



**LEBANON AIRPORT-TECH PARK TIF ADVISORY
BOARD
AUGUST 27, 2026 - 5:30 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

1. Call to Order

The August 27, 2026 Lebanon Airport-Tech Park TIF Advisory Board Meeting is hereby called to order.

2. Approval of Minutes

A. July 8, 2026

3. New Business

A. Discuss and recommend projected revenue and proposed appropriations for the 2027 Budget

4. Other Business

5. 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.

DRAFT

LEBANON AIRPORT-TECH PARK TIF ADVISORY BOARD
JULY 8, 2025 – 6:00PM
Meeting Room 1 – City Hall – or remote via Virtual Platform
MINUTES

MEMBERS PRESENT: Chris Simon (City Council Rep), Jason Archambeault, Kelly Caron
STAFF PRESENT: Deputy City Manager David Brooks

1. CALL TO ORDER:

The July 8, 2025 Lebanon Airport-Tech TIF Advisory Board Meeting was called to order.

2. NEW BUSINESS:

- A. Discuss and make recommendations for the projected revenue and proposed appropriations for the 2026 Budget

Mr. Brooks explained that the budget estimate for this year is approximately \$96,500. At the end of the last tax year there were two new buildings in the TIF District which were not fully completed, but they have been completed as of this year, so the valuations have increased respectively.

Jason Archambeault asked if there is additional interest in any of this property. Mr. Brooks explained that the City's Airport Park property is being marketed by a local broker, but must remain in City ownership, which may dampen commercial interest. If there is development interest, the City would set up lease arrangements.

Motion by Jason Archambeault to set the budget, as presented. Second by Kelly Caron.

** The Vote on the MOTION was approved by roll call: Chris Simon – aye; Jason Archambeault – aye; and Kelly Caron – aye; (3-0).*

3. OTHER BUSINESS

None at this time.

4. ADJOURNMENT

Motion by Jason Archambeault to adjourn at 6:05PM. Second by Kelly Caron.

** The Vote on the MOTION was approved by roll call: Chris Simon – aye; Jason Archambeault – aye; and Kelly Caron – aye; (3-0).*

Respectfully submitted,
Kristan Patenaude



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Lebanon Airport-Tech Park Tax Increment Financing (TIF) District Advisory Board,

On November 6, 2019, the City Council voted to establish the Lebanon Airport-Tech Park TIF District, pursuant to RSA 162-K, and adopted the Lebanon Airport-Tech Park TIF District Development Program and associated documents. As required by RSA 162-K:14, the City subsequently established a Lebanon Airport-Tech Park TIF Advisory Board to advise the City Council and the District Administrator (the City Manager) on the policies and actions for the administration of the District related to planning, construction, and implementation of the TIF District Development Program, and on the maintenance and operation of the District after the program has been completed.

When the Lebanon Airport-Tech Park TIF District was established in 2019, the assessed value of the properties within the district was \$670. For 2026, the assessed value of the properties within the district is approximately \$3.5M. In accordance with the TIF District Development Program and Financing Plan, the tax revenue on the 'increment' is placed within the Lebanon Airport-Tech Park TIF Fund for use on projects within the TIF District.

Since 2024, the City has utilized Airport-Tech Park TIF revenues toward debt service payments on the bond funds for the extension of Airpark Road and infrastructure within the TIF District. Excess Airport-Tech Park TIF funds not spent during any fiscal year accumulate within the Airport-Tech Park TIF Unassigned Fund Balance.

For Fiscal Year 2027, the City Manager/District Administrator recommends that the Lebanon Airport-Tech Park TIF Advisory Board support the transfer of \$80,000 from the Lebanon Airport-Tech Park TIF Fund to the Airport Fund for use toward debt service payments on the bond funds for the extension of Airpark Road and associated infrastructure within the TIF District.

TAX INCREMENT FINANCE DISTRICT								
							Estimates	Estimates
AIRPARK TIFD								
REVENUE	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
1st half Warrant		\$ 6.50	\$ 7.00	\$ 5.00	\$ 24,668.06	\$ 42,448.31	\$ 38,047.00	\$ 39,000.00
2nd half Warrant	\$ 13.00	\$ 7.48	\$ 5.00	\$ 6.00	\$ 28,731.94	\$ 33,646.57	\$ 39,000.00	\$ 39,000.00
TOTAL WARRANTS	\$ 13.00	\$ 13.98	\$ 12.00	\$ 11.00	\$ 53,400.00	\$ 76,094.88	\$ 77,047.00	\$ 78,000.00
Interest Earned	\$ -	\$ -	\$ 0.14	\$ 1.40	\$ 113.12	\$ 574.56	\$ 10.00	\$ 30.00
TOTAL REVENUE	\$ 13.00	\$ 13.98	\$ 12.14	\$ 12.40	\$ 53,513.12	\$ 76,669.44	\$ 77,057.00	\$ 78,030.00
EXPENSES								
Transfer to Airport Fund-Towards Bond Payment	\$ -	\$ -	\$ -	\$ -	\$ (53,400.00)	\$ (76,094.88)	\$ (74,110.00)	\$ (80,000.00)
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ (53,400.00)	\$ (76,094.88)	\$ (74,110.00)	\$ (80,000.00)
Balance Available	\$ 13.00	\$ 26.98	\$ 39.12	\$ 51.52	\$ 164.64	\$ 739.20	\$ 3,686.20	\$ 1,716.20