

FINAL

**LEBANON PLANNING BOARD
CAPITAL IMPROVEMENT PROGRAM COMMITTEE
COUNCIL CHAMBERS, CITY HALL
MONDAY, July 15, 2019
5:30 PM**

MEMBERS PRESENT: Bruce Garland (Vice Chair), Sarah Welsch, Matthew Hall (Alt), Matthew Cole (Alt)

MEMBERS ABSENT: NONE

STAFF PRESENT: David Brooks (Planning and Zoning Director), Paula Maville (Deputy City Manager), Greg Colby (Finance Director), Paul Coats (Director Recreation & Parks), Krissy Flythe (Recreation Coordinator), Sean Fleming (Library Director), Chris Christopoulos (Interim Airport Manager and Fire Chief), Richard Mello (Police Chief)

1. CALL TO ORDER

Planning and Zoning Director David Brooks called the meeting to order at 5:32 PM.

Mr. Brooks reviewed the ground rules for the CIP Review and discussed the purpose of the CIP, as well as the definition of capital improvement and exclusions to CIP. The Subcommittee will be scoring each project after each presentation and the accounting will be relayed to the full Planning Board. This scoring process has not been a part of the CIP process in the recent past. The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for each project.

2. PROJECT REVIEW: 2020-2025 CIP PROJECTS

A. RECREATION & PARKS

Recreation Playing Fields - Paul Coats, Director Recreation & Parks, introduced Krissy Flythe, the Recreation Coordinator. He presented the Lower Meadows Project. The project dates to 2003 and came before the Board in 2005. It is the development of new playing fields behind the Timken manufacturing facility. The project has been scaled back considerably and reflects the adjustments based on concerns about natural resources and wetlands. A softball field and two general fields for soccer and other activities are proposed. Parking will also be developed. One of the City's primary playing fields has been lost to construction and another field that was behind the old Middle School, which is now privately owned, is under short term lease. This project would allow the department to maintain and increase programming. They hope to develop programming for young adults to make Lebanon a more desirable place to live. The project is a joint effort with Timken. Pathways Consulting has developed the budget with the department. A major portion of the cost will be associated with developing access to the playing fields due to the limitations of accessing the fields. At this time the Railroad is not requiring a way to cross the rails, but in the future that may be required. The members discussed the ratings they will use to evaluate the project.

Community Center - Mr. Coats said building a Community Center has become more of an issue since the reconstruction of City Hall. Currently there is not a place for the department to call home and they are using space under a short-term lease. Lebanon Schools are partners for all the indoor programming, specifically during the 6 months of inclement weather. The department has been asked to find a location where the programming can be offered, and the department can be housed within the same facility. They hope to provide programming for toddlers that would allow them to expand the hours of service for parents. They intend to use the needs assessment that was conducted and move toward planning the

design work and a construction proposal for 2021-22. The members discussed the use of the Westboro Area and the old Lebanon School on Seminary Hill. This project would increase the operating budget to develop a business plan and that would be supported by the revenues that would be earned regarding the additional programming. They hope this facility will be a draw for people from other communities.

B. LIBRARY

Lebanon Library Renovation-Design/Engr/Construction - Sean Fleming, Library Director, spoke to the patron use of the Lebanon Library: it is a busy place. Today there were 20-30 kids during a three-hour span, so it has become a place for kids to go. It is busier in Lebanon than the Children's Room at Kilton Library. The library has been raising funds to cover the costs, as much as possible through Foundation funding, as well as requesting funding from the City. Some aspects of the building need to be supported by the City because it is a City building. He discussed the energy improvements they are planning. They are having difficulty zoning the building for heating and air conditioning and inevitably waste resources for both. The existing oil tank also needs to be replaced. They intend to hire a construction manager for the project. The project has a \$2 million dollar proposed budget, but some of that expense will be returned to the City from funds raised by the Foundation. One of the outcomes for this project will be opening space for consumer use that was previously used as office space.

Kilton Library Parking - Mr. Fleming said Currently there are 25 parking spots at the library. The lot is not adequate for the number of people who use the library and meeting rooms. Should a property next to the library go on the market, the library would like to acquire the property to build a parking lot. The Trustees have funds that can be contributed to the purchase of a property that might be applied to this project. The members discussed whether parking could or would be used by others, not just library patrons, because there is limited parking in West Lebanon.

C. CITY MANAGER

Public Safety Facilities Study - Paula Maville, Deputy City Manager, spoke to funding the study to assess the current facilities and make recommendations. The first year is for planning the construction that would take place in future years. There are currently three safety facilities that need to be evaluated. There are a few proposals that are being considered related to consolidation, renovation and new construction.

City Hall Renovation - Ms. Maville said this is a continuation of the project that was funded this year. They are asking for an additional \$2.95 million to complete a four-year project, that includes a new roof, energy efficiency, new windows, redesign of the offices, security improvements and renovation of the fifth floor, including Council Chambers.

D. POLICE

Police Parking Lot Expansion - Richard Mellow, Police Chief, said the building was built in 1991. There has been expansion of the fleet and other equipment over the years. The parking lot does not accommodate the needs for the staff and police vehicles. The parking for the public is still adequate. They are asking for funds to conduct a study to determine the best place to increase parking, as they are currently renting space from the airport. They would hope for funds in 2021 to construct the parking.

Police Facility Renovation and Expansion - The Chief said over time they have done several renovations to improve the building and upgrade it for current needs and technology abilities. There has been substantial growth in the number of staff, and more are needed. The building lacks storage space

and garage space. There is a significant deficiency in office space and a lack of space for female officers' locker space. There is no additional room for growth.

E. AIRPORT

Runway Safety Area Improvements - Chris Christopoulos, Interim Airport Manager, addressed the Committee regarding the airport improvements. This is a continuation of a project that began in previous years regarding runway safety that needs to be modified in scope and size. They sought additional information from the FAA to update the Airport Master Plan. The Airport has been awarded a new Airport Safety Grant to study the improvements. By 2020 they will have a better understanding of what Lebanon needs to do regarding airport runway safety. The airport is dependent on a \$1 million fund that comes from the FAA and the runway safety has to be the first priority before the funds can be spent on anything else.

F. FIRE

Emergency Intersection Control System - Chris Christopoulos, Fire Chief presented their proposal to manage traffic lights in order to move traffic through the streets. There is an increasing number of vehicles on the streets of Lebanon and safety vehicles are often caught in a bottle neck. Dartmouth-Hitchcock has subsidized the implementation of control systems along 120. This project will benefit the 12A corridor and other traffic control lights within the City.

G. PLANNING & ZONING

Airport TIF District Infrastructure Improvements - David Brooks, Planning and Zoning Director, discussed the airport improvements and the possibility of developing a second TIF District in order to help make the airport more self-sustaining. The TIF proposal is expected to be presented to the City Council during 2019. The project will develop City infrastructure, such as sidewalks, roadways, water, sewer and utilities that would be City owned property. This could eventually provide a new tax base for industrial development and the City expense would potentially be paid back by a TIF.

Miracle Mile Pedestrian and Transit Improvements - Mr. Brooks reminded members that with the relocation of the Listen Store and the fact that Price Chopper is now the closest grocery store to Lebanon, there has been a substantial increase in the amount of bus and foot traffic in the area. The City hopes to repurpose funds from last year and request additional funds to begin the project. They will also apply for other grants to help with the improvements. There are no sidewalks that connect Lebanon and West Lebanon. This project will work toward interconnectivity between pedestrian traffic, bicycle traffic, public transportation and automobiles. Relocating the bus stops and building sidewalks to the bus stops will be a part of this plan.

3. OTHER BUSINESS

Additional CIP presentations will take place on Wednesday, July 17 and possibly July 18.

4. ADJOURNMENT

Ms. Welsch MOVED for adjournment at 8:12 PM.

Seconded by Mr. Cole.

**The Motion passed unanimously, (4-0).*

Respectfully Submitted,
Linda Billings, Recording Secretary