

**FINAL**

**LEBANON SCHOOL DISTRICT & CITY COUNCIL  
JOINT PARTNERSHIP TASK FORCE  
CITY COUNCIL CHAMBERS, CITY HALL OR  
REMOTE VIA VIRTUAL PLATFORM  
THURSDAY JANUARY 13, 2026 6:00PM**

**CITY COUNCIL / STAFF MEMBERS PRESENT:**

City Manager Andrew Hosmer, Mayor Douglas Whittlesey, Tim McNamara, Nicole Ford Burley, Nate Reichert

**SCHOOL DISTRICT MEMBERS PRESENT:**

Superintendent Amy Allen, Lilian Maughan (School Board Chair), Kevin Schutz, Joe Castelot, Tim Ball (SAU 88 Business Manager) (REMOTE)

Meagan Henry

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**1. CALL TO ORDER:**

City Manager Andrew Hosmer called the meeting to order at 6:00pm. He reviewed the City's meeting in-person and REMOTE attendance policies and procedures.

**2. APPROVAL OF MINUTES – December 09, 2025**

*A MOTION was made by Nicole Ford Burley to approve the December 09, 2025 Meeting Minutes as presented. The MOTION was seconded by Lilian Maughan.*

*\* The MOTION was approved (7-0)*

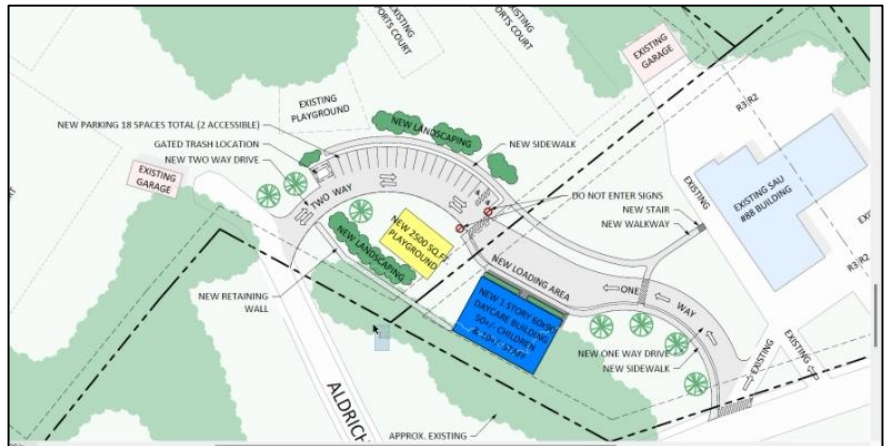
**3. NEW BUSINESS**

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

- **Discuss Potential Use of SAU Building – Boys and Girls Club of Central and Northern New Hampshire**

Mr. Chris Emond (CEO of Boys & Girls Club of Central/Northern NH) and Mr. Frank Anzalone (architect and B&G Board member) were present. They gave an overview of a proposed conceptual plan for a daycare and parking on sites next to the existing SAU Building. Mr. Anzalone said there are two properties (one owned by SAU and one owned by the City) involved in the proposed site. He said they created a plan for an early childcare/daycare for about 50 children on the SAU property and parking could be constructed on the City-owned property. He said the proposed new building is one-story, 60 feet by 90 feet in area.

The group discussed impacts of increased traffic on near Aldrich Avenue. Mr. McNamara suggested making Aldrich Avenue an exit (one-way) out of the new daycare center to eliminate traffic build-up. The group also discussed uses of the SAU Building that would involve parking spaces. Mr. Anzalone said they could possibly add additional parking across the street from the daycare. The group discussed the current parking needs of the City and SAU employees that use the SAU building, and ways to add additional parking to the area.



The group discussed how there will need to be an agreement between the City and the SAU District in order to move forward with the project. They discussed what might be involved in a lease agreement (which would probably not have to go to referendum) and agreed to consult legal counsel to determine the details. Mr. Emond discussed the terms that would be proposed by the Boys & Girls Club to use the building. He said he could send an existing agreement the organization has with a Concord facility as an example.

Ms. Nancy Merrill (Ward 3) asked how this proposal will be presented to the public and the City Council, School Board, and other involved Boards/Committees. Mr. Nate Riechert (Planning and Zoning Director) explained the process of presenting projects before the Zoning Board and Planning Board, once a plan has been more formalized.

Mayor Whittlesey said next step would be to authorize the CM and Superintendent to move forward with presenting the idea to their respective council/board.

Ms. Rebecca Owens explained the process of presenting this project as an applicant for the Federal grant funding that the City has been awarded to build a daycare.

***A MOTION was made by Doug Whittlesey that the Joint School Board / City Task Force recommends that the City Council and the Lebanon School Board authorize their respective administrations to enter into letters of intent to begin the negotiations regarding a potential child care facility on SAU88 and City property. The MOTION was seconded by Lilian Maughan.***

***\* The MOTION was approved (7-0)***

## **B. Discussion of Potential Adjustment of Seminary Hill Property Boundaries**

Planning and Zoning Director Nate Reichert shared a GIS map of the parcels that would be involved in the proposed land swap between the SAU and the City, which includes the Dana House and the shed/garage.

The group discussed what land would be involved in a land swap between the City and the SAU for the land under the Dana House and the back lot/shed area. The group agreed that once a surveyor can determine the exact measurements of the land involved, they would resume the discussion of the swap. They agreed upon a goal of December 15, 2026 to have the land swap agreement finalized to be presented to the City Council in January.

Mr. Emond said he could get a cost estimate for a survey of the area and submit a proposal for the survey by the February 10, 2026 meeting.

#### **C. Budget Discussion**

Superintendent Allen said the SAU has a budget hearing tomorrow when warrants will also be discussed. Mr. Ball said the budget is a 4.5% increase from last year. He discussed the default budget calculations, which he said is about \$606,000 less than the proposed budget. Ms. Allen said the Deliberative Session will be held on Jan 31, 2026 from 9am to 3pm, with a snow date of February 2, 2026. Mayor Whittlesey noted that the City budget passed with rate increase 0.70% from last year.

The group discussed whether CyberSecurity and Recreation, Arts, and Parks Department will move to the SAU Building. City Manager Hosmer said both departments have some years remaining on their current leases so they probably would not move for a few years.

#### **4. FUTURE AGENDA ITEMS**

None

#### **5. NEXT MEETING DATE**

February 10, 2026

#### **6. OTHER BUSINESS**

None

#### **7. ADJOURNMENT**

*A MOTION was made by Tim McNamara to adjourn the meeting. The MOTION was seconded by Douglas Whittlesey.*

*\* The Motion was approved (7-0).*

The meeting was adjourned at 7:16pm.

Respectfully Submitted,  
Paula Roux  
Recording Secretary