43 Sarah Riley, Ward 2, spoke in favor of increasing the landing fees as proposed. She asked about using the same
44 percentage increase across the board. She asked where the fees go for the City budget. Also, the Environmental
45 Justice Task Force report included a recommendation to incentivize airplane owners to switch away from leaded
46 aviation fuel. She asked if this incentivization could potentially be included in the fee structure changes. Mayor
47 Whittlesey explained that Airport revenue goes to the Airport Fund, which is an enterprise fund to offset the cost
48 of Airport operations. The goal is to not be subsidized at a bare minimum. The FBO has its own contract which is
49 not currently being considered. An incentive structure could be considered at a later date, once the fees are set.

Councilor McNamara stated that he reviewed each category individually in terms of number of landings and current contributors when considering the fee increases.

The Public Hearing was left open at this time.

ACTION:

*Councilor McNamara MOVED to CONTINUE this hearing to October 15, 2025.
Seconded by Councilor Stavis.*

**The Vote on the Motion was approved (7-0)*

B. Rescind Prior Authorizations for Issuance of Bonds or Notes; Rescind or Transfer Prior Appropriations for Capital Projects; and Transfer Appropriated but Unspent Funds - A public hearing for the purpose of receiving public input and taking action to rescind prior authorizations for the issuance of bonds or notes totaling \$3,822,776.66; to rescind prior appropriations for capital projects totaling \$5,838,380.96; to authorize the transfer of appropriation authority to another capital project totaling \$39,248.43; and to transfer appropriated, but unspent funds totaling \$1,325,049.28 from completed capital projects to ongoing capital projects.

Included in the agenda packet: [\(All supportive documents and detailed information can be found on pages 40-49, Council agenda packet\)](#)

1. Memo from Finance Department summarizing requested rescissions and transfers.

Mr. Brooks reviewed the proposed rescissions.

BACKGROUND

The periodic rescission of prior authorizations to issue bonds or notes is part of the City's prudent and responsible management and administration of fiscal resources. More specifically, it is part of the City's ongoing objective to reduce outstanding authorized, but unissued, long-term debt and the City's debt exposure, as well as the significant costs associated with servicing that debt. In addition, transferring appropriated, but unspent funds from completed projects to ongoing capital projects can further reduce or eliminate the need to issue long-term debt.

The purpose of this agenda item is to request the City Council to rescind prior authorizations for bonds or notes that are no longer required, and therefore, need not be issued. In addition, the Council is asked to rescind or transfer prior appropriation authority for capital projects and to authorize the transfer of appropriated, but unspent project funds, from completed capital projects to other ongoing capital projects.

The total amount of prior authorizations for issuance of bonds or notes to be rescinded is \$3,822,776.66. The total amount of prior appropriation authority for capital projects to be rescinded is \$5,838,380.96. The total amount of appropriation authority to be transferred from completed capital projects to other capital projects is \$39,248.43. The total amount of appropriated, but unspent funds to be transferred from completed capital projects to ongoing capital projects is \$1,325,049.28.

Please see the attached from the Finance Department for further descriptions of the requested rescissions of bonding and appropriation authority and transfers of appropriated, but unspent funds.

Completed Capital Project	Rescind Bonding Authorization	Rescind Appropriation Authorization	Transfer Funding and Appropriation Authorization	Transfer Unspent Funds Only
City Hall Renovation	\$150,000.00			
Electric Vehicle Service Equipment	\$50,200.00	\$251,000.00		
Airport TIF District Infrastructure Improvements	\$579,700.00	\$648,113.18		\$68,413.18
Water System Mapping		\$191,609.39		\$191,609.39
Westboro Park	\$47,000.00	\$145,000.00		\$98,000.00
Huber Sludge Dewatering Press	\$209,260.00	\$239,780.62		\$30,560.62
Streets Rehabilitation / Reconstruction	\$255,000.00	\$36,898.50		\$21,555.25
South Main Street Water Main Improvements	\$500,000.00*			
Packard Hill Bridge	\$192,226.66			
Sewer System Rehabilitation	\$39,390.00	\$14,243.41		\$3.42
Capacity Management Operations & Maintenance (CMOM)		\$11,037.07		\$11,037.07
Spencer Street Improvements		\$35,967.03		
Mascoma Street Bridge (Benton Hill #120/115)				\$129,363.03
Miracle Mile		\$158,691.91		\$158,691.91
Downtown Visioning and Tunnel Project		\$15,542.40	\$39,248.43 (Appropriation Only)	\$54,790.83
Combined Sewer Overflow (CSO)		\$4,051,038.00		\$561,024.58
Main Street Properties (14, 28 & 30 Main St)	\$1,800,000.00	\$39,459.45		
Total	\$3,822,776.66	\$5,838,380.96	\$39,248.43	\$1,325,049.28

Mayor Whittlesey opened the Public Hearing.

Jay Simms, Ward 2, asked why the Packard Hill Bridge project did not qualify for NH DOT funding. Finance Director Alesia Williams stated that she would work to obtain this information.

1 Sherry Boschert, Ward 2, asked what the Electric Vehicle Service item deals with. Mr. Brooks stated that he
2 believes this project dealt with the installation of street sweepers, but grant funding was not obtained and so it is
3 now being rescinded.

4
5 Lori Key, Ward 3, asked if this is “found money”. Mayor Whittlesey explained that rescinding the bonding
6 authorization, for example, means that the City is not allowed to borrow \$3.8M. Similarly, the rescinding of an
7 appropriation authorization means that this funding cannot be spent.

8
9 **Hearing no further comments from the public, the Public Hearing was closed.**

10
11 **Council/Staff Comments: None at this time.**

12
13 **1. CITY HALL RENOVATION**

14 Whereas, on December 13, 2023, the Lebanon City Council authorized the issuance of bonds or
15 notes in the amount of \$25,435,140 to fund various capital projects, including \$150,000 to finance
16 the City Hall Renovation project; and

17
18 Whereas the \$150,000 bonding appropriation for the City Hall Renovation project is no longer
19 required, as this amount was funded through the fund balance on December 31, 2024.

20 Now Therefore Be It Resolved, by the City of Lebanon, that the authorization to issue bonds or notes
21 in the amount of \$150,000 for the City Hall Renovation project is hereby rescinded.

22
23 This resolution shall be effective upon passage.

24
25 **ACTION:**

26 ***Councilor Simon MOVED to authorize the above Resolution for the City Hall Renovation.***

27 ***Seconded by Councilor McNamara.***

28 ****The Vote on the Motion was approved (7-0)***

29
30 **2. ELECTRIC VEHICLE SERVICE EQUIPMENT**

31 Whereas, on December 13, 2023, the Lebanon City Council authorized the issuance of bonds or
32 notes in the amount of \$25,435,140 to fund various capital projects, including \$50,200 to finance the
33 Electric Vehicle Service Equipment (EVSE) project; and

34 Whereas the EVSE project did not proceed due to the City not receiving the anticipated \$200,800
35 grant funding; and

36
37 Whereas there is an appropriated amount of \$251,000 for the EVSE project which is no longer
38 required.

39 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$251,000,
40 and the authorization to issue bonds or notes in the amount of \$50,200 for the Electric Vehicle
41 Service Equipment project are hereby rescinded.

42 This resolution shall be effective upon passage.

43
44 **ACTION:**

45 ***Councilor Ford Burley MOVED to authorize the above Resolution for Electric Vehicle Equipment***

46 ***Seconded by Councilor Stavis.***

47 ****The Vote on the Motion was approved (7-0)***

1 **3. AIRPORT TAX INCREMENT FINANCE DISTRICT INFRASTRUCTURE**
2 **IMPROVEMENTS**

3 Whereas, on December 16, 2020, the Lebanon City Council authorized the issuance of bonds or
4 notes in the amount of \$6,972,720 to fund various capital projects, including \$1,929,700 for the
5 Airport TIF District Infrastructure Improvements project; and

6 Whereas, the project is now complete, and a remaining appropriation balance of \$648,113.18 is no
7 longer required; and

8
9 Whereas the remaining authorization to issue bonds or notes in the amount of \$579,700 is no longer
10 needed; and

11 Whereas the unspent funds totaling \$68,413.18 remain available from the project.

12 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$648,113.18 and the
13 authorization to issue bonds or notes in the amount of \$579,700 for the Airport TIF District Infrastructure
14 Improvements project are hereby rescinded; and the unspent funds totaling \$68,413.18 shall be transferred to
15 the Airport Fund.

16
17 This resolution shall be effective upon passage.

18
19 **ACTION:**

20 *Mayor Whittlesey MOVED to authorize the above Resolution for the Airport Tax Increment Finance*
21 *District Infrastructure Improvements*

22 *Seconded by Councilor Ford Burley.*

23 **The Vote on the Motion was approved (7-0)*
24

25 **4. WATER SYSTEM MAPPING**

26 Whereas, on December 19, 2018, the Lebanon City Council authorized the transfer of \$290,000
27 from the Water Department Capital Reserve Fund to fund the Water System Mapping project; and
28 Whereas, the project has been completed, and a remaining authorization balance of \$191,609.39 is no
29 longer required.

30 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$191,609.39
31 for the Water System Mapping project is hereby rescinded, and the unspent funds totaling
32 \$191,609.39 be returned to the Water Department Capital Reserve Fund from the Water System
33 Mapping project.

34 This resolution shall be effective upon passage.

35 **ACTION:**

36 *Assistant Mayor Wilkie MOVED to authorize the above Resolution for the Water System Mapping.*

37 *Seconded by Councilor McNamara.*

38 **The Vote on the Motion was approved (7-0)*
39

40 **5. WESTBORO PARK**

41 Whereas on December 13, 2023, the Lebanon City Council authorized the issuance of bonds or
42 notes in the amount of \$25,435,140 to fund various capital projects, including \$47,000 for the
43 Westboro Park project; and

44
45 Whereas, the Westboro Park project has been cancelled, and the appropriation authorization of

1 \$145,000 is no longer needed; and

2 Whereas, the authorization to issue bonds or notes in the amount of \$47,000 is no longer needed; and

3 Whereas, \$30,000 that was authorized to be transferred from the Recreation Department impact fees to
4 support the project is no longer needed; and

5 Whereas, \$68,000 that was authorized to be transferred from the Recreation Department budget is no longer
6 needed.

7
8 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$145,000 and the
9 authorization to issue bonds or notes in the amount of \$47,000 for the Westboro Park project are hereby
10 rescinded; the \$30,000 authorized to be transferred from the Recreation Department impact fees shall be
11 returned to the Recreation Department impact fee account; and the \$68,000 authorized to be transferred from
12 the Recreation Department budget shall be returned to the general fund.

13
14 This resolution shall be effective upon passage.

15
16 **ACTION:**

17 *Councilor Stavis MOVED to authorize the above Resolution for Westboro Park.*

18 *Seconded by Assistant Mayor Wilkie.*

19 **The Vote on the Motion was approved (7-0)*
20

21 **6. HUBER SLUDGE DEWATERING PRESS**

22 Whereas on December 16, 2020, the Lebanon City Council authorized the issuance of bonds or notes in the
23 amount of \$6,972,720 to fund various capital projects, including \$275,000 to finance the Huber Sludge
24 Dewatering Press project; and

25
26 Whereas, the authorization to issue bonds or notes in the amount of \$209,260 is no longer needed as this
27 project is now complete; and

28
29 Whereas, there is a remaining appropriated balance of \$239,780.62 which is no longer needed as the project
30 is complete; and

31 Whereas, there is a remaining funded balance of \$30,520.62 which is no longer needed as the project is
32 complete.

33
34 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$239,780.62 and the
35 authorization to issue bonds or notes in the amount of \$209,260 for the Huber Sludge Dewatering Press
36 project are hereby rescinded; the remaining funded balance of \$30,560.62 shall be transferred to the 2025
37 Sewer Fleet Replacement project.

38
39 This resolution shall be effective upon passage.

40 **ACTION:**

41 *Councilor McNamara MOVED to authorize the Resolution for the Huber Sludge Dewatering Press*

42 *Seconded by Councilor Simon.*

43 **The Vote on the Motion was approved (7-0)*

1 **7. STREETS REHABILITATION/RECONSTRUCTION**

2 Whereas, on December 20, 2017, the Lebanon City Council authorized the issuance of bonds or notes in the
3 amount of \$11,455,000, including \$255,000 to partially fund the 2018 Streets Rehabilitation and
4 Reconstruction project; and

5 Whereas, the authorization to issue bonds or notes in the amount of \$255,000 is no longer needed as funds
6 were transferred from other projects; and

7 Whereas, there is a remaining appropriated balance of \$36,898.50 which is no longer needed as the project is
8 complete; and

9 Whereas, there is a remaining funded balance of \$21,555.25 which is no longer needed as the project is
10 complete.

11 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$36,898.50 and the
12 authorization to issue bonds or notes in the amount of \$255,000 for the Streets Rehabilitation and
13 Reconstruction project are hereby rescinded, the remaining funded balance of
14 \$21,555.25 shall be transferred to the South Main Street Water Main Improvements project.
15 This resolution shall be effective upon passage.

16 **ACTION:**

17 *Councilor Simon MOVED to authorize the Resolution for the Streets Rehabilitation and Reconstruction.*
18 *Seconded by Councilor McNamara.*

19 **The Vote on the Motion was approved (7-0)*
20

21 **8. MIRACLE MILE IMPROVEMENT/SOUTH MAIN STREET WATER MAIN**
22 **IMPROVEMENTS**

23 Whereas, on June 21, 2023, the Lebanon City Council approved a transfer of appropriation
24 authorization of \$500,000 from the Miracle Mile Improvements project to the South Main Street
25 Water Main Improvements project; and Whereas, there was no public hearing for this transfer, and
26 therefore the authorization to issue bonds or notes cannot be transferred; and

27
28 Whereas, funding for the South Main Street Water Main Improvements project will be funded
29 through transfers from other projects.

30 Now Therefore Be It Resolved, by the City of Lebanon, that the authorization to issue bonds or notes
31 in the amount of \$500,000 for Miracle Mile Improvement project is hereby rescinded.

32
33 This resolution shall be effective upon passage.
34

35 **ACTION:**

36 *Councilor Ford Burley MOVED to authorize the Resolution for the Miracle Mile Improvements and the South*
37 *Main Street Water Main Improvements.*

38 *Seconded by Councilor Stavis.*

39 **The Vote on the Motion was approved (7-0)*
40

41 In response to an earlier question from Jay Simms, Ward 2, Finance Director Alesia Williams explained that the
42 Packard Hill Bridge project was originally anticipated to have DOT funding. As the project moved forward, the
43 DOT funding did not come through, and the funding source was changed.
44

1 **9. PACKARD HILL BRIDGE**

2 Whereas on 12/17/2014 the City Council authorized the issuance of bonds or notes in the amount of
3 \$100,000 and on 12/19/2018, authorized the issuance of bonds or notes for an additional
4 \$120,000 for the Packard Hill Bridge project; and

5 Whereas on May 19, 2021 the City Council rescinded authorization to issue bonds or notes in the amount of
6 \$27,773.34, leaving a remaining bonding authority of \$192,226.66; and

7 Whereas, no monies will be received from New Hampshire Department of Transportation (NHDOT) for this
8 project, and the City is responsible for the project which will be funded through transfers from other
9 projects; and

10 Whereas, the project has now been completed.

11 Now Therefore Be It Resolved, by the City of Lebanon, that the remaining authorization to issue bonds or
12 notes in the amount of \$192,226.66 for the Packard Hill Bridge project is hereby rescinded.

13 This resolution shall be effective upon passage.

14
15 **ACTION:**

16 *Mayor Whittlesey MOVED to authorize the Resolution for the Packard Hill Bridge.*

17 *Seconded by Councilor Ford Burley.*

18 **The Vote on the Motion was approved (7-0)*
19

20 **10. SEWER SYSTEM REHABILITATION**

21 Whereas on 12/16/2020, the City Council authorized the issuance of bonds or notes in the amount of
22 \$6,972,720 to fund various capital projects, including \$580,000 for the Sewer System Rehabilitation
23 project; and

24
25 Whereas the project is now complete, and the remaining appropriation balance of \$14,243.41 is no longer
26 needed; and

27
28 Whereas the authorization to issue bonds or notes in the amount of \$39,390 is no longer needed; and

29 Whereas the remaining funded balance of \$3.42 is no longer needed.
30

31 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$14,243.41 and the
32 authorization to issue bonds or notes in the amount of \$39,390 for the Sewer System Rehabilitation project
33 are hereby rescinded; the remaining funded balance of \$3.42 shall be transferred to the 2025 Sewer Fleet
34 project.
35

36 This resolution shall be effective upon passage.

37
38 **ACTION:**

39 *Assistant Mayor Wilkie MOVED to authorize the Resolution for the Sewer System Rehabilitation.*

40 *Seconded by Councilor Simon.*

41 **The Vote on the Motion was approved (7-0)*
42

43 **11. CAPACITY MANAGEMENT, OPERATIONS & MAINTENANCE (CMOM)**

44 Whereas on 12/20/2017, the City Council authorized the appropriation and transfer of \$415,000 from the Sewer
45 Collection and Disposal Improvements/Equipment Capital Reserve Fund for the CMOM project, with actual

transfers of \$150,000 on 4/30/2018 and \$265,000 on 3/31/2019; and

Whereas, the project is now complete, and the remaining appropriated balance and funded balance of \$11,037.07 is no longer needed.

Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$11,037.07 for the CMOM project is hereby rescinded; the remaining funded balance of \$11,037.07 shall be transferred to the 2025 Sewer Fleet project.

This resolution shall be effective upon passage.

ACTION:

Councilor Stavis MOVED to authorize the Resolution for Capacity, Operations & Maintenance (CMOM)
Seconded by Assistant Mayor Wilkie.

**The Vote on the Motion was approved (7-0)*

12. SPENCER STREET IMPROVEMENTS

Whereas on 08/17/2021, an appropriation of \$239,656 was transferred from the 2018 Streets Rehabilitation project; and

Whereas, the Spencer Street Improvement project is complete and the remaining appropriated balance of \$35,967.03 is no longer needed.

Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$35,967.03 for the Spencer Street Improvements project is hereby rescinded.

This resolution shall be effective upon passage.

ACTION:

Councilor McNamara MOVED to authorize the Resolution for Spencer Street Improvements
Seconded by Councilor Simon.

**The Vote on the Motion was approved (7-0)*

13. MASCOMA STREET BRIDGE (BENTON HILL #120-115)

Whereas, the Mascoma Street Bridge project is complete and the remaining funded balance of \$129,363.03, previously transferred from other projects, is no longer needed.

Now Therefore Be It Resolved, by the City of Lebanon, that the remaining funded amount of \$129,363.03 for the Mascoma Street Bridge project be transferred to the South Main Street Bridge project.

This resolution shall be effective upon passage.

ACTION:

Councilor Simon MOVED to authorize the Resolution for the Mascoma Street Bridge (Benton Hill #120-115)
Seconded by Councilor Ford Burley.

**The Vote on the Motion was approved (7-0)*

14. MIRACLE MILE

Whereas on 12/14/2022, the City Council authorized the issuance of bonds or notes in the amount of \$17,022,970 to fund various capital projects, including \$2,300,000 for the Miracle Mile Improvements Project;

1 and Whereas, the project is now complete, and a remaining appropriated balance of \$158,691.91 is no longer
2 needed; and

3
4 Whereas, the remaining funded balance of \$158,691.91 is no longer needed.

5 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$158,691.91 for the
6 Miracle Mile project is hereby rescinded; the remaining funded balance of \$158,691.91 shall be transferred to
7 the South Main Street Water Main Improvements project.

8 This resolution shall be effective upon passage.

9
10 **ACTION:**

11 *Councilor Ford Burley MOVED to authorize the Resolution for the Miracle Mile.*
12 *Seconded by Councilor Simon.*

13 **The Vote on the Motion was approved (7-0)*
14

15 **15. DOWNTOWN VISIONING AND TUNNEL PROJECT**

16 Whereas on 12/18/2019, the City Council authorized the issuance of bonds or notes in the amount of
17 \$8,350,270 to fund various capital projects, including \$1,545,000 for the Downtown Visioning and Tunnel
18 Project; and

19 Whereas, the project is now complete and there is a remaining appropriated and funded balance of
20 \$54,790.83 which is not needed.

21 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriation authorization of
22 \$39,248.43 for the Downtown Visioning and Tunnel Project shall be transferred to the Trues Brook Bridge
23 Replacement project; the remaining appropriated amount of \$15,542.40 for the Downtown Visioning and
24 Tunnel Project is hereby rescinded; and the remaining funded balance of \$54,790.83 shall be transferred to the
25 Spencer Street Improvements project.

26
27 This resolution shall be effective upon passage.

28
29 **ACTION:**

30 *Mayor Whittlesey MOVED to authorize the Resolution for the Downtown Visioning and Tunnel Project.*

31 *Seconded by Councilor Ford Burley.*

32 **The Vote on the Motion was approved (7-0)*

33 **16. COMBINED SEWER OVERFLOW (CSO)**

34 Whereas, on 12/19/2018, the City Council authorized the issuance of bonds or notes in the amount of
35 \$19,925,000 to fund various capital projects, including \$3,800,000 for the CSO project; and on 12/20/2017,
36 the City Council authorized the issuance of bonds or notes in the amount of \$11,455,000 to fund various
37 capital projects, including \$8,250,000 for the CSO project; and

38
39 Whereas, the CSO project is now complete, and a remaining appropriated balance of \$4,051,038 is no
40 longer required; and

41
42 Whereas, there is a remaining funded balance of \$561,024.58 which is no longer needed for the completed
43 project.

44
45 Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$4,051,038 for the

CSO project is hereby rescinded; the remaining funded balance of \$561,024.58 shall be transferred as follows: \$160,150.09 shall be transferred to fund the remaining balance needed for the South Main Street Water Main Improvements project; \$203,219.56 shall be transferred to fund the remaining balance needed for the Spencer Street Improvement project; \$192,226.66 shall be transferred to fund the balance needed for the Packard Hill Bridge project; and the remaining funded balance of \$5,428.27 shall be transferred to the 14, 28, & 30 Main Street Project.

This resolution shall be effective upon passage.

ACTION:

Assistant Mayor Wilkie MOVED to authorize the Resolution for the Combined Sewer Overflow (CSO)

Seconded by Councilor Ford Burley.

**The Vote on the Motion was approved (7-0)*

17. MAIN STREET PROPERTIES (14, 28 & 30 MAIN STREET)

Whereas, on March 15, 2023, the City Council authorized the issuance of bonds or notes in the amount of \$1,800,000 for the completion of environmental assessment and funding for the purchase of the Main Street Properties at 14, 28, & 30 Main Street; and

Whereas, the Main Street Properties have not yet been sold to fund the purchase, and the authorization to issue bonds or notes in the amount of \$1,800,000 is no longer valid; and

Whereas, the environmental assessment and purchase of the Main Street Properties is now complete, and the remaining appropriated amount of \$39,459.45 is no longer required.

Now Therefore Be It Resolved, by the City of Lebanon, that the appropriated amount of \$39,459.45 and the authorization to issue bonds or notes in the amount of \$1,800,000 for the Main Street Properties purchase are hereby rescinded. An unfunded balance of \$1,755,112.28 remains.

This resolution shall be effective upon passage.

ACTION:

Councilor Stavis MOVED to authorize the Resolution for the Main Street Properties (14, 28 & 30 Main Street)

Seconded by Councilor Ford Burley.

**The Vote on the Motion was approved (7-0)*

9C. Supplemental Appropriation in the Amount of \$410,000 for a New Lahaye Drive Paving Capital Project; Request to Transfer Appropriated and Borrowed, but Unspent Bond Funds from the Mt. Support Road/Lahaye Drive Intersection Capital Project to the New Lahaye Drive Paving Project - A public hearing for the purpose of receiving public input and taking action to appropriate \$410,000 for a new Lahaye Drive Paving capital project, and to authorize the transfer of appropriated and borrowed, but unspent bond funds from the Mt. Support Road/Lahaye Drive Intersection capital project to the Lahaye Drive Paving capital project, based on an agreement with Dartmouth

Included in the agenda packet: [\(All supportive documents and information can be found on pages 50-54, Council agenda packet\)](#)

1. Image of Proposed Lahaye Drive paving project

1 Mr. Brooks reviewed the background for this item. Brian Vincent, City Engineer, addressed questions regarding
2 the proposal.

3
4 **BACKGROUND**

5 The Mt. Support Road/Lahaye Drive Intersection Project was approved by the City Council as a capital
6 improvement project beginning in 2021 to be paid for primarily through a Special Assessment District (SAD),
7 which is comprised of properties in the vicinity of the intersection which are specially benefited by the
8 improvements. The total funding appropriated for the intersection project is \$4,600,000, including preliminary
9 engineering, final design, permitting, and construction. As of September 2025, the intersection project is
10 substantially complete, and the total project cost is expected to come in under the original budget estimate by
11 at least
12 \$458,000.

13
14 Since the SAD assessments are based on the total actual cost of the project, the fact that the project will be completed
15 for less than originally estimated will result in a reduction in the assessments over the remaining life of the Special
16 Assessment District. This reduction in SAD assessments will be realized by the property owners based on the same
17 percentages as the assessments themselves. For example, Dartmouth Health (DH), which is responsible for roughly
18 81.67% of the intersection project costs (based on vehicle traffic through the intersection), would expect to save
19 about \$375,000 over the remaining life of the SAD.

20
21 In recent years, the City and DH have received numerous complaints about the condition of the public portion of
22 Lahaye Drive extending westward from the Mt. Support Road intersection to where it enters the DH property (a
23 distance of about 1,600 linear feet). DPW has evaluated the road and agrees it is in poor condition and warrants a
24 reclamation and repaving project. However, because the repaving of Lahaye Drive does not specially benefit all of
25 the properties within the SAD District to the same degree as the intersection project, it is not appropriate to
26 simply extend the SAD District and expand the intersection project to include the rehabilitation of the remainder
27 of Lahaye Drive.

28 Instead, the City Administration recommends that the City Council authorize the transfer of the appropriation and
29 some of the remaining intersection project funds to a new capital project to repave the remaining public portion of
30 Lahaye Drive.

31
32 At the same time, discussions with DH about the current SAD budget status and roadway conditions west of the
33 intersection project have resulted in a shared desire to address this section of Lahaye Drive. Specifically, DH has
34 expressed a willingness to contribute its share of the SAD District savings toward the reclamation and repaving of
35 Lahaye Drive. It is proposed that DH's contribution would be formalized through a negotiated agreement rather
36 than through the SAD District.

37
38 The reclamation and repaving of the remainder of Lahaye Drive is estimated to cost approximately \$371,000 based
39 on a change order proposal provided by the prime contractor for the intersection project. Since the repaving project
40 is proposed on a unit-price format, based on the actual improvements, the final price could vary slightly, but is not
41 expected to exceed the change order estimate by more than 10 percent. If the final actual reclamation and repaving
42 cost exceeds the amount DH has agreed to contribute to the project, DPW budgeted funds would cover the
43 difference.

44
45 In order for the reclamation and repaving project to be completed during the current construction season, DPW
46 proposes to coordinate scheduling with the prime contractor with the inclusion of a non-appropriation clause into
47 the change order proposal.

48
49 Pursuant to City Charter Section 6.08, Appropriations After Budget is Adopted, requests for appropriations that are

not included in the annual budget require a two-thirds (2/3) majority vote of the Council after a public hearing.

Mayor Whittlesey opened the Public Hearing.

Hearing no comments from the public, the Public Hearing was closed.

Council/Staff Comments: None at this time.

ACTION:

Councilor McNamara MOVED the following Resolution:

WHEREAS, the Lebanon City Council on December 14, 2022, under Resolution No. 10, authorized the issuance of bonds or notes in the amount of \$17,022,970 to finance capital improvements (the "Appropriation", \$4,350,000 of which was to be issued to finance the Mount Support Road/Lahaye Drive Intersection capital project (the "Intersection Project", for which the City issued \$4,350,000 in bonds dated August 7, 2024 (the "Bonds"; and

WHEREAS, the Intersection Project is complete at a lower cost and the City has approximately \$458,000 in remaining unspent proceeds of the Bonds issued for the Intersection Project, and the City desires to appropriate \$410,000 of the remaining bond proceeds to a new Lahaye Drive Paving capital project to complete additional paving in the area around the Intersection Project (the "Lahaye Paving Project", which Lahaye Paving Project has a useful life of at least 20 years; and

WHEREAS, Dartmouth Health has agreed that funds in the amount of \$375,000, which were expected to be paid to the Mount Support Road Special Assessment District for the Intersection Project, will now be contributed to the Lahaye Paving Project; and WHEREAS, the amount of any costs for the Lahaye Paving Project in excess of the contribution from Dartmouth Health, up to the appropriated amount, will be funded from the Department of Public Works' Fiscal Year 2025 operating budget.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that Resolution No. 10, adopted by the City Council on December 14, 2022, is hereby amended to include the Lahaye Paving Project; and further that remaining proceeds of the Bonds issued for the Intersection Project in the amount of \$410,000 (Four Hundred Ten Thousand Dollars) are authorized to be spent on the Lahaye Paving Project. This Resolution shall be effective upon passage.

Seconded by Councilor Ford Burley.

****The Vote on the Motion was approved (7-0)***

10. OLD BUSINESS - NONE

11. NEW BUSINESS

- A.** Discussion & Set Public Hearing for October 15, 2025: Ordinance #2025-10, to Amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to Authorize Changes to Certain Public Utilities Fees

Included in the agenda packet: [\(All supportive documents and detailed information can be found on pages 55-62, Council agenda packet\)](#)

1. Proposed Ordinance #2025-10 ***(Included in Agenda Packet. If proposed changes are approved, This ordinance shall become effective January 1, 2026).***
2. Memo from DPW, dated September 10, 2025, regarding Amendment to §68-15.B(2) - Fire Sprinkler Fee

Schedule

3. Memo from Public Works-Utilities Division, dated September 10, 2025, requesting approval to Amend §68-15.B(5) – Water Meter Cost Schedule

Mr. Brooks reviewed the background for this item. In terms of the sewer service rates, the Council's Debt Management Policy sets forth that water and sewer fees will increase by 5% plus the CPI each year. For the sewer service rates, the Sewer Unassigned Fund Balance currently has a relatively healthy balance, and the Department of Public Works is not aware of any urgent needs to raise rates as dramatically as 8%. Thus, the recommendation is for a 3% increase and to request that the Council suspend its Debt Management Policy with respect to requiring an 8% increase for sewer. A recommended amendment to that policy will be presented at an upcoming meeting to provide additional flexibility for the Council.

BACKGROUND

The City Administration is proposing Ordinance #2025-10 to recommend changes to certain public utilities fees outlined in City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68- 15, Enumeration of Fees, including the following:

- An 8.0% increase to the Water Service Rates set forth in §68-15.B(1);
- A 3.0% increase to the Sewer Service Rates set forth in §68-15.B(7).

The proposed increases to the Water and Sewer Service Rates are recommended in order to provide current and future resources to absorb projected operations and maintenance costs and debt service expenses in both enterprise funds. As proposed, the new Water and Sewer Service Rates would be effective as of January 1, 2026.

On May 21, 2025, the City Council reviewed and accepted a new methodology for calculating the sewer rental rate that is charged to the Town of Enfield as set forth in City Code Chapter 68- 15.B(10). The new rate calculation better reflects the City's costs for the portions of the overall sewer system that are actually utilized by the Town of Enfield. The Department of Public Works has used the new methodology and is proposing a new rate for the Town of Enfield, to be effective as of January 1, 2026.

In addition, the Department of Public Works is proposing to amend the fee structure for Fire Sprinkler systems as set forth in §68-15.B(2). Currently, the fees for Fire Sprinkler systems are based on the internal pipe size from the outlet side to the riser valve for multi-family, commercial, industrial, and institutional accounts. However, DPW notes that modern sprinkler systems are increasingly complex and may include multiple risers or updated riser sizes as buildings are renovated or expanded. To avoid billing inconsistencies, DPW recommends that Fire Sprinkler fees should be based on the size of the sprinkler backflow device, instead on the number or size of risers.

Finally, the Department of Public Works is proposing to amend the Water Meter Cost Schedule as set forth in §68-15.B(5). The City has transitioned to a new vendor for water meters, and the costs regularly fluctuate based on market conditions. As a result, the current static prices listed in the City Code do not reflect the City's actual cost to purchase and install the meters. To ensure fairness and financial sustainability, DPW recommends that the fee schedule be revised to allow the City to charge customers for the actual costs of the water meters at the time of purchase and installation.

Council/Staff Comments: None at this time.

ACTION:

Councilor Ford Burley MOVED, that the Lebanon City Council hereby schedules a public hearing for Wednesday, October 15, 2025, beginning at 7:00 pm, in Council Chambers, City Hall, and Remote via City's Virtual Platform, for the purpose of receiving public input and taking action on proposed Ordinance #2025-

10, as presented in the October 1, 2025 City Council agenda packet, to amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to authorize the following changes:

1. An 8.0% increase to the Water Service Rates set forth in §68-15.B(1); and
2. A 3.0% increase to the Sewer Service Rates set forth in §68-15.B(7); and
3. A reduction in the Town of Enfield Sewer Rental Rate as set forth in §68-15.B(10), calculated using the new methodology approved by the Council on May 21, 2025; and
4. An amendment to the Fire Sprinkler fee structure as set forth in §68-15.B(2); and
5. An amendment to the Water Meter Cost Schedule as set forth in §68-15.B(5).

Seconded by Councilor Stavis.

**The Vote on the Motion was approved (7-0)*

B. Discussion & Set Public Hearing for October 15, 2025: Ordinance #2025-11, to Amend City Code Chapter 97: Landfill Regulations, Appendix A: Fees

Included in the agenda packet: [\(All supportive documents and information can be found on pages 62-66, Council agenda packet\)](#)

1. Proposed Ordinance #2025-11

Mr. Brooks reviewed the background for this proposal. Public Works Director Jay Cairelli and Assistant Public Works Director Chris Kilmer explained that the proposal is to consider where to put the needed revenues in order to have the least amount of impact on Lebanon residents. The proposal maintains the punch card fee rate from 2025 for residents. The other amendments were reviewed, including a change to the Waste Water Sludge of \$200 per ton; an increase in Cover materials to \$20 per ton; an increase in Food waste to \$155 per ton; a change to bulk loads of asphalt, brick and concrete, and mixed aggregate of \$75 per ton; a change to yard trimmings and brush of \$155 per ton over 4" in diameter. Lebanon residents can continue to bring their leaves and yard trimmings for free, less than two cubic yards at a time. There is also a proposed change to bulky furniture to \$155 per ton, a change for construction and demolition debris to \$275 per ton, and a change to the MSW-Commercial to \$155 per ton.

BACKGROUND

City Code Chapter 97, Landfill Regulations, was fully updated in July 2019 to incorporate the language from the former Chapter 143, Solid Waste, (which was repealed on July 24, 2019), and to include a fee schedule for disposal of refuse and recycling of certain materials.

Chapter 97 and the fee schedule outlined in Appendix A were last updated on November 20, 2024, with an effective date of January 1, 2025, to incorporate new and updated language in several sections of the chapter, to update the fees, and to propose new fees for contaminated or mixed load recycling, drive-off fees, and oil.

Now, the City Administration is proposing Ordinance #2025-11 to recommend minor clarifications to the language of Chapter 97, as well as further updates to the fees listed in Appendix A to reflect increased disposal costs. As proposed, the above new fees and other changes would be effective as of January 1, 2026.

Council/Staff Comments:

Councilor McNamara stated that a significant portion of the cost of the Landfill, and therefore a significant portion of the revenue, comes from outside Lebanon. However, when the Landfill closes, all of those costs will be upon Lebanon. He would like to make sure that the City is bringing in as much revenue as possible, particularly from outside entities, so that there are ample funds available in the future. Mr. Kilmer explained that once the

1 Landfill closes, the City is required by statute to have a post-closure fund. The fund is currently meeting the State
2 requirements. This will not kick over to being on the taxpayers' bill.

3
4 Assistant Mayor Wilkie asked about the proposed increase in the annual permit fee amount. He also asked about
5 the proposed two-year moratorium on food scraps and how much volume this might add to the Landfill. Mr.
6 Kilmer explained that the recommended change in the permit fee amount came from discussions with the Finance
7 Department. This is viewed as an access fee, similar to what other municipalities do. Mayor Whittlesey asked
8 about a split fee for residents versus non-residents. Mr. Brooks stated that this is a possibility. Mayor Whittlesey
9 suggested a \$25 non-resident permit fee which could help offset some of the proposed resident fees.

10
11 Jack Wozmak stated that he has expressed concerns about the financial profile of the Landfill. It is barely
12 breaking even. Phase 3 could require a \$20M expenditure and this amount of funding is not currently available.
13 This could lead to a debt service period which would be greater than the life expectancy of Phase 3. The Landfill
14 is a profound liability laden and expensive obligation of the City. The proposed increases do not provide enough
15 room to set money aside for capital expenses. Everyone needs to bear responsibility for the throwaway culture
16 and costs that will be incurred.

17
18 Mayor Whittlesey stated that approximately 70% of residents use a commercial provider. He suggested an annual
19 fee of \$10 for residents and \$25 for non-residents. He stated that he would also like to see the commercial
20 permitting fees increased from \$50 to \$55, as this mostly represents external communities bringing waste to
21 Lebanon. It is fair to transfer some of the inflationary costs to those who drive the demand.

22
23 Assistant Mayor Wilkie stated that he would like to increase costs on waste while trying to avoid disincentivizing
24 recycling. This leads him to be hesitant in proposing substantial increased permit fees.

25
26 Councilor Simon suggested reviewing the possibility of bringing back punch tickets for residents.

27
28 **Mayor Whittlesey opened a Public Comment period.**

29
30 Sarah Riley, Ward 2, stated that inputs to this resource need to be reduced as much as possible. Diverting food
31 waste from the Landfill is important. She expressed concern that there will be a moratorium on this. She would
32 like to hear more information about the plan for this moving forward. In many states, mattresses are recycled, and
33 she would like to hear more about how the City will work to divert mattresses from the Landfill. She stated that
34 she would like to see a \$5 annual permit fee for residents in order to focus more on charging for the waste going
35 into the Landfill. She would like to hear more about glass recycling moving forward. The fee for mixed load
36 recycling is only proposed to increase a bit, but this could be a fee that could be increased.

37
38 **Hearing no further comments from the public, the Public Comment period was closed.**

39
40 **Council/Staff Comments: None at this time.**

41
42 **ACTION:**

43 ***Councilor McNamara MOVED, that the Lebanon City Council hereby schedules a public hearing for***
44 ***Wednesday, October 15, 2025, beginning at 7:00pm, in Council Chambers, City Hall, and Remote via the***
45 ***City's Virtual Platform, for the purpose of receiving public input and taking action on proposed Ordinance***
46 ***#2025-11, as presented in the October 1, 2025 City Council agenda packet and subject to modifications made***
47 ***during this meeting, to amend the Code of the City of Lebanon, Chapter 97, Landfill Regulations.***
48 ***Seconded by Councilor Simon.***

49
50 ****The Vote on the Motion was approved (7-0)***

1
2 C. Presentation of 2025-2026 Proposed Zoning Amendments
3

4 Included in the agenda packet: (All supportive documents and information, including all proposed Zoning
5 Amendments, can be found on [pages 67-177](#), Council agenda packet)

- 6 1. Memo from Planning & Development Department titled "2025-2026 Proposed Zoning
7 Amendments", dated September 22, 2025
8 2. Memo from Planning & Development Department titled "2025-2026 Petitioned Amendments", dated
9 September 22, 2025
10

11 Director of Planning & Development Nate Reichert gave a brief introduction of the proposed amendments.
12

13 **BACKGROUND**

14 It is staffs practice to present a set of proposed zoning amendments to the City Council each Fall for review and
15 consideration. Presenting the amendments at this time allows them to move through the required review process in
16 time for consideration and action by the Council in January and/or for placement on the municipal ballot the
17 following March, when necessary.

18 The current set of proposed zoning changes includes amendments intended to achieve compliance with recent state
19 legislation; map and text amendments derived from the Route 120 Corridor/Northern Lebanon Community Study
20 completed last Fall; amendments recommended by various boards and committees, as well as by Planning staff;
21 and other proposals submitted by petition.

22 Included in the agenda packet are two separate memoranda from the Planning & Development Department, which
23 summarize the proposed zoning amendments in detail, and which outline the amendment review process and
24 schedule.
25

26 **Council/Staff Comments:**
27

28 Mr. Reichert suggested a joint committee with three Planning Board and three Select Board members to discuss
29 the different options at play regarding EV regulations. Councilor McNamara noted that the Economic
30 Development Commission (EDC) intends to give a recommendation as well. This topic is complex and warrants
31 extra effort. There was consensus regarding forming a joint task force to work separately on the EV amendments.
32

33 **ACTION:**

34 *Councilor McNamara MOVED, that the Lebanon City Council in accordance with the City of*
35 *Lebanon Zoning Ordinance, Article X, Section 1000.3, Amendment Procedures, submits the Zoning*
36 *Ordinance and Zoning Map amendments as described in the Planning & Development Department*
37 *memoranda titled, "2025-2026 Proposed Zoning Amendments" and "2025-2026 Petitioned*
38 *Amendments", both dated September 22, 2025, to the Planning Board, Conservation Commission,*
39 *and Zoning Board of Adjustment for their review and comment. The City Council hereby sets the*
40 *following tentative review schedule:*

<i>Zoning Board of Adjustment</i>	<i>November 3, 2025</i>
<i>Conservation Commission</i>	<i>November 13, 2025</i>
<i>Planning Board</i>	<i>November 24, 2025</i>
<i>City Council Final Review</i>	<i>January 7, 2026</i>
<i>City Council Public Hearing</i>	<i>January 21, 2026</i>

46

47 *Seconded by Councilor Stavis.*

48 **The Vote on the Motion was approved (7-0)*

1
2 The Council reviewed the private rights of action petitions brought forth by members of the public.

3
4 **No recording is available for the final eight minutes of the meeting, The portion of minutes was reconstructed*
5 *based on statements or recollections.**
6

7 **D. Amendment to City Manager Contract to Change Housing Stipend to Reimbursement**
8

9 Included in the agenda packet: (All supportive documents and information can be found on pages 178-179,
10 Council agenda packet)

11 1. Proposed Agreement to Amend Employment Agreement
12

13 **BACKGROUND**

14 The City Council authorized the execution of the City Manager's new contract on July 16, 2025. That contract
15 contains an agreed-upon provision to provide for relocation costs. At the time of negotiations, the now-City
16 Manager opted for a housing subsidy. On September 19th, the City Manager requested this be converted to a
17 reimbursement based on actual relocation costs incurred.
18

19 The attached draft amendment would reflect that change and allow the City Manager to apply for that reimbursement.
20 This amendment does not change the total amount of funds provided as part of the contract. The City will have an
21 immaterial reduction in payroll taxes as a result of this change.

22 Mayor Whittlesey recommends the Council authorize the execution of this amendment.
23

24 **Council/Staff Comments: None at this time.**
25

26 **ACTION:**

27 ***Councilor McNamara MOVED that the Lebanon City Council hereby authorizes the Mayor to execute an***
28 ***Agreement to Amend the Employment Agreement with the City Manager to convert the agreed-upon housing***
29 ***relocation stipend into a housing relocation reimbursement, based on actual relocation costs incurred***
30 ***Seconded by Councilor Stavis.***
31

32 ****The Vote on the Motion was approved (7-0)***

Agreement to Amend Employment Agreement

This Agreement to Amend Employment Agreement ("Amendment") is made and entered into by and between Andrew Hosmer ("Employee"), the City of Lebanon, NH ("City") (collectively, the "Parties").

WHEREAS, Employee has been employed by the City pursuant to an Employment Agreement dated July 31, 2025 ("Employment Agreement") and

WHEREAS, the Parties mutually desire to modify the Section 3(B) of the Employment Agreement from a stipend structure to a reimbursement structure; and

WHEREAS, the Parties mutually desire to amend the terms of the Employment Agreement consistent with Section 14(C) therein;

NOW, THEREFORE, the Parties agree as follows:

1. Section 3: Compensation and Performance Evaluation, Paragraph B of the Employment Agreement is hereby rescinded and replaced in its entirety as follows:
 - B. During the first twelve (12) months of employment, The CITY shall reimburse EMPLOYEE for moving and relocation expenses up to a total of \$10,000, less any relocation stipend previously paid out to EMPLOYEE prior to the date of this Amendment . The nature of those expenses may include: third party expenses to pack and move the EMPLOYEE's household to Lebanon, New Hampshire. Should EMPLOYEE resign during the first year of employment, EMPLOYEE shall reimburse the CITY, through payroll deduction from their final paycheck, for the pro-rata portion of all moving and relocation expenses paid by the CITY based upon completed time in office up to one year. The employee shall sign any authorization necessary to implement this deduction.

IT WITNESS THEREOF, the City of Lebanon has caused this AGREEMENT to be signed and executed on its behalf by the Mayor and the EMPLOYEE has signed and executed this AGREEMENT,

CITY OF LEBANON, NEW HAMPSHIRE

EMPLOYEE

By: _____

By: _____

The Honorable Mayor, Douglas Whittlesey

Andrew Hosmer

Date:

Date:

12. City Manager Report: None at this time.

13. NON-PUBLIC SESSION: None at this time.

14. ADJOURNMENT:

Councilor Simon MOVED for adjournment.

Seconded by Councilor Ford Burley.

**The Vote on the MOTION was unanimously approved (7-0)*

The meeting was adjourned at 10:00 PM.

Respectfully submitted,

Kristan Patenaude

1 Recording Secretary

**Agenda
Lebanon City Council
October 15, 2025**

8. Appointments:

Appointments

Board/Committee Appointments as presented by City Clerk/Tax Collector Jaseya Ewing

- Diversity, Equity, and Inclusion Commission, Tia Winter, Reappointment as a Public Representative
- Pedestrian and Bicyclist Advisory Committee, Marie McCormick, Reappointment as a Citizen Member

Included in this Section:

1. Memo from City Clerk/Tax Collector Jaseya Ewing dated October 15, 2025



MEMORANDUM

DATE: October 15, 2025
TO: The Honorable Mayor & City Council
FROM: Jaseya Ewing, City Clerk & Tax Collector
RE: **Appointments Proposed for Council Discussion/Action:**

If the Council wishes to proceed with action on the appointments below, a nomination should be made and voted on for each appointment.

Note: nominations do not need to be seconded.

Diversity, Equity, and Inclusion Commission

- **Tia Winter** – Reappointment as a Public Representative member of the Diversity, Equity, and Inclusion Commission two-year term.

Term: 10/2025 – 10/2027

Recommendation By: Deputy City Manager David Brooks

Pedestrian & Bicyclist Advisory Committee

- **Marie McCormick** – Reappointment as a citizen member of the Pedestrian & Bicyclist Advisory Committee three-year term.

Term: 10/2025 – 10/2028

Recommendation By: Catheryn Hembree

CLBD-25-22

 Tia Winter

Submitted On: Oct 7, 2025

Applicant Information

First Name

Tia

Last Name

Winter

Contact Phone Number

Contact Email

Mailing Street Address

Mailing City, State, Zip

How long have you resided in Lebanon?

0-1 Year

--

2-5 years

6-15 years

--

true

15 or more years

--

Board/Committee/Commission Information

Is this application for a reappointment?

Yes, this is for reappointment.

true

No, this is not for a reappointment.

For which board, committee, or commission are you applying?

Please note that City Council positions are elected positions. Those interested in serving on the City Council must file with the City Clerk's office during the designated filing period prior to the March election of each year. The filing period information will be listed on the Elected Position Filing Information (<https://lebanonnh.gov/1835/Elected-Position-Filing-General-Informat>) page.

Arts & Culture Commission

Board of Cemetery Trustees

--

--

Class VI Roads Advisory Committee

Conservation Commission

--

--

Diversity, Equity, and Inclusion Commission

Economic Development Commission

true

--

Downtown Lebanon TIF Advisory Board

Heritage Commission

--

--

Lebanon Airport-Tech Park TIF Advisory Board

Lebanon Energy Advisory Committee

--

--

Library Board of Trustees

Pedestrian & Bicyclist Advisory Committee

--

--

Planning Board

Tree Advisory Board

--

--

West Lebanon Revitalization Advisory Committee

Zoning Board of Adjustment

--

--

Interest to Volunteer

Briefly describe your qualifications and your reasons for seeking an appointment to this board/committee/commission

Continue on as the Vice Chair of the DEI Commission

Policy Acknowledgement

If appointed as a member of a City of Lebanon Board, Committee or Commission, I acknowledge I have read and understand City Council Policy, CC-108, Ethics and Conflict-of-Interest for Elected and Appointed Officials.

true

If appointed as a member of a City of Lebanon Board, Committee or Commission, I acknowledge I have read and understand City Council Policy, CC-104 and City Code Chapter 185, Welcoming Lebanon.

true

Signature

Basic Requirements to Volunteer on a Board/Committee/Commission:

Lebanon/West Lebanon resident (except for those boards/committees/commissions whose membership makeup includes non-resident)

Willingness to learn

Commitment to attend meetings

Treat people fairly

Consider the best interest of the community as a whole when making decisions

Must have attended one meeting of the board that you wish to apply to within the last six months to observe the process and function of the board

I hereby certify that I meet the basic requirements for applying to a City of Lebanon board/committee/commission.

Signature

true

CLBD-25-24

 Marie McCormick

Submitted On: Oct 7, 2025

Applicant Information

First Name

Marie

Last Name

McCormick

Contact Phone Number

Contact Email

Mailing Street Address

Mailing City, State, Zip

How long have you resided in Lebanon?

0-1 Year

--

2-5 years

6-15 years

--

true

15 or more years

--

Board/Committee/Commission Information

Is this application for a reappointment?

Yes, this is for reappointment.

true

No, this is not for a reappointment.

--

For which board, committee, or commission are you applying?

Please note that City Council positions are elected positions. Those interested in serving on the City Council must file with the City Clerk’s office during the designated filing period prior to the March election of each year. The filing period information will be listed on the Elected Position Filing Information (<https://lebanonnh.gov/1835/Elected-Position-Filing-General-Informat>) page.

Arts & Culture Commission

Board of Cemetery Trustees

--

--

Class VI Roads Advisory Committee

Conservation Commission

--

--

Diversity, Equity, and Inclusion Commission

Economic Development Commission

--

--

Downtown Lebanon TIF Advisory Board

Heritage Commission

--

--

Lebanon Airport-Tech Park TIF Advisory Board

--

Library Board of Trustees

--

Planning Board

--

West Lebanon Revitalization Advisory Committee

--

Lebanon Energy Advisory Committee

--

Pedestrian & Bicyclist Advisory Committee

true

Tree Advisory Board

--

Zoning Board of Adjustment

--

Interest to Volunteer

Briefly describe your qualifications and your reasons for seeking an appointment to this board/committee/commission

I have been on this committee for 6+ years (I believe). I bike and walk a lot, value safe streets for all, and want to continue advocating for improved infrastructure and helping educate Lebanon residents about bike/ped opportunities.

Policy Acknowledgement

If appointed as a member of a City of Lebanon Board, Committee or Commission, I acknowledge I have read and understand City Council Policy, CC-108, Ethics and Conflict-of-Interest for Elected and Appointed Officials.

true

If appointed as a member of a City of Lebanon Board, Committee or Commission, I acknowledge I have read and understand City Council Policy, CC-104 and City Code Chapter 185, Welcoming Lebanon.

true

Signature

Basic Requirements to Volunteer on a Board/Committee/Commission:

Lebanon/West Lebanon resident (except for those boards/committees/commissions whose membership makeup includes non-resident)

Willingness to learn

Commitment to attend meetings

Treat people fairly

Consider the best interest of the community as a whole when making decisions

Must have attended one meeting of the board that you wish to apply to within the last six months to observe the process and function of the board

I hereby certify that I meet the basic requirements for applying to a City of Lebanon board/committee/commission.

Signature

true

Agenda

Lebanon City Council

October 15, 2025

9. Public Hearing Items:

9.A – Ordinance #2025-09, to Amend City Code Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations, to Amend Airport Landing Fees

A continued public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations, to amend the airport landing fees.

The City Council scheduled this public hearing at its September 17, 2025 regular meeting. The public hearing was opened on October 1st and continued to October 15th. The original public hearing was properly noticed in the *Valley News* on September 20, 2025 in accordance with City Code and State Law, and the continued public hearing was re-noticed in the *Valley News* on October 4, 2025.

Background

Landing fees at the Lebanon Municipal Airport were last adjusted in November 2024 with an effective date of January 1, 2025. The Airport Manager prepared a comparison of the existing landing fees and the proposed landing fees adjusted by the CPI-U Northeast of 3.6%. The proposed adjustments to the existing landing fees were shown in Ordinance #2025-09.

On October 1st, the City Council opened the public hearing with a discussion about raising the landing fees more than 3.6% as proposed. The higher fees discussed by the Council have been incorporated into Ordinance #2025-09. As a result of the Council's discussion, the public hearing was continued to October 15th and the hearing was re-noticed in the *Valley News* to give the public an additional opportunity to comment on the proposed higher fees.

As proposed, the new landing fees would be effective as of January 1, 2026.

Action:

If the Council decides to move forward, the following motion is offered for consideration:

MOVED, that the Lebanon City Council hereby adopts Ordinance #2025-09, to amend Lebanon City Code Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations, to amend Airport Landing Fees, as presented in the October 15, 2025 City Council Agenda Packet.

Included in this Section:

1. Ordinance #2025-09
2. Airport Landings by Weight Class through July 2025, and 5-year Average
3. Notice of Public Hearing as Published in the October 4, 2025 edition of the *Valley News*

**CITY OF LEBANON
ORDINANCE #2025-09**

AN ORDINANCE TO AMEND the Code of the City of Lebanon, Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations.

BE IT ORDAINED, by the City Council of the City of Lebanon, as follows:

Section 1:

Part 5, Fees, of the Lebanon Municipal Airport Rules and Regulations, Section 1.A.1 regarding Aircraft Landing Fees is hereby amended to change the fees for Aircraft Landings as follows:

Section 1 - Fees

A. Aircraft Landing Fees

1. The Airport Manager is authorized to collect Landing Fees for Non-based Aircraft utilizing the Airport, which are as follows:

- Single Engine / Commercial N/A
- \$ ~~15~~ 25: Light Twin-Engine
- \$ ~~15~~ 25: Piston Helicopters
- \$ ~~20~~ 30: Turbine Helicopters
- \$ ~~40~~ 45 50: Turboprops < 9,001 pounds weight
- \$ ~~85~~ 90 95: Turboprops 9,001- 27,000 pounds weight (SE/ME)
- \$ ~~150~~ 155 175: Turboprops > 27,000 pounds weight
- \$ ~~105~~ 110 120: Very Light Jets (VLJs)
- \$ ~~290~~ 300 345: Jets 9,001 - 27,000 pounds weight
- \$ ~~395~~ 410 455: Jets 27,000 - 60,000 pounds weight
- \$ ~~495~~ 510 555: Jets > 60,000 pounds weight
- \$ ~~830~~ 860 875: Jets (Airline Category)
- \$ ~~50~~ 55: Aircraft Detailer

Section 2: Severability

The provisions of this ordinance are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, subsections, sentences, clauses or part of this ordinance.

Section 3: Effective Date

Ordinance shall be effective January 1, 2026.

2019 - Jan and Feb data missing. Totals Interpolated.
2020 - COIVID 19 impacts began in March.
2025 - Year to Date.
Average does not include 2020.

Aircraft Type	Year							Average	2025 Estimate	2026		
	2019	2020	2021	2022	2023	2024	2025			Fee	Collection	Remittance
Single Engine / Commercial	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
Light Twin Engine	105	80	92	128	83	77	41	97	70	\$ 25.00	\$ 2,425.00	\$ 1,818.75
Turboprop (<9,001 Pounds)	38	20	59	63	34	38	22	46	38	\$ 50.00	\$ 2,320.00	\$ 1,740.00
Turboprops (9,001 - 27,000 Pounds)	386	233	396	423	411	349	163	393	279	\$ 95.00	\$ 37,335.00	\$ 28,001.25
Turboprops (> 27,000 Pounds)	0	0	0	3	0	2	0	1	0	\$ 175.00	\$ 175.00	\$ 131.25
Jet (Very Light Jets - VLJs)	4	6	22	37	43	12	14	24	24	\$ 120.00	\$ 2,832.00	\$ 2,124.00
Jet (9,001 - 27,000 Pounds)	600	413	708	688	605	581	330	636	566	\$ 345.00	\$ 219,558.00	\$ 164,668.50
Jet (27,001 - 60,000 Pounds)	568	451	863	922	841	762	441	791	756	\$ 455.00	\$ 359,996.00	\$ 269,997.00
Jet (> 60,000 Pounds)	104	87	146	165	200	199	92	163	158	\$ 555.00	\$ 90,354.00	\$ 67,765.50
Jet (Airline Category)	0	0	0	0	0	0	0	0	0	\$ 875.00	\$ -	\$ -
All Piston Helicopters	2	4	3	1	6	11	2	5	3	\$ 25.00	\$ 115.00	\$ 86.25
All Turbine Helicopters	33	23	63	61	51	58	24	53	41	\$ 30.00	\$ 1,596.00	\$ 1,197.00
Yearly Total	1840	1317	2352	2491	2274	2089	1129	2209	1935		\$ 716,706.00	\$ 537,529.50

2025		
Fee	Collection	Remittance
\$ -	\$ -	\$ -
\$ 15.00	\$ 1,054.29	\$ 790.71
\$ 40.00	\$ 1,508.57	\$ 1,131.43
\$ 85.00	\$ 23,751.43	\$ 17,813.57
\$ 150.00	\$ -	\$ -
\$ 105.00	\$ 2,520.00	\$ 1,890.00
\$ 290.00	\$ 164,057.14	\$ 123,042.86
\$ 395.00	\$ 298,620.00	\$ 223,965.00
\$ 495.00	\$ 78,068.57	\$ 58,551.43
\$ 830.00	\$ -	\$ -
\$ 15.00	\$ 51.43	\$ 38.57
\$ 20.00	\$ 822.86	\$ 617.14
	\$ 570,454.29	\$ 427,840.71

October 5, 2025

The foregoing notice was published in the Valley News, a newspaper of general circulation in the City of Lebanon, in accordance with the City's code, on Saturday, October 4, 2025.



Jaseya Ewing, City Clerk



LEBANON CITY COUNCIL
NOTICE OF PUBLIC HEARINGS
Wednesday, October 15, 2025 - 7:00pm
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM
LebanonNH.gov/LIVE

The Lebanon City Council will hold public hearings on October 15, 2025, beginning at 7:00pm for the following:

- A. Ordinance #2025-09** - A continued public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations, to amend Airport Landing Fees
- B. Ordinance #2025-10** - A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to Authorize Changes to Certain Public Utilities Fees.
- C. Ordinance #2025-11** - A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 97: Landfill Regulations, Appendix A: Fees

The October 15, 2025 City Council agenda packet and documents pertaining to the above-described public hearings will be available on the City's website beginning October 10, 2025: LebanonNH.gov/Agendas

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

NE-474197

Agenda

Lebanon City Council

October 15, 2025

9. Public Hearing Items:

9.B – Ordinance #2025-10, to Amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to Authorize Changes to Certain Public Utilities Fees

A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to authorize changes to certain public utilities fees.

The City Council scheduled this public hearing at its October 1, 2025 regular meeting. The public hearing was properly noticed in the *Valley News* on October 4, 2025 in accordance with City Code and State Law.

Background

The City Administration is proposing Ordinance #2025-10 to recommend changes to certain public utilities fees outlined in City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, including the following:

- An 8.0% increase to the Water Service Rates set forth in §68-15.B(1);
- A 3.0% increase to the Sewer Service Rates set forth in §68-15.B(7).

The proposed increases to the Water and Sewer Service Rates are recommended in order to provide current and future resources to absorb projected operations and maintenance costs and debt service expenses in both enterprise funds. As proposed, the new Water and Sewer Service Rates would be effective as of January 1, 2026.

On May 21, 2025, the City Council reviewed and accepted a new methodology for calculating the sewer rental rate that is charged to the Town of Enfield as set forth in City Code Chapter 68-15.B(10). The new rate calculation better reflects the City's costs for the portions of the overall sewer system that are actually utilized by the Town of Enfield. The Department of Public Works has used the new methodology and is proposing a new rate for the Town of Enfield, to be effective as of January 1, 2026.

In addition, the Department of Public Works is proposing to amend the fee structure for Fire Sprinkler systems as set forth in §68-15.B(2). Currently, the fees for Fire Sprinkler systems are based on the internal pipe size from the outlet side to the riser valve for multi-family, commercial, industrial, and institutional accounts. However, DPW notes that modern sprinkler systems are increasingly complex and may include multiple risers or updated riser sizes as buildings are renovated or expanded. To avoid billing inconsistencies, DPW recommends that Fire Sprinkler fees should be based on the size of the sprinkler backflow device, instead of the number or size of risers.

Finally, the Department of Public Works is proposing to amend the Water Meter Cost Schedule as set forth in §68-15.B(5). The City has transitioned to a new vendor for water meters and the costs regularly fluctuate based on market conditions. As a result, the current static prices listed

in the City Code do not reflect the City's actual cost to purchase and install the meters. To ensure fairness and financial sustainability, DPW recommends that the fee schedule be revised to allow the City to charge customers for the actual costs of the water meters at the time of purchase and installation.

Action:

If the Council decides to move forward, the following motion is offered for consideration:

MOVED, that the Lebanon City Council hereby adopts Ordinance #2025-10, as presented in the October 15, 2025 City Council agenda packet, to amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to authorize changes to certain public utilities fees.

Included in this Section:

1. Ordinance #2025-10
2. Memo from DPW, dated September 10, 2025, regarding Amendment to §68-15.B(2) – Fire Sprinkler Fee Schedule
3. Memo from Public Works-Utilities Division, dated September 10, 2025, requesting approval to Amend §68-15.B(5) – Water Meter Cost Schedule
4. Notice of Public Hearing as Published in the October 4, 2025 edition of the *Valley News*

**CITY OF LEBANON
ORDINANCE #2025-10**

AN ORDINANCE TO AMEND the Code of the City of Lebanon, Chapter 68, Fees, Article III, Miscellaneous Fees, by amending §68-15, Enumeration of Fees, to increase water and sewer service rates, and to reduce the Town of Enfield sewer rental rate.

BE IT ORDAINED, by the City Council of the City of Lebanon, as follows:

Section 1:

The Code of the City of Lebanon is hereby amended to revise Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, for the purpose of effecting changes to the following public utilities fees:

§68-15.B Public utilities (water/sewer) fees shall be as follows:

§68-15.B(1) Water Service Rates

§68-15.B(1)(a) Per 100 cubic feet:

- [1] Single-family residential: 0 to 1,200 cubic feet: \$~~4.71~~ 5.09.
- [2] Single-family residential: greater than 1,200 cubic feet: \$~~9.43~~ 10.18.
- [3] Non-residential and non-single-family residential: \$~~7.07~~ 7.64.

§68-15.B(1)(b) Fixed charge per quarter:

- [1] 5/8-inch: \$~~24.74~~ 26.72.
- [2] *3/4-inch: \$~~79.07~~ 85.40.
- [3] *One-inch: \$~~117.56~~ 126.96.
- [4] 1.5-inch: \$~~206.76~~ 223.30.
- [5] Two-inch: \$~~342.46~~ 369.86.
- [6] Three-inch: \$~~881.45~~ 951.97.
- [7] Four-inch: \$~~3,420.20~~ 3,693.82.
- [8] Six-inch: \$~~6,521.27~~ 7,042.97.
- [9] Eight-inch: \$~~12,529.10~~ 13,531.43.

§68-15.B(2) Fire sprinkler (based on internal pipe size from the outlet side of the riser value size of sprinkler backflow device) for multifamily, commercial, industrial and institutional accounts:

§68-15.B(5) Water meter cost schedule:

- §68-15.B(5)(a) 5/8-inch, 3/4-inch, and one-inch meters: \$323—Cost based on vendor quote (purchased and installed by City into pre-plumbed fittings).
- ~~§68-15.B(5)(b) 3/4 inch meter: \$379 (purchased and installed by City into pre-plumbed fittings).~~
- ~~§68-15.B(5)(c) One-inch meter: \$434 (purchased and installed by City into pre-plumbed fittings).~~

§68-15.B(5)(~~eb~~) Greater-than-one-inch meter: Meter purchase and installation are the responsibility of the consumer, per City specifications, i.e., Neptune Badger Meter and compatible with City's automatic meter reading system.

§68-15.B(7) Sewer Service Rates

§68-15.B(7)(a) Fixed charge per quarter:

- [1] 5/8-inch: \$ ~~35.38~~ 36.44.
- [2] 3/4-inch: \$ ~~113.11~~ 116.50.
- [3] One-inch: \$ ~~168.20~~ 173.25.
- [4] 1.5-inch: \$ ~~295.80~~ 304.67.
- [5] Two-inch: \$ ~~489.99~~ 504.69.
- [6] Three-inch: \$ ~~1,261.17~~ 1,299.01.
- [7] Four-inch: \$ ~~4,893.62~~ 5,040.43.
- [8] Six-inch: \$ ~~9,330.71~~ 9,610.63.
- [9] Eight-inch: \$ ~~17,926.76~~ 18,464.56.

§68-15.B(7)(b) Per 100 cubic feet of metered water usage: \$ ~~13.36~~ 13.76.

§68-15.B(7)(c) Flat rate (limited to consumers who are not provided water service or a meter for computing flow):

- [1] Residential: \$ ~~436.54~~ 449.64 per quarter.

§68-15.B(10) Town of Enfield sewer rental rate

§68-15.B(10)(a) \$ ~~15.20~~ 7.87 per 100 cubic feet.

Section 2: Severability

The provisions of this ordinance are declared to be severable, and if any section, subsection, sentence, clause, or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses, or part of this ordinance.

Section 3: Effective Date

This ordinance shall become effective January 1, 2026.

Date: September 10, 2025

Subject: Amendment to City Code § 68-15 – Fire Sprinkler Fee Schedule

Proposed Action:

Approval of changes to City Code § 68-15, Enumeration of Fees, specifically the fee structure for fire sprinkler systems.

Proposed Fee Schedule (per quarter):

68-15 Enumeration of fees

B. Public utilities (water/sewer) fees shall be as follows:

- (2) Fire sprinkler (based on ~~internal pipe size from the outlet side of the riser~~ value size of sprinkler backflow device) for multifamily, commercial, industrial and institutional accounts:

Background:

The City's current billing method for fire sprinkler systems is based on riser size. However, modern sprinkler systems are increasingly complex and may include multiple risers or updated riser sizes as buildings are renovated or expanded. These changes can result in billing inconsistencies, as the quarterly fee may not accurately reflect the actual system configuration.

To improve fairness and eliminate billing errors, staff recommend changing the fee structure to be based on the size of the backflow prevention device serving the sprinkler system. Each sprinkler system is required to have a testable backflow device inspected annually, which ensures the city has accurate and up-to-date records of device size.

This adjustment will allow the city to:

- Ensure billing is accurate and consistent.
- Reflect the true scale of the system being served.
- Provide fair and equitable charges to customers.

Under this approach, billing will be tied to the backflow device size rather than the number or size of risers. Multiple risers may still exist on a system, but charges will be assessed based on the backflow device size only.

Importance of a Sprinkler Fee on Public Water Systems:

Fire sprinkler systems, while critical for life safety and fire protection, place unique demands on the public water system. These systems require the City to maintain adequate water supply, pressure, and infrastructure capacity to ensure sprinklers function properly in an emergency. Maintaining this capacity involves costs for system upgrades, pumping, storage, and long-term infrastructure planning—even if the sprinkler is not activated.

The sprinkler fee ensures that properties benefitting from sprinkler protection contribute fairly to the costs of maintaining a public water system capable of serving these higher demands. This helps protect the general ratepayer base from subsidizing specialized fire protection needs while ensuring reliable service to all customers.

Recommendation:

City staff recommend that the Council approve the proposed amendment to § 68-15 of the City Code as outlined above.

Date: September 10, 2025

Department: Public Works – Utilities Division

Subject: Request for Approval to Amend City Code § 68-15(B)(5) – Water Meter Cost Schedule

Background:

The City has transitioned to a new vendor for water meter purchases. The cost of water meters fluctuates regularly based on market conditions, and the current prices listed in City Code § 68-15(B)(5) do not reflect the actual cost of meters purchased and installed by the City. As a result, the City and its customers are not seeing accurate alignment between code-stated fees and true costs.

Current Code Language:

§ 68-15. Enumeration of Fees

B. (5) Water meter cost schedule:

- (a) 5/8-inch meter: \$323 (purchased and installed by City into pre-plumbed fittings).
- (b) 3/4-inch meter: \$379 (purchased and installed by City into pre-plumbed fittings).
- (c) One-inch meter: \$434 (purchased and installed by City into pre-plumbed fittings).
- (d) Greater-than-one-inch meter: Meter purchase and installation are the responsibility of the consumer, per City specifications (Neptune Badger Meter or compatible with the City's automatic meter reading system).

Proposed Change:

Amend § 68-15(B)(5) to read:

- (a) 5/8-inch, 3/4-inch, and one-inch meters: Cost based on vendor quote (purchased and installed by City into pre-plumbed fittings).
- (b) Greater-than-one-inch meter: Meter purchase and installation are the responsibility of the consumer, per City specifications (Badger Meter and compatible with the City's automatic meter reading system).

Recommendation:

Staff recommends City Council approval of the proposed code amendment. This change will allow the City to charge customers the actual cost of water meters as quoted by the vendor at the time of purchase and installation, ensuring accuracy, fairness, and financial sustainability.

Requested Action:

City staff recommend that the Council approve the proposed amendment of City Code § 68-15(B)(5) – Water Meter Cost Schedule, replacing fixed fees with language that reflects vendor-quoted pricing.

October 5, 2025

The foregoing notice was published in the Valley News, a newspaper of general circulation in the City of Lebanon, in accordance with the City's code, on Saturday, October 4, 2025.



Jaseya Ewing, City Clerk



LEBANON CITY COUNCIL
NOTICE OF PUBLIC HEARINGS
Wednesday, October 15, 2025 - 7:00pm
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM
LebanonNH.gov/LIVE

The Lebanon City Council will hold public hearings on October 15, 2025, beginning at 7:00pm for the following:

- A. Ordinance #2025-09** - A continued public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 8, Airport Operations, Section 8.4, Airport Rules and Regulations, to amend Airport Landing Fees
- B. Ordinance #2025-10** - A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to Authorize Changes to Certain Public Utilities Fees.
- C. Ordinance #2025-11** - A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 97: Landfill Regulations, Appendix A: Fees

The October 15, 2025 City Council agenda packet and documents pertaining to the above-described public hearings will be available on the City's website beginning October 10, 2025: LebanonNH.gov/Agendas

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

NE-474187

Agenda

Lebanon City Council

October 15, 2025

9. Public Hearing Items:

9.C – Ordinance #2025-11 To Amend City Code Chapter 97, Landfill Regulations

A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 97, Landfill Regulations.

The City Council scheduled this public hearing at its October 1, 2025 regular meeting. The public hearing was properly noticed in the *Valley News* on October 4, 2025 in accordance with City Code and State Law.

Background

City Code Chapter 97, Landfill Regulations, was fully updated in July 2019 to incorporate the language from the former Chapter 143, Solid Waste, (which was repealed on July 24, 2019), and to include a fee schedule for disposal of refuse and recycling of certain materials.

Chapter 97 and the fee schedule outlined in Appendix A were last updated on November 20, 2024, with an effective date of January 1, 2025, to incorporate new and updated language in several sections of the chapter, to update the fees, and to propose new fees for contaminated or mixed load recycling, drive-off fees, and oil.

Now, the City Administration is proposing Ordinance #2025-11 to recommend minor clarifications to the language of Chapter 97, as well as further updates to the fees listed in Appendix A to reflect increased disposal costs. As proposed, the above new fees and other changes would be effective as of January 1, 2026.

Action:

If the Council decides to move forward, the following motion is offered for consideration:

MOVED, that the Lebanon City Council hereby adopts Ordinance #2025-11, as presented in the October 15, 2025 City Council agenda packet, to amend the Code of the City of Lebanon, Chapter 97, Landfill Regulations.

Included in this Section:

1. Ordinance #2025-11
2. Notice of Public Hearing as Published in the October 4, 2025 edition of the Valley News

**CITY OF LEBANON
ORDINANCE #2025-11**

AN ORDINANCE TO AMEND Chapter 97, Landfill Regulations, of the Code of the City of Lebanon, Section 97-6, Permits; Section 97-8, Fees; and Appendix A, Fee Schedule.

BE IT ORDAINED, by the City Council of the City of Lebanon, as follows:

Section 1:

The Code of the City of Lebanon is hereby amended to revise Chapter 97, Landfill Regulations, §97-6, Permits, as follows:

Amend Subsection §97-6.B(5):

B. Commercial Permits.

- (5) Issued permits will remain valid, subject to an annual renewal fee. New vehicles or changes to the license plate require re-permitting. Fees for permits will be as outlined in § 97-8.

Section 2:

The Code of the City of Lebanon is hereby amended to revise Chapter 97, Landfill Regulations, §97-8, Fees, as follows:

Amend Subsection §97-8.H:

H. Permit fees.

(1) Residential.

- (a) ~~Five-Fifteen Ten~~ dollars annually for Lebanon residents; Twenty-Five dollars annually for non-Lebanon residents.
- (b) Fifty~~-five~~ dollars reactivation fee if permit is suspended.

(2) Commercial.

- (a) Fifty~~-five~~ dollars annually, per vehicle.
- (b) Fifty~~-five~~ dollars reactivation fee if permit is suspended.

(3) Temporary/one-time use: Fifty~~-five~~ dollars (per occurrence).

(4) Municipal Recycling.

- (a) Fifty~~-five~~ dollars.
- (b) Fifty~~-five~~ dollars reactivation fee if permit is suspended.

~~4~~(5) Minimum charge for scaled waste is as shown in Appendix A.

Section 3:

The Code of the City of Lebanon, Chapter 97, Landfill Regulations, Appendix A, Fee Schedule, is amended as follows:

Item	Fee
MSW – Commercial	\$120.75 142.74/ton <u>155.00 per ton</u>
MSW – Residential	\$4.00/household bag \$8.00/contractor bag \$40.00 per punch card \$2.00 <u>2.50</u> /15 Gallon PAYT household bag \$4.00 <u>5.00</u> /30-Gallon PAYT household bag
Minimum Load – Scale Use	\$40.00 <u>45.00</u>
Construction and demolition debris – NOTE: This does not include mixed aggregates	\$258.75 313.30/ton <u>275.00 per ton</u>
Contaminated or mixed load recycling	\$300 <u>350.00</u> /ton
Mattresses –(Box spring is under bulky)	\$37.50
Bulky-Furniture, cabinets, sofa, chairs, box spring; excluding Mattresses	\$7.50 Small (10-35lbs) \$14.50 Medium (36lbs to 80lbs) \$22.50 Large (81lbs and up) \$150.00 173.50/ton <u>155.00 per ton</u> Sectionals charged by the piece
Tires	\$10.00/tire Maximum of 10 tires per load.
Yard trimmings and brush	\$15.00/ton for commercial loads and non-Lebanon resident up to 4 inches \$75.00 <u>155.00</u> / ton over 4 inches in diameter \$110 Stumps Lebanon Residents only are free for loads less than 2 Cubic yards_ NON Commercial drop off Leaves, wood chips and grass clipping free- 4 inches or less in diameter Scale minimum ½ a ton.
Bulk loads of asphalt, brick and concrete and mixed aggregate	\$75.00 89.50/ton <u>75.00 per ton</u>
Electronic waste – monitors and TVs	\$22.50/item
Electronic waste – solar panels	\$42.50/panel
Electronic devices – DVD, VCR, stereo, etc.	\$12.50/item
Freon-containing devices	\$22.50/unit

Fluorescent bulbs	\$2.50 Base + \$0.15/ft. (Up to 4 bulbs or CFLs accepted per day)
Compact fluorescent lamps (CFLs)	\$2.50 Base+\$0.60/each (Up to 4 bulbs or CFLs accepted per day)
Cover materials	\$15.00 <u>17.95/ton</u> <u>20.00 per ton</u>
Food waste	\$50.00 60.00/ton <u>155.00 per ton</u>
Food scraps – household	No charge for food scrap composting-Residential
Glass-Bulk Load	\$40.00/ton <u>155.00 per ton</u>
In Person p Permit fee	\$15.00 (including the cost of the permit)
Equipment Assist	\$75.00
Scale Use Fee	\$10.00
Propane tanks 20lb	\$14.50
Propane tanks 1lb	\$4.50
Change of scale ticket fee, next day	\$30.00 (day of is free)
Lost card Fee-commercial	\$25.00
Account reactivation Fee	\$50.00
Found in Load Fee	Additional \$20.00 on top of cost of item
Drive off Fee	\$250 first offense, \$500 second offense, 6-month suspension 3 rd offense
Mixed Loads	Charged at the highest Rate of items contained in load
Oil	\$5 for up to a gallon. \$5 per gallon after that.
<u>Waste Water Sludge</u>	<u>\$200.00 per ton</u>

Section 4: Severability

The provisions of this ordinance are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdictions, such decisions shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this ordinance.

Section 5: Effective Date

This ordinance shall become effective January 1, 2026.

October 5, 2025

The foregoing notice was published in the Valley News, a newspaper of general circulation in the City of Lebanon, in accordance with the City's code, on Saturday, October 4, 2025.



Jaseya Ewing, City Clerk



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NOTICE OF PUBLIC HEARINGS
Wednesday, October 15, 2025 - 7:00pm
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM
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- B. Ordinance #2025-10** - A public hearing for the purpose of receiving public input and taking action to amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees, to Authorize Changes to Certain Public Utilities Fees.
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NE-474187

Agenda

Lebanon City Council

October 15, 2025

11. New Business:

11.A – Release of Collected Public School Impact Fees (3rd Quarter 2025)

Background

A Memorandum of Understanding (MOU) was developed in 2010 between the City and the School District for the quarterly transfer of collected Public School Impact Fees to the Lebanon School District for application toward the payment of debt on the (then) new Lebanon Middle School.

On October 12, 2021, the Planning Board authorized a broader use of Public School Impact Fees to include construction, renovation, improvement, or expansion of K-12 school buildings and related building systems, equipment, and furnishings. A revised MOU was developed and signed on November 22, 2021.

To date \$1,080,130.60 in impact fees have been disbursed to the Lebanon School District.

7/17/2013	\$83,690.78	11/6/2013	\$14,651.99	5/21/2014	\$19,407.00
8/6/2014	\$2,122.75	2/18/2015	\$723.00	5/20/2015	\$2,819.00
7/15/2015	\$1,627.50	11/4/2015	\$936.00	3/2/2016	\$3,156.00
5/18/2016	\$864.00	5/17/2017	\$5,230.00	12/6/2017	\$6,140.75
2/7/2018	\$41,262.70	9/5/2018	\$12,564.45	2/6/2019	\$1,833.10
8/7/2019	\$8,822.20	4/15/2020	\$40,432.02	7/15/2020	\$123,709.65
12/2/2020	\$57,567.42	1/21/2021	\$102,409.40	8/4/2021	\$12,695.86
1/19/2022	\$9,035.45	4/20/2022	\$3,216.15	10/19/2022	\$261,738.35
2/1/2023	\$2,185.00	4/19/2023	\$3,824.44	9/6/2023	\$3,142.57
11/15/2023	\$9,740.60	2/27/2024	\$6,341.26	5/15/2024	\$11,899.60
9/4/2024	\$140,359.34	1/22/2025	\$46,642.06	4/16/2025	\$25,345.80
7/16/2025	\$13,994.41				

This request is for the City Council to authorize the disbursement of \$21,646.65 in collected Public School Impact Fees (through 09/30/2025) to the Lebanon School District.

Action

The Council is requested to take action on the following motion:

MOVED, that in accordance with Section 213.10 (Administration of Impact Fees) of the Lebanon Zoning Ordinance, and the November 22, 2021 Memorandum of Understanding between the City of Lebanon and the Lebanon School District, SAU 88, the City Council hereby authorizes the disbursement of \$21,646.65 in collected Public School Impact Fees to the Lebanon School District to be applied toward the construction, renovation, improvement or expansion of K-12 school buildings and related building systems, equipment, and furnishings.

Included in this Section:

1. Impact Fee Report as of 09/30/2025
2. November 22, 2021, Memorandum of Understanding between the City of Lebanon and The Lebanon School District, SAU#88

PUBLIC SCHOOL IMPACT FEES

	PAID BY/LOCATION	MAP/LOT/PLOT	School
7/1/2025	Matthew & Lindsay Knittle	92/103	\$ 6,216.00
7/14/2025	Douglas & Patricia Valliere	124/2	\$ 1,878.72
8/19/2025	Marlee Dixon	92/106	\$ 3,964.00
9/4/2025	Rock Ridge Lebanon LLC	74/3/137	\$ 5,778.24
9/11/2025	Gordon E Bagley Jr TTEE	99/8/900	\$ 1,778.00
9/11/2025	Gordon E Bagley Jr TTEE	99/8/800	\$ 1,778.00
	First Half 2025 Interest		\$ 253.69
			\$ 21,646.65

MEMORANDUM OF UNDERSTANDING
between
THE CITY OF LEBANON
and
THE LEBANON SCHOOL DISTRICT, SAU 88

WHEREAS, New Hampshire RSA 674:21,V authorizes municipalities to adopt impact fees to offset municipal costs occasioned by new residential and non-residential development, and

WHEREAS, New Hampshire RSA 674:21,V requires that a municipality have enacted a Capital Improvement Program pursuant to RSA 674:5-7 before adopting impact fees, and

WHEREAS, the City of Lebanon annually reviews and adopts a Capital Improvement Program, and

WHEREAS, the Lebanon City Council duly amended Section 213 of its Zoning Ordinance, adopting impact fees and authorizing the Lebanon Planning Board to assess impact fees on new development in proportion to its demand on the public capital facilities of the City of Lebanon and the Lebanon School District, and

WHEREAS, the Lebanon Planning Board commissioned Bruce C. Mayberry, working as BCM Planning LLC, to provide a foundation document justifying the basis for the assessment of impact fees and to provide a schedule of fees, and

WHEREAS, the Lebanon Planning Board on October 12, 2021 duly adopted a report entitled “City of Lebanon Impact Fee Update 2021, Basis for School, Recreation, Police and Fire Department Impact Fees”, dated August 30, 2021 and prepared by BCM Planning LLC (copy attached) and City of Lebanon Impact Fee Schedule 2021 (copy attached), and

WHEREAS, the Impact Fee Schedule 2021 assigns fees for School Facilities, Recreation Facilities, Police Department Facilities, and Fire Department Equipment and Apparatus, and

WHEREAS, through the adoption of the Impact Fee Schedule 2021, the Lebanon Planning Board authorized the use of impact fees collected for School Facilities to be applied toward the construction, renovation, improvement or expansion of K-12 school buildings and related building systems, equipment, and furnishings;

NOW THEREFORE, the City of Lebanon and Lebanon School District, parties to this Memorandum of Understanding, agree as follows:

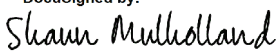
1. The City of Lebanon shall collect and manage all impact fees pursuant to Section 213 of the Lebanon Zoning Ordinance and in accordance with the report entitled “City of Lebanon Impact Fee Update 2021, Basis for School, Recreation, Police and Fire Department Impact Fees”, dated August 30, 2021 and the City of Lebanon Impact Fee Schedule 2021, which

may be amended from time-to-time.

2. The City of Lebanon shall maintain all monies received as impact fees in separate accounts, each dollar identified by contributor, date received, and fund (School Facilities, Recreation Facilities, Police Department Facilities, and Fire Department Equipment and Apparatus).
3. The City of Lebanon shall transfer, once each quarter of the calendar year, all monies in the School Facilities Fund to the Lebanon School District.
4. The Lebanon School District shall apply all monies received from the School Facilities Fund toward the construction, renovation, improvement, or expansion of K-12 school buildings and related building systems, equipment, and furnishings.
5. The Lebanon School District shall provide an annual report to the City of Lebanon accounting for the use of such monies from the School Facilities Fund.
6. This Memorandum of Understanding shall supersede the prior Memorandum of Understanding between the parties executed on September 21, 2010 by Interim City Manager Leonard W. Jarvi on behalf of the City of Lebanon and executed on September 30, 2010 by Superintendent Gail E. Paludi on behalf of the Lebanon School District, SAU 88.

APPROVED BY:

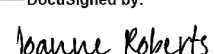
City of Lebanon

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Date

Lebanon City Manager

Title

Lebanon School District, SAU 88

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11/22/2021
Date

Superintendent, SAU #88

Title

**Agenda
Lebanon City Council
October 15, 2025**

11. New Business:

**11.B – Review and Adoption of Amendments to
City Council Policy CC-107.1, Debt Management**

Background:

In September 2021, the City Council adopted Council Policy CC-107, Debt Management, to formalize the procedures for setting the City's internal debt limits for the General Fund, Water Fund, and Solid Waste Fund. Provisions relative to the Sewer Fund were added in December 2023 following the completion of additional analysis of sewer system infrastructure needs.

The annual rate increases for the Water Fund and Sewer Fund in Section 4.1.2 are set by two components – a fixed percentage and a variable percentage. As currently written, the policy mandates annual rate increases of five percent (5%) for the fixed component, plus a variable component based on the annual CPI for the Northeast Region, with a yearly increase capped at 8 percent.

As a reminder, the Water and Sewer Service Rates are determined and set in order to provide current and future resources to absorb projected operations and maintenance costs and debt service expenses in both enterprise funds. However, depending upon the need for known or reasonably foreseeable capital improvements within the water and sewer systems, and depending upon the available fund balance in the Water Fund and Sewer Fund, the City may not always need to increase water and/or sewer rates by at least 5% or as much as 8% in any given year.

As a result, the City administration recommends amending Council Policy CC-107, Debt Management, to provide greater flexibility in setting the annual rate increases for the Water and Sewer Funds.

Action:

If the Council decides to move forward, the following motion is offered for consideration:

MOVED, that the Lebanon City Council hereby approves the revisions to Council Policy CC-107, Debt Management, now identified as CC-107.1, as presented in the October 15, 2025 City Council agenda packet.

Included in this Section:

1. Debt Management Policy CC-107.1 as revised.



City of Lebanon
New Hampshire

COUNCIL POLICIES & PROCEDURES

DEBT MANAGEMENT POLICY

<i>Policy Number</i>	<i>Effective Date</i>	<i>Last Revision</i>	<i>Page No.</i>
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Section 1.0: Purpose

The incurring of debt to fund public infrastructure is a key component of the City's strategy to spread the cost of significant long-term assets over their useful life. Further, by spreading the cost of the asset over a longer period of time ensures that future users will help to pay for the cost. This document outlines the City's policy regarding debt limits, debt structuring, debt issuance and debt management.

Section 2.0: Scope

This policy applies to debt issued for municipal purposes as defined and permitted by NH RSA Chapter 33 (Municipal Finance Act) and not for debt issued in connection with either the Lebanon School District or Grafton County.

This debt policy will be all-inclusive of debt issued by the City, but not be limited to general obligation debt, government purpose revenue debt, economic development related debt, lease obligations, and all forms of debt having an annual appropriation of City revenues.

This debt policy contains certain elements on procedures and practices to achieve the objectives of the policy and to ensure that professional standards are defined and met in the policy's implementation.

Authority for the issuance of debt is delegated to the City Manager and City Treasurer in accordance with RSA Chapters 33 and 33B and City Charter Section 419:41, 419:43 and 419:49. The City Treasurer shall be responsible for all transactions undertaken.

Section 3.0: Definitions

Debt Ceiling- the maximum amount of principal owed by the City in long term debt in each fund.

Debt Service- the combination of principal and interest payments

Financial Obligation- means a (i) debt obligation; (ii) derivative instrument entered into in connection with or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii). Some examples of financial obligations include but are not limited to:



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- Direct placements, loans, lines of credit or other credit arrangements with private lenders or commercial banks.
- Letters of credit issued in connection with variable rate debt issuance.
- Interest rate swaps entered into in connection with debt issuance.
- Vehicle or equipment leases whether they include a non-appropriation clause or not

Section 4.0: Policy Detail

4.1 Debt Limits

Legal Restrictions:

All debt legally permitted to be issued by the City is typically General Obligation Debt, supported by the full-faith-and-credit of the City. Debt is issued pursuant to NH RSA 33, the Municipal Finance Act, RSA 33-B, Municipal Revenue Bonds, Lebanon City Charter Section 419:49 Borrowing Procedure and resolutions of the City Council which must be passed by at least 2/3 of all the members present.

4.1.1 General Fund Debt Limits

This policy sets debt limits for the City's General Operating Fund that are in compliance with present statutes and meets the goals of the City. There are several factors that comprise this policy.

1. The initial debt ceiling will be set based upon the present amount of long-term debt that is owed by the City as of the 2021 Budget Year that is applicable to the General Fund. This does not include debt that is applicable to other funds such as the various enterprise funds.
2. The debt ceiling will be adjusted annually based upon the rate of increase/decrease of the Consumer Price Index for the Northeast Region for Urban Wage Earners. The period will be fixed looking back from June 30th to the previous June 30th. The average over this period of time will be the adjustment factor.
3. New projects or portions of new projects that involve long term debt that either result in or are projected to generate revenue to substantially offset the debt service payments or substantially offset operating costs that would substantially pay for the debt service payments are not included in the debt ceiling calculation.



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4. The Capital Improvements Plan would be developed using a six-year rolling debt capacity for that period of time. To the extent that a large project, or projects, may require the need for appropriations exceeding the debt ceiling calculation, no additional debt shall be incurred until the debt levels drop below the debt ceiling. Projects that require the City to incur debt that are partially funded by grants from the State or Federal Governments are exempt from the debt ceiling provisions.
5. Projects involving long term debt that are located within Tax Increment Finance Districts or Special Assessment Districts in which the debt service is paid for solely by TIF or SAD District Funds are not included in the debt ceiling calculation. The proportional debt service that is paid by TIF or SAD District Funds as it relates to the amount of principal for long term debt shall not be included in the debt ceiling. This relates to situations in which part of the debt service is paid for by TIF or SAD District Funds. There may be situations in which projects and their related debt service are partially attributed to these districts or start out being the responsibility of the General Fund and then transition to the appropriate district fund.

4.1.2 Water and Sewer Funds Debt Limits

This policy sets debt limits for the City's Water and Sewer Funds that are in compliance with present statutes and meets the goals of the City. There are several factors that comprise this policy.

1. Debt limits in the Water Fund and Sewer Fund are limited to the funds that can be raised to offset debt service payments and that would otherwise be needed for operating expenses within the Water Fund and Sewer Fund respectively.
2. The annual increase in rates in each fund shall be set by two components. A fixed percentage and a variable percentage. Water rates would increase by up to a fixed 5% (effective January 2024) and Sewer rates by up to a fixed 5% (effective January of 2024)¹ with a variable inflator added to those percentages based on the Consumer Price Index for the Northeast Region for Urban Wage Earners. The period will be fixed looking back from June 30th to the previous June 30th. The average CPI over this period of time will be the adjustment factor.

¹ An analysis of the infrastructure needs in the City's sewer system will not be completed until sometime in 2022.



City of Lebanon
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3. In no event shall the calculations in section 2 result in an annual rate increase exceeding 8% in the Water Fund or 8% in the Sewer Fund.
4. As stated in 1 above the amount of debt that could be incurred would be relative to the amount of revenue generated in 2 above to pay for debt service and the operating budget of the water and/or sewer funds.
5. New capital expenditures that either result in projects that are projected to generate revenue to substantially offset the debt service payments or substantially offset operating costs that would substantially pay for the debt service payments are not included in the debt ceiling calculation.

4.1.3 Solid Waste Fund Debt Limits

This policy sets debt limits for the City's Solid Waste Fund that are in compliance with present statutes and meets the goals of the City. There are several factors that comprise this policy.

1. Debt limits are based upon the present and future capacity of the Solid Waste Facility to accept waste and generate the revenue from that waste to pay for operating expenses and debt service payments for the ensuing year and beyond.
2. The period by which indebtedness may occur for any given project is limited to the useful life of the infrastructure asset.
3. Situations where the state or federal government mandate by administrative or court order that action must be taken by the City that requires long term debt may require borrowing funds for periods beyond the useful life of the asset.

4.1.4 Other Debt and Revenue Bonding

Revenue bonds authorized under the provisions of RSA 33-B shall not be included in the debt ceilings established in the various funds. Projects funded under the following statutory provisions shall not be included under the debt ceiling of any of the various funds.

1. The purchase and installation of parking meters and construction of parking facilities relative to RSA 33:6-a and RSA Chapter 249.
2. The construction, reconstruction and enlargement of energy projects related to light, heat, power or water for the public as defined in RSA 33:6-b and RSA 373-D:1



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3. The cost of waste site cleanup projects as defined in RSA 147-B and for the closing of landfills and other solid waste facilities as defined by RSA 149-M, RSA 33:6-d.
4. The cost of Broadband Infrastructure as defined in RSA 33:6-f and RSA 38:38,I(e).
5. Equipment and vehicles that are leased in accordance with RSA 33:7-e.

4.2 Debt Structuring Practices

Specific guidelines regarding the debt structuring practices for each type of bond, include:

Maturity of Bonds. Generally, bonds cannot be issued for a longer maturity schedule than a conservative estimate of the useful life of the asset to be financed. The City will attempt to keep the average maturity of general obligation bonds at or below 20 years. The limit of the City's and School's general obligation debt is subject to parameters set by Charter §C419:49 and New Hampshire RSA 33:4-a.

Enterprise Fund Debt Coverage. It is City policy that each utility or enterprise fund should provide adequate debt coverage in its rate structure to ensure that sufficient revenues are generated to pay for the financing of capital projects crucial to the operation of the Enterprise Fund. Rates may be increased in phases to meet this standard, provided such increases are identified in rate studies and/or the capital improvement plan and clearly shown as part of an overall long-term strategy for the utility or enterprise.

Short Term Financing/Capital Lease Debt will be considered to finance certain equipment and rolling stock purchases when the aggregate cost of equipment to be purchased exceeds \$25,000. Adequate funds for the repayment of principal and interest must be included in the requesting department's approved budget. The term of short-term financing will be limited to the usual life period of the vehicle or equipment, but in no case will exceed ten years.

Financial Restrictions or Planning Considerations:

- The City will maintain at any one time its Net Overall Bonded Indebtedness at a level not to exceed 3 percent of the assessed valuation of taxable property within the City as determined for debt limitation purposes by the New Hampshire Department of Revenue Administration.



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- The City will strive to maintain its annual Direct Bonded Debt Service costs at a level not to exceed 15 percent of the General Fund Operating Budget.

Prior to the issuance of debt, the City will prepare revenue projections (financial forecast) to ensure that there is adequate revenue to make principal and interest payments.

The City will utilize long-term borrowing only for capital improvement projects or for projects that cannot be financed from current revenue sources.

4.3 Debt Issuance Practices

Debt may be issued through one or more of the following means depending upon what is in the best interest of the City.

1. NH Municipal Bond Bank
2. State revolving loan funds or other state loan programs
3. Federal revolving loan funds or other federal loan programs
4. Bonds, leases, or other types of short and long-term debt issued to the City by financial institutions
5. Partnerships with not for profit, for profit entities and other governmental entities involving structural arrangements that are not repugnant to federal or state law.

4.4 Debt Management Practices

Debt Issuance and Management. The primary tool used to plan for debt is the Capital Improvement Plan (CIP). The focus of the CIP process is planning for the City's future; the guiding principle of this planning effort is to advance the vision of the Master Plan (MP). The CIP is developed and updated annually for use by the City Council to review proposed budget expenditures relative to the capital needs of the community. The CIP is an essential component of the City's financial planning effort and provides the long-range perspective and framework for addressing its capital improvement needs. As a companion to the annual budget, the CIP provides the mechanism for anticipating future facility and infrastructure requirements and ensuring they are funded in a responsible and systematic fashion.

Acceptable Use of Bond Proceeds. Include any items that may be capitalized and are considered an acceptable use under New Hampshire State law. Refunding bond



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issues designed to restructure currently outstanding debt are also an acceptable use of bond proceeds.

Unacceptable Uses. The City will not use short-term borrowing to finance operating needs except in the case of an extreme financial emergency which is beyond its control or reasonable ability to forecast. Recognizing that bond issuance costs add to the total interest costs of financing, bond financing should not be used for projects under \$100,000 unless the aggregate cost of multiple projects from different bond amortizations will exceed that amount at the time of a bond sale. In the event that there are no other projects to be financed by bonds, bond issuance will be considered only if the total interest and issuance costs will be less than the cost of any other available financing.

Section 5.0: Procedures

Section 6.0: References (Charter/Code/State Statues)

1. Government Finance Officers Association (GFOA) model policy guidance
2. NH RSA Chapter 33 Municipal Finance Act
3. NH RSA Chapter 33-B Municipal Revenue Bonds
4. City Charter provision C419:49 Borrowing Procedure
5. U.S. Dept. of Labor, Bureau of Labor Statistics annual CPI Report

Section 7.0: Policy & Procedure Revision History

	Section	Revisions	Date
Original Adoption	99-02-C	Original Policy Adopted	1/6/1999
Amendment	CC-107	Complete re-write and re-formatted	9/15/2021
Amendment	4.1.1,4; 4.1.2,2	Debt ceiling-grants, sewer rate limits	12/13/23
Amendment	<u>4.1.2.2</u>	<u>Clarify annual water and sewer fund debt limit increases</u>	<u>10/15/25</u>

Agenda

Lebanon City Council

October 15, 2025

11. New Business:

11.C – Discussion and Set Public Hearing for November 5, 2025: Ordinance #2025-12, Proposed Amendments to or Repeal of City Code Chapter 185, Welcoming Lebanon

Background

In March 2020, Lebanon voters passed the “Welcoming Lebanon” ordinance, which began through a binding referendum process in October 2019.

In May 2020, the City Council established the Fair and Impartial Policing Task Force to study and propose amendments to the ordinance in an effort to make it compliant with then-applicable federal and state laws, rules, and regulations, while maintaining the intent and purpose of the ordinance as adopted by voters. The resulting language was adopted by the City Council through Ordinance #2020-19 on December 7, 2020, as City Code Chapter 185, Welcoming Lebanon, which took effect on January 1, 2021.

On July 21, 2025, new state legislation (Laws of 2025, Chapter 38 - Senate Bill 62) took effect, which prohibits municipalities from barring local police departments from applying for entry or entering into agreements with the U.S. Immigration and Customs Enforcement (ICE) to participate in federal 287(g) programs pursuant to 8. U.S.C. §1357(g). Section 2 of SB 62 goes into effect on January 1, 2026, and will prohibit local municipalities from prohibiting or impeding a state or federal law enforcement agency from complying with Title 8 of the U.S. Code, which covers immigration and immigration enforcement. Any local government that violates this provision may be subject to a civil complaint brought by the NH Attorney General and could be subject to punitive damages of up to 25 percent of the total state funds received by the local government in the fiscal year when the violation occurred.

Also on January 1, 2026, related legislation (Laws of 2025, Chapter 39 – House Bill 511) will take effect, which will prohibit any unit of local government from having a “sanctuary policy” that impedes a law enforcement agency from complying with 8. U.S.C. §1357, or which impedes a local law enforcement agency from communicating or cooperating with a federal immigration agency on a variety of issues. Attached is a document prepared by the New Hampshire Municipal Association that summarizes and provides guidance on interpreting the new laws.

Based on the enacted legislation, it appears the existing language of Chapter 185, if left unchanged or unrepealed, would violate the new laws when they take effect on January 1, 2026.

In September, the City’s DEI Commission held a discussion about potential amendments to Chapter 185, as well as a related proposed resolution, both of which are included with the agenda materials. At the conclusion of its discussion, the DEI Commission approved the following motion:

A MOTION by Richard Ford Burley that the DEI Commission recommends to the City Council the following: that they (a) make due consultation with legal counsel in order to redraft City Code Chapter 185, Welcoming Lebanon, to preserve as many protections as possible for the community members of the City of Lebanon, without violating state law;

and (b) that the passage of such revisions be contingent upon the passage of the presented Commitment to Community Resolution; and (c) that the passage of such changes should come with a provision that Chapter 185 shall automatically revert to the present language upon the reversal of any laws preventing it by court order or subsequent legislation.

The City Administration recommends that the Council schedule a public hearing to discuss either amendments to or repeal of the existing language of City Code Chapter 185, Welcoming Lebanon, to ensure compliance with applicable laws that will take effect on January 1, 2026.

Action

Should the Council decide to move forward with Ordinance #2025-12 as proposed, the following motion is offered for consideration:

MOVED, that the Lebanon City Council hereby schedules a public hearing for Wednesday, November 5, 2025, beginning at 6:00pm, in Council Chambers, City Hall, and Remote via the City's Virtual Platform, for the purpose of receiving public input and taking action on proposed Ordinance #2025-12, to amend or repeal City Code Chapter 185, Welcoming Lebanon, to ensure compliance with applicable laws that will take effect on January 1, 2026.

Included In This Section:

1. Proposed Ordinance #2025-12, including proposed redline edits to City Code Chapter 185 as reviewed by the DEI Commission
2. Draft Commitment to Community Resolution as reviewed by the DEI Commission
3. NHMA document issued July 16, 2025, re: Guidance on SB 62 and HB511, Cooperation with Federal Immigration Prohibiting Sanctuary Cities Policies

CITY OF LEBANON
ORDINANCE #2025-12

AN ORDINANCE TO AMEND the Code of the City of Lebanon ~~by adding a new~~ Chapter 185, ~~to be~~ entitled WELCOMING LEBANON, which provides for the procedures concerning residents' ~~immigration~~ protected status and responsibilities within the City of Lebanon and powers regarding federal civil ~~immigration~~ enforcement.

Be it ordained by the City Council of the City of Lebanon as follows:

Section 1.

The “Welcoming Lebanon Ordinance” which was enacted by the voters of the City by citizen initiative pursuant to §C419:23a of the City Charter, and which as to take effect on January 1, 2021, is hereby repealed and replaced by adding a new chapter to the Code of the City of Lebanon to become Chapter 185, Welcoming Lebanon, and to read as follows:

- §185-1. Purpose/Intent
- §185-2. Definitions
- §185-3. Provisions
- §185-4. Implementation and Enforcement

§185-1. PURPOSE/INTENT

The people of Lebanon voted by Citizens' Initiative Ballot measure to enact the Welcoming Lebanon Ordinance. The purpose of this Ordinance is to establish the City's procedures concerning its residents' immigration status and its responsibilities and powers regarding federal civil immigration enforcement.

This Ordinance gives substance to the sentiments in the City of Lebanon's “Resolution for Inclusiveness” proclaimed by the City Council on June 20, 2018 and commits the City to preserve the public trust, affirm human rights and constitutional rights, and promote community identity, civic pride, and quality of life for all people regardless of race, skin color, national or ethnic origin, cultural group, language, gender identity or expression, sexual orientation, mental or physical ability, age, religious or political opinion or activity, economic status, immigration status, or housing status. The City of Lebanon commits to protecting civil liberties, promoting tolerance, and providing equal protection under the law to all persons in the city. Such protections strengthen trust and collaboration among community members in keeping all residents and visitors safe.

Furthermore, the City recognizes that a person's presence in the United States without documents is a civil, not a ~~crime-criminal matter~~ and that ~~the City presently lacks the enforcement of noncriminal civil violations of federal immigration law are the responsibility and obligation of Federal agencies. legal authority to enforce noncriminal civil violations of federal immigration law.~~

Due to the City's limited resources; the complexity of immigration laws; the clear need to foster the trust of and cooperation from the public, including members of the immigrant communities; and to effectuate the City's goals, we find that there is a need to articulate guidelines regarding the relationship between the City and the federal government and to clarify the federal Constitutional

protections Lebanon has ~~against~~[related to](#) federal agencies commandeering its resources.

§185-2. DEFINITIONS

As used in this ordinance, the following words and phrases shall mean and include:

ADMINISTRATIVE WARRANT - An immigration warrant issued by a federal agency charged with the enforcement of civil immigration laws, used as a non-criminal, civil warrant for immigration purposes.

AGENCY – Includes every department, agency, division, commission, council, committee, board, or other body of the City of Lebanon established by authority of state law, the Lebanon City Charter, or an ordinance, executive order, or order of the Lebanon City Council.

AGENT - Any person employed by or acting on behalf of an Agency, whenever any such person is acting within the scope of that person’s employment or agency capacity, or when utilizing or disclosing any information that may be learned in the course of that person’s employment or agency capacity. The term includes any volunteer acting on behalf of an Agency, as well any person with access to Agency information which is not available to the general public.

CITIZENSHIP OR IMMIGRATION STATUS - All matters regarding questions of citizenship of the United States or any other country or of the authority to reside in or otherwise be present in the United States.

FEDERAL IMMIGRATION AUTHORITIES – Includes federal agencies, departments, or employees tasked with enforcement of immigration law and border, entry, including without limitation, the Department of Homeland Security (DHS), Immigration Control and Enforcement (ICE), and U.S. Customs and Border Patrol (CBP).

IMMIGRATION DETAINER - An official request issued by ICE, or another federal agency charged with the enforcement of civil immigration laws concerning the custody or detention of any individual based on a violation of a civil immigration law.

PHYSICAL OR MENTAL ABILITY - Includes, but is not limited to, “disability” as defined in RSA 354-A:2, IV.

§185-3. PROVISIONS

1. No law enforcement agent or other agent or agency of the City of Lebanon, shall profile, target, detain, or otherwise discriminate against any person ~~because~~[solely on the basis](#) of any of the following, whether actual or perceived: age, sex, gender identity, race, creed, color, marital status, familial status, physical or mental ability, national origin, sexual orientation, ethnicity or culture, language or religion, economic or housing status, or citizenship or immigration status. [Any civil detention requested of the City of Lebanon by State and/or Federal agencies must be requested through an appropriately filed and fully executed warrant.](#)
2. No person shall be questioned in a manner which is biased or discriminatory, as described in Provision 1, and no personal information may be collected, retained, utilized, or disclosed in

any discriminatory manner or to any discriminatory purpose or effect by any agent or agency of the City.

3. No agent or agency of the City of Lebanon shall request, collect, or retain information about, or otherwise investigate or assist in the investigation of the United States citizenship or immigration status of any person in the City of Lebanon. ~~-This section shall apply not apply to the Lebanon Police Department or any staff of the department operating under the policies of the police department~~ only to the extent allowed under State and Federal law. to the extent required by RSA 106-P.
 4. No agent or agency of the City shall disclose information regarding the U.S. citizenship or immigration status of any person, except in the following circumstances:
 - a. Such disclosure has been authorized in writing by the individual to whom such information pertains, or if such individual is a minor or is otherwise not legally competent, by the individual's parent or guardian.
 - b. Such disclosure has been requested by Federal Authorities through an appropriately filed and fully executed Right To Know Request under RSA 91-A or other lawful process.
 - c. This section shall apply only to the extent allowable under State and Federal law and/or governed by Provision 5.
 5. In addition to Provisions 3 and 4, any agent or agency of the Lebanon Police Department shall be governed by the following provisions:
 - a. No agent or agency of the Lebanon Police Department shall themselves request, collect, or retain information about the immigration status of any person in the City of Lebanon, except to the extent that such information is received by the Lebanon Police Department as part of a routine background investigation.
 - b. Any transmission and/or sharing of information by the Lebanon Police Department with Federal Agencies shall only be performed after the receipt of the appropriate and fully executed Right to Know Request and/or Warrant, unless such transmission occurs as a result of running a routine background investigation.
 - c. Notwithstanding the above, the Lebanon Police Department or any staff of the department operating under the policies of the police department shall be exempted from Provision 5 to the extent necessary to comply with State and Federal law.
- ~~3.~~
- ~~4. No agent or agency of the City shall disclose information regarding the U.S. citizenship or immigration status of any person, unless such disclosure has been authorized in writing by the individual to whom such information pertains, or if such individual is a minor or is otherwise not legally competent, by the individual's parent or guardian. This section shall not apply to the Lebanon Police Department or any staff of the department operating under the policies of the police department to the extent required by RSA 106-P.~~
- ~~5.6.~~ Notwithstanding Provisions 1-4 above, agents of the City may question about, collect, retain, utilize, and disclose information concerning the criteria listed in Provisions 1-4 in the following circumstances, as long as that is done on an impartial basis and in a non-

discriminatory manner and as long as no agent of the City provides or requests any of this information from federal immigration authorities.

- A. Where collection, retention, utilization, or disclosure of the specific information is mandated in order to implement a municipal program, process, or function which is performed by the City unrelated to the enforcement of federal immigration law, but whose rules and parameters are imposed by state or federal law or authority, including but not limited to federal and state laws governing employment and elections.
- B. Where collection, retention, utilization, or disclosure of the specific information is required by statute or court order, or where the specific information constitutes an essential evidentiary element in an ongoing investigation or prosecution of a violation of law unrelated to civil immigration law or citizenship status.
- C. Where the information is being collected or retained solely for purposes of evaluating and improving the performance of the Police Department or other City agency with respect to its compliance with the impartiality and non-discrimination requirements of Provision 1 and 2 above.
- D. Where relevant economic information is being collected, retained, or utilized in the course of administering a program of benefits based on financial need, including but not limited to general assistance under RSA Ch. 165.

~~6.7.~~ No Agent or Agency shall condition the provision of City of Lebanon benefits, opportunities, or services on matters related to citizenship or immigration status unless required to do so by statute, federal regulation, or court decision. Where presentation of a New Hampshire driver's license or identification card is accepted as adequate evidence of identity, presentation of a photo identity document issued by the person's nation of origin, such as a driver's license, passport, or matricula consular (consulate-issued document), shall be accepted and shall not subject the person to a higher level of scrutiny or different treatment than if the person had provided a New Hampshire driver's license or identification card, except that this subsection shall not apply to the completion of the federally mandated 1-9 forms.

~~7.8.~~ No Agent or Agency of the City of Lebanon, ~~inexclusing Law Enforcement to the extent~~~~except to the extent- required by State and Federal law~~~~the provisions of RSA 106-P,~~ shall aid or participate in immigration enforcement actions. An Agent or Agency is authorized to communicate with Federal immigration authorities in order to determine whether any matter involves enforcement based solely on a violation of a civil immigration law, other than to the extent required by the provisions of RSA 106-P State and Federal law. No Agent or Agency shall, except to the extent required by State and Federal law:

- A. arrest, detain, or continue to detain a person based solely on suspected or actual civil immigration violation.
- B. arrest, detain, or continue to detain a person on an Administrative warrant or upon an Immigration detainer based solely on a violation of immigration law.

C. accept requests by Federal immigration authorities to support or assist in operations that are for civil immigration enforcement.

~~D. permit Federal immigration authority access to a person being detained by, or in the custody of, the Agent or Agency.~~

~~E.~~D. permit Federal immigration authorities use of agency facilities for investigative interviews or other investigative purpose.

~~F.~~ respond to Federal immigration authorities' inquiries or share information about an individual with Federal immigration authorities, except in the event that such disclosure has been requested by Federal Authorities through an appropriately filed and fully executed Right To Know Request under RSA 91-A, Warrant, or other authorized and documented legal channel. Such information includes but is not limited to the individual's custody status, release date/time, court dates, whereabouts, residence, employment, identification numbers, appearance, telephone number, and familial relations. For the purpose of aiding an individual who may qualify for a U, S, or T Visa, information may be shared if such disclosure has been authorized in writing by the individual to whom such information pertains. Nothing in this Section shall be construed as prohibiting participation in an inter-agency data-bases such as the National Crime Information Center, so long as its utilization by City agents is not biased or discriminatory and does not violate the prohibitions in Provisions 3 and 4 above. Nothing in this section shall prohibit the Lebanon Police Department or staff of the department to the extent required from complying with the provisions of RSA 106-P.

~~8.9.~~ In order to maintain public safety and the orderly processes for all persons traveling in and through the City of Lebanon, if the City Manager or someone acting on the City Manager's behalf learns of a delay or obstruction in the City of the normal flow of traffic including, ~~for example, due to a Federal immigration authority checkpoint,~~ the City Manager or someone acting on the City Manager's behalf shall make a reasonable effort to confirm that one exists and then cause the public to be promptly notified which may be done through the LebAlert system.

§185-4. IMPLEMENTATION AND ENFORCEMENT

A. Failure by agents of the City to comply with the Welcoming Lebanon Ordinance shall be addressed under the terms of the City's policies.

B. Any person who believes that they have been subjected to a violation of this Ordinance by a City employee, or who otherwise has personal knowledge of such a violation, may submit a complaint in whatever form or manner the complainant chooses, to the employee or department involved, or to the City Manager, and may submit such a complaint anonymously. Reasonable efforts shall be made to accommodate any language or access barriers. Such complaints shall be handled in accord with applicable City complaints and investigations policies; provided, however, that at the discretion of the Manager, the complaint may be referred to the appropriate law enforcement agency having jurisdiction, and any internal investigation may be delayed pending the outcome of the law enforcement agency's involvement.

- C. Complaints alleging violations of this Ordinance by non-employee agents of the City, including appointed or elected officials, shall be filed with or forwarded to the City Manager, who may take such action as is appropriate in light of the nature of the complaint, including referral to the law enforcement agency having jurisdiction, and/or referral to the Council for such action as it deems justified.
- D. This Ordinance shall not be construed to create any civil cause of action or any cause of action under the criminal code or to form any basis of liability on the part of the City or its agents. Nothing herein shall be deemed to pre-condition or restrict any person from pursuing a complaint in court or from seeking such alternative remedies as may be available under law.

Section 2. Severability

The provisions of this ordinance are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this ordinance. [Such severability shall also apply to the extent required by State and Federal law.](#)

Section 3. Effective date.

This [amended](#) ordinance shall become effective January 1, 2026~~+~~

DRAFT City of Lebanon Commitment to Community Resolution

A Resolution Affirming the City's Commitment to the Diversity and Belonging of all its residents, and opposing Discrimination

WHEREAS the City of Lebanon recognizes the inherent dignity and equality of all people regardless of race, skin color, national or ethnic origin, cultural group, language, gender identity or expression, sexual orientation, mental or physical ability, age, religious or political opinion or activity, economic status, immigration status, or housing status, including immigrants, BIPOC residents, Indigenous peoples, religious minorities, LGBTQ+ individuals, people with disabilities, and others who have historically faced exclusion and discrimination; and

WHEREAS the City of Lebanon has long been a community that values compassion, civic responsibility, and social justice, and has benefited socially, culturally, and economically from the contributions of diverse populations, regardless of their place of origin; and

WHEREAS recent legislation passed by the State of New Hampshire prohibits municipalities from enacting or enforcing certain anti-discrimination ordinances, limiting the autonomy of local governments to adopt policies that protect vulnerable communities and forcing the rescission of Lebanon City Code, Chapter 185, Welcoming Lebanon, undermining Lebanon's capacity to safeguard its residents from racial profiling, wrongful detention, and fear-based policing, particularly among immigrant and undocumented populations; and

WHEREAS the City of Lebanon refuses to be complicit in the erosion of civil liberties and affirms its responsibility to challenge discriminatory state policies and advocate for humane treatment of all individuals, regardless of immigration status;

NOW, THEREFORE, BE IT RESOLVED that the City of Lebanon, New Hampshire, opposes any policy that limits the City's ability to protect its residents from racial profiling, immigration-related discrimination, or collaboration with federal immigration enforcement without judicial oversight;

Affirms that no employee of the City of Lebanon shall profile, target, or otherwise discriminate against any person because of any of the following, whether actual or perceived: age, sex, gender identity, race, creed, color, marital status, familial status, physical or mental ability, national origin, sexual orientation, ethnicity or culture, language or religion, economic or housing status, or citizenship or immigration status;

Reasserts its intention to express moral leadership and uphold human rights, even in the face of restrictive or unjust state policies;

Instructs all city departments to continue fostering inclusive and non-discriminatory environments and to prioritize public safety policies that build trust with marginalized communities, including by declining to collect, retain, or utilize personal information in a discriminatory manner or to a discriminatory effect, except as mandated in order to implement a municipal program or to comply with state and federal laws;

Will work in partnership with local and regional organizations to monitor the impacts of discriminatory state and federal legislation and pursue legal and legislative remedies to challenge or overturn it if appropriate.

Will establish a subcommittee of the Lebanon Diversity, Equity, and Inclusion Committee, composed of residents from diverse backgrounds including immigrants, to serve the following purposes:

1. Seek or provide support for immigrant members of our community, including navigating resources and services (legal, housing, and human services) in the City,
2. Serve as a complaint review board for discrimination complaints,
3. Provide regular equity reports to the City Council, documenting the city's efforts to mitigate harm, promote safety, and ensure equal treatment for all communities,
4. Recommend policy changes and advise on anti-discrimination practices;

Will support education campaigns to inform the public about their rights and the city's policies concerning discrimination, inclusion, and civic participation.

BE IT FURTHER RESOLVED that while Lebanon must comply with the letter of state law, it will do so without surrendering its moral and ethical obligation to protect human rights, and without participating in or facilitating any acts of hate, fear, or exclusion.

Guidance on SB 62 & HB 511

Cooperation with Federal Immigration

Prohibiting Sanctuary Cities Policies



Chapter 38 – SB 62

Section 1 of SB 62 goes into effect on July 21, 2025. This new law, RSA chapter 106-P, will prohibit municipalities from barring local police departments from applying for entry or entering into an agreement with the U.S. Immigration and Customs Enforcement (ICE) to participate in a federal 278 (g) program pursuant to 8. U.S.C. §1357 (g).

These agreements are a voluntary, formal agreement between a local law enforcement agency and federal immigration authorities (ICE) granting authority to perform certain immigration enforcement actions. An example of a 278 (g) agreement is the one recently signed by the [NH State Police and ICE on April 25, 2025](#). Thus, even though in a town, the select board supervises the operations of the police department through its police chief by the adoption of written formal policies under RSA 105:2-a, a select board could not adopt a policy or directive that would prohibit the police chief on behalf of the police department from entering into a 278 (g) agreement with ICE.

Section 2 of SB 62 goes into effect on January 1, 2026, and prohibits local political subdivisions from prohibiting or impeding a state or federal law enforcement agency from complying with Title 8 of the US Code, which includes every federal law pertaining to immigration and immigration enforcement. Any local government that violates this provision may be subject to a civil complaint brought by the Attorney General and could be subject to punitive damages of up to 25% of the total state funds received by the local government entity in the fiscal year when the violation occurred.

Section 3 of SB 62 permits County Departments of Corrections to maintain custody over persons subject to an ICE detainer for a period of 48 hours after resolution of state charges to permit assumption of custody by federal authorities.

Chapter 39 – HB 511

This law goes into effect on January 1, 2026. It prohibits any unit of local government (town, cities, village districts) from having a sanctuary policy that impedes a law enforcement agency from complying with 8 U.S.C. section 1373¹, or which impedes a local law enforcement agency from communicating or cooperating with a federal immigration agency that would prohibit the agency from:

¹ § 1373. Communication between government agencies and the Immigration and Naturalization Service

- (a) Complying with an immigration detainer;
- (b) Complying with a request from a federal immigration agency to notify the agency before the release of an inmate or detainee in the custody of the law enforcement agency;
- (c) Providing a federal immigration agency access to an inmate for interview;
- (d) Participating in any program or agreement authorized under section 287 of the Immigration and Nationality Act, 8 U.S.C. section 1357; or
- (e) Providing a federal immigration agency with an inmate's incarceration status or release date.

This law further requires all local law enforcement agencies to comply with immigration detainers. An immigration detainer is defined as a facially sufficient written or electronic request issued by a federal immigration agency using that agency's official form to request that another law enforcement agency detain a person based on probable cause to believe that the person to be detained is a removable alien under federal immigration law.

In addition, no local government entity shall restrict a law enforcement agency from sharing information about persons who are in custody such as:

- (a) Sending the information to or requesting, receiving, or reviewing the information from a federal immigration agency for the purposes of this chapter.
- (b) Recording and maintaining the information for purposes of this chapter.
- (c) Exchanging the information with a federal immigration agency or another state entity, local governmental entity, or law enforcement agency for purposes of this chapter.
- (d) Using the information to comply with an immigration detainer.
- (e) Using the information to confirm the identity of a person who is detained by a law enforcement agency.

The Attorney General can enforce this statute through declaratory judgment and seek injunctive relief.

(a) In general. Notwithstanding any other provision of Federal, State, or local law, a Federal, State, or local government entity or official may not prohibit, or in any way restrict, any government entity or official from sending to, or receiving from, the Immigration and Naturalization Service information regarding the citizenship or immigration status, lawful or unlawful, of any individual.

(b) Additional authority of government entities. Notwithstanding any other provision of Federal, State, or local law, no person or agency may prohibit, or in any way restrict, a Federal, State, or local government entity from doing any of the following with respect to information regarding the immigration status, lawful or unlawful, of any individual:

(1) Sending such information to, or requesting or receiving such information from, the Immigration and Naturalization Service.

(2) Maintaining such information.

(3) Exchanging such information with any other Federal, State, or local government entity.

(c) Obligation to respond to inquiries. The Immigration and Naturalization Service shall respond to an inquiry by a Federal, State, or local government agency, seeking to verify or ascertain the citizenship or immigration status of any individual within the jurisdiction of the agency for any purpose authorized by law, by providing the requested verification or status information.⁸ U.S.C.S. § 1373 (LexisNexis, Lexis Advance through Public Law 119-14, approved May 23, 2025)

**Agenda
Lebanon City Council
October 15, 2025**

11. New Business:

**11.D – Work Session: Overview and Presentation of the 2026-2031
Capital Improvements Program (CIP) and Capital Budget**

Background

At its meetings on August 25, 2025 and September 8, 2025, the Planning Board reviewed the proposed Capital Improvement Program (CIP) for the six-year period of 2026-2031, discussing those projects that meet the definition of a CIP Item regardless of which year(s) the projects are proposed for funding. At the conclusion of the discussion, the Planning Board voted to approve and adopt the Capital Improvement Program for 2026-2031, and to submit Year 1 (2026) of the CIP as the Board's recommendation to the City Council for capital budget funding for 2026.

As part of the preparation and review of the annual budget, the City Manager, Planning & Development Department, and other City departments will be present on October 15, 2025, to review the 2026-2031 CIP, the recommended 2026 Capital Budget, and to answer any questions the City Council may have about upcoming projects.

Action

This agenda item is for informational purposes only. No action is required by the Council.

Included in this Section:

1. 2026-2031 Capital Improvements Program and Other Capital Projects packet

CITY OF LEBANON, NH

2026 Capital Budget - *DRAFT*

Department	Project Name	Total Appropriated	Prior to 2026	2026	Bonds/Note Proceeds/Debt	Existing Funds from CRF	Transfers to CIP	Other (SAD, sale proceeds, etc)	Inter- governmental Grants
	<u>AIRPORT FUND</u>								
AIR	2026 T-Hangar Construction	\$4,120,000	\$0	\$4,120,000	\$370,950				\$3,749,050
NEW-AIR	Pavement Management Plan	\$85,000	\$0	\$85,000			\$2,120		\$82,880
	TOTAL AIRPORT	\$4,205,000	\$0	\$4,205,000	\$370,950	\$0	\$2,120	\$0	\$3,831,930
	<u>GENERAL FUND</u>								
<u>FLEET & EQUIPMENT</u>									
DPW	Fleet Replacement	\$620,000		\$620,000		\$620,000			
<u>ROADS & BRIDGES</u>									
DPW	Mechanic St/High St/Mascoma St Roundabout	\$4,689,548	\$4,669,748	\$19,800			\$19,800		
DPW	Trues Brook Road Bridge Replacement #066-059	\$5,602,550	\$5,369,330	\$233,220			\$5,150		\$228,070
	TOTAL GENERAL FUND	\$11,532,098	\$10,039,078	\$873,020	\$0	\$620,000	\$24,950	\$0	\$228,070
	<u>WATER FUND</u>								
DPW-WATER	Farnum Hill Tank – Water Age and Quality	\$390,000	\$0	\$390,000			\$390,000		
	TOTAL WATER FUND	\$390,000	\$0	\$390,000	\$0	\$0	\$390,000	\$0	\$0
	<u>SOLID WASTE FUND</u>								
DPW-SOLID	Landfill Phase 3-4 Design, Permitting, and Construction	\$1,801,000	\$1,534,000	\$267,000			\$267,000		
DPW-SOLID	Fleet Replacement	\$235,000		\$235,000		\$235,000			
	TOTAL SOLID WASTE FUND	\$2,036,000	\$1,534,000	\$502,000	\$0	\$235,000	\$267,000	\$0	\$0
	TOTAL 2025 CAPITAL IMPROVEMENTS PROGRAM	\$18,163,098	\$11,573,078	\$5,970,020	\$370,950	\$855,000	\$684,070	\$0	\$4,060,000



CAPITAL
IMPROVEMENTS
PROGRAM
-AND-
OTHER CAPITAL
PROJECTS
2026-2031



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Lebanon City Council

CC: Andrew Hosmer, City Manager
David Brooks, Deputy City Manager
Alesia Williams, Finance Director

FROM: Tim Corwin, Deputy Planning & Development Director

RE: Capital Improvement Program – 2026-2031

DATE: October 6, 2025

Honorable Mayor and City Councilors,

At its meeting on September 8, 2025, the Planning Board reviewed the proposed Capital Improvement Program for 2026-2031, discussing those projects that meet the definition of a CIP Item regardless of which year(s) the projects are proposed for funding.

Once again, this year's CIP list includes projects anticipated for funding beyond the immediate 6-year time period in order to further enhance the usefulness of the CIP as a financial and community planning tool. Including projects beyond the typical 6-year time period is a component of the Council's Debt Management Policy (CC-107) and provides a preview of needed capital projects that cannot be funded in the immediate planning horizon.

The following CIP projects for the 2026-2031+ timeframe were reviewed by the Planning Board (projects proposed for funding in 2026 are ***italicized and bolded***):

<u>Department</u>	<u>Project Description</u>
<i>Airport</i>	<i>T-Hangar Construction</i>
Airport	Taxiway A Extension Phase 2
Airport	Taxiway A Extension Phase 3
Fire	Station 2 Replacement
Public Works	Route 120–Etna–Old Etna Road Pedestrian Improvements
Public Works	Mechanic St/Slayton Hill Rd/Mascoma St Reconstruction
Public Works	Mechanic Street Sidewalk – Buckingham Place to Poverty Lane
Public Works	Mechanic St Sidewalk - American Legion to Slayton Hill Rd
Public Works	Mechanic St Sidewalk – Rivermill Bus Stop to Slayton Hill Rd
Public Works	Hanover Street Improvements
<i>Public Works</i>	<i>Mechanic St/Mascoma St/High St Roundabout</i>
Public Works	School Street /Meriden Road Safety Improvements
Recreation, Arts, & Parks	Mascoma River Greenway Extension
Recreation, Arts, & Parks	MRG to Mascoma Street Path
Public Works	Large Groundwater Well and Water Treatment Facility
Public Works	Centerra Water Main Extension
<i>Public Works</i>	<i>Landfill Expansion Phase 3 and 4 Design, Permitting & Construction</i>

At the conclusion of the discussion, the Planning Board passed the following motion:

A MOTION was made by Andrew Faunce that the Lebanon Planning Board approves the Capital Improvement Program for the six-year period (2026-2031) as presented at the September 8, 2025 Planning Board meeting, and hereby submits Year 1 (2026) of the CIP as the Board's recommendation to the City Council for capital budget funding for 2026.

The 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 that they are funded in a responsible and systematic fashion.

Notwithstanding the above, the Planning Board appreciates the City Council's consideration of how funding capital improvements may increase the residential tax rate and understands that such may result in the postponement of CIP project expenditures recommended for 2026 or in alternative financial strategies to minimize year over year increases.

The MOTION was seconded by Richard Ford Burley.

**The MOTION was approved (7-1-2)*

Attached for reference are copies of the Planning & Development Department's August 21st memorandum to the Planning Board and the draft minutes from the Planning Board meetings of August 25th and September 8th, at which meetings the CIP was discussed.

ATTACHMENTS

- Overview of the 2026-2031 Capital Improvements Program
- 2026-2031 CIP – adopted by the Planning Board on 9/8/25
- 2026-2021 CIP – Unfunded Projects List
- 2026 Capital Budget - DRAFT
- 2026 Capital project materials and information
- 2026-2031 School District CIP
- 8/21/25 Planning & Development Department memorandum to the Planning Board
- August 25, 2025 Planning Board draft meeting minutes
- September 8, 2025 Planning Board draft meeting minutes (excerpt)

OVERVIEW OF THE 2026-2031 CAPITAL IMPROVEMENTS PROGRAM

GENERAL

A six-year Capital Improvements Program (CIP) is developed and updated annually. The following pages contain the City of Lebanon's 2026-2031 CIP and other capital projects.

In reviewing the CIP, it should be kept in mind that it is one of the community's most important physical and financial planning tools. Proposals set forth in this CIP and succeeding CIPs influence the standard of facilities and services the City of Lebanon provides its citizens in the future. As such, careful analysis and evaluation is necessary if it is to serve as a rational planning guideline for necessary community improvements. It should be noted that no formal action is required by the City Council on financing for years two through six of the CIP (2027-2031); only year one (2026) will be considered as part of the approval process of the 2024 Budget by the City Council.

This 2026-2031 Capital Improvements Program is an essential component of the City's financial planning effort and provides the long-range perspective and framework for addressing its capital improvements needs. As a companion to the annual budget, the CIP provides the mechanism for anticipating future facility and infrastructure requirements and ensuring that they are funded in a responsible and systematic fashion. The cost of individual projects is based on the best estimates available at the time this plan was prepared; actual project costs are a function of detailed study by architects and engineers.

LEGAL BASIS FOR CAPITAL PROGRAMMING

The 2026-2031 CIP is prepared pursuant to RSA Chapter 674:5 - 674:8, which in summary, grants to the City Council, as the City's legislative body, the authority to authorize the Planning Board to prepare and amend a recommended Capital Improvements Program for submission to the City Council to assist in its consideration of the annual budget.

674:5 Authorization. – *In a municipality where the planning board has adopted a master plan, the local legislative body may authorize the planning board to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. As an alternative, the legislative body may authorize the governing body of a municipality to appoint a capital improvement program committee, which shall include at least one member of the planning board and may include but not be limited to other members of the planning board, the budget committee, or the town or city governing body, to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years. The capital improvements program may encompass major projects being currently undertaken or future projects to be undertaken with federal, state, county and other public funds. The sole purpose and effect of the capital improvements program shall be to aid the mayor or selectmen and the budget committee in their consideration of the annual budget.*
-- Source. 1983, 447:1. 2002, 90:1, eff. July 2, 2002.

674:6 Purpose and Description. – *The capital improvements program shall classify projects according to the urgency and need for realization and shall recommend a time sequence for their implementation. The program may also contain the estimated cost of each project and indicate probable operating and maintenance costs and probable revenues, if any, as well as existing sources of funds or the need for additional sources of funds for the implementation and operation*

of each project. The program shall be based on information submitted by the departments and agencies of the municipality and shall take into account public facility needs indicated by the prospective development shown in the master plan of the municipality or as permitted by other municipal land use controls.

-- Source. 1983, 447:1, eff. Jan. 1, 1984.

674:7 Preparation. –

I. In preparing the capital improvements program, the planning board or the capital improvement program committee shall confer, in a manner deemed appropriate by the board or the committee, with the mayor or the board of selectmen, or the chief fiscal officer, the budget committee, other municipal officials and agencies, the school board or boards, and shall review the recommendations of the master plan in relation to the proposed capital improvements program.

II. Whenever the planning board or the capital improvement program committee is authorized and directed to prepare a capital improvements program, every municipal department, authority or agency, and every affected school district board, department or agency, shall, upon request of the planning board or the capital improvement program committee, transmit to the board or committee a statement of all capital projects it proposes to undertake during the term of the program. The planning board or the capital improvement program committee shall study each proposed capital project, and shall advise and make recommendations to the department, authority, agency, or school district board, department or agency, concerning the relation of its project to the capital improvements program being prepared.

-- Source. 1983, 447:1. 1995, 43:1. 2002, 90:2, eff. July 2, 2002.

674:8 Consideration by Mayor and Budget Committee. – Whenever the planning board or the capital improvement program committee has prepared a capital improvements program under RSA 674:7, it shall submit its recommendations for the current year to the mayor or selectmen and the budget committee, if one exists, for consideration as part of the annual budget.

-- Source. 1983, 447:1. 2002, 90:3, eff. July 2, 2002.

CAPITAL IMPROVEMENT PROGRAM ITEMS

For the purpose of the Planning Board's Capital Improvements Program, Capital Improvement Program Items (CIP Items) will be those items that pertain to planning and land use within the City only. CIP Items include:

- a) Any Physical Public Betterment and studies relative thereto with an estimated cost or value in excess of \$100,000;
- b) Acquisition of land, regardless of estimated cost;
- c) Construction of new buildings and facilities with an estimated value in excess of \$100,000;
- d) Facilities engineering design and other preconstruction costs in excess of \$100,000, unless such costs are part of a project that does not result in more capacity for growth;
- e) Reconstruction of existing facilities resulting in more capacity for City growth with an estimated cost or value in excess of \$100,000.

Capital items that are operational in scope, vehicles for example, are not considered to be CIP Items.

A **Physical Public Betterment** shall mean any new use of land or infrastructure that is for the benefit of the community. Excluded from this definition are operational maintenance and

improvements accruing a benefit to the community, which do not increase capacity for growth, for example resurfacing a road, fixing a sidewalk, and other in-kind repairs.

PLANNING BOARD

It is the Planning Board's responsibility to review and revise the Capital Improvement Plan as presented by the Administration, and to develop the CIP with a view toward ensuring that proposed projects are compatible and complementary with the Master Plan.

REVIEW OF THE CIP

The CIP is drafted and reviewed according to the Capital Improvement Program Policy and Procedures document adopted by the Lebanon Planning Board on September 22, 2003 and revised on February 27, 2023. The procedure begins early in the year when the Planning Board evaluates the prior years' adopted Capital Budget and may initiate the preliminary CIP Project List for the coming year and may make recommendations relevant to the CIP. In April, the Planning and Development Department distributes the preliminary CIP Project List (if one is prepared by the Planning Board) and other materials to the departments and instructs them to prepare the description and documentation for each of the proposed projects for return to the Planning Department in May. In June, the Planning and Finance Departments and the City Manager review the submissions from the departments to analyze fiscal capacity and financial programming for the projects and submit the draft CIP to the Planning Board for evaluation in July or August. After review and revision, the Planning Board adopts the CIP and submits its recommendations for the next year's capital budget along with the CIP to the City Council through the City Manager. A copy of the adopted CIP is also filed with the NH Office of Planning & Development in accordance with RSA 675:9.

The City's Finance Department will estimate the impacts of individual projects in terms of Operating Costs, Debt Service, and Tax Rate Impacts, where appropriate, as the CIP moves through the review process.

SCHOOL DISTRICT CIP

The Lebanon School District has provided the City with a copy of the SAU's draft Capital Improvements Plan for 2026-2031. With this information, the City can review proposed City capital expenditures along with proposed School District capital expenditures in order to better understand and evaluate the total impact on the community and to help maintain a level tax rate for the citizens of Lebanon.

CITY OF LEBANON, NH

2026-2031 CAPITAL IMPROVEMENTS PLAN (CIP)

ADOPTED BY THE PLANNING BOARD ON SEPTEMBER 8, 2025

Department	Project Name	Total Appropriated	Prior to 2026	2026-2031	2026	2027	2028	2029	2030	2031	2032+
AIRPORT FUND											
AIR	2026 T-Hangar Construction	\$4,120,000	\$0	\$4,120,000	\$4,120,000	\$0	\$0	\$0	\$0	\$0	
NEW-AIR	Pavement Management Plan	\$85,000	\$0	\$85,000	\$85,000	\$0	\$0	\$0	\$0	\$0	
NEW-AIR	Taxiway A Extension Phase 2	\$3,925,000	\$0	\$3,925,000	\$0	\$3,925,000	\$0	\$0	\$0	\$0	
NEW-AIR	South Apron Rehabilitation	\$1,090,000	\$0	\$1,090,000	\$0	\$0	\$1,090,000	\$0	\$0	\$0	
NEW-AIR	Taxiway A Extension Phase 3	\$3,900,000	\$0	\$3,900,000	\$0	\$0	\$0	\$0	\$3,900,000	\$0	
NEW-AIR	Replace Airfield Electrical Vault	\$1,170,000	\$0	\$1,170,000	\$0	\$0	\$0	\$0	\$0	\$1,170,000	
	TOTAL AIRPORT	\$14,290,000	\$0	\$14,290,000	\$4,205,000	\$3,925,000	\$1,090,000	\$0	\$3,900,000	\$1,170,000	\$0
GENERAL FUND											
FACILITIES											
FIRE	Fire Station 2 Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,200,000
DPW	City Hall Renovations Phase 5	\$6,998,600	\$6,998,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$654,000
FLEET & EQUIPMENT											
FIRE	Ambulance Replacement	\$900,000	\$0	\$900,000	\$0	\$450,000	\$0	\$0	\$0	\$450,000	
FIRE	Personal Protective Equipment	\$294,000	\$0	\$294,000	\$0	\$0	\$0	\$294,000	\$0	\$0	
DPW	Fleet Replacement	\$4,360,000	\$0	\$4,360,000	\$620,000	\$525,000	\$790,000	\$725,000	\$1,190,000	\$510,000	
ROADS & BRIDGES											
DPW	Route 120-Etna-Old Etna Road Pedestrian Improvements	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,350,000
DPW	Hanover Street/Route 120 Bridge Replacement #121-117	\$2,848,250	\$2,675,000	\$173,250	\$0	\$173,250	\$0	\$0	\$0	\$0	
DPW	Mack Avenue Infrastructure Improvements	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$900,000
DPW	Estabrook Circle and Maple Street Stormwater Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,181,250
DPW	Mechanic St/Slayton Hill Rd/Mascoma St Intersection Reconstruction	\$5,835,990	\$425,000	\$5,410,990	\$388,000	\$0	\$37,000	\$0	\$4,989,990	\$0	
DPW	Mechanic St Sidewalk - Buckingham Pl to Poverty Ln (Phase 1)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,950,920
DPW	Mechanic St Sidewalk - Rivermill Bus Stop to Slayton Hill Rd (Phase 3)	\$2,518,690	\$0	\$2,518,690	\$0	\$152,230	\$0	\$139,380	\$2,227,080	\$0	
DPW	Hanover Street Reconstruction - Route 120 to Mascoma Street	\$513,590	\$0	\$513,590	\$0	\$513,590	\$0	\$0	\$0	\$0	\$5,453,020
DPW	Mechanic Street - High Street - Mascoma Street Roundabout	\$4,689,548	\$4,669,748	\$19,800	\$19,800	\$0	\$0	\$0	\$0	\$0	
DPW	Green Street and Shaw Street Reconstruction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,727,740
DPW	Elm Street and Union Street Reconstruction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,579,690
DPW	School St / Moriden Rd Safety Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$635,170
DPW	Trues Brook Road Bridge Replacement #066-059	\$5,602,550	\$5,369,330	\$233,220	\$233,220	\$0	\$0	\$0	\$0	\$0	
OTHER											
REC	Mascoma River Greenway Extension	\$2,400,000	\$465,000	\$1,935,000	\$0	\$1,506,000	\$429,000	\$0	\$0	\$0	
REC	MRG to Mascoma Street Path	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$408,000
REC	Northern Rail Trail Retaining Wall	\$275,000	\$0	\$275,000	\$0	\$275,000	\$0	\$0	\$0	\$0	
	TOTAL GENERAL FUND	\$37,566,218	\$20,932,678	\$16,633,540	\$1,261,020	\$3,595,070	\$1,256,000	\$1,168,380	\$8,403,070	\$960,000	\$32,039,790
WATER FUND											
DPW-WATER	Large Groundwater Well and Water Treatment Facility	\$17,310,000	\$1,910,000	\$15,400,000	\$0	\$15,400,000	\$0	\$0	\$0	\$0	
DPW-WATER	Hanover Street Reconstruction - Route 120 to Mascoma Street	\$35,420	\$0	\$35,420	\$0	\$35,420	\$0	\$0	\$0	\$0	\$942,950
DPW-WATER	Mechanic St/Slayton Hill Rd/Mascoma St Intersection Reconstruction	\$89,790	\$0	\$89,790	\$0	\$0	\$0	\$0	\$89,790	\$0	
NEW-DPW-WATER	Centerra Water Main Extension	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,650,000
DPW-WATER	Mack Avenue Infrastructure Improvements	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
DPW-WATER	Estabrook Circle and Maple Street Stormwater Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,012,500
DPW-WATER	Spring Street West Water Main Replacement	\$275,000	\$0	\$275,000	\$0	\$0	\$0	\$0	\$0	\$275,000	
DPW-WATER	Farnum Hill Tank - Water Age and Quality	\$390,000	\$0	\$390,000	\$390,000	\$0	\$0	\$0	\$0	\$0	
DPW-WATER	Green Street and Shaw Street Reconstruction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,338,060
DPW-WATER	Elm Street and Union Street Reconstruction	\$929,000	\$0	\$929,000	\$0	\$0	\$0	\$0	\$929,000	\$0	\$2,211,160
DPW-WATER	Water Meter Upgrade	\$929,000	\$0	\$929,000	\$0	\$0	\$0	\$0	\$929,000	\$0	
	TOTAL WATER FUND	\$19,089,210	\$1,970,000	\$17,119,210	\$390,000	\$15,435,420	\$0	\$0	\$1,018,790	\$275,000	\$8,254,670
SEWER FUND											
DPW-SEWER	Hanover Street Reconstruction - Route 120 to Mascoma Street	\$41,320	\$0	\$41,320	\$0	\$41,320	\$0	\$0	\$0	\$0	\$1,100,110
DPW-SEWER	Mechanic St/Slayton Hill Rd/Mascoma St Intersection Reconstruction	\$112,220	\$0	\$112,220	\$0	\$0	\$0	\$0	\$112,220	\$0	
DPW-SEWER	Fleet Replacement	\$80,000	\$0	\$80,000	\$0	\$0	\$0	\$80,000	\$0	\$0	
DPW-SEWER	Mack Avenue Infrastructure Improvements	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
DPW-SEWER	Estabrook Circle and Maple Street Stormwater Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,181,250
DPW-SEWER	Green Street and Shaw Street Reconstruction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,727,740
DPW-SEWER	Elm Street and Union Street Reconstruction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,579,690
DPW-SEWER	Water Meter Upgrade	\$929,000	\$0	\$929,000	\$0	\$0	\$0	\$0	\$929,000	\$0	
NEW-DPW-SEWER	Route 12A Pump Station	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
	TOTAL SEWER FUND	\$1,222,540	\$60,000	\$1,162,540	\$0	\$41,320	\$0	\$80,000	\$1,041,220	\$0	\$9,588,790
SOLID WASTE FUND											
DPW-SOLID	Landfill Phase 3-4 Design, Permitting, and Construction	\$17,370,000	\$1,534,000	\$15,836,000	\$267,000	\$15,300,000	\$0	\$269,000	\$0	\$0	\$40,000,000
DPW-SOLID	Fleet Replacement	\$1,840,000	\$0	\$1,840,000	\$235,000	\$225,000	\$450,000	\$450,000	\$230,000	\$250,000	
	TOTAL SOLID WASTE FUND	\$19,210,000	\$1,534,000	\$17,676,000	\$502,000	\$15,525,000	\$450,000	\$719,000	\$230,000	\$250,000	\$40,000,000
TOTAL CITY CAPITAL IMPROVEMENTS PROGRAM		\$91,377,968	\$24,496,678	\$66,881,290	\$6,358,020	\$38,521,810	\$2,796,000	\$1,957,380	\$14,593,080	\$2,655,000	\$89,883,250
TOTAL LEBANON SCHOOL DISTRICT CAPITAL IMPROVEMENTS PROGRAM		\$12,631,970	\$1,014,400	\$12,631,970	\$1,014,400	\$1,303,230	\$3,917,281	\$2,156,910	\$2,494,630	\$3,027,240	\$5,682,240
TOTAL 2026 - 2031 CAPITAL IMPROVEMENTS PROGRAM		\$79,746,000	\$25,511,078	\$54,249,320	\$5,343,620	\$37,218,580	\$2,340,000	\$1,784,470	\$17,087,710	\$5,682,240	

bold italicized project names reviewed by Planning Board as CIP Program Items.

2026-2031 CIP - Unfunded Projects

Department	Project Name	Projected Cost
<u>GENERAL FUND</u>		
<u>FACILITIES</u>		
FIRE	Fire Station 2 Replacement	\$14,200,000
DPW	City Hall Renovations Phase 5	\$654,000
<u>ROADS & BRIDGES</u>		
DPW	Route 120–Etna–Old Etna Road Pedestrian Improvements	\$1,350,000
DPW	Mack Avenue Infrastructure Improvements	\$900,000
DPW	Estabrook Circle and Maple Street Stormwater Improvements	\$1,181,250
DPW	Mechanic St Sidewalk - Buckingham Pl to Poverty Ln (Phase 1)	\$1,950,920
DPW	Hanover Street Reconstruction - Route 120 to Mascoma Street	\$5,453,020
DPW	Green Street and Shaw Street Reconstruction	\$2,727,740
DPW	Elm Street and Union Street Reconstruction	\$2,579,690
DPW	School St / Meriden Rd Safety Improvements	\$635,170
<u>OTHER</u>		
REC	MRG to Mascoma Street Path	\$408,000
TOTAL GENERAL FUND		\$32,039,790
<u>WATER FUND</u>		
DPW-WATER	Hanover Street Reconstruction - Route 120 to Mascoma Street	\$942,950
NEW-DPW-WATER	Centerra Water Main Extension	\$1,650,000
DPW-WATER	Mack Avenue Infrastructure Improvements	\$100,000
DPW-WATER	Estabrook Circle and Maple Street Stormwater Improvements	\$1,012,500
DPW-WATER	Green Street and Shaw Street Reconstruction	\$2,338,060
DPW-WATER	Elm Street and Union Street Reconstruction	\$2,211,160
TOTAL WATER FUND		\$8,254,670
<u>SEWER FUND</u>		
DPW-SEWER	Hanover Street Reconstruction - Route 120 to Mascoma Street	\$1,100,110
DPW-SEWER	Estabrook Circle and Maple Street Stormwater Improvements	\$1,181,250
DPW-SEWER	Green Street and Shaw Street Reconstruction	\$2,727,740
DPW-SEWER	Elm Street and Union Street Reconstruction	\$2,579,690
NEW-DPW-SEWER	Route 12A Pump Station	\$2,000,000
TOTAL SEWER FUND		\$9,588,790
<u>SOLID WASTE FUND</u>		
DPW-SOLID	Landfill Phase 3-4 Design, Permitting, and Construction	\$40,000,000
TOTAL SOLID WASTE FUND		\$40,000,000
TOTAL UNFUNDED CITY CAPITAL IMPROVEMENTS PROGRAM		\$89,883,250

CITY OF LEBANON, NH

2026 Capital Budget - *DRAFT*

Department	Project Name	Total Appropriated	Prior to 2026	2026	Bonds/Note Proceeds/Debt	Existing Funds from CRF	Transfers to CIP	Other (SAD, sale proceeds, etc)	Inter- governmental Grants
	<u>AIRPORT FUND</u>								
AIR	2026 T-Hangar Construction	\$4,120,000	\$0	\$4,120,000	\$370,950				\$3,749,050
NEW-AIR	Pavement Management Plan	\$85,000	\$0	\$85,000			\$2,120		\$82,880
	TOTAL AIRPORT	\$4,205,000	\$0	\$4,205,000	\$370,950	\$0	\$2,120	\$0	\$3,831,930
	<u>GENERAL FUND</u>								
<u>FLEET & EQUIPMENT</u>									
DPW	Fleet Replacement	\$620,000		\$620,000		\$620,000			
<u>ROADS & BRIDGES</u>									
DPW	Mechanic St/High St/Mascoma St Roundabout	\$4,689,548	\$4,669,748	\$19,800			\$19,800		
DPW	Trues Brook Road Bridge Replacement #066-059	\$5,602,550	\$5,369,330	\$233,220			\$5,150		\$228,070
	TOTAL GENERAL FUND	\$11,532,098	\$10,039,078	\$873,020	\$0	\$620,000	\$24,950	\$0	\$228,070
	<u>WATER FUND</u>								
DPW-WATER	Farnum Hill Tank – Water Age and Quality	\$390,000	\$0	\$390,000			\$390,000		
	TOTAL WATER FUND	\$390,000	\$0	\$390,000	\$0	\$0	\$390,000	\$0	\$0
	<u>SOLID WASTE FUND</u>								
DPW-SOLID	Landfill Phase 3-4 Design, Permitting, and Construction	\$1,801,000	\$1,534,000	\$267,000			\$267,000		
DPW-SOLID	Fleet Replacement	\$235,000		\$235,000		\$235,000			
	TOTAL SOLID WASTE FUND	\$2,036,000	\$1,534,000	\$502,000	\$0	\$235,000	\$267,000	\$0	\$0
	TOTAL 2025 CAPITAL IMPROVEMENTS PROGRAM	\$18,163,098	\$11,573,078	\$5,970,020	\$370,950	\$855,000	\$684,070	\$0	\$4,060,000

2026 CAPITAL BUDGET PROJECT

T-HANGAR CONSTRUCTION

2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

1. **DEPARTMENT:** Airport
2. **PROJECT TITLE:** T-Hangar Construction
3. **PURPOSE OF PROJECT REQUEST FORM:** New Project
4. **DEPARTMENT PRIORITY:** New Service
5. **LOCATION:** Echo Apron
6. **PROJECT DESCRIPTION/JUSTIFICATION:** All of the airport T-Hangars are full and have been since 2022. There is a waiting list of eight aircraft owners currently looking for storage space.
7. **ONGOING MAINTENANCE & OPERATING EXPENSES** (anticipated costs and funding sources): Annual revenue from one of the existing 10-unit buildings is \$82,700. The estimated bond payment each year for 20 years would be \$32,000 and the current property tax is \$12,000 for total annual payments of \$44,000. The hangars would be revenue positive after construction.

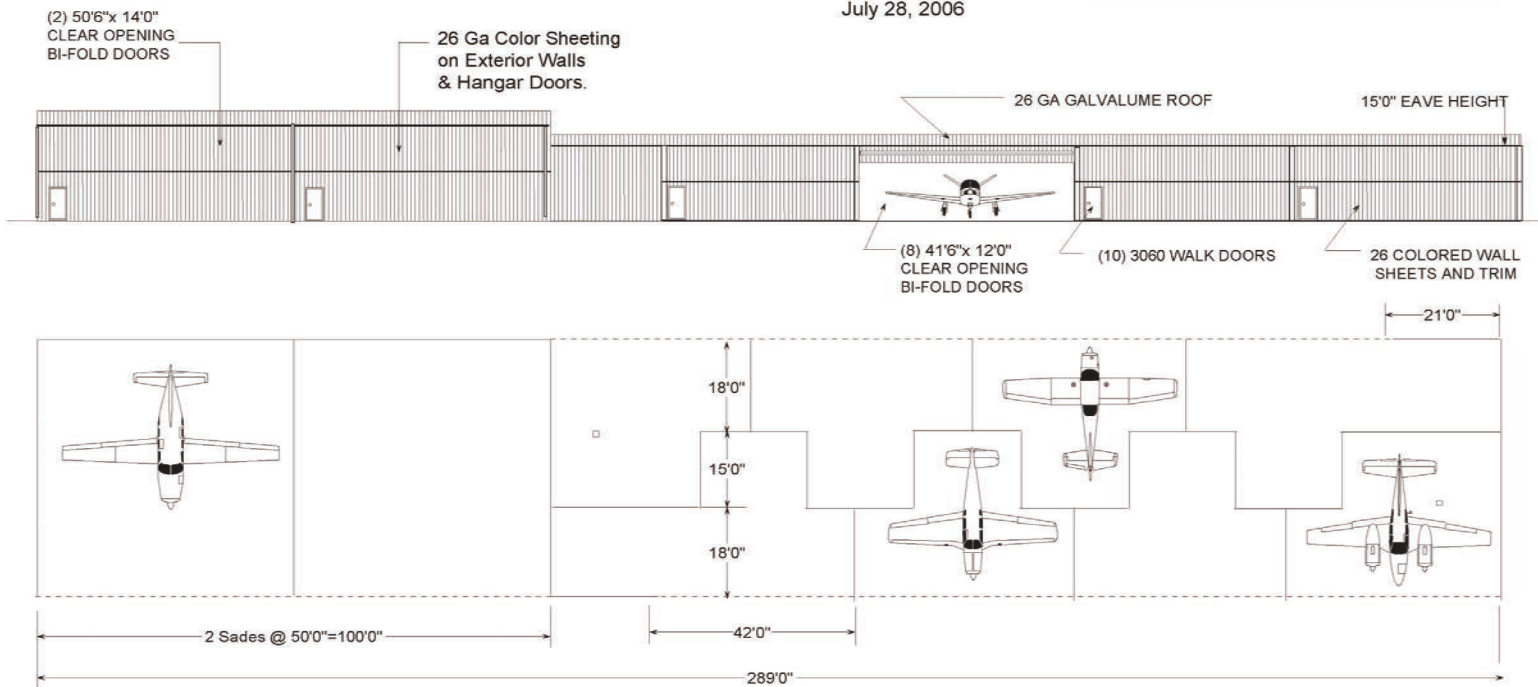
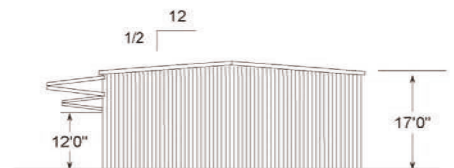


NTS

LEBANON MUNICIPAL AIRPORT
PROPOSED 8-UNIT HANGAR



Lebanon Airport
Lebanon, NH
8 UNIT N51-42 w/ RG51-50
July 28, 2006



2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #2: *T-Hangar Construction*

8. FINANCIAL PLAN AND PROJECT SCHEDULE

				<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2026-2031</u>	<u>2032+</u>
EXPENDITURES											
Design/Engineering				\$740,000	\$0	\$0	\$0	\$0	\$0	\$740,000	\$0
Construction/Implementation				\$3,380,000	\$0	\$0	\$0	\$0	\$0	\$3,380,000	\$0
Property/Equipment Acquisition				\$0	\$0	\$0	\$0		\$0	\$0	\$0
TOTAL				<u>\$4,120,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$4,120,000</u>	<u>\$0</u>
FUNDING											
Current (Operating Budget)		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt		Supported by:	Taxes	Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Supported by:	Water Rates	Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Supported by:	Sewer Rates	Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Supported by:	Airport		\$370,949	\$0	\$0	\$0	\$0	\$370,949	\$0
		Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund		Specify Fund:	Fire Department Vehicle/Equipment		\$0	\$0	\$0		\$0	\$0	\$0
		Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants		Specify:	NHDOT		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify:	FAA		\$3,570,525	\$0	\$0	\$0	\$0	\$3,570,525	\$0
		Specify:	NHDOT Bureau of Aeronautics		\$178,526	\$0	\$0	\$0	\$0	\$178,526	\$0
		Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds		Specify:	Water Investment Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify:	Public Facilities Impact Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other		Specify:	Private Contributions		\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL				<u>\$4,120,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$4,120,000</u>	<u>\$0</u>

2026 CAPITAL BUDGET PROJECT

**PAVEMENT
MANAGEMENT
PLAN**

2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #1

This form includes basic information for each department project request. It must be completed for each project whether for a **NEW PROJECT**, a **MODIFICATION OF AN EXISTING PROJECT**, **CONTINUATION OF AN ON-GOING PROJECT**, or **CANCELLATION OF A PREVIOUSLY APPROVED PROJECT**.

1. **DEPARTMENT:** Airport
2. **PROJECT TITLE:** Pavement Management Plan
3. **PURPOSE OF PROJECT REQUEST FORM:** New Project
4. **DEPARTMENT PRIORITY:** Mandatory
5. **LOCATION:** Runways, Taxiways, and Aprons
6. **PROJECT DESCRIPTION/JUSTIFICATION:** A pavement management plan is required by the FAA sponsor assurances that accompany grant agreements. The FAA is requiring a plan due to the projects to add additional pavement at the airport.
7. **ONGOING MAINTENANCE & OPERATING EXPENSES** (anticipated costs and funding sources):

Source	Amount
Federal	\$80,750
State	\$2,125
Local	\$2,125
Total	\$85,000

The project is a maintenance plan and pavement condition report for the existing airport pavement.

2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #2: *Pavement Management Plan*

8. FINANCIAL PLAN AND PROJECT SCHEDULE

				2026	2027	2028	2029	2030	2031	2026-2031	2032+
EXPENDITURES											
Design/Engineering				\$85,000	\$0	\$0	\$0	\$0	\$0	\$85,000	\$0
Construction/Implementation				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		TOTAL		\$85,000	\$0	\$0	\$0	\$0	\$0	\$85,000	\$0
FUNDING											
Current (Operating Budget)		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes	Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Water Rates	Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Sewer Rates	Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund		Specify Fund:	Fire Department Vehicle/Equipment	\$0	\$0	\$0	\$0		\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA		\$80,750	\$0	\$0	\$0	\$0	\$0	\$80,750	\$0
	Specify:	NHDOT Bureau of Aeronautics		\$2,125	\$0	\$0	\$0	\$0	\$0	\$2,125	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Transfer to CIP		\$2,125	\$0	\$0	\$0	\$0	\$0	\$2,125	\$0
Other	Specify:	Private Contributions		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		TOTAL		\$85,000	\$0	\$0	\$0	\$0	\$0	\$85,000	\$0

2026 CAPITAL BUDGET PROJECT

**FLEET
REPLACEMENT**

2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works – Maintenance Services, Solid Waste Facilities, Sewer Fund and Water Fund
2. **PROJECT TITLE & NUMBER:** Fleet Replacement
3. **PURPOSE OF PROJECT REQUEST FORM:** Maintain a reliable Public Works Fleet that meets current mission requirements.
4. **DEPARTMENT PRIORITY:** Maintenance of existing fleet and to improve efficiency
5. **LOCATION:** Various – Highway, Sewer, Water and Solid Waste
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The Fleet Replacement Plan that had been utilized is a continuation of a Fleet Replacement Plan that evaluates equipment assigned to the fleet in comparison to the current mission. Life cycle time and other factors such as cost of operations and reliability are used as the primary basis for the replacement plan.

The fleet replacement plan includes the entire DPW fleet including Highway & Operations, Water, Sewer and Solid Waste. The entire fleet list for Operations & Highway, Water, Sewer and Solid Waste and the recommended 5-year replacement plan is provided in attachment no 1.

The CIP 2026 proposes **\$855,000.00** of equipment leases/purchases:

DPW O&M: (\$620,000)

#10 6-wheel plow truck (replaces 2015) \$300,000

#14 Sidewalk Tractor with attachments (replaces 2018) \$250,000

#87 Ford f-250 four door pickup truck (replaces 2016) \$70,000

Solid Waste: (\$235,000)

#41 wheeled skid steer (replaces 2019) \$110,000

#78 tracked skid steer with attachments (replaces 2013) \$125,000

These pieces of equipment are critical to the daily operations and snow removal

2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #2:

DPW FLEET

7. FINANCIAL PLAN AND PROJECT SCHEDULE

			<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2026-2031</u>
EXPENDITURES									
Design/Engineering			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property/Equipment Acquisition			<u>\$855,000</u>	<u>\$750,000</u>	<u>\$1,240,000</u>	<u>\$1,255,000</u>	<u>\$1,420,000</u>	<u>\$760,000</u>	<u>\$6,280,000</u>
TOTAL			<u>\$855,000</u>	<u>\$750,000</u>	<u>\$1,240,000</u>	<u>\$1,255,000</u>	<u>\$1,420,000</u>	<u>\$760,000</u>	<u>\$6,280,000</u>
FUNDING									
Current (Operating Budget)	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes Gfund	\$0						\$0
	Supported by:	Water Rates Wfund	\$0						\$0
	Supported by:	Sewer Rates Sfund	\$0						\$0
	Supported by:	Landfill	\$0						\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	Gfund	\$620,000	\$525,000	\$790,000	\$725,000	\$1,190,000	\$510,000	\$4,360,000
	Specify Fund:	Wfund	\$0		\$0	\$0	\$0	\$0	\$0
	Specify Fund:	Sfund	\$0	\$0	\$0	\$80,000	\$0	\$0	\$80,000
	Specify Fund:	Landfill	\$235,000	\$225,000	\$450,000	\$450,000	\$230,000	\$250,000	\$1,840,000
Grants	Specify:	NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Imp	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contribution	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL			<u>\$855,000</u>	<u>\$750,000</u>	<u>\$1,240,000</u>	<u>\$1,255,000</u>	<u>\$1,420,000</u>	<u>\$760,000</u>	<u>\$6,280,000</u>

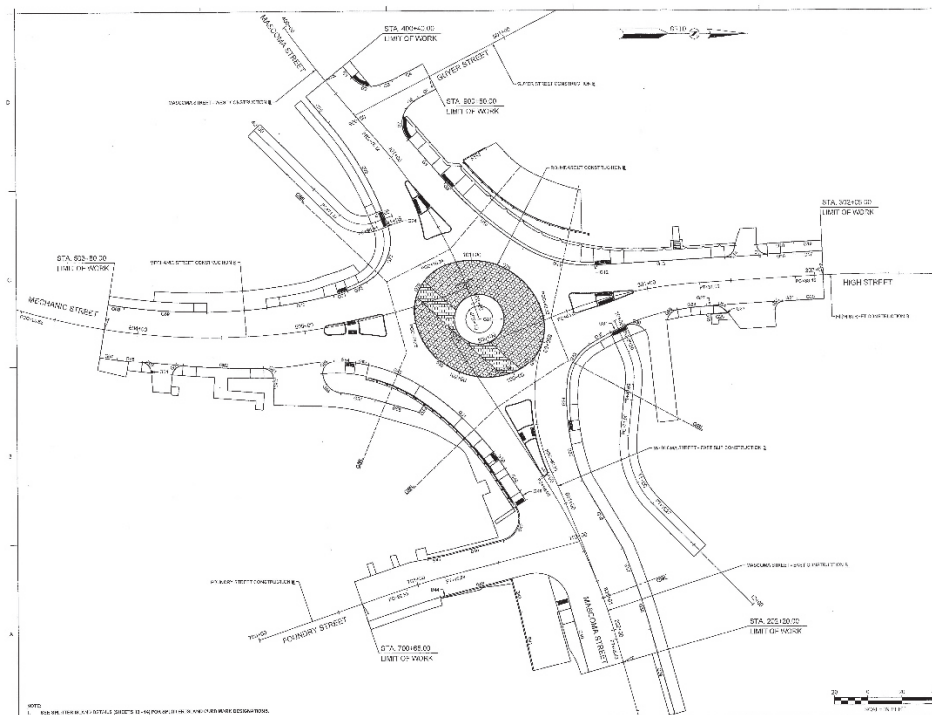
2026 CAPITAL BUDGET PROJECT

**MECHANIC ST/
MASCOMA ST/
HIGH ST
ROUNDAABOUT**

2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE & NUMBER:** Mechanic Street - High Street - Mascoma Street Roundabout
3. **PURPOSE OF PROJECT REQUEST FORM:** Modification- Continuation of an ongoing project.
4. **DEPARTMENT PRIORITY:** Maintenance and will improve Efficiency
5. **LOCATION:** Mechanic/Mascoma/High Streets Intersection Reconstruction
6. **PROJECT DESCRIPTION/JUSTIFICATION:** The project consists of a roundabout at the High St/Mechanic St/Mascoma St. intersection. The project is municipally managed and is eligible for up to 80% Federal Funding. The 2026-2031 CIP request is to fund the additional costs of the project due to inflation. The City Council previously appropriated \$4.67M for the project, consisting of \$606K for Design/Engineering, \$305M for Construction, and \$1.0M for Property/Equipment Acquisition. 2026-2031 CIP costs include \$356K for additional Construction costs due to inflation. Staff will request that the City Council reassign \$336K that was previously appropriated for property acquisition to use instead for the increased construction costs. The estimated schedule for the roundabout project is to advertise for construction bids in June 2025 for construction in 2025 and 2026.



2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #2:

Mechanic Street - High Street - Mascoma Street Roundabout

7. FINANCIAL PLAN AND PROJECT SCHEDULE

		Previous Appropriation	Proposed	2026	2027	2028	2029	2030	2031	2026-2031
EXPENDITURES		<u>\$4,669,748</u>	<u>\$4,669,748</u>							
Design/Engineering		\$605,748	\$605,748	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation		\$3,064,000	\$3,400,000	\$19,800	\$0	\$0	\$0	\$0	\$0	\$19,800
Property/Equipment Acquisition		\$1,000,000	\$664,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			TOTAL	\$19,800	\$0	\$0	\$0	\$0	\$0	\$19,800
FUNDING										
Current (Operating Budget)	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by: Taxes	Gfund		\$19,800	\$0	\$0	\$0	\$0	\$0	\$19,800
	Supported by: Water Rates	Wfund		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by: Sewer Rates	Sfund		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify: NHDOT - Project Agreement			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: FAA			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: NHDOT Bureau of Aeronautics			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify: Water Investment Fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify: Public Facilities Impact Fees			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify: Private Contributions			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
			TOTAL	\$19,800	\$0	\$0	\$0	\$0	\$0	\$19,800

2026 CAPITAL BUDGET PROJECT

**TRUES BROOK
ROAD BRIDGE**

2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #1-Trues Brook Road Bridge

1. **DEPARTMENT:** Public Works
2. **PROJECT TITLE & NUMBER:** Trues Brook Road Bridge
3. **PURPOSE OF PROJECT REQUEST FORM:** Project Modification
4. **DEPARTMENT PRIORITY:** Maintenance of the City's infrastructure to provide and ensure safe public services. (RED LISTED BRIDGE)
5. **LOCATION:** Trues Brook Road over Bloods Brook, 2nd Bridge
6. **PROJECT DESCRIPTION/JUSTIFICATION:** This Bridge was built in 1952 and rebuilt in 1986; it is showing signs of deterioration.

This bridge has been placed on the NHDOT's Red-list. The construction of the bridge is eligible for up to 100% NHDOT funding through the Municipally Owned Bipartisan Infrastructure Law (MOBIL) program. Additionally, the Design/Engineering and Property /Equipment Acquisition portion of the project is eligible for up to 80% NHDOT funding with the balance of 20% being City funding. The City Master Plan in Chapter 9 discusses the importance of maintenance of the City's bridges and infrastructure.

The 2026-2031 CIP request is to fund the additional costs required due to inflation. The City Council previously appropriated \$5.3M for the project, consisting of \$463K for Design/Engineering, \$4.79M for Construction, and \$50K for Property/Equipment Acquisition. 2026-2031 CIP costs include \$207K for Construction costs, and \$26K for additional Property/Equipment Acquisition. Bridge reconstruction is programmed for construction in 2025 and 2026.



2026-2031 Capital Improvement Program
PROJECT REQUEST FORM #2: Trues Brook Road Bridge (NHDOT#24221)
Bridge# 066/059

7. FINANCIAL PLAN AND PROJECT SCHEDULE

			Previous Appropriation	2026	2027	2028	2029	2030	2031	2026-2031
EXPENDITURES										
Design/Engineering			\$463,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation			\$4,790,000	\$207,480	\$0	\$0	\$0	\$0	\$0	\$207,480
Property/Equipment Acquisition			\$50,000	\$25,740	\$0	\$0	\$0	\$0	\$0	\$25,740
			TOTAL	\$233,220	\$0	\$0	\$0	\$0	\$0	\$233,220
FUNDING										
Current (Operating Budget)	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes	Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Water Rates	Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Sewer Rates	Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT State Aid Bridge to cover 100% of construction and 80% of remaining costs		\$228,072	\$0	\$0	\$0	\$0	\$0	\$228,072
	Specify:	FAA		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions			\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Transfer to Capital Acct to be created		\$5,148	\$0	\$0	\$0	\$0	\$0	\$5,148
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0
			TOTAL	\$233,220	\$0	\$0	\$0	\$0	\$0	\$233,220

2026 CAPITAL BUDGET PROJECT

FARNUM HILL TANK – WATER AGE AND QUALITY

2026-2031 Capital Improvement Program

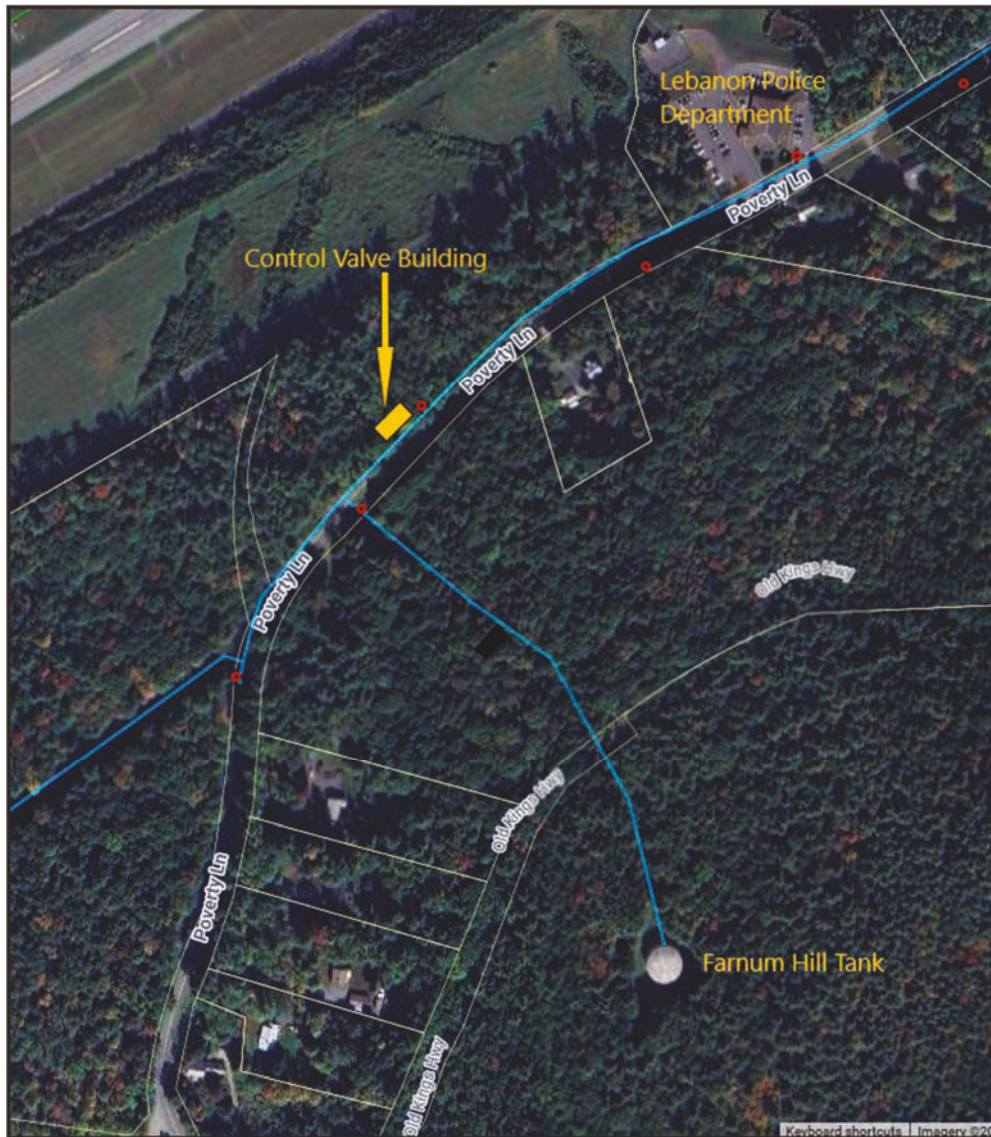
PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works/Water Division
2. **PROJECT TITLE & NUMBER:** Farnum Hill Tank – Water Age and Quality
3. **PURPOSE OF PROJECT REQUEST FORM:** Reduced the water age stored in the Farnum Hill tank, which in turn improved the water quality overall departing the storage tank.
4. **DEPARTMENT PRIORITY:** High
5. **LOCATION:** 41 Poverty Lane / 46 Airport Road
6. **PROJECT DESCRIPTION/JUSTIFICATION:** Farnum Hill (FH) Water Storage Tank capacity was designed for fire protection for the Airport and surrounding commercial businesses. Due to the larger volume necessary for fire flows a water age issue has developed in the warmer months (May - November) of the year. The related water quality issue is the reduction of chlorine disinfection residual in the Airport and surrounding commercial area. West Lebanon below the Airport PRV all the way to the Landfill has the same related issue.

The addition of an automated control valve located on Poverty Lane before the FH fill line and CAP road transmission line. Airport PRV reconfigured to the same format as NuBridge PRV to fill Crafts Hill (CH) Water Storage Tank with the addition of an automated Chlorinator system (flow pacing and analyzer adjustment) at Airport PRV with CL-17 analyzer. Using logic to control the automated valve to dictate when to fill FH, depending on CH filling and/or other variables (localized pressure and demand, etc.)

The water age in FH tank would be reduced from the current 6-day turnover (10-12 feet) to 1 day turnover. Using FH tank only to fill CH tank would lower the level in FH 4.45 feet each time, usually CH fills twice a day equaling 8.9 feet reduction in FH.

2026-2031 Capital Improvement Program



2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #2 Farnum Hill Tank - Water Age and Quality

8. FINANCIAL PLAN AND PROJECT SCHEDULE

				2026	2027	2028	2029	2030	2031	2026-2031	2032+
EXPENDITURES											
Design/Engineering				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction/Implementation				\$356,000	\$0	\$0	\$0	\$0	\$0	\$356,000	\$0
Property/Equipment Acquisition				\$34,000	\$0	\$0	\$0		\$0	\$34,000	\$0
TOTAL				\$390,000	\$0	\$0	\$0	\$0	\$0	\$390,000	\$0
FUNDING											
Current (Operating Budget)	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes	Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Water Rates	Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Sewer Rates	Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fund	Specify Fund:	Fire Department Vehicle/Equipment		\$0	\$0	\$0	\$0		\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Transfer to Capital 2110-4913-0000-9300-145		\$390,000	\$0	\$0	\$0	\$0	\$0	\$390,000	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL				\$390,000	\$0	\$0	\$0	\$0	\$0	\$390,000	\$0

2026 CAPITAL BUDGET PROJECT

**LANDFILL PHASE
3-4 DESIGN,
PERMITTING, AND
CONSTRUCTION**

2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT:** Public Works/Solid Waste Division
2. **PROJECT TITLE & NUMBER:** Landfill Expansion Phase 3 and 4 Design, Permitting & Construction
3. **PURPOSE OF PROJECT REQUEST FORM:** Extend the life expectancy of the landfill and evaluate additional disposal capacity at the Lebanon landfill.
4. **DEPARTMENT PRIORITY:** This project is a high priority as the Lebanon Regional Solid Waste Facility (Landfill) has an estimated remaining life capacity of 5 years. It is imperative that the City complete the design and permitting phase to obtain approval from NHDES in accordance with their Solid Waste Rules to increase the Landfill's lifespan. Construction should be started at least 2 years before the end of its current life capacity/expectancy of the existing cell capacity as construction schedule will be a two-year period for the new Phase 3 cell.
5. **LOCATION:**Lebanon Landfill – Phase 3 and Phase 4
6. **PROJECT DESCRIPTION/JUSTIFICATION:** Based on recent Landfill waste capacity reports, a conservative estimate of the airspace remaining at the Landfill is approximately 5 years. Because the Landfill is only permitted through Phase II-C, the City will need to go through the NHDES permitting process to permit additional capacity (Phase III and IV) to meet its long-term solid waste management goals. Phase III is expected to be located south of Phase II-C and Phase IV is expected to be located to the north of Phases I-A and I-B, the location of the existing unlined landfill. The unlined landfill was identified as an environmental burden to the city and the proposed redevelopment is expected to address environmental concerns. The comprehensive permitting process can take years, and, to provide a buffer between the next phase of construction and airspace depletion, the city started the data gathering portion of the permitting process in 2020.

In 2020 the first step was initiated to start the permitting process. This step continued into 2021 and involved a hydrogeological work plan. A study to characterize site geologic and hydrogeologic conditions of the new development areas began in 2023 and is ongoing. For the Phase III and IV areas, the hydrogeological study will:

2026-2031 Capital Improvement Program

- 1) Evaluate the suitability of the area for landfill development
- 2) Provide data for landfill design; and
- 3) Serve as the basis for recommendations regarding the locations for groundwater monitoring wells.

In 2025, the final permitting and design of Phases III and the feasibility study for Phase IV will be completed. 2025 & 2026 is planned for NHDES to review the application. 2026 would be the Phase III Type II Permit Application and Construction Documents and the fall of 2027 work is planned to start on Phase III. 2029 Phase IV Design and Type II Permit Application and Construction Documents with a projected start date for Phase IV of 2031. This work also represents the development of all necessary permits for landfill expansion and disposal capacity to 2080.

Env-Sw 808 of the Rules also requires the City to prepare a feasibility study as part of the landfill reclamation process. This feasibility study is similar in nature to a hydrogeological study but will be used to characterize the existing landfill conditions and assess its viability for reclamation. A report will need to be prepared that summarizes the feasibility study and makes the determination of whether or not it is feasible to reclaim the landfill. Assuming that the reclamation project is feasible, a reclamation work plan will then be prepared and submitted to NHDES prior to proceeding with reclamation activities.

Based on recent hydrogeological work performed in the State of New Hampshire at other landfill sites, and the similarities between what we anticipate being required by the NHDES, the following tasks will be required as part of the design and permitting of Phase 3 and Phase 4 of the landfill (Tasks are shown in escalated Dollars):

- 1) Phase III Type II Permit Application and Construction Documents and permit Support. \$267,000
- 2) Phase IV Type II Permit Application and Construction Documents. \$269,000

The Phase 3 area is approximately 14.5 acres and approximate construction costs are about \$15,300,000 and will take approximately 2 years to construct. Phase 4 construction is the current area of the unlined landfill and is approximately 20 acres. To cover costs associated with excavation, material processing, management of soils, landfill gas, and leachate, and new landfill construction of Phase IV, a total of \$40,000,000, is projected based on escalated costs and the consideration that a design has yet to be prepared. This project will span several years as the landfilled waste will need to be excavated and sorted. The Phase 4 project may begin as early as 2031.

2026-2031 Capital Improvement Program



2026-2031 Capital Improvement Program

PROJECT REQUEST FORM #2: Landfill Expansion Phase 3 and 4 Design, Permitting & Construction

7. FINANCIAL PLAN AND PROJECT SCHEDULE

			<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2026-2031</u>	<u>2032+</u>
EXPENDITURES										
Design/Engineering			\$267,000	\$0	\$0	\$269,000	\$0	\$0	\$536,000	\$40,000,000
Construction/Implementation			\$0	\$15,300,000	\$0	\$0	\$0	\$0	\$15,300,000	\$0
Property/Equipment Acquisition			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL			\$267,000	\$15,300,000	\$0	\$269,000	\$0	\$0	\$15,836,000	\$40,000,000
FUNDING										
Current (Operating B	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt	Supported by:	Taxes Gfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Water Rates Wfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Sewer Rates Sfund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Supported by:	Solid Waste Fund SWFund	\$0	\$15,300,000	\$0	\$269,000	\$0	\$0	\$15,569,000	\$40,000,000
	Supported by:	Unassigned Fund Balance	\$267,000	\$0	\$0	\$0	\$0	\$0	\$267,000	\$0
	Supported by:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve Fun	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify Fund:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants	Specify:	NHDOT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	FAA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	NHDOT Bureau of Aeronautics	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Existing Funds	Specify:	Water Investment Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:	Public Facilities Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	Specify:	Private Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Specify:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL			\$267,000	\$15,300,000	\$0	\$269,000	\$0	\$0	\$15,836,000	\$40,000,000

LEBANON SCHOOL DISTRICT CIP 2026-2031_Draft

Page 1 of 2

Lebanon School District Capital Improvement Plan 2026-2031										
		School	Total Appropriated	2026	2027	2028	2029	2030	2031	
		MLS	\$ 2,662,337.97	\$ 258,000.00	\$ 264,540.00	\$ 273,200.00	\$ 348,656.00	\$ 315,415.68	\$ 1,125,882.15	
Project Type	Description									
Mandatory	relating to health and safety, or legally required	HSS	\$ 2,945,230.10	\$ 200,000.00	\$ 321,540.00	\$ 993,200.00	\$ 569,456.00	\$ 656,024.68	\$ 595,809.42	
Maintenance	conservation of existing assets or structures	LMS	\$ 423,000.00	\$ -	\$ 280,000.00	\$ 55,000.00	\$ 43,000.00	\$ 65,000.00	\$ 200,000.00	
Replacement	replacement or improvement of obsolete facilities or assets	LHS	\$ 3,564,255.44	\$ 318,400.00	\$ 135,000.00	\$ 554,200.00	\$ 1,086,900.00	\$ 950,890.00	\$ 609,272.70	
New Service	expansion of facilities service area, new structure or addition. Multi-faceted renovations.	SAU	\$ 3,301,272.00	\$ 25,000.00	\$ 4,000.00	\$ 890,000.00	\$ 1,600,000.00	\$ 316,000.00	\$ 486,272.00	
		District Equipment	\$ 866,780.72	\$ 165,000.00	\$ 157,700.00	\$ 175,481.00	\$ 167,303.93	\$ 201,295.79	\$ -	
		District Total	\$ 13,762,876.23	\$ 964,400.00	\$ 1,162,780.00	\$ 2,941,081.00	\$ 3,815,315.93	\$ 2,604,626.15	\$ 3,017,236.27	
		Total from Each Funding Source								
Funding Sources	Description	Code		2026	2027	2028	2029	2030	2031	
General Fund (GF)	Funded through the regular operating budget	GF	\$ 596,000.00	\$ 1,070,080.00	\$ 1,011,400.00	\$ 588,570.50	\$ 1,067,930.36	\$ 480,964.27		
Capital Reserves (CRF)	Funds set aside for specific purposes	CRF	\$ 278,400.00	\$ -	\$ 1,834,200.00	\$ 3,128,400.00	\$ -	\$ 1,265,472.00		
Bond (B)	Issued in various periods of time, cannot be paid early, subject to specific regulations	Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00		
Capital Lease (CL)	Subject to finding a financial institution to fund the project	CL	\$ 90,000.00	\$ 92,700.00	\$ 95,481.00	\$ 98,345.43	\$ -	\$ -		
		District Total	\$ 12,697,943.56	\$ 964,400.00	\$ 1,162,780.00	\$ 2,941,081.00	\$ 3,815,315.93	\$ 1,067,930.36	\$ 2,746,436.27	
		Total from Each Project Type:								
		Mandatory	\$ 260,000.00	\$ -	\$ -	\$ 60,000.00	\$ 200,000.00	\$ -	\$ -	
		Maintenance	\$ 1,207,000.00	\$ 50,000.00	\$ 106,000.00	\$ 75,000.00	\$ 392,000.00	\$ 24,000.00	\$ 24,000.00	
		Replacement	\$ 7,296,452.72	\$ 621,400.00	\$ 760,700.00	\$ 1,612,681.00	\$ 1,374,703.93	\$ 1,576,495.79	\$ 1,350,472.00	
		New Service	\$ 5,771,186.63	\$ 293,000.00	\$ 296,080.00	\$ 1,193,400.00	\$ 1,680,612.00	\$ 536,130.36	\$ 1,771,964.27	
		District Total	\$ 14,534,639.35	\$ 964,400.00	\$ 1,162,780.00	\$ 2,941,081.00	\$ 3,815,315.93	\$ 2,604,626.15	\$ 3,146,436.27	
Mount Lebanon School Capital Improvement Plan 2026-2031										
Project Name	Project Type	Funding Source	Total Appropriated	2026	2027	2028	2029	2030	2031	
Classroom Renovation - 1/yr	New Service	GF	\$ 721,493.83	\$ 118,000.00	\$ 121,540.00	\$ 115,200.00	\$ 118,656.00	\$ 122,215.68	\$ 125,882.15	
Replace Drafty Windows - Y wing	Replacement	GF	\$ 40,000.00	\$ 40,000.00						
Y wing carpet replacement with tile or rubber	Replacement	GF	\$ 90,000.00	\$ 90,000.00						
Library ADA Reconfiguration	Replacement	GF	\$ 95,000.00	\$ 10,000.00	\$ 85,000.00					
Pave Highland Ave Parking Lot and Improve Drainage	New Service	GF	\$ 28,000.00		\$ 28,000.00					
Recess Closet Door Replacement	Replacement	GF	\$ 15,000.00		\$ 15,000.00					
Bathroom Renovations - Design and Permitting	New Service	GF	\$ 115,000.00		\$ 15,000.00	\$ 100,000.00				
Chariot Floor Machine	New Service	GF	\$ 18,000.00			\$ 18,000.00				
Door Access Control - Hardware Upgrades	Maintenance	GF	\$ 20,000.00			\$ 20,000.00				
Custodial Closet and Bathroom Ventilation Upgrades	Mandatory	GF	\$ 20,000.00			\$ 20,000.00				
Window Shade Replacement	Replacement	GF	\$ 15,000.00				\$ 15,000.00			
Outside Custodial Shed Replacement	Replacement	GF	\$ 15,000.00				\$ 15,000.00			
HV-2 Rooftop Unit Replacement	Mandatory	CRF	\$ 200,000.00				\$ 200,000.00			
Roof 3 replacement - White Ave entrance porch	Maintenance	GF	\$ 53,200.00					\$ 53,200.00		
Pellet Boiler Replacement	Replacement	CRF	\$ 60,000.00					\$ 60,000.00		
Parking Lot Resurfacing	Replacement	GF	\$ 80,000.00					\$ 80,000.00		
Construction of upgraded secure entrance and office space	New Service	Bond	\$ 1,000,000.00						\$ 1,000,000.00	
Replacement of 1953 Roof Section	Maintenance	CRF	\$ 76,644.14							
		Total MLS	\$ 2,662,337.97	\$ 258,000.00	\$ 264,540.00	\$ 273,200.00	\$ 348,656.00	\$ 315,415.68	\$ 1,125,882.15	
Hanover Street School Capital Improvement Plan 2026-2031										
Project Name	Project Type	Funding Source	Total Appropriated	2026	2027	2028	2029	2030	2031	
Classroom Renovation - 1/yr	New Service	GF	\$ 795,330.10	\$ 150,000.00	\$ 121,540.00	\$ 125,200.00	\$ 128,956.00	\$ 132,824.68	\$ 136,809.42	
Upgrade rear parking lot with drainage	New Service	CRF	\$ 25,000.00	\$ 25,000.00		\$ 520,000.00				
Gym Floor Sand, Line, Refinish	Maintenance	GF	\$ 25,000.00	\$ 25,000.00						
Fire Alarm Panel Upgrade	Replacement	GF	\$ 25,000.00		\$ 25,000.00					
Playground Equipment Replacement - Play Structure	Replacement	GF	\$ 150,000.00		\$ 150,000.00					
Hallway Painting and Cove Base	Maintenance	GF	\$ 10,000.00		\$ 10,000.00					
Kindergarten Entrance Steps Upgrade	Replacement	GF	\$ 65,000.00		\$ 5,000.00	\$ 60,000.00				
Roof Repairs - General	Maintenance	GF	\$ 20,000.00		\$ 10,000.00					
Roof 6 replacement	Replacement	CRF	\$ 228,000.00			\$ 228,000.00		\$ 10,000.00		
Door Access Control - Hardware Upgrades	Maintenance	GF	\$ 25,000.00			\$ 25,000.00				
Custodial Closet and Bathroom Ventilation Upgrades	Mandatory	GF	\$ 20,000.00			\$ 20,000.00				
All Gender Restroom on Floor 2 - Design Phase	New Service	CRF	\$ 95,000.00			\$ 15,000.00	\$ 80,000.00			
Kindergarten Wing Hallway - Ceiling Replacement	Replacement	GF	\$ 50,000.00				\$ 50,000.00			
Trane - SC+ Replacement	Replacement	GF	\$ 10,500.00				\$ 10,500.00			
Roof 1 replacement	Replacement	CRF	\$ 300,000.00				\$ 300,000.00			
Second Floor Hallway - Flooring Replacement	Replacement	GF	\$ 60,000.00					\$ 60,000.00		
Second Floor Wing Hallway - Ceiling Replacement	Replacement	GF	\$ 40,000.00					\$ 40,000.00		
Roof 2 replacement	Replacement	CRF	\$ 338,200.00					\$ 338,200.00		
Playground - Turf Field for Soccer Area	New Service	GF	\$ 75,000.00					\$ 75,000.00		
Main Hallway - Ceiling Replacement	Replacement	GF	\$ 60,000.00						\$ 60,000.00	
Roof 3 replacement	Replacement	CRF	\$ 399,000.00						\$ 399,000.00	
Roof 4 and 5 replacement	Replacement	CRF	\$ 129,200.00						\$ 129,200.00	
Second Grade Hallway - Ceiling Replacement										
		Total HSS	\$ 2,945,230.10	\$ 200,000.00	\$ 321,540.00	\$ 993,200.00	\$ 569,456.00	\$ 656,024.68	\$ 595,809.42	
Lebanon Middle School Capital Improvement Plan 2026-2031										
Project Name	Project Type	Funding Source	Total Appropriated	2026	2027	2028	2029	2030	2031	
Rooftop Garden Improvements	Replacement	GF	\$ 220,000.00	\$ 25,000.00	\$ 220,000.00					
Chariot Floor Machine Replacement	Replacement	GF	\$ 15,000.00		\$ 15,000.00					
Playground - Basketball Hoop Replacements	Replacement	GF	\$ 15,000.00		\$ 15,000.00					
Kitchen Merchandiser Replacement	Replacement	GF	\$ 20,000.00		\$ 20,000.00					
Roof Repairs - General	Maintenance	GF	\$ 20,000.00		\$ 10,000.00					
Exterior Doors - Boiler Room and Tractor Storage Room	Replacement	GF	\$ 20,000.00			\$ 20,000.00		\$ 10,000.00		
Trane - SC+ Replacement	Replacement	GF	\$ 10,000.00			\$ 10,000.00				
Boiler Room and Tractor Storage Room Door Replacement	Replacement	GF	\$ 25,000.00				\$ 25,000.00			
Floor Buffer Machine	Replacement	GF	\$ 18,000.00				\$ 18,000.00			
Gym Floor sand, lines, refinish	Maintenance	GF	\$ 30,000.00					\$ 30,000.00		
Library Carpet Replacement	Replacement	GF	\$ 25,000.00					\$ 25,000.00		
Playground Equipment	New Service	GF	\$ 25,000.00			\$ 25,000.00				
Pellet Boiler Replacement	Replacement	CRF	\$ 200,000.00						\$ 200,000.00	
Main Office Carpet Replacement	Replacement	GF	\$ -							
Softball Field Drainage Project										
Athletic Fields Sinkhole Project										
Classroom Renovation Program - 1/Yr	New Service		\$ -							
		Total LMS	\$ 423,000.00	\$ 25,000.00	\$ 280,000.00	\$ 55,000.00	\$ 43,000.00	\$ 65,000.00	\$ 200,000.00	

Lebanon High School Capital Improvement Plan 2026-2031										
Project Name	Project Type	Funding Source	Total Appropriated	2026	2027	2028	2029	2030	2031	
Riding Floor Machine Replacement	Replacement	GF	\$ 30,000.00	\$ 30,000.00						
Asbestos Abatement and Remediation of 201, 202, 203	Replacement	GF	\$ 55,000.00	\$ 55,000.00						
New Staircase and Decking for Press Box	Replacement	GF	\$ 20,000.00	\$ 20,000.00						
Roof 15 Replacement - Cafeteria	Replacement	CRF	\$ 203,400.00	\$ 203,400.00						
Cafeteria Table Replacement - 3 Phase	Replacement	GF	\$ 44,000.00	\$ 8,000.00	\$ 18,000.00	\$ 18,000.00				
Roof Repairs - General	Maintenance	GF	\$ 27,000.00		\$ 12,000.00			\$ 15,000.00		
Kitchen Cooler Compressor Replacement	Maintenance	GF	\$ 20,000.00		\$ 20,000.00					
Two Bay and Three Bay Garage Siding and Roof Repairs	Maintenance	GF	\$ 30,000.00		\$ 30,000.00					
Kitchen Steamer Replacement	Replacement	GF	\$ 20,000.00		\$ 20,000.00					
Hallway Tile Refinishing	Replacement	GF	\$ 45,000.00		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00			
Senior Square Bathroom Renovations	New Service	GF	\$ 110,000.00		\$ 10,000.00	\$ 100,000.00				
Classroom Renovation - 1/Yr	New Service	GF	\$ 418,362.70			\$ 100,000.00	\$ 103,000.00	\$ 106,090.00	\$ 109,272.70	
Roof 8 Replacement - Senior Square	Replacement	CRF	\$ 186,200.00			\$ 186,200.00				
Weight Room Ventilation Upgrades	New Service	GF	\$ 60,000.00			\$ 60,000.00				
Custodial Closet and Bathroom Ventilation Upgrades	Mandatory	GF	\$ 20,000.00			\$ 20,000.00				
Soccer Field Water Shed Replacement	Replacement	GF	\$ 30,000.00			\$ 30,000.00				
Door Access Control - Hardware Upgrades	Maintenance	GF	\$ 25,000.00			\$ 25,000.00				
Roof 11 Replacement - Front Section	Replacement	CRF	\$ 448,400.00				\$ 448,400.00			
Parking Lot Project	Maintenance	CRF	\$ 500,000.00				\$ 500,000.00			
Trane - SC-1 Replacement	Replacement	GF	\$ 10,500.00				\$ 10,500.00			
Roof 7 Replacement-Library	Replacement	CRF	\$ 475,000.00					\$ 475,000.00		
Teacher Lounge Carpet Replacement	Replacement	GF	\$ 10,000.00					\$ 10,000.00		
Administrative and Library Carpet Replacement	Replacement	GF	\$ 18,000.00					\$ 18,000.00		
Gym Floor - sand, lines, refinish	Maintenance	GF	\$ 35,000.00					\$ 35,000.00		
Roof 8 Replacement	Maintenance	GF	\$ 178,600.00					\$ 178,600.00		
Window Shade Replacement	Replacement	GF	\$ 60,000.00					\$ 60,000.00		
Roof 9 Replacement	Maintenance	CRF	\$ 53,200.00					\$ 53,200.00		
Football/Lacrosse Field storage building/concession stand/tower	New Service	Bond/CRF	\$ 400,000.00						\$ 400,000.00	
Cafeteria Floor Replacement	Replacement	CRF							\$ 100,000.00	
Dredge Wetlands to Soccer Field										
Track Maintenance Program (Restripe every 5 years, Recoat every 7 years, additional dept. every 14 years)	Maintenance	GF	\$ 31,592.74		\$ 10,000.00		\$ 10,000.00			
Kitchen Freezer Compressor Replacement	Maintenance	GF	\$ -							
Total LHS			\$ 3,564,255.44	\$ 316,400.00	\$ 135,000.00	\$ 554,200.00	\$ 1,086,900.00	\$ 950,890.00	\$ 609,272.70	
SAU88 Capital Improvement Plan 2026-2031										
Project Name	Project Type	Funding Source	Total Appropriated	2026	2027	2028	2029	2030	2031	
Gym Sanding Relining and Repainting	Maintenance	GF	\$ 25,000.00	\$ 25,000.00						
Exterior Brick Sealing and Auditorium Wall Repairs	Maintenance	CRF	\$ 50,000.00	\$ 50,000.00			\$ 50,000.00			
Roof 1 Repairs	Maintenance	GF	\$ 11,500.00		\$ 1,500.00	\$ 2,500.00		\$ 3,500.00	\$ 4,000.00	
Roof 2 Repairs	Maintenance	GF	\$ 8,500.00		\$ 2,500.00	\$ 2,500.00		\$ 3,500.00		
Office Redesign	New Service	CRF	\$ 1,265,000.00			\$ 15,000.00	\$ 1,250,000.00			
Lower Level and Staircase Floor Abatement and Replacement	Replacement	CRF	\$ 120,000.00			\$ 120,000.00				
Boiler Plant Upgrade - Hot Water Pipe Installation	Replacement	CRF	\$ 750,000.00			\$ 750,000.00				
Window Replacement- 3 Phase	Replacement	CRF	\$ 927,270.00				\$ 300,000.00	\$ 309,000.00	\$ 318,270.00	
Roof 2 Replacement	Replacement	CRF	\$ 119,002.00						\$ 119,002.00	
Chimney Repairs	Maintenance	GF							\$ 20,000.00	
	Replacement	GF	\$ 25,000.00						\$ 25,000.00	
Total SAU			\$ 3,301,272.00	\$ 25,000.00	\$ 4,000.00	\$ 890,000.00	\$ 1,600,000.00	\$ 316,000.00	\$ 486,272.00	
District Equipment Capital Improvement Plan 2026-2031										
Project Name	Project Type	Funding Source	Total Appropriated	2026	2027	2028	2029	2030	2031	
Maintenance Vehicle Replacement	Replacement	GF	\$ 208,958.50	\$ 75,000.00	\$ 65,000.00		\$ 68,958.50			
Bus Replacement Schedule	Replacement	CL	\$ 477,822.22	\$ 90,000.00	\$ 92,700.00	\$ 95,481.00	\$ 98,345.43	\$ 101,295.79		
JD Tractor Replacement	Replacement	GF	\$ 80,000.00			\$ 80,000.00				
Security Fence and gate for Babby Street	New Service	CRF	\$ 100,000.00					\$ 100,000.00		
Total Equip.			\$ 866,780.72	\$ 165,000.00	\$ 157,700.00	\$ 175,481.00	\$ 167,303.93	\$ 201,295.79	\$ -	



CITY OF LEBANON ~ PLANNING & DEVELOPMENT

MEMORANDUM

TO: Lebanon Planning Board

FROM: Tim Corwin, Deputy Planning & Development Director

RE: 2026 – 2031 Capital Improvements Program
August 25, 2025 Work Session – Agenda Item 2.A

MEMO DATE: August 21, 2025

Planning Board members:

Attached is the City administration's proposed 2026-2031 Capital Improvements Program. At the August 21, 2025, work session, the Planning Board will review and discuss those projects from the proposed 2026-2031 Capital Improvements Program which meet the definition of a CIP Item as set forth in the Board's CIP Policy and Procedures document. The Board will review all proposed CIP projects regardless of which year(s) the projects are proposed for funding.

The CIP list includes projects anticipated for funding beyond the immediate 6-year time period in order to further enhance the usefulness of the CIP as a financial and community planning tool. Including projects beyond the typical 6-year time period is a component of the City Manager's debt management policy recommendation to the City Council.

The following CIP projects (which are listed in bold red text on the attached project list) are the projects that meet the definition of CIP Item and, therefore, require review by the Planning Board:

<u>Department</u>	<u>Project Description</u>
Airport	T-Hangar Construction
Airport	Taxiway A Extension Phase 2
Airport	Taxiway A Extension Phase 3
Fire	Station 2 Replacement
Public Works	Route 120–Etna–Old Etna Road Pedestrian Improvements
Public Works	Mechanic Street/Slayton Hill Road/Mascoma Street Roundabout
Public Works	Mechanic Street Sidewalk – Buckingham Place to Poverty Lane
Public Works	Mechanic St Sidewalk - American Legion to Slayton Hill Rd
Public Works	Mechanic St Sidewalk – Rivermill Bus Stop to Slayton Hill Rd
Public Works	Hanover Street Improvements
Public Works	Mechanic/Mascoma/High Street Roundabout
Public Works	School Street /Meriden Road Safety Improvements
Recreation, Arts, & Parks	Mascoma River Greenway Extension
Recreation, Arts, & Parks	MRG to Mascoma Street Path
Public Works	Large Groundwater Well and Water Treatment Facility
Public Works	Centerra Water Main Extension
Public Works	Landfill Expansion Phase 3 and 4 Design, Permitting & Construction

The Planning Board is asked to adopt the 6-year CIP, as it may amend, and to submit its recommendation for the 2026 capital budget to the City Council through the City Manager.

Attachments

- Lebanon Planning Board Capital Improvement Program Policies and Procedures
- City of Lebanon Capital Improvements Program and Other Capital Projects 2026-2031

DRAFT

**LEBANON PLANNING BOARD
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE
MONDAY, AUGUST 25, 2025 6:30PM**

MEMBERS PRESENT: Andrew Faunce (Chair), Richard Ford Burley (Vice Chair), Eric Stacy, Karen Zook (City Council Rep), Jeremy Rutter, Patrick Kennelly, Wes Ashford, Don Collins, Kathie Romano (alt),

MEMBERS ABSENT: Kellen Appleton, Steven Kohler (alt)

STAFF PRESENT: Tim Corwin (Deputy Planning Director), Nathan Reichert (Director of Planning & Development), Catheryn Hembree (Associate Planner, Planning Department)

1. CALL TO ORDER

Chair Faunce called the meeting to order at 6:30pm. Mr. Corwin reviewed the City's meeting in-person and REMOTE attendance policies and procedures. Chair Faunce introduced Mr. Wes Ashford and Mr. Don Collins as new regular Planning Board members and Mr. Steven Kohler (not present) as a new alternate Planning Board member. He appointed Ms. Romano as a regular voting member for this meeting.

2. STUDY ITEMS

A. Review and Adoption of 2026-2-31 Capital Improvement Project (CIP)

Mr. Corwin gave an overview of the CIP process. He noted that the Planning Board had asked for more information about the following projects/topics in previous meetings:

- Fire Station 2 Replacement project
- Large Groundwater Well and Water Treatment Facility project
- Explanation of why so many rotary projects proposed/approved
- Reason behind cost of sidewalk projects

Mr. Corwin noted that the SAU 88 School District group had submitted its CIP list to the Staff last week. He said the Board was being asked to approve and adopt the 6-year CIP at this meeting.

Fire Department Chief Jim Wheatley gave an overview of the history, status, and scope of the Fire Station 2 project. He explained the reason Lebanon has two fire stations is because it is impossible for responders coming from one station to arrive at all Lebanon homes/businesses within 6 minutes (the standard arrival time). The group discussed the access road that had been proposed near Sachem Village. DPW Director Jay Carelli said the cost of that project was too high and Deputy City Manager David Brooks said it is no longer on the CIP list.

Mr. Carelli gave an overview of the Large Groundwater Well and Water Treatment Facility project. He said the site for the proposed well is on Market Street behind Hannaford Market. He said an (Intermunicipal Agreement) IMA has been signed with Hanover and another IMA with

the Town of Hartford is being discussed. He said there would be no cross contamination with the sewer despite its proximity to the proposed well site. He said the water is very clean out of the treatment plant but is not drinkable. He discussed the use of the second well as an emergency backup as opposed to the main water source. He discussed the costs of cleaning the current treatment plant as opposed to installing the new well. The group discussed the possibility of “selling” water to other towns/municipalities. Mr. Carelli said the City continues to seek funding sources for the project.

Mr. Carelli said the cost of materials used to build sidewalks has increased in tandem with the overall shift (increase) in construction costs. He said the bidding process is competitive. City Engineer Brian Vincent explained that a recent sidewalk project on Route 120 near Etna Rd was a simple project and that may account for the lesser cost of sidewalk installment. He said extra funds in the budget were used for that project (at the suggestion of the former City Manager).

Mr. Carelli explained that many rotary projects have been proposed and implemented as solutions for difficult intersections within the City. Mr. Vincent explained how pedestrian and bicycle traffic is managed around roundabouts. The group discussed the roundabout project at Jones Crossing (High Street/Mascoma Street/Mechanic Street).

[At 7:41, Ms. Zook arrived.]

Chair Faunce invited Mr. Dan Nash (Ward 1) to speak about a letter he sent to Staff regarding several CIP projects:

- Route 120 Pedestrian Crossing: Mr. Nash suggested an alternate route using Old Etna Road and a tunnel under Route 120 instead of the proposed push button for pedestrians.
- Mechanic Street/Slayton Hill Rd roundabout: Mr. Nash suggested building an alternate roadway using part of the playground area of a nearby childcare center
- Roundabout at Jones Crossing: Mr. Nash suggested leaving it as it is and just eliminate the left-hand turns onto Mechanic Street and add larger islands. He said a petition had been signed by many Lebanon residents to discontinue the rotary project. City Engineer Rod Finley gave a status of the project. Mr. Carelli said a large amount of money (roughly equal to the cost to finish the project) would have to be paid back to the state if the project were discontinued. Deputy City Manager Brooks said the amount was about \$900,000.

Deputy City Manager Brooks said Attorney Barry Schuster has been working on behalf of the City with the Surface Transportation Board to enable the City to continue the Mascoma River Greenway Rail Trail over the proposed 3.5 mile section into West Lebanon.

The group discussed whether it would adopt the CIP as presented. Chair Faunce said there is no mention in the draft motion (prepared by Staff) about the cost impact to residents. The group agreed to continue discussion of the adoption/approval of the CIP to the September 8, 2025 Planning Board meeting to give Staff time to update the draft motion.

B. Review of Proposed 2026 Zoning Amendments

Mr. Reichert, Ms. Hembree, and Mr. Corwin gave overviews of the proposed amendments to the following sections of the zoning ordinance:

- 1 • Historic District
- 2 • Signs
- 3 • Pattern Zones Overlay District
- 4 • Statutory – Manufactured Homes, Multifamily Residential, Residential Parking, ADUs
- 5 • Miscellaneous / Technical
- 6 • Food Truck Ordinance
- 7 • Northern Lebanon
- 8 • Cottage Cluster
- 9 • EV Regulations

10
11 *A MOTION was made by Andrew Faunce to extend the meeting to 9:40pm. The MOTION*
12 *was seconded by Richard Ford Burley.*

13
14 **The MOTION was approved (9-0).*

15 16 **3. COMMITTEE REPORTS**

17 Chair Faunce said the Housing Task Force has scheduled some public engagement sessions and
18 also plans to have a table at the Farmers Markets on several upcoming Thursdays. He said the
19 next Housing Task Force meeting will be the third Monday in September.

20 21 **4. OTHER BUSINESS**

22 Chair Faunce said the Planning Board training/development is being planned for the first week of
23 September.

24 25 **5. APPROVAL MINUTES – July 14, 2025**

26
27 *A MOTION was made by Jeremy Rutter to approve the July 14, 2025 Planning Board Meeting*
28 *minutes as presented. The MOTION was seconded by Richard Ford Burley.*

29
30 **The MOTION was approved (8-0, with Collins abstaining).*

31 32 **6. ADJOURNMENT**

33
34 *A MOTION was made by Richard Ford Burley to adjourn the meeting at 9:37pm. The*
35 *MOTION was seconded by Kathie Romano.*

36
37 **The MOTION was approved (9-0).*

38
39 The meeting adjourned at 9:37pm.

40
41 Respectfully submitted,
42 Paula Roux
43 Recording Secretary

FINAL

**LEBANON PLANNING BOARD
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE
MONDAY SEPTEMBER 08, 2025 6:30PM**

MEMBERS PRESENT: Andrew Faunce (Chair), Richard Ford Burley (Vice Chair), Kellen Appleton, Jeremy Rutter, Patrick Kennelly, Karen Zook (City Council Rep), Wes Ashford, Don Collins, Kathie Romano (alt), Steven Cole (alt)

MEMBERS ABSENT: Eric Stacy

STAFF PRESENT: Tim Corwin (Deputy Planning Director), Nathan Reichert (Director of Planning & Development), Brian Vincent (City Engineer)

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. NOTICE OF REGIONAL IMPACT

Mr. Corwin said no applications were received by the application deadline (September 08, 2025).

3. PUBLIC HEARING ITEMS

A. Brady Sullivan Prospect Hills, LLC, 0 Prospect Street (Tax Map 108, Lot 2), zoned R-3: Applicant requests approval of a hauling plan for the Prospect Hills Phase 2 development. Submission of the hauling plan is made pursuant to conditions of approval set forth in the Planning Board's June 9, 2025, Notice of Action for PB2025-23-FMAJA. PB2025-40-SPA - Continued from August 11, 2025

Mr. Corwin said the applicant requested the discussion be continued to the September 22, 2025 meeting. He said Staff received the following request by Jon Rokeh (engineer) on behalf applicant, on September 4, 2025 at 3pm. He said the request was emailed to the Board on September 4.

Dear members of the Lebanon Planning Board- Please let this email serve as our official request to be continued for the September 8th 2025 Planning Board meeting. We just received the new aerial and lidar information about the current levels of the stockpiles on site today from JE Bollinger, who is a surveyor and will not have the remaining quantities determined before the Planning Board meeting. We also would like the additional time to get a final resolution on the Brickyard project so we can put timelines together. Based on one of your (Mr. Corwin) emails, you indicated that the Brickyard may be back online for construction and able to receive material in late September. If this works out, it will fit perfectly with our timelines as well.

Thank you for your consideration of this request.

1 *off-street parking spaces as calculated per Section 607.4 cannot be feasibly be accommodated on-*
2 *site.” Pursuant to the approval of PB2025-43-SPACUP, the minimum number of parking spaces for*
3 *the casino use will now be provided on-site. Consequently, the off-lot parking criteria set forth in*
4 *Section 607.5.A can no longer be demonstrated and, therefore, upon issuance of a Certificate of*
5 *Completion for PB2025-43-SPACUP, the Conditional Use Permit approved on June 12, 2023,*
6 *PB2023-18-CUP, shall be deemed VOID. The MOTION was seconded by Jeremy Rutter.*

7
8 **The MOTION was approved (10-0).*
9

10 **4. STUDY ITEMS**

11 **A. Review and Adoption of 2026-2031 Capital Improvement Plan (CIP)**

12 Chair Faunce explained that a new paragraph had been drafted by Staff as acknowledgement by the
13 Planning Board that the CIP has impact on resident tax rate.

14
15 The group discussed how the CIP financing is calculated. Mr. Collins asked whether the costs for design
16 work for the Slayton Hill Road intersection project had to be included in the 2026 plan. Mr. Corwin said
17 the appropriated for 2026 is \$388,000; he said the state would contribute \$310,000 and the City would
18 contribute \$77,600. Mr. Vincent confirmed that the City would need to repay the state for that
19 contribution if the City chooses not to go ahead with the project.

20
21 *A MOTION was made by Don Collins to eliminate the Slayton Hill intersection project from the*
22 *recommendation by the Planning Board.*
23

24 The group discussed the project, the time limit on its design, and the timeline for funding at length.
25

26
27 *A MOTION was made by Andrew Faunce to extend the meeting to 9:45pm. The MOTION was*
28 *seconded by Richard Ford Burley*
29

30 **The MOTION was approved (10-0).*
31

32
33 The group discussed the CIP decision process as it occurred this year and discussed other possible ways
34 to consider and plan for projects in the future. Chair Faunce said it is not a good time to offer ideas and
35 other solutions when the Planning Board is considering projects just before they are to be funded. Mr.
36 Collins said there are budget issues in the City that need to be addressed. Chair Faunce confirmed that
37 the City Council can overrule the Board's recommendations.

38
39 The group discussed the challenges of the intersection in terms of safety and limited improvement
40 possibilities. Ms. Romano described the benefits of the project, particularly the facilitation of public
41 transportation for people going to the area hospital that will result if the project goes forward. Mr.
42 Collins said since no money has been spent on this project yet, it is the right time to consider removing it
43 from the CIP.

44
45 Chair Faunce asked Ms. Zook (as City Council Representative to the Planning Board) to offer some of
46 the comments being discussed in relation to the CIP project when it is considered by the City Council.

A MOTION was made by Andrew Faunce that the Lebanon Planning Board approves the Capital Improvement Program for the six-year period (2026-2031) as presented at the September 8, 2025 Planning Board meeting, and hereby submits Year 1 (2026) of the CIP as the Board's recommendation to the City Council for capital budget funding for 2026.

The 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 that they are funded in a responsible and systematic fashion.

Notwithstanding the above, the Planning Board appreciates the City Council's consideration of how funding capital improvements may increase the residential tax rate and understands that such may result in the postponement of CIP project expenditures recommended for 2026 or in alternative financial strategies to minimize year over year increases.

The MOTION was seconded by Richard Ford Burley.

**The MOTION was approved (7-1-2)*

Aye: Rutter Faunce, Ford Burley, Kennelly, Ashford, Appleton

Nay: Collins

Abstaining: Zook, Cole

B. Review of Proposed 2026 Zoning Amendments

Mr. Reichert provided copies of the proposed updates to the zoning amendments related to the Route 120 Study. The group discussed the map amendments provided by Mr. Reichert. Mr. Reichert asked the Board members to submit any comments or suggestions to him.

5. APPROVAL OF MINUTES - August 11, 2025

Chair Faunce said the August 11, 2025 Meeting minutes will be discussed at the next meeting.

6. ADJOURNMENT

A MOTION was made by Richard Ford Burley to adjourn the meeting at 9:45pm. The MOTION was seconded by Jeremy Rutter.

**The MOTION was approved (10-0).*

The meeting adjourned at 9:45pm. Chair Faunce thanked Dr. Rutter for his service to the City.

Respectfully submitted,

Paula Roux

Recording Secretary