



**LEBANON CITY COUNCIL
JUNE 16, 2021 - 7:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

1. Call to Order

To participate in this meeting, please [join live via WebEx](#) or call 415-655-0001 (access code: 1325 59 6080). If you have trouble accessing this meeting, please [email Shaun Mulholland](#).

B. The June 16, 2021 Lebanon City Council Meeting is hereby called to order.

2. Pledge of Allegiance

3. Public Forum Announcement by the Mayor

Any member of the public who desires to speak on any item may do so when the item is taken up by the Council and will be allowed to speak on the subject for not more than three minutes. **(Note: Speakers are asked to state their name, ward of residence, and to use the microphone provided.)**

4. Open to the Public

5. Recognitions: None

6. Approval of Minutes

A. A MOTION TO approve the minutes as presented in the June 16, 2021 agenda packet

7. Appointments

A. Library Board of Trustees, Tina Van Kley (Alternate Member)

8. Public Hearing Items

A. MID-GRANT UPDATE HEADREST REHABILITATION PROJECT – A public hearing for the purpose of receiving public input and apprising Lebanon residents on the progress of the rehabilitation project of the Headrest Facility at 14 Church Street, Lebanon.

- 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. CDBG APPLICATION AMENDMENT HEADREST REHABILITATION PROJECT – A public hearing for the purpose of receiving public input and taking action on a proposed Housing and Public Facilities grant application amendment for up to \$63,677 in CDBG funds (to be sub-granted to Headrest); and to authorize the City Manager to sign, submit, and execute any documents which may be necessary to effectuate the

CDBG application amendment.

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

9. Old Business

- A. Presentation of Second Reading to Amend Ordinance #18, Salary Plan as follows:
 - 1. Amend Article II, Non-Affiliated & LPASE Employees, Section A - Regular Full-time and Part-time Benefit Eligible Positions to reclassify the position of Human Services Director from a Grade 10 to a Grade 12; and to add the position of Deputy Assessor (Grade 9).
 - 2. Amend Article II, Non-Affiliated & LPASE Employees, Section B – Seasonal/Temporary & Stipend Employees to increase the wage ranges for Seasonal Laborers and CDL Seasonal Drivers.
- B. Rescission of Prior Funding Authorization & Appropriation for 2017 WWTP Underground Fuel Storage Tank in the amount of \$6,440
- C. Action to Rescind Emergency Ordinance #2020-11, Face Masks

10. New Business

- A. Warrant for Civil Forfeiture Notice
- B. Approval of “Juniper Circle” as the street name for the roadway to serve a 309 unit residential development at 401 Mount Support Road, Lebanon
- C. Discussion & Direction to City Administration: Preparation of Regulations to Permit Natural Burials in Old Pine Tree Cemetery
- D. Discussion & Set Public Hearing for July 7, 2021: Ordinance #2021-05 to amend City Code Chapter 68, Fees, Article III, Miscellaneous Fees, §68-15, Enumeration of Fees to correct the water rate charge approved as part of Ordinance #2020-20 for a four-inch water meter
- E. Authorization for the City Manager to enter into a lease agreement with Townsend Family Trust for property to house a tower anchor and guy wire for a communication tower at 125 Storrs Hill Road, Lebanon
- F. Request by Rock Ridge Lebanon, LLC for an abatement of Sewer Development Charges pursuant to City Code Chapter 136, Sewer Service, §136-124

11. City Manager Report

12. Council Representatives to Other Bodies Report

13. Future Agenda Items

14. Non-Public Session

15. Adjournment

Lebanon City Council Agenda
June 16, 2021

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 visit LebanonNH.gov/Live for full details.

FUTURE BOARD/COMMITTEE/COMMISSION APPOINTMENTS

Board/Committee: Heritage Commission
Position: City Historian
Applicant: C. Porter
Assigned Councilor: K. Hill
Reassigned Date: 5/26/2021

Board/Committee: Heritage Commission
Position: City Historian
Applicant: N. Burling
Assigned Councilor: C. Below
Reassigned Date: 6/1/2021

Board/Committee: Heritage Commission
Position: Regular
Applicant: M. Smith
Assigned Councilor: G. Sykes
Reassigned Date: 5/27/2021

Board/Committee: Conservation Commission
Position: Alternate
Applicant: M. Smith
Assigned Councilor: K. Zook
Reassigned Date: 5/27/2021

Note: While 1 City Councilor is officially assigned to interview each applicant, any City Councilor may interview any applicant for any position to better inform their decision.

PROPOSED FUTURE AGENDA ITEMS: Dates may be tentative and this list not considered all-inclusive.

JULY 7, 2021

PUBLIC HEARING ITEMS:

- A. AMEND ORDINANCE NO. 18, SALARY PLAN – A public hearing for the purpose of receiving public input and taking action to Amend Ordinance #18, Salary Plan as follows:
1. Amend Article II, Non-Affiliated & LPASE Employees, Section A - Regular Full-time and Part-time Benefit Eligible Positions to reclassify the position of Human Services Director from a Grade 10 to a Grade 12; and to add the position of Deputy Assessor (Grade 9)
 2. Amend Article II, Non-Affiliated & LPASE Employees, Section B – Seasonal/Temporary & Stipend Employees to increase the wage ranges for Seasonal Laborers and CDL Seasonal Drivers.

NEW BUSINESS:

- A. Review and discussion of Proposed Open Space Plan.
- B. Review and Adoption of City Council Policy CC-105, Community Revitalization Tax Relief Incentive Program Guidelines.
- C. Presentation & Discussion of Proposed Amendment to City Council Rules, Section A191-5, Robert's Rules of Order
- D. Discussion & Set Public Hearing for July 7, 2021: Ordinance #2021-06 to amend City Code Chapter 31, Boards, Committees & Commissions to establish a Diversity, Equity & Inclusion Commission

JULY 19, 2021 – SPECIAL MEETING:HOUSING

JULY 21, 2021

OLD BUSINESS:

- A. Action to adopt amendment to Council Rules, Section A191-5, as presented on July 7, 2021

NEW BUSINESS:

- A. Annual review and re-adoption of Cash Management & Investment Policy (Tentative)
- B. Annual review of Fund Balance Policy (Tentative)

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- C. Annual review of Capital Reserve Fund Policy (Tentative)
- D. Review and Discussion of 2021 2nd Quarter Budget Reports and Release of Public Schools Impact Fees