

FINAL

**LEBANON PLANNING BOARD  
CAPITAL IMPROVEMENT PROGRAM COMMITTEE  
REMOTE VIA MICROSOFT TEAMS  
THURSDAY, AUGUST 20, 2020, 5:30 PM**

**MEMBERS PRESENT:** Bruce Garland (Chair), Laurel Stavis, and Tom Martz

**STAFF PRESENT:** David Brooks (Planning and Zoning Director), Shaun Mulholland (City Manager), Vicki Lee (Finance Director), Tina Stearns (Deputy Finance Director), James Donison (Public Works Director), Marc Morgan (Solid Waste Manager), Christina Hall (City Engineer), Brian Vincent (City Engineer), Patrick McCarthy (Cemetery Sexton), Erica Brittner (Assistant City Engineer), Rebecca Owens (Associate Planner), Jay Cairelli (Deputy Public Works Director)

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**1. CALL TO ORDER** – Chair Garland called the meeting to order at 5:40 PM.

**2. PROJECT REVIEW: 2021-2026 CIP PROJECTS**

Mr. Brooks reviewed the procedures for a Microsoft Teams remote meeting and the rules for the CIP Review and discussed the definition of what projects qualify for a CIP Review and those that are excluded from the CIP process.

**A. Valley Cemetery – Maintenance Building Replacement** (Public Works) – Patrick McCarthy

The purpose of this project is to replace the existing building at the Valley Cemetery to address the safety of the building. The existing building structure has deteriorated, which includes rotting wooden sills and a detached rear wall from the foundation of the building. The new building is designed to include space for winter maintenance equipment and winter road brine solution equipment. This project is a high priority due to the many failings of the existing building in addition to the ceiling inside, which has begun to fall.

The replacement building would be a new 32'x72' prefabricated steel building including new concrete foundation with frost walls and concrete sills to eliminate future sill rot and deterioration of the building. Project would also include the installation of a replacement septic system and roadway and driveway paving improvements.

Mr. McCarthy noted that DPW considered partnering with the Recreation Department on a joint maintenance and storage facility, but the available space was not large enough to accommodate both uses and the additional traffic was not appropriate for a cemetery.

Appropriation: \$405,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**B. Glenwood Cemetery – Columbarium** (Public Works) – Patrick McCarthy

Over the last two decades the most common form of disposition for one after death has become the choice of cremation. Currently the Lebanon area and the State of NH sees an average of 75-80 percent of final dispositions as cremation. Over the last decade, Columbariums have become increasingly more common in cemeteries to help utilize remaining limited space efficiently, utilize areas that traditionally were

insufficient for burials, and increase revenues over all these areas. An average grave currently in the City of Lebanon can hold up to the remains of six (6) persons with one (1) full burial and five (5) cremations on top, or no full burials and a total of six (6) cremations. This is done in a single grave that is four (4) feet wide by eleven (11) feet long with a maximum return of \$3,050.00.

The Columbarium takes less square footage than a single grave and is typically three (3) feet wide by ten (10) feet long and have a height of five (5) feet six (6) inches. It would hold an additional one hundred and twenty-two (122) persons remains with a total profit to the City of \$47,500. In addition, the City may realize additional revenue of the maintenance and preservation fee of \$75.00 per niche (\$4,800) if the proposed amendments to chapter 46 are approved.

This proposal is for the purchase of two columbaria at a cost of \$32,500 each.

Appropriation: \$65,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**C. Mechanic St/Slayton Hill Rd Intersection** (Public Works) – Christina Hall

The roundabout received the highest preference from the public during preliminary design. The project would also raise the bridge for emergency vehicles for APD, will help with traffic redirection, access to the bus stop and rail trail, pedestrian safety and walkability. The project is included in the State's 10-year plan to start design in 2025 with construction in 2029.

This project is for Phase 2 of the Mechanic Street corridor. In April 2019, Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) voted to recommend this project to NHDOT (region's allocation is \$3.77 million dollars) for a second project along this Mechanic Street corridor, namely the Mechanic St/Slayton Hill round-about with a new pedestrian bridge estimated at \$5.1 million in 2029 dollars with the City responsible for 100% of the unfunded balance including water \$100k and sewer \$100k. This includes an estimated \$500K in engineering and \$391K in ROW costs. City is responsible for 100% of the difference which is \$0.4 M and 20% of the \$4.7 million of the state's estimate (Overall, the City is eligible to receive \$3.77M from NHDOT). The City has the opportunity to seek other funding sources to supplement the unfunded portion from programs such as TAP funds for the Pedestrian safety concerns with the bridge and connectivity.

Appropriation: \$5,100,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**D. South Main Street Dry Bridge Replacement #062-117** (Public Works) – Jim Donison

The South Main Street Bridge was constructed in 1949. This bridge is narrow and does not meet current capacity needs. In 2002 the bridge was inspected and significant deficiencies were noted to include deterioration of the concrete and metal fatigue. It is on the NHDOT Red list - South Main Street "Dry Bridge" NHDOT#13558A, Bridge #062/117 (See DPW for the most recent NH DOT Bridge Report). The bridge rail has been temporarily repaired to help with the immediate needs of protecting pedestrian and vehicular traffic. This will stay in place until such time that a new bridge is constructed. The replacement of this bridge is eligible for 80% bridge aid from NHDOT and Federal Aid funds. The current cost estimate to replace the bridge is \$8,700,000 to satisfy NHDOT and railroad requirements, however not all of the project is eligible to be 80/20 participating. NHDOT has recently indicated the estimated \$1.0M access road from the bridge to the railroad yard/Rymes Propane tank area is only eligible for 50/50

participation of the construction costs. In addition it is estimated that \$350,000 of additional engineering and National Environmental Policy Act (NEPA) services will not be eligible as part of the “value engineering redesign” efforts.

The 2020 project estimate is based upon \$650k for the Preliminary and Final Engineering and Bidding (PS&E) Phase, \$600k for the Construction Engineering Phase and \$7.45M in Construction costs. It is estimated that the balance of the net NHDOT participating portion is \$5.792M with the City’s share being \$2.91M. NHDOT has funded a total of \$7,799,000 which includes previous funding of \$4,715,000 and current funding of \$3,074,000 for year 2021. The City is awaiting approval from NHDOT to proceed with the preliminary engineering and final design and bidding phase (PS&E Phase) with the City’s consultant which is expected in 2020. The programmed years for construction are currently 2022 and 2023. The City has previously allocated \$5.9 million to the project with a current balance of \$4.428M. An additional allocation of \$4,272,000 in funds is requested for year 2022.

Appropriation: \$10,063,536

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**E. Mt. Support Road/Lahaye Drive Intersection** (Public Works) – Brian Vincent

The intersection of Mt Support Road and Lahaye Drive is presently a signalized intersection located near Dartmouth Hitchcock Medical Center. In addition to a significant hospital expansion project, there are at least three major multi-family development projects proposed near this intersection. The developers include Dartmouth College housing, Saxon Properties, and Braverman Company.

During the course of Planning Board review for several large development projects in the Mt. Support Road corridor, traffic studies prepared on behalf of the applicants have highlighted that the intersection of Lahaye Drive and Mt. Support Road is operating at near capacity overall and that certain turning movements are already over capacity and failing. These additional developments will result in traffic impacts that will place this intersection into a decreased level of service.

The Planning and Public Works Departments are working jointly with the development applicants and the Planning Board to determine what improvements are required as of today (with no projects constructed), what improvements will be required if all of the various projects are approved and constructed, and how to apportion the cost of necessary improvements among the various parties.

Proposed improvements will include additional turning lanes and the possibility of a round-about to alleviate traffic congestion. The preliminary cost estimate for these improvements is \$2,500,000 with a special assessment district being proposed to be created.

Appropriation: \$2,500,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**F. Spencer Street Improvements** (Public Works) – Jim Donison

The improvements for Spencer Street may include the design and reconstruction of the roadway, drainage infrastructure, water and wastewater infrastructure improvements, pedestrian and biking accommodations, and appurtenances. The City has retained a consultant in 2020 who is preparing various alternative design concepts (minimum of three).

A visioning study was completed in 2016 for the Downtown area including Spencer Street and included complete streetscape improvements. The recommended improvements are estimated based upon preliminary design by the BETA Group, Inc.

Appropriation: \$1,974,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**G. Hanover Street Reconstruction** (Public Works) – Jim Donison

This project proposes to redesign the intersection of Hanover Street and Route 120. Hanover Street north of the intersection will become stop-controlled and the turn from Route 120 onto Hanover Street southbound will become the dominant movement.

These improvements will be the first phase of a multi-phase project to improve Hanover Street, which may include the design and reconstruction of the roadway, drainage infrastructure, water and wastewater infrastructure improvements, pedestrian and biking accommodations, and appurtenances, in accordance with the visioning study completed in 2016 for the Downtown area

Appropriation: \$1,833,440

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**H. City Hall Renovation** (Public Works) – Jim Donison

This is the 3<sup>rd</sup> phase of the City Hall Renovations-Improvements and includes the following improvements, with details below, which will be programmed for the years 2021 through 2026. It is anticipated that only the Lobby Restroom improvements will occur in 2021. Remaining improvements will be proposed in 2027 or later, as funding permits.

1. Basement Improvements-\$328,624
2. New Finishes at Level 3 Vestibule, Lobby, & Main Stair-\$126,260
3. Improvements to Lobby Restrooms-\$285,669
4. Insulate Interior of Opera Space-249,779
5. Paint All Exterior Woodwork-\$115,508
6. Paint Opera House Windows-23,947
7. Replace – Exterior Woodworking with New Vinyl - \$70,993
8. Replace Flagpoles-\$46,324
9. Repointing of Exterior Masonry-\$75,197
10. Replace Exterior Finials – \$31,183
11. Thermal/Ice Storage - \$285,772
12. Remove Oil Tank & Add New Biofuel Tanks - \$154,262
13. Exterior Architectural Lighting - \$86,030
14. Improvements to Front Entry Doors and Entry Steps - \$11,260
15. Impartments to East Entry Vestibule - \$8,465
16. Bell Tower Roof - \$15,465

Appropriation: \$285,669

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**I. Facility Assessment Plan** (Public Works) – Jim Donison

This is Phase 2 of the Facility Assessment Plan and is projected for year 2027. This project is the continuation of its broad asset management project which started in 2019. The Facility Assessment Plan (FAP) will continue with the assessment of the facility assets which were not performed in phase 1 and incorporate them into the Asset Management Plan.

The purpose of a Facilities Assessment Plan (FAP) is to take stock of its inventory of buildings, identify significant end users, and understand all relevant issues in order to make informed decisions about the future. This will be done in collaboration with the City's recently instigated overall city-wide Asset Management Plan (AMP), the renovations to City Hall, and the newly launched Public Safety Facilities review. The overall objective of the FAP is to create a system to facilitate town officials in making quality decisions about the present status and future needs of assets in our municipal buildings. The FAP will work as a strategic plan for City facilities as it relates to its operations.

Appropriation: \$100,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**J. Water System Improvements** (Public Works) – Jay Cairelli

This project is intended to upgrade the water mains, gate valves and fire hydrants throughout the water system. The upgrade will replace aged water system components.

Projects include \$25,000-\$50,000 per year for replacement of fire hydrants, \$25,000- \$50,000 per year for replacement of gate valves and between \$400,000 to \$500,000 per year for water main replacement or cleaning & structural lining (with inflation in subsequent years). CIP 2022 includes \$1,020,000 to structurally line the existing 12 inch diameter watermain (10,000 linear feet) extending from Mechanic Street to Miracle Mile, which is a 1958 Cast Iron pipe and has experienced multiple breaks in recent years.

Appropriation: \$3,310,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**K. New Water Supply Source Study** (Public Works) – Jay Cairelli

This project will perform an investigation into the potential of a new water source along the Connecticut River using riverbank infiltration technology. A second water source will provide a backup water supply. Having a single source places the city in a potentially vulnerable situation. It is noted that there are emergency interconnections available with the Towns of Hanover and Hartford if an emergency ever occurred, but those are not suitable as long-term systems.

Appropriation: \$145,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**L. Huber Sludge Dewatering Press** (Public Works) – Jay Cairelli

This project is intended to maintain sustainability, redundancy and improve capacity for sludge dewatering at the Waste Water Treatment Plant (WWTP).

Two sludge dewatering Huber screw presses were installed as part of the WWTP upgrade in 2014. Over the last five years it has been found that actual operational run hours per unit are more than originally

designed, and the output in volume of dewatered sludge or solids is less than anticipated. The average daily run times on each unit is eighteen hours per day. The addition of a third larger sludge dewatering unit will allow the sludge dewatering system to operate 12 hours per day - five days per week.

Currently the wastewater treatment plant's ability to dewater sludge is the limiting factor in reaching design capacity. All other WWTP systems are adequately sized so that the plants design capacity can be met. During the WWTP upgrade in 2014 the sludge dewatering Huber presses were sized to handle the projected wastewater flow and strength for an additional 10 years. This CIP request will ensure dewatering capabilities are met beyond 2024.

Appropriation: \$275,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**M. Lebanon Sewer System Rehabilitation** (Public Works) – Erica Brittner

This project will be a multi-year project to physically address segments of key areas in which to continually gain increased sewer capacity. The City has over 58 miles of collection system: including gravity sewers and force mains and approximately 1550 manholes and 74 lamp-holes along with pump stations.

The year 2021 will be the final year in which the City is under a consent decree with EPA that requires a Capacity Management Operations Maintenance (CMOM) plan to assist the City in the continued maintenance and upkeep of the sewer collection system. This plan allows the City to utilize the System mapping by gathering flow information, modeling the system and keeping track of the system sewer capacity.

The sewer system has been inspected and televised and the system has been computer modeled. Ten flow meters were installed in 2019 to determine sewer flows and will be relocated as necessary to gain a better understanding of sewer flows and high inflow and infiltration areas. Additional televising will continue to be performed in the high suspect infiltration areas.

By locating the worst of the sewer infiltration areas that need to be addressed, the sewer sections will be ranked and projects generated as part of this annual CIP sewer rehabilitation project. The rehabilitation will be a combination of sewer replacement, spot repairs and slip-lining of the sewer. A \$750,000 annual sewer budget for year 1, \$500,000 in year 2 followed by \$250,000 per year in subsequent years in continued rehabilitation is estimated for this project.

Appropriation: \$1,500,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**N. Septage Receiving Facility - WWTP Upgrade** (Public Works) – Jay Cairelli

This project is intended to improve operations to accommodate increases in septage and grease receiving to the WWTP. These improvements will improve receiving functionality and efficiency. Increases in septage and grease receiving are expected to result in increased revenues to cover project costs.

Appropriation: \$550,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**O. Landfill Phase 3-4 Design and Permitting** (Public Works) – Marc Morgan

Based on recent Landfill waste capacity reports, a conservative estimate of the airspace remaining at the Landfill is approximately 9-12 years. Because the Landfill is only permitted through Phase II-C, the City will need to go through the NHDES permitting process to permit additional capacity (Phase III and IV) to meet its long-term solid waste management goals. Phase III is expected to be located south of Phase II-C and Phase IV is expected to be located to the north of Phases I-A and I-B; the location of the existing unlined landfill. The unlined landfill was identified as an environmental burden to the City and the proposed redevelopment is expected to address environmental concerns. The comprehensive permitting process can take years, and, to provide a buffer between the next phase of construction and airspace depletion, the City has started the data gathering portion of the permitting process in 2020.

In 2020 the first step was initiated to start the permitting process. This step will continue into 2021 and involves a hydrogeological work plan. In 2024, a study to characterize site geologic and hydrogeologic conditions of the new development areas will be completed. For the Phase III and IV areas, the hydrogeological study will: (i) evaluate the suitability of the area for landfill development; (ii) provide data for landfill design; and (iii) serve as the basis for recommendations regarding the locations for groundwater monitoring wells. In 2026, the final permitting and design of the both Phases III and IV will be completed. All this work needs to be done prior to starting construction of the next landfill expansion. This work also represents the development of all necessary permits for landfill expansion and disposal capacity to 2090.

Appropriation: \$1,000,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**P. Landfill Phase 3 Construction** (Public Works) – Marc Morgan

New landfill cell to extend life of landfill operations. The disposal capacity of this cell of the Lebanon landfill is 866,000 cubic yards; approximately 10 years.

This project is a high priority as the Lebanon Regional Solid Waste Facility (Landfill) has an estimated remaining life capacity of 10-12 years. It is important that the City start construction at least 2 years before the end of its current life capacity/expectancy of the existing cell capacity as construction schedule will be a two-year period for the new Phase 3 cell.

Based on recent Landfill waste capacity reports, a conservative estimate of the airspace remaining at the Landfill is approximately 10-12 years (2030-2032). The Phase 3 area is approximately 6 acres and approximate construction costs are \$500,000 to \$750,000 per acre for a total of \$3,000,000 to \$4,500,000 and will take approximately 2 years to construct. The range depends upon subsurface (ledge) conditions.

In 2021 it is intended to perform geophysical investigation to further define the subsurface conditions so that the range can be better defined. DPW recommends a one-year buffer between completion of construction and capacity buildout of the existing landfill, which is the reason to start construction in year 2029.

Appropriation: \$3,000,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**Q. Landfill Gas Collection & Control System** (Public Works) – Marc Morgan

NHDES Env-Sw 806.07 Rules requires the City to control decomposition gases from the Landfill to prevent hazards to health, safety, and property. The City installed an active landfill gas (LFG) extraction system in 2013 to comply with this regulation. Since 2013, the City has continued operations within Landfill Phase II-C and needs to expand the existing GCCS infrastructure into areas that do not currently have LFG extraction components. The project will consist of installing a series of LFG extraction wells and LFG collection trenches that will be tied into the existing GCCS infrastructure that is under a vacuum system. The project will be designed by a professional engineer licensed in the State of New Hampshire in 2020 and permitted through the NHDES Solid Waste Bureau.

This is a multi-year project with initial design performed in 2020 and with the GCCS installed by a contractor in years 2020 through 2025 and construction coordination by DPW-Solid Waste staff.

Appropriation: \$724,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**R. Landfill PFAS Preliminary Study** (Public Works) – Marc Morgan

PFAS is a class of chemicals found in landfill leachate and has health effects. This project will include the following: Assess sources of PFAS in Municipal Solid Waste; Assess the cycling of PFAS between the landfill and the Wastewater Treatment Plant; Assess Lebanon water/leachate/wastewater/groundwater PFAS data; Estimate the fraction of WWTP loading that comes from landfill leachate; Determine the specific sources of PFAS found in leachate; Assess the fractions of the PFAS in leachate that are due to landfill gas condensate; Evaluate how leachate and/or groundwater can be treated in a cost-effective manner; Assess the impacts and the importance of air emissions of PFAS; and prepare preliminary PFAS treatment options and costs in a summary report.

Appropriation: \$50,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**S. Landfill Property Acquisition** (Public Works) – Marc Morgan

Acquisition of this adjacent property, 384 and 386 Plainfield Road, will facilitate landfill expansion potential to extend the life through the year 2090 based upon current solid waste receiving rates. Environmental Phase Studies 1 and 2 will be necessary to assess the property and to provide an assessment of the value of the property. In addition, there will be appraisal fees and legal fees associated with this purchase.

Landfill expansion to extend life of the solid waste facility through 2090 is described above. Phase 1 and Phase 2 Environmental Assessments of the property will be required in 2021.

Appropriation: \$75,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**T. Landfill Gas-to-Energy Project** (Liberty Utilities Upgrades) – Marc Morgan

Liberty Utilities recently performed an impact study for the LF Gas to Energy Project. The Study found that upgrades would be needed at the connecting substation for the 1MW facility to distribute generated power. The recommended upgrades are necessary to connect the LF gas generator to the distribution grid. Installation of equipment is estimated to take 12 months.

This project is in keeping with the City's Master Plan; Energy, chapter 13. This project has the potential of generating revenues from the sale of electricity as well reducing energy costs for the City as a whole.

Appropriation: \$1,000,000

The Committee discussed and Mr. Brooks paused the scoring for this project.

**U. Climate Action Plan** – (Planning & Zoning) – David Brooks and Rebecca Owens

The Climate Action Plan will be structured to provide integrated, actionable solutions in key topic areas in which the City's baseline studies have identified the greatest opportunities for increased resilience and emissions reductions. It is anticipated that the Plan will include solutions that address individual and integrated topics. Equity will also be a key component of the plan and will be embedded in the development of solutions. In addition, the solutions will cover the range of actors who are responsible for achieving Lebanon's climate goals.

The goal of the Plan is to set realistic, short- and medium-term interim targets and identify the most important and feasible actions and priorities to set Lebanon on track for achieving its long-term climate goals.

Appropriation: \$100,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**V. Lebanon Complete Streets/Multi-Modal Plan** – (Planning & Zoning) – Rebecca Owens

The City proposes to engage a consultant to develop Lebanon's Multimodal Plan to apply, update, and prioritize existing information, processes, and recommendations for actions/projects. It will serve as a master plan, with a baseline and comprehensive, data-driven vision for how the City can objectively improve multimodal safety for all, and an action plan, with specific tasks to improve local networks.

A primary benefit of a Multimodal Plan for Lebanon would be the opportunity to distill all of the transportation and mobility needs and priorities identified in various local, regional, and statewide plans into a more unified vision and implementation strategy. The project will prioritize known needs, assess project feasibility, and develop a concrete action plan for implementation. This will help local boards when working with applicants on development projects, as well as preparation of the City's capital projects, etc.

Improved transportation pathways will allow for better access to pedestrian-bicyclist activities in a safe system. There are gaps in many areas that would be remedied more efficiently and professionally with a shovel-ready plan. Having a plan also would also make the City ready to apply for grants and other funding.

Appropriation: \$45,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**W. Miracle Mile Pedestrian and Transit Improvements** – (Planning & Zoning) – David Brooks

The City is actively pursuing multiple different projects to fill gaps in the existing sidewalk network. Among various projects, the City will be completing pedestrian and transit improvements along a section of the Miracle Mile. Since the relocation of the LISTEN thrift store and closure of the Village Market in downtown (which makes the Price Chopper the closest grocery store to downtown neighborhoods), the Miracle Mile has seen a significant increase in pedestrian and transit activity despite the absence of any sidewalks or marked crosswalks in the corridor.

Using funds appropriated in 2019 (as part of an unsuccessful TAP grant application) and 2020, the City has designed and will construct roughly 550 feet of new sidewalks along with a formal, marked pedestrian crossing on Miracle Mile (Section 1 on the attached Project Area map). Working with Advance Transit, the City will relocate the existing Miracle Mile bus stops to a better location as envisioned by the 2010 Lebanon Bus Stop Study. Advance Transit will seek funds for the purchase and installation of bus shelters through future FTA grant opportunities. Also, the City has coordinated with the adjacent property owners to ensure access from existing parking areas to the public sidewalks and bus stop locations.

The City Administration plans to continue to make regular investments in its pedestrian, bicycle, and transit facilities to achieve a more connected community over time.

Appropriation: \$1,200,000

The Committee discussed and Mr. Brooks recorded the Planning Board composite scores for this project.

**X. Lebanon School District – David Brooks**

Mr. Brooks shared the School District's project spreadsheet. It was noted that the School District maintains a lower threshold for what qualifies as a capital project and they typically try to address such projects through capital reserve funds or through the use of unexpended funds each year. However, the largest projects that require bonding also require voter approval.

The Board members thanked the City Staff for their preparation and assistance.

**3. OTHER BUSINESS:** None

**4. ADJOURNMENT:**

***A MOTION by Laurel Stavis to adjourn the meeting.***

***Seconded by Tom Martz.***

***Roll Call Vote:***

***Voting in Favor – Mr. Martz, Ms. Stavis, Mr. Garland***

***\*The MOTION passed (3-0).***

**The meeting was adjourned at 9:03 pm.**

Respectfully submitted,  
Holly Howes  
Recording Secretary