

# THE CITY OF LEBANON, NH

## FINANCE DIRECTOR

### *Invitation to Qualified Candidates*



Lebanon, NH (13,500 pop.), seeks an experienced public sector CFO to oversee the City's Finance and IT operations. Encompassing about 40 square miles along the Connecticut River at the crossroads of two major interstates, I-89 and I-91, in the Upper Connecticut River Valley of New Hampshire, the City of Lebanon is the hub of what the United States Office of Management and Budget (OMB) has identified as the most populated micropolitan statistical area in the United States and was formerly named by Forbes Magazine as the strongest town/micropolitan area in the Country. Boston is a 2 hour drive or 45 minute flight out of the Lebanon City Airport. Concord, the State Capital and Manchester, the State's largest City, are about a 1 hour drive.

Lebanon boasts views of the White Mountain Range yet is less than a 2 hour drive to the New Hampshire Seacoast. Operating under a City Charter with a Mayor/Council form of government, the Finance Director reports to the City Manager and manages a staff of 5 FT finance employees and 4 FT IT employees.

The City budget is just over \$71 million (including capital and enterprise funds but not school). Bachelor's Degree in Accounting or related field and 7 to 10 years of progressively responsible supervisory experience in municipal accounting/finance; or equivalent combination of education and experience that demonstrates likely success in the position. Salary range \$90,634-\$122,346 with excellent benefits. Starting salary commensurate with qualifications and experience. Lebanon is an equal opportunity employer.

**For further information** candidates are directed to [Municipal Resources' website](#) or to contact Alan Gould at [agould@mrigov.com](mailto:agould@mrigov.com) or by phone at 603-279-0352 ext. 320.

**TO APPLY:** Submit a resume and cover letter in PDF format to [recruitment@mrigov.com](mailto:recruitment@mrigov.com).

**DEADLINE TO APPLY: Tuesday, September 3<sup>rd</sup>, by 8 AM EST.**



## ABOUT THE CITY



The City of Lebanon encompasses approximately 40 square miles and is situated in the southwest corner of Grafton County on New Hampshire’s western border with Vermont. The Connecticut River, New England’s longest river, runs adjacent to the City and separates the two states. Lebanon is at the crossroads of two important interstate highways I-89 (NH/VT, with 4 exits in Lebanon) and I-91 (VT). These highways link Lebanon with the major cities of New Hampshire and Vermont, as well as Boston, New York and Montreal. Boston is 2 hours away by vehicle or 45 minutes by air; you can drive to New York in 4 hours or fly and arrive in mid-town Manhattan in 2-1/2 hours after a

limo ride from White Plains; Montreal is a 3-1/2 hour drive, or you can travel by Amtrak’s Vermonter out of White River Junction, VT (a village in Lebanon’s neighboring town of Hartford, VT). The Vermonter will also take you south as far as Washington, DC. The White Mountains can be seen from vantage points in Lebanon, lakes and rivers abound, and the skiing nearby is among the best in the Northeast.

With the City’s proximity to Interstates as well as a City airport and rail line, Lebanon has attracted some major corporate players. There are many high-tech and advanced manufacturing firms and research and development companies in the City. “Centerra” is the City’s first mixed-use, industrial-based “Planned Business Park.” It is home to firms such as [Luminescent Systems](#), [Adimab](#), [Ansys/Fluent](#), and [TomTom](#). Outside of Centerra, Lebanon is home-base for companies such as [Hypertherm](#), [Timken Aerospace](#), [Woodstock Soapstone](#), and [Mascoma Corp.](#), and houses branch locations for companies such as [Fuji Film/Dimatix](#) and [Novo Nordisk](#). The City’s largest employer is the renowned [Dartmouth-Hitchcock Medical Center](#) (DHMC) and affiliated Geisel School of Medicine. DHMC is the largest medical facility north of Boston and is New Hampshire’s only academic medical center. [Dartmouth College](#) is located in the adjacent town of Hanover but employs many Lebanon residents and provides many of the services and amenities desired by students and employees of the College. These economic engines are driving a robust service industry that includes restaurants, hotels, and other more local “mom and pop” businesses.



From an arts and culture perspective, Lebanon and the surrounding area has much to offer with a range of opportunities not usually found in a rural area. The 800 seat theatre in City Hall is operated by the non-profit [Lebanon Opera House](#) and hosts a variety of national and local performances including the professional [Opera North](#). The [AVA Gallery and Art Center](#) is also located in downtown Lebanon. Dartmouth’s [Hopkins Center](#) and



[Hood Museum of Art](#) attract world class shows and exhibits. Our neighbors to the east (Enfield) and west (White River Junction) each host professional theatres (Shaker Bridge Theatre and Northern Stage), while Enfield is also home to a Shaker Museum and White River is home of the Center for Cartoon Studies.

When all of the opportunities and assets described above are combined with the abundant natural resources and recreational opportunities of the region, there is no wonder that in 2008, [Forbes Magazine](#) named Lebanon, NH as the strongest town/micropolitan area in the United States. Truly, the City of Lebanon is one of the nation’s best communities in which to work, live and raise a family.

## ***HISTORY OF THE CITY***



Early settlement in the region was concentrated along the Connecticut River in what is now West Lebanon, and in the Mascoma Lake region near Enfield. Lebanon’s original charter was adopted in 1761. In the mid-1800s, a mill district developed along the Mascoma River between West Lebanon and Enfield, and at various times the district supported furniture mills, a tannery, woolen textile mills, a clothing factory, and several machine shops. This district attracted many French-speaking workers from Quebec and became Lebanon center, while West Lebanon developed into a railroad hub. As in many New England mill towns, these industries and the railroad declined in the 1950s and 1960s. Lebanon incorporated as a city in 1958. In 1964, the city center suffered a catastrophic fire that destroyed a large portion of downtown. An urban renewal project resulted in a new pedestrian district locally known as “The Mall,” which replaced the area destroyed by fire adjacent to Colburn Park, the heart of Lebanon’s central business district. The City then set about recreating itself, and embarked on a sustained process of commercial development and economic revitalization.

While Lebanon still has a friendly feel and architectural appearance of a small New England town, it serves as the commercial hub of the “Upper Valley,” a region that includes approximately 170,000 people (both from New Hampshire and Vermont) serving needs that range from employment to retail shopping to first-rate health care.

## ***CITY GOVERNANCE AND ORGANIZATION***



***“All actions and policies of the government of the City of Lebanon shall, first and foremost, benefit the current residents of the City of Lebanon.”***

*-City of Lebanon Guiding Principle*

The City of Lebanon operates under a City Charter and a Council-Manager form of government. The City Manager is the chief executive and administrative officer, appointed by and reporting to a nine-member City Council.

The Lebanon School District, governed independently from the rest of City government, is overseen by a 13-member elected School Board and a Superintendent of Schools. More information about the District can be obtained at [www.sau88.net](http://www.sau88.net).

## **CITY BUDGET**

The City operates on a calendar fiscal year with the annual budget adopted by the City Council in December. Since New Hampshire has no income tax or sales tax, property taxes account for about 37% of total City revenues. Fees, licenses, permits, intergovernmental revenues and charges for services generate about 36%; another 23% comes from the proceeds from issuance of long-term debt (for capital improvements only) and inter-fund transfers; and 4% from a small amount of miscellaneous revenues including non-property tax taxes. The City portion of the budget accounts for about 37% of the property tax rate, the school portion about 57% and the county portion about 6%.

The City's debt load has been carefully controlled, and bonds are issued through the New Hampshire Municipal Bond Bank utilizing the State's rate, so the City itself has no bond rating but is stabilized at a very good level.

