



**LEBANON CITY COUNCIL
MAY 6, 2026 - 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: 309 350 63#). If you have trouble accessing this meeting, please [email David Brooks](#).

1. Call to Order

The May 6, 2026 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. City Manager Report

5. Open Council Discussion

6. Open to the Public

7. Recognitions: None

8. Approval of Minutes

A. MOTION TO approve the minutes as presented in the May 6, 2026 agenda packet.

9. Appointments: None

10. Public Hearing Items

A. Solid Waste Fleet Replacement Capital Project

Supplemental Appropriation of up to \$724,000 for Solid Waste Fleet Replacement Capital Project; Authorization to Transfer up to \$724,000 from the Solid Waste Unassigned Fund Balance to the Solid Waste Fleet Replacement Capital Project – Public hearing for the purpose of receiving public input and taking action to appropriate up to \$724,000 to supplement current funding for the Solid Waste Fleet Replacement capital project; and to authorize the transfer of funds from the Solid Waste Unassigned Fund Balance to fund the supplemental appropriation. **R-2026-5**

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 2026-06

Ordinance 2026-06: Amendments to City Code Chapter 97, Landfill Regulations – Public hearing for the purpose of receiving public input and taking action on proposed Ordinance 2026-06 to amend City Code Chapter 97, Landfill Regulations.

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

11. Old Business: None

12. New Business

- A. 14, 28, and 30 Main Street
Review of Potential Redevelopment of 14, 28, and 30 Main Street by DEW Properties; Authorization for City Manager to Execute Option to Purchase Agreement with DEW Properties
- B. Ordinance 2026-05
Discussion and Set Public Hearing for May 20, 2026: Ordinance #2026-05, Amendments to City Code Chapter 72, Fire Prevention, to comply with state law requirements and update applicable fees
- C. Landfill Discussion
Discussion of Future of Lebanon Landfill (Agenda Request from Councilor McNamara)
- D. 2027 Budget
Discussion RE: Preview of Guidance from the City Council regarding the 2027 City Budget
- E. Ordinance 2026-07
Discussion and Set Public Hearing for June 17, 2026: Ord 2026-07, Amendments to City Code Chapter 31, Boards, Committees, and Commissions, Article XVIII, Finance Advisory Committee

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: Class VI Roads

Position: Regular

Applicant: E. Backstrom

Board/Committee: Finance Advisory

Position: Regular

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Applicant: J. Simms

Board/Committee: Finance Advisory
Position: Regular
Applicant: M. Smith

Proposed Future Agenda Items: Dates may be tentative, and this list is not considered all-inclusive.
May 20, 2026

Public Hearing Items:

A. Ordinance #2026-05: Amendments to City Code Chapter 72, Fire Prevention

New Business:

A. Presentation of Emergency Winter Shelter Operational Statistics for Winter 2025-26

B. Review and Discussion of 2025 4th Quarter Budget Report (keep short)

C. Review and Discussion of 2026 1st Quarter Budget Report

D. Presentation of 2027 Financial Outlook

E. Discussion and Provide Guidance to City Manager regarding the 2027 Budget

June 3, 2026

New Business:

A. Vanier Memorial Statue on Lebanon Mall (Agenda Request from Councilor McNamara)

B. Discussion of Status of Class VI Roads Advisory Committee

C. Discussion and Set Public Hearing for June 17, 2026:

1. CDBG Application for Boys and Girls Club of Central and Northern New Hampshire (BGCCNNH)

2. Adoption of Anti-Displacement and Relocation Assistance Plan for Boys and Girls Club of Central and Northern New Hampshire (BGCCNNH)

D. Discussion of Status of Barrows Street Development Project

**Agenda
Lebanon City Council
May 6, 2026**

8. Acceptance Of Minutes:

Minutes To Be Accepted

- April 15, 2025 (Regular Meeting)

MOVED, to approve the minutes as presented in the May 6, 2026 agenda packet.

LEBANON CITY COUNCIL
SPECIAL MEETING MINUTES
Wednesday, April 15, 7:00 p.m.
Council Chambers

Remote Via Microsoft Teams: LebanonNH.gov/Live

MEMBERS PRESENT: Assistant Mayor Devin Wilkie, Kellen Appleton, Nicole Ford Burley, Eric Cole, Andrew Faunce, Lori Key, Timothy McNamara and Laurel Stavis

MEMBERS ABSENT: Mayor Douglas Whittlesey

STAFF PRESENT: City Manager Andrew Hosmer, Deputy City Manager David Brooks, Director of Public Engagement and Communications Beth Beraldi, Director of Public Works Jay Cairelli, City Engineer Rod Finley, GIS Coordinator Mark Goodwin, Director of Planning and Development Nathan Reichert, Finance Director Alesia Williams, Deputy Finance Director Victoria Paquin

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1. **CALL TO ORDER:** Assistant Mayor Wilkie called the meeting to order at 7:00 p.m.
 - City Manager Andrew Hosmer announced the meeting criteria for attendees.
 2. **PLEDGE OF ALLEGIANCE:** Councilor McNamara led the Council in the Pledge.
 3. **PUBLIC FORUM:** Assistant Mayor Wilkie made the Public Forum announcement.
 4. **OPEN COUNCIL DISCUSSION:**

Councilor Stavis requested an update of City properties in Downtown West Lebanon, noting that most of the properties are either vacant or are soon to be vacant. She requested the Council have this discussion at a future meeting.

Assistant Mayor Wilkie noted that this past Saturday there was a Styrofoam recycling collection event and congratulated Sustainable Lebanon and the Lebanon Rotary Club for all the work they did on this event. Since this event was so successful, he was wondering if there might be other solutions for collecting and recycling Styrofoam in the future.
 5. **OPEN TO PUBLIC: NO ONE CAME FORTH**
 6. **RECOGNITIONS:**
 - **WEEK OF THE YOUNG CHILD PROCLAMATION**

WHEREAS, the early years of a child’s life are critical to healthy brain development, school readiness, and lifelong success, and access to high-quality early care and education supports overall well-being, helps identify developmental needs, and builds a strong foundation for all children; and

WHEREAS, the strength of New Hampshire’s economy and local workforce depends on the availability

1 of affordable, safe, and reliable childcare, including after-school programming, which enables parents and
2 caregivers to participate fully in the workforce and supports local businesses; and
3

4 **WHEREAS**, communities across the region, including Lebanon, continue to face a shortage of early
5 childhood education opportunities, placing strain on families, employers, and the broader economy, and
6 disproportionately affecting caregivers’ ability to maintain stable employment and financial security; and
7

8 **WHEREAS**, early childhood educators are essential professionals whose expertise and dedication
9 support children, families, and the workforce every day, and whose contributions are fundamental to the
10 long-term vitality of our community; and
11

12 **WHEREAS**, addressing childcare challenges requires coordinated, cross-sector collaboration, and the
13 City of Lebanon joins many partners across the region and state in recognizing and supporting ongoing
14 efforts to strengthen the early childhood system, including contributions from providers, educational
15 institutions, nonprofit organizations, businesses, and regional and national partners working to expand
16 access, improve quality, and support the workforce;

17 **NOW, THEREFORE**, I, Assistant Mayor Devin Wilkie on behalf of Douglas Whittlesey, Mayor of the
18 City of Lebanon, do hereby proclaim April 11–17, 2026, as the WEEK OF THE YOUNG CHILD in
19 Lebanon and encourage all residents to recognize and support the important role of early childhood
20 education in building a strong and resilient community.
21

22 Proclaimed this 15th day of April 2026.
23

24

Assistant Mayor Wilkie on behalf of Douglas Whittlesey
25 Mayor, City of Lebanon, NH
26

27 **7. ACCEPTANCE OF MINUTES:**

28 - March 18, 2026 (Regular Meeting)

29 Amendments: Deputy City Manager Brooks noted that at the April 1, 2026 Council meeting, Councilor
30 Cole asked for a couple of clarifications to the March 18, 2026 minutes to make sure certain points were
31 captured from that discussion. On Page 22, lines 1-3: remove the quotations and generalize the statement
32 as follows: Director Reichert reviewed the Supporting Material as presented in the agenda packet and
33 noted that the fiscal impact analysis concluded that new units created in the City, regardless of unit size or
34 type, have a positive impact financially on the City of Lebanon.
35

36 *Councilor McNamara MOVED to approve the March 18, 2026, Regular Meeting minutes as amended*
37 *and presented in the April 15, 2026, City Council agenda packet.*
38 *Seconded by Councilor Stavis.*
39

40 **The Vote on the Motion was approved (8-0)*

41 - March 25, 2026 (Organizational Meeting)

42 Amendments: Page 24: line 24: Add Lori Key (Ward-3); Page 26, line 31; Add after the word question:
43 since the Public Hearing had been closed. Councilor Key requested inclusion of clarifying questions from
44 the public as part of the process.
45
46

47 *Councilor N. Ford Burley MOVED to approve the March 25, 2026, Organizational Meeting minutes*
48 *as amended and presented in the April 15, 2026, City Council agenda packet.*

1 *Seconded by Councilor Stavis.*

2
3 **The Vote on the Motion was approved (7-0-1). Councilor McNamara abstained.*

4
5 - April 1, 2026 (Regular Meeting)
6 Amendments: Page 41, Add after line 13: Councilor Stavis was fully in support of the project and
7 explained her reasons why: Page 10, line 22; Change Session to Exception; Page 33, line 29: Change Mr.
8 Cole to Mr. Casale: Page 39, line 44: Change bidden to bid; Page 41, line 36: Change Councilor Key to
9 Councilor Cole opposed: Page 30, line 13: Change resident to event; Page 31, line 5: Change Pattern
10 Zoning Grant to Pattern Zoning Overlay District: Page 31, line 6: Add Historic before Resources: Page
11 41, line 12: remove sidewalk and replace with maintenance.

12
13 *Councilor N. Ford Burley MOVED to approve the April 1, 2026 Regular Session minutes as amended*
14 *and presented in the April 15, 2026, City Council agenda packet.*
15 *Seconded by Councilor Faunce.*

16
17 **The Vote on the Motion was approved (7-0-1). Councilor McNamara abstained because he was*
18 *absent at this meeting.*

19
20 Assistant Mayor Wilkie requested that New Business Item 10 B. Adoption of Proposed Amendments to
21 City Council Rules be taken out of order and discussed by the Council before Appointments.

22
23 **10 B. Adoption of Proposed Amendments to City Council Rules**

24 Included in the agenda packet: [\(All supportive documents and information can be found on pages 150-](#)
25 [160, Council agenda packet\) Minutes do not include screenshots, maps, graphs, or images.\)](#)

- 26 1. Proposed amendments to City Council Rules
27 2. City Council Rules as adopted on April 16, 2025

28
29 Deputy City Manager Brooks reviewed and explained the background and changes made to the City
30 Council Rules, noting the Council has previously discussed these changes for the last three Council
31 meetings.

32
33 **BACKGROUND**

34 In accordance with §A191-13 of the Council Rules, proposed amendments must be presented in writing at
35 the preceding regular meeting prior to adoption. Adoption requires a 2/3 vote of all members of the Council.

36 On April 1, 2026, the Council reviewed and discussed proposed amendments to §A191-8, Order of
37 Business; §A191-12, Permission Required to Address Council; and §A191-15, Council Appointments to
38 City Boards, Committee, Commissions. The amendments, including further revisions, were discussed and
39 presented to the Council for vote on April 15, 2026.

40
41 **Council/Staff Comments: NONE**

42
43 **ACTION:**

44 *Councilor McNamara MOVED, that the Lebanon City Council hereby amends the Council Rules to*
45 *include the amendments to §A191-8, Order of Business, §A191-12, Permission Required to Address*
46 *Council, and §A191-15, Council Appointments to City Boards, Committee, Commissions, as presented*
47 *in the April 15, 2026 City Council agenda packet.*

1 *Seconded by Councilor Faunce.*

2
3 **The Vote on the Motion was approved (8-0).*

4
5 Assistant Mayor Wilkie noted that the approval of the City Council Rules will now allow the Council to
6 accept appointments, if we so choose, without needing to interview applicants for simply being promoted.

7
8 **The Council returned to discussing the following items below in the order they were presented in**
9 **the agenda packet.**

10
11 **8. APPOINTMENTS:**

12 Assistant Mayor Wilkie noted that due to the long list of appointments we could go through these one at a
13 time or the Council could approve these appointments by what is called a Consent Calendar.

14
15 He started the Nomination Approval process by asking the Council if they had any individual applications
16 they wanted to remove from the Consent Calendar noting he recommended that the following two
17 positions be removed from the approval list as written and be revised, noting that
18 Councilor Emeritus Heistad applied to be a Citizen Representative to both of the Boards listed below:

- 19 1. Class VI Roads Advisory, Erling Heistad (Citizen Council Representative)
- 20 2. Pedestrian and Bicyclist Advisory Committee, Erling Heistad (Citizen Representative)

21
22 It was then determined by the Mayor that it is within his power to ask the Council to accept Erling
23 Heistad as the Council's Representative to these boards because of his historical knowledge and to ensure
24 that already busy Councilors do not need to attend added meetings to their schedule. This process is
25 something that began last year.

26
27 Assistant Mayor Wilkie noted that the Mayor can appoint a Council Representative to
28 Boards/Committee/Commissions, but he cannot appoint a non-Councilor (Citizen Representative) to a
29 Council seat and discussed the procedure for, and the role of, a Citizen Representative versus a Council
30 Representative to Boards/Committees noting that the Council Representative would give quarterly reports
31 during the Council's quarterly Board/Committee sessions. He also responded to the Council's clarifying
32 questions.

33
34 ***Councilor Cole MOVED to appoint Mr. Erling Heistad as Council Representative to the Class VI***
35 ***Roads Advisory Committee, and he will also be appointed as a Citizens Representative to the Pedestrian***
36 ***and Bicyclist Advisory Committee.***

37 ***No second needed.***

- 38
39 1. Class VI Roads Advisory, Erling Heistad (Council Representative)
- 40 2. Pedestrian and Bicyclist Advisory Committee, Erling Heistad (Citizen Representative)

41
42 **The Vote on NOMINATIONS were approved (8-0).*

43
44 Councilor N. Ford Burley requested that, Roxanne Benzel (Citizen Member) be removed from the
45 Consent Calendar because the Heritage only has two seats available. She will remain as an alternate,
46 simply because she is the newest to the Heritage Committee. This does not need a vote from the Council.

47
48 ***Councilor N. Ford Burley MOVED to approve the following NOMINATIONS:***

- 49
50 • Erling Heistad (Alternate Member) to the Conservation Commission.

- 1 Term: 4/15/2026 – 4/16/2029
- 2 • Pamela Lee (Alternate Member) to the Conservation Commission.
- 3 Term: 4/15/2026 – 4/16/2029
- 4 • Lynnette Madsen (Alternate Member) to the Conservation Commission.
- 5 Term: 4/15/2026 – 4/16/2029
- 6 • Nicole Dittrich (Citizen Member) to the Heritage Commission.
- 7 Term: 4/15/2026 – 4/16/2029
- 8 • Brian Ware (Citizen Member) to the Heritage Commission.
- 9 Term: 4/15/2026 – 4/16/2029
- 10 • Sherry Boschert (Reappointment Public Member) to the Lebanon Energy Advisory Committee
- 11 Term: 4/15/2026 – 4/16/2028
- 12 • William Sterns (Reappointment Public Member) to the Lebanon Energy Advisory Committee.
- 13 Term: 4/15/2026 – 4/16/2028
- 14 • Kim Chewning (Reappointment Citizen Member) to the Lebanon Housing Authority Board.
- 15 Term: 4/15/2026 – 4/16/2031
- 16 • Tracy Foor (Public Housing Resident) to the Lebanon Housing Authority Board.
- 17 Term: 4/15/2026 – 4/16/2031
- 18 • Erling Heistad (Citizen Representative) to the Pedestrian and Bicyclist Advisory Committee
- 19 Term: 4/15/2026- 4/16/2029
- 20 • Lynnette Madsen (Citizen Representative) to the Pedestrian and Bicyclist Advisory Committee.
- 21 Term: 4/15/2026 – 4/16/2029
- 22 • Patrick Kennelly (Reappointment Resident Member) to the Planning Board.
- 23 Term: 4/15/2026 – 4/16/2029
- 24 • Max Terzano (Resident Member) to the Planning Board.
- 25 Term: 4/15/2026 – 4/16/2029
- 26 • Rupert Burtan (Regular Member) to the Zoning Board of Adjustment.
- 27 Term: 4/15/2026 – 4/16/2029
- 28 • Michael Morris (Regular Member) to the Zoning Board of Adjustment
- 29 Term: 4/15/2026 – 4/16/2029

30
31 **The Vote on the Nominations were approved (8-0).*

32
33 **9. PUBLIC HEARING ITEMS:**

34 **A. Supplemental Appropriation of up to \$222,450 for Airport Runway 36 Extension and**
 35 **Runway 18-36 Obstruction Removals capital project (AIP-079); Authorization to Transfer up to**
 36 **\$222,450 from Airport Fund Balance to Fund the Supplemental Appropriation** – Public hearing for
 37 the purpose of receiving public input and taking action to appropriate up to \$222,450 to supplement
 38 current funding for the Airport Runway 36 Extension and Runway 18-36 Obstruction Removals capital
 39 project; and to authorize the transfer of funds from the Airport Fund Balance to fund the supplemental
 40 appropriation. – **R-2026-4**

41
42 Included in the agenda packet: [\(All supportive documents and information can be found on pages 112-](#)
 43 [122, Council agenda packet.\)](#)

- 44 1. Supplemental Narrative, Application for Federal Assistance, Design and Construction Package #2,
- 45 Runway 36 Extension and Runway 18-36 Obstruction Removals, Lebanon Municipal Airport, Lebanon,
- 46 New Hampshire.
- 47 2. Plans of Lebanon AIP CIP Sequence for FY2024-FY2025, prepared by Stantec, last revised March 8,
- 48 2023

49

1 Mr. Carl Gross (Airport Director) reviewed the background and noted that the Supplemental
2 Appropriation covers ineligible amounts per the FAA. Up until a couple of years ago the Airport was a
3 category C-2, which allowed us to handle larger aircraft. Then the FAA resized the Airport down to a B-2
4 category based on the size of the aircraft most used by the Airport. We now have over 560 arrivals of
5 larger aircraft coming into the Airport and would like to keep that capacity for those larger aircraft so we
6 can continue to service the local business community. The 500 aircraft last year provided +/- \$280K in
7 landing fees. We request the additional Supplemental Appropriation that will pay for a section of
8 pavement which is roughly 200 ft. long x 25 ft. wide. Airport pavements are typically designed for a 20-
9 year lifespan.

10
11 Deputy City Manager Brooks added that the request is to use the Airport's Unassigned Fund Balance to
12 cover this Supplemental Appropriation noting that the unaudited Fund Balance at the end of 2025 was
13 \$1.1M so there are more than adequate reserves in the Fund Balance to cover this cost.

14 15 **BACKGROUND**

16 On December 14, 2022, in connection with approving the FY2023 budget, the City Council appropriated
17 \$7,040,000 for FAA-mandated Runway Safety Area projects at the Lebanon Municipal Airport. The
18 Runway Safety Area (RSA) projects included aspects of design, construction management services, and
19 construction of improvements to the north-south (18-36) runway, extension of Taxiway A, and relocation
20 of the localizer to bring the airport into compliance with current FAA design standards and to remove
21 existing obstructions. Portions of the approved RSA project work have already been finished, and others
22 are scheduled for completion over the next few years.

23 The FAA recently notified the City that portions of the construction and construction engineering costs for
24 the Runway 36 Extension and Runway 18-36 Obstruction Removal project are ineligible for reimbursement
25 through the Airport Improvement Project (AIP) grant. As summarized in the attached Supplemental
26 Narrative document, the total amount of eligible project costs under the AIP grant is \$3,070,776. The total
27 amount of ineligible project costs under the AIP grant is \$222,448. The ineligible costs must be covered by
28 the City of Lebanon.

29 The City proposes to transfer funds from the Airport Fund Balance to cover the ineligible portions of the
30 project rather than increasing long-term debt at the airport by borrowing the funds.

31
32 **Assistant Mayor Wilkie asked if the Council had any clarifying questions before opening the Public**
33 **Hearing and noted this was not the time for discussion.**

34
35 Mr. Gross answered questions from the Council that included the C-2 wing span, which is 75 ft and puts
36 some of that wing span over the grass; how expanding the pavement would allow those types of aircraft to
37 have their wings over pavement while landing or taking off; how the Airport must meet the FAA
38 requirement of having 500 annual landings before the its category can be upgraded; how the current runway
39 was designed for the Safety Project; and, what would need to be done before the Airport's category could
40 be raised to the C-2 level, which was looked at 15 years ago but was halted due to issues with some
41 surrounding terrain.

42
43 **Assistant Mayor Wilkie opened the Public Hearing. Hearing no comments from the public, the**
44 **Public Hearing was closed.**

45 46 **Council/Staff Comments:**

47 Councilor McNamara spoke about his reasons why he supports this Supplemental Appropriation.
48

1 In response to the question about what would happen if this was not approved, Director Gross noted that
2 some of the larger aircraft would find other airports due to insurance requirements and the City would not
3 have enough funds to make up the entire difference of +/- \$280K so at some point, the Airport would go
4 back to being on the tax roll.

5
6 **ACTION:**

7 ***Councilor McNamara MOVED the following Resolution:***

8
9 ***FOR THE PURPOSE OF finalizing and implementing the Airport Runway 36 Extension and Runway***
10 ***18-36 Obstruction Removal capital project.***

11 ***NOW THEREFORE BE IT RESOLVED, by the Lebanon City Council, that funds be appropriated in***
12 ***the amount of up to \$222,450 (Two Hundred Twenty-Two Thousand, Four Hundred Fifty Dollars) for***
13 ***expenditure in the Capital Improvements Fund to supplement current funding for the Airport Runway***
14 ***36 Extension and Runway 18-36 Obstruction Removal capital project.***

15 ***BE IT FURTHER RESOLVED, by the Lebanon City Council, that funds in an amount not to exceed***
16 ***\$222,450 be transferred from the Airport Unassigned Fund Balance to the Airport Runway 36 Extension***
17 ***and Runway 18-36 Obstruction Removal capital project to fund the supplemental appropriation.***

18 ***This resolution shall be effective upon passage.***

19 ***Seconded by Councilor N. Ford Burley.***

20 ****The Vote on the Motion was approved (8-0).***

21
22 **B. Supplemental Appropriation of up to \$41,999.26 for Mechanic Street Sidewalk Segment 2**
23 **Improvements Capital Project; Rescission and Transfer of Prior Appropriations and Prior**
24 **Authorizations for Issuance of Bonds or Notes for Capital Projects; Transfer of Prior**
25 **Appropriations and Remaining Unspent Funds for Capital Projects-** A public hearing for the
26 purpose of receiving public input and taking action to appropriate up to \$41,999.26 for the
27 Mechanic Street Sidewalk Segment 2 Improvements capital project; to rescind and transfer prior
28 appropriations and prior authorizations for issuance of bonds or notes for capital projects; to
29 transfer prior appropriations and remaining unspent funds for capital projects; and to transfer prior
30 appropriations from the DPW operating budget to capital projects.
31

32 Included in the agenda packet: ([All supportive documents and information can be found on pages 123-](#)
33 [128, Council agenda packet.](#))

- 34 1. Project Budget Spreadsheet, dated January 29, 2026
- 35 2. Mechanic Street Sidewalk Segments – Cost Estimates as of January 2026
- 36 3. Supplemental Information – Mechanic St Sidewalk Segment 1
- 37 4. Supplemental Information – Mechanic St Sidewalk Segment 2
- 38 5. Supplemental Information – Mechanic St Sidewalk Segment 3
- 39 6. Construction Cost Index, NHDOT, Second Half, 2025

40
41 Deputy City Manager Brooks reviewed the background behind the Mechanic Street (Segment 2)
42 Improvement Capital Project. He apologized for the delay and noted that when this Public Hearing was
43 set, Councilor Key made the request that it be made clear this is one (1) segment of a multi-segment
44 project. We were able to pull that information together and sent it out to Councilors earlier this morning
45 and the online agenda packet was updated so the same information would be made available to the public.

1 The Public Hearing tonight is strictly related to the additional appropriation for the Segment 2 section of
2 the sidewalk.

3
4 **BACKGROUND**

5 The Mechanic Street Sidewalk project is a subcomponent of a larger 1.3-mile corridor project along
6 Mechanic Street from the intersection of High and Mascoma Streets to Exit 19 off Interstate 89. The overall
7 Mechanic Street corridor project was first added to the NHDOT's Ten Year Plan list in 1998. The scope of
8 the project was later scaled down to individual intersections and road segments.

9
10 In Spring 2021, the City applied for a Community Project Funding (CPF) grant through Congresswoman
11 Kuster's Office to help fund Sidewalk Segment 2, which runs from Slayton Hill Road to the American
12 Legion property. In Spring 2022, the City was notified of a \$290,250 CPF grant award. Subsequently, the
13 City Council voted on June 1, 2022 to approve a supplemental appropriation of \$134,750 to fund the balance
14 of the sidewalk improvement project, which was then estimated to cost approximately \$425,000. The
15 supplemental appropriation was approved from the Unassigned Fund Balance in order to have no impact
16 on the City's tax rate.

17
18 Since the appropriations were approved, Public Works and the City's consultant have worked on the final
19 design plans, surveys, and other preparatory work. The construction project was originally bid in Summer
20 2025, but the results came in far above the engineer's estimate and the appropriated amount. As a result,
21 the City decided to wait for the next construction season and rebid the project in January 2026.

22
23 The latest bid results are lower than those received in Summer 2025 but still exceed the previously
24 appropriated amount by approximately \$250,000. As a result, the Administration is requesting the
25 transfer of prior appropriations totaling \$208,000.74 and a supplemental appropriation for up to
26 \$41,999.26 to enable the construction and completion of the sidewalk improvements in 2026 to take
27 advantage of the CPF grant.

28
29 The Administration proposes to fund the additional project costs by rescinding prior appropriations and
30 bonding authorizations for certain capital projects, transferring prior appropriations, bonding authorization,
31 and remaining unspent funds from other capital projects, and transferring FY2026 DPW Operating Budget
32 funds, as summarized in the agenda packet.

33
34 In particular, the Administration proposes to rescind prior Water Fund and Sewer Fund appropriations and
35 bonding authorizations from the 2022 Mack Avenue Infrastructure Improvements project and the 2022
36 Forest Avenue Reconstruction project. The General Fund appropriations and bonding authorizations are
37 proposed to be transferred from the Mack Avenue and Forest Avenue projects to the Mechanic Street
38 Sidewalk Segment 2 capital project. In addition, the administration proposes to transfer the appropriation
39 and remaining unspent funds from the 2019 Altaria-Route 120 Pedestrian and Bike Improvements project,
40 which is complete, to the Mechanic Street Sidewalk Segment 2 capital project.

41
42 Finally, the remaining funds necessary for the Mechanic Street Sidewalk Segment 2 project would be
43 funded through a transfer from the FY2026 DPW Operating budget.

44
45 City Engineer Rod Finley was present and spoke about the project, and Public Works Director Jay
46 Cairelli was present and spoke about the escalation of costs that have occurred in the past 4-6 years.

47
48 City Engineer Road Finley also updated the Council on the proposed construction of Segments 1 and 3 on
49 Mechanic Street.

1 For Segment 1: Mr. Finley noted this is mostly unfunded at this time. They do have a \$250K earmark
2 from Congresswoman Goodlander and are trying to determine whether or not this could be used to design
3 the project. Segment 1 would take a number of years (+/- 10 years) before it reached the point of
4 construction.

5
6 For Segment 2: Mr. Finley noted this has received an earmark of \$290,250 from Congresswoman
7 Kuster's office. This project was developed in 2021 and hopefully will be constructed this summer
8 (2026). It will take +/- 50 days to construct. The project is out to bid.

9
10 For Segment 3: Mr. Finley noted this is an expensive piece of sidewalk and described the retaining wall
11 location. A TAP Application has been prepared for this project and has been escalated to today's dollars.
12 There is a 10-year plan of \$2.5M of which the TAP Grant will pay for \$2M of that \$2.5M, with the City
13 paying \$500K of the matching funds.

14
15 **Assistant Mayor Wilkie asked if the Council had any clarifying questions before opening the Public**
16 **Hearing.**

17
18 In response to the Council's questions, Mr. Finley noted that Congresswoman Kuster's Grant would cover
19 about one third of the costs for Segment 2, noting there really is not a deadline but her office is not going
20 to want to extend this Grant much further than they already have.

21
22 Mr. Jay Cairelli, Director of Public Works, spoke briefly about the cost estimates he found from the NH
23 DOT Construction Cost Index and what was driving the increase in costs (for Segment 2) from 2021 vs.
24 the actual bids at today's costs (2026). He noted there was a question from Councilor Key about the 59%
25 increase in costs from the original prediction at the last meeting and spoke about the document that the NH
26 DOT produces that shows the construction cost index. This looks at different construction materials and
27 comes up with a number that is similar to the construction CPI. The City received 6 bids, three of which
28 were local and 3 from farther away. The bid ranges were a little higher than normal. (Low bid was +/-
29 \$444K and the high bid was +/- \$736K.)

30
31 Public Works Director Cairelli and Deputy City Manager Brooks responded to the Council's clarifying
32 questions about whether or not the City was technically borrowing any funds for this project. The
33 authorization to borrow is there but the debt obligation funds have not been borrowed yet.

34
35 Deputy Finance Director Alesia Williams also noted that the amounts appropriated for the Mack Avenue
36 and Forest Avenue were for Engineering Services and design work and were not going to fully complete
37 the project (i.e., this appropriation would not cover paving, etc.). She further explained her reasons why the
38 funds have not been spent yet.

39
40 The Council, Mr. Finley and Mr. Cairelli held further discussions on the costs of Design, construction costs,
41 ROW cost, etc., and potential ways of cutting down the costs in the following chart (i.e., whether or not it
42 would be possible to have construction done inhouse):

Mechanic Street Sidewalk - Legion to Slayton Hill Road	
Thursday, January 29, 2026	
Contractor	TBD
Design	\$ 115,847.06
Construction	\$ 444,021.00
Construction Administration (Stantec)	\$ 12,593.72
Construction RPR (PWC)	\$ 76,890.31
ROW	\$ 3,070.00
5% Construction Contingency	\$ 22,201.05
Disbursement Requests	\$ -
TOTAL	\$ 674,623.14

CIP Appropriation \$425,000.00
Over budget (projected) \$249,623.14

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Assistant Mayor Wilkie opened the Public Hearing, and the following came forward:

- **Mr. Donald Hemenway (Mack Avenue, West Lebanon):** He came forth and spoke about his reasons why he felt the sidewalk should be done internally rather than sending this out externally. He also spoke about his issue/frustration with the sewer system on Mack Avenue and had a problem with moving funds from Mack Avenue to do a sidewalk when his sewer needs to be fixed. Public Works Director Cairelli will discuss his issues further with him.

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

11
12 **Council/Staff Comments:**

13 The Council continued discussions on the design phase of the project; how the City may be better off
 14 doing some of the construction in-house; reasons why the City needs to look more carefully at whether or
 15 not the Federal Grants are really the way to go; how the City presently does not have the capacity to add a
 16 project like this to DPW’s schedule; what additional Staff capacity would be needed to do a project like
 17 this inhouse (adding a FTE CAD Engineer/technician who regularly constructs sidewalks); the potential
 18 of having the design work done inhouse to help eliminate the Federal requirements; and how a 59%
 19 increase in costs over the original proposed cost is not normal; and reasons why it would not be any
 20 cheaper waiting 12-24 months due to the financial reality.

21
22 **ACTION:**

23 ***Councilor N. Ford Burley MOVED the following Resolution:***

24
25 ***FOR THE PURPOSE OF finalizing and implementing the Mechanic Street Sidewalk Segment***
 26 ***2 Improvements capital project.***

27 ***NOW THEREFORE BE IT RESOLVED, by the Lebanon City Council, that the prior appropriations***
 28 ***and authorizations to issue bond or notes, approved by the City Council on December 15, 2021, in the***
 29 ***amount of \$60,000 from both the Water Fund and Sewer Fund for their portions of the 2022 Mack***
 30 ***Avenue Infrastructure Improvements Project, and in the amount of \$45,000 from both the Water Fund***
 31 ***and Sewer Fund for their portions of the 2022 Forest Avenue Reconstruction Project, are hereby***
 32 ***rescinded.***

33
34 ***BE IT FURTHER RESOLVED, by the Lebanon City Council, that the prior appropriations and***
 35 ***authorizations to issue bonds or notes, approved by the City Council on December 15, 2021, in the***
 36 ***amount of \$80,000 for the General Fund portion of the 2022 Mack Avenue Infrastructure Improvements***

1 *Project, and in the amount of \$60,000 for the General Fund portion of the 2022 Forest Avenue*
2 *Reconstruction Project, are hereby transferred to the Mechanic Street Sidewalk Segment 2*
3 *Improvements Capital Project.*

4 *BE IT FURTHER RESOLVED, by the Lebanon City Council, that the prior appropriation, approved by*
5 *the City Council on December 19, 2018, and the remaining unspent funds in the amount of \$68,000.74*
6 *from the Altaria-Route 120 Pedestrian and Bike Improvements Capital Project, are hereby transferred*
7 *to the Mechanic Street Sidewalk Segment 2 Improvements Capital Project.*

8 *BE IT FURTHER RESOLVED, by the Lebanon City Council, that funds be appropriated in an amount*
9 *up to \$41,999.26 (Forty-One Thousand Nine Hundred Ninety-Nine Dollars and Twenty-Six Cents) for*
10 *expenditure in the Capital Improvements Fund to supplement current funding for the Mechanic Street*
11 *Sidewalk Segment 2 Improvements Capital Project.*

12 *BE IT FURTHER RESOLVED, by the Lebanon City Council, that funds in an amount not to exceed*
13 *\$41,999.26 be transferred from the FY2026 DPW Operating Budget to the Mechanic Street Sidewalk*
14 *Segment 2 Improvements Capital Project.*

15 *BE IT FURTHER RESOLVED, by the Lebanon City Council, that the City Treasurer, with the approval*
16 *of the City Manager, is authorized to issue, in accordance with the Municipal Finance Act (RSA 33),*
17 *bonds in an amount not to exceed \$140,000 and the discretion to fix the dates, maturities, interest rate,*
18 *form, and other details of said bonds (and any notes issued in anticipation thereof) is hereby delegated*
19 *to the City Treasurer, with the approval of the City Manager.*

20 *BE IT FURTHER RESOLVED, by the Lebanon City Council, that in accordance with the requirements*
21 *of the Municipal Finance Act (RSA 33:2 Repayment of Loans), it is hereby determined that the expected*
22 *useful life of the Project exceeds 20 years and no loans issued to pay for public works or improvements*
23 *shall exceed the expected useful life of said public works or improvements.*

24 *This resolution shall be effective upon passage.*

25
26 *Seconded by Councilor Appleton.*

27
28 Assistant Mayor Wilkie noted he would vote yes on the motion, but it will be along the lines of the
29 recommendation by Councilor McNamara to consider whether future projects could be done more
30 affordably if done inhouse by considering additional staff.

31
32 Councilor Cole spoke about his reasons why he would be voting against this project, noting the residents'
33 concern over their property taxes. He felt he could not spend money on what he sees as a want rather than
34 a necessity.

35
36 **The Vote on the Motion was approved (6-2). Councilors Key and Cole were opposed, and Mayor*
37 *Whittlesey was absent at the time this vote was taken.*

38
39 **10. OLD BUSINESS**

40 **A. Discuss 2027-2028 New Hampshire Municipal Association (NHMA) Legislative Policy**
41 **Process**

42
43 Included in the agenda packet: (All supportive documents and information can be found on pages 129-
44 149, Council agenda packet.)

- 1 1. 2025-2026 NHMA Legislative Policy Positions
- 2 2. 2027-2028 NHMA Legislative Policy Process, Questions & Answers
- 3 3. 2027-2028 NHMA Legislative Policy Process, Proposed Policy form

4
5 Deputy City Manager Brooks reviewed the background.

6 7 **BACKGROUND**

8 The New Hampshire Municipal Association (NHMA) is currently planning for its Legislative Policy
9 Conference in the Fall of 2026. The policy process begins with a solicitation of policy proposals from local
10 officials to create an initial issues list. The deadline for submission of a policy proposal is April 17, 2026.

11 NHMA’s legislative policy committees - Finance and Revenue; General Administration and Governance;
12 and Infrastructure, Development and Land Use – will review all policy proposals in order to make
13 recommendations which will go to the NHMA Legislative Policy Conference in September.

14 15 **Council/Staff Comments:**

16 Councilor Stavis noted that she wanted to make the Council aware that she has had conversations with the
17 NHMA about large data mining centers and whether or not they can be accommodated with our City,
18 County or State. She requested NHMA to develop a position that is helpful to the City of Lebanon.

19 20 **ACTION: NONE**

21 22 **B. Adoption of Proposed Amendments to City Council Rules – Item discussed earlier in the** 23 **meeting.**

24 25 **C. Discussion and Action on Creation of Strategic Plan Task Force**

26
27 Included in the agenda packet: [\(All supportive documents and information can be found on pages 161-](#)
28 [169, Council agenda packet.\)](#)

- 29 1. Strategic Plan Status Update presentation from April 1, 2026.

30
31 City Manager Hosmer reviewed the background behind his request to establish a Strategic Plan Task
32 Force (SPTF). He would like the SPTF to begin in June (2026) with a work completion date by December
33 31, 2026. They will work to develop the focus and Mission of the Strategic Plan to help the Council
34 decide whether or not this should be a consultant-lead initiative, what the proper make-up of a
35 Subcommittee would be (post January 1, 2027), and how to do our best to learn what the best practices
36 are from the State, Region, Country on how to create a functional Strategic Plan. He requested the
37 Council consider a Task Force of Nine (9) people, which would include the following:

- 38 • Three (3) City Council members,
- 39 • Three (3) Department Heads,
- 40 • The City Manager
- 41 • The Deputy City Manager, and
- 42 • A member of the public.

43
44 The SPTF would come back to the Council before the end of the year with their recommendations and
45 next steps.

46 47 **BACKGROUND**

1 On April 1st, City Manager Hosmer provided an update on the status of the Strategic Plan, which is included
2 in this agenda packet. It was recommended that the City Council establish a Strategic Plan Task Force to
3 define and guide the process for revising and refining the City's strategic plan.

4 The Council discussed the recommendation, mission, and potential composition of the task force, but delayed
5 taking any action until the following meeting.

6 **Council/Staff Comments:**

7 The Council discussed the beginning and end dates of the SPTF; having the Strategic Plan Subcommittee
8 start after January 1, 2027, with their work being completed by the end of June 2027; how, historically,
9 the Strategic Plan helps to inform the budget and whether or not the budget process would be affected by
10 this process; the tight time-line between the budget and the financial outlook on May 20, 2026; the
11 expectation to have directives delivered to Department Heads by May 21, 2026; and whether or not it
12 would be feasible to have the SPTFs work completed by the end of November because December is often
13 very busy given the end of year tasks such as the budget (City Manager Hosmer agreed this could be
14 done).

15
16 Councilor N. Ford Burley questioned how many alternate members to the SPTF there would be, and
17 Assistant Mayor Wilkie suggested one (1) alternate.

18
19 **ACTION:**

20 *Councilor N. Ford Burley MOVED, that the Lebanon City Council hereby establishes a Strategic Plan*
21 *Task Force to define and guide the process for revising and refining the City's Strategic Plan. The Task*
22 *Force shall be composed of Three (3) City Councilors to be selected by the Mayor, the City Manager and*
23 *Deputy City Manager, Three (3) Department Heads to be selected by the City Manager, One (1) member*
24 *of the public to be appointed by the City Council, and up to One (1) alternate member of the public. The*
25 *Strategic Plan Task Force shall report to the City Council no later than November 30, 2026, with a*
26 *recommended scope, process, and consultant recommendation. The Task Force shall sunset no later*
27 *than June 30, 2027, unless otherwise extended by the City Council.*

28
29 *Seconded by Councilor Stavis.*
30 **The Vote on the Motion was approved (8-0).*

31
32 **11. NEW BUSINESS**

33 **A. Release of Collected Public School Impact Fees (1st Quarter 2026)**

34
35 Included in the agenda packet: [\(All supportive documents and information can be found on pages 170-](#)
36 [174, Council agenda packet.\)](#)

- 37 1. Impact Fee Report as of 03/31/2026
38 2. Memorandum of Understanding between the City of Lebanon and The Lebanon
39 School District, SAU#88, dated November 22, 2021

40
41 Deputy City Manager Brooks reviewed the background.

42
43 **BACKGROUND**

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

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

4 To date \$1,108,834.29 in impact fees have been disbursed to the Lebanon School District.

5 This request was for the City Council to authorize the disbursement of \$41,627.13 in collected Public School
6 Impact Fees for the first quarter of 2026 (through 03/31/2026) to the Lebanon School District.

7 **ACTION:**

8 *Councilor Stavis MOVED, that in accordance with Section 213.10 (Administration of Impact Fees) of*
9 *the Lebanon Zoning Ordinance, and the November 22, 2021 Memorandum of Understanding between*
10 *the City of Lebanon and the Lebanon School District, SAU 88, the City Council hereby authorizes the*
11 *disbursement of \$41,627.13 in collected Public School Impact Fees to the Lebanon School District to be*
12 *applied toward the construction, renovation, improvement or expansion of K-12 school buildings and*
13 *related building systems, equipment, and furnishings.*

14 *Seconded by Councilor Faunce.*

15
16 **The Vote on the Motion was approved (8-0)*

- 17
18 **B.** Authorization for City Manager to Execute Lease Agreement with Christian Gomes for
19 Land Lease to Construct Private Hangar at Lebanon Airport

20
21 Included in the agenda packet: [\(All supportive documents and information can be found on pages 175-](#)
22 [191, Council agenda packet.\)](#)

23
24 City Manager Hosmer reviewed the background as listed above noting Mr. Gomes anticipates keeping
25 hree (3) aircraft in the hangar. The sooner the lease is signed the sooner he would pay. Once the
26 construction is completed, he would be subject to property taxes paid to the City.

27
28 **BACKGROUND**

29 Mr. Christian Gomes has been in communications with the City for several months about leasing land at
30 the Lebanon Airport for the purpose of constructing a private hangar for his business's aircraft. The
31 proposed leasehold area has been surveyed, and lease terms have been negotiated and are included in the
32 draft lease agreement in agenda packet. The proposed lease terms generally align with the terms of other
33 existing airport lease agreements.

34
35 In summary, the proposed lease is a "ground lease" of 15,600 square feet of land situated between the
36 airport terminal building and the Granite Air Center. The initial lease term would be for 20 years with one
37 option to extend the lease term for an additional 10 years. The proposed lease would have an initial
38 annual ground rent of \$0.31 per square foot, or \$4,836 per year, with an annual escalation based on the
39 CPI-U Northeast for the prior year. The agreement also provides for periodic reviews of the ground rent
40 every five years to ensure the ground rent remains fair and reasonable to both parties. Upon expiration or
41 termination of the lease agreement, the leased premises and all improvements shall revert to the City's
42 exclusive control.

43 The proposed hangar would be approximately 75 feet x 75 feet with a maximum height of 24 feet. Other
44 anticipated improvements would include vehicular access and parking at the hangar, a paved connection
45 to the airport apron, and relocation of the existing airport perimeter fence.

1 The City Manager recommended approval of the lease terms and requested authorization to execute the
2 Land Lease Agreement with Mr. Gomes.

3
4 Airport Director Carl Gross noted the lease rate was derived from the 2019 leases that were prepared for
5 Granite Air Center and the Lebanon Hangar Associates. He explained how the rates were adjusted to
6 come up with \$0.31 per square foot and how this lease differed from the others (i.e., will have to provide
7 his own apron; will have to construct the pavement to connect to the Airport apron, etc.).
8

9 **Council/Staff Comments:**

10 The Council held lengthy discussions on the following: Getting an estimation on what other fees might be
11 charged for the use of the Airport; how aviation fuel is purchased; how adding additional aircraft to the
12 Airport would provide some additional safe funding (Grants) to the City through the NH DOT, which is
13 derived from the aviation fuel sales in the State of NH; landing fees; what the taxable value of this (land
14 lease) would be in terms of property taxes (Answer: Uncertain, but Director Gross noted it could be close
15 to \$1M); taxes on both the land and the building which would provide some additional tax revenue;
16 potential increased traffic from fuel trucks; how the City benefits from fuel sales; whether or not there
17 was anyone else interested in leasing at the Airport and was this advertised; how this property had been
18 advertised twice in the last six (6) years and received no interest in leasing these Airport properties;
19 exploring other airports to the terms of their land lease rates; whether or not the City is setting our sight to
20 low; how the five (5) year lease(s) work at the Airport (will be staggered according to the date the lease(s)
21 were signed) and how each lease has a revaluation clause that renews every five (5) years; how leases are
22 negotiated so a discriminatory rates and fees complaint to the FAA would not be filed; what the Airport
23 would be subject to if the FAA determines that there is discriminatory practices at the Airport (Answer:
24 Airport would be subject to loss of all Grants; subject to fines until that subject/practice is corrected, any
25 existing project Grants would be pulled, and any prior work done at the Airport (including easement)
26 would not issue a Grant); how the Airport might be considered as being discriminatory to Mr. Gomes if
27 we lease it at a rate that is different from similar leases; and, how each lease requires a five (5) year
28 adjustment clause written into the lease.
29

30 In response to Councilor Key's question about being discriminatory, City Manager Hosmer explained
31 what a Discriminatory Action would look like and gave examples.
32

33 Further discussions ensued regarding how (staggered) lease rates work; potentially waiting on signing the
34 lease with Mr. Gomes until more data is received for land lease rates (could take up to 18/mos. to 2
35 years); the potential consequences of not signing lease (i.e., the City would lose revenues, both on
36 property taxes and fuel charges); why the land lease rates have not been adjusted since 2019; differences
37 in rates between other regional/state-wide airports; reasons why the CPI (Consumer Price Index) is not
38 always accurate in today's terms; how the Airport is an Enterprise Fund; how the Airport has recently
39 raised fees to generate income for the City by increasing fees for landing fees, doubled fuel flowage fees,
40 and increased the rental rates of all City-owned T-hangars; and, whether or not there is a better/higher
41 use for Airport property.
42

43 City Manager Hosmer suggested that Mr. Gomes could have the hangar built very quickly so the City will
44 begin receiving additional revenues. We can wait to see if land fees bump up (i.e., from \$0.31 per square
45 foot to \$0.41 per square foot) but this could possibly take up to 2 years before the land fees can be
46 evaluated, which means the City will be losing property taxes and fuel tax revenues (until these fees are
47 evaluated).

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ACTION:

Councilor McNamara MOVED, that the Lebanon City Council hereby authorizes the City Manager to execute the Land Lease Agreement with Christian Gomes, d/b/a DL Industries, Inc. and Automotive Realty, LLC (Tenant), as presented in the April 15, 2026 City Council Agenda Packet. Seconded by N. Ford Burley.

**The Vote on the Motion was approved (7-1). Councilor Cole opposed.*

C. Discussion and Set Public Hearing for May 6, 2026: Ordinance 2026-06, to Amend City Code Chapter 97: Landfill Regulations

Included in the agenda packet: (All supportive documents and information can be found on pages 192-195, Council agenda packet.)

1. Proposed Ordinance #2026-06

Mr. Jay Cairelli (DPW Director) reviewed the background for Ordinance 2026-06, to Amend City Code Chapter 97: Landfill Regulations.

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 revised on October 15, 2025, with an effective date of January 1, 2026, to update the permit and tipping fees to reflect increased disposal and landfill operation costs.

Now, the City Administration is proposing Ordinance #2026-06 to recommend further clarifications to the permitting process in Chapter 97, and to authorize reactivation fees and associated accrued interest charges. The proposed new changes would be effective upon passage.

Council/Staff Comments: NONE

ACTION:

Councilor McNamara MOVED, that the Lebanon City Council hereby schedules a public hearing for Wednesday, May 6, 2026, beginning at 7:00pm, 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 #2026-06, to amend Lebanon City Code Chapter 97, Landfill Regulations, as presented in the April 15, 2026 City Council agenda packet. Seconded by Councilor Appleton.

**The Vote on the Motion was approved (8-0).*

D. Discussion of Status of Barrows Street Development Project

Not Included in the agenda packet, but available: (All supportive documents and information can be found on page 196, Council agenda packets.)

1 Deputy City Manager Brooks reviewed the background behind the Barrows Street Development Project.

2
3 **BACKGROUND**

4 On February 18, 2026, Councilor McNamara and City staff provided an update on the status of the
5 proposed Barrows Street Cottage Development Project. At that time, the anticipated cost of each
6 proposed cottage dwelling unit was higher (up to +/- \$500K per unit) than the City's original goal, but
7 comparable to other dwelling units currently available in Lebanon and surrounding towns. A link to the
8 February 18th City Council agenda packet is available as listed above.

9
10 As a result of local press coverage of the February 18th discussion, the City was contacted by several
11 businesses expressing an interest in the project. Based on subsequent communications with some of
12 those businesses, the project team has modified the proposed development concept to utilize the recently
13 adopted Pattern Zoning provisions instead of the Cottage Development provisions. With the new layout
14 concept and additional bid information, the project team believes that five new units could be
15 constructed (on its own lot) for an amount closer to the City's original goal of below-market rates.

16
17 Councilor McNamara came before the Council to present an update of this project noting that one of the
18 major issues with costs for this project is site work, which was \$500K to \$700K for 6 cottages. He
19 realized that since starting this project two years ago, we could adopt the Pattern Zoning Regulations that
20 would take away a lot of the site costs and explained his reasoning. We received calls from a couple of
21 vendors, one of whom was interested in doing the entire project, without having to connect with
22 subcontractors. We also received a call from another modular manufacturer who wanted to reach out to
23 some of their usual vendors to see if those vendors would take on more responsibilities, thereby reducing
24 the costs and the number of subcontractors. We now have two (2) estimates and he will be setting up a
25 spreadsheet for the Council to review. It may be possible to get these units under \$400K each for five (5)
26 units. He explained the composition of the units, the parking lots, and the advantages of each unit having
27 a basement, and the potential tax revenues these units would bring into the City.

28
29 It will take him two weeks to look at these two estimates, get his questions answered, and then he would
30 come back to the Council in several weeks to give another report on what is being offered.

31
32 **Council/Staff Comments:**

33 The Council briefly discussed the NH Partners in Housing, which passed both the NH House and Senate,
34 but was later defunded by the NH Finance Committee and how Councilor Stavis could champion
35 Councilor McNamara's Barrows Street Project at the State level; reasons why ADUs (Accessory
36 Dwelling Units) are not being built; the history behind increasing/decreasing lot sizes; reasons why the
37 big apartment days are over due to a lack of interest; having a long-term visibility strategy that the State
38 could use built upon the Barrows Street Project; thinking about the development of a Housing
39 Commission; whether or not local Realtors have been consulted on this project (Answer: Yes); and, doing
40 a target market analysis now to make sure we have a clear indication, before signing a contract with
41 anyone, so that we have a strong group of potential buyers.

42
43 Further discussions took place regarding the differences between Cottage Development costs vs. Pattern
44 Zoning costs and whether or not Land Use Regulations should be adjusted.

45
46 **ACTION: NONE TAKEN. For informational purposes only.**

47
48 **E. Continuation of Discussion on the State of Housing with the Planning and**

1 **Development Department**
2

3 Included in the agenda packet: (All supportive documents and information can be found on pages 197-
4 238, Council agenda packet.)

- 5 1. Planning and Development Department Presentation of Historical Development
- 6 Trends and Planning Metrics
- 7 2. Lebanon School District, SAU #88, NH, Demographic Study

8 Report 2025 Not Included with Agenda Packet, but Available:

- 9 3. November 16, 2022 Presentation by Urban3 of Phase 2 Cost of Services Analysis for Lebanon
- 10 4. Lebanon Open Space Plan, adopted by the Conservation Commission on November 18, 2021, endorsed
- 11 by the Planning Board on May 9, 2022, and endorsed by City Council on June 1, 2022
- 12 5. Northern Lebanon Community Plan, dated November 2024

13
14 Mr. Nathan Reichert (Planning and Development Director), and Mr. Mark Goodwin (GIS Coordinator)
15 were present and discussed the background and gave a presentation on State of Housing in Lebanon, NH
16 as requested by the City Council at a previous Council meeting.

17 **BACKGROUND**

18 On March 18, 2026, the Planning and Development Department provided the first of a series of
19 presentations on the state of housing in Lebanon, including an update on the status of numerous residential
20 developments approved or under review by the Planning Board.

21 As a continuation of the discussion, the Planning Department has prepared information summarizing recent
22 residential and non-residential developments and other planning metrics tracked by the Department. The
23 Planning Department has also compiled additional supplemental information and prior land use studies,
24 which are provided as links below. As a reminder the Lebanon Housing Task Force is wrapping up its
25 efforts to study the City’s housing needs and to update the Housing Chapter of the Master Plan and will be
26 reporting on its findings and recommendations in early July 2026.

27 Mr. Mark Goodwin (GIS Coordinator) reviewed the presentation Outline which included Historical
28 Development Trends; Future Project Development; Lebanon’s Long Range Planning Framework:
29 Historic Summary: planning metrics, initiatives, and potential next steps. He also reviewed population
30 and housing demographics; development patterns/trends for both residential and non-residential
31 populations; the rise of employment at DHMC and throughout the region; and build out projections.

32
33 ***Councilor McNamara MOVED to extend the meeting to 10:15PM***

34 ***Seconded by Councilor N. Ford Burley.***

35 ****Vote on the Motion was approved by Roll Call Vote amongst the member present (8-0). Mayor***
36 ***Whittlesey was absent at this meeting.***

37
38 Mr. Mark Goodwin (GIS Coordinator) continued his presentation which included: tools used by the
39 Planning Department to help develop the Master Plan, Strategic Plans, and regulatory tools; planning and
40 fiscal considerations; Fiscal Impact Studies; fiscal budge snapshots; conservation/open space;
41 encouraging infill instead of sprawl; the need to have a Master Plan and Strategic Plan and the need to
42 have a Vision for the City. He also spoke about his personal observations and noted he was uncertain if
43 everyone in Lebanon had the same vision for the City and felt this was a good time to work on a Master
44 Plan because it has not been revisited since 2012.

1
2 Director Reichert asked the Council if they had other particular topics that they wished the Planning
3 Department to cover and spoke about the possible topics they might consider and his reasons why (i.e.,
4 future land use and vision for housing, etc.).

5
6 **Council/Staff Comments:**

7 The Council discussed having a strategic conversation regarding opportunities to develop housing and a
8 thriving commercial area in Downtown West Lebanon; having an assessment done on the costs done for
9 the large build out of the Medical Center and its affect on Lebanon (i.e., what is the Medical Center
10 costing us for us to host them here (in Lebanon) and how do we figure out a path moving forward if there
11 is a gap).

12
13 ***Councilor Faunce MOVED to extend the meeting to 10:25 PM***

14 ***Seconded by Councilor N. Ford Burley.***

15 ****Vote on the Motion was approved by Roll Call Vote amongst the member present (8-0). Mayor***
16 ***Whittlesey was absent at this meeting.***

17
18 The Council continued discussions on extrapolating data on the Route 120 area that includes the costs of
19 City Services, etc. so we can make better choices in what we choose to develop that would bring more
20 value to the community; looking at the pros/con of base industry jobs in the City and their natural growth
21 in the future; and, how the factors, as DHMC continues to grow, would this (growth) really inform us
22 what our real estate market might look like over the next decade.

23
24 **Assistant Mayor Wilkie closed this discussion due to time constraints. This discussion will continue**
25 **at a future meeting.**

26
27 **ACTION: *This agenda item is for informational purposes only. No action was required by the City***
28 ***Council***

29
30 **12. City Manager Report:**

31 City Manager Hosmer updated the Council on the following:

- 32 • Financial Outlook is scheduled for May 20, 2026.
- 33 • Finance Advisory Committee: Application portal is now open on the City Website.
- 34 • Valley News Article regarding a local developer: The City is continuing to have good
35 discussions with the developer about options moving forward to resolve this issue.
- 36 • 75 Bank Street access to fields.
- 37 • Essential FAA Air Service at the Lebanon Airport: Final due date for applications from airlines
38 that want to be part of our essential air service are due on May 27, 2026.
- 39 • West Lebanon opportunities: Meeting scheduled for May 6, 2026 to discuss properties on Main
40 Street.
- 41 • Lebanon Winter Shelter Center has closed. The takeaway is that over the course of the months it
42 was open they had an occupancy rate of 99.5%, so almost every night they were at capacity.
43 What is eye-opening was the number of people who characterized themselves as being employed
44 but were still seeking shelter for the winter nights there.

1 13. NON-PUBLIC SESSION: NONE

2

3 14. ADJOURNMENT:

4 *Councilor McNamara MOVED for adjournment.*

5 *Seconded by Councilor Stavis.*

6

7 **The Vote on the MOTION was unanimously approved (8-0)*

8

9 **The meeting was adjourned at 10:27 PM.**

10

11 Respectfully submitted,

12 Dona E. Gibson

13 Recording Secretary

**Agenda
Lebanon City Council
May 6, 2026**

10. Public Hearing Items:

10.A – Supplemental Appropriation of up to \$724,000 for Solid Waste Fleet Replacement Capital Project; Authorization to Transfer up to \$724,000 from Solid Waste Unassigned Fund Balance to the Solid Waste Fleet Replacement Capital Project

A public hearing for the purpose of receiving public input and taking action to appropriate up to \$724,000 to supplement current funding for the Solid Waste Fleet Replacement capital project; and to authorize the transfer of up to \$724,000 from the Solid Waste Fund Unassigned Fund Balance to the Solid Waste Fleet Replacement capital project to fund the supplemental appropriation.

The City Council scheduled this public hearing at its April 1, 2026 regular meeting. The public hearing was properly noticed in the *Valley News* on April 25, 2026 and April 28, 2026 in accordance with City Code and State Law.

Background

In late 2025, the City received a direct pay refund of \$1,228,037.25 in connection with investment tax credits for the Landfill Gas-to-Energy Plant. Approximately 10% of this amount is payable to the accounting firm that managed the IRS submission on the City's behalf, resulting in a net refund of \$1,106,452.25, which was placed in the Solid Waste Fund's Unassigned Fund Balance.

The Department of Public Works (DPW) respectfully requests authorization to allocate a portion of the funds from the Solid Waste Unassigned Fund Balance toward the acquisition of a haul truck by transferring the needed funds into the Solid Waste Fleet Replacement capital project. The total funds needed are \$724,000 and would be used for the acquisition of a 2026 Caterpillar 735 Articulated truck.

A comparable Volvo haul truck was also evaluated in preparation for this request. Both the Caterpillar and Volvo units were competitively bid through Sourcewell. The quoted price for the Volvo would be \$782,290. The cost difference, combined with the City's existing fleet of Caterpillar equipment, forms the basis for recommending the Caterpillar unit.

The proposed articulated haul truck is specifically engineered for operation on sloped terrain, significantly enhancing access to critical areas of the landfill. This capability will support the consistent placement of cover material necessary to maintain compliance with DES requirements. Additionally, it will reduce reliance on bulldozers to push cover material across extended slope distances. Minimizing this practice will preserve valuable airspace during the interim period while the landfill expansion is permitted and constructed.

Furthermore, advancing this purchase at this time will eliminate the need for future CIP expenditures associated with replacing a 10-wheel dump truck in 2027 and 2030, as currently identified in the fleet replacement schedule.

Representatives from DPW will be available to review the proposal and answer any questions from the City Council or the public.

Action:

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

FOR THE PURPOSE OF finalizing and implementing the Solid Waste Fleet Replacement capital project.

NOW THEREFORE BE IT RESOLVED, by the Lebanon City Council, that funds be appropriated in the amount of up to \$724,000 (Seven Hundred Twenty-Four Thousand Dollars) for expenditure in the Capital Improvements Fund to supplement current funding for the Solid Waste Fleet Replacement capital project.

BE IT FURTHER RESOLVED, by the City of Lebanon, that funds in an amount not to exceed \$724,000 be transferred from the Solid Waste Unassigned Fund Balance to the Solid Waste Fleet Replacement capital project to fund the supplemental appropriation.

This resolution shall be effective upon passage.

Included in this Section:

1. Notice of Public Hearing as Published in the April 25, 2026 and April 28, 2026 edition of the *Valley News*

May 6, 2026.

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 April 25 and Tuesday April 28, 2026.

Jay Bish

Jay Bish

Deputy City Clerk



**LEBANON CITY COUNCIL
NOTICE OF PUBLIC HEARINGS
Wednesday, May 6, 2026 - 7:00pm
Council Chambers, City Hall or
REMOTE VIA VIRTUAL PLATFORM
LebanonNH.gov/LIVE**

The Lebanon City Council will hold public hearings on May 6, 2026, beginning at 7:00pm for the following:

- A. Supplemental Appropriation of up to \$724,000 for Solid Waste Fleet Replacement Capital Project; Authorization to Transfer up to \$724,000 from the Solid Waste Unassigned Fund Balance to the Solid Waste Fleet Replacement Capital Project
- B. Ordinance 2026-06: Amendments to City Code Chapter 97: Landfill Regulations

The May 6, 2026 City Council agenda packet and documents pertaining to the above-described public hearings will be available on the City's website by May 1, 2026: 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.

**Agenda
Lebanon City Council
May 6, 2026**

10. Public Hearing Items:

**10.B – Ordinance #2026-06: Amendments to
City Code Chapter 97, Landfill Regulations**

A public hearing for the purpose of receiving public input and taking action on proposed Ordinance #2026-06 to amend City Code Chapter 97, Landfill Regulations, to further clarify the permitting process in Chapter 97, and to authorize reactivation fees and associated accrued interest charges for unpaid invoice statements.

The City Council scheduled this public hearing at its April 15, 2026 regular meeting. The public hearing was properly noticed in the *Valley News* on April 25, 2026 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 revised on October 15, 2025, with an effective date of January 1, 2026, to update the permitting process and permit and tipping fees to reflect increased disposal and landfill operation costs.

Now, the City Administration is proposing Ordinance #2026-06 to recommend further clarifications to the permitting process in Chapter 97, and to authorize reactivation fees and associated accrued interest charges. The proposed new changes would be effective upon passage.

Action:

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

MOVED, that the Lebanon City Council hereby adopts Ordinance #2026-06 to amend Lebanon City Code Chapter 97, Landfill Regulations, as presented in the May 6, 2026 City Council Agenda Packet.

Included in this Section:

1. Proposed Ordinance #2026-06
2. Notice of Public Hearing as Published in the April 25, 2026 edition of the *Valley News*

**CITY OF LEBANON
ORDINANCE #2026-06**

AN ORDINANCE TO AMEND Chapter 97, Landfill Regulations, of the Code of the City of Lebanon, Section 97-6, Permits, and Section 97-7, Commercial generators/waste haulers' accounts and billing.

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, Section 97-6, Permits, as follows:

§97-6 Permits.

Applications for permits must be submitted electronically using the form provided on the City's website. All applications for permits will be submitted to the Solid Waste Manager for review and approval.

A. Residential Permits.

- (1) Residents of the City of Lebanon or participating communities transporting and disposing of their own residential refuse and/or recycling are required to obtain a permit to access the Facility and its services. In order to obtain a permit, residents must provide the following:
 - (a) A completed application submitted electronically using the form provided on the City's website with proof of residency in Lebanon or in a participating community is required.
 - (b) Payment of applicable fee.
 - (2) Issued permits will be valid for one year and must be renewed before expiration of existing issued permit. Fees for permits will be as outlined in § 97-8.
- ~~NOTE: Beginning September 1, 2023, all existing residential permit holders must update their permits within the EB2gov software system through the City's website before December 31, 2023. Permits issued prior to September 1, 2023 and not updated will not be valid beginning January 1, 2024.~~
- (3) Permits are required to be displayed upon entrance to the Solid Waste Facility and may be required to be presented upon demand of staff on site at any time. Those in possession of an invalid permit will be denied access.
 - (4) One permit is valid for two vehicles from the same household.
 - (5) In order to retain a permit, permit holders must comply with all local, state, and federal regulations for disposal of waste. If a permit holder is found to have violated regulations, permit and associated access to the facility may be revoked.

B. Commercial Permits.

- (1) All commercial generators/waste haulers delivering commercial and/or residential refuse are required to obtain a permit to access the Facility and its services. All refuse delivered for disposal must originate from homes, institutions, medical facilities, or businesses located within Lebanon or a participating community. In order to obtain a permit, commercial generators/waste haulers must provide the following:
 - (a) Establishment of new Waste Hauler Account (to include a Smaller-Load Hauler) if not an existing customer.
 - (b) A completed application submitted electronically using the form provided on the City's website to include current Customer Number associated with Commercial Waste Hauler Account for the City of Lebanon (Note: Commercial Waste Hauler Account must be in good standing in order for permit to be issued).
 - (c) Payment of applicable fee.
- (2) Permits are required to be displayed upon entrance to the Solid Waste Facility and may be required to be presented upon demand of staff on site at any time. Those in possession of an invalid permit will be denied access.
- (3) One permit per vehicle is required.
- (4) In order to retain a permit, permit holders must comply with all local, state, and federal regulations for disposal of waste. If a permit holder is found to have violated regulations, permit and associated access to the facility may be revoked.
- (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.

~~NOTE: Beginning September 1, 2023, all existing commercial permit holders must update their permits within the EB2gov software system through the City's website before December 31, 2023. Permits issued prior to September 1, 2023 and not updated will not be valid beginning January 1, 2024.~~

Section 2:

The Code of the City of Lebanon is hereby amended to revise Chapter 97, Landfill Regulations, Section 97-7, Commercial generators/waste haulers' accounts and billing, as follows:

§97-7 Commercial generators/waste haulers' accounts and billing.

All Commercial Generators/Waste Haulers (to include Smaller-Load Haulers) must establish an account with the City of Lebanon before they will be permitted to access and use the Solid Waste Facility. Establishment of an account must be completed in accordance with the requirements of the City's Finance Department.

- A. Use of the Facility. All commercial generators/waste haulers (to include Smaller-Load Haulers) are required to utilize the scales when entering and exiting the facility. Waste will be measured in pounds and charged at the rates provided in the Fee Schedule (attached as Appendix A).

B. Billing.

- (1) Commercial generators/waste haulers ~~other than Smaller-Load Haulers~~ will be provided with an invoice when exiting the landfill each time solid waste is brought to the facility. In addition, the City will mail a ~~reminder~~ statement with a summary of the invoice(s) ~~in from~~ the previous month to commercial generators/waste haulers, other than to Smaller-Load Haulers as set forth in Paragraph 97-7.B.2 below. Payment(s) can be made at any time, but must be paid is due in full within 30 days of the date of the ~~original invoice, not the~~ invoice-statement date. Unpaid amounts after 30 days will be subject to 8% interest that will accrue monthly. Failure to pay the unpaid amount in full, including any applicable interest, within 60 days of the ~~invoice-statement~~ date shall result in the suspension of the commercial permit and a prohibition on access to the facility. ~~Past due accounts will be assessed interest in the amount of 8%, which will accrue monthly.~~
- (2) Smaller-Load Haulers are not eligible for ~~invoiced-statement~~ billing for waste disposal. Payment is required from Smaller-Load Haulers per transaction according to the Fee Schedule at the time of service and must be paid with a valid credit card. Smaller-Load Haulers who have exceeded the 1,000 lbs/week and/or eight trips/month threshold for one year can be reclassified at that time as ordinary Commercial Generators/Waste Haulers for invoicing/billing purposes.
- (3) If a permit is suspended for non-payment, it will not be reinstated~~ituted~~ and access to the facility will not be permitted until such ~~a~~ time that payment is received in full, including all applicable interest, plus a Fifty-fifty dollar permit reactivation fee.

Section 3: 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 4: Effective Date

This ordinance shall become effective upon passage.

May 6, 2026.

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 April 25 and Tuesday April 28, 2026.

Jay Bish

Jay Bish

Deputy City Clerk



**LEBANON CITY COUNCIL
NOTICE OF PUBLIC HEARINGS
Wednesday, May 6, 2026 - 7:00pm
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**Agenda
Lebanon City Council
May 6, 2026**

12. New Business:

**12.A – Review of Potential Redevelopment of 14, 28, and 30 Main Street
by DEW Properties; Authorization for City Manager to Execute
Option to Purchase Agreement with DEW Properties, LLC**

Background

On May 31, 2023, the City completed the acquisition of properties located at 14, 28, and 30 Main Street in West Lebanon. Subsequently, the City Council asked the West Lebanon Revitalization Advisory Committee (WLRAC) to lead a process of engaging the community to determine the preferred disposition and/or redevelopment of the properties. In January 2024, the WLRAC recommended that a Request for Proposals (RFP) be advertised for the redevelopment of the properties, preferably with a mixed-use building including commercial uses on the first floor and residential units on the upper floors. The RFP was advertised on March 1, 2024, and closed on June 28, 2024, with no qualified responses having been received.

Following the unsuccessful RFP, the City Manager's Office reached out directly to numerous developers to better understand the lack of RFP responses and to solicit interest in the property. Most developers indicated that the property was too small for their purposes, or that they had no capacity to take on another project at that time. However, DEW Properties (DEW) expressed an interest in the site and in partnering with the City to redevelop the properties. Over the course of several months, the City Manager's Office held discussions with DEW and reviewed a conceptual layout and elevation rendering for possible redevelopment of the properties.

On August 20, 2025, the City Council authorized the City Manager to enter into further negotiations with DEW Properties regarding the redevelopment of the Main Street properties. On September 18, 2025, the City and DEW signed a Pre-Development Agreement giving DEW twelve months to complete appropriate due diligence to determine the feasibility of redeveloping the properties.

Earlier this year, DEW notified the City of its proposal to partner with Twin Pines Housing Trust to redevelop the Main Street properties. The redevelopment would include a multi-story building with at least 32 workforce housing units on the upper floors and the possibility of commercial space on the ground level if a suitable tenant can be identified. To move the effort forward, DEW has prepared a draft Option to Purchase Agreement for the City's consideration.

In order to align the redevelopment process with applicable timelines for grant and capital funding opportunities, DEW has submitted a conceptual application to the Planning Board for review in May. However, it is understood that any formal review by the Planning Board beyond the conceptual level is contingent on City Council approval of the proposed Option Agreement, or Council authorization to proceed while the option is further negotiated.

Action

Should the City Council decide to accept the draft Option to Purchase Agreement as proposed, the following resolution is offered for consideration:

FOR THE PURPOSE OF facilitating the redevelopment of City-owned properties located at 14, 28, and 30 Main Street, West Lebanon.

WHEREAS, the City of Lebanon has plans to promote the revitalization of the West Lebanon Village Central Business District (CBD) to improve the viability of its businesses and the vitality of the surrounding community, including the construction of high-density residential and mixed-use projects located on key redevelopment sites that are both publicly and privately owned, as outlined in the West Lebanon Village Charrette Report, dated April 2020; and

WHEREAS, the City is the owner of three parcels, which were acquired on May 31, 2023, and which are situated at 14, 28, and 30 Main Street, also known as Lots 88, 84 and 83 on Map 72 of the City of Lebanon Tax Maps, totaling approximately 1.04 acres (hereinafter “the Main Street Properties”); and

WHEREAS, following the closure of an unsuccessful Request for Proposals (RFP) in June 2024, the City contacted qualified and capable developers, including DEW Properties, LLC, to inquire about interest in the redevelopment and revitalization of the Main Street Properties; and

WHEREAS, on August 20, 2025, the City Council authorized the City Manager to enter into further negotiations with DEW Properties regarding the redevelopment of the Main Street Properties; and

WHEREAS, the City of Lebanon and DEW Properties signed a Pre-Development Agreement on September 18, 2025 giving DEW Properties twelve months to complete appropriate due diligence to determine the feasibility of redeveloping the properties; and

WHEREAS, the City Council held a public meeting on May 6, 2026 to review and discuss the potential redevelopment proposal prepared by DEW Properties for the Main Street Properties, including an Option to Purchase Agreement proposed by DEW.

NOW THEREFORE BE IT RESOLVED, that the Lebanon City Council hereby authorizes the sale of City-owned property at 14, 28, and 30 Main Street in West Lebanon, further identified as Tax Parcels 72-83, 72-84, and 72-88, in accordance with City Council Policy CC-102, Real Property Transactions, to DEW Properties, LLC, pursuant to the terms and conditions outlined in a draft Option to Purchase Agreement, revised April 17, 2026, as presented in the May 6, 2026 City Council Agenda Packet.

BE IT FURTHER RESOLVED, that the Lebanon City Council hereby authorizes the City Manager to finalize and execute all necessary agreements and documents to effectuate the conveyance of said 14, 28, and 30 Main Street to DEW Properties, LLC.

Included In This Section:

1. Draft Option to Purchase Agreement, between DEW Properties, LLC and the City of Lebanon, last revised April 17, 2026

2. Conceptual Site Plan, 14, 28, and 30 Main Street, West Lebanon, prepared by Engineering Ventures, dated April 20, 2026
3. Development Approach, City of Lebanon, NH Main Street Parcels, prepared by DEW Properties, April 10, 2025

OPTION TO PURCHASE AGREEMENT

This Option to Purchase Agreement dated as of the date the last party signs below is by and between the **CITY OF LEBANON**, a New Hampshire municipal corporation in the County of Grafton and State of New Hampshire, hereinafter known as “Grantor,” and **DEW PROPERTIES, LLC**, a Vermont limited liability company with a principal place of business in Williston, Vermont, hereinafter known as “Grantee.”

W I T N E S S T H

In the consideration of Ten Dollars (\$10.00) and other valuable consideration, receipt of which is hereby acknowledged, the Grantor hereby gives and grants to Grantee the exclusive option to purchase three parcels of land, with all buildings and improvements thereon, located on Main Street in the City of Lebanon, County of Grafton and State of New Hampshire (the “Option”) to wit:

Being a +/-0.12-acre parcel of land located at 14 Main Street, Village of West Lebanon, City of Lebanon, Grafton County, New Hampshire, and identified as Lot 88 on Tax Map 72, being all and the same lands and premises conveyed to the Grantor by Warranty Deed of Chiplin Enterprises, Inc. dated May 31, 2023 and recorded in Book 4803 at Page 941 of the Grafton County Registry of Deeds.

Being also a +/-0.47-acre parcel of land located at 28 Main Street, Village of West Lebanon, City of Lebanon, Grafton County, New Hampshire and identified as Lot 84 on Tax Map 72, being all and the same lands and premises conveyed to the Grantor by Warranty Deed of Chiplin Enterprises, Inc. dated May 31, 2023 and recorded in Book 4803 at Page 943 of the Grafton County Registry of Deeds.

Being also a +/-0.45-acre parcel of land located at 30 Main Street, Village of West Lebanon, City of Lebanon, Grafton County, New Hampshire and identified as Lot 83 on Tax Map 72, being all and the same lands and premises conveyed to the Grantor by Warranty Deed of

Chiplin Enterprises, Inc. dated May 31, 2023 and recorded in Book 4803 at Page 945 of the Grafton County Registry of Deeds.

The three parcels identified above are known collectively as the “Option Premises” hereinafter. Grantee’s acceptance of the Option Premises is subject to the condition that Grantee, its successors and assigns, develops an affordable housing project with approximately 32 residential units, with a goal of incorporating commercial use on the first floor, as contemplated by a Pre-Development Agreement dated September 18, 2025, between Grantor and Grantee.

Said option is subject to the following terms and conditions:

1. **Option Payment.** Grantee shall pay the Grantor the sum of Five Thousand Dollars (\$5,000) (the “Option Payment”) upon the execution of this Option. The Option Payment shall be credited against the purchase price of the Option Premises at closing in the event the Option is exercised. The Option Payment is non-refundable except as hereinafter provided.

2. **Term of the Option.** This Option shall extend until December 1, 2027 (the “Option Date”) unless sooner terminated or extended in writing signed by Grantor and Grantee. Grantee may extend the Option Date for six months until May 1, 2028 upon written notice to Grantor prior to December 1, 2027.

3. **Entry onto the Option Premises.** Upon reasonable notice to Grantor and until the Option Date, Grantee and its agents shall have the right to enter upon the Option Premises from time-to-time for the purpose of preparing for the purchase and disposition of the Option Premises, including: (i) to perform investigations such as subsurface investigations, surveys, soil borings, wetlands delineation and

engineering studies; (ii) to allow inspections by permitting authorities and financing sources; (iii) to take other actions necessary or incidental to designing and permitting the Option Premises for Grantee's proposed use; or (iv) to obtain information about the Option Premises. Any portion of the Option Premises disturbed by Grantee's or its agents' entry prior to Grantee's acquisition of the Option Premises shall be restored as near as reasonably practicable to their prior condition at Grantee's sole cost and expense and in a reasonable time. The Grantee hereby agrees to indemnify, defend and hold the Grantor and its board members, officials, employees, contractors, agents, successors and assigns ("Indemnified Parties") harmless from any and all losses, damages, costs, expenses, claims or liabilities of any description including, without limitation, judgments, settlements, attorneys' fees, and costs of investigation and litigation assessed against or suffered by the Indemnified Parties by reason of or arising out of Grantee's exercise of its rights herein to enter upon the lands of the Grantor.

4. **Permits.** Grantor shall deliver to Grantee copies of any existing permits, approvals or surveys, which are in the Grantor's possession and which are not filed in the City's municipal files, concerning the Option Premises in its possession within thirty (30) days of entering into this Agreement. Grantor and Grantee acknowledge that the transaction contemplated by the Option may require the procurement of permits, including, but not limited to, local zoning approval. Grantee has engaged the services of an engineering consultant to obtain any and all state and local permits necessary that will allow the Option Premises to be

conveyed to Grantee. Grantee agrees to promptly and diligently pursue said permits and shall pay all costs and expenses thereof, including witness, engineering, legal fees and costs. Grantor agrees to reasonably cooperate with Grantee to obtain all necessary permits and approvals for the Option Premises and to promptly sign any and all applications for permits and approvals as “landowner.” If all permits and approvals are not obtained by the Option Date and the Option is not otherwise terminated, the parties shall extend that date, if necessary.

5. **Hazardous Materials.** Grantor has provided to Grantee a Phase 1 Environmental Site Assessment dated April 11, 2023 (“Phase 1 EA”) and a Hazardous Building Materials Survey dated May 11, 2023 (“Phase 2 EA”). Other than as set forth in the Phase 1 EA and the Phase 2 EA, Grantor represents to Grantee that it is not aware of any hazardous waste, materials or substances having been released, dumped or placed on the Option Premises. Grantor agrees that Grantee may perform any and all tests and/or inspections necessary to confirm this representation. In the event Grantee discovers that hazardous wastes, materials or substances have been released, dumped or placed on the Option Premises, Grantee may at its own option declare this Agreement null and void and have returned to it the Option Payment.

6. **Option Price and Terms of Payment.** Grantee shall have the right to purchase the Option Premises for a price of Seven Hundred Thousand Dollars (\$700,000), subject to an appraisal to be conducted by or for the New Hampshire Housing Financing Authority (“NHHFA”), but in no case less than Six Hundred

Fifty Thousand Dollars (\$650,000). The Option Payment shall be credited against the purchase price if Grantee exercises the Option.

7. **Exercise of Option.** The Option may be exercised by Grantee giving written notice to Grantor prior to the Option Date in the manner described in Section 14, below, provided the Option Premises are found to be suitable for Grantee's proposed use. If the Grantee decides to terminate the Option, it shall provide written notice to the Grantor prior to the Option Date, at which time the Grantor shall refund the Option Payment.

8. **Closing on the Purchase.** If the Option is exercised, the parties shall close on the sale within sixty (60) days of the exercise of the Option, unless otherwise extended.

9. **Grantee's Contingencies.** In addition to the other conditions precedent to Grantee's obligation to close as provided for herein, Grantee's obligation to close shall be conditioned upon the following:

a. Grantor's ability to deliver good, clear, record and marketable title to the Grantee, free of all liens or other encumbrances (including discharge or release of outstanding mortgages) sufficient for Grantee to secure title insurance at the Grantee's sole expense. The Grantee's title shall be deemed marketable if consistent with New Hampshire conveyancing law and the New Hampshire Standards of Title. Notwithstanding the foregoing, Grantee agrees to accept title subject to customary utility distribution and transmission easements. The state of title to the Option

Premises shall be determined by a title examination paid for by Grantee.

b. Grantor's reasonable efforts to deliver marketable title as set forth in Section 9(a), above. In the event Grantor is unable to give marketable title, then Grantee may elect to terminate this Agreement in which event the Option Payment shall be returned to Grantee. Grantee shall have the right to elect to accept such title as Grantor can deliver and to pay the purchase price without reduction.

c. Approval of this transaction by Grantor's City Council.

d. The parties' fulfillment of conditions imposed by the sources of funding for the purchase of the Option Premises, if any.

10. **Existing Conditions.** Grantor shall not physically alter the Option Premises during the pendency of this Option without the prior written consent of Grantee.

11. **Taxes and Costs.** Grantor and Grantee shall each pay their own respective legal fees and costs incurred in connection with the transaction contemplated by this Agreement.

12. **Title and Instruments of Transfer.** At closing Grantor shall convey to Grantee marketable title to the Option Premises as per Section 9(a), above, and the following documents shall be prepared by Grantor:

a. Discharges of mortgages and other liens and encumbrances;

b. Warranty Deed sufficient to convey to the Grantee good, insurable and marketable title to the Option Premises;

- c. Property Transfer Tax Return forms, if required; and
- d. Such other documents as are necessary to convey title to

Grantee.

In addition, the parties shall obtain or execute and deliver such other documents and take all actions which are necessary to effectuate the transaction contemplated by this Agreement.

13. **Default.** If Grantee fails to complete the purchase of the Option Premises after exercising this Option as provided herein for reasons not permitted under this Agreement, Grantor may terminate this Agreement and retain the Option Payment as its sole remedy at law and equity for Grantee's default. If the Grantee exercises this Option and Grantor fails or refuses to close for reasons not permitted under this Agreement, Grantee may seek equitable relief in the form of an injunction compelling Grantor's performance. These shall be Grantor's and Grantee's sole remedies at law and equity for default under this Agreement.

Neither party shall be entitled to consequential damages from the other party.

14. **Notices.** All notices required under this Agreement shall be given in writing either by personal delivery or by first class mail or email to:

Grantor at: City of Lebanon
Attn: City Manager
Lebanon City Hall
51 N Park Street
Lebanon, NH 03766
Manager@LebanonNH.gov
Phone: 603-448-4220

With a copy to:

Grantee at: DEW Properties, LLC
277 Blair Park Road, Suite 130
Williston, VT 05495
Email dwells@dewconstruction.com
Phone 802-373-5600

With a copy to: Pamela Moreau, Esq.
277 Blair Park Road, Suite 130
Williston, VT 05495
Email pmoreau@dewconstruction.com
Phone 802-999-4590

Notice shall be effective upon the earlier date of posting/e-mailing.

15. **Risk of Loss; Insurance.** During the period between the date of this Agreement and the closing, Grantor shall bear the risk of loss and all insurance coverage and fees related to the Option Premises.

16. **Complete Agreement and Amendment.** This Agreement contains the entire understanding of the Grantee and Grantor relating to the subject matter hereof or arising therefrom and may not be changed, modified, amended, waived or discharged, except by an instrument in writing signed by both parties.

17. **Survival.** The representatives, warranties, covenants, agreements and obligations of both the Grantor and the Grantee contained in this Agreement shall survive the closing.

18. **Assignment.** Grantee may assign its rights hereunder without the prior written consent of the Grantor to an entity affiliated with Grantee, provided such assignment is in writing and the purported assignee affirmatively agrees to be bound by the terms of this Agreement. Otherwise, neither Grantor nor Grantee may assign its rights hereunder to other parties, without the advanced, written

consent of the other party.

19. **Recording.** Grantee may in its sole discretion record a copy of this Option Agreement in the Grafton County Registry of Deeds.

20. **Binding Law.** This Agreement shall be interpreted and governed by the laws of the State of New Hampshire.

21. **Counterparts and Electronic Signatures.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Electronic signatures shall have the same legal effect as original signatures.

22. **Binding Effect.** This Agreement shall be binding upon the successors and assigns of the parties hereto, and shall be governed by New Hampshire law.

23. **Captions.** The section headings in this Agreement are used only for convenience and shall not be used to limit or affect any provisions of this Agreement.

24. **Severability.** If any term, provision or requirement of this Agreement shall be held to be invalid or unenforceable or shall not occur due to circumstances not the fault of either party hereto, the remainder of this Agreement shall be valid and enforceable.

Dated at _____, New Hampshire, this ____ day of _____, 2026.

CITY OF LEBANON

By: _____
_____, City Manager
Duly Authorized by action of the
Lebanon City Council on _____, 2026

STATE OF NEW HAMPSHIRE
GRAFTON COUNTY, SS.

At _____, in said County and State, this ____ day of _____, 2026, personally appeared _____, City Manager and Duly Authorized Agent of the **City of Lebanon**, and he acknowledged the within instrument, by him subscribed, to be his free act and deed and his free act and deed as the City Manager of the **City of Lebanon**.

Before me, _____
Notary Public

Dated at _____, this ___ day of _____, 2026.

DEW PROPERTIES, LLC

By: _____
_____, Member and
Duly Authorized Agent

STATE OF VERMONT
CHITTENDEN COUNTY, SS.

At _____, in said County and State, this ____ day of _____, 2026, personally appeared _____, Member and Duly Authorized Agent of **DEW Properties, LLC**, and he acknowledged the within instrument, by him subscribed, to be his free act and deed and the free act and deed of **DEW Properties, LLC**.

Before me, _____
Notary Public



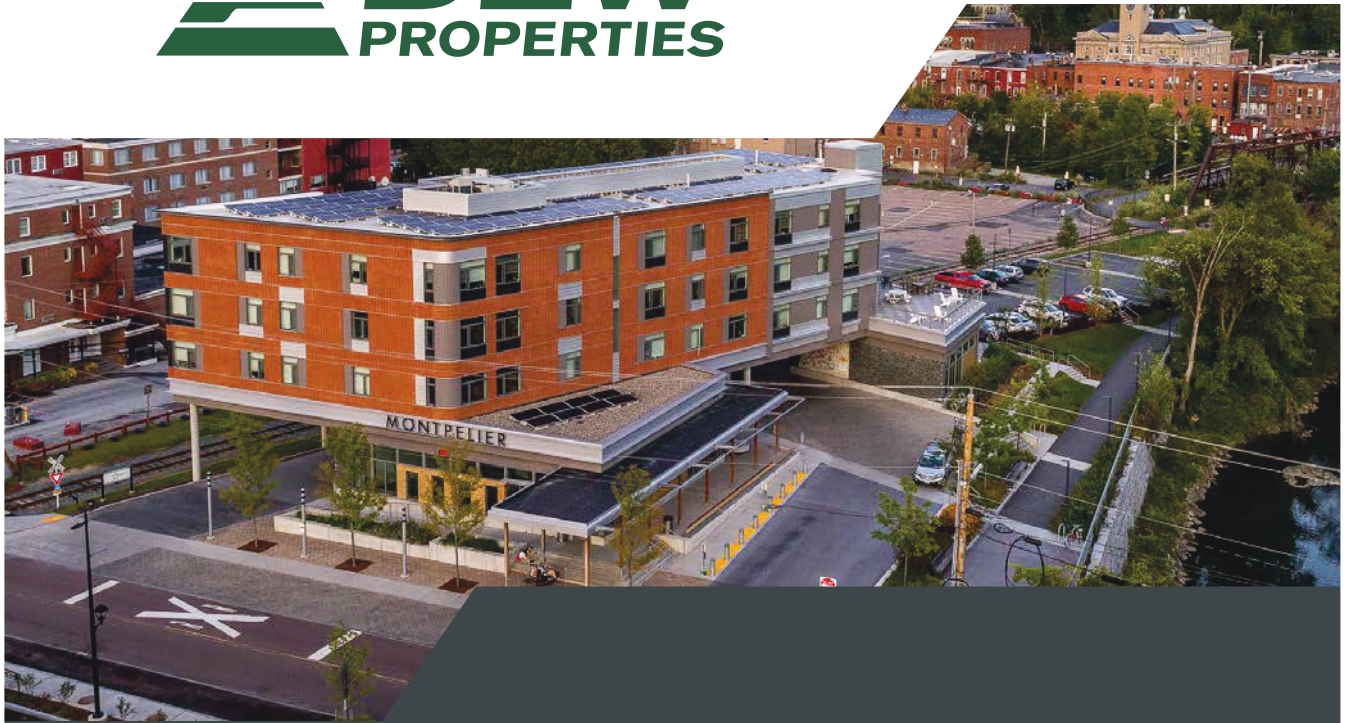
DEVELOPMENT APPROACH

CITY OF LEBANON, NH MAIN ST. PARCELS

April 10, 2025

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1. | DEVELOPMENT APPROACH

April 10, 2025

David Brooks, Deputy City Manager
City of Lebanon, NH
51 North Park Street
Lebanon, NH 03766

Dear David,

While DEW's approach does differ from the RFP in some respects, we will address all items within the RFP during our proposed due diligence period of 12 months. During this time, we will undertake the following activities.

- Conduct Market Studies
- Perform Environmental Assessments
- Complete a Geo technical Assessment
- Investigate Site Utilities
- Plan Infrastructure Improvements
- Maximize Development Potential (including phased development)
- Create Financial Proformas

By fully understanding the logistics of the site, DEW will be able to narrow down the development possibilities. We believe these steps are essential for accurately determining the appropriate project scope for the site.

Throughout the due diligence period, we will hold regular meetings with stakeholders, ensuring a commitment to complete transparency. Our proposed approach will equip DEW and the City with the necessary information to identify the best path forward. We will assemble a strong team of design partners, development partners, and consultants as needed during this period to help us determine the most suitable project for the site.

The project may include components such as affordable housing, workforce housing, student housing, and market-rate housing. Additionally, there may be commercial space available for lease or sale.

There is a significant need for housing projects of this nature across New England, and DEW has had the privilege of building similar projects in multiple municipalities facing challenges in providing workforce and affordable housing. In 2023, DEW completed 42 units of affordable workforce housing in White River Junction in collaboration with Twin Pines Housing Trust, a nonprofit organization focused on affordable housing. We are also currently working on 32 units in the City of Barre with Downstreet Housing and Community Development and planning 24-40 units in the Town of Rockingham with Windham Windsor Housing Trust.

We are seeking to partner with the City of Lebanon on a public-private partnership for the development of the Main Street Parcel. We believe that, with our expertise and the City's need for housing, this project can provide long-term benefits to the community.

Sincerely,



Donald Wells,
Chairman, Founder
DEW Construction / DEW Properties
802-373-5600
dwells@dewconstruction.com



2. | COMPANY PROFILES

A. DEW Properties

B. DEW Construction

**BUILDING
WHAT
MATTERS
MOST**

FOR YOUR COMMERCIAL REAL ESTATE DEVELOPMENT NEEDS



DEW Properties offers full real estate development and property management services. We specialize in build-to-suit, turnkey solutions to fit your unique real estate needs.

DEW Properties was founded on the principles of creative and innovative solutions for medical and commercial buildings.

As your development, design and construction resource, we will assemble a team to fully understand all aspects of your real estate development needs. As a developer/builder, our collaborative approach allows for transparent communication between our team and our clients. Our experienced real estate team will be with you from project inception to completion.

During the design phase, we will ensure that the following requirements are met:

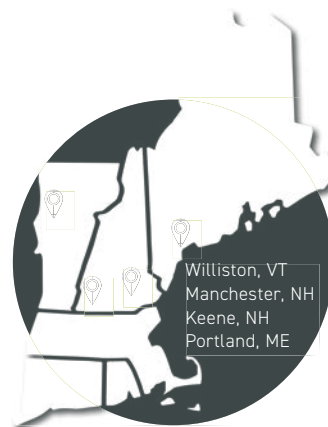
- *Site selection & validation*
- *Environmental testing and corrective action plans to insure the project site is clear for permitting and financing*
- *Consultation with the local municipality and involved utility providers*
- *All local and state permits as required*
- *Complete plans and specifications for bidding and construction*

We provide reliable budgeting, thus mitigating the uncertainties of real estate development. We are determined to secure the very best financing options and utilize alternative financing sources to maximize benefits resulting in competitive lease and purchase rates.

ALTERNATIVE FUNDING

DEW Properties is experienced in the successful navigation and acquisition process of New Market Tax Credits (NMTC). DEW, together with our legal/NMTC counsel have successfully acquired NMTCs for a combined project totalling \$150MM. DEW is one of only a few developers in the country to have successfully secured New Market Tax Credits combined with Recovery Zone Bond funds for our Rutland City project, CCV's new campus. More recently, we secured NMTCs for our \$16MM Barre City Place project, which allowed 50% occupancy by the State of Vermont. DEW is committed to working with our clients to secure these tax credits if applicable to the project.

OUR LOCATIONS



VERMONT

277 Blair Park Road, Suite 130
Williston, VT 05495
p 802.872.0505

MAINE

2 Market Street, 4th Floor
Portland, ME 04101
p 207.553.3569

NEW HAMPSHIRE

The MacMillin Building
17 Elm Street
Keene, NH 03431
p 603.352.3070

150 Dow Street
Tower 4, Suite 441
Manchester, NH 03101
p 603.932.7740

DEWconstruction.com

BUILDING WHAT MATTERS MOST

OUR STORY

1997 – DEW Construction founded – Chairman and Founder, Don Wells has always understood that the long-term success of DEW is dependent upon client satisfaction. He founded DEW on that guiding principle and a commitment to earn your trust, respect, and, ultimately, your partnership. Your satisfaction is the most important and fulfilling part of what all of us at DEW do every day.

2012 – DEW Acquires The MacMillin Company
The acquisition of MacMillin, a 66-year-old construction company based out of Keene, NH, allowed DEW to integrate resources, capabilities, and industry expertise while creating growth opportunities for our valued employees.

2025 – DEW employs over 100 people and has become one of the region's largest and most respected construction companies serving VT, NH, ME, MA, and upstate NY. Our services include construction management, general contracting, design/build, development and preconstruction planning.

Our people are a great source of pride. They are dedicated, solution-driven, experienced professionals who each possess a superior track record. Collaboratively, they comprise a highly effective team that delivers every project with remarkable results. They are the cornerstone and one of the greatest strengths of DEW.

As your **trusted partner**, we will leverage our decades of experience, industry knowledge, and our steadfast commitment to finding the best solutions to each unique project. We listen intently, we plan meticulously, and we are accountable throughout the process, ensuring satisfaction and a superior building experience for our clients.

28 Years of Success

115 Dedicated Employees

1,000+ Successfully Completed Projects

\$100M Single Project Bonding Capacity

Industries We Serve

Education

Multifamily/Housing

Healthcare

Manufacturing

Commercial

FOUR LOCATIONS A SINGULAR FOCUS.



VERMONT

277 Blair Park Road, Suite 130
Williston, VT 05495
p 802.872.0505

MAINE

2 Market Street, 4th Floor
Portland, ME 04101
p 207.553.3569

NEW HAMPSHIRE

The MacMillin Building
17 Elm Street
Keene, NH 03431
p 603.352.3070

150 Dow Street
Tower 4, Suite 441
Manchester, NH 03101
p 603.932.7740

DEWconstruction.com



OUR PHILOSOPHY

At DEW, we care about the quality of our work, our people and the partnerships we build.

DEW's proven construction management process maximizes the strengths, skills, and creativity of everyone involved. Committed to meeting our clients' needs, our project teams' focus is on maximizing efficiency by streamlining construction operations and improving communication across all departments, engineers, architects, and the skilled trades (subcontractors). In combination with leading project management and scheduling software, our solution-driven process guarantees predictable results and a successful project completion.

Experience and expertise are the hallmarks of our construction management work at DEW. Collaborative communication, attention to client services, and accountability are the qualities that have established DEW as a trusted CM. Our experienced people provide precise planning, expert project management, and superior workmanship to deliver the ultimate building experience to our clients. With construction projects throughout Northern New England, our focus on accountability and performance has resulted in a 100% project completion rate; we have never had to turn one of our projects over to another CM.

OUR VALUES DRIVE OUR SUCCESS



OPTIMISM

We share a positive mindset, believing in opportunities over obstacles.



ACCOUNTABILITY

We are committed to a culture of ownership, personal accountability, and safety.



INITIATIVE

We are self-motivated, proactive problem solvers.



COMPANY CULTURE

Since 1997, DEW has been building successful commercial construction projects and solid partnerships established on the values we bring to our work every day. Today, we express this simply as: Building What Matters Most. Our approach is guided by DEW's core values and built around three key initiatives that define our culture, Optimism, Accountability and Initiative.

Our Leadership Team comprises individuals who have risen through the ranks within DEW, bringing a wealth of hands-on experience to the table. They work closely with project teams, providing unwavering support to ensure the success of our employees who are at the forefront of our operations.

At the heart of DEW's success lies the expertise and dedication of our people. Each member of our team boasts a commendable track record in their respective fields, collectively forming a highly proficient unit that consistently delivers exceptional results. We recognize that our achievements are a direct result of our talented workforce.

DEW's philosophy revolves around investing in our employees and empowering them to unleash their full potential. Through ongoing opportunities for learning and development, both in technical skills and soft skills, we cultivate a culture of continuous growth and excellence. Our collaborative approach fosters trust, communication, and accountability among team members, driving our collective success.

We embrace a culture of autonomy and purpose, where employees are encouraged to innovate and excel in their roles. Our dynamic environment encourages adaptability and forward thinking, enabling us to stay ahead of industry trends and deliver unparalleled value to our clients.

Employee feedback is integral to our continuous improvement efforts. We actively solicit input from our team members and leverage their insights to refine our processes and enhance our culture. This collaborative approach ensures that every employee feels valued and empowered to contribute to our shared success.

THE DEW CULTURE CLUB

Beyond our commitment to excellence in construction, DEW is dedicated to making a positive impact in the communities we serve. Our commitment extends to fostering an inclusive and supportive work environment through initiatives led by our Company Culture Club. By driving programs that reinforce our core values and promote employee engagement, the Club empowers every team member to shape our vibrant company culture. The Culture Club provides employees with opportunities to make a difference, enjoy fulfilling experiences, develop professionally, and expand their networks within DEW. Through collaboration and camaraderie, the Culture Club aims to create a workplace where everyone feels valued, motivated, and inspired to succeed.

WAYS IN WHICH DEW GIVES BACK:

- ✦ Special Olympics Penguin Plunge (Keene Frozen Sections)
- ✦ Annual Holiday Food Drives
- ✦ Green Up Vermont
- ✦ Ronald McDonald House Volunteers
- ✦ Gifts of Joy Night Crotched Mountain School
- ✦ Donations & Sponsorships
We value our clients and building lasting partnerships. That's why we make donations and sponsorships part of our operations.
- ✦ Matching Gifts Program
We encourage our people to share the causes and activities they are involved with outside of work. Our Matching Gifts Program is designed to honor the diversity of DEW employee giving by supporting a broad spectrum of organizations and institutions. Dollar for dollar, DEW will match up to \$150 per calendar year, per employee in contributions made to funding federations, eligible charitable organizations, or educational institutions. Included in DEW's employee benefits is (8) hours of paid Community Service time per calendar year.

BUILDING WHAT MATTERS MOST



3. | RELATED EXPERIENCE

DEVELOPMENT EXPERIENCE LISTING

SKYHAVEN AMBULATORY SURGERY CENTER

Rochester, NH

New construction of a 16,000 SF outpatient surgery center with four operating rooms.

118 PROSPECT STREET STATE OFFICE BUILDING

White River Junction, VT

New four-story 44,000 SF office building. This building was designed to meet LEED® standards for Silver Certification.

150 DOW STREET OFFICE FIT-UP

Manchester, NH

2,500 SF interior office fit-up in a historic downtown mill property.

BARRE CITY PLACE

Barre, VT

New 81,000 SF mixed-use building on Main Street in downtown Barre. The building was built in conjunction with Efficiency Vermont as a high-performance building.

BARRE CITY PLACE - VERMONT TRANSIT FIT-UP

Barre, VT

Fit-up to 2 floors of an existing office building.

BARRE CITY PLACE SMALL PROJECTS

Barre, VT

Miscellaneous renovations performed at Barre City Place covering several floors of the building.

BLAIR PARK OFFICE BUILDING

Williston, VT

New construction of a 28,500 SF, two-story office building housing 4-5 tenants.

COMMUNITY COLLEGE OF VERMONT - RUTLAND ACADEMIC FACILITY

Rutland, VT

New Construction of 32,500 SF academic facility for the Community College of Vermont, Rutland.

CONCORD HOSPITAL - PENACOOK FAMILY PHYSICIANS MOB

Concord, NH

New 15,000 SF MOB for Concord Hospital. The interior fit-up has class A finishes in keeping with current hospital standards.

EDWARD JONES FIT-UP

Barre, VT

1,700 SF Fit-Up of Barre City Place for Edward Jones.

FRISBIE MEMORIAL HOSPITAL - ROCHESTER PEDIATRICS MOB

Rochester, NH

New construction of an 8,000 SF pediatric medical office building for Frisbie Memorial Hospital.

FRITO LAY - LEBANON, NH

Lebanon, NH

This project involved the new construction of a 5,738 square-foot pre-engineered metal building for Frito Lay, designed as a product distribution facility. The building primarily serves as a warehouse and distribution center. It includes check-in areas for drivers, one office, a restroom, and support rooms. The facility features five overhead doors to accommodate various truck sizes for both backloading and side loading.

GSA FIT-OUT 9 ELM STREET

Keene, NH

Renovations to 4,544 SF of former dance studio into offices for the GSA Social Security Office in Keene NH.

HOOKSICK FALLS MOB

Hoosick Falls, NY

Renovations to an existing single-story medical office building. The project reconfigured three rooms, new roof, new siding, new paint, new flooring, and sidewalk repairs.

HOOSICK FALLS MEDICAL CENTER

Hoosick Falls, NY

Interior renovation of an occupied hospital space. Scope includes new framing, drywall, taping, ceilings, flooring, painting, electrical, mechanical, doors/frames/hardware, and millwork.

DEVELOPMENT EXPERIENCE LISTING

MANCHESTER OFFICE RENOVATION 2021

Manchester, NH

Office fit-up to add to an existing office space, including (5) offices, (1) open concept area for (4) employees, an additional conference and bid room, reception area, printer/plotter/IT area, and all associated utility and data scopes.

MT. ASCUTNEY HOSPITAL - OTTAUQUECHEE MOB

Hartland, VT

15,500 SF renovation to an existing medical office building. Renovations were performed with no interruptions to medical services over seven phases.

OTTAUQUECHEE HEALTH CENTER RENOVATIONS

Woodstock, VT

3,100 SF renovations to an existing, occupied health center.

PENACOOK DRAW LAB

Concord, NH

Penacook Phase II tenant fit-up for a draw lab.

PROSPECT STREET PHASE II

Hartford, VT

A new two-story 16,690 SF office building for Visiting Nurse and Hospice of Vermont and New Hampshire.

REHAB GYM FIT-UP

Barre, VT

950 SF fit-up for the Rehab Gym within the Barre City Place.

RIG INSURANCE

Colchester, VT

New construction of an 8,400 SF two-story office building for RIG Insurance.

RIVERWALK APARTMENTS

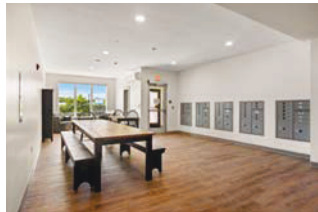
White River Junction, VT

New construction of 42 units of affordable residential housing, 50,890 GSF. Four stories of wood-framed affordable housing above a sub-grade parking garage—apartments range from studios to two-bedroom units.

UVTP - MILTON RENTS

Lebanon, NH

New construction of a 10,016 SF pre-engineered metal building facility for Milton Rents. The building is divided into six different areas on the first floor including a showroom space, offices, employee locker rooms, parts storage area, equipment service area, and a wash bay. As part of the construction, an underground system was installed to collect and reuse wash water, and an oil/water separator tank was also included. Additionally, a mezzanine was built for an equipment area.



RIVERWALK APARTMENTS
WHITE RIVER JUNCTION, VT

DELIVERY METHOD

Construction Management (CM)

CONSTRUCTION COST

\$13,518,143

PROJECT SIZE

50,890 SF

SCHEDULE DURATION

February 2023 - April 2024

OWNER

Evernorth, Twin Pines Housing Trust

ARCHITECT

Jutras Architecture

New construction of a 50,890 SF wood-framed apartment building in White River Junction, VT on the corner of Prospect and Maple Street. The project site is located just off the Connecticut River, next to the Lyman Bridge, and provides excellent views overlooking the river and easy access to downtown amenities, schools, parks, and public services.

The four-story building offers a mix of studio to two-bedroom apartments, complemented by a sub-grade parking garage with 26 indoor spaces and an additional 30-space surface lot. Designed for energy efficiency, Riverwalk Apartments incorporate cold climate heat pumps, contributing to an annual reduction of 117 tons in CO2 emissions.

DEW Properties and The Braverman Company developed the building with an agreement to sell it to Twin Pines Housing and Evernorth.



EAGLE MILL REDEVELOPMENT

LEE, MA

DELIVERY METHOD

Construction Management (CM)

CONSTRUCTION COST

\$45,000,000

SCHEDULE DURATION

October 2021 - April 2026

OWNER

DEW Properties, LLC, Eagle Mill Redevelopment, LLC

ARCHITECT

DBVW Architects

This project, currently in the preconstruction phase sits on 8.4 acres of land on both sides of the Housatonic River in Lee, Massachusetts. Six of those acres sit on the south side of the river with multiple historic buildings occupying just over 192,000 SF of the site. The remaining 2.4 acres on the north side of the river are undeveloped and exist in their natural state. The now-vacant Eagle Mill property will be transformed into the twenty-first century with modern amenities. (Registered Brownfield Site)

Included in the master plan are residential units, retail/mercantile shops, and office suites. Future plans will include a 100-bed hotel and additional market-rate residential units.

Summary of Development Components:

River Front Commercial Building: A new 10,000 SF commercial professional office building with river terraces

The Union Mill: An adaptive re-use of the historic Eagle Mill building which will create 37 residential units. Of the 37 units in the Union Mill component of the project, nine units will be affordable at the 60% AMI level (some units will be further restricted at even lower income levels); and 28 units will be Workforce Housing units. Public financing for the residential building is likely to include State and Federal Historic Rehabilitation Tax Credits, Low Income Housing Tax Credits (LIHTC), other resources allocated by the Massachusetts Department of Housing and Community Development (DHCD), and funding from MassHousing.

The Eagle Mill Market: A 45,000 SF "public market" featuring multiple restaurants, 20+ food-related kiosks (10'x10'), microbrewery, coffee shop, and other vendors. A river terrace for dining and viewing is planned. State and Federal Historic Rehabilitation Tax Credits are being pursued.

Eagle Mill Housing II: A 43 unit new construction apartment building. Of the 43 units in the new construction component of the project, 34 units will be affordable at the 60% AMI level; and nine (9) units will be Workforce Housing units. Public financing for the residential building is likely to include State and Federal Historic Rehabilitation Tax Credits, Low Income Housing Tax Credits (LIHTC), other resources allocated by the Massachusetts Department of Housing and Community Development (DHCD), and funding from MassHousing.

The "Machine Shop": A 12,000 SF historic building to be developed for mercantile use. State and Federal Historic Rehabilitation Tax Credits are being pursued.



BELLOWS FALLS GARAGE
BELLOWS FALLS, VT

DELIVERY METHOD

Construction Management (CM)

CONSTRUCTION COST

\$7,920,735

PROJECT SIZE

31,879 SF

SCHEDULE DURATION

December 2021 - April 2023

OWNER

Windham & Windsor Housing Trust

ARCHITECT

gbA Architecture & Planning

PROJECT AWARDS

2024 - Town of Rockingham's Old House Award

2023 - AIA Excellence in Architecture Design Award - Commercial/ Institutional/ Multi-Family/ Mixed Use

Situated on the Connecticut River, with views of Fall Mountain in New Hampshire, the Green Mountain Railway yard, and the historic Bel lows Falls Canal, the new Bel lows Falls Garage offers 27 affordable housing units in downtown Bel lows Falls, Vermont.

This once-dilapidated building from the 1920s has housed a car dealership and garage, a maintenance shop, a sign shop, dry cleaners, and even a commune. The original intention was to renovate the 100-year-old building, but the high cost of converting the fragile concrete structure into housing necessitated its demolition and replacement with a new building.

DEW Construction collaborated with the Windham and Windsor Housing Trust in redeveloping this Brownfield site into a 31,879 GSF multifamily housing building. The structure, designed by Gossens Bachman Architects, contains five studio apartments, eighteen one-bedroom apartments, and four two-bedroom apartments. The first floor comprises a mailroom, resident reading room, and a for-rent retail space at the northern entrance to downtown Bel lows Falls. Designed for high performance and energy efficiency, the structure employs an electric/propane heating system with active energy recovery ventilation, and a 30 kW solar photovoltaic array on the rooftop of the building that will generate approximately 35,000 kWh per year.

The building's design deviates from the typical rectangular box due to the irregular shape of the building lot. As a result, the apartments within it feature intriguing angles, giving the entire structure a distinct and unique appearance. This departure from the norm creates beautiful living spaces that offer a refreshing and unconventional experience.



November 2, 2023

DEW Construction
277 Blair Park Road, Suite 130
Williston, Vermont 05495

Attn: Wynter Edwards

Re: Bellows Falls Garage

Dear Wynter:

In December of 2021, Windham & Windsor Housing Trust entered into a construction contract with DEW on the Bellows Falls Garage project, a 27-unit affordable multifamily new construction building in Bellows Falls, VT. The completed \$7,920,734 project opened to residents in July 2023. This project was a major strategic initiative for Windham & Windsor Housing Trust to build a presence in northern Windham County, and we worked closely over this 18-month period with Project Superintendents Steve Hart and Nick Pease, and Project Manager Karl Bahrenburg. This proved to be an excellent team that approached this challenging project with professionalism and enthusiasm.

This project involved a complex demolition of an existing 4 story concrete structure in a tight urban setting, and zero-lot-line construction of the new building. This period in Vermont, and throughout the nation, saw unprecedented price increases, material delays and labor shortages. DEW managed these challenges in addition to the day-to-day challenges of constructing a highly detailed, zero-lot-line building.

The details of the project were managed very well, and the end result is 27 new affordable apartments in a town that has not seen new residential development in over 10 years. As I said, this was a major strategic initiative for Windham & Windsor Housing Trust, and the impact to downtown Bellows Falls is immense.

We highly recommend DEW Construction and look forward to our next project together.

Sincerely,

Peter Paggi
Director of Real Estate Development
Windham & Windsor Housing Trust

Windham & Windsor Housing Trust
68 BIRGE STREET
BRATTLEBORO, VT 05301
Ph/TTY (802) 254-4604
Fax (802) 254-4656

www.HomeMattersHere.org

CHARTERED MEMBER

Windham & Windsor Housing Trust
65 MAIN STREET STE 210
SPRINGFIELD, VT 05156
Ph/TTY (802) 885-3220
Fax (802) 885-5811



BAY RIDGE APARTMENTS
SHELburnE, VT

DELIVERY METHOD

Construction Management (CM)

This project involves constructing a wood-frame residential housing complex with 48 units spread over two buildings that share a common foundation and a covered courtyard. The total area of the buildings is 84,000 square feet, featuring a podium slab over a parking garage.

CONSTRUCTION COST

\$24,370,348

All infrastructure is being replaced, except for one sewer line running through a wetland, which will be lined. Additionally, the project includes constructing a new road and emergency access routes.

PROJECT SIZE

84,820 SF

The scope includes demolishing five buildings, two of which contain hazardous materials. This project is situated between two other ongoing projects being completed by different contractors.

SCHEDULE DURATION

June 2024 - October 2025

OWNER

Champlain Housing Trust, Evernorth

ARCHITECT

Duncan Wisniewski Architecture



ONE TAYLOR STREET - HOUSING, TRANSIT CENTER & MULTI-USE PATH | MONTPELIER, VT

DELIVERY METHOD

Construction Management (CM)

CONSTRUCTION COST

\$11,965,248

PROJECT SIZE

32,000 SF

SCHEDULE DURATION

August 2018 - October 2019

OWNER

Evernorth
City of Montpelier, VT

ARCHITECT

gbA Architecture & Planning

PROJECT AWARDS

2021 - AIA-VT Annual Design Award
2020 - AGC-VT: Best Builders Award

This project is the result of a cooperative effort between the City of Montpelier, Vermont, and Housing Vermont to provide a transit center for the City of Montpelier and 30 units of affordable housing at One Taylor Street in Montpelier. The project is located on a contaminated Brownfield site.

On the first level, the four-story project includes a covered passenger terminal, approximately 3,000 SF of enclosed transit space for ticketing, waiting areas, restrooms, staff kitchen, office and rental space along with a 1,100 SF lobby for the housing portion of the project.

The upper three levels include 30 units of one and two-bedroom housing along with a public roof deck that can be accessed from the second-floor hallway. Exterior finishes include brick veneer, metal panels, and stone and wood accents, storefront, windows and flat, membrane roof which will provide a modern, efficient looking building for the city.

gossens.bachman.Architects



October 15, 2020

Re: Letter of recommendation for DEW Construction – One Taylor Project

To Whom It May Concern:

It is my pleasure to write this letter of recommendation for DEW Construction for their performance on the One Taylor project located in Montpelier, VT. The One Taylor project was a significant effort for the Montpelier community. Integrating affordable housing and a multi-modal transit center in the heart of downtown has been a long-standing goal for the City. Creating these two uses with significant public amenity spaces was very important. The project was the culmination of over 10 years of intense effort with much public input, multiple funders and a wide variety of community goals. Because of this the expectations for the project were extremely high. The DEW team met those expectations with great success.

The project was made even more complicated by the fact there were three separate contracts in the construction management process with the resulting three different needs and contractual obligations and expectations. DEW's high level of project organization and coordination was invaluable in taking what could have been an administrative nightmare and making it a smooth and efficient construction effort.

The project is highly visible on a very restricted downtown brownfield site. The DEW construction team lead by Sara Bosworth and Matt Cadieux did an outstanding job of constructing the entire project and meeting every logistical challenge. They were also a pleasure to work with in all phases of the construction process. The overall construction quality is first rate. I appreciated Matt's high-quality standards and dedication to making sure all was done right. This includes constructing the building to meet the high energy efficiency goals for the building.

The result is a project all in the community are proud of and has been a great success. It would be a pleasure to work with the DEW team on another project and I look forward to doing so in the future.

Sincerely,
Gossens Bachman Architects

A handwritten signature in black ink, appearing to read 'Gregg Gossens'.

Gregg Gossens, AIA

gossens.bachman.Architects
85 granite shed lane
montpelier, vermont 05602
802.229.1664 • 802.229.4822 FAX
www.gbarchitecture.com



BRIGHT STREET HOUSING COOPERATIVE

BURLINGTON, VT

DELIVERY METHOD

General Contractor (GC)

CONSTRUCTION COST

\$7,969,623

PROJECT SIZE

49,900 SF

SCHEDULE DURATION

August 2015 - September 2016

OWNER

Bright Street Limited Partnership

ARCHITECT

Duncan Wisniewski Architecture

PROJECT AWARDS

*2016 - AIA Excellence in Architecture
Design Merit Award - Affordable Housing*

The project involved the demolition of three existing buildings located at 112-114 Archibald Street, 35-39 Bright Street, and 47 Bright Street, and the new construction of four buildings:

- One 35-plex that is three-stories and 44,000 SF
- Two duplexes, that are two-stories and 2,100 SF each
- One triplex, that is two-stories and 3,800 SF

These buildings are on one consolidated parcel in Burlington, Vermont, and feature a total of 42 residential rental apartments. Site work involved excavation for a below building parking garage and footings, grading, seeding/mulching, trenching for utilities, sidewalks, paving and landscaping. The site footprint was tight and abutted several occupied apartments.



SAFFORD COMMONS
WOODSTOCK, VT

DELIVERY METHOD

General Contractor (GC)

CONSTRUCTION COST

\$6,172,390

PROJECT SIZE

29,000 SF

SCHEDULE DURATION

October 2014 - August 2015

OWNER

Safford Commons Housing LP

ARCHITECT

Duncan Wisniewski Architecture

The project, located on an 8-acre site, included the construction of 10 buildings with 24 apartments and the redevelopment of a former Grange Hall/church building into four apartments. Twenty-three of the apartments are available for low-income households. Safford Commons consists of 10 one-bedroom, 16 two-bedroom, and 2 three-bedroom units. The apartments feature front porches and energy-efficient design and materials.

The Woodstock Community Trust, Twin Pines Housing Trust, and Housing Vermont partnered to develop Safford Commons. (Davis-Bacon and HUD Section 3, HUD HOME, Tax Credits)



KING STREET CONDOMINIUMS

BURLINGTON, VT

DELIVERY METHOD

Construction Management (CM)

CONSTRUCTION COST

\$5,933,000

PROJECT SIZE

38,402 SF

SCHEDULE DURATION

January 2008 - January 2009

OWNER

King Street Housing Limited Partnership
c/o Housing Vermont

ARCHITECT

Lemay + Youkel Architects

This five-story, 40,000 square foot new building contains underground parking, two stories of retail space, and two stories (20 units) of residential space.

The project is contained on a restricted site, adjacent to occupied neighborhoods and businesses. The project included new walks and roads. This project has received LEED® Certification.





RIVERLOFTS AT CABLE MILLS

WILLIAMSTOWN, MA

DELIVERY METHOD

Construction Management (CM)

CONSTRUCTION COST

\$24,645,000

PROJECT SIZE

78,600 SF

SCHEDULE DURATION

December 2024 - June 2026

OWNER

Causeway Development

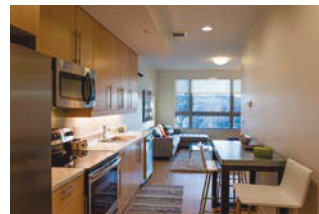
ARCHITECT

ICON Architecture, Inc.

New construction of a premier residential community in the heart of Williamstown, MA. This stunning new development, which spans 78,600 square feet across five stories, offers a blend of modern living and natural beauty.

River Lofts features 54 beautifully designed residential units spread across four stories, providing a cozy and sustainable living environment. The building is wood framed and includes a convenient below-grade parking level constructed with durable concrete. The first floor boasts a welcoming public area featuring a lobby, fitness center, package and mail center, meeting room, and staff offices and workspaces.

Nestled along the picturesque Green River, the site includes serene public outdoor spaces with walking paths, a public deck with a dining area and seating, and a community vegetable garden complete with six raised garden beds and a shed.



RIVERHOUSE
WINOOSKI, VT

DELIVERY METHOD

Construction Management (CM)

CONSTRUCTION COST

\$11,688,040

PROJECT SIZE

67,000 SF

SCHEDULE DURATION

October 2012 - September 2013

OWNER

Redstone Development

ARCHITECT

Jutras Architecture

New construction of a four-story, 67,000 SF luxury apartment building features 72 units of one and two-bedroom residence with a fitness center, well-appointed lobby, riverside terrace, and vegetable gardens.

This multi-family midrise building features one below-grade parking level and one at grade, both located under the main building. Parking spans two levels - one below-grade open air and one at grade.

As part of sustainable building practices, this project's waste management plan addressed salvaging materials from the waste stream, designated an area on the construction site for recycled materials, and contracted with a certified hauler for all waste and recycling needs.

The aesthetic of the building design is a modern take on the classic mill building that the historic downtown of Winooski is known for. By speaking to the vernacular style of this area and embracing a modern feel, this luxury apartment building adds fitting character to the urban space.

Targeted as a LEED® Silver for Building Design and Construction: Multifamily Midrise, this project features Energy Star rated appliances and lighting; water-efficient appliances and plumbing fixtures; energy-efficient ductless mini-split AC; triple-glazed fiberglass windows; durable construction and finishes; enclosed recycling and garbage disposal; covered, secure bike parking; walkable neighborhood location with nearby public transportation; smoking is prohibited throughout the building; and white reflective roofing material.





THE MAREK SOUTH
LEBANON, NH

DELIVERY METHOD

Construction Management (CM)

New construction of a 239,200 GSF multi-family housing complex located in the upper valley of New Hampshire, just a short distance from Dartmouth Hitchcock Medical Center. The building was designed to accommodate the housing needs of working medical professionals and boasts a generous amenities package.

CONSTRUCTION COST

\$61,096,127

The project involves the construction of two wood-framed, four-story buildings that offer 250 market-rate residential units. The two buildings are connected by a two-story amenities building featuring a state-of-the-art fitness facility and wellness studio, SkyDeck & Lounge, outdoor hot tub, multiple resident lounges with bar and kitchen amenities, co-working spaces, game room, and media lounge, a dog washing station, and a package concierge storage room. The entire building is built over a podium, with parking spaces underneath and locker storage for the tenants.

PROJECT SIZE

239,200 SF

Wing A is 122,850 square feet, Wing B (the connector) is 9,600 square feet, and Wing C is 106,750 square feet. The total size of the project, including all levels, is approximately 239,200 gross square feet. The site where the project is located spans 75 acres, but the main focus of the project is on six acres. The project site was previously occupied by a single-family house, which was demolished.

SCHEDULE DURATION

December 2021 - May 2024

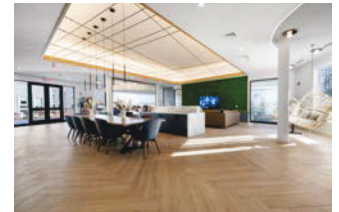
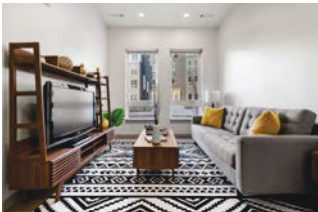
OWNER

Saxon Partners

The project design respects a trail system on the southern portion of the site and a wildlife corridor running east to west along the northern portion of the site. The design also minimizes impacts on the wetlands located on the site.

ARCHITECT

Market Square Architects PLLC



SEACOAST RESIDENCES
KITTERY, ME

DELIVERY METHOD

Construction Management (CM)

New construction of a 270,000 GSF luxurious apartment community, the first of its kind in Southern Maine. The site is conveniently located just a few minutes from downtown Kittery and offers 282 market-rate units across four 4-story apartment buildings.

CONSTRUCTION COST

\$69,655,560

Site amenities include a single-story clubhouse. This building boasts several amenities, including a fitness center, outdoor pool, kitchenette, leasing offices, conference room, and a package storage room. Most of the residential parking is uncovered parking at grade, with five wood-framed garages offering thirty spaces.

PROJECT SIZE

270,000 SF

Seacoast Residences offers residents the perfect blend of luxury and convenience, with spacious studios and 1-bedroom and 2-bedroom apartments. Its proximity to downtown Kittery, Portsmouth, and the seaside adds to its appeal, making it a highly desirable multi-family housing option in the area.

SCHEDULE DURATION

May 2022 - March 2024

OWNER

Jones Street Investment Partners

ARCHITECT

CUBE 3 Architects

BUILDING WHAT MATTERS MOST

277 Blair Park Road
Suite 130
Williston, VT 05495
p 802.872.0505

The MacMillin Building
17 Elm Street
Keene, NH 03431
p 603.352.3070

150 Dow Street
Tower 4, Suite 441
Manchester, NH 03101
p 603.932.7740

2 Market Street
4th Floor
Portland, ME 04101
p 207.553.3569

www.DEWconstruction.com

**Agenda
Lebanon City Council
May 6, 2026**

12. New Business:

**12.B – Discussion and Set Public Hearing for May 20, 2026:
Ordinance #2026-05 to Amend City Code Chapter 72, Fire Prevention**

Background

Proposed Ordinance #2026-05 amends City Code Chapter 72, Fire Prevention, to comply with legislative changes approved last year. In 2025, the State of New Hampshire adopted changes to RSA 153 (State Fire Code) and RSA 155-A (State Building Code) that significantly limit how municipalities can regulate fire and building code requirements. These changes require the City of Lebanon to update its Fire Prevention Ordinance (Chapter 72) and related Rules and Regulations to remain compliant with State law.

State law now requires that the State Fire Code and Building Code are uniform across all municipalities. Cities and towns cannot adopt or enforce local amendments that:

- Add new technical requirements
- Modify existing code provisions
- Are more or less stringent than the State-adopted codes

In short, municipalities must apply the State codes as written, without modification.

The City retains full authority over administration and enforcement, including:

- Permits and inspections
- Plan review processes
- Fees and cost recovery
- Enforcement actions and penalties
- Operational procedures and coordination

These updates do not reduce the City's ability to enforce fire safety, but they do change how requirements are established.

To comply with State law, the City has:

- Reviewed existing ordinances and regulations
- Removed or revised provisions that could be interpreted as modifying technical code requirements
- Ensured all requirements align with the State Fire Code

The updated ordinance continues to support fire and life safety while aligning with the new legal framework.

As part of the code update process, the existing fire prevention fee schedule was also reviewed. Some fee descriptions have been changed. Fees that have been charged for mobile cooking facilities have been included into the fee schedule. New fees have been added to the schedule to cover:

1. The review and inspection of emergency responder radio communication systems. These are complicated systems designed to ensure that police and fire department radios will work within new structures and typically require several site visits, consultations, and testing with contractors.

2. The inclusion of a rental housing inspection fee. This fee is designed to assist in covering the cost of ensuring safe, code compliant rental housing within the City of Lebanon.

Action

The following motion is offered for City Council consideration:

MOVED, that the Lebanon City Council hereby schedules a public hearing for Wednesday, May 20, 2026, beginning at 7:00pm, 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 #2026-05, to delete and repeal City Code Chapter 72, Fire Prevention, and replace it with a new City Code Chapter 72, to be entitled "Fire Prevention", as presented in the May 6, 2026 City Council Agenda Packet.

Included In This Section:

1. Proposed Ordinance #2026-05
2. Chapter 72, Fire Prevention

**CITY OF LEBANON
ORDINANCE #2026-05**

AN ORDINANCE TO AMEND the Code of the City of Lebanon by deleting and repealing Chapter 72 thereof, Fire Prevention, and replacing it with a new Chapter 72, to be entitled "Fire Prevention", which chapter provides for the adoption of the current editions of NFPA 1 – Fire Code, and NFPA 101 – Life Safety Code, published by the National Fire Protection Association, as adopted and modified by the State of New Hampshire through RSA 153:1 and RSA 153:5.

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 by deleting and repealing Chapter 72, Fire Prevention.

Section 2:

The Code of the City of Lebanon is hereby amended by adding thereto a new chapter, to replace Chapter 72 hereinabove repealed, to be Chapter 72, Fire Prevention, to read as follows:

Article I - General Provisions

- § 72-1 – Title
- § 72-2 – Bureau of Fire Prevention
- § 72-3 – Permits
- § 72-4 – Violations and Penalties
- § 72-5 – Open Burning
- § 72-6 – Fire Lanes
- § 72-7 – Automatic Sprinkler Systems
- § 72-8 – Fire Alarm and Detection Systems
- § 72-9 – Means of Egress
- § 72-10 – Blasting
- § 72-11 – Fireworks Displays
- § 72-12 – Rules and Regulations
- § 72-13 – Unsafe Conditions

Article II - Fire Protection Systems Maintenance

- § 72-14 – Fire Protection Systems Technicians
- § 72-15 – Penalties for Violations of the Fire Protection Systems Technician Rules
- § 72-16 – Approval

Article III – Fee Schedule

- § 72-17 – Fire Prevention Fees

Article I - General Provisions

§ 72-1 Title.

A. This chapter shall be known as the "City of Lebanon, New Hampshire, Fire Prevention

Code," which provides for the adoption of the currently adopted and modified by the State of New Hampshire through RSA 153:1 and RSA 153:5, editions of NFPA 1 – Fire Code and NFPA 101 – Life Safety Code as published by the National Fire Protection Association.

- B. NFPA 1 – Fire Code and NFPA 101 – Life Safety Code as amended and adopted shall govern the safeguarding of life and property from fire, explosion and other hazardous conditions arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises. All persons constructing, reconstructing, modifying, maintaining or operating any structure and all owners or occupants of applicable existing structures or premises shall comply with the requirements of these Codes.
- C. Copies of the referenced NFPA standards shall be available at the Lebanon Fire Department and may be purchased through the National Fire Protection Association.

§ 72-2 Bureau of Fire Prevention.

- A. General. The Bureau of Fire Prevention and Life Safety is hereby created within the City of Lebanon, New Hampshire, Fire Department. It shall be the duty and responsibility of the Fire Chief or any duly authorized representative to enforce the provisions of this Code. The function of the Bureau shall be the implementation, administration and enforcement of provisions of this Code. The designated, authorized enforcement representative of this Code shall be referred to as the "fire code official."
- B. Deputies. In accordance with the prescribed procedures of this jurisdiction and with the concurrence of the appointing authority, the fire code official shall have the authority to appoint technical officers, inspectors and other employees in enforcement, rendering interpretations of this Code, and to assist in adoption of policies, procedures, rules and regulations in order to clarify the application of the provisions of this Code.

§ 72-3 Permits.

- A. Permits required. Notwithstanding any other provisions of this Chapter, all permit forms required by this Code, or any other ordinance or state law may be obtained through the City of Lebanon.
- B. Application. Application for permits shall be made to the City of Lebanon on the appropriate form provided. Applications for permits shall be accompanied by construction documents as required by the fire code official for evaluation of the application.
- C. Time limitation of application. An application for a permit shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been diligently prosecuted or a permit has been issued, except that the fire code official shall grant one extension of time not exceeding 12 months if there is reasonable cause and only when requested in writing prior to the application expiration date.
- D. Expiration. An operational permit shall remain in effect until reissued, renewed, revoked or for such a period of time as specified on the permit. Construction/installation permits issued shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit, or if the authorized work is suspended or abandoned for a period of one year after the time of commencing work.

- E. Extensions. The fire code official shall grant one extension of time not exceeding 12 months, if there is reasonable cause and only when requested in writing prior to the expiration date. Said extension will only be authorized when it does not conflict with any federal, state, local laws or ordinances.
- F. Required operational permits. Permits shall be required by the fire code official in accordance with the currently adopted edition of NFPA 1 – Fire Code.
- G. Open burning. The City of Lebanon Fire Department shall issue open burning permits under the requirements of § 72-5.
- H. Places of public assembly. The City of Lebanon Fire Department shall issue places of public assembly permits under the requirements of State RSA 155:17 and 155:18.
- I. Fireworks. Pursuant to NH RSA 160-C:6, the sale, display, and/or possession of permissible fireworks is prohibited within the City of Lebanon. Operators, as defined by NH Administrative Rule Saf-C 5002.20, after following all procedures of the City of Lebanon, may be permitted to possess, fire off, discharge, deflagrate, detonate fireworks or firework displays within the City of Lebanon.
- J. Required construction permits. Permits shall be required by the fire code official in accordance with NFPA 1 – Fire Code.
- K. Automatic fire-extinguishing systems including fire pumps. Applications for fixed fire-extinguishing systems may be obtained from the Fire Prevention Bureau.
- L. Fire alarm systems. Applications for fire alarm systems may be obtained from the Fire Prevention Bureau or the City of Lebanon Codes Office.
- M. Standpipe systems. Applications for standpipe systems may be obtained from the Fire Prevention Bureau or the City of Lebanon Codes Office.
- N. Hazard Assessment. At no cost to the City, the fire code official shall have the authority to require an owner or operator of a hazardous building, facility, plant or operation to provide periodic inspection and test reports verifying safe conditions at that location. This shall include testing procedures for monitoring hazardous atmospheres or conditions and for monitoring for proper levels of properties of the hazardous product. Any impairments or critical deficiencies found shall be corrected immediately. If, in the opinion of the Fire Chief, other features of protection are required based on potential risk to the community, the owner or operator shall implement this requirement forthwith. (24 NFPA 1:1.7.16)

§ 72-4 Violations and penalties.

Any person who shall violate a provision of this Code or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan or directive of the fire code official, or of a permit or certificate issued under the provisions of this Code, shall be guilty of a violation if by a natural person or a misdemeanor if by any other person, punishable by a fine of not more than \$1,000. Each day that the violation continues shall be deemed a separate offense. Reference New Hampshire RSA's 625:8 I(c), 625:8 I(d), 651:2 IV(a) for further penalty provisions.

§ 72-5 Open burning.

- A. General. All open burning shall conform to all applicable state laws (RSA 227-L) and administrative rules of the New Hampshire Department of Resources and Economic Development, Division of Forests and Lands and any other federal, state, local laws or ordinances which are applicable.
- B. Permit required. Open burning shall be allowed after obtaining a permit from the Fire Department. Open burning of household trash, plastic items or waste is prohibited.

§ 72-6 Fire lanes.

Fire lanes shall be maintained in areas so posted. Fire lanes shall not be used to display merchandise or store items. All fire lanes shall conform to § 168-2B of the City of Lebanon Code.

§ 72-7 Automatic sprinkler systems.

- A. Where required. Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in this Code and as required by NFPA 101 and NFPA 1. Automatic sprinkler systems are not required in stand-alone single or two- family homes.
- B. Working plans, including data sheets for systems components shall be submitted for review to the Lebanon Fire Department prior to the start of work on any automatic fire sprinkler system in accordance with the currently referenced edition of NFPA 13 – Standard for the Installation of Sprinkler Systems or NFPA 13R – Standard for the Installation of Sprinkler Systems in Low-Rise Residential Occupancies.

§ 72-8 Fire alarm and detection systems.

- A. Where required: New buildings and structures. An approved automatic fire alarm system shall be installed and maintained in accordance with and as required by NFPA 101 and NFPA 1. Shop drawings for required alarm systems shall be submitted for review and approval to the Lebanon Fire Department, Fire Prevention Bureau prior to installation. Submittal of fire alarm plans shall be in accordance with the requirements of the currently referenced edition of NFPA 72 – National Fire Alarm and Signaling Code.
- B. A building legend or map shall be affixed adjacent to the fire alarm control panel or annunciator that clearly depicts what area is covered by each zone in accordance with the currently referenced edition of NFPA 72- National Fire Alarm and Signaling Code – Annunciation Zoning. If an addressable fire alarm control panel is installed, the legend or map shall have enough detail so that fire department personnel can locate an activated device.

§ 72-9 Means of egress.

- A. Scope. The provisions of the International Residential Code, egress sections, as amended by the State of New Hampshire, shall govern the means of egress requirements in new one- and two-family dwelling construction except as further controlled by state law. The provisions of the currently adopted and modified by the State of New Hampshire, edition of Life Safety Code, NFPA 101 shall govern the minimum means of egress requirements in all

new and existing buildings and structures, except as further controlled by state law.

- B. Minimum requirements. It shall be unlawful to alter any building or structure in a manner that will reduce the number of exits or the capacity of the means of egress to less than required by the Life Safety Code.

§ 72-10 Blasting.

Blasting operations are further regulated in the currently adopted and modified by the State of New Hampshire edition of NFPA 1 and Saf-C 1600. Refer to Article 3, Fee Schedule of this Ordinance for the fee associated with this permit.

§ 72-11 Fireworks displays.

- A. General. The display, sale and discharge of 1.4G fireworks is prohibited within the City of Lebanon, New Hampshire in accordance with NH RSA 160-C:6. The display and discharge of 1.3G fireworks shall meet the requirements of all federal, state, local laws, ordinances and administrative rules.
- B. Outdoor displays. Application for fireworks displays shall be made in writing at least 15 working days in advance of the date of the display or discharge of 1.3G fireworks, on the current version of the State of New Hampshire approved form. The discharge of fireworks shall be lawful under the terms and conditions approved. Approval granted hereunder shall not be transferable, nor shall any approval be extended beyond the dates set out therein.

§ 72-12 Rules and Regulations.

The Fire Chief shall be responsible for developing and maintaining a set of rules and regulations related to fire prevention that are based on the currently adopted and modified State Fire Code as defined by NH RSA 153:1 and NH RSA 153:5. This document shall be known as the City of Lebanon Fire Prevention Rules and Regulations and shall be updated periodically as new technologies in the field of fire prevention evolve and new editions of those codes adopted and modified by the State Fire Code are adopted. This document shall not require the installation of any fire protection systems not required by any other legally adopted Code. The intent of this document shall be to set forth acceptable installation and maintenance practices for fixed fire protection systems and to detail site requirements relative to fire department access and operations. Any violation of the City of Lebanon Fire Prevention Rules and Regulations shall be a violation of this ordinance.

§ 72-13 Unsafe Conditions. (In accordance with NH RSA 155-B and this section),

Whenever the fire chief or the fire chief's designated representative shall find in any structure or upon any premises dangerous or hazardous conditions or materials as follows, the fire chief or the fire chief's designee shall order such dangerous conditions or materials to be removed or remedied: (Exception: This section shall not apply to owner occupied one and two family dwellings unless the hazardous conditions endangers property owned by another person.)

1. Dangerous conditions which are liable to cause or contribute to the spread of fire or creation of a hazardous environment in or on said premises, building or structure or endanger the occupants thereof.
2. Conditions which interfere with the efficiency and use of any fire protection equipment.
3. Obstructions to or on fire escapes, stairs, passageways, doors or windows, which are liable

- to interfere with egress of occupants or the operation of the fire department in case of fire.
4. Accumulations of dust or waste material in air conditioning or ventilating systems or grease in kitchen or other exhaust ducts.
 5. Accumulations of grease on kitchen cooking equipment, or oil, grease or dirt upon, under or around any mechanical equipment.
 6. Accumulations or rubbish, waste, paper, boxes, shavings or other combustible materials, or excessive storage of any combustible material.
 7. Hazardous conditions arising from defective or improperly used or installed electrical wiring, equipment or appliances.
 8. Hazardous conditions arising from effective or improperly installed equipment for handling or using combustible, explosive or otherwise hazardous materials.
 9. Dangerous or unlawful amounts of combustible, explosive or other hazardous materials.
 10. All equipment, materials, processes or operations which are in violation of the provisions and intent of this ordinance.

Article II - Fire Protection Systems Maintenance

§ 72-14 Fire Protection Systems Technicians.

Access to any fire alarm panel for maintenance or service work shall be limited to persons approved by the Lebanon Fire Department, Fire Prevention Bureau and who have registered as a fire protection systems technician. Permission to have access to the fire alarm panel is provisional and is subject to periodic review. Each party granted permission to access fire alarm panels will have been issued an identification number by the Lebanon Fire Department, Fire Prevention Bureau, and issued copies of the current Lebanon Fire Department Rules and Regulations. Fire protection systems technician privileges are contingent upon demonstration of applicable knowledge and experience, as well as any other requirements determined by the Fire Chief. The following sections of applicable NFPA codes provide for qualified persons to work on specialized systems:

2022 NFPA 13, Section 1.2.2 Purpose

2022 NFPA 13R, Section 1.2.3 Purpose

2022 NFPA 72, Section 10.5 Personal Qualifications

2023 NFPA 25, Section 4.1.1.3.1 Responsibility of Property Owner or Designated Representative

- A. Violations of the Lebanon Fire Department Rules and Regulations may result in a violation notice and fine being sent to the employer of the technician who committed the violation. Fine rates shall be in accordance with the Lebanon Fire Department Rules and Regulations and penalties shall be in accordance with Section 72-15. The following shall constitute a violation of said rules and regulations:
 1. Transmission of a false fire alarm signal caused by the action of the alarm technician;
 2. Leaving a protected property disconnected from the reporting feature of a required alarm system without notifying the Dispatch Center;
 3. Failure of the technician to notify the Dispatch Center prior to performing an action on a required alarm system;
 4. Unauthorized accessing of the interior of a Game-well Fire Alarm Box or unauthorized manipulation of the municipal fire alarm cable.
- B. Individuals wishing to appeal any fine relative to a violation of the Lebanon Fire Department

Rules and regulations for Fire Protection Systems Technicians may do so in accordance with Chapter 36, Section 13 of the City Code.

- C. All persons registered as a technician with the Lebanon Fire Department shall be responsible for providing up to date contact information. This information shall include home address and telephone number and current employer name, address, and telephone number as well as any mobile telephone number.

§ 72-15 Penalties for Violations of the Fire Protection Systems Technician Rules

- A. Upon the first violation of these provisions within a 24 month time, the registered technician and their employer shall receive a written warning of the offense, and the employer shall be fined in accordance with the Lebanon Fire Department Rules and Regulations.
- B. Upon two (2) violations of these provisions within a 24 month time, the registered technician shall have their privileges to work on fire alarm systems within the City suspended for a period of not less than 30 calendar days and not more than 45 calendar days and the employer shall be fined in accordance with the Lebanon Fire Department Rules and Regulations.
- C. Upon three (3) violations of these provisions within a 24 month time frame, the registered technician shall have their privileges suspended for a period of not less than 90 days and the employer shall be fined in accordance with the Lebanon Fire Department Rules and Regulations. The authorized technician shall not be reinstated without written proof that the technician has received training on the proper use of fire alarm systems within the City.
- D. Upon four (4) or more violations of these provisions, the authorized technician shall have their privileges indefinitely revoked until the technician meets with the Fire Prevention Bureau and Fire Administration and provides written documentation or proficiency in their trade and use of a fire alarm panel.

§ 72-16 Approval.

As used in this part of the chapter, "approved" means approved by the City of Lebanon Fire Department as meeting applicable standards of the National Fire Protection Association and the City of Lebanon Fire Prevention Code. Such approval shall be given during the review process for the issuance of a building permit. The Fire Department shall inspect completed installations of fire-extinguishing systems and supervisory equipment prior to the issuance of a certificate of occupancy. It shall be the responsibility of the person seeking such certificate to notify the Fire Department at least 24 hours before such systems are covered or obscured from view. At no time will a certificate of occupancy be issued for a commercial building if a required fire protection system is not fully functioning.

Article III - Fees

§ 72-17 Fire Prevention Fees.

Fire prevention fees shall be as follows:

Service	Fee

Plan Review:		
PURD (Site Plan)		\$125.00
PUD (Site Plan)		\$125.00
Commercial (Site Plan)		\$125.00
Special Hazards Plan Review (At discretion of AHJ)		\$340.00
New Fire Protection System Plan Review:		
Sprinkler Systems:		
NFPA 13D Systems		\$0.00
NFPA 13R Systems		\$135.00
NFPA 13 Systems (Per Riser):		
10,000 sq. ft. or less		\$275.00
10,001 - 25,000 sq. ft.		\$400.00
25,001 - 52,000 sq. ft.		\$600.00
Other Fixed Water Based Extinguishing Systems (Foam, Water Spray, etc.):		
5,000 sq. ft or less		\$300.00
5,001 sq. ft. and larger		\$600.00
New Fire Alarm Systems:		
0-49 devices		\$150.00
50-99 devices		\$300.00
100 or more devices		\$450.00
Other Fire Suppression Systems (Clean Agent, Kitchen Fire Suppression Systems, Gas Station Canopy Systems, etc.):		
Pre-Engineered		\$200.00
Engineered		\$300.00
New Fire Pump Plan Review		\$350.00
New Underground Cistern Plan Review		\$250.00
Modifications to Existing Systems Plan Review:		
Sprinkler Systems:		
1-6 heads/devices		\$50.00
7-20 heads/devices		\$150.00
21 or more heads/devices		\$300.00
Other Fixed Water Based Extinguishing Systems:		
1-6 heads/devices		\$40.00
7-20 heads/devices		\$150.00
21 or more heads/devices		\$300.00

Existing Fire Alarm Systems:		
1-10 devices		\$75.00
11-99 devices		\$150.00
100 or more devices		\$300.00
Emergency Responder Communications Systems Plan Review		\$150.00
Fire Prevention Operational Permits:		
Annual Flammable Liquid Permit:		
Greater than 2,500 gallons		\$475.00
Annual Flammable Gas Permit (CNG, LNG, LPG):		
3,000 - 30,000 water capacity gallons aggregate		\$150.00
Greater than 30,000 water capacity gallons aggregate		\$300.00
Annual Poisonous Gas:		
Greater than 60 gallons		\$160.00
Hot Work Permit		\$75.00
Blasting Permit:		
Initial Fee (31 days)		\$100.00
Renewal (31 days)		\$150.00
Fire Prevention Inspections:		
Heating Oil Tanks (up to 660 gal)		\$50.00
Heating Oil Appliances (furnaces, water heaters, etc)		\$35.00
LPG/CNG/LNG Tanks (Above or Underground)		\$50.00
LPG/CNG/LNG Appliances (boilers, water heaters, cook stoves, etc)		\$35.00
Airport Refueling Facilities		\$140.00
Day Care and Foster Care Inspections:		
Family: 1-6 children		\$0.00
Group: 7-12 children		\$0.00
Facility: 13+ children		\$75.00
Foster Care Inspection		\$0.00
Annual Place of Assembly Inspection		\$110.00
Annual Rooming/Lodging House Inspection:		
12 rooms or greater		\$180.00
Mobile Cooking Operations (Food trucks,		\$25.00

trailers, etc)		
Rental Housing Inspections – Upon correction of any violations found, a 3-year certificate of compliance will be issued		
Application Fee		\$25.00
Inspection Fee (per Unit)		\$50.00

Section 3: 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 parts of this ordinance.

Section 4: Effective Date.

This ordinance shall become effective upon passage.

City of Lebanon Fire Department
Fire Prevention Rules and Regulations

DRAFT

Last Updated: 18 January 2012
Revised: April 3, 2026

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DRAFT

City of Lebanon Fire Prevention Rules and Regulations

This document, as referenced by the City of Lebanon Fire Prevention Ordinance, outlines the accepted practices related to the installation and maintenance of fire protection equipment and systems within the City of Lebanon. This document also clarifies the rules and responsibilities pertaining to fire protection system technician permitting through registration with the Fire Department. Any person servicing any type of fire protection system that is connected to a fire alarm system that is monitored shall be required to register as a fire protection system technician.

Section 1: Fire Protection System Technician Rules

1.1 The following procedures will be followed for alarm disconnects, service, maintenance and installation:

- 1.1.1 No one will be allowed access into an active master box except Lebanon Fire Department personnel.
- 1.1.2 All persons working on a fire protection system at a building with a reporting fire alarm system shall have be registered with the Fire Department as a fire protection system technician. (exception, one and two-family homes). Fire protection system technician registration can be obtained at the Lebanon Fire Department, 12 South Park Street, Lebanon, New Hampshire 03766.
- 1.1.3 The Fire Chief, at his/her discretion, shall determine cases in which fire protection system technician privileges are renewed, suspended for cause, revoked for cause, or re-instated.
Examples of incidents that may require punitive action being taken by the Fire Chief against a registered fire protection systems technician include, but are not limited to:
 1. Transmission of a false fire alarm signal caused by the action of the alarm technician;
 2. Leaving a protected property disconnected from the reporting feature of a required alarm system without notifying the Dispatch Center;
 3. Failure of the technician to notify the Dispatch Center prior to performing an action on a required alarm system;
 4. Unauthorized accessing of the interior of a Gamewell Fire Alarm Box or unauthorized manipulation of the municipal fire alarm cable.

The Fire Chief, at his/her discretion shall also determine, in the future, any and all additional credentialing requirements of new fire protection system technician registered with the Fire Department. (22 NFPA 72:10.5)

1.1.4 Failure to abide by these requirements may subject the fire protection system technician to fines as prescribed by the City of Lebanon Code and may also result in

suspension or revocation of fire protection system technician privileges in the City of Lebanon as outlined at the end of this section.

- 1.1.5 Access to the fire alarm panel for maintenance shall be limited to persons approved by the Lebanon Fire Department. Permission to have access to the fire alarm panel is provisional and is subject to periodic review. Keys to fire alarm control panels shall not be left in unsecured locations. Each party granted permission to access fire alarm panels will be issued an identification number by the Lebanon Fire Department, Fire Prevention Bureau, and issued copies of the current City of Lebanon Fire Prevention Rules and Regulations regarding fire alarm systems.
- 1.1.6 It shall be the responsibility of the fire protection system technician to notify the Dispatch Center before any service is done on an alarm/sprinkler system or other fire protection system monitored by a fire alarm system. It shall also be the fire protection system technician's responsibility to notify the Dispatch Center when work is completed and the system is restored to normal function, or if the fire alarm system is unable to be restored to a normal operating condition.
- 1.1.7 Twenty four (24) hour notice shall be given to the Lebanon Fire Department by an alarm/sprinkler company prior to having a master box plugged out.
- 1.1.8 Transmitting an alarm condition from a protected property while in the performance of routine service work is allowed only with prior approval from the Dispatch. If allowed to transmit an alarm condition, the fire protection system technician shall be in direct communication with the Dispatch Center prior to, and during the alarm transmission. It shall be understood that sending multiple alarm signals to the Dispatch Center shall only be done in a manner that does not overtax dispatch personnel or tie up the alarm receiving equipment at the Dispatch Center.
- 1.1.9 Any false alarms received without prior knowledge of the Dispatch Center and Lebanon Fire Department are subject to fines per the City of Lebanon Alarm Ordinance Chapter 11. See City of Lebanon Ordinance Chapter 11 for further information.
- 1.1.10 Fire protection system technicians working on NFPA 13 or 13R type sprinkler systems, or any required fire alarm or fire protection systems in the City shall immediately (within 4 hours) notify the Dispatch Center and the Lebanon Fire Department any time they encounter operational impairments of a required fire protection system that they are inspecting, servicing, or performing work on.
- 1.1.11 The Lebanon Fire Department will not perform routine functions on fire alarm systems, such as zone plug outs except under emergency conditions. When called to an alarm activation, the Lebanon Fire Department will secure the alarm system and, before clearing the scene, will turn the responsibility of the alarm, with the exception of the master box, over to the property owner or alarm/sprinkler company representative.
[72-14(F)]
- 1.1.12 Upon any alarm activation, false alarm, or actual emergency, the following procedures

shall be followed:

- 1.1.12.1 Complete evacuation by all occupants of the building (or fire, smoke zone if appropriate).
- 1.1.12.2 One person shall be designated to call the Lebanon Fire Department (9-1-1) to confirm that there is a fire alarm activation. At a minimum, the following information shall be given to the Dispatcher:
 - 1. Name.
 - 2. Location (Street Address)
 - 3. Nature of the emergency
 - 4. Telephone number where they are calling from.
- 1.1.12.3 One person shall be designated to meet Fire Department personnel, usually at the front of the building.
- 1.1.12.4 No one shall re-enter the building until such time as the Fire Department has determined it is safe to do so.
- 1.1.12.5 In the event of an alarm activation, including accidental transmission of alarm, no one, other than Lebanon Fire Department personnel, shall silence the fire alarm system. No person shall in any way shut off any sprinkler valve, silence any alarm signal, or reset any alarm panel after an alarm has been transmitted to the Lebanon Dispatch Center.

1.2 Penalties for Violations of the Fire Protection Systems Technician Rules

- 1.2.1 Upon the first violation of these provisions within a 24 month time, the authorized technician and their employer shall receive a written warning of the offense and the employer shall be fined \$25 in accordance with the fee schedule in Article V.
- 1.2.2 Upon two (2) violations of these provisions within a 24 month time, the authorized technician shall have their privileges to work on fire alarm systems within the City suspended for a period of not less than 30 calendar days and not more than 45 calendar days and the employer shall be fined \$75 in accordance with the fee schedule in Article V.
- 1.2.3 Upon three (3) violations of these provisions within a 24 month time frame, the authorized technician shall have their privileges suspended for a period of not less than 90 days and the employer shall be fined \$150 in accordance with the fee schedule in Article V. The authorized technician shall not be reinstated without written proof that the technician has received training on the proper use of fire alarm systems within the City.
- 1.2.4 Upon four (4) or more violations of these provisions, the authorized technician shall have their privileges indefinitely revoked until the technician meets with the Fire

Prevention Bureau and Fire Administration, and provides written documentation of proficiency in their trade and use of a fire alarm panel.

Section 2: Fire Alarm Systems

- 2.1.1 General Requirements. (Section shall not apply to fire alarm systems in one and two-family dwellings, or for non required system installations)
- 2.1.2 All new fire alarm systems shall be installed in accordance with these rules and the currently referenced and adopted by the State of New Hampshire Fire Code Edition of NFPA 70 and NFPA 72.
- 2.1.3 All equipment shall be listed by Underwriter's Laboratory or Factory Mutual. Manufacturer specification sheets shall be submitted for approval prior to installation. If a mixing of manufacturers' devices and components is to occur, then a statement of compatibility from the manufacturer of the fire alarm control panel shall be required. A statement of compatibility is required for all systems connecting two or more hard-wired smoke detectors from different manufacturers.
- 2.1.4 All fire alarm systems installed in the City of Lebanon shall have a Fire Alarm Construction Permit Application from the Lebanon Fire Department and an electrical permit from the Lebanon Codes Department before work may begin. This includes the replacement of a fire alarm control panel. All submissions shall include: the proper fees; a floor plan drawn to scale showing all alarm devices; panel and annunciator locations; a one line wiring diagram; a list of alarm points if addressable; a legend detailing all symbols used in the plans; battery calculations; annunciator detail showing zone labeling; master box and point of municipal connection (if applicable). The Fire Department will not issue a permit until all the necessary documentation is supplied. A minimum of one (1) full set of submission materials shall be submitted to the Lebanon Fire Department, Fire Prevention Bureau for review. (22 NFPA 72:10.20)
- 2.1.5 All fire alarm equipment shall be keyed alike. The City of Lebanon Fire Department accepts the "PK 625", "CAT 45", "CAT 30", "306B", and "A135" key types for fire alarm equipment. The fire alarm control panel and/or annunciator shall be marked with the key type.
- 2.1.7 A separate AC (alternating current) circuit disconnect shall be provided for the fire alarm system with a breaker lock installed. (22 NFPA 72:10.6.5.4)
- 2.1.8 Keys to fire alarms shall not be available to unauthorized persons.
- 2.1.13 Detectors or devices located above ceilings to include, but not be limited to: water flow switches; tamper switches and duct detectors shall have their location identified by signage on ceiling in close proximity to device. If provided, all remote test/reset

switches for duct smoke detectors shall be located in a readily visible location, no greater than 6 feet from the finished floor. (22 NFPA 72:10.18.6)

- 2.1.14 Trip wires from the fire alarm control panel to the master box shall be continuous with no splices.

2.2 Fire Alarm Control Panel Requirements

- 2.2.1 Fire alarm control panel (FACP) location shall be approved. Alarm display height shall be between fifty-four to sixty-six inches (54"-66"). If the FACP is located in a separate or concealed space, a sign shall be provided on the entrance door(s) or near the concealed space. Such signs shall be RED with WHITE lettering at least two (2") inch in height and shall read "Fire Alarm System". (22 NFPA 72:10.4.4)
- 2.2.2 If the FACP is not clearly visible from the outside of the main entrance of the building, an approved annunciator shall be installed. (22 NFPA 72:13.7.1.12)
- 2.2.6 All fire alarm systems shall be at least twenty-four (24) volt.
- 2.2.7 Every fire alarm control panel shall have a manual switch or dedicated push button that is plainly marked to disconnect the master box from the fire alarm control panel. When activated, this switch shall sound a supervisory alarm signal on the fire alarm control panel. Access codes, or the removal of wires or modules shall not be allowed as an acceptable method of disconnection.
- 2.2.8 Each zone in a zoned fire alarm system shall have an individual zone disconnect switch. Each zone shall be clearly labeled both outside and inside of the panel.
- 2.2.9 Panels and remote annunciators shall have zone labels permanently affixed. Stick-on tape labels are not acceptable. Wording of labels to be approved by the Lebanon Fire Department.
- 2.2.12 Fire alarm control panels shall not be located inside of dwelling units, (exception: single and two family structures).

2.3 Remote Annunciators

- 2.3.1 Remote annunciators shall be located at approved locations near the main entrance to the building. (22 NFPA 72:13.7.1.12)
- 2.3.2 All annunciators shall be backlit and shall display with such brilliance that they are able to be read in direct sunlight. Annunciators shall be protected from physical damage and the effects of weather elements.

- 2.3.3 Remote annunciators shall have approved key operated switches that silence the audible warning devices and reset the system. The switches shall be supervised. The key shall be the same needed to open the fire alarm control panel or an "A135" key.
- 2.3.6 Graphic annunciators shall be approved prior to being manufactured by the Lebanon Fire Department.

Section 3: Water Based Fire Protection Systems

3.1 General Requirements

- 3.1.1 All water based fire protection systems shall be installed in compliance with the currently adopted and modified by the State of New Fire Code editions of the applicable NFPA Standard.
- 3.1.2 All water based fire protection systems shall be maintained to the requirements of the currently adopted and modified by the State of New Fire Code Edition of NFPA 25.
- 3.1.4 All new NFPA 13 and NFPA 13R sprinkler systems shall have their design based upon a hydrant flow test that is no less than 12 months old (22 NFPA 13:4.5.1.1). All hydrant flow tests shall be witnessed by the Lebanon Fire Department.
- 3.1.7 Before any work is performed to install a new sprinkler system or standpipe system, or before any modifications to existing sprinkler systems or standpipe systems are made, complete plans and specifications must be submitted to the Lebanon Fire Prevention Bureau for approval (exception:13D systems for one and two-family dwellings).
- 3.1.8 All automatic sprinkler systems and standpipe systems shall be equipped with a fire department pumper connection (FDC). NFPA 13 systems and standpipe connections shall have a 4 inch storz connection on a 30 degree angle with a cap and chain. NFPA 13R systems shall have 2 ½ inch NH female connections with plugs and chain. The number of FDC connections shall be determined by the sprinkler hydraulic demand. FDC connections shall be installed at locations approved by the Lebanon Fire Department.
- 3.1.9 If major modifications are made to any existing automatic sprinkler system or standpipe system, the system shall be brought into compliance with these regulations.
- 3.1.11 All 2 ½ inch standpipe outlets shall terminate with a 2 ½ by 1 ½ inch reducer and 1 ½ inch cap. 1 ½ inch thread is iron pipe hose thread (NPSH).
- 3.1.16 All rooms or areas in which sprinkler or standpipe control valves are located shall be identified by permanently affixed signage approved by the Lebanon Fire Department. (24 NFPA 1:4.5.1.1)

3.2 Wet Type Sprinkler System Requirements

- 3.2.2 Adjustable pneumatic retard water flow switch set for a minimum of 45 seconds and a maximum of 60 seconds.
- 3.2.4 On multiple riser systems a means of annunciation on the property shall be provided that meets the approval of the Lebanon Fire Department.

Section 4: Connecting Fire Alarms And Sprinkler Systems

4.1 General Requirements:

- 4.1.1 All fire alarm systems required by currently adopted and modified by the State of New Hampshire through RSA 153:1 and RSA 153:5, editions of NFPA 1 – Fire Code and NFPA 101 – Life Safety Code as published by the National Fire Protection Association shall be monitored in accordance with the requirements of the currently adopted edition of NFPA 72, National Fire Alarm and Signaling Code.
- 4.1.2 The City of Lebanon will no longer allow new connections to the existing 100 mil municipal fire alarm system that is owned and operated by the City of Lebanon that have not already been approved and are in active construction at the time this ordinance is adopted.
- 4.1.4 All connections shall be made in accordance with Chapters 11 and 72 of the City of Lebanon Code.
- 4.1.5 The Lebanon Fire Department reserves the right to disconnect from the fire alarm console at the Lebanon Dispatch Center, or from the master fire alarm box, the wires from any property that does not maintain compliance with these Regulations or is subject to repeated false alarms. If a property is disconnected from the fire alarm console, a representative of the property owner will be notified verbally and a follow up letter will be sent to the property owner within five (5) regular business days from the date disconnection.

4.2 Connections to the Municipal System

- 4.2.1 If the municipal fire alarm telegraph line repair connection is to be made on the building, the installer shall meet the following requirements:
 - (1) The installer shall run minimum half inch rigid steel conduit from the master box to the connection point (designated by the Fire Department). This conduit shall be securely mounted and shall have a weather head at the connection point.
 - (2) Contractor shall install a utility grade eyebolt or similar approved device next to

the weatherhead and properly be secured to support the aerial cable under ice load.

- (3) If connection is less than 100 feet, four (4) insulated 12 AWG THHN/THWN solid conductor wires in four (4) different colors (min. of 1 red and 1 black) shall be run in the conduit to be used to connect the master box to the municipal fire alarm telegraph line or IMSA 20-1, 12 gauge solid, minimum of four (4) conductors.
- (4) If connection is greater than 100 feet than IMSA 20-1, 12 gauge solid, minimum of four (4) conductors shall be used

4.2.2 If the municipal fire alarm telegraph line repair connection is to be made on a utility pole, the following requirements shall be met:

- (1) The installer shall run two (2") inch conduit or larger from the master box to the utility pole at a minimum depth of 18 inches and all conduit shall have cemented joints. The conduit shall be schedule 80 PVC and contractor shall install long sweep (ell) of rigid steel and one ten foot length of rigid steel at the utility pole.
- (2) For all underground conduit the contractor shall use IMSA 20-1, 12 gauge solid, minimum of four (4) conductors.
- (3) A bonded earth ground shall be run into the master box. This bonded ground shall not be run in the same conduit as the wires that are used to make the connection to the municipal fire alarm telegraph line. The grounding conductor shall be a manufactured telegraph fire alarm box grounding kit or minimum eight (8) gauge solid copper wire if approved by the Lebanon Fire Department. All flush mount master boxes shall use minimum of eight (8) gauge solid copper wire to ground and shall be bonded to an approved location. If copper wire is used, the conductor shall be run in conduit through all concealed locations. At the termination point of the ground wire, the wire and connection shall be tagged "Fire Department Connection - Do Not Remove".

Chapter 72
FIRE PREVENTION

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[HISTORY: Adopted by the City Council of the City of Lebanon 8-5-2015 by Ord. No. 2015-03,¹ effective 8-5-2015. Amendments noted where applicable.]

GENERAL REFERENCES

Alarms — See Ch. 11.

Fire Department — See Ch. 71.

Building construction — See Ch. 36.

1. Editor's Note: This ordinance repealed former Ch. 72, Fire Prevention, adopted 11-2-2005 by Ord. No. 2005-7, as amended.

ARTICLE I
General Provisions

§ 72-1. Title.

- A. This chapter shall be known as the "City of Lebanon, New Hampshire, Fire Prevention Code," which provides for the adoption of the most recent edition of the International Fire Code and all appendices therein as published by the International Code Council, subject to the amendments, additions and deletions contained in this chapter.
- B. The International Fire Code, as amended and adopted, shall govern the safeguarding of life and property from fire, explosion and other hazardous conditions arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises. All persons constructing, reconstructing, modifying, maintaining or operating any structure and all owners or occupants of applicable existing structures or premises shall comply with the requirements of this Code.
- C. Copies of the International Fire Code and referenced NFPA standards shall be available for research at the Lebanon Fire Department and may be purchased through the International Code Council and the National Fire Protection Association.

§ 72-2. Applicability of State of New Hampshire Fire Code.

- A. Specific code reference. Wherever this Code references the International Electrical Code, the reader shall substitute that reference with NFPA 70, The National Electric Code by the National Fire Protection Association, as adopted by the State of New Hampshire.
- B. Specific gas code reference. Wherever this Code references the International Fuel Gas Code, the reader shall substitute that reference with NFPA 54, The National Fuel Gas Code, as adopted by the State of New Hampshire.
- C. The NFPA Codes adopted by the State of New Hampshire Fire Code pursuant to Chapter Saf-C 6000 shall be in effect.
- D. In accordance with §§ 72-41.6 through 72-41.10 of this chapter, the most recent editions of NFPA 13, 13D, 13R, 14, 15, 16, 17, 25, 96 and 2001 are adopted in this Code. Wherever there is a conflict between the State Fire Code and the Local Fire Prevention Code, the Code requirement which provides a higher level of life safety or property protection shall take precedent.

§ 72-3. Bureau of Fire Prevention.

- A. General. The Bureau of Fire Prevention and Life Safety is hereby created within the City of Lebanon, New Hampshire, Fire Department. It shall be the duty and responsibility of the Fire Chief or any duly authorized representative to enforce the provisions of this Code. The function of the Bureau shall be the implementation, administration and enforcement of provisions of this Code. The designated, authorized enforcement representative of this Code shall be referred to as the "fire code official."
- B. Deputies. In accordance with the prescribed procedures of this jurisdiction and with the concurrence of the appointing authority, the fire code official shall have the authority to appoint technical officers, inspectors and other employees in enforcement, rendering interpretations of this Code, and to assist in adoption of policies, procedures, rules and regulations in order to clarify the application of the provisions of this Code.

§ 72-4. Permits.

- A. Permits required. Notwithstanding any other provisions of this chapter, all permit forms required by this Code, or any other ordinance or state law, may be obtained through the City of Lebanon Codes Office.
- B. Application. Application for permits shall be made to the City of Lebanon Codes Office on the appropriate form provided. Applications for permits shall be accompanied by construction documents as required by the fire code official for evaluation of the application.
- C. Time limitation of application. An application for a permit shall be deemed to have been abandoned one year after the date of filing, unless such application has been diligently prosecuted or a permit has been issued, except that the fire code official shall grant one extension of time not exceeding 12 months if there is reasonable cause and only when requested in writing prior to the application expiration date.
- D. Expiration. An operational permit shall remain in effect until reissued, renewed, revoked or for such a period of time as specified on the permit. Construction/installation permits issued shall become invalid if the authorized work is not commenced within one year after issuance of the permit, or if the authorized work is suspended or abandoned for a period of one year after the time of commencing work.
- E. Extensions. The fire code official shall grant one extension of time not exceeding 12 months, if there is reasonable cause and only when requested in writing prior to the expiration date. Said extension will only be authorized when it does not conflict with any federal, state, or local laws or ordinances.
- F. Required operational permits. Permits shall be required by the fire code official in accordance with the International Fire Code.
- G. Open burning. The City of Lebanon Fire Department shall issue open burning permits under the requirements of § 72-7.
- H. Places of public assembly. The City of Lebanon Fire Department shall issue places of public assembly permits under the requirements of State RSA 155:17 and RSA 155:18.
- I. Facilities. The City of Lebanon Fire Department shall issue permits for the outdoor display of 1.3G fireworks. Refer to § 72-13 (as amended) of this Code (NOTE: This reference is to the Fireworks Display section (as amended) of the International Fire Code.) and State RSA 160-B for further requirements of outdoor fireworks displays. Pursuant to State RSA 153:5, the State Fire Code, Part Saf-C 6900, any person engaged in the discharge of proximate audience pyrotechnic displays shall first obtain a permit from the State Fire Marshal.
- J. Required construction permits. Permits shall be required by the code official in accordance with the International Fire Code.
- K. Automatic fire-extinguishing systems including fire pumps. Applications for fixed fire-extinguishing systems may be obtained from the Fire Prevention Bureau or the City of Lebanon Codes Office.
- L. Fire alarm systems. Applications for fire alarm systems may be obtained from the Fire Prevention Bureau or the City of Lebanon Codes Office.
- M. Standpipe systems. Applications for standpipe systems may be obtained from the Fire Prevention Bureau or the City of Lebanon Codes Office.

- N. Hazard assessment. At no cost to the City, the fire code official shall have the authority to require an owner or operator of a hazardous building, facility, plant or operation to provide periodic inspection and test reports verifying safe conditions at that location. This shall include testing procedures for monitoring of hazardous atmospheres or conditions and for monitoring for proper levels of properties of the hazardous product. Any impairments or critical deficiencies found shall be corrected immediately. If, in the opinion of the Fire Chief, other features of protection are required based on potential risk to the community, the owner or operator shall implement this requirement forthwith.

§ 72-5. Board of Appeals established.

Refer to Appendix A of the International Fire Code and/or Chapter 36 of the City of Lebanon Ordinances (International Building Code) for the establishment of the Board of Appeals.

§ 72-6. Violations and penalties.

Any person who shall violate a provision of this Code or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan or directive of the fire code official, or of a permit or certificate issued under the provisions of this Code, shall be guilty of a violation if by a natural person or a misdemeanor if by any other person, punishable by a fine of not more than \$1,000. Each day that the violation continues shall be deemed a separate offense. Reference New Hampshire RSA 625:8, I(c); RSA 625:8,I(d); and RSA 651:2, IV(a) for further penalty provisions.

§ 72-7. Open burning.

- A. General. All open burning shall conform to all applicable state laws (RSA 227-L) and administrative rules of the New Hampshire Department of Resources and Economic Development, Division of Forests and Lands, and any other federal, state, or local laws or ordinances which are applicable.
- B. Permit required. Open burning shall be allowed after obtaining a permit from the Fire Department. Open burning of household trash, plastic items or waste is prohibited.

§ 72-8. Fire lanes.

Fire lanes shall be maintained in areas so posted. Fire lanes shall not be used to display merchandise or store items. All fire lanes shall conform to § 168-2B of the City of Lebanon Code.

§ 72-9. Automatic sprinkler systems.

- A. Where required. Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in this Code and as required by NFPA 101 and NFPA 1. Automatic sprinkler systems are not required in stand-alone single or two-family homes.
- B. Signals. Alarm, supervisory and trouble signals shall be distinctly different and shall be automatically transmitted to an approved central station, dispatch center, remote supervising station, auxiliary fire alarm system or proprietary supervising station as defined in NFPA 72 or, when approved by the fire code official, shall sound an audible and visual signal at a constantly attended location.

§ 72-10. Fire alarm and detection systems.

- A. Where required: new buildings and structures. An approved automatic fire alarm system shall be

installed and maintained in accordance with the International Fire Code, as amended and as required by NFPA 101 and NFPA 1. Shop drawings for required alarm systems shall be submitted for review and approval to the Lebanon Fire Department, Fire Prevention Bureau, prior to installation. Submittal of fire alarm plans shall be in accordance with the requirements of the International Fire Code.

- B. System detector coverage. In newly constructed buildings which are required to install an automatic fire alarm system, automatic detection devices shall be installed and maintained in all common spaces, such as storage rooms, lounges, laundry rooms, and break rooms, and in common areas of means of egress components such as exit access corridors and exit enclosure stairs and shall be installed to provide coverage based on the manufacturer's listing for the device. New residential occupancies greater than 12,000 square feet in total size with unsprinkled attic spaces shall have system heat detection installed in accessible locations of the attic space.
- C. A building legend or map shall be affixed adjacent to the fire alarm control panel or annunciator that clearly depicts what area is covered by each zone. If an addressable fire alarm control panel is installed, the legend or map shall have enough detail so that Fire Department personnel can locate an activated device.
- D. Sleeping location requirements. An automatic fire alarm system shall be installed and maintained in all new multifamily buildings (excluding two-family homes); lodging and rooming houses; board and care facilities; motels and hotels; bed-and-breakfasts; detention facilities; dormitories; health-care occupancies and non-home-based day-care centers.
- E. Carbon monoxide detection. Carbon monoxide detection devices shall be installed and maintained in accordance with this Code and state law. An alternating current (AC) powered carbon monoxide detection device shall be installed in the area of fossil fueled heating appliances in all newly constructed buildings greater than 5,000 square feet in size.
- F. Hazardous locations. All high-hazard Group H occupancies, as defined by the International Building Code, and all bulk gas facilities/plants, transloading operations, and end user sites shall have a reporting automatic detection system. The required detection system shall monitor for conditions above the allowable threshold limits, such as lower explosive limit (LEL) or IDLH atmospheres. This system shall be installed and maintained per the manufacturer's specifications based on the specific type of hazard present at that location. All new and existing bulk facilities storing or processing flammable gases or liquids in aboveground containers, tanks or vessels with an aggregate quantity of 60,000 gallons or more shall have monitored flame detection on site.
- G. If the protected property is within 2,000 feet of the municipal fire alarm telegraph system, an approved master fire alarm box, connected to the municipal system, shall be provided as the proper type of connection. For new planned unit developments, planned unit residential developments, or industrial developments, the municipal fire alarm system shall be extended to serve the development.

§ 72-11. Means of egress.

- A. Scope. The provisions of the International Residential Code, egress sections, as amended by the City of Lebanon, shall govern the means of egress requirements in new one- and two-family dwelling construction except as further controlled by state law. The provisions of the most recent editions of the Life Safety Code, NFPA 101, and the International Fire Code shall govern the minimum means of egress requirements in all new and existing buildings and structures, except as further controlled by state law.
- B. Minimum requirements. It shall be unlawful to alter any building or structure in a manner that will

reduce the number of exits or the capacity of the means of egress to less than required by the Life Safety Code and the International Fire Code.

§ 72-12. Blasting.

Blasting operations are further regulated in the International Fire Code. Refer to Article V, Fees, of this chapter for the fee associated with this permit.

§ 72-13. Fireworks displays.

- A. General. The display, sale and discharge of 1.4G fireworks is prohibited within the City of Lebanon, New Hampshire. The display and discharge of 1.3G fireworks shall meet the requirements of all federal, state, and local laws, ordinances and administrative rules.
- B. Outdoor displays. Application for fireworks displays shall be made in writing at least 15 working days in advance of the date of the display or discharge of 1.3G fireworks, on the current version of the State of New Hampshire approved form. The discharge of fireworks shall be lawful under the terms and conditions approved. Approval granted hereunder shall not be transferable, nor shall any approval be extended beyond the dates set out therein.
- C. Delete following subsections without substitution: Retail Display and Sale.

§ 72-14. Rules and regulations.

The Fire Chief shall be responsible for developing and maintaining a set of rules and regulations related to fire prevention. This document shall be known as the "City of Lebanon Fire Prevention Rules and Regulations" and shall be updated periodically as new technologies in the field of fire prevention evolve. This document shall not require the installation of any fire protection systems not required by this chapter or any other legally adopted code. The intent of this document shall be to set forth acceptable installation and maintenance practices for fire protection systems and to detail site requirements relative to Fire Department access and operations. Any violation of the City of Lebanon Fire Prevention Rules and Regulations shall be a violation of this chapter.

§ 72-15. Unsafe conditions.

Whenever the Fire Chief or the Fire Chief's designated representative shall find in any structure or upon any premises dangerous or hazardous conditions or materials as follows, the Fire Chief or the Fire Chief's designee shall order such dangerous conditions or materials to be removed or remedied: (Exception: This section shall not apply to owner-occupied one- and two-family dwellings unless the hazardous condition endangers property owned by another person.)

- A. Dangerous conditions which are liable to cause or contribute to the spread of fire or creation of a hazardous environment in or on said premises, building or structure or endanger the occupants thereof.
- B. Conditions which interfere with the efficiency and use of any fire protection equipment.
- C. Obstructions to or on fire escapes, stairs, passageways, doors or windows, which are liable to interfere with egress of occupants or the operation of the Fire Department in case of fire.
- D. Accumulations of dust or waste material in air-conditioning or ventilating systems or grease in kitchen or other exhaust ducts.

- E. Accumulations of grease on kitchen cooking equipment, or oil, grease or dirt upon, under or around any mechanical equipment.
- F. Accumulations or rubbish, waste, paper, boxes, shavings or other combustible materials, or excessive storage of any combustible material.
- G. Hazardous conditions arising from defective or improperly used or installed electrical wiring, equipment or appliances.
- H. Hazardous conditions arising from effective or improperly installed equipment for handling or using combustible, explosive or otherwise hazardous materials.
- I. Dangerous or unlawful amounts of combustible, explosive or other hazardous materials.
- J. All equipment, materials, processes or operations which are in violation of the provisions and intent of this chapter.

§ 72-16. through § 72-19. (Reserved)

ARTICLE II
Fire Protection Systems Maintenance

§ 72-20. Fire protection systems technicians.

Access to any fire alarm panel for maintenance or service work shall be limited to persons approved by the Lebanon Fire Department Fire Prevention Bureau, and who have registered as a fire protection systems technician. Permission to have access to the fire alarm panel is provisional and is subject to periodic review. Each party granted permission to access fire alarm panels will have been issued an identification number by the Lebanon Fire Department, Fire Prevention Bureau, and issued copies of the current Lebanon Fire Department Rules and Regulations. Fire protection systems technician privileges are contingent upon demonstration of applicable knowledge and experience, as well as any other requirements determined by the Fire Chief.

- A. All technicians registered with the Lebanon Fire Department shall pay a one-time registration fee in accordance with Article V, Fees. At the time of registration, technicians shall be provided with a copy of the Lebanon Fire Department Rules and Regulations document.
- B. Violations of the Lebanon Fire Department Rules and Regulations may result in a violation notice and fine being sent to the employer of the technician who committed the violation. Fine rates shall be in accordance with the Lebanon Fire Department Rules and Regulations, and penalties shall be in accordance with § 72-21. The following shall constitute a violation of said rules and regulations:
 - (1) Transmission of a false fire alarm signal caused by the action of the alarm technician;
 - (2) Leaving a protected property disconnected from the reporting feature of a required alarm system without notifying the dispatch center;
 - (3) Failure of the technician to notify the dispatch center prior to performing an action on a required alarm system;
 - (4) Unauthorized accessing of the interior of a Gamewell fire alarm box or unauthorized manipulation of the municipal fire alarm cable.
- C. Individuals wishing to appeal any fine relative to a violation of the Lebanon Fire Department Rules and Regulations for fire protection systems technicians may do so in accordance with Chapter 36, § 36-13, of the City Code.
- D. All persons registered as a technician with the Lebanon Fire Department shall be responsible for providing up-to-date contact information. This information shall include home address and telephone number and current employer name, address, and telephone number as well as any mobile telephone number.

§ 72-21. Penalties for violations of fire protection systems technician rules.

- A. Upon the first violation of these provisions within a twenty-four-month time frame, the registered technician and his or her employer shall receive a written warning of the offense, and the employer shall be fined in accordance with the Lebanon Fire Department Rules and Regulations.
- B. Upon two violations of these provisions within a twenty-four-month time frame, the registered technician shall have his or her privileges to work on fire alarm systems within the City suspended for a period of not less than 30 calendar days and not more than 45 calendar days, and the employer shall be fined in accordance with the Lebanon Fire Department Rules and Regulations.

- C. Upon three violations of these provisions within twenty-four-month time frame, the registered technician shall have his or her privileges suspended for a period of not less than 90 days, and the employer shall be fined in accordance with the Lebanon Fire Department Rules and Regulations. The authorized technician shall not be reinstated without written proof that the technician has received training on the proper use of fire alarm systems within the City.
- D. Upon four or more violations of these provisions, the authorized technician shall have his or her privileges indefinitely revoked until the technician meets with the Fire Prevention Bureau and Fire Administration and provides written documentation of proficiency in his or her trade and use of a fire alarm panel.

§ 72-22. through § 72-41. (Reserved)

ARTICLE III
Automatic Fire Extinguishing Systems

§ 72-41.1. Required in new structures.

Notwithstanding any provision of any code adopted by reference herein, or any other code, an approved automatic fire-extinguishing system shall be installed in all new structures, with the exception of any one- or two-family dwellings, for which building permits are applied for after the effective date of this provision, and which qualify under any of the following criteria:

- A. Greater than two stories in height above grade;
- B. Thirty feet in height;
- C. Greater than 12,000 square feet of floor area;
- D. Any new place of assembly with an occupant load of 100 persons or more;
- E. Commercial properties containing a dwelling unit;
- F. Structures that contain three or more attached single-family dwelling units.

§ 72-41.2. Required in existing structures.

An approved automatic fire-extinguishing system shall be installed whenever alterations or renovations are made in existing structures, excluding one- and two-family dwellings, and for which building permits are applied after the effective date of this provision, under the following circumstances:

- A. Where the proposed alterations or renovations to a previously exempt structure shall cause the structure to qualify under one or more of the criteria as listed in § 72-41.1A through F.
- B. Where the proposed alterations or renovations to a preexisting structure, in which the structure's present construction satisfies one or more of the criteria listed in § 72-41.1, shall increase the structure in height or floor area, or becomes a place of public assembly with an occupant load of 100 people or more.

§ 72-41.3. Supervisory equipment.

All NFPA 13 and NFPA 13R automatic fire-extinguishing systems shall be equipped with approved supervisory equipment which will transmit an alarm to the dispatch center and notify the occupants of the building in accordance with NFPA 72.

§ 72-41.4. Definition of "floor area."

For purposes of this part of the chapter, "floor area" includes the total of the floor areas of all stories, basements and sub-basements, measured from outside walls, irrespective of any fire-resistive walls, floors or ceilings.

§ 72-41.5. Approval.

As used in this part of the chapter, "approved" means approved by the City of Lebanon Fire Department as meeting applicable standards of the National Fire Protection Association and the City of Lebanon Fire Prevention Code. Such approval shall be given during the review process for the issuance of a

building permit. The Fire Department shall inspect completed installations of fire-extinguishing systems and supervisory equipment prior to the issuance of a certificate of occupancy. It shall be the responsibility of the person seeking such certificate to notify the Fire Department at least 24 hours before such systems are covered or obscured from view. At no time will a certificate of occupancy be issued for a commercial building if a required fire protection system is not fully functioning.

§ 72-41.6. Motor vehicle fuel dispensing.

All newly constructed commercial motor vehicle fuel-dispensing facilities shall be protected at the dispensing location by a fully automatic suppression system, complying with the most recent edition of NFPA 17. Property owners of existing facilities with fire protection systems shall maintain the systems unless granted specific permission from the Fire Chief to remove such system.

§ 72-41.7. Fire-extinguishing systems.

All newly installed automatic fire-extinguishing systems shall be installed to the standards of the most recent editions of NFPA 13, NFPA 13R or NFPA 13D. All NFPA 13 and 13R fire-extinguishing systems shall be designed with a minimum safety margin of no less than 10 psi.

§ 72-41.8. Commercial kitchen fire-extinguishing systems.

All newly installed commercial kitchen fire-extinguishing systems shall be installed to the standard of the most recent edition of NFPA 96.

§ 72-41.9. Clean agent fire-extinguishing systems.

All newly installed clean agent fire-extinguishing systems shall be designed and installed following the requirements of the most recent edition of NFPA 2001, the Standard on Clean Agent Fire Extinguishing Systems, or the most recent requirements of Factory Mutual (FM) or similar testing agency.

§ 72-41.10. Water-based fire protection systems.

All water-based fire protection systems shall be maintained to the requirements of the most recent edition of NFPA 25, Inspection, Testing and Maintenance of Water-Based Fire Protection Systems.

ARTICLE IV
Exceptions and Variances

§ 72-42. Exceptions and variances.

A. Availability. The Fire Chief or his/her designee shall grant exceptions or variances to the Lebanon Fire Prevention Code to the extent that such action will provide a degree of safety substantially equivalent to that provided under the provisions from which the exception or variance is granted. Exceptions and/or variances will not apply to provisions of the State of New Hampshire Fire Code.

B. Requests for variances or exceptions.

- (1) Any person wishing to obtain a variance or exception pursuant to Article III shall make an application in the form of a letter addressed to:

City of Lebanon Fire Chief
Lebanon Fire Department
12 South Park Street
Lebanon, NH 03766

- (2) The letter in Subsection B(1) above shall contain:

- (a) Request for variance or exception, which shall specify the code or rule provision involved, and the nature and extent of the relief requested therefrom;
- (b) Reason for the request;
- (c) Address and description of the structure(s) for which relief is requested;
- (d) A detailed description, including architectural or engineering plans, of the structure, equipment, or process that will be affected by the exception or variance, if approved;
- (e) A detailed explanation of how the exception or variance, if approved, will provide a degree of safety substantially equivalent to that required by the code or rule provision involved;
- (f) Name and address of applicant; and
- (g) Signature of applicant.

C. Consideration of variances or exceptions.

- (1) The Fire Chief or his/her designee shall:

- (a) Consider all applications filed; and
- (b) Render a decision as to the disposition of the application within 30 business days, or if more information is needed, request such additional information, in writing, within 30 business days. Once all additional information is received by the Fire Chief, a decision will be rendered within 30 business days.

- (2) Notice of the Fire Chief's decision to grant (or grant with conditions) or to deny the application shall be forwarded to the applicant, with a copy to the Lebanon Codes Department, in writing, and shall contain:

- (a) Where the variance or exception is granted:
 - [1] The extent of such variance or exception, which shall cite the code or rule provision(s) involved;
 - [2] Any limitations placed on the exception or variance;
 - [3] The effective date and/or termination date thereof, where applicable; and
 - [4] Address or other identification of the structure(s) involved.
 - (b) Where the variance or exception is denied:
 - [1] Statement of the variance or exception requested, which shall include citation of the code or rule provision involved;
 - [2] Reason for denial of such request; and
 - [3] Such other information as the Fire Chief shall deem necessary.
 - (c) Signature of Fire Chief.
- (3) Where an application is granted in part and denied in part, the notice shall conform to the provisions of this section relevant to each type of action.
 - (4) Unless otherwise specifically stated in the notice of decision, all variances that are granted, in whole or in part, shall expire within one year of the date of the written notice of decision if the variance is not implemented in the planned construction, unless an application for a one-year extension is submitted to the Fire Chief prior to the expiration of the notice of decision. An application for extension will not be granted automatically if any code or other changes in law affect the variance or the safety of persons or property.
 - (5) Any person aggrieved by a denial of an application for variance or exception may, within 15 days following the date of the written notice thereof, apply for a hearing with the Lebanon Building Code Board of Appeals.

ARTICLE V

Fees

§ 72-43. Fire prevention fees. [Amended 12-23-2022 by Ord. No. 2022-06]

Fire prevention fees shall be as follows:

Service	Fee
Plan Review	
PURD (Site Plan)	\$125
PUD (Site Plan)	\$125
Commercial (Site Plan)	\$125
Special Hazards Plan Review (At discretion of AHJ)	\$340
New Fire Protection System Plan Review	
Water Spray or Foam Systems:	
5,000 square feet or less	\$225
5,001 to 10,000 square feet	\$370
Greater than 10,001 square feet	\$600
Sprinkler Systems	
13D Systems	\$0
13R Systems	\$135
13 Systems:	
10,000 square feet or less	\$275
10,001 to 25,000 square feet	\$400
25,001 to 52,000 square feet	\$600
New Fire Alarm Systems:	
0 to 49 devices	\$150
50 to 99 devices	\$300
Greater than 99 devices	\$450
Other Fire Suppression Systems:	
Pre-engineered	\$200
Engineered	\$300
New Fire Pump Plan Review	\$350
New Underground Cistern Plan Review	\$250
Modifications to Existing Systems Plan Review	
Water Spray or Foam:	
1 to 6 heads	\$40

Service	Fee
7 to 20 heads	\$150
Greater than 21 heads	\$300
Sprinkler Systems:	
1 to 6 heads	\$50
7 to 20 heads	\$150
Greater than 21 heads	\$300
Existing Fire Alarm:	
1 to 10 devices	\$75
11 to 100 devices	\$150
Greater than 100 devices	\$300
Fire Prevention Permits:	
Annual Flammable Liquid Permit:	
Greater than 2,500 gallons	\$475
Annual Flammable Gas Permit (CNG, LNG, LPG):	
3,000 to 30,000 water capacity gallons aggregate	\$150
Greater than 30,000 water capacity gallons aggregate	\$300
Annual Poisonous Gas:	
Greater than 60 gallons	\$160
Hot Work Permit	\$75
Blasting Permit:	
Initial Fee	\$150 up to 31 days
Renewal	\$150
Fire Prevention Inspections	
Oil Burners:	
Residential	\$0
Commercial	\$125
Propane Furnaces:	
Residential	\$0
Commercial	\$125
Underground Fuel Storage Tanks:	
Residential	\$0
Commercial	\$125
New or Replacement LPG cylinders (20-499 gallons)	\$35
Above Ground 500 gallon and above	\$50

Service	Fee
Airport Fuel Farm Inspection	\$140
Day Care and Foster Care:	
Family, 1 to 6 children	\$0
Group, 7 to 12 children	\$0
Day Care Centers 13+ children	\$75
Foster Care Inspections	\$0
Annual Place of Assembly Inspection:	\$110
Annual Rooming/Lodging House Inspection:	
12 rooms or greater	\$180
Fire Alarm/Suppression Acceptance Testing	\$100 per hour
Retest-Flat Fee	\$300
Tents and Membrane Structure Inspections:	
Greater than 200 square feet	\$40
Greater than 400 square feet	\$80

**Agenda
Lebanon City Council
May 6, 2026**

12. New Business:

12.C – Discussion of Future of Lebanon Landfill

Background

On March 11, 2026, Councilor McNamara submitted an Agenda Request Form to request a discussion of the future of Lebanon Landfill. Councilor McNamara's request included a number of questions regarding the status and remaining life of existing improvements and the status and expected life of future improvements.

The Department of Public Works (DPW) has compiled information to address the remaining life and expansion options for the facility. DPW staff will be present to review the question responses and supporting materials.

Action

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

Included In This Section:

1. March 11, 2026 City Council Agenda Request Form from Councilor McNamara
2. April 28, 2026 Memorandum from Jay Cairelli, Director of Public Works to City Manager Andrew Hosmer RE: Solid Waste Status Update, with responses to the Agenda Request Form questions and supporting materials



Record No: CMCC-26-2

City Council Agenda Request Form

Status: Complete

Submitted On: 3/11/2026

Approval and Agenda Date

Approved as an Agenda Item

Redirected to Open to the Public

Staff Reviewer Signature*

Beth Beraldi
Mar 11, 2026

Date of Agenda When Topic Will Be Included*

05/06/2026

Requester Information

Are you the requester?*

Yes

Are you a member of the Lebanon City Council?*

Yes

Agenda Request Date

Lebanon City Council meets on the first and third Wednesday of every month.

Preferred Date of Council Meeting to Consider Item*

05/06/2026

Please keep in mind that if this request is for an agenda item and is not urgent in nature, a future date is preferable in order to allow proper time to prepare materials. (Council Rule, § A191-7. Agenda, last adopted 11/16/2022)

Is there a deadline associated with this item, if so, what is it?*

ASAP

Agenda Request

Name of Agenda Topic Item*

Discussion of future of Lebanon Landfill

Reason for topic item*

Need to determine remaining life and expansion options.

Specific questions related to topic item*

1. Estimated remaining life of Phase 2
2. Estimated cost of design, permitting and construction of Phase 3
3. Estimated life of Phase 3
4. Estimated cost of design, permitting and construction of Phase 4
5. Estimated life of Phase 4
6. Estimated cost of ultimate closure and monitoring
7. Status of reserve funds relating to closure and monitoring
8. Whether adjustments should be made to fees paid by users outside of Lebanon and/or adjustments to number of participating communities to extend landfill life and/or increase reserve funds

Proposed or possible action, motion, goal, and/or City Code or Policy amendment*

Determination of when to proceed with Phase 3 design and whether Phase 4 is financially viable. Discuss use by outside communities and associated fees.

Supporting documentation requested for topic item

Sufficient to answer questions posed.

Documentation and/or references related to this topic (for example, website links, reports, etc.) supplied by the requester and for informational purposes only - not to be included in any agenda packet.

Other Information



CITY OF LEBANON
DEPARTMENT OF PUBLIC WORKS
193 Dartmouth College Highway
Lebanon, NH 03766

MEMORANDUM

Date: April 28, 2026
To: Andrew Hosmer, City Manager
From: Jay Cairelli, Director of Public Works
Subject: Solid Waste Status Update

In response to questions forwarded from Deputy City Manager Brooks DPW has provided the following responses

1. Estimated remaining life of Phase 2

Air Space Capacity at permitted limit by calculation is Q1 2029. Operational practices have been amended by use of the shredder and the new compactor which should adjust available capacity to January 2030. We will receive an updated air space project mid-year 2026.

Sanborn Head will be contracted to complete a business plan for the facility to update the 2029 plan and complete a transition plan to become a transfer station if air space capacity is met or if expansion construction does not proceed.

Supporting documentation as follows:

A. 20251014 COL Phase IIC Airspace-Waste Density Calculation

1A. 20251014 COL Phase IIC Airspace-Waste Density Calculation



File No. 3264.125 Page 1 of 5
Project Lebanon Regional Solid Waste Facility
Location Lebanon, New Hampshire
Subject Airspace/Waste Density Calculation
Calculated By J. Sanchez Date 10/13/2025
Checked By D. Long Date 10/13/2025
\\conserv1\shdata\3200s\3264.125\Source Files\2025 Waste Capacity Eval\20251013
Airspace.docx

PURPOSE:

Estimate the airspace used and capacity remaining for Phase I (A and B) and Phase II (A, B, and C) of the Lebanon Regional Solid Waste Facility (Facility) to provide the following information:

1. Landfill volume utilized between June 5, 2024 and May 8, 2025;
2. Airspace remaining as of May 8, 2025;
3. Waste density achieved between June 5, 2024 and May 8, 2025; and
4. Remaining life of the landfill.

DATA:

- Topography for the active filling area based on surveys performed by Hoyle, Tanner & Associates, Inc. of Manchester, NH on June 5, 2024, and May 8, 2025.
- Permitted final grades prepared by Sanborn Head in February 2012 as part of the Type I-B Permit Modification Application for the expansion of the landfill, including Phase IIC.
- Scale house records for June 2024 through May 2025.

METHOD:

Volumes were calculated using AutoCAD® Civil 3D 2024 terrain modeling software.

CALCULATION:

Volume Utilized: The disposal volume consumed (airspace) at the Facility between June 5, 2024 and May 8, 2025 was calculated based on contour surfaces created from the surveys. The calculation was limited to the area of the May 2025 survey within the limit of waste. The volume calculation indicated that approximately 84,293 cubic yards of airspace was consumed during this time. See the attached worksheet titled "Airspace Consumed (June 5, 2024 to May 8, 2025)."

Municipal solid waste (MSW), construction and demolition debris (C&D), alternate daily cover (ADC), and sludge received by the Facility are tracked at the scale house. According to scale records, the Facility received 33,982 tons of MSW, 1,359 tons of C&D, 32,892 tons of ADC, and 4,429 tons of sludge during the evaluation period. The Solid Waste Manager, Butch Carpenter, estimates that 100% of the inbound C&D material is used as ADC. The volume occupied by the C&D material was estimated assuming a density of approximately 588.6 pounds per cubic yard, similar to that of wood chips. The volume occupied by the ADC and sludge materials was estimated assuming a density of 1,600 pounds per cubic yard and 68 pounds per cubic foot (1,836 pounds per cubic yard) respectively based on internet sources and engineering judgement. A summary of the scale receipts from June 5, 2024 to May 8, 2025 is provided below:

Lebanon Solid Waste Landfill, City of Lebanon, NH						
Scale Records Summary - Phase I (A & B) and Phase II (A, B & C)						
June 5, 2024 through May 8, 2025						
Date Month, Year	VT MSW (Tons)	NH MSW (Tons)	C&D* (Tons)	ADC (Tons)	NH Sludge (Tons)	VT Sludge (Tons)
Jun-24	718.01	2,045.20	216.69	2,493.19	307.36	67.65
Jul-24	1,056.02	2,469.66	162.97	1,885.29	345.34	87.29
Aug-24	1,039.23	2,382.84	155.24	2,198.67	268.88	71.49
Sep-24	876.75	2,294.31	165.69	2,548.51	283.19	73.26
Oct-24	841.28	2,545.56	140.22	1,947.90	356.82	83.03
Nov-24	663.70	2,306.81	119.72	1,095.33	296.08	76.49
Dec-24	714.49	2,181.36	71.14	1,119.35	296.09	87.43
Jan-25	703.84	2,088.66	71.12	1,350.57	323.37	99.66
Feb-25	640.47	1,879.70	40.22	9,962.60	248.99	88.92
Mar-25	679.86	2,020.01	91.09	7,322.72	343.01	95.39
Apr-25	740.56	2,233.50	97.78	859.64	319.03	86.39
May-25	219.08	641.38	27.16	108.41	100.25	23.94
TOTAL	8,893.29	25,088.99	1,359.04	32,892.18	3,488.41	940.94

*Estimated 100% of total C&D Loads is used as alternate daily cover.

Other materials disposed of at the Facility, such as sludge, are also tracked by the Facility scale house. Use of on-site soils as cover and placement of other materials hauled to the disposal area are tracked by the Facility using truck counts and a typical weight of soil per truck load. Values shown for the months of June 2024 and May 2025 were adjusted based on the start date of June 5, 2024 and the end date May 8, 2025, respectively.

The total tonnage received by the Facility is the sum of MSW received and other materials hauled (not including cover soil). Therefore, the tonnage received by the Facility during the period evaluated is 8,893.29 + 25,088.99 + 1,359.04 + 32,892.18 + 3,488.41 + 940.94 tons = 72,663 tons.

1. Volume of ADC material, including C&D

$$V_{ADC} = \left[\frac{1,359.04 \text{ tons}}{588.6 \text{ lbs/cy}} + \frac{32,892.18 \text{ tons}}{1600 \text{ lbs/cy}} \right] \times \frac{2,000 \text{ lbs}}{\text{ton}} = 45,733 \text{ cy}$$

2. Volume of other materials (sludge) disposed

$$V_{Other} = \left[\frac{3,488.41 \text{ tons}}{1,836 \text{ lbs/cy}} + \frac{940.94 \text{ tons}}{1,836 \text{ lbs/cy}} \right] \times \frac{2,000 \text{ lbs}}{\text{ton}} = 4,825 \text{ cy}$$

3. Volume of MSW

$$V_{MSW} = V_{Total} - V_{ADC} - V_{Other} = 84,293 \text{ cy} - 45,733 \text{ cy} - 4,825 \text{ cy} = 33,735 \text{ cy}$$

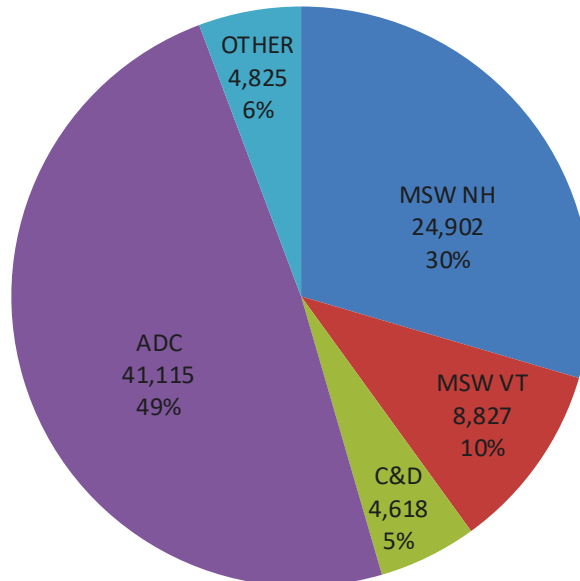
The pie chart below shows the volumes and percentages of MSW, C&D, ADC, and sludge disposed of in the landfill during this period. The in-place density of MSW used to complete the chart was calculated by dividing the mass of MSW by the volume that it occupies.

June 2024 – May 2025 Calculation
 April 2023 – June 2024 Calculation

$$\delta_{MSW} = \frac{(8,893.29 \text{ tons} + 25,088.99 \text{ tons}) \times \frac{2,000 \text{ lbs}}{\text{ton}}}{33,735 \text{ cy}} = 2,015 \text{ lbs/cy}$$

$$\delta_{MSW} = \frac{(11,541 \text{ tons} + 27,160 \text{ tons}) \times \frac{2,000 \text{ lbs}}{\text{ton}}}{78,290 \text{ cy}} = 981 \text{ lbs/cy}$$

**Airspace Utilization as Cubic Yards
 Lebanon Solid Waste Landfill
 June 5, 2024 - May 8, 2025**



Airspace Utilization is a measure of how the volume of a landfill is filled. One measure of airspace utilization is the airspace utilization factor (AUF), which is the ratio of tons of waste per cubic yard of landfill airspace used.

June 2024 – May 2025 Calculation
 April 2023 – June 2024 Calculation

$$AUF = \frac{72,663 \text{ tons}}{84,293 \text{ cy}} = 0.86 \text{ tons/cy (includes ADC as "waste")}$$

$$AUF = \frac{(72,663 \text{ tons} - 1,359.04 \text{ tons} - 32,892.18 \text{ tons})}{84,293 \text{ cy}} = 0.46 \text{ tons/cy (excludes ADC as "waste")}$$

$$AUF = \frac{62,601 \text{ tons}}{109,930 \text{ cy}} = 0.57 \text{ tons/cy (includes ADC as "waste")}$$

$$AUF = \frac{(62,601 \text{ tons} - 16,543 \text{ tons} - 1,517 \text{ tons})}{109,930 \text{ cy}} = 0.41 \text{ tons/cy (excludes ADC as "waste")}$$

Typical AUF values range between 0.4 and 0.7 tons/cy [Ref. 1].

Waste Density: The in-place waste density was calculated by dividing the mass of waste by the volume that it occupies. Materials that occupy space in the landfill are either placed as waste or used as cover at the facility. Cover materials include on-site soils, ADC, and C&D processed for use as daily cover. The total volume of materials placed in the landfill is the sum of the volumes of the waste and cover materials.

June 2024 – May 2025 Calculation
 April 2023 – June 2024 Calculation

$$\delta_{\text{Waste}} = \frac{72,663 \text{ tons} \times \frac{2,000 \text{ lbs}}{\text{ton}}}{84,293 \text{ cy}} = 1,724 \text{ lbs/cy}$$

$$\delta_{\text{Waste}} = \frac{62,601 \text{ tons} \times \frac{2,000 \text{ lbs}}{\text{ton}}}{109,930 \text{ cy}} = 1,140 \text{ lbs/cy}$$

Airspace Remaining: A contour surface representing elevations 28 inches below the permitted final grades (representative of top of intermediate cover grades) was compared with the May 8, 2025 survey to estimate the remaining disposal capacity (airspace). The attached worksheet titled "Total Volume Remaining as of May 8, 2025" includes tick marks that represent the depth of cut (red ticks), or fill (green ticks) required to achieve the permitted top of intermediate cover grades. Assuming that waste would

be relocated from areas of cut or overfill, represented by red ticks, to areas with available airspace, the remaining airspace in Phases IIB & IIC is about 353,091 cubic yards as of May 8, 2025.

Remaining Life of Phase IIC: Over the past few years the AUF has been between 0.57 and 0.86. For this calculation, the remaining life of the disposal area was estimated using an AUF of 0.69, an average of the last 5 years AUF values, for the Facility’s permitted maximum annual disposal acceptance rate (65,000 tons/year).

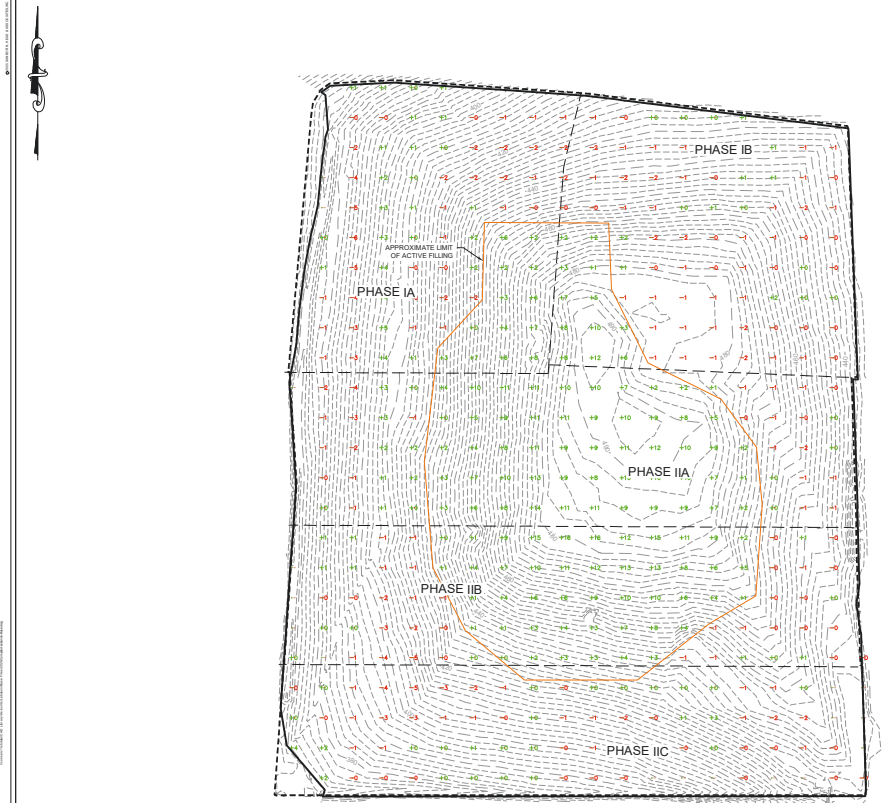
$$t_{rem} = \frac{\text{Remaining Airspace} \times \text{AUF}}{\text{tonnage}}$$

$$t_{rem} = \frac{353,091 \text{ cy} \times 0.69 \text{ tons/cy}}{65,000 \text{ tons/year}} = 3.7 \text{ years}$$

Total Phase IIC Remaining Landfill Life (353,091 cy Remaining)			
Tons/Year	55,000	65,000	75,000
Expected Remaining Life (years)	4.4	3.7	3.2
Estimated Date Filled to Capacity	October 2029	January 2029	July 2028

REFERENCES:

1. Daniel, D.P., *MSW Management*, "A Whole Lot of Nothing", March-April 2009



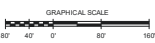
- NOTES**
1. THE HORIZONTAL DATUM IS THE NEW HAMPSHIRE STATE PLANE NA83 FEET. THE VERTICAL DATUM WAS HELD FROM PRIOR SURVEYS, WHICH IS NGVD29 BASED ON UG822 DISC ON A RAILROAD BRIDGE ABUTMENT IN WEST LEBANON. THE PARCEL IS SHOWN ALLOT ON THE CITY OF LEBANON TAX MAP 157. THE DEED FOR THE PARCEL IS BOOK 719, PAGE 215 OF THE GRANITON COUNTY REGISTRY OF DEEDS. THE PARCEL AREA IS APPROXIMATELY 127.2 ACRES.
 2. THIS VOLUME WORKSHEET PRESENTS THE FOLLOWING SURVEY DATA:
 - A. THE JUNE 2024 TOPOGRAPHY SHOWN IS BASED ON GROUND SURVEY CONDUCTED ON JUNE 5, 2024 BY HOYLE, TANNER & ASSOCIATES, INC. OF MANCHESTER, NEW HAMPSHIRE.
 - B. THE MAY 2025 TOPOGRAPHY SHOWN IS BASED ON GROUND SURVEY CONDUCTED ON MAY 8, 2025 BY HOYLE, TANNER & ASSOCIATES, INC. OF MANCHESTER, NEW HAMPSHIRE.
 3. VOLUME CALCULATION IS BASED ON A COMPARISON OF THE JUNE 2024 TOPOGRAPHY WITH THE MAY 8, 2025 SURVEY WITHIN THE LIMIT OF CALCULATION SHOWN. THE LIMIT OF CALCULATION REPRESENTS THE EXTENT OF THE MAY 8, 2025 SURVEY PROVIDED BY HOYLE, TANNER & ASSOCIATES, INC. WITHIN THE LIMIT OF WASTE.

TICK MARKS INDICATE GRADE CHANGE SINCE LAST SURVEY UPDATE

- LEGEND**
- MAY 2025 SURVEY 2-FOOT CONTOUR
 - 400 --- MAY 2025 SURVEY 10-FOOT CONTOUR
 - 1 SPOT LOCATION OF CUT OR SETTLEMENT DEPTH
 - +4 SPOT LOCATION OF FILL DEPTH
 - LIMIT OF CALCULATION (LIMIT OF SURVEY WITHIN ANCHOR TRENCH)
 - LIMIT OF WASTE
 - PHASE LIMIT

AIRSPACE USED
84,293 CY
JUNE 5, 2024 - MAY 8, 2025

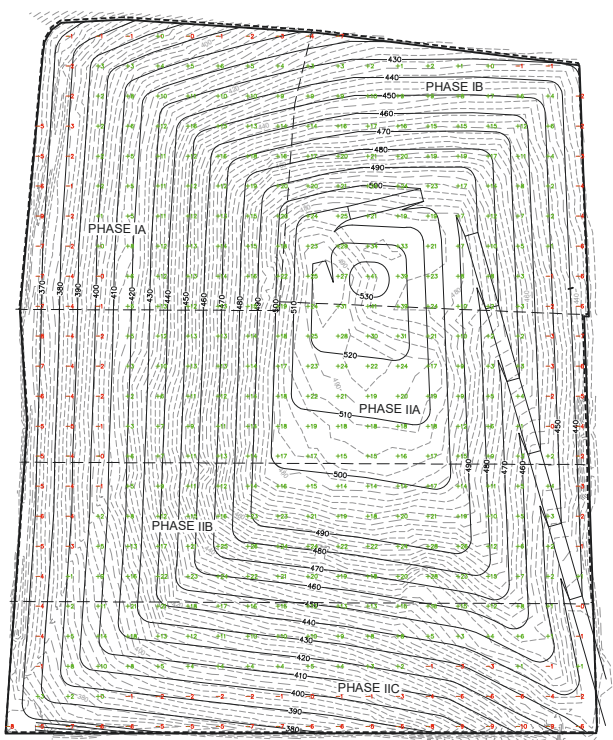
Volume Surface VOL - AIRSPACE CONSUMED 2024-2025
Base Surface COMPILED BASE Comparison Surface Surfacebase_2025 Update
Cut: 18,555 yards Fill: 84,293 yards Net: 65,738 yards (FI)



NO.	DATE	DESCRIPTION	BY

DRAWN BY: J. SANCHEZ
DESIGNED BY: J. SANCHEZ
REVIEWED BY: D. LONG
PROJECT MGR: D. LONG
PIC: E. STEINHAUSER
DATE: OCTOBER 2025

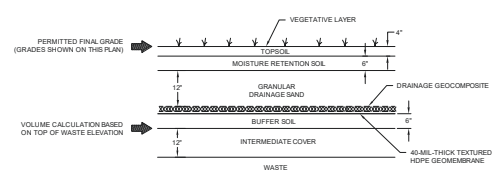
PHASE IIC CAPACITY ANALYSIS LEBANON REGIONAL SOLID WASTE FACILITY LEBANON, NEW HAMPSHIRE		PROJECT NUMBER 3264.125
AIRSPACE CONSUMED (JUNE 5, 2024 TO MAY 8, 2025)		FIGURE NUMBER 1 OF 2



- NOTES**
- THE HORIZONTAL DATUM IS THE NEW HAMPSHIRE STATE PLANE NADES FEET. THE VERTICAL DATUM WAS HELD FROM PRIOR SURVEYS, WHICH IS NGVD29 BASED ON UG0272 DISC ON A RAILROAD BRIDGE ABUTMENT IN WEST LEBANON. THE PARCEL IS SHOWN ALLOT ON THE CITY OF LEBANON TAX MAP 157. THE DEED FOR THE PARCEL IS BOOK 719, PAGE 215 OF THE GRANITON COUNTY REGISTRY OF DEEDS. THE PARCEL AREA IS APPROXIMATELY 127.2 ACRES.
 - THIS VOLUME WORKSHEET PRESENTS THE FOLLOWING DATA:
 - TOPOGRAPHY FROM THE MAY 6, 2025 GROUND SURVEY WITHIN THE LANDFILL LIMIT OF WASTE.
 - FINAL GRADES TAKEN FROM PLANS TITLED "LEBANON REGIONAL SOLID WASTE FACILITY, PHASE I/C TYPE I/AS PERMIT MODIFICATION FOR CLOSURE CONSTRUCTION PROPOSED CLOSURE PLAN" PREPARED BY SANBORN, HEAD & ASSOCIATES, INC. OF CONCORD, NEW HAMPSHIRE, DATED FEBRUARY 2025. ORIGINAL SCALE 1" = 80'.
 - VOLUME CALCULATION IS BASED ON A COMPARISON OF THE COMPLETED SURVEYS WITH THE PERMITTED TOP OF INTERMEDIATE COVER ELEVATIONS (28 INCHES BELOW PERMITTED FINAL GRADE ELEVATIONS).

- LEGEND**
- MAY 2025 SURVEY 2-FOOT CONTOUR
 - MAY 2025 SURVEY 10-FOOT CONTOUR
 - 440 PERMITTED PHASE I/C FINAL 10-FOOT CONTOUR
 - 1.0 SPOT LOCATION OF CUT OR SETTLEMENT DEPTH
 - +4.0 SPOT LOCATION OF FILL DEPTH
 - LIMIT OF CALCULATION
 - LIMIT OF WASTE
 - PHASE LIMIT

TICK MARKS INDICATE GRADE CHANGE SINCE LAST SURVEY UPDATE

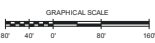


CAP SECTION

NOT TO SCALE

AIRSPACE REMAINING
353,091 CY
 AS OF MAY 8, 2025

Volume Surface VOL - AIRSPACE REMAINING 2025
 Base Surface COMPILED BASE - 2025 UPDATE Comparison Surface Phase I/C TOC
 Cut: 36,671 yards Fill: 389,762 yards Net: 353,091 yards (F8)



NO.	DATE	DESCRIPTION	BY

DRAWN BY: J. SANCHEZ
 DESIGNED BY: J. SANCHEZ
 REVIEWED BY: D. LONG
 PROJECT MGR: D. LONG
 P.C.: E. STEINHAUSER
 DATE: OCTOBER 2025

PHASE I/C CAPACITY ANALYSIS LEBANON REGIONAL SOLID WASTE FACILITY LEBANON, NEW HAMPSHIRE	PROJECT NUMBER 3264.125
TOTAL VOLUME REMAINING AS OF MAY 8, 2025	FIGURE NUMBER 2 OF 2

2. Estimated cost of design, permitting and construction of Phase 3

As of 2026 design and permitting expenditures are \$1.2 million, The plans and specifications, which are included in the Type 1 Application, are currently under review at NHDES with approval anticipated. 2027 construction cost is estimated at \$15,300,000, with an anticipated start of late spring/summer 2027.

Supporting documentation as follows:

- A. GL Activity Report
- B. Landfill Phase 3-4 Design, Permitting Construction 2024-2029
- C. Landfill Phase 3-4 Design 2022-2027 CIP Request Form #1

2A. GL Activity Report

GL ACTIVITY REPORT FOR CITY OF LEBANON
 From 01/01/2021 to 04/30/2026
 * Denotes Entry Affects Previous Year Encumbrance

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
01/01/2021			1455-4909-2108-2021-8217-1455 LANDFILL PHASE 3-4 DESI	BEG. BALANCE			0.00	100,000.00
May								
05/31/2021	AP	IMPT	2021.05.12 DPW	98827	6,000.00	0.00	6,000.00	94,000.00
Total for May					6,000.00	0.00		
June								
06/30/2021	AP	IMPT	2021-06-14_DPW	99852	30,537.94	0.00	36,537.94	63,462.06
Total for June					30,537.94	0.00		
July								
07/31/2021	AP	IMPT	2021-07-16_DPW	100951	14,873.85	0.00	51,411.79	48,588.21
Total for July					14,873.85	0.00		
August								
08/31/2021	AP	IMPT	2021-08-10_DPW	101705	20,328.17	0.00	71,739.96	28,260.04
Total for August					20,328.17	0.00		
September								
09/30/2021	AP	IMPT	2021-09-08_DPW	102502	28,260.04	0.00	100,000.00	0.00
Total for September					28,260.04	0.00		
January								
01/01/2022			2022 Fiscal Year Begin			0.00	0.00	0.00
01/01/2022	BA	JE	2022 BUDGET TRANS TO CIP	0000000482		100,000.00	0.00	100,000.00
Total for January					0.00	100,000.00		
January								
01/01/2023			2023 Fiscal Year Begin			0.00	0.00	600,000.00
Total for January					0.00	0.00		
August								
08/14/2023	ENC	PO	2023 HYDROGEO WORK	23-00482		600,000.00	0.00	0.00
Total for August					0.00	600,000.00		
December								
12/31/2023	ENC	INV	SUMMARY ENC 12/31/2023			(75,326.84)	0.00	75,326.84
12/31/2023	ENC	INV	SANBORN HEAD & ASSOCIATES INC			(138,460.86)	0.00	213,787.70
12/31/2023	AP	INV	SANBORN HEAD & ASSOCIATES INC	0063341	75,326.84	0.00	75,326.84	138,460.86
12/31/2023	AP	INV	SANBORN HEAD & ASSOCIATES INC	0062737	138,460.86	0.00	213,787.70	0.00
Total for December					213,787.70	(213,787.70)		
January								
01/01/2024			2024 Fiscal Year Begin			0.00	0.00	800,000.00
Total for January					0.00	0.00		
March								
* 03/20/2024	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0064178		(293,737.03)	0.00	1,093,737.03
03/20/2024	AP	INV	SANBORN HEAD & ASSOCIATES INC	0064178	293,737.03	0.00	293,737.03	800,000.00
Total for March					293,737.03	(293,737.03)		
August								
* 08/20/2024	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0065712		(12,611.52)	293,737.03	812,611.52
08/20/2024	AP	INV	SANBORN HEAD & ASSOCIATES INC	0065712	12,611.52	0.00	306,348.55	800,000.00
Total for August					12,611.52	(12,611.52)		
September								
* 09/19/2024	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0064784		(20,584.69)	306,348.55	820,584.69
09/19/2024	AP	INV	SANBORN HEAD & ASSOCIATES INC	0064784	20,584.69	0.00	326,933.24	800,000.00
Total for September					20,584.69	(20,584.69)		

GL ACTIVITY REPORT FOR CITY OF LEBANON
 From 01/01/2021 to 04/30/2026
 * Denotes Entry Affects Previous Year Encumbrance

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
November								
* 11/21/2024	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0066870		(24,724.80)	326,933.24	824,724.80
11/21/2024	AP	INV	SANBORN HEAD & ASSOCIATES INC	0066870	24,724.80	0.00	351,658.04	800,000.00
Total for November					24,724.80	(24,724.80)		
January								
01/01/2025			2025 Fiscal Year Begin			0.00	0.00	(58,475.27)
Total for January					0.00	0.00		
February								
* 02/10/2025	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0067781		(9,537.30)	0.00	(48,937.97)
02/10/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0067781	9,537.30	0.00	9,537.30	(58,475.27)
Total for February					9,537.30	(9,537.30)		
April								
04/03/2025	ENC	PO	SW PHASE 3 DESIGN	25-00802		480,000.00	9,537.30	(538,475.27)
* 04/07/2025	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0068364		(8,749.00)	18,286.30	(492,163.27)
04/07/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0068364	8,749.00	0.00	18,286.30	(538,475.27)
Total for April					8,749.00	471,251.00		
May								
05/19/2025	ENC	INV	SUMMARY ENC 05/19/2025			(36,876.04)	18,286.30	(501,599.23)
* 05/19/2025	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0068683		(9,435.96)	18,286.30	(492,163.27)
05/19/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0068643	36,876.04	0.00	55,162.34	(529,039.31)
05/19/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0068683	9,435.96	0.00	64,598.30	(538,475.27)
Total for May					46,312.00	(46,312.00)		
June								
06/17/2025	ENC	INV	SUMMARY ENC 06/17/2025			(57,811.80)	64,598.30	(480,663.47)
06/17/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0068997	57,811.80	0.00	122,410.10	(538,475.27)
Total for June					57,811.80	(57,811.80)		
July								
07/03/2025	ENC	INV	SANBORN HEAD & ASSOCIATES INC			(77,205.50)	122,410.10	(461,269.77)
07/03/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0069449	77,205.50	0.00	199,615.60	(538,475.27)
07/30/2025	ENC	INV	SANBORN HEAD & ASSOCIATES INC			(70,287.44)	199,615.60	(468,187.83)
07/30/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0069772	70,287.44	0.00	269,903.04	(538,475.27)
Total for July					147,492.94	(147,492.94)		
August								
08/19/2025	ENC	PO	TYPE 1-A PERMIT MODIFICATION APP FE	25-00877		20,000.00	269,903.04	(558,475.27)
08/21/2025	ENC	PO	PHASE III AOT APPLICATION FEE	25-00876		23,750.00	269,903.04	(582,225.27)
* 08/25/2025	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0070006		(3,128.96)	269,903.04	(579,096.31)
08/25/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0070006	3,128.96	0.00	273,032.00	(582,225.27)
08/28/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0071077	109,769.24	(109,769.24)	382,801.24	(582,225.27)
Total for August					112,898.20	(69,148.20)		
September								
09/04/2025	ENC	INV	SUMMARY ENC 09/04/2025			(20,000.00)	382,801.24	(562,225.27)
09/04/2025	ENC	INV	SUMMARY ENC 09/04/2025			(23,750.00)	382,801.24	(538,475.27)
09/04/2025	AP	INV	TREASURER STATE OF NEW HAMPSHIRE	FILE# 3264.003	20,000.00	0.00	402,801.24	(558,475.27)
09/04/2025	AP	INV	TREASURER STATE OF NEW HAMPSHIRE	FILE# 3264.033	23,750.00	0.00	426,551.24	(582,225.27)
09/30/2025	ENC	INV	SUMMARY ENC 09/30/2025			(42,395.78)	426,551.24	(539,829.49)
09/30/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0070547	42,395.78	0.00	468,947.02	(582,225.27)
Total for September					86,145.78	(86,145.78)		
October								
* 10/02/2025	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0070599		(3,693.70)	468,947.02	(578,531.57)
10/02/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0070599	3,693.70	0.00	472,640.72	(582,225.27)

GL ACTIVITY REPORT FOR CITY OF LEBANON
 From 01/01/2021 to 04/30/2026
 * Denotes Entry Affects Previous Year Encumbrance

Date	JNL	Type	Description	Reference #	Amount	Enc/Bdgt Change	Balance	Available
* 10/09/2025	ENC	LIQ	2023 HYDROGEO WORK	23-00482		(9.34)	472,640.72	(582,215.93)
10/28/2025	ENC	INV	SUMMARY ENC 10/28/2025			(902.60)	472,640.72	(581,313.33)
10/28/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0070901	902.60	0.00	473,543.32	(582,215.93)
Total for October					4,596.30	(4,605.64)		
November								
11/26/2025	ENC	INV	SUMMARY ENC 11/26/2025			(22,255.70)	473,543.32	(559,960.23)
11/26/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0071326	22,255.70	0.00	495,799.02	(582,215.93)
Total for November					22,255.70	(22,255.70)		
December								
12/31/2025	ENC	INV	SUMMARY ENC 12/31/2025			(32,888.42)	495,799.02	(549,327.51)
12/31/2025	AP	INV	SANBORN HEAD & ASSOCIATES INC	0071748	32,888.42	0.00	528,687.44	(582,215.93)
Total for December					32,888.42	(32,888.42)		
January								
01/01/2026			2026 Fiscal Year Begin			0.00	0.00	(273,008.62)
Total for January					0.00	0.00		
February								
* 02/02/2026	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0072020		(9,528.52)	0.00	(263,480.10)
02/02/2026	AP	INV	SANBORN HEAD & ASSOCIATES INC	0072020	9,528.52	0.00	9,528.52	(273,008.62)
02/24/2026	ENC	CO	SW PHASE 3 DESIGN	26-00330		64,000.00	9,528.52	(337,008.62)
Total for February					9,528.52	54,471.48		
March								
* 03/03/2026	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0072321		(4,591.70)	9,528.52	(332,416.92)
03/03/2026	AP	INV	SANBORN HEAD & ASSOCIATES INC	0072321	4,591.70	0.00	14,120.22	(337,008.62)
03/23/2026	AP	INV	TREASURER STATE OF NEW HAMPSHIRE	FILE# 3264.033 PII	3,750.00	0.00	17,870.22	(340,758.62)
03/31/2026	ENC	INV	SUMMARY ENC 03/31/2026			(3,198.86)	17,870.22	(337,559.76)
* 03/31/2026	ENC	INV	SANBORN HEAD & ASSOCIATES INC	0072695		(15,487.26)	17,870.22	(322,072.50)
03/31/2026	AP	INV	SANBORN HEAD & ASSOCIATES INC	0072695	15,487.26	0.00	33,357.48	(337,559.76)
03/31/2026	AP	INV	SANBORN HEAD & ASSOCIATES INC	0072695	3,198.86	0.00	36,556.34	(340,758.62)
03/31/2026	AP	INV	TREASURER STATE OF NEW HAMPSHIRE	2026-03-31	600.00	0.00	37,156.34	(341,358.62)
Total for March					27,627.82	(23,277.82)		
04/30/2026			END BALANCE				37,156.34	(341,358.62)
Grand Total					1,231,289.52	(109,769.24)	37,156.34	

2022 - 2027 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT** – Public Works/Solid Waste Division
2. **PROJECT TITLE** – Landfill Expansion Phase 3 and 4 Design and Permitting
3. **PURPOSE OF PROJECT REQUEST FORM** – Prepare to extend life expectancy of 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 9-12 years. It is imperative that the City start a design and permitting phase to obtain approval from NHDES in accordance with their Solid Waste Rules to increase the Landfill's lifespan.
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 9-12 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. In 2022-2024, a study to characterize site geologic and hydrogeologic conditions of the new development areas will be performed. For the Phase III and IV areas, the hydrogeological study will: (i) evaluate the suitability of the area for landfill development; (ii) provide data for landfill design; and (iii) serve as the basis for

2022 - 2027 Capital Improvement Program

recommendations regarding the locations for groundwater monitoring wells. In 2026, the final permitting and design of the both Phases III and IV will be completed. All this work needs to be done prior to starting construction of the next landfill expansion. 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 Phases 3 and 4 of the landfill:

- CURRENTLY UNDERWAY: Hydrogeological Work Plan Preparation and Feasibility Study Work Plan Preparation; \$100,000
- Hydrogeological Data Acquisition; \$500,000
- Feasibility Study, Hydrogeological Report and Final Feasibility Report and Final Design. \$400,000

2022 - 2027 Capital Improvement Program

City of Lebanon, NH

May 13, 2020



2024 - 2029 Capital Improvement Program

PROJECT REQUEST FORM #1

1. **DEPARTMENT** – Public Works/Solid Waste Division
2. **PROJECT TITLE** – 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 7 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 7 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. In 2023, a study

2024 - 2029 Capital Improvement Program

to characterize site geologic and hydrogeologic conditions of the new development areas will be performed. For the Phase III and IV areas, the hydrogeological study will: (i) evaluate the suitability of the area for landfill development; (ii) provide data for landfill design; and (iii) serve as the basis for recommendations regarding the locations for groundwater monitoring wells. In 2024, the final permitting and design of both Phases III and 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 Type II Permit Application and Construction Documents with a projected start date for Phase IV of 2030. 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.

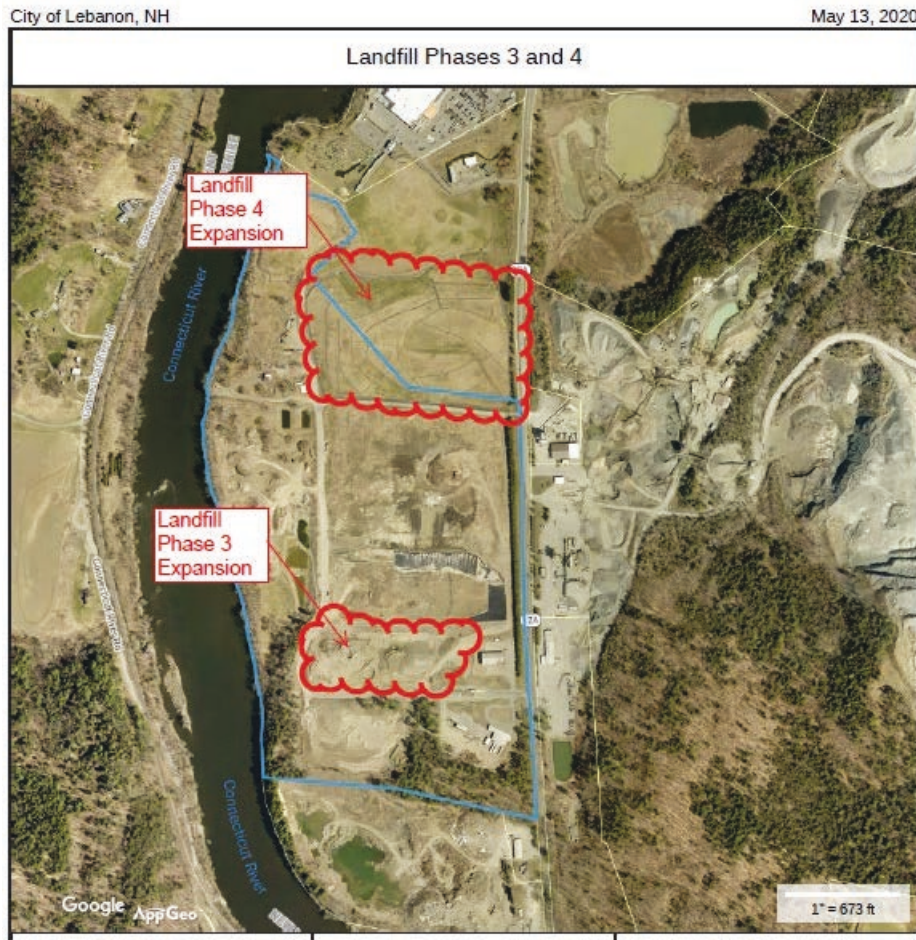
Based on recent hydrogeological work performed in the State of New Hampshire at other landfill sites, and the similarities between what we anticipate being required by the NHDES, the following tasks will be required as part of the design and permitting of Phases 3 and 4 of the landfill (Tasks are shown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

- Solid Waste Design & Permitting and Landfill Reclamation Feasibility Study Report and Type I-A Permit Modification Application & Waivers and Alteration of Terrain and Permitting; \$525,000
- Phase III Type II Permit Application and Construction Documents and permit Support. \$267,000
- Phase IV Type II Permit Application and Construction Documents. \$200,000

The Phase 3 area is approximately 6 acres and approximate construction costs are about \$7,300,000 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

2024 - 2029 Capital Improvement Program

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. This project may begin as early as 2030.



3. Estimated life of Phase 3

Air space for Phase 3 as currently designed is 19 years of waste placement.

The 2025 setback from a water body increased from 250 ft to 500ft and a setback waiver has been requested. If the setback waiver is not granted, it would significantly decrease the proposed footprint of the Phase 3 cell to around 10 years.

4. Estimated cost of design, permitting and construction of Phase 4

Currently in the Capital Improvements Program for 2029 there is \$269,000 for Engineering design and feasibility, with an estimated cost of \$40,000,000 in today's dollars (could be upwards of \$60 million) for excavation, processing and site construction.

Supporting documentation as follows:

A. 2026-2031 CIP Project Form #1 Phase 3-4 Design & Permitting

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



5. Estimated life of Phase 4

It is estimated that the proposed reuse of the 20 acres comprising the closed Phase 1, would provide airspace to around 2080.

6. Estimated cost of ultimate closure and monitoring

The estimated closure and post closure costs for Phase 1 through phase IIC is \$15,531,960 in today's dollars. With estimated closure costs of \$8,281,832 (with inflation) and \$8,266,115 would be remaining for post-closure costs including accrued interest.

The City contributes a monthly payment of \$18.68 to the funds per ton of waste. It is anticipated that the 2026 amount contributed per ton will change to \$13.95 as calculated based on the Financial Assurance Update. A permit modification has been filed for this change and is in review by NHDES.

Supporting documentation as follows:

A. 20260318 COL Financial Assurance Update



**Report Cover
Waste Management Division**



Type II Permit Modification Application
2026 Financial Assurance Mechanism Update
Lebanon Regional Solid Waste Facility
Lebanon, New Hampshire

NHDES Site #: DES-SW-SP-99-002
Project Type: Solid Waste Management
Project #: 123456789

PREPARED FOR

City of Lebanon – Division of Public Works
370 N. Plainfield Road
Lebanon, New Hampshire 03784
Phone Number (603) 298-6486

RP Contact Name: Lawrence "Butch" Carpenter
RP Contact Email: lawrence.carpenter@lebanonnh.gov

PREPARED BY

Sanborn, Head & Associates, Inc.
6 Bedford Farms Drive, Suite 201
Bedford, NH 03110
Phone Number: 978-577-1007
Contact Name: Derek Long
Contact Email: dlong@sanbornhead.com

Date of Report: March 18, 2026

Tina.A.Clark@des.nh.gov or phone (603) 271-7379
PO Box 95, Concord, NH 03302-0095
www.des.nh.gov

Type II Permit Modification Application 2026 Financial Assurance Mechanism Update

LEBANON REGIONAL SOLID WASTE FACILITY

Lebanon, New Hampshire

Solid Waste Permit No. DES-SW-SP-99-002

Prepared for the City of Lebanon

File No. 3264.263

March 2026



Application Form



TYPE II PERMIT MODIFICATION APPLICATION

Solid Waste Management Bureau
Waste Management Division



RSA/Rule: RSA 149-M, Env-Sw 315.06

SECTION I. FACILITY IDENTIFICATION

1. Name: Lebanon Regional Solid Waste Facility
2. Functional classification: <input type="checkbox"/> collection/storage/transfer <input type="checkbox"/> processing/treatment <input checked="" type="checkbox"/> landfill
3. Mailing address: 193 Dartmouth College Highway, Lebanon, New Hampshire 03766
4. Location, by street address and municipality: <input type="checkbox"/> Same as mailing address
370 N. Plainfield Road, Lebanon, New Hampshire 03784
5. Permit number: DES-SW-SP-99-002

SECTION II. IDENTIFICATION OF PARTIES

Permittee (Applicant and Permittee must be the same)	
1. Name: City of Lebanon	
2. Mailing address: 193 Dartmouth College Highway, Lebanon, New Hampshire 03766	
3. Daytime telephone number: (603) 298-6486	
4. Email address: N/A	
5. If different than above, identify the individual associated with and designated by the Permittee to be the authorized contact for matters concerning this application:	
a. Name: Lawrence "Butch" Carpenter	
b. Title: Solid Waste Manager	
c. Mailing address: 193 Dartmouth College Highway, Lebanon, New Hampshire 03766	
d. Daytime telephone number: (603) 298-5190	
e. Email address: lawrence.carpenter@lebanonnh.gov	

Facility Operator	
Is all Facility Operator information the same as last reported for this facility?	
<input checked="" type="checkbox"/> Yes.	
<input type="checkbox"/> No. Is the change reportable through a Type III permit modification OR a Type IV permit modification?	
<input type="checkbox"/> Yes. The permit modification application was submitted on:	
<input type="checkbox"/> No. What changed?	

Facility Owner	
Is all Facility Owner information the same as last reported for this facility?	

<input checked="" type="checkbox"/> Yes.
<input type="checkbox"/> No. Is the change reportable through a Type III permit modification OR a Type IV permit modification?
<input type="checkbox"/> Yes. The permit modification application was submitted on:
<input type="checkbox"/> No. What changed?

Property Owner

Is all Property Owner information the same as last reported for this facility?
<input checked="" type="checkbox"/> Yes. Go to Section III.
<input type="checkbox"/> No. Is the change reportable through a Type III permit modification OR a Type IV permit modification?
<input type="checkbox"/> Yes. The permit modification application was submitted on:
<input type="checkbox"/> No. What changed?

SECTION III. DESCRIPTION OF PROPOSED MODIFICATION

1. Identify in the table below which types of final or updated plans are being submitted for approval. Attach a clearly marked draft of the proposed plan(s) and clearly label.

Type of Plan(s) Being Submitted	Last Plan Approval Date	WMD Log No. (Find this number on your copy of NHDES' approval)
<input type="checkbox"/> Construction Plans & Specifications		
<input type="checkbox"/> Operating Plan		
<input type="checkbox"/> Closure Plan		
<input checked="" type="checkbox"/> Financial Assurance Plan	January 27, 2026	
<input type="checkbox"/> Other:		

2. Provide a brief description of the proposed change(s). If provided on separate paper, clearly label.

Per Env-Sw 1405.02(c), an increase to the financial assurance mechanism is needed as the 2026 closure cost estimate exceeds the 2025 closure cost estimate by more than \$15,000.

SECTION IV. SCHEDULE FOR IMPLEMENTATION

Proposed schedule for implementing the modification:
The financial assurance mechanism will be modified within 30 days of the approval from NHDES.

SECTION V. APPLICATION FEE CALCULATION

1. Is the application for a landfill facility?

<input checked="" type="checkbox"/> Yes. Continue to 2. below.
<input type="checkbox"/> No. Continue to Section VI.

2. Does the modification involve the review of final design plans and specifications for construction of new landfill area other than the initial landfill phase?

<input checked="" type="checkbox"/> No. Continue to 3. below.	
<input type="checkbox"/> Yes. Complete a.-c. below.	
a. Determine the minimum base fee (MBF):	
Facility Type	Minimum Base Fee
Landfill, Lined	\$15,000.00
Landfill, Unlined	\$5,000.00
b. Determine the lifespan index (LI):	
Life Expectancy of Area Being Constructed	Lifespan Index
<1 Year	0.1
>1 Year-5 Years	0.4
>5 Years-10 Years	0.8
>10 Years	1.0
c. Calculate the required fee, using the formula below.	
MBF in a. above	=
LI in b. above	= x
Total Fee	=

3. Does the modification involve the review of final design plans and specifications for construction of a lined landfill capping system or any portion thereof?

<input checked="" type="checkbox"/> No. There is no fee.	
<input type="checkbox"/> Yes. Complete a.-c. below.	
a. Determine the minimum base fee (MBF):	
Facility Type	Minimum Base Fee
Landfill, Lined	\$15,000.00
Landfill, Unlined	\$5,000.00
b. Determine the ratio of the cap area to the total permitted footprint measured in square feet:	
Cap area, in square feet	
Total permitted footprint, in square feet	
Ratio (Cap area/footprint)	
c. Calculate the required fee, using the formula below.	
MBF in a. above	=
Ratio in b. above	= x
Total Fee	=

4. Attach a check made payable to, "Treasurer, State of New Hampshire" in the amount determined in 2. or 3. above.

SECTION VI. COMPLIANCE STATUS

The permittee shall either sign the compliance certification provided below for each of the following individuals or entities, or where unable to certify compliance, circle the statements that are not true, submit a compliance report prepared in accordance with Env-Sw 303.15 for the statements that are not true and submit other information as required in Env-Sw 312.03.

- a. The permittee.

- b. The facility owner.
- c. The facility operator.
- d. All individuals and entities holding 10% or more of the permittee’s debt or equity.
- e. All of the permittee’s officers, directors and partners.
- f. All individuals and entities having managerial, supervisory or substantial decision-making authority and responsibility for the management of the facility operations or the activity(s) for which approval is being sought.

Compliance Certification
1. No individual or entity listed in a.-f. above has been convicted of or pleaded guilty or no contest to a felony in any state or federal court during the 5 years before the date of this application.
2. No individual or entity listed in a.-f. above has been convicted of or pleaded guilty or no contest to a misdemeanor for a violation of environmental statutes or rules in any state or federal court during the 5 years before the date of this application.
3. No individual or entity listed in a.-f. above has owned or operated any hazardous or solid waste facility which has been the subject of an administrative or judicial enforcement action for a violation of environmental statutes or rules during the 5 years before the date of this application unless the administrative enforcement action was by consent and the individual or entity is in compliance with its terms.
4. No individual or entity listed in a.-f. above has been the subject of any administrative or judicial enforcement action for a violation of environmental statutes and rules during the 5 years before the date of this application unless the administrative enforcement action was by consent and the individual or entity is in compliance with its terms.
5. All hazardous and solid waste facilities owned or operated in New Hampshire by any individual or entity listed in a.-f. above are in compliance with either: <ul style="list-style-type: none"> a. All applicable environmental statutes, rules and NHDES permit requirements. b. A NHDES approved schedule for achieving compliance therewith.
6. All individuals and entities listed in a.-f. above are in compliance with all civil and criminal penalty provisions of any outstanding consent agreement, settlement, or court order to which NHDES is a party.
7. All individuals and entities listed in a.-f. above have paid or are in compliance with the payment schedule for any administrative fine assessed by NHDES.
8. All individuals and entities listed in a.-f. above are in compliance with all terms and conditions under every administrative order, court order or settlement agreement relating to programs implemented by NHDES.

- I certify that to my knowledge and belief each Compliance Certification above is true, complete and not misleading for each of the individuals and entities named in a.-f. above.
- I am unable to certify that each Compliance Certification above is true, complete and not misleading for each of the individuals and entities named in a.-f. above.

Andrew Hosmer

Mar 18, 2026

Permittee Signature

Andrew Hosmer

Individual Duly Authorized to Sign for Permittee (Print Name)

Date

City Manager

Title of Individual Duly Authorized to Sign or Affiliation to Permittee

SECTION VII. PERMITTEE SIGNATURE

- To my knowledge and belief, the material and information submitted in this application is true, complete and not misleading.
- I acknowledge that any approval granted based on false or incomplete information shall be subject to revocation or suspension pursuant to Env-Sw 306 and civil or criminal penalties.

- I agree to pay the outstanding balance of the application fee due pursuant to Env-Sw 310, if any, upon presentation of an invoice.
- If exempt from providing financial assurance in accordance with Env-Sw 1400, I certify that adequate funds, in an amount no less than the amount calculated pursuant to Env-Sw 1403.02, are readily available to cover the cost of facility closure.
- I agree to operate the facility in accordance with Env-Sw 1105.04(a).

Andrew Hosmer

Mar 18, 2026

Permittee Signature

Andrew Hosmer

Individual Duly Authorized to Sign for Permittee (Print Name)

Date

City Manager

Title of Individual Duly Authorized to Sign or Affiliation to Permittee

SECTION VIII. FACILITY OWNER SIGNATURE

Same as Permittee (Go to Section IX)

OR

- I am not the Permittee/Applicant.
- I am the owner of the facility named in this application.
- I affirm that the permittee has the legal right to occupy and use the facility for the purposes specified in the permit, including this application.
- I affirm that I shall grant access to the facility for closure and post-closure care as required by the New Hampshire Solid Waste Rules and RSA 149-M.

Facility Owner Signature

Date

Individual Duly Authorized to Sign for Facility Owner (Print Name)

Title of Individual Duly Authorized to Sign or Affiliation to Facility Owner

SECTION IX. PROPERTY OWNER SIGNATURE

Same as Permittee

OR

- I am the record owner of the parcel of land on which the facility named in this application is located.
- I affirm that the permittee has the legal right to occupy and use the land for the purposes specified in the permit as modified, including this application.
- I affirm that I shall grant access to the land for closure and post-closure care of the facility as required by the New Hampshire Solid Waste Rules and RSA 149-M.

Property Owner Signature

Date

Individual Duly Authorized to Sign for Property Owner (Print Name)

Title of Individual Duly Authorized to Sign or Affiliation to Property Owner

Contact Information

If you have questions about how to fill out this form, please contact:

swmbpermitting@des.nh.gov or phone [1-603-271-2925](tel:1-603-271-2925)
PO Box 95, Concord, NH 03302-0095
www.des.nh.gov

Form Submittal Instructions

Submit the completed application in PDF via NHDES' [OneStop Data Provider](#) website using the universal Solid Waste Management site code "123456789." Submitting the application with a different site code will cause processing delays. If you are not registered as a Data Provider, please complete a [registration form](#) to request a username, pin and password. You may also submit the completed application in PDF via email to swmbpermitting@des.nh.gov. **Please do not submit a paper copy of the completed application unless that is your only means to submit.**

Compliance Report
Type II Permit Modification Application
2026 Financial Assurance Mechanism Update
Lebanon Regional Solid Waste Facility
Permit No. DES-SW-SP-99-002

This report was prepared and submitted pursuant to the requirements of Env-Sw 303.15 to address Compliance Certification Items 3, 4, and 5 in Section VI of the Type II Permit Modification Application (Type II PMA) dated March 2026. These Compliance Certification items correspond with the New Hampshire Department of Environmental Services (NHDES) Solid Waste Rules Env-Sw 303.14(b)(3), (4), and (5). The Type II PMA requests approval to update the Financial Assurance Mechanism (FAM) for the Lebanon Regional Solid Waste Facility (LRSWF) in accordance with Env-Sw 1405.

The NHDES issued Administrative Order (AO) No. 25-008 WMD on August 18, 2025, to the City of Lebanon (City) citing violations to waste placement limits, landfill cover requirements, leachate discharges, and acceptance of waste from sources not authorized under the solid waste permit. The violations were identified during inspections by NHDES staff between March 2024 and July 2025. The AO does not include fines.

While the City is actively pursuing remedies as listed in the AO, to date the City has fully complied with the provisions, terms and conditions of the AO in the required timeframes.

As required by the AO, the City submitted an action plan with an associated schedule within 30 days of August 18, 2025, describing the actions to be taken by the City to reduce and prevent leachate discharges at the LRSWF until capping of a majority of the western slope is complete. The City submitted a Type II PMA for the closure of the western slope of the landfill on October 2, 2025, and plans to complete construction of this project by September 30, 2026.

In addition, the City will work to relocate overfilled waste to within permitted limits by October 1, 2026, and provide the NHDES with a survey demonstrating the relocation of overfilled waste to within permitted limits by November 13, 2026.

The City will continue to adhere to the requirements of the AO to resolve the issues related to waste placement limits, landfill cover requirements, and leachate discharges at the LRSWF. Because the City is actively engaged in complying with the requirements of the AO, the NHDES should not find the AO grounds for denying this Type II permit application.



Financial Assurance Mechanism Update

Financial Assurance Mechanism Update

LEBANON REGIONAL SOLID WASTE FACILITY
Lebanon, New Hampshire

Prepared for the City of Lebanon
File No. 3264.263
March 2026



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4.0	POST-CLOSURE COSTS.....	1
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TABLES

Table 1	Post-Closure Cost Reductions
Table 2	Sinking Fund for Combined Closure & Post-Closure (30 Years) Fund

APPENDICES

Appendix A	Cost Estimate Form for Closure of a Solid Waste Landfill
Appendix B	Cost Estimate Form for Post-Closure Care of a Solid Waste Landfill



1.0 INTRODUCTION

Sanborn, Head & Associates, Inc. (Sanborn Head) prepared this financial assurance mechanism update for the closure and post-closure monitoring and maintenance of Phases I, II-A, II-B, and II-C of the Lebanon Regional Solid Waste Facility (Facility) in accordance with Env-Sw 1403.02 of the New Hampshire Department of Environmental Services (NHDES) Solid Waste Rules.

2.0 BACKGROUND

The City of Lebanon (City) owns and operates the Facility, a regional solid waste management facility at 370 Plainfield Road in West Lebanon, New Hampshire. The City's current waste disposal operations are within Phase IIC, which has less than four (4) years of remaining disposal capacity.

Sanborn Head understands that the City maintains a dedicated trust account for expenses associated with Closure and Post-Closure of the Facility. In 2025, deposits to the fund were made in accordance with the previously prepared financial assurance plan. For each ton of municipal solid waste received prior to September 2025, \$8.37 was transferred to the trust account for closure and post-closure monitoring and maintenance. From September 2025 to December 2025, \$12.50 was transferred to the trust account for each ton of municipal solid waste received. As of December 31, 2025, the balance of the trust account was \$11,835,820.98.

3.0 CLOSURE COSTS

The closure cost estimate form in Appendix A was prepared using available applicable cost estimating data, including New Hampshire Department of Transportation weighted average unit prices, R.S. Means construction cost data, and manufacturer quotations, and reflects Sanborn Head's opinion of costs. Please note that in developing the opinion of costs, assumptions were made as to the means, methods, and extent of labor, equipment, and materials that a contractor might employ to perform the work. Actual costs may vary from our estimate due to variations in contractor techniques for determining prices, market conditions at the time the work is performed, and other factors over which we have limited or no control.

The Closure Cost Estimate is summarized on the enclosed NHDES Cost Estimate Form for Closure of a Solid Waste Landfill and presents our opinion of the closure costs in year 2026 dollars. As indicated, the estimated cost to close the Facility, including a 10 percent contingency is \$7,318,430. This is a decrease of approximately \$496,516 from the 2025 financial assurance update. The decrease in closure costs is attributed primarily to a reduction of gas control devices proposed to close the landfill, in accordance with the recently NHDES approved Phase IIC Gas Collection & Control System Expansion 5 Year Development Plan design. In addition, the cost of select closure items decreased from the 2025 financial assurance update.

4.0 POST-CLOSURE COSTS

The NHDES Cost Estimate Form for Post-Closure Care of a Solid Waste Landfill, provided as Appendix B, presents expected post-closure costs in 2026 dollars. This update assumes that the GCCS infrastructure of the landfill, and the utility flare, will be maintained and operated by a



nonaffiliated third party. While currently operational, the microturbines facility is auxiliary to the utility flare. Therefore, this update assumes the microturbines facility would not be in use once the landfill is closed and thus no post-closure operation and maintenance cost for the microturbines facility is included.

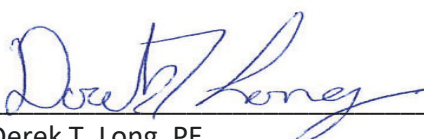
The costs presented were developed based on Sanborn Head's experience in conjunction with unit cost data provided by the City and represent our opinion of the post-closure costs associated with the identified items. According to our calculations, the annual post-closure cost is expected to be \$212,538. Extending these costs over the 30-year post-closure period and accounting for cost reductions over time, the total 30-year cost, in 2026 dollars, is expected to be \$6,119,407. Additionally, NHDES is now requiring funds be reserved as part of post-closure financial assurance for potential corrective action for the landfill in the amount of \$2,125,000. Therefore, the total post closure cost, in 2026 dollars, accounting for cost reductions of time, is \$8,244,407

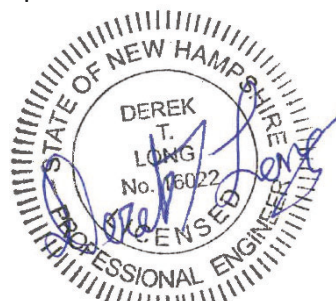
Expected post-closure cost reductions and increases are presented in Table 1. To be conservative, we assumed that most of the items will remain constant over the 30-year period; however, leachate production should reduce and leachate quality should improve following closure. We expect that leachate production will drop significantly following closure, and, for these calculations, we assumed that leachate flows would be 10 percent of representative flows 10 years following closure and 5 percent of representative flows for the remaining post-closure period.

A sinking fund calculation was prepared and is presented as Table 2. The sinking fund calculation is combined for both closure and post-closure needs and conservatively assumes an investment interest rate of 3.0 percent with an annual inflation rate of 3.14 percent based on review of the average inflation rate over the previous 10 years. We assumed a 1.6 percent annual tonnage increase in our calculations. Assuming an increase in annual deposits to the fund as shown in Table 2, the City is on track to set aside sufficient funds to satisfy closure and post-closure requirements for Phases I – IIC.

5.0 CLOSING

The contents of this application were prepared by or under the direction of Derek T. Long, a New Hampshire licensed Professional Engineer experienced in solid waste facility design. The documents were prepared to meet the requirements of the New Hampshire Solid Waste Rules and are consistent with the current state of practice in the solid waste industry in New Hampshire.


Derek T. Long, PE



March 16, 2026
Date

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Tables

Table 1
Post-Closure Cost Reductions

Lebanon Regional Solid Waste Facility
Lebanon, New Hampshire

Item		Annual Cost Year 1-5	Annual Cost Year 6-10	Annual Cost Year 11-30
I	Inspections & Reporting	\$6,600	\$6,600	\$6,600
II	Site Maintenance & Repair Costs	\$9,993	\$9,993	\$9,993
III	Settlement Monitoring	\$2,500	\$2,500	\$2,500
IV	Leachate Collection System Monitoring, Operation & Maintenance	\$42,973	\$42,115	\$35,503
V	Gas Migration Monitoring & Management System Operation & Maintenance	\$17,140	\$17,140	\$17,140
VI	Clean Air Act Requirements	\$55,941	\$55,941	\$55,941
VII	Water Monitoring	\$47,669	\$47,669	\$47,669
VIII	Other (list)	\$2,000	\$2,000	\$2,000
	15% Contingency	\$27,722	\$27,594	\$26,602
TOTAL		\$212,538	\$211,552	\$203,948

Notes:

1. Task designations are consistent with those identified on NHDES Cost Estimate Form For Post-Closure of a Landfill.
2. Costs are 2026 dollars.

Table 2
Sinking Fund for Combined
Closure & Post-Closure (30-Years) Fund

Lebanon Regional Solid Waste Facility
Lebanon, New Hampshire

Sinking Fund for POST-CLOSURE of Phase I, Phase II-A, Phase II-B, and Phase II-C
Assumes Phase II-C is the Last Phase Built

ASSUMPTIONS

Inflation Rate ²	3.14%
Interest Rate Projected for 2026	3.00%
Tonnage Growth Rate	1.6%

FUND REQUIREMENTS

Combined fund balance in Dec. 2025 for Closure & Post-Closure	\$11,835,820.98
Per ton input for Closure & Post-Closure from 2026-2030	\$13.95

	Year	Closure/Post Closure Cost (2026 value)	Closure/Post Closure Cost with Inflation	Input to Fund (per ton)	Assumed Tonnage of Waste (tons)	Deposit to Fund by City	Interest Accumulated by Fund	Balance of Fund (end of year)
End Ph II-A/Begin II-B	2004				50,940			
	2005				49,637			
	2006				49,716			
	2007				48,029			
	2008				46,568			
	2009				43,233			
	2010				40,400			
	2011				39,360			
	2012				38,410			
	2013				37,909			
	2014				37,866			
End Ph II-B/Begin II-C	2015				38,749			
	2016				38,774			
	2017				38,830			
	2018				40,344			
	2019				37,563			
	2020				33,289			
	2021				33,679			
	2022				35,741			
	2023				37,993			
	2024				37,338			
	2025				35,882			\$11,835,821
	2026			\$13.95	36,456	\$508,563	\$362,703	\$12,707,087
	2027			\$13.95	37,039	\$516,700	\$388,963	\$13,612,750
	2028			\$13.95	37,632	\$524,967	\$416,257	\$14,553,974
	2029			\$13.95	38,234	\$533,366	\$444,620	\$15,531,960
Close Phases I thru II-C	2030	\$7,318,430	\$8,281,832	\$13.95	38,846	\$541,900	\$474,087	\$8,266,115
Start Post Closure - Yr 1	2031	\$212,538	\$255,858				\$247,983	\$8,258,240
Post Closure - Yr 2	2032	\$212,538	\$263,892				\$247,747	\$8,242,095
Post Closure - Yr 3	2033	\$212,538	\$272,178				\$247,263	\$8,217,180
Post Closure - Yr 4	2034	\$212,538	\$280,725				\$246,515	\$8,182,971
Post Closure - Yr 5	2035	\$212,538	\$289,540				\$245,489	\$8,138,920
Post Closure - Yr 6	2036	\$211,552	\$297,245				\$244,168	\$8,085,842
Post Closure - Yr 7	2037	\$211,552	\$306,579				\$242,575	\$8,021,839
Post Closure - Yr 8	2038	\$211,552	\$316,205				\$240,655	\$7,946,289
Post Closure - Yr 9	2039	\$211,552	\$326,134				\$238,389	\$7,858,543
Post Closure - Yr 10	2040	\$211,552	\$336,375				\$235,756	\$7,757,925
Post Closure - Yr 11	2041	\$203,948	\$334,467				\$232,738	\$7,656,196
Post Closure - Yr 12	2042	\$203,948	\$344,969				\$229,686	\$7,540,912
Post Closure - Yr 13	2043	\$203,948	\$355,801				\$226,227	\$7,411,338
Post Closure - Yr 14	2044	\$203,948	\$366,973				\$222,340	\$7,266,705
Post Closure - Yr 15	2045	\$203,948	\$378,496				\$218,001	\$7,106,210
Post Closure - Yr 16	2046	\$203,948	\$390,381				\$213,186	\$6,929,015
Post Closure - Yr 17	2047	\$203,948	\$402,639				\$207,870	\$6,734,246
Post Closure - Yr 18	2048	\$203,948	\$415,282				\$202,027	\$6,520,991
Post Closure - Yr 19	2049	\$203,948	\$428,322				\$195,630	\$6,288,299
Post Closure - Yr 20	2050	\$203,948	\$441,771				\$188,649	\$6,035,177
Post Closure - Yr 21	2051	\$203,948	\$455,643				\$181,055	\$5,760,589
Post Closure - Yr 22	2052	\$203,948	\$469,950				\$172,818	\$5,463,457
Post Closure - Yr 23	2053	\$203,948	\$484,706				\$163,904	\$5,142,654
Post Closure - Yr 24	2054	\$203,948	\$499,926				\$154,280	\$4,797,008
Post Closure - Yr 25	2055	\$203,948	\$515,624				\$143,910	\$4,425,294
Post Closure - Yr 26	2056	\$203,948	\$531,815				\$132,759	\$4,026,238
Post Closure - Yr 27	2057	\$203,948	\$548,513				\$120,787	\$3,598,512
Post Closure - Yr 28	2058	\$203,948	\$565,737				\$107,955	\$3,140,731
Post Closure - Yr 29	2059	\$203,948	\$583,501				\$94,222	\$2,651,452
Post Closure - Yr 30	2060	\$203,948	\$601,823				\$79,544	\$2,129,172
Sum		\$6,199,407						

Notes:

- For 2004-2025, tons of waste are actual values. For 2026-2030 assumed tons of waste are projected values based upon a 1.6% per year tonnage growth rate, the average growth rate over the last 5 years.
- Inflation rate based on the average of the last 10 years of historical annual U.S. inflation rate data from inflationdata.com.

Appendix A
Cost Estimate Form for Closure of a Solid Waste Landfill



Cost Estimate Form for Closure of a Solid Waste Landfill

NHDES, Waste Management Division, SWMB
 PO Box 95, Concord, NH 03302-0095
 (603) 271-2925 or solidwasteinfo@des.nh.gov



RSA 149-M / Env-Sw 1400

This form provides a basis for estimating closure costs for a solid waste landfill. This form is not inclusive of all costs that may be associated with the landfill's closure.

The cost estimate must include all expenses needed to comply with all NHDES permits. If additional tasks need to be added, use the spaces noted as "Other" or attach additional sheets as necessary.

SECTION I. FACILITY IDENTIFICATION	
Facility Name: Lebanon Regional Solid Waste Facility	
Facility Address: 370 Plainfield Road, Lebanon, NH 03766	
Solid Waste Permit #: DES-SW-91-003 (PHASE I), DES-SW-SP-99-002 (Phase II)	Permittee: City of Lebanon, NH
Phase(s)/Stage(s): Phase I, II-A, II-B and II-C	Acreage: 25.0 acres

SECTION II. ESTIMATED COSTS					
	Task	Unit	Unit Cost	Quantity	Total Cost
I	Design of Final Closure Plans				
	Engineering, Plans & Specifications, Application Documents	LS	\$170,000.00	1	\$170,000.00
	Closure Plan per Env-Sw 1106.04				
	Application Fee(s)	LS	\$15,000.00	1	\$15,000.00
	Other				
II	Mobilization, Demobilization & Insurance				
	Total Cost	LS	\$132,040.00	1	\$132,040.00
	Other				
III	Temporary Erosion & Sediment Controls (Materials & Installation)				
	Perimeter Controls (e.g., silt fence, hay bales, silt socks, filter logs, check dams)				
	Erosion Prevention (e.g., erosion matting/blanket, hay mulch, hydroseeding)				
	Storm Drain Inlet Protection (e.g., filter fabric, sand bags, filter logs)	LF	\$8.57	120	\$1,100.00
	Outlet Energy Dissipation (e.g., riprap)				
	Other				
IV	Waste Relocation				
	Subsurface Explorations (e.g., test pits, test borings, monitoring wells)				
	Clearing & Grubbing				
	Waste Excavation, Relocation, Compaction and Regrading	AC	\$1,418.00	10.5	\$14,889.00
	Other				
V	Capping (Materials & Installation)				
A	Cap - Impermeable				
	Layer 1 - Unspecified Soil - 12" thick	CY	\$12.08	10,100	\$122,008.00
	Layer 2 - Bedding/Protection - 12" thick or 6" thick with Geosynthetic Clay Liner	CY	\$40.12	40,390	\$1,620,447.00
	Layer 3 - Barrier - 40 mil Geomembrane	SF	\$0.50	1,090,500	\$545,250.00
	Layer 4 - Drainage Layer - 18" thick or 12" thick with Geonet/Geocomposite	LS	\$2,503,752.00	1	\$2,503,752.00
	Layer 5 - Stabilization - 4" thick Topsoil/Loam	CY	\$29.28	13,328	\$390,244.00
	Other				
B	Cap - Low Permeability				
	Layer 1 - Unspecified Soil - 12" thick				
	Layer 2 - Barrier Soil - 18" thick				
	Layer 3 - Stabilization - 4" thick Topsoil/Loam				
	Other				
C	Gas Control Devices				
	Gas Vents / Extraction Wells	VF	\$150.00	556	\$83,400.00
	Horizontal / Lateral Collectors	LF	\$66.76	672	\$44,863.00
	Dewatering Pumps				
	Vacuum System(s)				
	Gas Destruction or Reclamation				
	Other - Wellheads	EA	\$951.30	5	\$4,757.00
	Other - 10" valves	EA	\$4,704.22	2	\$9,409.00
VI	Stabilization & Run-off Control				
	Fertilizer, Seed & Mulch (e.g., hydroseed, hay)	AC	\$3,617.00	25.0	\$90,425.00
	Surface Water Diversion Swales and Downchutes	LF	\$33.00	11,141	\$367,653.00
	Catch Basins, Manholes & Drop Inlet Structures				
	Detention Ponds and Associated Control Devices				
	Toe Drain	LF	\$35.00	4,040	\$141,400.00
	Other				
VII	Monitoring Devices				
	Settlement (e.g., monuments, plates)	LS	\$9,000.00	1	\$9,000.00
	Groundwater Monitoring Wells				
	Gas Monitoring Probes				
	Leachate Flow Meters, Alarms & Communication Systems				
	Other				

Estimate the closure costs for Phases I, II-A, II-B, and II-C of the Lebanon Landfill. The proposed planimetric cap area is 1,090,500 square feet (sf) (25.0 acres).

This opinion of closure cost estimate reflects the requirements of Env-Sw 1400, effective September 3, 2024, and the current NHDES Cost Estimate Form for Closure of a Solid Waste Landfill. Costs are presented in 2026 dollars. Justification for the costs are provided below and are presented in the order they appear on the NHDES form.

This closure cost estimate assumes that the landfill will be capped in one capping event.

I. Design of Final Closure Plans

- a. Engineering, Plans & Specifications, Application Documents
 Based on efforts required to prepare Phase II-C construction documents and considering the addition of the GCCS system design, assume \$170,000 (carried in previous calculations) is representative of the effort required for closure design and permitting.
 Assume: \$170,000

- b. Closure Plan per Env-Sw 1106.04 – the Facility has an approved Closure Plan – not applicable

- c. Application Fee
 Per Env-SW 310.08
 Fee = (Cap Area/Total Footprint) x MBF in Table 310-I
 Cap Area = 1,090,500 sf
 Total Permitted Footprint Area = 1,090,500 sf
 MBF = \$15,000
 Fee = (1,090,500 sf / 1,090,500 sf) x \$15,000 = \$15,000

II. Mobilization, Demobilization & Insurance

- a. Assume \$132,040 based on an average unit cost provided by contractors for a Closure project in 2025 at another New Hampshire solid waste landfill, submitted in January 2025 and inflated to February 2026 dollars.

III. Temporary Erosion & Sediment Controls (Materials & Installation)

Given that the site’s perimeter stormwater control features were installed, temporary erosion and sediment controls are limited to the following:

- a. Perimeter Controls (e.g., silt fence, hay bales, silt socks, filter logs, check dams) – not applicable
- b. Erosion Preventions (e.g, erosion matting/blanket, hay mulch, hydroseeding) – not applicable
- c. Storm Drain Inlet Protection (e.g., filter fabric, sandbags, filter logs)
 Assume 120 LF of filter logs are installed around culverts/catch basin inlets. Also assume that filter logs are \$8.57/LF based on an average unit cost to furnish and install filter logs by contractors for a 2025 capping project at another solid waste landfill in New Hampshire, submitted in January 2025 and inflated to February 2026 dollars.
- d. Outlet Energy Dissipation (e.g., riprap) – not applicable

IV. Waste Relocation

- a. Subsurface Explorations (e.g., test pits, test borings, monitoring wells) – not applicable
- b. Clearing & Grubbing – not applicable
- c. Waste Excavation, Relocation, Compaction, and Regrading
 Based on pricing from 2026 Q1 R.S. Means data, assume about 10.5 acres of the landfill would need fine graded at \$1,418 per acre. Assume \$14,889 for fine grading.

V. Capping (Materials & Installation)

- a. The Facility has a permitted final closure system that aligns with the “Cap - Impermeable” system noted on the NHDES form.
 - i. Layer 1 – Unspecified soil – 12” thick
 - 12” thick intermediate cover is placed in concurrence with waste placement as part of the Facilities operations.
 - Assume that intermediate cover is already installed on side slopes, assume 25 percent of landfill to receive intermediate cover.
 - Assume material is available locally with a very short haul. Assume material can be provided for \$4.73/ton (from Pike Industries 2026 pricing information for West Lebanon, NH location, which reflects the short haul that will be required).
 - Material unit price = \$4.73/ton x 1.35 ton/cy = \$6.39/cy
 - Quantity = 1,090,500 sf x 1 ft / 27 cy/cf = 40,390 cy x 25% = 10,100 cy
 - Material cost = 10,100 cy x \$6.39/cy = \$64,539
 - Assume material can be placed for \$5.69/cy based on an average unit cost provided by contractors for Closure projects in 2025 at another New Hampshire solid waste landfill, submitted in January 2025 and inflated to February 2026 dollars.
 - Placement cost = \$5.69/cy x 10,100 cy = \$57,469
 - **Total Cost for Layer 1 = \$64,539 + \$57,469 = \$122,008**
 - ii. Layer 2 – Bedding/Protection – 12” thick or 6” thick with Geosynthetic Clay Liner
 - 12” thick Buffer Sand
 - Assume material is available locally with a very short haul. Assume material can be provided for \$25.50/ton (from Pike Industries 2026 pricing information for West Lebanon, NH location, which reflects the short haul that will be required).
 - Material unit price = \$25.50/ton x 1.35 ton/cy = \$34.43/cy
 - Quantity = 1,090,500 sf x 1 ft / 27 cy/cf = 40,390 cy
 - Material Cost = 40,390 cy x \$34.43/cy = \$1,390,628
 - Assume material can be placed for \$5.69/cy based on an average unit cost provided by contractors for Closure projects in 2025 at another New Hampshire solid waste landfill, submitted in January 2025 and inflated to February 2026 dollars.
 - Placement cost = \$5.69/cy x 40,390 cy = \$229,819
 - **Total Cost for Layer 2 = \$1,390,628 + \$229,819 = \$1,620,447**
 - iii. Layer 3 – Barrier – 40 mil Geomembrane
 - 40 mil thick textured HDPE geomembrane
 - Use \$0.50/sf for quantity and installation, based on an informal quote from Agru dated February 12, 2026.

- Assume 1,090,500 sf
 - **Total Cost for Layer 3 = 1,090,500 sf x \$0.50/sf = \$545,250**
- iv. Layer 4 – Drainage Layer – 18” thick or 12” thick with Geonet/Geocomposite
- 12” Select Drainage Sand
 - Assume material is available locally with a very short haul. Assume material can be provided for \$25.50/ton (from Pike Industries 2026 pricing information for West Lebanon, NH location, which reflects the short haul that will be required).
 - Material unit price = \$25.50/ton x 1.35 ton/cy = \$34.43/cy
 - Quantity = 1,090,500 sf x 1 ft / 27 cf/cy = 40,390 cy
 - Material cost = 40,390 cy x \$34.43/cy = \$1,390,628
 - Assume material can be placed for \$5.69/cy based on an average unit cost provided by contractors for Closure projects in 2025 at another New Hampshire solid waste landfill, submitted in January 2025 and inflated to February 2026 dollars.
 - Placement cost = \$5.69/cy x 40,390 cy = \$229,819
 - Total Cost for Layer 4 Select Drainage Sand = \$1,390,628 + \$229,819 = \$1,620,447
 - 300 mil thick drainage geocomposite
 - Use \$0.81/sf for quantity and installation, based on an informal quote from Agru dated February 12, 2026.
 - Assume 1,090,500 sf
 - Cost 1,090,500 sf x \$0.81/sf = \$883,305
 - **Total Layer 4 Cost = \$883,305+ \$1,620,447 = \$2,503,752**
- v. Layer 5 – Stabilization – 4” thick Topsoil/Loam
- 4” thick Topsoil
 - Assume material can be provided and placed for \$29.28/cy (from NH Department of Transportation, 2/1/2025 TO 2/1/2026 Weighted Unit Prices for Projects, Item 647.1 - Humus, Group A.)
 - Quantity = 1,090,500 sf x 0.33 ft / 27 cf/cy = 13,328 cy
 - **Total Layer 5 Cost = \$29.28/cy x 13,328 cy = \$390,244**
- b. Cap – Low Permeability – not applicable
- c. Gas Control Devices
- i. Gas Vents / Extraction Wells
- Assume \$150 per vertical foot (VF) (Engineering Judgement)
 - 556 VF of vertical extraction wells are still to be installed based on the GCCS 5 Year Development Plan.
- ii. Horizontal / Lateral Collectors
- Assume \$66.76 (based on an average unit cost provided by contractors for LFG System Modifications at another New Hampshire solid waste landfill, submitted in June 2024 and inflated to February 2026 dollars.
 - 672 LF of conveyance pipe still to be installed based on the GCCS 5 Year Development Plan.

iii. Other – Wellhead

Assume that new wellheads will cost \$951.30 each based on a unit price submitted by a contractor in February 2024, inflated to February 2026 dollars, for a gas project at another New Hampshire solid waste landfill. Assume 5 wellheads will be needed based on the GCCS 5 Year Development Plan.

iv. Other – 10” Valves

Assume that new 10” valves will cost \$4,704.22 each based on a unit price submitted by a contractor in February 2024, inflated to February 2026 dollars, for a LFG project at another New Hampshire solid waste landfill. Assume 2 valves will be needed based on the GCCS 5 Year Development Plan.

VI. Stabilization & Run-off Control

a. Seed and Mulch

The unit price for seeding and mulching is based on an average unit cost from 2026 Q1 R.S. Means Heavy Construction Cost Data for \$3,617 per acre.

b. Surface Water Diversion Swales

Use \$33/LF (based on values from 2026 Q1 R.S. Means Heavy Construction Cost Data and from NH Department of Transportation, Weighted Unit Prices for Projects in 2025-2026). 11,141 LF of diversion swales will be needed based on the Phase II-C Closure Plan included within the Type I-B Permit Modification Application.

c. Catch Basins, Manholes & Drop Inlet Structures

All catch basins, manholes, and drop inlets were constructed during the perimeter construction and are in place.

d. Detention Ponds and Associated Control Devices

All detention ponds and control devices were constructed during the perimeter construction and are in place.

e. Toe Drain

Use \$35/LF (based on engineering experience and industry values). 4,040 LF of toe drain will be needed based on the Phase II-C Closure Plan included within the Type I-B Permit Modification Application.

VII. Monitoring Devices

a. Settlement

- Installation of 45 settlement monitoring devices, based on the GCCS 5 Year Development Plan, at an estimated cost of \$200 per device (engineering judgement). Estimated total cost of \$9,000.

During the construction of Phase II-C, monitoring wells and gas probes were installed around the perimeter.

- b. Groundwater monitoring wells are in place
- c. Gas monitoring probes are in place
- d. Leachate monitoring devices are in place

VIII. Roadway and Associated Ditches and Culverts

- a. Assume access road within landfill will need to be constructed.
 Use \$93/LF (based on values from 2026 Q1 R.S. Means Heavy Construction Cost Data and from NH Department of Transportation, Weighted Unit Prices for Projects in 2025-2026). Access road within landfill approximately 1,200 LF.

IX. Miscellaneous

- a. Miscellaneous Work and Cleanup
 Assume lump sum of \$20,000 (Engineering Judgement).

X. Surveying

- a. Assume that Baseline, Benchmarks, and Survey Control are already in place.
- b. Assume As-built Surveys will be provided by the contractor as part of construction activities.

XI. Construction Phase Testing

Assume that Construction Phase Testing of soils and geosynthetics will be about \$1,191.23/ac based on a 2024 Cap Project at another New Hampshire solid waste landfill inflated to February 2026 dollars.

XII. Engineering

- a. Qualified Professional Oversight
 Assume level of effort for Qualified Professional Oversight will be similar to the hours and expenses incurred by Sanborn Head at another New Hampshire solid waste landfill for a 2024-2025 Closure Project. Assume \$8,500/ac based on the Sanborn Head 2026/2027 NHDES Rate Schedule.
- b. Bi-weekly Construction Reporting
 The Bi-weekly Construction Reporting is included in the Qualified Professional Oversight
- c. QA/QC Report and Record Drawings
 - i. Assume preparation of the QA/QC Report will require a similar number of hours and expenses as incurred by Sanborn Head at another New Hampshire solid waste landfill for a 2024-2025 Closure Project. Assume \$7,200 based on the Sanborn Head 2026/2027 NHDES Rate Schedule.
 - ii. Assume preparation of the Record Drawings will require a similar number of hours and expenses as incurred by Sanborn Head at another New Hampshire solid waste landfill for a 2024-2025 Closure Project. Assume \$6,400 based on the Sanborn Head 2026/2027 NHDES Rate Schedule.

QA/QC Report and Record Drawings = \$7,200 + \$6,400 = \$13,600

Appendix B
Cost Estimate Form for Post-Closure Care of a Solid Waste
Landfill

Cost Estimate Form for Post-Closure Care of a Solid Waste Landfill



NHDES, Waste Management Division, SWMB
 PO Box 95, Concord, NH 03302-0095
 (603) 271-2925 or solidwasteinfo@des.nh.gov



RSA 149-M / Env-Sw 1400

This form provides a basis for estimating post-closure care costs for a solid waste landfill. This form is not inclusive of all costs that may be associated with the landfill's post-closure care requirements.

The cost estimate must include all expenses needed to comply with all NHDES permits. If additional tasks need to be added, use the spaces noted as "Other" or attach additional sheets as necessary.

SECTION I. FACILITY IDENTIFICATION	
Facility Name: Lebanon Regional Solid Waste Facility	
Facility Address: 370 Plainfield Road, Lebanon, NH 03766	
Solid Waste Permit #: DES-SW-91-003 (PHASE I), DES-SW-SP-99-002 (Phase II)	Permittee: City of Lebanon, NH
Phase(s)/Stage(s): Phases I, II-A, II-B and II-C	Acreage: 25.0 acres

SECTION II. ESTIMATED COSTS					
Task		Unit	Unit Cost	Quantity	Total Cost
I	Inspections & Reporting				
	Twice Yearly Site Inspections & Reports	LS	\$3,600.00	1	\$3,600.00
	Annual Report under Seal of a Qualified Professional Engineer	LS	\$3,000.00	1	\$3,000.00
	Other:				
	Other:				
II	Site Maintenance & Repair Costs				
	Vegetation Control (e.g., mowing, weed whacking)	AC	\$63.16	25.0	\$1,579.00
	Stormwater Management System Maintenance	LS	\$2,000.00	1	\$2,000.00
	Roadway Maintenance (e.g., regrading, snow removal)	LS	\$1,722.00	1	\$1,722.00
	Access Control Maintenance (e.g., replace signs, fix fencing)				
	Erosion and Subsidence Repair (i.e., soil, seed, mulch)	AC	\$4,692.00	1	\$4,692.00
	Other:				
	Other:				
III	Settlement Monitoring				
	Field Survey & Report	LS	\$2,500.00	1	\$2,500.00
	Data Review & Assessment				
	Other:				
	Other:				
IV	Leachate Collection System Monitoring, Operation & Maintenance				
	Leachate Sampling & Analysis	LS	\$6,477.10	1	\$6,477.00
	Disposal Costs (e.g., sewer charges)	gal	\$0.018	734,650	\$13,224.00
	Electricity Costs	LS	\$20,000.00	1	\$20,000.00
	Leachate Management System Operation & Maintenance	LS	\$2,414.00	1	\$2,414.00
	Other: Sewer Organics Surcharge (year 1-5)	LS	\$858.00	1	\$858.00
	Other:				
V	Gas Migration Monitoring & Management System Operation & Maintenance				
	Landfill Gas Migration Monitoring	LS	\$4,804.42	1	\$4,805.00
	Data Tabulation, Review & Assessment	LS	\$1,500.00	1	\$1,500.00
	Gas Management System Operations & Maintenance	LS	\$8,350.00	1	\$8,350.00
	Replace 20% of the Active Gas Collection System	LS	\$2,485.00	1	\$2,485.00
	Other:				
	Other:				
VI	Clean Air Act Requirements				
	Monitoring & Analysis	LS	\$6,000.00	1	\$6,000.00
	Emissions Fees	LS	\$3,000.00	1	\$3,000.00
	Destruction & Reclamation System Operation & Maintenance	LS	\$46,941.00	1	\$46,941.00
	Other:				
	Other:				
VII	Water Monitoring				
	Surface Water Sampling & Analysis				
	Groundwater Sampling & Analysis	per well	\$1,471.34	29	\$42,669.00
	Reporting	LS	\$5,000.00	1	\$5,000.00

VII Water Monitoring (Continued)				
Task	Unit	Unit Cost	Quantity	Total Cost
Other:				
Other:				
VIII Other (list)				
Qualified Professional Oversight of all Activities	LS	\$2,000.00	1	\$2,000.00
Sub-total				\$184,816.00
15% Contingency				\$27,722.00
Total Yearly Cost				\$212,538.00
Total 30-Year Cost				\$6,376,140.00
IX Potential Corrective Action for RCRA D Landfills Operating as of July 1, 2024				
Task	Unit	Unit Cost	Quantity	Total Cost
Lump Sum	LS	\$2,000,000	1	\$2,000,000.00
Per Acre Adjustment	acres	\$5,000	25	\$125,000.00
Total Post-Closure Cost Estimate				\$8,501,140.00

SECTION III. SIGNATURES	
I Preparer (Must be a qualified Professional Engineer)	
Signature & Seal: <u><i>Derek Long</i></u>	Date: <u>03/16/2026</u>
II Permittee	
The permittee's signature shall constitute certification that the information provided in the cost estimate is true, complete, and not misleading to the permittee's knowledge and belief.	
Signature: <u><i>Andrew Hosmer</i></u>	Date: <u>Mar 18, 2026</u>

Submittal Instructions:

Submit the completed estimate in PDF via NHDES' OneStop Data Provider website using the universal Solid Waste Management Bureau site code "123456789." Submitting the application with a different site code will cause processing delays. If you are not registered as a Data Provider, please complete a registration form to request a username, pin and password. You may also submit the completed estimate in PDF via email to solidwasteinfo@des.nh.gov. Please do not submit a paper copy, unless requested to do so after the e-copy is received.



Purpose – Prepare an opinion of cost for the post-closure costs at the Lebanon Regional Solid Waste Facility (Facility) located in Lebanon, New Hampshire. This opinion of cost estimate reflects the requirements of Env-Sw 1400, effective September 3, 2024, and the current NHDES Cost Estimate Form for Post-Closure care of a Solid Waste Landfill. Costs are presented in 2026 dollars. Justification for the costs are provided below and are presented in the order they appear on the NHDES form.

The following assumptions were made in preparing the post-closure cost estimate summarized in the Post-Closure NHDES form and Table 1. The tasks identified on Table 1, and discussed below, are consistent with the tasks presented on the New Hampshire Department of Environmental Services’ (NHDES’) forms. Table 1 is provided because the NHDES’ Post-Closure form does not allow for consideration of reduced costs, which are likely to occur with time.

Task I Inspections & Reporting

- a. Twice Yearly Site Inspection & Reports
Assume bi-annual site inspections at a lump sum annual cost of \$3,600.
- b. Annual Report
Assume an annual facility report may be prepared at a lump sum annual cost of \$3,000.

Task II Site Maintenance & Repair Costs

Assume maintenance and repair costs to the GCCS infrastructure, mowing the cap, snow removal, potential repairs to soil cover, and stormwater features.

Years 1 Through 30

- a. Vegetation Control
Mowing is \$63.16/acre (based on value from 2026 Q1 R.S. Means Site Work and Landscape Cost Data) annually, the site is 25.0 acres, annual mowing cost is \$1,579.
- b. Stormwater Management System Maintenance
Stormwater Maintenance is assumed to be an annual lump sum amount of \$2,000.
- c. Roadway Maintenance
Snow removal is \$0.00574/sf (based on value from 2026 Q1 R.S. Means data) and area to be plowed is approximately 30,000 sf. Assumed the site would be plowed 10 times a year. Annual snow removal cost is \$1,722.
- d. Access Control Maintenance
Assume DPW facilities will remain operational throughout post-closure therefore there is no anticipated costs for access control maintenance.
- e. Erosion and Subsidence Repair
 - Assume Cover Maintenance and Planting is \$3,617/acre (based on value from 2026 Q1 R.S. Means data) and only 1 acre per year will require this work.
 - Assume subsidence repair will be needed every 5 years. Assume 1 day of bulldozer work at \$2,448.23 based on 2026 Q1 RS Means data. Assume 100 cy of soil materials priced at \$29.28/cy (from NH Department of Transportation, Weighted Unit Prices for Projects 2/1/2025 – 2/1/2026, Item 647.1 - Humus, Group A.)

- Based on the assumptions above, assume erosion and subsidence repair will have an annual cost of $\$3,617 + (\$2,448.23 + \$2,928)/5 = \$4,692$.

Task III Settlement Monitoring
Years 1 Through 30

- Field Survey & Report
 Assume the annual cost of \$2,500 for settlement survey (\$2,050 for Phase 1, Phase II-A and Phase II-B, and an additional 20 percent for Phase II-C).
- Data Review & Assessment
 Assume cost for data review and assessment is included in the above.

Task IV Leachate Collection System Monitoring, Operation & Maintenance

Assume leachate volumes decrease after cap is constructed such that ten percent of current operational flows will be collected in years 1 through 10, decreasing to five percent in years 11 through 30 of the post-closure period. Assume that the organics concentration of the leachate exceeds the strength of the wastewater for years 1 through 5 and requires a sewer organics surcharge by the City treatment plant. Additionally, assume the organics concentration does not exceed the strength of the wastewater for years 6 through 30 and no sewer organics surcharge will be required. The total 2025 leachate flow for Phase I, Phase II-A, Phase II-B, and Phase II-C was 7,346,499 gallons.

- Leachate Sampling & Analysis
 - The following costs associated with leachate sampling and analysis are based on a January 2026 Eurofins quote provided by Butch Carpenter – Lebanon Solid Waste Manager:
 - Sampling and analysis per the solid waste permit for the facility shall be completed three times a year at the lump sum annual amount of \$671.35
 - Sampling and analysis per the industrial discharge permit for the facility shall be completed quarterly at the lump sum annual amount of \$5,381.82.
 - Sampling and analysis of BOD monthly at the lump sum annual amount of \$423.93.
 - Based on the above assumptions, assume an annual lump sum of \$6,477.10 for leachate sampling & analysis.

b. Disposal Costs

Years 1 Through 5

- Total yearly leachate flow for Phases I, II-A, II-B, and II-C is 734,650 gal. (10 percent of the total flow 7,346,499 gal.) will be used.
 - Sewer charges are assumed to be \$0.018/gallon, therefore for 734,650 gal. of leachate the annual cost will be \$13,224.
 - Sewer organics surcharge is calculated based upon Chapter 136-75 of the City of Lebanon Code which stipulates that surcharges shall be based on excess strength of the wastewater as shown below.

$$\text{BOD: Volume (MG)} \times 8.34 \times [\text{BOD-300 (mg/L)}] \times \$/\text{lb}$$

Sewer organics surcharge per pound is assumed to be \$0.20/lb. BOD concentration is conservatively assumed to be 1,000 mg/L. Therefore, for 734,650 gallons of leachate, the annual cost will be:

$$\text{BOD} = \frac{734,650 \text{ gal}}{1,000,000} \times 8.34 \times \left(\frac{1000 \text{ mg}}{\text{L}} - \frac{300 \text{ mg}}{\text{L}} \right) \times \frac{\$0.2}{\text{lb}} = \underline{\$858}$$

Years 6 Through 10

- Total leachate flow is 7,346,499 gal.; therefore 734,650 gal. (10 percent of the flow) will be used.
 - Sewer charges are assumed to be \$0.018/gallon, therefore for 734,650 gal. of leachate the annual cost will be \$13,224.
 - Sewer organics surcharge is removed.
 - All other maintenance and sampling and analysis costs will remain unadjusted.

Years 11 Through 30

- Total leachate flow is 7,346,499 gal.; therefore 367,325 gal. (5 percent of the flow) will be used.
 - Sewer charges are assumed to be \$0.018/gallon, therefore for 367,325 gal. of leachate the annual cost will be approximately \$6,612.
 - Sewer organics surcharge is removed.
 - All other maintenance and sampling and analysis costs will remain unadjusted.

c. Electricity Costs

Based upon estimated 2025 electrical costs, the electrical costs for the existing pump house and the additional Phase II-C side riser building were calculated to be an annual lump sum amount of \$20,000.

d. Leachate Management System Operation & Maintenance

- Assume two days of catch basin cleaning will occur bi-yearly at a cost of \$909.16 (\$454.58 per year) based on 2026 Q1 RS Means data.
- Assume 1,500 ft of pipe is cleaned every 5 years at \$2,796.15 (\$559.23 per year) based on 2026 Q1 RS Means data.
- Assume leachate pump maintenance will cost \$1,400 each year.
- Based on the above assumptions, assume an annual lump sum of \$2,414 for leachate management system operation and maintenance.

Task V Gas Migration Monitoring & Management System Operation & Maintenance

a. Landfill Gas Migration Monitoring

Assume the annual cost of \$4,804.42 for the quarterly monitoring of landfill gas will be required to be completed throughout the post-closure monitoring period (based on a January 2026 Eurofins quote provided by Butch Carpenter – Lebanon Solid Waste Manager). NHDES may permit some reductions to the frequency and locations after several years; however, this should not be relied upon.

b. Data Tabulation, Review & Assessment

Assume an annual lump sum amount of \$1,500.

c. Gas Management System Operations & Maintenance

- Routine maintenance of GCCS infrastructure within the landfill. Assumed \$1,200/year for minor repairs to wellheads that may be required.
- Monthly monitoring of collection system, and well field balancing. Assumed 8 hours per month for monthly maintenance tasks and balancing the well field. Using an hourly rate of \$70/hour, the annual cost is approximately \$6,720 per year (based on BGEC, LLC 2026 Schedule of Fees).

- Replacement of condensate knockout pump every 10 years. Assumed cost of \$4,300 installed equates to an annual cost of \$430.
 - With these assumptions and calculations, the total annual cost for operation and maintenance of the gas management system is \$8,350.
- d. Replace 20% of the Active Gas Collection System
 Replace 20% of the Active Gas Collection System (Vertical wells)
 Assume \$150 per vertical foot of extraction well.
 Below are quantities for vertical feet of extraction wells. Stage I wells have already been installed (quantities are from contractor bids). Quantities for Stage II and Stage III are from the proposed Lebanon Landfill GCCS Construction Project.

Construction Event	Vertical Extraction Wells (VF)
Stage I	430
Stage II	728
Stage III	1,328
Total	2,486
20% of Total	497

With these assumptions, the annual cost for years 1 through 30 is estimated to be:

$$\frac{\$150/\text{VF} \times 497 \text{ VF}}{30 \text{ years}} = \$2,485 \text{ per year}$$

Task VI Clean Air Act Requirements

- a. Monitoring & Analysis
 Assume semi-annual and annual reporting requirements under a state permit to operate which could be an annual lump sum amount of \$6,000 to prepare.
- b. Emissions Fees
 Assume an annual lump sum of \$3,000.
- c. Destruction & Reclamation System Operation & Maintenance
 - Routine maintenance of control system and flare. Assumed 4 hours per week for weekly tasks including checking flow rate, pressure, temperature, and monitoring inlet gases. Assuming an hourly rate of \$70/hour, the annual cost is approximately \$14,560 per year (based on BGEC, LLC 2026 Schedule of Fees).
 - Semi-annual maintenance of blower bearings, testing automated devices, gas canister maintenance/refill, and coordinating any unscheduled maintenance. Assumed 4 hours labor, at an hourly rate of \$70/hour, per event or \$560 per year (based on BGEC, LLC 2026 Schedule of Fees).
 - Unscheduled responses to alarm conditions, expected to occur 4 times per year. Assumed 6 hours labor, at an hourly rate of \$70/hour, per event, which equates to an annual cost of \$1,680 (based on BGEC, LLC 2026 Schedule of Fees).
 - Replacement of blower/flare/control parts. Assumed 8 hours labor, at an hourly rate of \$70/hour, and \$1,000 parts or total of \$1,560 per year (based on BGEC, LLC 2026 Schedule of Fees).
 - The City's 20 hp blower is needed for the GCCS, which corresponds to approximately 15KW. Assume that the facility will pay approximately \$0.2099/KWH for electricity (Liberty Utilities 2026 rate for

Lebanon, NH); therefore, assuming that the blower and flare run 24 hours per day, the expected cost for electricity is approximately \$27,581/year.

- With these assumptions and calculations, the total annual cost for operation and maintenance of the destruction and reclamation system is \$46,941.

Task VII Water Monitoring

Years 1 Through 30

a. Groundwater Sampling

Assume the current program of semiannual water quality monitoring of 29 monitoring wells continues at an annual cost of \$42,668.82 per year (based on a January 2026 Eurofins Quote provided by Butch Carpenter – Lebanon Solid Waste Manager)

b. Reporting

Assume annual report is prepared at a cost of \$5,000.

Task VIII Other

Assume \$2,000 per year for project management activities related to overseeing all the post-closure tasks, as listed, and described above.

Task XI Potential Corrective Action for RCRA D Landfills Operating as of July 1, 2024

A lump sum of \$2,000,000 plus \$5,000 per acre is included per the NHDES Post-Closure Table.

7. Status of reserve funds relating to closure and monitoring

The starting fund balance for January 2026 was \$11,835,820 and increases monthly based on the contribution described above. This is described in the 20260318 COL Financial Assurance Update that is attached.

8. Whether adjustments should be made to fees paid by users outside of Lebanon and/or adjustments to number of participating communities to extend landfill life and/or increase reserve funds

Discussions have begun to look at the overall fee structure and operational needs for the facility. This will be included in the business plan that is scheduled for 2027. Attached is a breakdown of percent of MSW received by municipality. This will be needed to inform the business plan of impacts to changing the participating communities.

Supporting documentation as follows:

- A. MSW by Town
- B. Landfill MISC Averages

8A. MSW by Town

Municipality	2023 MSW Tonnage	2024 MSW Tonnage	2025 MSW Tonnage	3 YR Tonnage Avg	Percent of 3 yr tonnage avg	2026 MSW Tipping Fee \$155 3 YR Avg	REVENUE		
Lyme	498.92	472.23	465.09	478.7466667	1.3%	\$	74,205.73		
Lebanon	13038.54	13555.51	12736.97	13110.34	36.0%	\$	2,032,102.70		
Hanover	4241.93	4813.62	5033.47	4696.34	12.9%	\$	727,932.70		
Enfield	2195.14	2350.12	2434.67	2326.643333	6.4%	\$	360,629.72		
Canaan	2372.64	2065.46	1985.75	2141.283333	5.9%	\$	331,898.92		
Grafton	515.89	550.12	503.31	523.1066667	1.4%	\$	81,081.53		
Orange	0	241.18	27.89	89.69	0.2%	\$	13,901.95	37.1%	
Plainfield	853.07	867.61	1003.51	908.0633333	2.5%	\$	140,749.82	73.1	100
Newbury	804.39	497.76	761.54	687.8966667	1.9%	\$	106,623.98	25.99179	19
Orford	1318.61	1742.48	1080.88	1380.656667	3.8%	\$	214,001.78		
Sutton	317.4	292.04	259.14	289.5266667	0.8%	\$	44,876.63		
Wentworth	0	0	0	0	0.0%	\$	-		
Bridgewater(GUVSWD)	520.17	695.82	888.16	701.3833333	1.9%	\$	108,714.42		
Hartford (GUVSWD)	5890.57	5552.42	5450.18	5631.056667	15.5%	\$	872,813.78		
Hartland(GUVSWD)	313.27	289.68	772.52	458.49	1.3%	\$	71,065.95		
Norwich (GUVSWD)	550.41	555.58	464.12	523.37	1.4%	\$	81,122.35		
Pomfret (GUVSWD)	45.87	46.78	90.61	61.08666667	0.2%	\$	9,468.43		
Fairlee (CVSWMD)	486.78	259.24	283.74	343.2533333	0.9%	\$	53,204.27		
Sharon(GUVSWD)	484.5	570.76	457.5	504.2533333	1.4%	\$	78,159.27		
Strafford (GUVSWD)	154.64	146.36	139.25	146.75	0.4%	\$	22,746.25		
Thetford(GUVSWD)	499.96	449.91	319.52	423.13	1.2%	\$	65,585.15		
Vershire (GUVSWD)	92.9	123.44	102.77	106.37	0.3%	\$	16,487.35		
West Fairlee (GUVSWD)	97.88	197.7	18.3	104.6266667	0.3%	\$	16,217.13		
Woodstock(GUVSWD)	1039.21	795.68	590.92	808.6033333	2.2%	\$	125,333.52		
Total	36332.69	37131.5	35869.81	36444.66667		\$	5,648,923.33		
					26.9%				

8B. Landfill MISC Averages

Item	2019	2020	2021	2022	2023	2024	6yrAverage	3 yr avg	26 Fee rate	6 yr avg revenue	3 yr avg revenue	fee due to state
C&D Waste (Tn Prie)	941.74	1,665.05	1,477.03	1,017.19	1,142.02	1,648.21	1,316.00	1,270.00	\$ 313.30	\$ 412,302.80	\$ 397,891.00	\$ 4,445.00
MSW	35,156.07	33,530.44	35,271.11	35,620.09	36,332.69	37,406.59	35,553.00	36,453.00	\$ 142.74	\$ 5,074,835.22	\$ 5,203,301.22	\$ 127,585.50
Electronics	1,786.75	1,303.00	1,272.65	287.00	297.00	548.00	918.00	378.00	\$ 112.50	\$ 20,632.50	\$ 8,505.00	\$ -
Freon Units	1,073.00	643.00	544.00	618.00	1,142.00	690.00	785.00	817.00	\$ 22.50	\$ 17,662.50	\$ 18,382.50	
Flourescent Bulbs	19,309.00	31,808.00	14,774.00	5,138.00	5,344.00	7,282.00	13,945.00	5,923.00	\$ 13.75	\$ 38,348.75	\$ 16,288.25	\$ -
Tires	1,480.64	1,000.08	526.25	202.75	420.98	585.93	705.00	404.00	\$ 30.00	\$ 7,040.00	\$ 4,040.00	\$ -
Bulky Waste (tons)	337.24	930.87	1,120.70	539.16	593.10	834.37	726.00	656.00	\$ 173.50	\$ 125,961.00	\$ 113,816.00	\$ 2,296.00
food waste (tons)	564.37	271.60	525.21	671.42	879.42	496.15	569.00	683.00	\$ 60.00	\$ 34,140.00	\$ 40,980.00	\$ 2,390.50
Brush (Tons)	42.49	280.20	299.64	1,845.45	457.01	473.82	567.00	926.00	\$ 15.00	\$ 8,505.00	\$ 13,890.00	
ABC Agg. (Tn price)	397.40	557.08	139.25	147.01	264.10	312.12	303.00	242.00	\$ 89.50	\$ 27,118.50	\$ 21,659.00	\$ 847.00
Pressurized Vessels	228.00	418.00	501.00	14.00	17.00	33.00	203.00	22.00	\$ 19.00	\$ 1,473.50	\$ 189.00	\$ -
Sludge	3,066.43	4,042.41	4,095.30	4,011.41	3,718.13	4,423.76	3,893.00	4,051.00	\$ 138.74	\$ 540,114.82	\$ 562,035.74	\$ 14,178.50
Cover Materials	14,267.84	10,914.06	9,838.70	8,879.29	16,472.60	19,283.58	13,277.00	14,880.00	\$ 17.95	\$ 209,279.05	\$ 267,096.00	\$ -

Proposed or possible action, motion, goal, and/or City Code or Policy amendment*

Determination of when to proceed with Phase 3 design and whether Phase 4 is financially viable. Discuss use by outside communities and associated fees.

**Agenda
Lebanon City Council
May 6, 2026**

12. New Business:

**12.D – Discussion RE: Preview of Guidance from the
City Council Regarding the 2027 City Budget**

Background

In recent years, the City Manager and Finance Department have provided a Financial Outlook presentation in connection with the City Council's review and adoption of the 3-year Strategic Plan. This year, the Financial Outlook presentation will be provided as part of the May 20, 2026 regular City Council meeting, since the Strategic Plan is undergoing a more comprehensive review and update process.

Following the Financial Outlook presentation, the City Council will be asked to provide preliminary guidance to the City Manager and Administration to help inform the budget preparation instructions provided to department heads.

Action

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

**Agenda
Lebanon City Council
May 6, 2026**

12. New Business:

**12.E – Discussion and Set Public Hearing for June 17, 2026:
Ordinance #2026-07, Amendments to City Code Chapter 31, Boards,
Committees and Commissions, Article XVIII, Finance Advisory Committee**

Background

On December 18, 2025, the City Council voted to pass, without alteration, a Citizens Binding Initiative Petition seeking to amend City Code Chapter 31, Boards, Committees and Commissions, to establish a Finance Advisory Committee (FAC), as reflected in Ordinance #2025-15, to become effective as of July 1, 2026.

Since the creation of the FAC was derived from a Binding Initiative Petition, the City Council had no opportunity to modify the petition or to amend the resulting Ordinance language. The Council's only options at that time were to accept and pass the Ordinance without alteration, or to order that the original, unaltered petition question be placed on the ballot for voter consideration at the March 2026 municipal election.

Even though the original Ordinance was based on a Citizens Binding Initiative Petition process, the City Council, nevertheless, retains the authority, by virtue of the City Charter, state law and case law, to amend the City Code language at any point in time after the initiative-derived language takes effect.

In an effort to address some ambiguity in the petition language relative to membership and appointment procedures and to further clarify the role of the FAC before the committee comes into existence, the City Administration has proposed several amendments to Chapter 31, Article XVIII. Specifically, the proposed amendments would clarify the appointment of citizen members by the City Council to initially-staggered terms. Thereafter, all citizen members would be appointed to two-year terms. Also, it is proposed that up to two alternate citizen members be incorporated into the membership to help ensure that a quorum of members is regularly available for meetings.

It is also recommended that the existing language be clarified with respect to the appointment of City Council representatives by the Mayor for one-year terms, which aligns with the Council's Rules and past practices for appointing Council representatives to other boards and committees. In addition, like the Economic Development Commission, it is suggested that the City Council appoint the Chairperson and Vice-Chairperson of the FAC each year from the membership of the committee. Finally, the proposed amendments attempt to clarify the role of the FAC in reviewing and advising the City Council on the annual operating and capital budgets.

As proposed, all amendments would become effective as of July 1, 2026, when the FAC comes into existence.

Action

The following motion is offered for City Council consideration:

MOVED, that the Lebanon City Council hereby schedules a public hearing for Wednesday, June 17, 2026, beginning at 7:00pm, 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 #2026-07, to amend City Code Chapter 31, Boards, Committees and Commissions, Article XVIII, Finance Advisory Committee, as presented in the May 6, 2026 City Council Agenda Packet.

Included In This Section:

1. Proposed Ordinance #2026-07
2. Chapter 31, Article XVIII, Finance Advisory Committee

**CITY OF LEBANON
ORDINANCE #2026-07**

AN ORDINANCE TO AMEND the Code of the City of Lebanon, Chapter 31, Boards, Committees and Commissions, Article XVIII, Finance Advisory Committee.

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 31, Boards, Committees and Commissions, Article XVIII, Finance Advisory Committee, as follows:

ARTICLE XVIII, Finance Advisory Committee

§31-63. Establishment; Membership.

- A. Effective July 1, 2026, the Committee ~~members shall be appointed by the City Council and shall consist of four citizen members and three City Council representatives, and up to two alternate citizen members, who shall serve staggered two year terms.~~
- B. Citizen members and alternate citizen members shall be appointed by the City Council. The terms of the citizen members and alternate citizen members shall be staggered. Two citizen members and one alternate citizen member shall initially be appointed for terms of one year and the remaining two citizen members and one alternate citizen member shall be appointed for terms of two years. Thereafter, all citizen members and alternate citizen members shall be appointed for two-years terms. City Council representatives shall be appointed by the Mayor and shall serve one-year terms. The City Council shall act within 60 days to fill vacancies.
- C. The City Council shall annually in January of each year appoint a Chairperson and Vice-Chairperson from the seven members of the Committee to serve for the upcoming calendar year.

§31-64. Purpose

- A. The purpose of the Finance Advisory Committee is to advise the City Council on future budgets and assist in determining whether the annual operating and capital budgets meets the needs of the City based on current and anticipated resources. This Committee is created pursuant to RSA 32:24, is purely advisory, and has none of the duties or authority of an official budget committee.
- B. The City Council shall review the City's annual operating and capital budgets in conjunction with the Finance Advisory Committee, the City Manager, and Department Heads. The Finance Advisory Committee may advise the City Council on matters directly related to the annual operating and capital budgets of the City. The City Council ultimately determines the final operating and capital budgets, by vote, in accordance with the requirements and procedures of the City Charter.

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 parts of this ordinance.

Section 3. Effective Date

This Ordinance shall become effective July 1, 2026.

ARTICLE XVIII
Finance Advisory Committee
[Adopted 12-18-2025 by Ord. No. 2025-15, effective 7-1-2026]

§ 31-63. Establishment; membership.

- A. Effective July 1, 2026, the Committee members shall be appointed by the City Council and shall consist of four citizen members and three City Council representatives, who shall serve staggered two year terms.

§ 31-64. Purpose.

- A. The purpose of the Finance Advisory Committee is to advise the City Council on future budgets and assist in determining whether the budget meets the needs of the City based on current and anticipated resources. This Committee is created pursuant to RSA 32:24, is purely advisory, and has none of the duties or authority of an official budget committee.