

FINAL

**LEBANON SCHOOL DISTRICT AND CITY OF LEBANON
JOINT PARTNERSHIP TASK FORCE
MONDAY APRIL 1, 2019
CITY HALL, WEST MEETING ROOM
6:00 PM**

MEMBERS PRESENT: Joanne Roberts (SAU 88 Superintendent), Wendy Hall (School Board Chair), Mayor Tim McNamara, City Councilor Karen Liot Hill, Mary Davidson (School Board Member), and Richard Milius (School Board Member)

MEMBERS ABSENT: City Councilor Bruce Bronner, Adam Nemeroff (School Board Vice-Chair), and Jenica Nelan (School Board Member)

STAFF PRESENT: City Manager Shaun Mulholland and Planning Director David Brooks

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by City Manager Shaun Mulholland.

II. APPROVAL OF MINUTES – February 4, 2019

Wendy Hall MOVED to approve the February 4, 2019 minutes as presented. Seconded by Tim McNamara.

**The MOTION passed 3-0. Councilor Hill was not present for this vote. Mary Davidson and Richard Milius abstained.*

III. DISCUSSION ITEMS

A. Capital Improvement Program – Process & Coordination

David Brooks provided members present with the Lebanon Planning Board's "Capital Improvement Program Policy and Procedures." He gave an overview of the six-year process in which year one is the budget year with the other five for planning. The Lebanon School District will be coordinating with the City to smooth out the process. They will be checking off what was funded from previous years and considering any new high priority projects. Director Brooks added that he will be sending out forms for proposals.

Councilor Hill arrived at 6:07 pm.

A budget subcommittee meets in July and the full board in August. There are plans from the school district that look out 20 years, but they are only focusing on six years. Wendy Hall noted that it hasn't included any bonded projects. Director Brooks clarified that the CIP program is not necessarily bonded projects but those that are \$50K and up. Superintendent Roberts said there are many unknowns at this point.

Mr. Brooks explained that the Master Plan directs the City. Councilor Hill noted that it is the function of CIP to handle high ticket items. Superintendent Roberts observed that combining projects is often a better idea, particularly for the budget process. Mayor McNamara noted that the school district has a limited range of projects unlike City. The members discussed the differences between the school district and City processes for larger ticket items and projects. Mr. Brooks noted that it is good for the taxpayers to have this joint conversation so they are aware of both sides of the costs. Mayor McNamara added that the school district could reach out beforehand, which could impact City planning. City Manager Mulholland observed that it would help with tracking debt, since the school district is still covering the new middle school. It was noted that the school district is only concerned with school projects, whereas the City is

covering the entire scope of City projects. The members generally agreed that having the school district and City work together is a good idea.

B. Community Center/Parks & Recreation Office – SAU Building, 20 Seminary Hill

City Manager Mulholland began the discussion of the SAU building on Seminary Hill. He suggested looking at the community needs and noted that security is an issue. Parks & Recreation are coming up with a plan, and it will take 1-3 years to go through the process. Superintendent Roberts stated that it is not handicap accessible. There are many offices currently located there, and the gym and stage are being used. Ms. Hall suggested that they check with the public and have a full board conversation about it. The SAU felt it wasn't where they wanted to spend money, because they need to consider renovation projects. Mayor McNamara asked if the City representatives could take a walk through the building so they would be able to have meaningful discussions about it. Manager Mulholland said the City should qualify for a block grant next year. He will coordinate a walk through.

IV. FUTURE AGENDA ITEMS

Ms. Hall suggested the topic of diversity.

City Manager Mulholland provided information on larger city projects. Mr. Brooks added a recap of condos and other units under construction.

Manager Mulholland also gave an update on Westboro Yards, stating that it made it through the State budget and will be before full house and then Senate. It was in the Governor's budget. There are also possible additional revenues and revenue sharing.

Superintendent Roberts stated that it looks like 5 to 6 million dollars may be available for education construction. If funding goes through, it would be approved through next year. Since it was just reinstated, very few schools applied. The school district's solar is close to being ready to bring in the power.

Mr. Brooks noted there is a draft of the new technology plan with an April 24 community forum. They will use all of that information to drive planning.

V. NEXT MEETING DATE: October 7, 2019

VI. ADJOURNMENT

Richard Milius MOVED to adjourn at 7:25pm. Seconded by Wendy Hall.

**The MOTION passed 6-0.*

Respectfully Submitted,
Holly Howes
Recording Secretary