

FINAL

**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 Achford, Don Collins, Kathie Romano (alt)

MEMBERS ABSENT: Kellen Appleton, Steven Cole (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 Achford and Mr. Don Collins as new regular Planning Board members and Mr. Steven Cole (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:

- Historic District
- Signs
- Pattern Zones Overlay District
- Statutory – Manufactured Homes, Multifamily Residential, Residential Parking, ADUs
- Miscellaneous / Technical
- Food Truck Ordinance
- Northern Lebanon
- Cottage Cluster
- EV Regulations

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

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

3. COMMITTEE REPORTS

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

4. OTHER BUSINESS

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

5. APPROVAL MINUTES – July 14, 2025

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

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

6. ADJOURNMENT

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

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

The meeting adjourned at 9:37pm.

Respectfully submitted,
Paula Roux
Recording Secretary