

**City of Keene**  
**New Hampshire**

**COLLEGE CITY COMMITTEE**  
**MEETING MINUTES**

**Monday, April 24, 2017**

**4:00 PM**

**Madison Lounge, KSC**

**Members Present:**

Darryl Masterson, Co-Chair  
Robin Picard  
Phil Jones, City Councilor  
Chris Hrynowski  
Kelly Ricarte  
Dottie Morris  
Marcia Kayser  
Paula Jessup  
Bettina Chadbourne, Councilor  
Joshua Jarvis, Alternate

**Staff Present:**

Tara Kessler, Planner  
Kim Schmidl-Gagne, KSC Liaison

**Members Not Present:**

Dean Eaton  
Bart Sapeta, Co-Chair, Councilor  
Chris Cusack

1) **Call to Order**

Co-Chair Masterson called the meeting to order at 4:05 PM and roll call was conducted. Bryanna Weigel, a student at Keene State College, introduced herself to the Committee as a guest of Dottie Morris.

2) **Approval of Minutes – March 27, 2017**

Ms. Kayser noted a correction on page 6, second paragraph, the word “social identifies” should be change to “social identities”.

Ms. Kayser noted a correction on page 6, last paragraph, and the words “could make announce” should be changed to “could announce”.

Ms. Picard requested to strike the third paragraph on page 4. The Committee agreed to amend the paragraph to state, “The Committee discussed the subject of possibly consolidating housing for fraternities and sororities on campus.”

Ms. Kayser made a motion to approve the minutes of March 27, 2017 as amended. The motion was seconded by Ms. Hrynowski, which carried unanimously.

3) **Rules of Procedure Discussion and Adoption**

Ms. Kessler provided the Commission with a copy of the edited Rules of Procedure with the changes approved at the meeting in March. She stated that there was a question raised at the last meeting about the meaning of the sentence, “A motion to call the question shall require a two-thirds (2/3) vote and is not debatable.” Ms. Kessler reported that the City Attorney confirmed that if there is a motion on the table and someone wants to end the debate on that motion there would need to be a two-thirds (2/3) vote and would not be debatable.

She stated that she received additional edits from Co-Chair Sapeta. Ms. Kessler read the edits to the CCC as follows:

- Co-Chair Sapeta suggested the addition of a sentence in Section 2. Staff Liaisons that states, “The Mayor of the City and the President of Keene State College shall designate members of their respected organizations, hereinafter referred to as “Staff Liaisons,” to assist the Commission.
- Co-Chair Sapeta suggested under Section 3. Minutes to remove, “City of Keene Staff Liaison” and change to “Staff Liaisons.”
- Co-Chair Sapeta suggested the following sentence be added to the end of Section 9. Memorandum: “The memorandum shall be made available to the Mayor and the President seven (7) days before the submittal to the City Council.”
- Co-Chair Sapeta suggested under Section 11. Reports adding the following statement, “The report shall be made available to the Mayor and President seven (7) days before the submittal to the City Council.”

Ms. Kayser made a motion to adopt the Rules of Procedure for the CCC, incorporating the amendments as discussed. The motion was seconded by Ms. Morris, which carried unanimously.

## **5.) Subcommittee Updates**

### **a. Inclusiveness**

Ms. Kayser reported that the Subcommittee held their first community conversation and that it was a great night. She reported that there were 19 people in attendance. The attendees consisted of City Councilors, KSC students, CCC members and members of the public.

Ms. Kayser stated that the Subcommittee received suggestions that the next community conversation should be directed towards LBGT awareness and the City of Keene as a sanctuary city for refugee safety. Ms. Kayser said that the students in attendance seemed to think that waiting until the fall for the next event was too late. Ms. Morris added that the students did not want to lose the momentum. The Inclusiveness Subcommittee scheduled their next meeting for May 8<sup>th</sup> at 4 PM and will discuss the details for the next conversation.

Ms. Schmidl-Gagne reported that the Hill Conference Room at KSC was available for the Subcommittee to meet on May 8<sup>th</sup>.

Councilor Jones asked if the topic of a sanctuary city was outside the charge of the Commission. He explained how this was an important topic but potentially could create a conflict for the Commission. He noted that this is more of a City-wide issue, than a College-City issue. Co-Chair Masterson stated that the topic of a sanctuary city was only a suggestion made by the students who attended the event.

**b. Neighborhood Revitalization**

Ms. Picard reported that the Subcommittee needed to reschedule their meeting with Kent Drake-Deese. Ms. Schmidl-Gage said she would conduct a Doodle poll to schedule the next meeting. Ms. Picard said that their agenda was to clarify some of the issues on campus, such as why students move off campus, and to set goals for future discussion.

**4.) Pumpkin Festival**

Co-Chair Masterson said that a proposal for a Pumpkin Festival 2017 with Let It Shine, was submitted to the City Council. He said that it seemed additional work needed to be happen by Let It Shine and was unlikely the Pumpkin Festival would happen this year. Councilor Jones stated that City Council tabled the proposal so additional meetings could take place between festival organizers and city officials.

Councilor Jones said that the issue he wanted to discuss at the protocol meetings was the influence of social media being used as an invitation to party in Keene. He explained that Let It Shine stated they would address that concern.

Co-Chair Masterson said there was a mention of the carved pumpkins coming only from the SAU29 students and he wondered how this would be enforced.

Ms. Jessup asked how heavily involved the KSC faculty and President Huot was with the meetings that occurred with the City. She said as a business owner and as a resident of Keene, she felt Keene would not thrive and grow if something ever happened to KSC. She said that it was not just the KSC students that caused the problems at the Pumpkin Festival and that KSC faced a lot of backlash from the event. Ms. Jessup stated that KSC employed thousands of people and asked what type of devastation would happen if there was another problem that occurred at the event. She stated that the City and President Huot should look at what it would look like if the Pumpkin Festival was put back on the table.

Councilor Chadbourne said she understood that Let It Shine presented that they would work with the SAU 29 elementary schools. She stated that Let It Shine discussed having 4,000-6,000 pumpkins and having the event on Central Square and Railroad Street. She said that it seemed that they wanted a different feel for the event.

Ms. Jessup said that there is a beautiful new Middle School with plenty of parking in the surrounding areas and that it did not make sense why Main Street is the only location being considered. In addition, she stated it did not make any sense to put the added pressure on the KSC campus. Ms. Kayser said in her opinion, no matter where the Pumpkin Festival was held, people would be thinking of what happened three years ago.

Ms. Ricaurte stated that she wanted to clarify that the Commission was created before any issue occurred with the Pumpkin Festival.

Councilor Chadbourne asked what the next step would be for the Pumpkin Festival application. Councilor Jones replied that the application was in the beginning stages. He discussed how there was a discussion of how the Pumpkin Festival could be combined with the Fall Festival. Ms. Kessler stated that the protocol meetings would be with the city staff, police department, fire department, public works, health and code. She stated that the city staff and other departments would meet with the applicant to discuss the proposed event and work through the proposal in detail. Ms. Kessler said that she would ask the City Clerk's Office if members from KSC would be able to attend the protocol meetings given the relationship with KSC and the City.

Ms. Kessler stated that there would be opportunity after the protocol meetings for the public and KSC to state their comments, once the proposal comes back to City Council. Ms. Picard discussed how she met with Tim Zinn, of Let It Shine, to look at the formal proposal. She stated that she explained to Mr. Zinn that KSC would not pursue the Pumpkin Festival and that it was too soon to discuss the event.

Ms. Kayser said that the need to involve the children could be easily met with the Fall Festival.

**8.) New Business**

Ms. Schmidl-Gagne reported that Kemal Atkins will be attending the May 22<sup>nd</sup> CCC meeting.

Ms. Jessup reported that the City of Keene received 5th place in the Best of NH Magazine for Best Main Street.

**8.) Next Meeting-**

The next meeting is scheduled for Monday, May 22<sup>nd</sup> at 4 PM in the 2<sup>nd</sup> Floor Conference Room of City Hall.

**9) Adjournment**

Hearing no further business, Co-Chair adjourned the meeting at 5:04 PM.

Respectfully submitted by,  
Jennifer Clark, Minute Taker

Reviewed and edited by,  
Tara Kessler, Planner