



**LEBANON CITY COUNCIL
DECEMBER 17, 2025 - 6:00 PM
LEBANON HIGH SCHOOL GYMNASIUM,
195 HANOVER STREET EXTENSION 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: 649 331 76#). If you have trouble accessing this meeting, please [email David Brooks](#).

1. Call to Order

The December 17, 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. Public Hearing Items

A. Adoption of 2026 City Budget

Public Hearing for the purpose of receiving public input and taking action to adopt the 2026 City Budget as proposed by the City Manager with additional actions to include: authorizing the issuance of bonds or notes to finance 2026 capital improvements; authorizing the transfer of funds to Special Revenue Funds, Capital Improvements Funds, Water Fund, and Capital Reserve Funds; authorizing the transfer of funds from the Lebanon Downtown TIF District Budget to the General Fund; authorizing the transfer of funds from the Lebanon Downtown TIF District Fund Balance to the General Fund; authorizing the transfer of funds from the Lebanon Airport-Tech Park TIF District Budget to the Airport Fund; and authorizing the transfer of funds from the Lebanon Downtown TIF District Fund Balance to the Capital Improvements Fund.

- 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. Amend Ordinance No. 18, Salary Plan

A public hearing for the purpose of receiving public input and taking action to amend Ordinance No. 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.

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

7. Old Business: None

8. New Business

- A. Authorization for the City Manager to Transfer Appropriated,
Unencumbered FY2025 General Funds
#R-2025-7

9. 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.

**Agenda
Lebanon City Council
December 17, 2025**

6. Public Hearing Items:

6.A – Adoption of 2026 City Budget

A public hearing for the purpose of receiving public input and taking action to adopt the 2026 City Budget as proposed by the City Manager with additional actions to include: authorizing the issuance of bonds or notes to finance 2026 capital improvements; authorizing the transfer of funds to Special Revenue Funds, Capital Improvements Funds, Water Treatment Fund, and Capital Reserve Funds; authorizing the transfer of funds from the Lebanon Downtown TIF District Budget to the General Fund; authorizing the transfer of funds from the Lebanon Downtown TIF District Fund Balance to the General Fund; authorizing the transfer of funds from the Lebanon Airport-Tech Park TIF District Budget to the Airport Fund; and authorizing the transfer of funds from the Lebanon Downtown TIF District Fund Balance to the Capital Improvements Fund.

The public hearing was properly noticed in the *Valley News* on November 29, 2025 and December 6, 2025 in accordance with City Code and State Law.

Action

Action on the 2026 City Budget will be via a Budget Adoption Guide attached hereto.

Included in this Section:

1. 2026 Budget Adoption Guide
2. Notice of Public Hearing as Published in the November 29, 2025 and December 6, 2025 Editions of the *Valley News*.

Information Available but not Included in this Section:

1. [2026 Proposed City Manager Budget Information](https://lebanonnh.gov/Budget) – LebanonNH.gov/Budget

2026 CITY BUDGET ADOPTION GUIDE – DECEMBER 17, 2025

This document is provided as a guide to help facilitate adoption of the 2026 City Budget.

- In conformance with Section 6.06 of the Lebanon City Charter, the Notice of Public Hearing for the 2026 Budget adoption process was published in the Valley News on Saturday, November 29, and Saturday, December 6, 2025.
- Budgets are adopted by the City Council on a fund basis. A fund segregates revenues and expenditures that are legally restricted to specific uses.
- A majority of City Councilors present and voting, with a quorum of at least **five** members present, is required to approve the annual budget. The issuance or rescission of bonds or notes must be authorized by at least 2/3 (**six**) of the members. The change of purpose for a capital reserve fund must be authorized by at least 3/4 (**seven**) of the members.
- The City Council may act on the amendments as written, or they may be modified. Amendments may perish for lack of movement and seconding, or other amendments may be introduced.
- Once the relevant Resolution (MAIN MOTION) has been moved and seconded, amendments may be introduced by being moved and seconded and voted on. If any amendments are passed, the vote is then on the MAIN MOTION AS AMENDED.
- Clarity of Resolutions is imperative as the New Hampshire Department of Revenue Administration and the City's bond counsel review the meeting minutes and actions associated with appropriation and debt issuance authorization for compliance with New Hampshire law.

Summary of City Manager's Proposed 2026 City Budget: (amendments to be introduced where applicable during proposed action)

Fund	2026 Budget	\$ Chg. V. '25	Sources of Revenues	2026 Budget	\$ Chg. V. '25
General	\$46,519,390	\$1,758,245	Taxes	\$32,347,540	\$1,044,465
Solid Waste Disposal	\$8,117,670	\$1,456,750	Licenses and Fees	\$4,060,200	\$272,600
Water Treatment and Distribution	\$5,644,140	\$739,370	Intergovernmental	\$6,492,000	(\$3,754,250)
Wastewater Collection and Disposal	\$8,925,130	\$133,040	Charges for Services	\$26,169,560	\$897,730
Municipal Airport	\$1,623,220	(\$20,080)	Miscellaneous Sources	\$4,728,150	\$649,970
Emergency Management	\$0	(\$25,000)	Interfund Transfers	\$1,523,070	\$140,170
Heritage Fund	\$0	(\$400)	Bond Proceeds	\$370,950	(\$16,400,700)
Enterprise Properties Revolving Fund	\$3,800	(\$19,300)			
Capital Improvements	\$5,950,220	(\$19,912,140)			
Downtown TIFD	\$1,200,000	\$22,690			
Airport TIFD	\$96,800	\$41,300			
Total	\$78,080,370	(\$15,825,525)	Total	\$75,691,470	(\$17,150,015)
			Applied/(Realized) Fund Balance	\$2,388,900	\$1,324,490
			Total Revenues and Fund Balance	\$78,080,370	(\$15,825,525)

The estimated 2026 Municipal Tax Rate is \$8.41 per \$1,000 of assessed real estate value, an increase of \$0.31 or 3.8% from the 2025 tax rate. A single-family home assessed for \$350,000 will have an estimated 2026 municipal tax bill of about \$2,943, an increase of \$108. Four rates make up the Total Tax Rate: Municipal, County, Local Education, and State Education. This budget concerns the Municipal portion only. **Increases of 8.0% and 3.0% to water and wastewater service rates, respectively, are factored into the budget.**

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ORDER OF BUSINESS:

- 1. OPEN PUBLIC HEARING**
- 2. CLOSE PUBLIC HEARING**
- 3. ENACT RESOLUTIONS TO ADOPT 2026 BUDGET**

Proposed Resolutions include the following:

<u>Resolution</u>	<u>Page(s)</u>	<u>Purpose of Action</u>
No. 1	3	To Vote on the General Fund Budget
No. 2	3	To Vote on the Solid Waste Disposal Fund Budget
No. 3	4	To Vote on the Water Treatment and Distribution Fund Budget
No. 4	4	To Vote on the Wastewater Collection and Disposal Fund Budget
No. 5	4-5	To Vote on the Municipal Airport Fund Budget
No. 6	5	To Vote on the Enterprise Properties Revolving Fund Budget
No. 7	5	To Vote on the Downtown Lebanon Tax Increment Finance District Budget
No. 8	6	To Vote to Authorize the Transfer of Funds from the Downtown Lebanon TIF District Budget to the General Fund
No. 9	6	To Vote to Authorize the Transfer of Funds from the Downtown Lebanon TIF District Unassigned Fund Balance to the General Fund
No. 10	6-7	To Vote on the Lebanon Airport-Tech Park Tax Increment Finance District Budget
No. 11	7	To Vote to Authorize the Transfer of Funds from the Lebanon Airport-Tech Park TIF District Budget to the Airport Fund
No. 12	7-9	To Vote on the Capital Improvements Fund Budget
No. 13	9-10	To Vote on the Authorization of the Issuance of Bonds or Notes to Finance 2026 Capital Improvements
No. 14	10-11	To Vote to Authorize the Transfer of Funds to Special Revenue Funds, Capital Project Funds, Water Treatment Fund, and Capital Reserve Funds
No. 15	11	To Vote to Authorize the Transfer of Funds from the Downtown Lebanon TIF District Unassigned Fund Balance to the Capital Improvements Fund

1. OPEN PUBLIC HEARING:

PUBLIC HEARING ITEM:

ADOPTION OF 2026 CITY BUDGET – Public Hearing for the purpose of receiving public input and taking action to adopt the 2026 City Budget as proposed by the City Manager with additional actions to include: authorizing the issuance of bonds or notes to finance 2026 capital improvements; authorizing the transfer of funds to Special Revenue Funds, Capital Improvements Funds, Water Treatment Fund, and Capital Reserve Funds; authorizing the transfer of funds from the Lebanon Downtown TIF District Budget to the General Fund; authorizing the transfer of funds from the Lebanon Downtown TIF District Fund Balance to the General Fund; authorizing the transfer of funds from the Lebanon Airport-Tech Park TIF District Budget to the Airport Fund; and authorizing the transfer of funds from the Lebanon Downtown TIF District Fund Balance to the Capital Improvements Fund.

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2. CLOSE PUBLIC HEARING

3. ENACT RESOLUTIONS TO ADOPT 2026 BUDGET

RESOLUTION NO. 1

* **MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 1 TO APPROPRIATE \$46,519,390 FOR GENERAL CITY OPERATIONS:**

RESOLVED, for the purpose of authorizing and financing the General Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$46,519,390.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____. VOTE ON THE MOTION: ____/____.

PROPOSED AMENDMENT(S) TO RESOLUTION NO. 1

(1) **MOTION BY COUNCILOR _____ to (increase/decrease) the funds to be raised and appropriated for the General Fund by \$ _____ for _____.**

SECONDED BY COUNCILOR _____. VOTE ON THE AMENDMENT ____/____.

RESOLUTION NO. 2

* **MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 2 TO APPROPRIATE \$8,117,670 FOR SOLID WASTE DISPOSAL:**

RESOLVED, for the purpose of authorizing and financing the Solid Waste Disposal Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$8,117,670, as follows:

Revenue Source	Amount
Other Licenses, Permits & Fees	\$ 77,750
Charges for Services	\$ 6,806,040
Interest on Investments	\$ 67,980
Rents of Property	\$ 24,000
Other Miscellaneous Revenue	\$ 964,700
Amount Voted from Fund Balance	\$ 177,200
TOTAL	\$ 8,117,670

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____. VOTE ON THE MOTION ____/____.

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RESOLUTION NO. 3

* **MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 3 TO APPROPRIATE \$5,644,140 FOR WATER TREATMENT AND DISTRIBUTION:**

RESOLVED, for the purpose of authorizing and financing the Water Treatment and Distribution Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$5,644,140.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____. VOTE ON THE MOTION ____/____.

RESOLUTION NO. 4

* **MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 4 TO APPROPRIATE \$8,925,130 FOR WASTEWATER COLLECTION AND DISPOSAL:**

RESOLVED, for the purpose of authorizing and financing the Wastewater Collection and Disposal Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$8,925,130.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____. VOTE ON THE MOTION ____/____.

RESOLUTION NO. 5

* **MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 5 TO APPROPRIATE \$1,623,220 FOR MUNICIPAL AIRPORT OPERATIONS:**

RESOLVED, for the purpose of authorizing and financing the Municipal Airport Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$1,623,220, as follows:

Revenue Source	Amount
Other State Grants and Reimbursements	\$ 7,500
Airport Fees	\$ 801,930
Other Charges	\$ 69,050
Interest on Investments	\$ 15,450
Rents of Property	\$ 563,590
Other Miscellaneous Revenue	\$ 100
Transfer from Airport TIF District	\$ 96,800
Amount Voted from Fund Balance	\$ 68,800
TOTAL	\$ 1,623,220

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This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____ VOTE ON THE MOTION ____/____.

PROPOSED AMENDMENT(S) TO RESOLUTION NO. 5

[Proposed Amendment #1 below is optional if the City Council wishes to undertake the Airport Taxiway A Extension project in FY2026 (See also Amendment #1 to Resolution #12). This proposed Amendment, as drafted, would utilize Operating Funds to pay the City's share of the project costs. Alternatively, the City Council could choose to issue bonds or notes for the City's share of the project costs by approving Amendment #1 to Resolution #13 instead.]

(1) **MOTION BY COUNCILOR _____** to increase the Municipal Airport Fund budget by \$98,125 for the purpose of funding the City's portion of the Airport Taxiway A Extension capital project and in anticipation of offsetting revenues of at least \$98,125 as a result of increases in landing fees adopted through Ordinance #2025-09 on October 15, 2025.

SECONDED BY COUNCILOR _____ VOTE ON THE AMENDMENT ____/____.

RESOLUTION NO. 6

*** MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 6 TO APPROPRIATE \$3,800 FOR THE ENTERPRISE PROPERTIES REVOLVING FUND:**

RESOLVED, for the purpose of authorizing and financing the Enterprise Properties Revolving Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$3,800.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____ VOTE ON THE MOTION ____/____.

RESOLUTION NO. 7

*** MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 7 TO APPROPRIATE \$956,100 FOR THE DOWNTOWN LEBANON TAX INCREMENT FINANCE DISTRICT:**

RESOLVED, for the purpose of financing the Downtown Lebanon Tax Increment Finance (TIF) District Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$956,100.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____ VOTE ON THE MOTION ____/____.

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PROPOSED AMENDMENT TO RESOLUTION NO. 7

(1) **MOTION BY COUNCILOR** _____ to increase the amount of funds to be raised and appropriated for the Downtown Lebanon Tax Increment Finance (TIF) District Fund budget by \$743,900 based on increased property valuations resulting from the 2025 City-wide revaluation.

SECONDED BY COUNCILOR _____. **VOTE ON THE AMENDMENT** ____/____.

RESOLUTION NO. 8

* **MOTION BY COUNCILOR** _____ **TO MOVE PASSAGE OF RESOLUTION NO. 8 TO REQUEST THE CITY MANAGER TO TRANSFER DOWNTOWN LEBANON TIF DISTRICT FUNDS TO THE GENERAL FUND:**

RESOLVED, for the purpose of transferring funds from the 2026 Downtown Lebanon Tax Increment Finance (TIF) District Fund budget to the General Fund.

WHEREAS, the City Manager in accordance with the provisions of City Charter Section 6.10 has the authority to transfer appropriations from one fund to another; and

WHEREAS, the City Manager is the District Administrator for the Downtown Lebanon TIF District.

BE IT FURTHER RESOLVED, by the City of Lebanon, that the City Council requests the City Manager transfer funds in the amount of \$956,100 from the 2026 Downtown Lebanon Tax Increment Finance District Fund budget to the General Fund to offset all or part of the cost of debt service for various capital projects that have occurred or are occurring in the Downtown Lebanon TIF District, including but not limited to: the Spencer Street Rehabilitation, Mechanic-High-Mascoma Streets Intersection, City Hall Renovation, and Fire Station #1 Reconstruction.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____. **VOTE ON THE MOTION** ____/____.

PROPOSED AMENDMENT TO RESOLUTION NO. 8

(1) **MOTION BY COUNCILOR** _____ to increase the amount of funds requested to be transferred from the 2026 Downtown Lebanon Tax Increment Finance (TIF) District Fund budget to the General Fund by \$743,900 to further offset all or part of the cost of debt service for various capital projects that have occurred or are occurring in the Downtown Lebanon TIF District.

SECONDED BY COUNCILOR _____. **VOTE ON THE AMENDMENT** ____/____.

~~RESOLUTION NO. 9~~

~~* **MOTION BY COUNCILOR** _____ **TO MOVE PASSAGE OF RESOLUTION NO. 9 TO AUTHORIZE THE TRANSFER OF FUNDS FROM THE DOWNTOWN LEBANON TIF DISTRICT UNASSIGNED FUND BALANCE TO THE GENERAL FUND:**~~

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~~RESOLVED, for the purpose of transferring funds from the Unassigned Fund Balance of the Downtown Lebanon Tax Increment Finance (TIF) District Fund to the General Fund.~~

~~BE IT FURTHER RESOLVED, by the City of Lebanon, that funds in the amount of \$243,900 be transferred from the Downtown Lebanon TIF District Unassigned Fund Balance to the General Fund to pay for all or part of the cost of debt service for the Downtown Tunnel Reconstruction Project.~~

~~This resolution shall be effective January 1, 2026.~~

~~SECONDED BY COUNCILOR _____ VOTE ON THE MOTION ____/____.~~

RESOLUTION NO. 10

* MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 10 TO APPROPRIATE \$96,800 FOR THE LEBANON AIRPORT-TECH PARK TAX INCREMENT FINANCE (TIF) DISTRICT:

RESOLVED, for the purpose of financing the Lebanon Airport-Tech Park Tax Increment Finance (TIF) District Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be raised and appropriated in the amount of \$96,800.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____. VOTE ON THE MOTION ____/____.

RESOLUTION NO. 11

* MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 11 TO REQUEST THE CITY MANAGER TO TRANSFER LEBANON AIRPORT-TECH PARK TIF DISTRICT FUNDS TO THE AIRPORT FUND:

RESOLVED, for the purpose of transferring funds from the 2026 Lebanon Airport-Tech Park TIF District budget to the Airport Fund.

WHEREAS, the City Manager in accordance with the provisions of City Charter Section 6.10 has the authority to transfer appropriations from one fund to another; and

WHEREAS, the City Manager is the District Administrator for the Lebanon Airport-Tech Park TIF District.

BE IT FURTHER RESOLVED, by the City of Lebanon, that the City Council requests the City Manager transfer funds in the amount of \$96,800 from the 2026 Lebanon Airport-Tech Park TIF District budget to the Airport Fund to offset all or part of the cost of debt service for the capital expenditures to construct an extension of Airpark Road and associated utility infrastructure to facilitate new development within the Lebanon Airport-Tech Park TIF District.

This resolution shall be effective January 1, 2026.

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SECONDED BY COUNCILOR _____. VOTE ON THE MOTION ____/_____.

RESOLUTION NO. 12

* MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 12 TO APPROPRIATE \$5,950,220 FOR CAPITAL IMPROVEMENTS AND ACQUISITIONS:

RESOLVED, for the purpose of authorizing and financing the Capital Improvements Fund budget.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds be appropriated in the amount of \$5,950,220 for expenditure in connection with the following Capital Improvements and Acquisitions:

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
AIRPORT FUND									
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
GENERAL FUND									
FLEET & EQUIPMENT									
DPW	Fleet Replacement	\$620,000		\$620,000		\$620,000			
ROADS & BRIDGES									
DPW	Trues Brook Road Bridge Replacement #066-059	\$5,602,550	\$5,369,330	\$233,220			\$5,150		\$228,070
	TOTAL GENERAL FUND	\$6,222,550	\$5,369,330	\$853,220	\$0	\$620,000	\$5,150	\$0	\$228,070
WATER FUND									
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
SOLID WASTE FUND									
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 2026 CAPITAL IMPROVEMENTS PROGRAM		\$12,853,550	\$6,903,330	\$5,950,220	\$370,950	\$855,000	\$664,270	\$0	\$4,060,000

BE IT FURTHER RESOLVED, that the City Manager is authorized to take steps necessary and appropriate to apply for and secure maximum federal and state grant funding assistance; and

BE IT FURTHER RESOLVED, that the amounts indicated above for each project are estimates and that the City Manager may allocate more funds to any one or more of such projects, and less to others, so long as, in the judgment of the City Manager, each of the projects described above can be completed within the total appropriation made by this Resolution.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____. VOTE ON THE MOTION ____/_____.

PROPOSED AMENDMENT(S) TO RESOLUTION NO. 12

[Proposed Amendment #1 is optional and is recommended if the City Council wishes to undertake the Airport Taxiway A Extension project in FY2026. This proposed Amendment, as drafted below, presumes the City Council approved Amendment #1 to Resolution #5, which anticipates a transfer of \$98,125 from the Municipal Airport Fund budget to the Capital Improvements Fund for the City's share of the project costs. If Amendment #1 to Resolution #5 was not approved, the City Council could, nevertheless, proceed with the Taxiway A Extension

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project by authorizing the issuance of bonds or notes as proposed in Amendment #1 to Resolution #13, but the table below would need to be changed to show the \$98,125 as "Bond/Note Proceeds" instead of "Transfers to CIP".]

(1) **MOVED BY COUNCILOR _____** to amend the list of 2026 Capital Improvements Projects to add the Airport Taxiway A Extension project, and to increase estimated revenues to the Capital Improvements Fund budget by \$3,925,000 for same. The Federal Aviation Administration (FAA) has offered to allocate unspent funds from another airport to the Lebanon Airport to complete the Taxiway A Extension project in FY2026, instead of FY2027, which will reduce the City's share of project costs by 50% or approximately \$98,125.

BE IT FURTHER MOVED, that the Capital Improvements Project list be amended to include the following:

Dept	Project Name	Total Appropriated	Prior to 2026	2026	Bond/Note Proceeds/ Debt	Existing Funds from CRF	Transfers To CIP	Other (SAD, Sale Proceeds, etc)	Inter-governmental Grants
	AIRPORT FUND								
AIR	2026 Taxiway A Extension	\$3,925,000	\$0	\$3,925,000			\$98,125		\$3,826,875
	TOTAL ADDITIONAL CAPITAL IMPROVEMENTS PROGRAM	\$3,925,000	\$0	\$3,925,000			\$98,125		\$3,826,875

SECONDED BY COUNCILOR _____. **VOTE ON THE AMENDMENT ____/____.**

[Proposed Amendment #2 below is optional if the City Council wishes to proceed with the Mechanic Street/High Street/Mascoma Street Intersection project in FY2026. This proposed Amendment, as drafted below, anticipates the use of funds from the Downtown Lebanon TIF District Unassigned Fund Balance to pay for the City's share of the additional project costs in conjunction with proposed Resolution #15.]

(2) **MOVED BY COUNCILOR _____** to amend the list of 2026 Capital Improvements Projects to add the DPW Mechanic Street/High Street/Mascoma Street Intersection project, and to increase estimated revenues to the Capital Improvements Fund budget by \$1,152,250 for same. Contractor bids for the project were received on November 13, 2025, and came in higher than expected. Eighty percent (80%) of the additional costs will be covered by the NH Department of Transportation, and the City's twenty percent (20%) share of additional costs is proposed to be paid for with funds from the Downtown Lebanon Tax Increment Finance District Unassigned Fund Balance.

BE IT FURTHER MOVED, that the Capital Improvements Project list be amended to include the following:

Dept	Project Name	Total Appropriated	Prior to 2026	2026	Bond/Note Proceeds/ Debt	Existing Funds from CRF	Transfers To CIP	Other (SAD, Sale Proceeds, etc)	Inter-governmental Grants
	GENERAL FUND								
DPW	Mechanic Street/High Street/ Mascoma Street Intersection	\$5,821,998	\$4,669,748	\$1,152,250			\$230,450		\$921,800
	TOTAL ADDITIONAL CAPITAL IMPROVEMENTS PROGRAM	\$5,821,998	\$4,669,748	\$1,152,250			\$230,450		\$921,800

SECONDED BY COUNCILOR _____. **VOTE ON THE AMENDMENT ____/____.**

RESOLUTION NO. 13

* **MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 13**

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TO AUTHORIZE THE ISSUANCE OF BONDS OR NOTES TO FINANCE 2026 CAPITAL IMPROVEMENTS:

RESOLVED, by the City of Lebanon, that the City Treasurer, with the approval of the City Manager, is authorized to issue, in accordance with the Municipal Finance Act (RSA 33), a bond issue or bond issues in an amount not to exceed \$370,950 as follows:

Department	Project Name	Estimated		
		Useful Life	Paid for by	Amount
	AIRPORT FUND			
AIR	2026 T-Hangar Construction	20 Years	Airport User Fees	\$370,950
	TOTAL CITY CAPITAL IMPROVEMENTS PROGRAM			\$370,950

BE IT FURTHER RESOLVED, that, except as herein otherwise provided, discretion to fix the dates, maturities, denominations, interest rate, form, and other details of said note(s) / issue(s), is hereby delegated to the City Treasurer, with the approval of the City Manager; and

BE IT FURTHER RESOLVED, that, in accordance with the requirements of the Municipal Finance Act (RSA 33:2 Repayment of Loans), no loans issued to pay for public works or improvements shall exceed the expected useful life of said public works or improvements as determined by the City Council as designated in the foregoing table.

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____ . VOTE ON THE MOTION ____/____.

PROPOSED AMENDMENT(S) TO RESOLUTION NO. 13

[This Amendment is recommended only if the City Council approved Amendment #1 to Resolution #12, but did not approve Amendment #1 to Resolution #5.]

(1) MOVED BY COUNCILOR _____ to increase the amount of bonds/notes authorized to be issued to finance 2026 Capital Improvements by up to \$98,125 for the Airport Taxiway A Extension project. The Federal Aviation Administration (FAA) has offered to allocate unspent funds from another airport to the Lebanon Airport to complete the Taxiway A Extension project in FY2026, instead of FY2027, which will reduce the City's share of project costs by 50% or approximately \$98,125.

Department	Project Name	Estimated		
		Useful Life	Paid for by	Amount
	AIRPORT FUND			
AIR	2026 Taxiway A Extension	20 Years	Airport User Fees	\$98,125
	TOTAL ADDITIONAL CAPITAL IMPROVEMENTS PROGRAM			\$98,125

SECONDED BY COUNCILOR _____ . VOTE ON THE AMENDMENT ____/____.

RESOLUTION NO. 14

*** MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 14 TO AUTHORIZE THE TRANSFER OF FUNDS TO SPECIAL REVENUE FUNDS, CAPITAL PROJECT FUNDS, WATER TREATMENT FUND, AND CAPITAL RESERVE FUNDS:**

2026 CITY BUDGET ADOPTION GUIDE – DECEMBER 17, 2025

RESOLVED, for the purpose of financing the Special Revenue Funds, Capital Project Funds, Water Treatment Fund, and Capital Reserve Funds.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds in the amount of \$1,236,050 be transferred as follows:

INTERFUND TRANSFERS	
TRANSFERS TO SPECIAL REVENUE FUNDS	
From General Fund	
to the Enterprise Properties Revolving Fund	\$ 3,800
TRANSFERS TO CAPITAL PROJECT FUNDS	
From General Fund	
to the Capital Improvement Fund – Trues Brook Road Bridge Replacement Project #066-059	\$ 5,150
TRANSFERS TO WATER TREATMENT FUND	
From General Fund	
for Fire Protection-Hydrants	\$ 302,100
TRANSFERS TO CAPITAL RESERVE FUNDS	
From General Fund	
to the Fire Department Equipment and Vehicles Capital Reserve Fund	\$ 165,000
to the DPW Department Equipment and Vehicles Capital Reserve Fund	\$ 620,000
to the Recreation and Parks Equipment and Vehicles Capital Reserve Fund	\$ 40,000
to the Police Department Equipment, Vehicles, and Improvements Capital Reserve Fund	\$ 50,000
to the General Fund Accrued Benefits Liability Expendable Trust Fund	\$ 50,000
TOTAL	\$ 1,236,050

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____ . VOTE ON THE MOTION ____/____.

RESOLUTION NO. 15

[This Resolution is recommended only if the City Council approved Amendment #2 to Resolution #12]

*** MOTION BY COUNCILOR _____ TO MOVE PASSAGE OF RESOLUTION NO. 15 TO AUTHORIZE THE TRANSFER OF FUNDS FROM THE DOWNTOWN LEBANON TAX INCREMENT FINANCE (TIF) DISTRICT UNASSIGNED FUND BALANCE TO THE CAPITAL IMPROVEMENTS FUND:**

RESOLVED, for the purpose of transferring funds from the Unassigned Fund Balance of the Downtown Lebanon TIF District Fund to the General Fund.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds in the amount of \$230,450 be transferred from the Downtown Lebanon TIF District Unassigned Fund Balance to the Capital Improvements Fund to pay for the City's twenty percent (20%) share of additional costs for the Mechanic Street/High Street/Mascoma Street Intersection Project

This resolution shall be effective January 1, 2026.

SECONDED BY COUNCILOR _____ . VOTE ON THE MOTION ____/____.



LEBANON CITY COUNCIL
NOTICE OF PUBLIC HEARING
2026 City Budget as Proposed by the City Manager

Starting at 6:00 pm, Wednesday, December 17, 2025, a public hearing will be held on the 2026 City Budget as proposed by the City Manager. The meeting will be held in the Lebanon High School Gymnasium, 195 Hanover Street Extension, Lebanon, and REMOTELY VIA VIRTUAL PLATFORM. Citizens are encouraged to attend the public hearing to provide written and oral comments and ask questions. A copy of the proposed budget may be obtained from the City Manager's office or accessed at LebanonNH.gov/Budget.

1. TO ADOPT NINE BUDGETS:

Budgets are adopted by the City Council on a fund basis. A fund segregates revenues and expenditures legally restricted to specific uses. Municipal property tax revenues, and revenues not allocated to other funds, are accounted for in the General Fund; other operating funds (including Solid Waste Disposal, Water Treatment and Distribution, and Wastewater Collection and Disposal) are primarily supported by user fees.

Fund	2026 Budget	\$ Chg. V. '25	Sources of Revenues	2026 Budget	\$ Chg. V. '25
General	\$46,519,390	\$1,758,245	Taxes	\$32,347,540	\$1,044,465
Solid Waste Disposal	\$8,117,670	\$1,456,750	Licenses and Fees	\$4,060,200	\$272,600
Water Treatment and Distribution	\$5,644,140	\$739,370	Intergovernmental	\$6,492,000	(\$3,754,250)
Wastewater Collection and Disposal	\$8,925,130	\$133,040	Charges for Services	\$26,169,560	\$897,730
Municipal Airport	\$1,623,220	(\$20,080)	Miscellaneous Sources	\$4,728,150	\$649,970
Emergency Management	\$0	(\$25,000)	Interfund Transfers	\$1,523,070	\$140,170
Heritage Fund	\$0	(\$400)	Bond Proceeds	\$270,950	(\$16,400,700)
Enterprise Properties Revolving Fund	\$3,800	(\$19,300)			
Capital Improvements	\$5,950,220	(\$19,912,140)			
Downtown TIFD	\$1,200,000	\$22,690			
Airport TIFD	\$96,800	\$41,300			
Total	\$78,080,370	(\$15,825,525)	Total	\$75,691,470	(\$17,150,015)
			Applied/(Realized) Fund Balance	\$2,388,900	\$1,324,490
			Total Revenues and Fund Balance	\$78,080,370	(\$15,825,525)

The Lebanon School District and Grafton County are autonomous. The City Budget does not concern expenditures for those entities.

ON DECEMBER 17, 2025, THE CITY COUNCIL MAY ALSO CONSIDER:

- Capital Improvements Fund: Amending the list of 2026 Capital Improvement projects to include the Airport Taxiway A Extension project, and increase estimated revenues (bond proceeds) by \$3,925,000; and
- Capital Improvements Fund: Amending the list of 2026 Capital Improvements projects to include the Mechanic Street/High Street/Mascoma Street Roundabout project, and to increase estimated revenues by \$1,152,250; and

The estimated 2026 Municipal Tax Rate is \$8.41 per \$1,000 of assessed real estate value, an increase of \$0.31 or 3.8% from the 2025 tax rate. A single-family home assessed for \$350,000 will have an estimated 2026 municipal tax bill of about \$2,943, an increase of \$108. Four rates make up the Total Tax Rate: Municipal, County, Local Education, and State Education. This budget concerns the Municipal portion only. **Increases of 8.0% and 3.0% to water and wastewater service rates, respectively, are factored into the budget.**

2. TO AUTHORIZE THE ISSUANCE OF BONDS OR NOTES TO FINANCE 2026 CAPITAL IMPROVEMENTS:

The Capital Improvements Fund is where the acquisition or construction of major, expensive, and long-lived capital facilities, equipment, and vehicles are budgeted; it is supported by multiple financing sources, but primarily through the issuance of long-term debt. The City strives to identify anticipated capital expenditures in a six-year Capital Improvement Program (CIP); the first year of the CIP makes up the Capital Improvements budget.

RESOLVED, by the City of Lebanon, that the City Treasurer, with the approval of the City Manager, is authorized to issue, in accordance with the Municipal Finance Act (RSA 33), a bond issue or bond issues in an amount not to exceed \$370,950 (Three Hundred Seventy Thousand Nine Hundred Fifty Dollars) as follows:

Department	Project Name	Estimated		
		Useful Life	Paid for by	Amount
	AIRPORT FUND			
AIR	2026 T-Hangar Construction	20 Years	Airport User Fees	\$370,950
	TOTAL CITY CAPITAL IMPROVEMENTS PROGRAM			\$370,950

BE IT FURTHER RESOLVED, that, except as herein otherwise provided, discretion to fix the dates, maturities, denominations, interest rate, form, and other details of said note(s)/issue(s), is hereby delegated to the City Treasurer, with the approval of the City Manager;

BE IT FURTHER RESOLVED, that, in accordance with the requirements of the Municipal Finance Act (RSA 33:2 Repayment of Loans), no loans issued to pay for public works or improvements shall exceed the expected useful life of said public works or improvements as determined by the City Council as designated in the foregoing table.

ON DECEMBER 17, 2025, THE CITY COUNCIL MAY ALSO CONSIDER:

- Increasing the amount of bonds/notes authorized to be issued to finance 2026 Capital Improvements by \$98,125 from \$370,950 to \$469,075, for the 2026 Airport Taxiway A Extension project.

3. TO AUTHORIZE THE TRANSFER OF FUNDS TO SPECIAL REVENUE FUNDS, CAPITAL PROJECT FUNDS, WATER FUND, AND CAPITAL RESERVE FUNDS:

The City Council will consider that funds in an amount not to exceed \$1,236,050 be transferred as follows:

INTERFUND TRANSFERS	
TRANSFERS TO SPECIAL REVENUE FUNDS	
From General Fund	
to the Enterprise Properties Revolving Fund	\$ 3,800
TRANSFERS TO CAPITAL PROJECT FUNDS	
From General Fund	
to the Capital Improvement Fund – Trues Brook Road Bridge Replacement Project #066-059	\$ 5,150
TRANSFERS TO WATER FUND	
From General Fund	
for Fire Protection-Hydrants	\$ 302,100
TRANSFERS TO CAPITAL RESERVE FUNDS	
From General Fund	
to the Fire Department Equipment and Vehicles Capital Reserve Fund	\$ 165,000
to the DPW Department Equipment and Vehicles Capital Reserve Fund	\$ 620,000
to the Recreation and Parks Equipment and Vehicles Capital Reserve Fund	\$ 40,000
to the Police Department Equipment, Vehicles, and Improvements Capital Reserve Fund	\$ 50,000
to the General Fund Accrued Benefits Liability Expendable Trust Fund	\$ 50,000
TOTAL	\$ 1,236,050

4. TO AUTHORIZE THE TRANSFER OF FUNDS FROM THE DOWNTOWN LEBANON TAX INCREMENT FINANCE (TIF) DISTRICT UNASSIGNED FUND BALANCE TO THE CAPITAL IMPROVEMENTS FUND:

The City Council will consider that funds in an amount not to exceed \$230,450 be transferred from the Downtown Lebanon Tax Increment Finance (TIF) District Unassigned Fund Balance to the Capital Improvements Fund to pay for the City's twenty percent (20%) share of additional costs for the Mechanic Street/High Street/Mascoma Street Roundabout Project.

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.

December 7, 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 November 29, 2025, and December 6, 2025.

A handwritten signature in cursive script that reads "Jaseya Ewing".

Jaseya Ewing
City Clerk

Agenda

Lebanon City Council

December 17, 2025

6. Public Hearing Items:

6.B – Amend to Ordinance #18, Salary Plan, to Include Implementation of a 3% General Wage Increase, and to Retitle, Reclassify, and Add Positions to the Existing Salary Plan

A public hearing for the purpose of receiving public input and taking action to amend Ordinance No. 18, Salary Plan, to include implementation of a 3% General Wage Increase, and to retitle, reclassify, and add positions to the existing salary plan.

The City Council scheduled this public hearing at its November 19, 2025 regular meeting. The public hearing was properly noticed in the *Valley News* on December 6, 2025 in accordance with City Code and State Law.

Background

Ordinance No. 18 formally establishes the City of Lebanon's comprehensive Salary Plan, governing non-affiliated employees, bargaining unit personnel, and designated classifications of municipal staff. It defines the organizational framework for employee compensation by establishing salary grades, pay ranges, and the classification of all official job titles within the City's workforce structure. The Salary Plan currently encompasses four collective bargaining units, each governed by Collective Bargaining Agreements effective from January 1, 2025, through December 31, 2027, including the following:

- Lebanon Professional, Administrative, and Salaried Employees (LPASE)
- Lebanon Public Works Employee's Union, American Federation of State, County and Municipal Employees, Local #1348/Council 93 AFL-CIO (AFSCME)
- Lebanon Permanent Firefighters' Association, Local 3197/International Association of Fire Fighters (LPFFA/IAFF)
- Lebanon Police Benevolent Association (LPBA)/New England Police Benevolent Association (NEPBA)

In addition, three (3) new bargaining units have been certified by the State of New Hampshire Public Employee Labor Relations Board (PELRB) and are currently engaging in negotiations for their initial Collective Bargaining Agreements. These are:

- City of Lebanon (Department Heads)
State of New Hampshire – Public Employee Labor Relations Board
Case No. G-0346-1, Decision No. 2025-155
- City of Lebanon (City Assistants, Deputies, and Others)
State of New Hampshire – Public Employee Labor Relations Board
Case No. G-0343-2, Decision No. 2025-251
- City of Lebanon (Various City Employees)

State of New Hampshire – Public Employee Labor Relations Board
Case No. G-0345-1, Decision No. 2025-157

Under the City Council/City Manager form of government, the City Manager is responsible for administering the affairs of the City, including maintenance of the City's Salary Plan and negotiation of Labor Agreements with all collective bargaining units.

Under Ordinance No. 18, compensation for exempt (salaried) and non-exempt (hourly) employees is defined by a system of steps or by minimum and maximum grade ranges—expressed as hourly rates for non-exempt employees and weekly rates for exempt employees.

Progression within these ranges is achieved through annual General Wage Increases and performance-based merit adjustments ranging from one (1) to three (3) percent, or through automatic step increases. The granting of merit or step adjustments is subject to the terms and conditions outlined in the Non-Bargaining Employee Handbook (for non-affiliated employees), or the applicable Collective Bargaining Agreement. Step or merit-based adjustments only occur provided the employee has not reached their top step or the maximum of their salary range.

To ensure the Salary Plan remains equitable and competitive with the external labor market, the City's Salary Plan must be kept current. This is achieved by regularly adjusting compensation ranges through General Wage Increases and by systematically reviewing positions with both external labor market comparisons and internal equity among positions.

The City's standard practice for determining General Wage Increases is to apply the percentage change in the Northeast Region Consumer Price Index (CPI) for June, measured over the preceding twelve months. This adjustment typically includes a minimum increase of one percent (1%) and a maximum increase of three percent (3%) and applies equally to non-affiliated employees and members of the City's collective bargaining units.

Action

The City Council is asked to take action to amend Ordinance No. 18, as follows:

1. General Wage Increase – 2026

The Northeast Region Consumer Price Index (CPI) increased by 3% between June 2024 and June 2025. Accordingly, the City Council is requested to implement a 3% General Wage Increase for all employees, as part of the 2026 City of Lebanon Budget. This adjustment would take effect as of the first pay period of 2026.

2. Amend Article II – Non-Affiliated and LPASE Employees:

Section A – Regular Full-Time and Part-Time Benefit Eligible Positions

- I. Integrate newly certified positions and the associated denotations of the following Bargaining Units:**
 - a. City of Lebanon (Department Heads)
State of New Hampshire – Public Employee Labor Relations Board
Case No. G-0346-1, Decision No. 2025-155
 - b. City of Lebanon (City Assistants, Deputies, and Others)
State of New Hampshire – Public Employee Labor Relations Board
Case No. G-0343-2, Decision No. 2025-251

- c. City of Lebanon (Various City Employees)
State of New Hampshire – Public Employee Labor Relations Board
Case No. G-0345-1, Decision No. 2025-157

- II. Integrate denotation of italicized text to all non-affiliated positions to include:
 - a. General Intern
 - b. Deputy Finance Director
 - c. Deputy Human Resources Director
 - d. Human Resources Specialist
 - e. Human Resources Director
 - f. Technical Advisor II
 - g. Finance Director
 - h. Deputy City Manager
- III. Relocate the Grade 7 position of Communications Specialist to Article III, Bargaining Unit Employees, Section C – Lebanon Police Benevolent Association (LPBA)/New England Police Benevolent Association (NEPBA).
- IV. Retitle and reclassify the non-exempt, Assistant Human Services Director, currently located in Grade 7, to Grade 9, and retitle to Deputy Human Services Director, with an exempt classification.
- V. Reclassify the non-exempt Deputy City Clerk/Tax Collector from Grade 8 to Grade 9, with an exempt classification.

As part of an effort to combine the current separate roles of Deputy City Clerk and Deputy Tax Collector positions into a dual role, the Deputy City Clerk/Tax Collector position's job description has been revised and regraded.

- VI. Add the non-exempt position of Lead Assistant City Clerk to Grade 8, with a proposed affiliation of LPASE

The creation of the Lead Assistant City Clerk position is part of an organizational restructuring within the City Clerk/Tax Collection Department. Currently, overlapping supervisory responsibilities exist within the department. The restructured model consolidates supervision, streamlines operations, and enhances training for the Deputy City Clerk/Tax Collector. This role will oversee counter operations to ensure consistent customer service delivery and provide daily support to department leadership. The Lead Assistant City Clerk position also establishes a clear advancement opportunity for existing staff, supporting both professional development and employee retention.

- VII. Retitle the Grade 8, LPASE-affiliated position of Field Inspector to Building Official & Health Officer I.
- VIII. Retitle the Grade 9, LPASE-affiliated position of Code Health Inspector to Building Official & Health Officer II.
- IX. Add a LPASE designation to the following positions:
 - a. System Administrator – Grade 11
 - b. Prosecuting Attorney – Grade 12

- c. Cyber Security Analyst – Grade 13
- d. Systems and Operations Administrator – Grade 13

3. Amend Article II – Section B – Seasonal/Temporary & Stipend Employees

- I. Add the non-exempt position of Assistant Moderator to “Election Positions.”

The Assistant Moderator position will provide additional Election Day support, focusing on absentee ballot processing and supervision of Ballot Clerks. Currently, Moderators often manage these duties alone, as Ward Clerks are occupied assisting voters. Establishing the Assistant Moderator position will streamline Election Day operations, ensure timely absentee ballot processing, and strengthen overall election management.

- II. Implement a wage adjustment, beyond the 3% GWI, to the Outdoor Educator position, located within Recreation, Arts & Parks positions, to attract and retain qualified personnel.
- III. Retitle Asst. Pool Director, within Recreation, Arts & Parks positions, to Assistant Pool Director.
- IV. Remove Asterix (*) from Communications Specialists, within Police Department Positions.
- V. Remove Asterix (*) from Assistant City Clerks, within City Clerk Positions.

4. Amend Article III – Section A – AFSCME Local #1348/Council 93 AFL-CIO

As a part of Strategic Objective 1.2, High Performing Government, in the City of Lebanon’s 2026-2029 Strategic Plan (KPI - 1.2.1: Attract, retain, engage, develop a diverse competitive workforce), the Human Resources Department completed a Wage Classification Study for Lebanon Public Works Employees’ Union, AFSCME Local #1348/Council 93 AFL-CIO. The study, aimed at reaching the 60th percentile of the market by 2026, has now been completed. As a result, the following reclassifications are proposed:

- I. Retitle Section to Lebanon Public Works Employees’ Union, AFSCME Local #1348, Council 93 AFL-CIO throughout.
- II. Reclassify the Grade 3 position of Recycling Attendant to Grade 4.
- III. Reclassify the Grade 3 Scale Technician to Grade 4.
- IV. Reclassify the Grade 5 position of Maintainer (Cemetery Crew Leader) to Grade 6.
- V. Reclassify the Grade 6 position of Water Treatment Plant Operator to Grade 7.
- VI. Reclassify the Grade 6 position of Wastewater Treatment Plant Operator to Grade 7.
- VII. Reclassify the Grade 7 position of Engineering Technician to Grade 8.

5. Amend Article III – Section C – Lebanon Police Benevolent Association (LPBA)/New England Police Benevolent Association (NEPBA)

- I. Add Communications Specialist position to Bargaining Unit.

The tables below reflect all changes (as shown in **red** text), to include the addition of new positions, changes in position titles and/or classification, as well as the 3% General Wage Increase. These changes would be effective as of the first pay period of 2026.

REGULAR FULL-TIME/REGULAR PART-TIME NON-AFFILIATED, LPASE & NEWLY CERTIFIED BARGAINING UNIT EMPLOYEES 2026 SALARY & GRADES TO INCLUDE 3% GWI					
Grade	Position Title	Hourly		Weekly	
		Minimum	Maximum	Minimum	Maximum
1	General Intern	\$19.29	\$28.19	-	-
2	Custodian □	\$21.67	\$29.26	-	-
	Department Secretary □	-	-	-	-
3	Airport Maintenance Worker □	\$22.99	\$31.02	-	-
	Custodian I □	-	-	-	-
	Accounting Clerk □	-	-	-	-
4	Youth Services Library Assistant □	\$24.35	\$32.87	-	-
	Technical Services Library Assistant □				
	Custodial Supervisor □				
	Facilities Maintenance Specialist □	-	-	-	-
5		\$25.80	\$34.86	-	-
6		\$27.34	\$37.33	-	-
7	Administrative Secretary □	\$29.00	\$41.02	-	-
	Assessing Clerk □	-	-	-	-
	Assistant City Clerk □	-	-	-	-
	Assistant Human Services Director	-	-	-	-
	Communications Specialist	-	-	-	-
	Library Administrative/Technical Assistant □	-	-	-	-
8	Accounting Clerk III □	\$31.90	\$43.05	-	-
	Administrative Assistant □	-	-	-	-
	Benefits Specialist □	-	-	-	-
	Payroll Specialist □	-	-	-	-
	Police Communications Assistant Supervisor*				
	Deputy City Clerk ‡	-	-	-	-
	Deputy Tax Collector ‡	-	-	-	-
	Deputy City Clerk/Deputy Tax Collector	-	-	-	-
	Field Inspector*				
	Building Official & Health Officer I*	-	-	-	-
	Electrical Inspector*	-	-	-	-
	Lead Assistant City Clerk* (New)				
	Utility Billing Clerk □	-	-	-	-
	Outreach Librarian □	-	-	\$1,275.88	\$1,722.38
	Children's Librarian □	-	-	-	-
	Code Health Inspector*				
9	Building Official & Health Officer II*	\$35.08	\$47.37	-	-
	Executive Assistant □	-	-	-	-
	Public Relations Coordinator □	-	-	-	-
	Digital Media Officer □	-	-	-	-

	Deputy Assessor ‡	-	-	-	-
	Cyber Services Technical Specialist □	-	-	-	-
	Real Estate Appraiser II*	-	-	-	-
	Solid Waste Supervisor*				
	Cemetery Supervisor*	-	-	-	-
	Associate Planner*	-	-	\$1,403.45	\$1,894.92
	Deputy City Clerk/Deputy Tax Collector ‡				
	Deputy Human Services Director ‡				
10	Asset Manager*	\$38.64	\$52.15		-
	Assistant City Engineer*			-	-
	Financial Analyst □	-	-	-	-
	Community Nurse □	-	-	-	-
	Police Communications Supervisor ‡	-	-	-	-
	Recreation Program Coordinator*	-	-	\$1,545.61	\$2,086.13
	Youth Services Librarian □	-	-	-	-
11	Technical Advisor I □	\$40.95	\$55.27	-	-
	Cemetery Sexton*	-	-	-	-
	Fleet Maintenance Supervisor*	-	-	-	-
	Maintenance Superintendent*	-	-	-	-
	Utilities Maintenance Superintendent*	-	-	-	-
	System Administrator*	-	-	-	-
	Airport Operations Supervisor*	-	-	\$1,638.07	\$2,210.82
	Assistant Recreation Director*	-	-	-	-
	Code Enforcement Director*	-	-	-	-
	Director of Public Engagement and Communications †				
	Fire Marshall*	-	-	-	-
	Planner/GIS Coordinator*	-	-	-	-
	Senior Planner*	-	-	-	-
	Systems Librarian □	-	-	-	-
	Information Technology Librarian □	-	-	-	-
12	Wastewater Treatment Superintendent*	\$43.40	\$58.60	-	-
	Water Treatment Superintendent*	-	-	-	-
	Administrative Services Manager*	-	-	\$1,735.99	\$2,343.55
	City Assessor*	-	-	-	-
	City Engineer*	-	-	-	-
	City Planner*	-	-	-	-
	Deputy Library Director ‡	-	-	-	-
	Energy & Facilities Manager*	-	-	-	-
	Police Lieutenant*	-	-	-	-
	Prosecuting Attorney*	-	-	-	-
	Solid Waste Manager □	-	-	-	-
13	Chief Innovation and AI Officer †	-	-	\$1,840.17	\$2,484.24
	City Clerk/Tax Collector †				
	Cyber Security Analyst*	-	-	-	-
	Deputy Finance Director	-	-	-	-
	Deputy Human Resources Director	-	-	-	-
	Human Services Director †				

	Information Systems Manager*	-	-	-	-
	Maintenance Manager ‡	-	-	-	-
	Police Captain*	-	-	-	-
	Deputy Planning and Development Director ‡	-	-	-	-
	Systems and Operations Administrator*	-	-	-	-
	Chief Building Official & Health Officer ‡				
14	<i>Human Resources Specialist</i>	\$48.77	\$65.84	-	-
	Airport Manager †	-	-	\$1,950.68	\$2,633.21
	Assistant Director/Public Works ‡	-	-	-	-
	Chief Assessor †	-	-	-	-
	<i>Human Resources Director</i>	-	-	-	-
	Library Director †	-	-	-	-
	Lead Network Infrastructure Engineer ‡	-	-	-	-
	Recreation, Arts & Parks Director †	-	-	-	-
15	Deputy Police Chief ‡	-	-	\$2,191.47	\$2,791.02
	Deputy Fire Chief ‡				
16	<i>Technical Advisor II</i>	\$60.02	\$75.95	-	-
	Chief of Police †	-	-	\$2,400.51	\$3,038.04
	Planning and Development Director †	-	-	-	-
	Public Works Director †	-	-	-	-
	<i>Finance Director</i>	-	-	-	-
	Fire Chief †	-	-	-	-
	Cyber Services Director †	-	-	-	-
	<i>Deputy City Manager</i>	-	-	-	-

Italicized positions denote Non-Affiliated employees, for which the January 1, 2026, GWI shall be based on the Northeast Region CPI for June 2024 – June 2025, but in no case shall be less than one percent (1%), nor greater than three percent (3%).

* Denotes LPASE employees for which the January 1, 2026, GWI shall be based on the Northeast Region CPI for June 2024 – June 2025, but in no case shall be less than one percent (1%), nor greater than three percent (3%).

† Denotes City of Lebanon (Department Heads) – State of New Hampshire, Public Employee Labor Relations Board (PELRB) – Case No. G-0346-1, Decision No. 2025-155 employees, for which the January 1, 2026, GWI shall be based on the Northeast Region CPI for June 2024 – June 2025, but in no case shall be less than one percent (1%), nor greater than three percent (3%).

‡ Denotes City of Lebanon (City Assistants, Deputies, and Others) – State of New Hampshire – Public Employee Labor Relations Board (PELRB) – Case No. G-0343-2, Decision No. 2025-251 employees, for which the January 1, 2026, GWI shall be based on the Northeast Region CPI for June 2024 – June 2025, but in no case shall be less than one percent (1%), nor greater than three percent (3%).

□ Denotes City of Lebanon (Various City Employees) – State of New Hampshire, Public Employee Labor Relations Board (PELRB) – Case No. G-0345-1, Decision No. 2025-157 employees, for which the January 1, 2026, GWI shall be based on the Northeast Region CPI for June 2024 – June 2025, but in no case shall be less than one percent (1%), nor greater than three percent (3%).

B. Seasonal/Temporary & Stipend Employees

POSITION TITLE	HOURLY	
ELECTION POSITIONS (HOURLY)		
Assistant Moderator (New)		\$29.00
Ballot Clerk	-	\$21.22

Election Assistant	-	\$16.58
Moderator	-	\$31.83
Ward Clerk	-	\$28.64
Chair Supervisor of the Checklist	-	\$28.64
Supervisor of the Checklist	-	\$26.52
FIRE DEPARTMENT POSITIONS		
Call Firefighter	\$13.33	\$33.79
RECREATION, ARTS & PARKS POSITIONS		
Front Desk Attendants – Pool	\$12.01	\$18.06
Lifeguards	\$12.01	\$20.72
Head/Lead Counselors	\$15.64	\$19.22
Head & WSI Lifeguards	\$14.42	\$21.61
Head Front Desk Attendant - Pool	\$14.42	\$18.04
Outdoor Adventurer - Educator	\$22.00	\$28.00
Day Camp Counselors	\$12.01	\$18.06
Arts & Craft Director	\$15.64	\$20.13
Farmers Market Coordinator	\$16.83	\$21.63
Market Assistant	\$14.42	\$18.04
Tennis Instructor	\$18.04	\$22.84
Stomp & Romp	\$18.04	\$22.84
Pool Operations Manager	\$18.04	\$24.85
Assistant Pool Director	\$18.04	\$24.85
Assistant Camp Director	\$18.04	\$24.85
Pool Director	\$19.22	\$28.41
Camp Director	\$19.22	\$28.41
RECREATION, ARTS & PARKS STIPEND POSITIONS:		
Sport Coaches – Seasonally (Lacrosse, Track, Youth – Basketball, Field Hockey, Football, Cheerleader Coach etc. – may vary due to Programs)	\$242.67	\$846.39
Softball Coordinator - Stipend	\$2,101.64	\$2,691.29
LIBRARY POSITIONS		
Library Clerk I	\$19.29	\$28.19
Library Custodian Substitutes	\$21.67	\$29.26
Library Clerk II	\$22.99	\$31.02
PUBLIC WORKS POSITIONS		
Engineering Clerk	\$13.23	\$16.83
GIS Clerk – (or Intern)	\$18.04	\$20.44
Seasonal Laborers – Summer & Fall DPW, Parks & Rec.& Airport	\$19.22	\$24.30
Tree Warden	\$24.40	\$27.58
CDL Seasonal Drivers	\$27.00	\$59.18
PLANNING POSITIONS		
Park Ranger	\$18.04	\$20.44
POLICE DEPARTMENT POSITIONS		
Crossing Guard		\$19.57
*Communications Specialist	\$29.00	\$41.02

Police Administrative Aide	\$24.04	\$27.63
Parking Control Officer	\$24.04	\$27.63
Police Officers	\$31.13	\$41.14
CITY CLERK POSITIONS		
*Assistant City Clerks (Part-Time/Temp. <20)	\$29.00	\$41.02
Lead Recording Secretary	\$27.01	\$32.87
Recording Secretary	\$25.83	\$28.23
Recording Secretary Coordinator	\$27.01	\$28.85
SHARED POSITION		
General Intern I	\$15.64	\$19.83

A. LEBANON PUBLIC WORKS EMPLOYEES' UNION, AFSCME LOCAL #1348/COUNCIL 93 AFL-CIO

Employees covered by the terms and conditions of the Collective Bargaining Agreement between the City and **Lebanon Public Works Employees' Union**, AFSCME (American Federation of State, County and Municipal Employees) Local #1348/Council 93 AFL-CIO, (effective January 1, 2025 to December 31, 2027) shall be paid in accordance with the accompanying pay plan covering the time period of the first pay period of 2026, through the last pay period of 2026, as provided in that Agreement, and as placed on file in the office of the City Clerk.

LEBANON PUBLIC WORKS EMPLOYEES' UNION – AFSCME - POSITIONS	
GRADE	POSITION(s)
1	Laborer
2	Utility Operator Trainee
3	Operator; Recycling Attendant ; Construction Utility Operator I; Meter/Backflow Technician; Scale Technician
4	Light Equipment Operator; Airport Maintenance Technician; Recycling Attendant ; Scale Technician
5	Heavy Equipment Operator; Utilities Operator I; Airport Maintenance Specialist; Maintainer (Cemetery Crew Leader) ; Utilities Operator I;
6	Maintainer (Cemetery Crew Leader) ; Mechanic; Water Treatment Plant Operator ; Wastewater Treatment Plant Operator ;
7	Laboratory Technician/ Utilities Plant Operator; Airport Maintenance Supervisor; Utilities Maintenance Mechanic; Engineering Technician ; Public Works Crew Leader; Water Treatment Plant Operator ; Wastewater Treatment Plant Operator
8	Supervisor; Parks & Grounds Crew Supervisor; Engineering Technician
9	Chief of Quality Assurance, Electrician

LEBANON PUBLIC WORKS EMPLOYEES' UNION, AFSCME LOCAL 1348							
2026 SALARY GRADES							
3% GWI							
	<u>Minimum</u>						<u>Maximum</u>
<u>Grade</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
1	\$21.18	\$21.77	\$22.40	\$23.04	\$23.63	\$24.36	\$25.11
2	\$22.85	\$23.50	\$24.18	\$24.84	\$25.50	\$26.29	\$27.11
3	\$24.67	\$25.41	\$26.15	\$26.85	\$27.62	\$28.49	\$29.37

4	\$26.64	\$27.47	\$28.25	\$29.07	\$29.92	\$30.84	\$31.81
5	\$28.87	\$29.74	\$30.62	\$31.50	\$32.42	\$33.43	\$34.46
6	\$31.25	\$32.19	\$33.23	\$34.25	\$35.29	\$36.34	\$37.33
7	\$33.87	\$34.93	\$36.03	\$37.13	\$38.24	\$39.39	\$40.45
8	\$35.57	\$36.69	\$37.85	\$39.02	\$40.27	\$41.50	\$43.12
9	\$38.61	\$39.83	\$41.13	\$42.42	\$43.72	\$45.02	\$46.88

The January 1, 2026, GWI shall be based on the Northeast Region CPI, for June 2024 – June 2025, but in no case shall be less than one percent (1%) nor greater than three percent (3%).

**B. LEBANON PERMANENT FIREFIGHTERS' ASSOCIATION LOCAL 3197 /
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS (IAFF)**

Employees covered by the terms and conditions of the Collective Bargaining Agreement between the City and Lebanon Permanent Firefighters' Association Local 3197/International Association of Fire Fighters (IAFF), (effective January 1, 2025 to December 31, 2027), shall be paid in accordance with the accompanying pay plan covering the time period of the first pay period of 2026, through the last pay period of 2026, as provided in that Agreement, and as placed on file in the office of the City Clerk.

LEBANON PERMANENT FIREFIGHTERS/IAFF 2026 SALARY GRADES 3% GWI							
	Minimum						Maximum
<u>Position Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
Firefighter - EMT	\$27.38	\$28.26	\$29.13	\$30.05	\$30.90	\$31.79	\$32.76
Firefighter - Paramedic	\$31.01	\$31.94	\$32.93	\$33.84	\$34.75	\$35.71	\$36.70
Fire Alarm Technician	\$38.13	\$38.92	\$39.72	\$40.47	\$41.27	\$42.02	\$42.79
Lieutenant	\$36.86	\$37.37	\$37.89	\$38.43	\$38.94	\$39.45	\$39.97
Fire Inspector	\$38.43	\$39.04	\$39.71	\$40.32	\$40.98	\$41.61	\$42.30
Lieutenant - Paramedic	\$40.04	\$40.57	\$41.09	\$41.61	\$42.17	\$42.66	\$43.21
Captain	\$44.82	\$45.27	\$45.80	\$46.28	\$46.76	\$47.28	\$47.75
Inspector - Paramedic	\$39.81	\$40.42	\$41.02	\$41.66	\$42.27	\$42.87	\$43.56
Captain - Paramedic	\$45.97	\$46.45	\$46.92	\$47.40	\$47.90	\$48.36	\$48.90

The January 1, 2026, GWI shall be based on the Northeast Region CPI, for June 2024 – June 2025, but in no case shall be less than one percent (1%) nor greater than three percent (3%).

**C. LEBANON POLICE BENEVOLENT ASSOCIATION (LPBA)/NEW ENGLAND POLICE
BENEVOLENT ASSOCIATION (NEPBA)**

Employees covered by the terms and conditions of the Collective Bargaining Agreement between the City of Lebanon and the Lebanon Police Benevolent Association (LPBA)/New England Police Benevolent Association (NEPBA), (effective January 1, 2025 to December 31, 2027), shall be paid in accordance with the accompanying pay plan covering the time period of the first pay period of 2026, through the last pay period of 2026, as provided in that Agreement, and as placed on file in the office of the City Clerk.

LEBANON POLICE BENEVOLENT ASSOCIATION 2026 SALARY GRADES 3% GWI							
	<u>Minimum</u>						<u>Maximum</u>
<u>Position Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>
Patrol Officer	\$31.13	\$32.94	\$34.07	\$35.76	\$37.55	\$39.46	\$41.14
Corporal	\$42.33	-	-	-	-	-	-
Sergeant	\$42.33	\$43.22	\$44.32	\$45.46	\$46.57	\$47.68	\$48.84
	Minimum	Hourly Range					Maximum
Communications Specialist	\$29.00						\$41.02

The January 1, 2026, GWI shall be based on the Northeast Region CPI, for June 2024 – June 2025, but in no case shall be less than one percent (1%) nor greater than three percent (3%).

Amendment Process

Amending Ordinance #18 requires three separate presentations (see City Charter subsections §3.07, §3.09, §3.10, §8.03), followed by a Public Hearing, and the vote of at least two-thirds (2/3) of all members of the City Council - six (6) members - to adopt.

The Council is asked to recognize the third of three presentations. The first presentation was on November 19, 2025 and the second presentation was on December 3, 2025.

Action

The City Council is asked to take action to amend Ordinance No. 18, Salary Plan, as follows:

1. ACKNOWLEDGE THIRD PRESENTATION:

MOVED, that the Lebanon City Council hereby acknowledges the third of three presentations to amend Ordinance #18, Salary Plan, as fully described and contained in the December 17, 2025, City Council Agenda Packet.

2. RESOLUTION:

FOR THE PURPOSE OF amending Ordinance #18, Salary Plan.

NOW THEREFORE BE IT RESOLVED, that the Lebanon City Council hereby amends Ordinance #18 to implement a 3% General Wage Increase for 2026 for all City employees; and to implement all other changes as fully outlined and described in the December 17, 2025 City Council Agenda Packet, effective the first pay period of 2026.

Included in this Section:

1. Notice of Public Hearing as published in the December 6, 2025 edition of the *Valley News*.

December 11, 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 December 6, 2025.

Jaseya Ewing

Jaseya Ewing
City Clerk



LEBANON CITY COUNCIL
NOTICE OF PUBLIC HEARINGS
Wednesday, December 17, 2025 - 6:00pm
Lebanon High School Gymnasium,
195 Hanover Street Ext., or
REMOTE VIA VIRTUAL PLATFORM
LebanonNH.gov/LIVE

The Lebanon City Council will hold public hearings on December 17, 2025, beginning at 6:00pm for the following:

A. ADOPTION OF 2026 CITY BUDGET – Public Hearing for the purpose of receiving public input and taking action to adopt the 2026 City Budget as proposed by the City Manager with additional actions to include: authorizing the issuance of bonds or notes to finance 2026 capital improvements; authorizing the transfer of funds to Special Revenue Funds, Capital Improvements Funds, Water Fund, and Capital Reserve Funds; authorizing the transfer of funds from the Lebanon Downtown TIF District Budget to the General Fund; authorizing the transfer of funds from the Lebanon Downtown TIF District Fund Balance to the General Fund; authorizing the transfer of funds from the Lebanon Airport-Tech Park TIF District Budget to the Airport Fund; and authorizing the transfer of funds from the Lebanon Downtown TIF District Fund Balance to the Capital Improvements Fund.

B. AMEND ORDINANCE NO. 18, SALARY PLAN – A public hearing for the purpose of receiving public input and taking action to amend Ordinance No. 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.

The December 17, 2025 City Council agenda packet and documents pertaining to the above-described public hearings will be available on the City's website beginning December 12, 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-477801

**Agenda
Lebanon City Council
December 17, 2025**

8. New Business:

**8.A – Authorization for the City Manager to Transfer Appropriated,
But Unencumbered FY2025 General Funds**

Background

The City Council appropriates a budget on an annual basis. The FY2025 Budget was approved and appropriated on December 18, 2024. The Council may authorize the City Manager to transfer funds from one department to another within the City's General Fund pursuant to the provisions in City Charter §6.10, Transfer of Appropriations.

The City Manager proposes utilizing appropriated, but unencumbered General Funds from the current fiscal year (FY2025) to supplement the Public Assistance Revolving Fund in light of recent and ongoing changes in state and federal funding of welfare and human services. The Public Assistance Revolving Fund was created in 2022 to provide general assistance for housing and emergency shelter, food, fuel, utilities, and other necessities of the public welfare function. As a reminder, pursuant to NH RSA 165, Aid to Assisted Persons, the municipality has a statutory obligation to provide general assistance to "relieve and maintain" any person who is poor and unable to support themselves.

The City Manager intends to make budget rescissions to ensure the overall budget does not exceed the total appropriations in the City's General Fund Budget for Fiscal Year 2025.

Action

The following motion is offered for City Council consideration:

MOVED, that the Lebanon City Council, pursuant to City Charter §6.10, Transfer of Appropriations, hereby approves the Resolution for the Authorization to Transfer Fiscal Year 2025 General Fund Appropriations, as provided in the following table and as presented in the December 17, 2025 City Council Agenda Packet:

Transfer of Appropriated, but Unencumbered, FY 2025 General Funds Pursuant to City Charter §6.10	
From:	Up To Amount:
Human Services Department	\$25,000
Total:	\$25,000
To:	
Public Assistance Revolving Fund	\$25,000
Total:	\$25,000

Included In This Section:

1. Draft Resolution Authorizing the Transfer of Appropriations



CITY of LEBANON, NH

City Manager's Office
51 North Park Street
Lebanon, NH 03766
(603) 448-4220
www.LebanonNH.gov

Resolution #R-2025-7 – Lebanon City Council

Title: Authorization to Transfer FY2025 General Fund Appropriations

BE IT HEREBY RESOLVED by the Lebanon City Council, that

WHEREAS, the City Council appropriates funds in December of each year for the ensuing fiscal year, and City Charter §6.10, Transfer of Appropriations, provides that the Council may authorize the City Manager to transfer any unencumbered appropriation, or a portion thereof, from one department to another; and

WHEREAS, the City has a statutory obligation pursuant to NH RSA 165, Aid to Assisted Persons, to provide general assistance to “relieve and maintain” any person who is poor and unable to support themselves at the expense of the town or city of residence [RSA 165:1-a]; and

WHEREAS, the Public Assistance Revolving Fund was created in 2022 to provide general assistance for housing and emergency shelter, food, fuel, utilities, and other necessities of the public welfare function;

NOW, THEREFORE, the Lebanon City Council hereby authorizes the City Manager to transfer unencumbered appropriations in the FY2025 General Fund Budget in the amount of up to \$25,000 as indicated in the following table:

Transfer of Appropriated, but Unencumbered, FY 2025 General Funds Pursuant to City Charter §6.10	
From:	Up To Amount:
Human Services Department	\$25,000
Total:	\$25,000
To:	
Public Assistance Revolving Fund	\$25,000
Total:	\$25,000

BE IT FURTHER RESOLVED that this Resolution be written upon the minutes of the Lebanon City Council meeting of December 17, 2025.