

FINAL

**LEBANON CITY COUNCIL
MINUTES, REGULAR SESSION
Wednesday, June 2, 2021, 7:00 p.m.
Remote Via Webex: LebanonNH.gov/Live**

MEMBERS PRESENT: Mayor Tim McNamara, Assistant Mayor Clifton Below, Erling Heistad, Karen Liot Hill, George Sykes, Douglas Whittlesey, Devin Wilkie, Jim Winny and Karen Zook

MEMBERS ABSENT: None

STAFF PRESENT: City Manager Shaun Mulholland, Deputy City Manager Paula Maville, Deputy City Clerk City Clerk Lori Gould, Assistant City Clerk Alesia Williams, City Manager Executive Assistant Beth Beraldi, Director of Planning & Development David Brooks, Airport Director Carl Gross, Recreation, Arts & Parks Director Paul Coats, GIS Coordinator Mark Goodwin, City Consultant Shelley Hadfield

1. CALL TO ORDER: Mayor McNamara called the meeting to order at 7:00 p.m.

This meeting took place virtually due to the COVID-19 Pandemic and was conducted in accordance with the Emergency Orders issued by the New Hampshire Governor according to NH RSA 91-A "Right-to-Know Law."

All Councilors attending the meeting remotely are listed above.

2. PLEDGE OF ALLEGIANCE: Mayor McNamara led the Council in the Pledge.

3. PUBLIC FORUM: Mayor McNamara made the Public Forum announcement.

4. OPEN TO PUBLIC: No one from the public came forth.

5. RECOGNITIONS: NONE

6. ACCEPTANCE OF MINUTES:
- May 5, 2021 (Non-Public Session)
- May 19, 2021 (Special Meeting)
- May 19, 2021 (Regular Session)

*Councilor Heistad MOVED to approve the May 5, 2021 (Non-Public Session), the May 19, 2021 (Special Meeting), and the May 19, 2021 (Regular Session) minutes as written and presented in the June 2, 2021 City Council agenda packet.
Seconded by Councilor Liot Hill.*

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

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

7. APPOINTMENTS:

- Economic Development Commission, Johanna Cicotte (Citizen Representative)

Councilor Whittlesey put forth the NOMINATION of Johanna Cicotte as a Citizen Representative to the Economic Development Commission. Two Year Term (6/21 – 6/23)

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

****The Vote on the NOMINATION was unanimously approved by those present (8-0).***

8. PUBLIC HEARING ITEMS:

- A. SPECIAL ASSESSMENT DISTRICT MOUNT SUPPORT ROAD/LAHAYE DRIVE – A public hearing for the purpose of receiving public input and taking action to establish a special assessment district to pay for traffic improvements at the intersection of Mount Support Road and Lahaye Drive, Lebanon.**

For complete details, please see the following documents that were included in the agenda packet:

1. April 12, 2021 Memorandum from David Brooks, Planning & Development Director, re: Proposed Mount Support Road Special Assessment District
2. Map of Mount Support Road – Special Assessment District, dated May 19, 2021
3. Property Owner Spreadsheet for Mount Support Road – Special Assessment District, dated May 19, 2021
4. City Code Chapter 147 – Special Assessment Procedure
5. Notice of Public Hearing as Published in the May 22, 2021 Edition of the Valley News

Information available but not included in this Section:

1. City of Lebanon Charter, Section C419:57 - Special Assessments - Council Resolutions
2. NH RSA 52-A – Special Assessment Districts

Councilor Whittlesey recused himself from this discussion/vote.

Planning & Development Director David Brooks came forth representing the above Special Assessment District and shared a map and reviewed the background on this project.

During the course of Planning Board review for several large development projects along Mt. Support Road in the last 12-18 months, traffic studies prepared on behalf of the applicants have highlighted that the intersection of Mt. Support Road and Lahaye Drive is approaching its operational capacity overall and that certain turning movements are already over capacity and failing from a transportation standpoint. In response, the Planning and Public Works Departments worked jointly to prepare a capital improvement project proposal to determine the improvements required to address the existing deficiencies and future operating needs at the intersection.

In December 2020, the City Council approved a capital project for the initial design and permitting phase for traffic and transportation improvements at the intersection. The source of funding for the project was

to come from a Special Assessment District to be created, which would be comprised of properties that would be specially benefitted by the proposed improvements.

Pursuant to NH RSA 52-A, Special Assessment Districts are districts in which public facilities and services are to be provided and in which special assessments and charges may be levied and collected to pay for those public facilities and services. Pursuant to Chapter C419:57 of the City of Lebanon Charter, the City Council has the power to determine that the whole or any part of the expense of any public improvement shall be defrayed by special assessments upon the properties especially benefitted and shall so declare by resolution.

On March 30th, the Planning and Development Department hosted a Community Conversation with potentially affected property owners and provided an overview presentation of the reasons for proposing the District, the methodology for calculating each property's proportionate share, the anticipated capital improvements needed for the intersection, and the additional steps necessary to create and implement the proposed District. On May 5th, the Planning and Development Department provided a similar presentation to the City Council.

Councilor Sykes arrived remotely at 7:15 PM.

Mayor McNamara opened the Public Hearing. Hearing no comments from the public, the Public Hearing was closed.

ACTION:

Councilor Liot Hill MOVED the following:

RESOLUTIONS:

1. INITIATION OF SPECIAL ASSESSMENT DISTRICT PROCESS

FOR THE PURPOSE OF initiating the process to create a Special Assessment District under Chapter 147 of the City Code to propose that the expense of design and permitting of traffic and transportation improvements in and near the intersection of Mt. Support Road and Lahaye Drive in the Mount Support Road Special Assessment District shall be paid in whole by a special assessment levied upon the properties which shall receive such special benefit.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that on May 5, 2021, the City Manager and the Planning and Development Department presented plans, specifications, and estimated costs for the proposed public improvements, and prepared a special assessment list containing all properties on which the special assessment is to be levied, and informed the City Council as to the completion of such actions, for the purpose of enabling the Council to schedule a public hearing on the proposal.

2. ESTABLISHMENT OF MOUNT SUPPORT ROAD SPECIAL ASSESSMENT DISTRICT

FOR THE PURPOSE OF declaring that the expense of design and permitting of traffic and transportation improvements in and near the intersection of Mt. Support Road and Lahaye Drive

in the Mount Support Road Special Assessment District shall be paid in whole by a special assessment levied upon the properties which shall receive such special benefit.

WHEREAS plans, specifications and estimated costs of the proposed public improvement have been obtained or estimated and such documents and information have been made available for public inspection; and

WHEREAS a public hearing upon the proposal was held on June 2, 2021, following proper notice to the public and to all owners of property to be part of the Special Assessment District.

NOW THEREFORE BE IT RESOLVED that a Special Assessment District to be known as the “Mount Support Road Special Assessment District” is herewith established for the purpose of funding the design and permitting of traffic and transportation improvements in and near the intersection of Mt. Support Road and Lahaye Drive, such District to be comprised of the following properties upon which a special assessment will be levied:

- | | |
|-----------------------------|------------------------------------|
| • Map 10, Lot 8 | Dartmouth Hitchcock Medical Center |
| • Map 10, Lot 8, Plot 100 | Dartmouth Hitchcock Medical Center |
| • Map 10, Lot 8, Plot 300 | Dartmouth Hitchcock Medical Center |
| • Map 10, Lot 8, Plot 200 | Mary Hitchcock Memorial Hospital |
| • Map 10, Lot 8, Plot 70100 | Mary Hitchcock Memorial Hospital |
| • Map 10, Lot 21 | Mary Hitchcock Memorial Hospital |
| • Map 10, Lot 22 | Mary Hitchcock Memorial Hospital |
| • Map 10, Lot 23 | Mary Hitchcock Memorial Hospital |
| • Map 10, Lot 25 | Mary Hitchcock Memorial Hospital |
| • Map 24, Lot 6 | Mary Hitchcock Memorial Hospital |
| • Map 10, Lot 8, Plot 70200 | Dartmouth College Trustees |
| • Map 10, Lot 24, Plot 100 | Dartmouth College Trustees |
| • Map 10, Lot 24, Plot 200 | Dartmouth College Trustees |
| • Map 24, Lot 2 | Dartmouth College Trustees |
| • Map 24, Lot 3 | Dartmouth College Trustees |
| • Map 24, Lot 4 | Dartmouth College Trustees |
| • Map 24, Lot 8 | Dartmouth College Trustees |
| • Map 24, Lot 1 | Alfred P. & Lorelee S. West, Jr. |
| • Map 24, Lot 11 | Audubon Timberwood, LLC |
| • Map 10, Lot 6, Plot 200 | David’s House, Inc. |
| • Map 10, Lot 6, Plot 100 | Northern NE Tele Oper., LLC |
| • Map 24, Lot 10 | Pat Lumber Jack, Inc. |
| • Map 24, Lot 9 | Sylvia D. Lahaye Estate |
| • Map 24, Lot 7 | Upper Valley Supportive |

NOW THEREFORE BE IT FURTHER RESOLVED, that the basis for the assessment among the properties within the District shall be the proportionate share of traffic passing through the Mt. Support Road/Lahaye Drive intersection generated from each property within the District as determined by traffic studies, including the Traffic Impact and Access Study submitted for the

Dartmouth Hitchcock Medical Center Expansion, prepared by VHB, dated November 2019; the Traffic Impact Assessment for the Dartmouth College/Michael's Student Living residential development, prepared by VHB, dated February 7, 2020; the Traffic Impact Assessment for Saxon Partners (The Marek at Lebanon, NH) residential development, prepared by VHB, dated February 28, 2020; and the Traffic Impact Study for Ivy Commons (now known as Timberwood Commons), prepared by RSG, dated July 2007; as well as trip generation information published by the Institute of Transportation Engineers (ITE). The methodology and calculations for each property's proportionate share shall be consistent with the plan that was presented to the Lebanon City Council on May 5, 2021 by the Planning and Development Department, including the proportionate share attributable to the City of Lebanon. Such calculations shall be adjusted to reflect the prior contribution of Dartmouth-Hitchcock Medical Center in the amount of \$10,011.00 for conceptual design work for the intersection of Mt. Support Road and Lahaye Drive, which has been provided to the City to advance the proposed public improvements.

***NOW THEREFORE BE IT FURTHER RESOLVED*, that each time the Lebanon Planning Board grants final approval for new development of property within the Mount Support Road Special Assessment District, subsequent to the establishment of the District and prior to the actual expense of the proposed public improvements being fully repaid to the City, the proportionate share of traffic through the Mt. Support Road/Lahaye Drive intersection shall be recalculated using the same methodology consistent with the plan presented to the Lebanon City Council on May 5, 2021 and incorporating the projected traffic generated from such new development. The new proportionate share calculations shall be reflected in the next installment of special assessments to each property in the District and shall apply to the remaining balance of appropriated funds.**

3. TO TRANSFER THE SUM OF \$250,000 FOR DESIGN AND PERMITTING OF TRAFFIC AND TRANSPORTATION IMPROVEMENTS IN AND NEAR THE INTERSECTION OF MT. SUPPORT ROAD AND LAHAYE DRIVE IN ANTICIPATION OF FUTURE CONSTRUCTION TO BENEFIT PROPERTIES COMPRISING THE MOUNT SUPPORT ROAD SPECIAL ASSESSMENT DISTRICT; AND TO IMPOSE A SPECIAL ASSESSMENT FOR THE PROPOSED PUBLIC IMPROVEMENTS

***FOR THE PURPOSE OF* authorizing expenditures for costs in connection with the design and permitting of traffic and transportation improvements in and near the intersection of Mt. Support Road and Lahaye Drive benefiting those properties comprising the Mount Support Road Special Assessment District, with such costs consisting of, but not limited to, engineering design, permitting fees, and all other related costs; and**

***FOR THE FURTHER PURPOSE* of imposing a special assessment for the proposed public improvements.**

***NOW THEREFORE BE IT RESOLVED*, by the City of Lebanon, that funds be transferred in the amount of \$250,000.00 (TWO HUNDRED FIFTY THOUSAND DOLLARS), from the City's General Fund Unassigned Fund balance to the Mt. Support Road/Lahaye Drive Intersection capital improvement fund, supported in its entirety through a special assessment apportioned among the properties comprising the Mount Support Road Special Assessment District, including the proportionate share attributable to the City of Lebanon, with said special assessment not exceeding the actual cost of the design and permitting work voted to be paid by the special assessment.**

NOW THEREFORE BE IT FURTHER RESOLVED that the City Manager, after completion of the design and permitting of traffic and transportation improvements in and near the intersection of Mt. Support Road and Lahaye Drive, is authorized to apportion the total actual cost including, but not limited to, engineering design, permitting fees, and all other related costs, among the properties comprising the Mount Support Road Special Assessment District, including the proportionate share attributable to the City of Lebanon, with said special assessment to be paid in 10 equal payments over a period not to exceed 5 years. Such special assessments shall be included as part of each property's semi-annual tax bill beginning with the July 2021 tax bill.

NOW THEREFORE BE IT FURTHER RESOLVED: that Mount Support Road Special Assessment District property owners shall have the right to pay the balance due of the special assessment (principal) in full at any time, but such payment shall not be reduced in any way for a discount or adjustment and that the special assessment shall be collected by the Tax Collector in the same manner as real estate taxes pursuant to the provisions of RSA Chapter 80.

Seconded by Assistant Mayor Below.

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

Recused: Councilor Whittlesey

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

Councilor Whittlesey returned as regular member of the City Council.

B. SUPPLEMENTAL APPROPRIATION LEBANON RUSTY BERRINGS SKATEPARK

A public hearing for the purpose of receiving public input and taking action to appropriate \$15,000 for final phase improvements at Lebanon Rusty Berrings Skatepark and to authorize disbursement of \$15,000 in Recreation Arts & Parks Impact Fees as the means to pay for the work.

Included in the agenda packet: April 26, 2021 memo from Paul Coats, Recreation, Arts & Parks Director re: Authorization for disbursement of impact fee funds for Skatepark Final Phase Improvements

City Manager Shaun Mulholland came forth representing the above request, noting the phased improvements to the Lebanon Rusty Berrings Skatepark have been ongoing since 2017 as part of the Skatepark Redevelopment Capital Improvement Project. Final phases of the planned improvements are underway and include adding a transition into the park from the parking lot, removing prefabricated concrete retaining wall blocks and replacing them with a skateable retaining wall, adding some retaining walls around some Phase II features (currently experiencing erosion), and landscaping around new features. The total cost for the final phase improvements is \$70,000.

Friends of Lebanon Recreation are financing \$55,000 of the total cost, leaving a balance of \$15,000 to complete the project. Ample funds exist in the Recreation Arts & Parks Impact Fee account which Administration is requesting be utilized to fund the \$15,000 balance.

As this is an appropriation after the adoption of the 2021 Municipal Budget, Council action is required. Transfer of existing funds from the Recreation Arts & Parks Impact Fee account to the Skatepark Redevelopment Capital Improvement Project will have no adverse impacts on the tax rate.

Mayor McNamara opened the Public Hearing. Hearing no comment from the public, the Public Hearing was closed.

ACTION:

Councilor Sykes *MOVED* the following:

***RESOLVED*, by the City of Lebanon, that funds, in the amount of \$15,000 (Fifteen Thousand Dollars), be appropriated for expenditure from the Capital Improvements Fund for final phase improvements at Lebanon Rusty Berrings Skatepark to be paid for by Recreation Arts & Parks Impact Fees.**

***BE IT FURTHER RESOLVED*, by the City of Lebanon, that funds, in an amount not to exceed \$15,000 (Fifteen Thousand Dollars), be disbursed from the Recreation Arts & Parks Impact Fees Fund to the Skatepark Redevelopment Capital Improvement Project for the purpose of financing final phase improvements at Lebanon Rusty Berrings Skatepark.**

This Resolution shall be effective upon passage.

Seconded by Councilor Wilkie.

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

****The Vote on the MOTION was unanimously approved (9-0).***

C. ACCEPTANCE OF DEDICATION OF SEGMENT OF AIRPARK ROAD

A public hearing for the purpose of receiving public input and taking action to accept a dedication of a segment of Airpark Road originally dedicated in 1983 and constructed in approximately 2007.

For complete details, please review the March 31, 2021 Memorandum from Planning & Development Director David Brooks that was included in agenda packet:

Planning & Development Director David Brooks came forth representing the above and shared a map depicting the dedication of the segment of Airpark Road for the public and Council's review.

The City Council was requested to accept the dedication of an existing segment of Airpark Road, originally dedicated in 1983 and constructed in approximately 2007 to provide access to the Magic Bird facility (now Big Green Aviation). This segment of right-of-way extends from the intersection of Commerce Avenue to the northern boundary of the Airport TIF parcel and is shown on a plan approved by the Planning Board and recorded in the Grafton County Registry of Deeds as Plan #2039 (attached).

While the dedication occurred in 1983, there is no indication that the Council ever accepted the dedication.

Please see attached memo from Planning & Development Director David Brooks for more information.

Mayor McNamara opened the Public Hearing. Hearing no comments from the public, the Public Hearing was closed.

ACTION:

Assistant Mayor Below MOVED, that the Lebanon City Council hereby accepts dedication of a segment of Airpark Road, constructed in approximately 2007, and shown on a plan titled “Subdivision Plan of Land in Lebanon, New Hampshire,” prepared by Hoyle, Tanner & Associates, Inc., dated June 1978, and recorded in the Grafton County Registry of Deeds on September 30, 1983 as Plan #2039.

Seconded by Councilor Heistad.

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

****The Vote on the MOTION was unanimously approved (9-0).***

D. POTENTIAL RESCISSION OF OR AMENDMENT TO EMERGENCY ORDINANCE 2020-11, FACE MASKS

A public hearing for the purpose of receiving public input and taking action on the potential rescission of or amendment to Emergency Ordinance #2020-11, Face Masks, originally adopted by the City Council on August 12, 2020.

For detailed information, please refer to the documents below that were included in agenda packet:

1. Emergency Ordinance 2020-11, Face Masks (pages 64-68)
2. Objective Goals in New Hampshire for Continued COVID-19 Mask Wearing (Released by the NH Medical Society April 21, 2021) (pages 69)
3. May 17, 2021 NH Division of Public Health Services Recommendations for People Who Are Fully Vaccinated When Around Others from Outside the Household (pages 70-71)
4. May 18, 2021 Email from James Potter, Executive Vice President/CEO, NH Medical Society re: NHMS Mask Goal (pages 72-73)
5. May 19, 2021 Information from Michael Calderwood, DHMC Chief Quality Officer re: Masking at DHMC (pages 74-76)

Information available but not included in this section:

1. May 5, 2021 City Council Regular Session Agenda
2. State of NH COVID-19 Response Website <https://www.covid19.nh.gov/dashboard>

On August 12, 2020, the City Council adopted Emergency Ordinance 2020-11 relative to requirements of wearing face masks under certain circumstances. The City Manager, in cooperation with the Health Officer and Emergency Management Director, made recommendations to the Council to implement the provisions of 2020-11 due to the impacts of the COVID-19 virus. The ordinance itself details the reasons for implementation of the face mask requirements.

At the May 5, 2021 City Council meeting, the Council was presented with recommendations from the City Manager to:

1. Schedule a public hearing to rescind Emergency Ordinance 2020-11, but not effectuate the rescission until June 30, 2021; and
2. Determine whether the public health situation requires the wearing of face masks through an Emergency Order under the policing powers of the City or whether public health warnings and recommendations are adequate to mitigate the impacts of COVID-19.

At the May 19, 2021 City Council meeting, the Council discussed potential evaluation criteria to be utilized when considering rescission of or amendment to Ordinance 2020-11 and scheduled this public hearing to gather public input in advance of making a decision.

Data was retrieved from the COVID-19 NH.gov Dashboard (<https://www.covid19.nh.gov/dashboard>) for this discussion and was current as of Tuesday, May 25, 2021. (Please refer to graphs on page 62 of the June 2, 2021 City Council agenda packet for this information.)

Assistant Mayor Below came forth to present new data from the NH COVID-19 Response link, but first discussed his proposed amendment to Section 2 of the Mask Ordinance, noting that one of the predicates for the Mask Ordinance was the Governor's Declaration of an emergency due to the pandemic. It has been continually extended up until last Friday, May 28, 2021, at which time the Governor only extended this Emergency Declaration until June 11, 2021.

In thinking about a potential amendment to the Mask Ordinance, he addressed Section 2 of the Ordinance to align this better with the CDC's recommendations about what people who are fully vaccinated can do. Since this was not in the agenda packet, he read what the proposed language should be for Section 2 of the Mask Ordinance as highlighted in red below:

2. Members of the public entering or queued to enter; remaining in or exiting from, any business, governmental or non-profit owned premises including without limitation any outdoor area where business of any sort is conducted, work site, work place, or government building, must wear a face covering, such as a fabric mask, scarf, or bandana over their nose and mouth. This requirement shall also apply to persons traveling on public transportation such as Advance Transit buses. Policies regarding face coverings in governmental buildings within the geographical boundaries of the City of Lebanon adopted by the governmental entity having jurisdiction over such buildings are hereby recognized by this ordinance and shall control in such buildings. Property owners shall have the authority to regulate the requirement to wear masks by any person, while on the premises of their property, by allowing persons to temporarily remove their masks while remaining on the premises when it is practical or becomes necessary to do so based upon the requirements of the services provided. In addition, building owners, operators, managers, lessees, employers, businesses and non-profit organizations, as appropriate, shall have the authority to waive masking and social distancing requirements for employees and volunteers who are known to be fully vaccinated against Covid-19 while within the workplace or building space managed by them, provided however that mask requirements shall not be waived for employees and volunteers who are not fully vaccinated or whose vaccination status is unknown or who are interacting in person with members of the public who are not vaccinated or whose vaccination status is unknown.

Essentially, this allows people who are fully vaccinated in their workplace, if their employer allows it, to operate without masks. If the status is unknown, it does not require that anybody be asked about their vaccination status, nor does it require that anybody volunteer this information. However, if their status is

unknown, or if an employee is not vaccinated, or if employees interact with the public, masking would still be required in these indoor spaces under the Ordinance.

Assistant Mayor Below then reviewed the NH COVID-19 Response link that included the updated points discussed at the last meeting on May 19, 2021. These points touched on where Lebanon is at according to the metrics suggested by the NH Medical Association as listed below:

- 1) COVID-19 vaccination levels should reach a community-wide immunity of at least 70%.
- 2) Community spread of COVID-19 should be less than 50 new infections per 100,000 population over the prior 14 days.
- 3) 7-Day PCR test positivity levels should be below 5%.

This interactive link can be found at: (<https://www.covid19.nh.gov/dashboard>)

Significant key indicators for Lebanon are as follows:

- Grafton County is right at 65 per 100K population. If you drill down a little closer, we are also divided by public health regions and the public health regions are a little more specific to what is really the catchment area for Lebanon.
- We are in the Upper Valley area and Lebanon is down to 29, below that which is recommended by the NH Medical Society. This was a change from last week's numbers, and it continues to drop each time the data is updated.
- Keene, which repealed their Mask Ordinance some time ago, as well as Claremont have continued to have significantly higher levels of transmission than Lebanon is presently having.
- The positivity test rate for Lebanon has been quite low for quite a while in the Upper Valley Public Health Region. We have been down to 1% and while the number of tests conducted has been starting to drop off, the positivity rate has continued to drop. Lebanon is well below that 5% indicator.
- In terms of vaccination rates, it is interesting to note that the way Vermont is tracking it, they have Windsor County at just under 72% who have been vaccinated. This figure used everyone who has at least received one (1) dose. Orange County right now is just under that at 69.4%.
- In terms of Grafton County, on the COVID Act Now website, their estimation of the percent vaccinated in Grafton County with at least one dose, is 69.4%
- Lebanon is in the best positioned County in all of the State in terms of all the different metrics, including a very low vulnerability rate at this point. We are not quite there yet, but we are fast approaching it and are now back to where we were at the end of October 2020. We are rapidly seeing a drop off in the number of new infection rates, which means the community transmission is shrinking.
- The Mayo Clinic uses a ratio for data in New Hampshire for those who are fully vaccinated vs. at least 1 dose ration and estimates that we are pretty close to that 70% level right now. They also use a different indicator, which is actually average daily cases per 100K and using their interactive COVID mapping system, it shows New Hampshire is at the lowest level of community transmission since last summer.
- The New York Times data also shows that cases per 100K is going down, as well as all the other indicators. Grafton County is leading the State in terms of vaccination levels.

The issue is that with the expected expiration of the Governor's Emergency Orders on Friday June 11, 2021, we are faced with starting Monday, June 14th, 2021 starting with the Planning Board meeting, of going back to in-person meetings, noting the current Ordinance requirements may be difficult to administer with in-person meetings, particularly if we are trying to provide virtual connection for people who can attend remotely. The City Manager, Mayor and Assistant Mayor felt it might be prudent to consider a repeal 48-hours after the Governor's Emergency Order expires, if it is not extended, and that

would allow us to get through the weekend of June 12-13 since June 13th is Dartmouth College's graduation. Mayor McNamara noted his understanding is that the Dartmouth College graduation activities will be masked events with social distancing.

Mayor McNamara opened the Public Hearing and the following came forth to speak about the Mask Ordinance:

- Ira Richards (West Lebanon Feed & Supply): His biggest concern is from the perspective of staff who are dealing with this on a daily basis, noting as more things roll back, they are seeing a more aggressive response from customers coming into the store. Changing the language as an intermediary step to the rescission will be problematic with enforcement of who has/has not been vaccinated.
- Derek Tsakiris: He felt the Mask Ordinance was misguided and spoke about a study that just came out in the *Annals of Internal Medicine, March 2021*: Effectiveness of Adding a Mask Recommendation to other Public Health Measures to Prevent SARS COV-2 Infection in Danish Mask Wearers and noted there is little to no benefit to mask wearing. He asked the Council to end the Mask Ordinance immediately.
- Ira Richards (West Lebanon Feed & Supply): Asked if there was clarification for protecting businesses by asking clientele if they have been vaccinated, noting he has heard varied opinions on this and questioned if this was an invasion of privacy. City Manager Mulholland stated there is nothing illegal about asking that information; however, there is a bill before the NH State Legislature that would prohibit employers from asking those questions. Right now, there is nothing prohibiting you from asking that question, but there is also no requirement for people to answer that question.

Hearing no further comments from the public, Mayor McNamara closed the Public Hearing and opened this up for the Council's comments.

Councilor Whittlesey: We cannot just look at the Upper Valley, we need to consider the greater Sullivan County and other abutting areas because of the significant commuter population coming to Lebanon from them, noting that Sullivan County's rate of new case per 100K over the last 14 days is at 89, and they are at risk. From a vaccination perspective, Lebanon is at 69.4% first dose and 59% second dose, which is a long way away from 70%. Sullivan County is only at 58% first dose and only 47% have been fully vaccinated. In terms of research studies related to the efficacy of masks, he cautioned that there are very different contexts and environments in comparing the studies of Danish populations vs. studying American populations and read a study done by *Annals of Internal Medicine* noting their conclusion noting the positive efficacy of universal mask wearing policies did prevent infections and deaths. Rescinding the Mask Ordinance would put an unfair burden on businesses to either enforce, or not to enforce the Mask Ordinance. Even with the mask mandate from the City, we are seeing aggressive actions taken by individuals and if enforcement is left up to the businesses, this could only worsen.

Councilor Liot Hill: Her concern was about those who are in vulnerable situations, particularly the children, and those who are required as part of their job to interact with the public (i.e., people who have to work in restaurants, retail, and grocery stores). We are talking about public health and life or death situations where many people have died, but not in the City of Lebanon because we have taken a very cautious approach that has contributed to the low levels of COVID-19 relative to the State and to the rest of the country. She was not ready to rescind the Mask Ordinance, noting there are too many vulnerable people at this time, noting vaccines are not even available to a large portion of people in our city. Masks allow the City to open up and re-engage with each other in a way that makes people feel comfortable and safe. It allows for children who are not vaccinated to be able to interact with each other and with other people outside of their family. For mental health, it does not sound like masks have been causing the

problem – it is isolation. The City is moving in a very positive trajectory and if we can hold our ground and continue the good work that we have done over the last 14 months we can provide the best protection for our entire community. She encouraged the Council to think about rescinding this mask mandate at a date in the future because it has been so effective. It is not asking too much for people to wear their masks in certain situations so that we can take care and protect our children, the people who have compromised immune systems, and people who must interact with the public in order to earn their living.

Councilor Zook: From her perspective, she was more comfortable with having the City be the bad guy and questioned if the language in Assistant Mayor Below's proposed amendment to Section 2 could be tweaked where it says: "if the status is unknown," changing it to say "in the situation of being public facing" in order to give those employees a little support as we are transitioning toward a less-masked situation. She wanted to find a middle ground.

Councilor Wilkie: For some people getting the vaccine is not an option. He understands that we are not quite at the levels to rescind the Ordinance, but are very close. He felt it was important to keep the Ordinance in place until our criteria is reached as set by the NH Medical Society, but also felt people should be made aware that we may reach that point very soon by trying to set an end date that could be reversed if we see a rise in infection rates.

The Council reviewed and discussed data from different geographic regions surrounding Lebanon.

Councilor Whittlesey: He noted that Cornish, Claremont, Croydon, Newport, Sunapee, New London, Springfield, and Charlestown are all part of the greater Sullivan County Public Health Region and we have a large number of commuters who come to Lebanon from those areas. He concurred with Councilors Liot Hill and Zook that it is a tradeoff between the health and safety of people who either are not, or who cannot be vaccinated right now vs. the inconvenience of wearing a mask. Keeping people safe is our job, and the number of front-line people who are going to be put at risk by rescinding the Ordinance is huge.

City Manager Shaun Mulholland informed the Council that there is no requirement, effective this week, to wear a mask at the Farmer's Market, noting this was not part of the Mask Ordinance.

Councilor Winny: He agreed that we are close to the metrics but are just not there yet. Waiting a little longer would give us some time to see if these numbers are real, noting that in our area 1 or 2 positive cases can swing things more significantly than in a more densely populated area. The public side of this is important since there are people who cannot be vaccinated for various reasons. This is not a case where close is good enough.

Councilor Heistad: While visiting the hospital last week, he was assured that mask wearing was singularly responsible for saving lots of lives in the United States, particularly among infants. We have made a decision to be data driven and with the only data he knows of that we can look to is that of the NH Medical Society. He supports staying with their criteria points until we have met those requirements.

Councilor Sykes: He spent much of his adult working life in areas trying to prevent bad things from happening to people. It is clear to him that masks prevent transmission of not just COVID-19, but the general regular flu. It is time for us recognize that erring on the side of caution for a little longer is the right thing to do. He noted that there are a number of people who are afraid to leave their homes because of COVID-19 and rushing into a repeal of this mask mandate would set some of those folks a little further behind in their ability to go back to a regular life. Having to wear a mask is a minor inconvenience to help people feel safe and able to leave their home to participate with their communities as much as possible. He was not ready to rescind the Mask Ordinance at this time, but would happily look at it again.

The Council continued to discuss vaccinations rates and whether they were for all the eligible populations or an entire population; how vaccination rates were being measured in different ways by different databases; how the CDC, who is compiling this information, does not necessarily know the County people are living in so the numbers may not quite match-up; how expectations for the Farmer's Market are problematic & unfair because mask wearing is not required, which would cause some folks to not feel safe and prevent them from attending; establish and sharing with the public what the data criteria should be before rescinding the Mask Ordinance; establishing geographical areas (Sullivan County in NH and Windsor County, VT) that should be included in the metrics for lifting the mask mandate; the efficacy of masks from the CDC in the prevention/spreading of COVID-19; the difficulty in enforcing the City's mask mandate once the Governor's Emergency Order is dropped; vaccinations from Pfizer/Moderna for children ages 2-11 years and when they might be expected; and, how retailers will potentially face difficulties in enforcing the mask mandate.

Assistant Mayor Below MOVED to amend paragraph 2 of the regulations by adding the following sentence at the end of the paragraph that reads: "In addition, building owners, operators, managers, lessees, employers, businesses and non-profit organizations, as appropriate, shall have the authority to waive masking and social distancing requirements for employees and volunteers who are known to be fully vaccinated against Covid-19 while within the workplace or building space managed by them, provided however that mask requirements shall not be waived for employees and volunteers who are not fully vaccinated or whose vaccination status is unknown or who are interacting in person with members of the public who are not vaccinated or whose vaccination status is unknown."

Such amendment to be effective immediately upon passage.

Seconded by Council Zook.

Councilor Whittlesey suggested Assistant Mayor Below adjust his amendment by striking out "who are not vaccinated or whose vaccination status is unknown."

Assistant Mayor Below agreed to make this change in his Motion.

Modified Amended Motion:

Assistant Mayor Below MOVED to amend paragraph 2 of the regulations by adding the following sentence at the end of the paragraph that reads: "In addition, building owners, operators, managers, lessees, employers, businesses and non-profit organizations, as appropriate, shall have the authority to waive masking and social distancing requirements for employees and volunteers who are known to be fully vaccinated against Covid-19 while within the workplace or building space managed by them, provided however that mask requirements shall not be waived for employees and volunteers who are not fully vaccinated or whose vaccination status is unknown or who are interacting in person with members of the public."

Such amendment to be effective immediately upon passage.

Seconded by Council Zook.

Roll Call Vote:

Assistant Mayor Below, and Councilors Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

Voting Nay: Councilors Heistad, Liot Hill, and Sykes.

****The Vote on the MOTION was approved (6-3).***

The Council decided to wait until their next meeting on June 16, 2021 before making a Motion on the criteria that would be used to determine when the Mask Ordinance would be rescinded.

9. OLD BUSINESS: NONE

10. NEW BUSINESS

A. Discussion with Kathy Urffer of Connecticut River Conservancy re: Federal Energy Regulatory Commission (FERC) Relicensing of Great River Hydro Dam (Connecticut River – Route 10)

For complete details, please refer to the two presentations below that were included in the agenda packet:

1. PowerPoint Presentation: Connecticut River Conservancy – Hydropower in NH & VT: Three dams, two states, one better deal for rivers! (pages 79-103)
2. May 23, 2021 Article by Li Shen “Will Relicensing of Three Hydroelectricity Dams Help With Riverbank Collapse and Fish Passage?” (pages 104-111)

Connecticut River Conservancy River Steward Kathy Urffer shared her presentation and spoke about the Federal Energy Regulatory Commission (FERC) relicensing of the Great River Hydro Dam (Connecticut River –Route 10).

The Wilder, Bellows and Vernon Dam licenses were last licensed in 1979 (licenses usually last for 30-50 yrs. and are known as Green River Hydro, which is owned by ArcLight Capital Partners, LLC).

FERC (Federal Energy Regulatory Commission) relicensing process began October 2012. Studies were conducted between 2014 and 2019 and a “Final” Application was submitted in May 2017. Stakeholder held discussions between May and November 2020, which resulted in significant proposed operational changes and the Amended Final License Application (AFLA) was submitted in December 2020.

The GRH (Green River Hydro) operations proposal is a win for the river because it improves flows to benefit the ecosystem such as the Inflow = outflow as base ops; stabilizes the reservoir; increases baseflows; reduced fluctuations upstream and downstream; reduced rates of change; improves aquatic habitat; will likely reduced erosion on upstream properties and shorelands; increases availability and persistence of downstream habitat; maintains energy & economic value; dams maintain ability to support and respond to regional energy needs and emergencies; and, maintains the company’s flexibility and responsiveness to energy markets

GRH Mitigation Discussions resource that were NOT included in the relicensing application were Recreation, Fish Passage, Erosion, and a Cultural Resources Resource.

Ms. Urffer encouraged everyone to become involved and speak up for your rivers! She can be contacted at: Kathy Urffer River Steward, NH/VT kurffer@ctriver.org 802-258-0413

Councilor Heistad asked if they had a good response from FERC on their proposals (i.e., the bank erosion on the Connecticut River from Claremont up through Wilder). Ms. Urffer said she did come across the 1979 license application and noted there were several people in the area who were instrumental in getting Congress to have the Army Corp. of Engineers do a study to look at the causes of erosion, but that study came out after FERC chose to issue the licenses. She knows erosion has been an issue for over 40 years and was not addressed, but she wants to make sure it is addressed this time around.

In response to Councilor Liot Hill's request about sharing examples/mitigation efforts, Ms. Urffer stated she had no good examples from the east coast. They are working on putting together three documents to distribute to towns: 1) Step-by-step "How to make comments;" 2) A template letter that would reference some parts of the Statute; and 3) A document which shows what they have put forth in the application and what CRC would recommend for mitigation. Also, companies can choose to allow this regulatory pathway to move forward, where FERC makes the decision. The other pathway is that a company can choose to enter into a Settlement Agreement where they propose something that would not necessarily be proposed by PERC.

**Councilor Winny *MOVED* to extend the meeting to 10:30 PM.
Seconded by Councilor Heistad.**

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

****The Vote on the MOTION was unanimously approved (9-0).***

Councilor Winny asked about what steps can be taken, other than the FERC process, for the Rail Trail's recreational use, noting that along the Connecticut River there is a portage and a poorly maintained parking lot where we would like to link up with the Mascoma River Greenway through West Lebanon. Ms. Urffer suggested that he connect with the State's Outdoor Recreation Department and they can put forward recommendations for what the company can do. In addition to commenting to FERC, he should also make comments to State staff to be included in the 401 Certificate process. Because of the structure of Section 401 of the Clean Water Act, anything that the State decides needs to go into the license will automatically go into the license. Taking part in the 401 process, attending those hearings, and then commenting on the draft 401 Water Quality Certificate would also be another pathway. From the City's perspective, the most appropriate thing would be to put forward, how the company might mitigate for recreational impacts to the City and whatever projects might help to benefit the City over the next 40 years, such as ADA compliance.

ACTION:

No action is required. Item was for informational purposes only.

B. Set Public Hearing for June 16, 2021: Mid-Grant Update on Housing and Public Facilities Community Development Block Grant for Headrest for the rehabilitation of their facility at 14 Church Street, Lebanon

City Consultant Shelley Hadfield came forth and spoke about the background history and reasons for the Block Grant listed above.

In 2019, the City of Lebanon was awarded \$496,500 in Housing and Public Facility CDBG funds to support the rehabilitation of the HEADREST facility located at 14 Church Street, Lebanon. The funds, less administrative costs, were sub-granted to HEADREST to complete the needed renovations which included both structural and energy upgrades. The project is behind schedule but expected to be completed by the end of the year. Unfortunately, COVID-19 hit just as the project went out to bid. After multiple bid attempts resulting in few bids and much higher than anticipated costs, the project applied to CDFA to Sole Source and has been working with subcontractors to develop a plan. COVID also impacted the project financially with the increased cost of materials currently estimated at \$60,645. The project is

applying to CDFA for GAP funding to offset the materials costs and to increase the administration budget by \$3,032.

A public hearing is required by CFR 570.486 and RSA 162:L:14 in order to receive public input and apprise Lebanon residents on the progress of the project.

ACTION:

Assistant Mayor Below *MOVED*, that the Lebanon City Council hereby schedules a public hearing for Wednesday, June 16, 2021, beginning at 7:00 pm, either Remote via WebEx or in-person depending on whether the Governor’s Emergency Order expires on June 11, 2021 or not, 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.

Seconded by Councilor Heistad.

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

****The Vote on the MOTION was unanimously approved (9-0).***

C. Discussion & Set Public Hearing for June 16, 2021: Housing and Public Facilities grant application amendment in the amount of \$63,677 for the rehabilitation of the Headrest facility at 14 Church Street, Lebanon

City Consultant Shelley Hadfield came forth and spoke about the application amendment for the rehabilitation of the Headrest facility at 14 Church Street, Lebanon.

The HEADREST project has experienced delays primarily due to the COVID-19 pandemic. The cost of materials and lack of contractor interest in the project has resulted in being months behind schedule. This issue is consistent with projects throughout the state. The City, on behalf of HEADREST, is requesting an amendment to the project’s CDBG grant award to add \$63,677 to address both the COVID-19 related increases in materials cost, as well as a small increase in administration fees. The original cost estimates were developed under the 2018 Headrest Feasibility Study which estimated the total construction budget as \$447,019. Once the current CDBG implementation grant was in place, Headrest advertised for sealed bids in a newspaper of general circulation and the construction trade publications in June, August, September, and November 2020. Extensions were published to obtain more bids. Few bids were received at any bid openings, and ones received were well in excess of available funds.

The total rehabilitation budget has also increased due to additional work determined necessary during building reassessment in the amount of \$146,156. This will be covered by secured funds from Liberty Utilities in the amount of \$15,000 and Headrest will be contributing \$70,511. The HEADREST team is working closely with their architect and construction manager. Hurdles to completion are expected to be remedied and the project should be done by year end. However, an application can be made for an extension, if required.

ACTION:

Assistant Mayor Below *MOVED*, that the Lebanon City Council hereby schedules a public hearing for Wednesday, June 16, 2021, beginning at 7:00pm, either Remote via WebEx or in-person depending on whether the Governor’s Emergency Order expires on June 11, 2021 or not, 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.

Seconded by Councilor Heistad.

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

****The Vote on the MOTION was unanimously approved (9-0).***

D. Presentation of First Reading and Set Public Hearing for July 7, 2021: 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.

Deputy City Manager Paula Maville came forth and spoke about the amendments to Ordinance #18, Salary Plan.

RECLASSIFY THE POSITION OF HUMAN SERVICES DIRECTOR

The Human Services Director supervises the Assistant Human Services Director and works closely with staff of outside Human Services Agencies to create and maintain a wrap-around set of services, referred to as a “safety net” for the betterment of jointly served clients. This position coordinates partnerships to comprehensively address issues that may adversely affect/impact the ability to serve clients (i.e., homelessness, lack of affordable housing, access to medical services, etc.)

Over the past few years, the Human Services Director’s responsibilities have expanded in several different directions caused by configurations of geographical circumstances. These configurations included the lack of affordable housing, homelessness, economics, and the effects of COVID-19. This position has assumed additional duties and responsibilities due to the changing demographics of the Upper Valley and the effects placed on the changes in the housing market, and the global pandemic.

Additionally, the Human Services Director represents the City Manager and acts as the representative of the City on statewide and regional coalitions, committees and working groups focusing on human services issues.

Due to the evolution of the position and supervisory duties not previously considered, a review of the job description was conducted, and revisions were made to accurately reflect the additional duties and responsibilities. This resulted in the reclassification of the position from a Grade 10 to a Grade 12.

ADD DEPUTY ASSESSOR

Due to the reorganization of the Finance Department - encapsulating the Assessing Department and contracting with Municipal Resources, Inc., to oversee the physical assessment changes to residential and commercial property values, we have discovered a need for elevated assessing functions in the day-to-day administration of the department. For this reason, we are recommending the position of Deputy Assessor be added to the department. A job description has been created and is classified as a Grade 9 position.

We are fortunate to have an experienced Assessing Clerk with the knowledge and credentials needed to fill the position. Therefore, we are proposing that our existing Assessing Clerk be promoted to Deputy Assessor and the position of Assessing Clerk be vacated. While the role of the Assessing Clerk is needed, the Deputy Assessor would be charged with those duties while taking on the more elevated tasks required to manage the upper-level needs of the department adequately and efficiently. For example, incorporating a Deputy position will enable the department to communicate effectively and more timely with the State Department of Revenue and other State or outside agencies; process the necessary tax, property, and exemption changes more efficiently, and better manage difficult tax situations posed by members of the public.

SEASONAL/TEMPORARY & STIPEND EMPLOYEES

Due to the nationwide shortage and difficulties hiring and attracting seasonal, temporary and stipend staff, the City is recommending increasing the hourly wages and/or stipends of seasonal CDL drivers and seasonal laborer positions identified in red below.

Process to Amend Ordinance No. 18

Amending Ordinance No. 18 requires three separate presentations (see City Charter subsections 419:22, 419:24, 419:25, 419:52) followed by a public hearing and the vote of at least two-thirds (2/3) of all members of the City Council – six (6) members - to adopt.

The Council was asked to recognize the first of three presentations on June 2, and to schedule a public hearing for July 7, 2021 to amend the Ordinance. The second and third presentations will follow on June 16, and July 7, respectively.

ACTION:**1. ACKNOWLEDGE FIRST PRESENTATION:**

Councilor Liot Hill MOVED, that the Lebanon City Council acknowledges the first of three presentations to amend Ordinance No. 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); and**
- 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.**

Changes in the table below shown in **red**.

REGULAR FULL-TIME/REGULAR PART-TIME NON-AFFILIATED & LPASE EMPLOYEES – 2021 SALARY & GRADES

<u>Grade</u>	<u>Position Title</u>	<u>Hourly</u>		<u>Weekly</u>	
		<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>
1	General Intern II	\$16.77	\$22.64	-	-
2	Custodian	\$17.78	\$23.99	-	-
	Department Secretary	-	-	-	-
3	Airport Maintenance Worker	\$18.84	\$25.44	-	-
	Custodian I	-	-	-	-
	Accounting Clerk				
4	Library Assistant	\$19.98	\$26.97	-	-

5		\$21.17	\$28.57	-	-
6	-	\$22.44	\$30.29	-	-
7	Administrative Assistant	\$23.78	\$32.45		
	Administrative Secretary			-	-
	Assessing Clerk	-	-	-	-
	Assistant City Clerk	-	-	-	-
	Assistant Human Services Director	-	-	-	-
	Communications Specialist	-	-	-	-
	Library Administrative/Technical Assistant	-	-		-
8	Administrative Assistant	\$25.21	\$34.04	-	-
	Benefits Coordinator/Payroll Specialist	-	-	-	-
	Deputy City Clerk	-	-	-	-
	Deputy Tax Collector	-	-	-	-
	Field Inspector**	-	-	-	-
	Electrical Inspector**	-	-	-	-
	Utility Billing Clerk	-	-	-	-
	Outreach Librarian	-	-	\$1,008.55	\$1,361.65
	Young Adult Librarian	-	-	-	-
9	Code Health Inspector**	\$27.73	\$37.43	-	-
	Executive Assistant	-	-	-	-
	Deputy Assessor	-	-	-	-
	Digital Media Officer	-	-	-	-
	Cyber Services Technical Specialist	-	-	-	-
	Real Estate Appraiser II**	-	-	-	-
	Children's Librarian			\$1,109.20	\$1,497.36
	Associate Planner**	-	-	-	-
	Systems Librarian	-	-	-	-
	Information Technology Librarian	-	-	-	-
10	Assistant City Engineer**	\$30.50	\$41.18	-	-
	Cemetery Sexton**	-	-	-	-
	Financial Analyst	-	-	-	-
	Fleet Maintenance Supervisor**	-	-	-	-
	Maintenance Superintendent**	-	-	-	-

	Utilities Maintenance Superintendent**				
	Police Communications Supervisor**	-	-	-	-
	Human Services Director	-	-	\$1,220.15	\$1,647.20
	Recreation Program Coordinator**	-	-	-	
11	Technical Advisor I	\$33.59	\$45.34	-	-
	Administrative Services Manager**	-	-	\$1,343.60	\$1,813.60
	Airport Operations Supervisor**	-	-	-	-
	Assistant Recreation Director**	-	-	-	-
	Code Enforcement Director**	-	-	-	-
	Deputy Library Director	-	-	-	-
	Fire Marshall**	-	-	-	-
	Planner/GIS Coordinator**	-	-	-	-
	Senior Planner**	-	-	-	-
12	Wastewater Treatment Superintendent**	\$35.60	\$48.05	-	-
	Water Treatment Superintendent**	-	-	-	-
	City Assessor**	-	-	\$1,424.00	\$1,922.00
	City Clerk/Tax Collector	-	-	-	-
	City Engineer**	-	-	-	-

	City Planner**	-	-	-	-
	Deputy Finance Director	-	-	-	-
	Energy & Facilities Manager**	-	-	-	-
	Human Services Director	-	-	-	-
	Police Lieutenant**	-	-	-	-
	Prosecuting Attorney	-	-	-	-
	Solid Waste Manager**	-	-	-	-
13	Airport Manager	-	-	\$1,509.21	\$2,037.39
	Assistant Fire Chief	-	-	-	-
	Deputy Fire Chief	-	-	-	-
	Deputy Police Chief	-	-	-	-
	Human Resources Director	-	-	-	-
	Information Systems Manager**	-	-	-	-
	Maintenance Manager**	-	-	-	-
	Recreation Director	-	-	-	-
	Police Captain**	-	-	-	-
	Systems and Information Technology Administrator				
14	Assistant Director/Public Works	-	-	\$1599.77	\$2,159.70
	Chief Assessor	-	-	-	-
	Library Director	-	-	-	-
15	Cyber Services Director	-	-	\$1,695.84	\$2,289.20
16	Technical Advisor II	\$44.93	\$60.66		
	Chief of Police	-	-	\$1,797.42	\$2,426.40
	Director of Planning and Zoning	-	-	-	-
	Director of Public Works	-	-	-	-
	Finance Director	-	-	-	-
	Fire Chief	-	-	-	-
	Deputy City Manager	-	-	-	-

**denotes LPASE Positions.

Changes to the compensation and classification schedules are shown in **red** below. Strikeout text represents a deletion of the position due to consolidation or to remove duplicates.

POSITION TITLE	HOURLY	
ELECTION POSITIONS (HOURLY)		
Ballot Clerk		\$10.15
Election Assistant		\$10.15
Supervisors of the Checklist		\$10.15
Moderator		\$12.69
Ward Clerk		\$12.69
FIRE DEPARTMENT POSITIONS		
Call Firefighter	\$11.25	\$28.54
PARK AND RECREATION POSITIONS		
Front Desk Attendants – Pool	\$10.15	\$15.25
Lifeguards	\$10.15	\$17.50
Head/Lead Counselors	\$13.20	\$16.24
Head & WSI Lifeguards	\$12.18	\$18.25
Head Front Desk Attendant - Pool	\$12.18	\$15.50
Outdoor Adventurer - Educator	\$12.69	\$16.24
Softball Coordinator	\$12.69	\$16.24
Camp Director	\$13.20	\$20.00
Day Camp Counselors	\$10.15	\$15.25
Arts & Craft Director	\$13.20	\$17.00
Farmers Market Coordinator	\$14.21	\$18.27
Market Assistant	\$12.18	\$15.23
Tennis Instructor	\$15.23	\$19.29
Stomp & Romp	\$15.23	\$19.29
Asst. Pool Director	\$15.23	\$21.00
Pool Director	\$16.24	\$24.00
LIBRARY POSITIONS		
Circulation Substitutes		\$13.41
Reference Librarian Substitutes		\$22.65
PUBLIC WORK POSITIONS		
Engineering Clerk	\$11.17	\$14.21
GIS Clerk - (or Intern) These are the landfill interns	\$15.23	\$17.26
Seasonal Laborers – Summer & Fall DPW, Parks & Rec. & Airport	\$16.24	\$19.29 \$20.52
CDL Seasonal Drivers	\$22.81	\$27.30 \$50.00
PLANNING POSITIONS		
Park Ranger	\$15.23	\$17.26
POLICE DEPARTMENT POSITIONS		
Crossing Guard		\$16.53
Communications Specialist	\$23.78	\$32.45
Police Administrative Aide	\$20.30	\$23.35
Parking Control Officer	\$20.30	\$23.35
Police Officers	\$26.86	\$32.39
CITY CLERK POSITIONS		
Assistant City Clerks (Part-Time/Temp. <20)	\$23.41	\$31.61

Recording Secretary	\$21.82	\$23.85
Recording Secretary Coordinator	\$22.82	\$24.36
SHARED POSITION		
General Intern I	\$13.20	\$16.75
STIPEND POSITIONS		
Sport Coaches – Seasonally (Lacrosse, Track, Youth – Basketball, Field Hockey, Football, Cheerleader Coach etc. – may vary due to Programs)	\$205	\$715
(Chair) Supervisors of the Check List	\$155	\$255
Supervisor of the Voter Checklist	\$155	\$255

2. SCHEDULE PUBLIC HEARING:

Councilor Liot Hill FURTHER MOVED, that the Lebanon City Council hereby schedules a public hearing for Wednesday, July 7, beginning at 7:00 pm, Council Chambers, City Hall, Lebanon, and Remote via City’s Virtual Platform, for the purpose of receiving public input and taking action to amend Ordinance No. 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); and**
- 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**

Seconded by Councilor Heistad.

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

***The Vote on the MOTION was unanimously approved (9-0).**

E. Discussion and direction to the City Manager: Proposal to partner with the Lebanon School District regarding the acquisition, renovation, and use of the former Seminary Hill School Building.

Included in agenda packet:

1. May 11, 2021 Letter of Support by the West Lebanon Revitalization Advisory Committee
2. May 18, 2021 Letter of Support by the Friends of Recreation and Parks
3. May 18, 2021 Letter of Support by the Lebanon Housing Authority

The Seminary Hill School building is owned and operated by the Lebanon School District. The building serves as the offices of the Lebanon School Administrative Unit. The building also has a gymnasium and auditorium.

The structure is old and in need of renovation. The heating system is at the point of failure and needs replacement at an estimated cost of \$500,000. The building is not adequately insulated, the windows are in need of replacement, and the building is not fully accessible to persons with disabilities.

The City is reviewing options to construct a community center. The City presently rents office space for the Human Services Department and the Recreation, Arts and Parks Department. City Administration is planning to rent space for the Cyber Services Department starting in the middle of 2022. This will be as a result of moving the Cyber Services Department from City Hall to allow the Lebanon Opera House to fully utilize the third floor of City Hall.

The City formed a working group last year that explored the needs for a community center. The City has looked at different locations including the exploration of a partnership with the CCBA. The CCBA has chosen a different path and has decided this is not in their best interest at this time. The West Lebanon Revitalization Advisory Committee has expressed an interest in renovating the Seminary Hill School building to serve as a community center.

The Joint School/City Task Force met on 5/20/21 to discuss the level of interest in potential partnership between the City and the School District regarding the building. Both School Board Chairperson Richard Milius and Mayor Timothy McNamara agreed that although there are many issues that would have to be resolved, there is an interest in exploring possibilities further. Chairman Milius would be interested in a formal proposal from the City. Mayor McNamara proposed a possible concept such that the School District would turn the building over to the City. The City would pay for the cost of renovating the building by exploring several possible revenue sources. The City would then lease back to the School District space for the SAU administrative offices at a reasonable cost. The City would move the Human Services Department, Recreation Arts and Parks Department, and the Cyber Services Department into the building which would offset the City's cost to lease space elsewhere for these functions. The renovated space would house a community center and fully utilize the auditorium and gymnasium for public use.

Further, the building is located adjacent to the Civic Memorial field complex, the Dana House and the City property located at 3 Seminary Hill Road. Efforts to demolish and clean up the Westboro Yard continue to move forward. This proposal would aid in the redevelopment of the West Lebanon downtown area and provide a facility for the public to utilize more readily.

Councilors Liot Hill, Winny, and Heistad each spoke about their support for this initiative and what it means for the revitalization of West Lebanon.

ACTION:

Councilor Winny MOVED, that the Lebanon City Council hereby proposes the exploration of a partnership with the Lebanon School District regarding the acquisition, renovation and use of the former Seminary Hill School Building and directs the City Manager to make a formal written proposal to the School Board for that purpose. Further, the City Manager is authorized to take actions necessary to formalize a plan with the School District that could be acted upon by the City Council regarding the acquisition, renovation, and use of the building.

Seconded by Councilor Heistad.

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

****The Vote on the MOTION was unanimously approved (9-0).***

11. City Manager Report:

City Manager Shaun Mulholland updated the Council on the following:

- West Central Behavioral Health: They have received authorization from the State for funding a 24/7 Mobile Response Team starting July 1, 2021.
- 20 Spencer Street: Due to PCBs, a larger testing of the area will need to be done. Currently, this area is 40 ft. x 50 ft. Soil samples will need to be shipped to Michigan for analysis at a cost of +/- \$275K.
- It looks like the Governor's Executive Emergency Order will expire on June 11, 2021. The hope was that he would allow us to continue these Emergency Orders at least through June 24, 2021, when SB-95, which would allow Boards, Commissions, and Committees to attend meetings remotely, will be going to the floor for a vote. In case SB-95 does not pass, we should plan to have a quorum for all Boards, Commissions, and Committees to be physically present moving forward. Face masks will be required until such a time that the City's Mask Ordinance is rescinded.
- The July 19th Council Meeting will be a special meeting on housing.
- Tunnel: The Dome will be delivered next week, which is earlier than expected.
- On June 8, 2021, at 8:30 a.m., there will be a meeting and short walking tour with City Staff and local businesses to discuss the beautification of Downtown Lebanon. All Councilors are invited to attend if they are available.

12. Council Representatives to Other Bodies Reports: None

13. Future Agenda Items: None

14. Non-Public Session: None

15. Adjournment:

Councilor Heistad MOVED for adjournment.

Seconded by Assistant Mayor Below.

Roll Call Vote:

Assistant Mayor Below, and Councilors Heistad, Liot Hill, Sykes, Whittlesey, Wilkie, Winny, Zook and Mayor McNamara all voting Yea.

None voted Nay.

****The Vote on the MOTION was unanimously approved (9-0).***

The meeting was adjourned at 10:28 PM.

Respectfully submitted,
Dona E. Gibson, Recording Secretary