

**ADOPTED**

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

**COLLEGE CITY COMMISSION**  
**MEETING MINUTES**

**Monday, August 27, 2018**

**4:00 PM**

**Room 309, Young Student Center,  
Keene State College**

**Members Present:**

Bart Sapeta, Co-Chair, City Councilor  
Phil Jones, City Councilor  
Marcia Kayser  
Dr. Chris Cusack  
Davis Bernstein  
Victoria Bergstrom  
Kelly Ricaurte  
Kim Schmidl-Gagne  
Dottie Morris  
Steve Fortier  
Robin Picard  
Dick Berry  
Frank Richter

**Staff Present:**

Rhett Lamb, ACM/Community Development  
Director  
Tara Kessler, Senior Planner  
Kim Schmidl-Gagne, KSC Liaison

**Others Present:**

Tim Zinn

**Members Not Present:**

Bettina Chadbourne, City Councilor

**1.) Call to Order**

Co-Chair Sapeta called the meeting to order at 4:06 PM and roll call was conducted. Tim Zinn, a representative of Let it Shine and a citizen of Keene attended as a guest.

**2.) Approval of Minutes – July 23, 2018**

Dr. Cusack noted on page 3, fifth paragraph, “Mr. Cusack stated that there needs to be some sort of reward for the CCC going forward” should be changed to, “Dr. Cusack stated there needs to be some reward in the terms of short term accomplishments”.

Ms. Kayser noted that Chris Cusack should be referred as Dr. Cusack.

Co-Chair Sapeta noted on page 4, fourth paragraph, the amount of spaces before the sentence “President Treadwell” should be reduced to two spaces.

Councilor Jones made a motion to approve the minutes of July 23, 2018. The motion was seconded by Dr. Cusack and carried unanimously.

**3.) Finalize Edits to College City Commission Report on Inclusiveness & Diversity & Neighborhood Revitalization**

Co-Chair Sapeta asked the Committee to review the draft report on Inclusiveness & Diversity and Neighborhood Revitalization for additional revisions. He stated the next step was to present the report to the Planning Licenses and Development Committee. The Committee took a moment to review the draft. Ms. Kessler reported she had spoken to Mayor Lane and President Treadwell in advance of the meeting and it was her understanding the report had already been adopted. In addition, she stated the report is in the hands of Mayor Lane and President Treadwell and they would decide on how to move forward with the report. At some point in the near future Mayor Lane and President Treadwell will provide their feedback to the CCC. Co-Chair Sapeta stated that he was referring to the edits in terms of typos. Ms. Kessler emphasized that the Mayor and President Treadwell have the report and will be determining the next step for the report.

Co-Chair Sapeta asked the Committee to review the draft for additional edits. The CCC took a brief moment to review the draft.

Ms. Bergstrom noted a correction on page 5 of the report under “Short Term “, third bullet, the year 2018 should be changed to 2019.

Mr. Fortier noted the margins on the report should be consistent throughout the report so the margins are fully justified.

Co-Chair Sapeta asked the CCC to submit additional editorial corrections to him, Ms. Kessler or Ms. Schmidl-Gagne.

**4.) Review progress On 2016 College City Commission Report Recommendations**

Co-Chair Sapeta moved the discussion to the College City Commission Report Status Update. He explained the items highlighted in green on the report, have been completed. The items highlighted in orange are in progress, partially completed or are on-going. Co-Chair Sapeta recalled at the previous CCC meeting Mayor Lane and President Treadwell asked the CCC to take a look at this list to see if there are any additional comments on these tasks. He stated Mayor Lane and President Treadwell have both stated how much they value the feedback and suggestions from the CCC.

Mr. Fortier noted that Corey Davis, Coordinator of Student Conduct, listed in (1.d.) is no longer with KSC. Ms. Schmidl-Gagne reported the hiring for this position has been put on hold. The CCC agreed to remove Mr. Davis’s name from the report.

Ms. Picard noted a change in (1.e.) in regards to the 2 part-time housing inspectors. Ms. Kessler reported there is currently one vacancy and it is undetermined what will happen with these two positions.

In addition, Ms. Picard noted a correction on (7) that lists she attended the ITGA Conference in 2016.

Mr. Fortier noted under Norms/Expectations & Alcohol/Substance Use, the word coordinator is misspelled.

Ms. Bergstrom noted under Communication, Relationships and Celebrations (1.b.) and (1.c.) are tied together and are ongoing. The CCC agreed to highlight (1.b.) as green.

Mr. Richter noted under Medium Term Recommendations where it states, "The Code, Health, and Planning Departments will be merging in July of 2017".... should be changed to "July 2018".

Councilor Jones noted under Housing, Medium Term Recommendations, (2) "A Discussion of an Ordinance for Disorderly Residences is on "More Time" at the Council's MSFI" that Mayor Lane reported this item out. This item should be changed to green as this has been completed.

The CCC thanked Ms. Ricourte and Ms. Kessler for their work in putting together the report.

### **5.) Public Comment**

Co-Chair Sapeta opened the meeting to public comment.

Ms. Picard began by addressing some comments recently made by KSC students in reference to downtown Keene being considered a long distance from KSC. She explained they started to look at why students feel this way when downtown is half a block away and why this may be a challenge for some students. She said they discussed what KSC could do in order to help change this perception. Conversely, Ms. Picard stated that she hears residents say the college is a far distance from downtown.

When Ms. Picard returned to school after summer break, she wrote to various faculty about some collaboration ideas. Ms. Picard explained with the art shortage of money and the theme this year at KSC is freedom of speech an idea came was brought forward by the Art Department. She stated the Art Department suggested moving Apian Way all the way out to the area that has been called "no man's land". In addition, the Art Department suggested a program that is nationwide called For Freedoms. The program invites artists to use art and advertising to encourage civic engagement. This year, the initiative of the program is to have a billboard in every state.

Ms. Picard stated this idea seems to fit really well and the Art Department is excited to take part in this project because it pertains to students and residents.

Ms. Picard asked if a billboard was something the City would permit on a stretch of property. Mr. Lamb asked Ms. Picard to indicate where "no man's land is located". Ms. Picard replied this was the area walking up from Apian Way on Main Street to the area where Athens is located.

Co-Chair Sapeta added that the perception is that it is difficult to get to downtown because there is no easy access.

Ms. Schmidl-Gagne stated that her understanding is that the initiative is to reserve the spot where signs are located in front of the post office. Mr. Lamb explained this area is used as a community resource to advertise community events. He noted the two locations are the area in front of the US Post Office and the Recreation Center. Ms. Schmidl-Gagne stated her suggestion is to speak with Budd Winsor placing the billboard at an on-campus location.

Ms. Schmidl-Gagne explained that her impression is that signs are regulated on Main Street. In her opinion, she was not sure if downtown Keene is the right area for this type of sign. Ms. Schmidl-Gagne stated that she has been talking with John Giltelson about coordinating a sign with the City of Keene. She said the billboards can be scaled to size but they are highway size billboards. Mr. Richter suggested projecting a similar type of advertisement on the gymnasium wall.

Ms. Ricaurte asked what message the billboard would be promoting and the purpose. Ms. Schmidl-Gagne replied the idea was to try to engage students in a dialogue. She continued to explain that she was not sure if KSC has the capacity to have a billboard as to what For Freedoms is looking to have created.

Ms. Picard explained she brought this idea before the CCC because she felt the CCC may provide alternative ideas or suggestions for this type of sign.

Ms. Ricaurte stated that she did not know if For Freedoms as a program was the way to go. She explained KSC is trying to engage students in a dialogue to help prepare them to vote. Ms. Schmidl-Gagne explained that the billboards are not for publicity but are meant to be provocative in order to get people to think about specific issues.

Co-Chair Sapeta asked for the ACM/Community Development Director's comments.

Mr. Lamb stated that sign permitting can be the most complicated in terms of permitting. He noted there are all sorts of questions about signs. The basic questions are if it is a sign or if the sign intends to advertise or encourage behavior. He stated that he suspects anything in the right of way itself is a problem because the right of way is regulated. In addition, he explained that anything that advertises something that is not happening on that property is called an off premise sign. He noted these signs are illegal. However, there is the right to up signs on property such as a political opinion sign or a real estate sign. Mr. Lamb noted these signs must be temporary in nature and of a limited size. Mr. Lamb stated that in his opinion a billboard sign would be considered an off-premise sign and difficult to permit. He noted there are two community sign locations in the City that could be reserved that may permit this type of sign.

One idea Mr. Lamb discussed are the interchangeable banners located in downtown along Main Street. He explained the banners are managed by the Rotary Club and change with the season's message. Mr. Lamb noted the banners are recognized as a way to inform and encourage community involvement.

Chair Sapeta asked if KSC is exempt from signage. Mr. Lamb replied that is correct if the sign is on KSC's property or related to a governmental use.

Mr. Lamb asked if there was a timeframe for the sign. Ms. Picard replied the deadline is in the middle of October.

Mr. Zinn added that he liked Mr. Richter's idea of having a sign projected on a wall. He stated this would be a great way to promote the City as well as the KSC. Co-Chair Sapeta asked if a projected sign would be permitted in the City. Mr. Lamb replied that he has never been faced with this type of question. He also added the temporary nature of the sign may have a lot of bearing on what is permitted.

With no further comment, Co-Chair Sapeta called on Mr. Zinn for his comments.

Mr. Zinn congratulated the CCC on all of the work that has been completed. He stated that he appreciates this effort as a citizen of Keene and how all of this work has made a difference. Mr. Zinn said his daily quality of life in his neighborhood in Keene has changed for the better.

Mr. Zinn stated he is before the CCC today in a dual role as a representative of Let It Shine and as a citizen of Keene. He explained he is specifically interested in the substance abuse and alcohol abuse that has taken place in his neighborhood. Mr. Zinn recommended enacting an ordinance to control large-scale parties involving alcohol. He stated that he is excited to put on the best pumpkin festival and wants the entire community to shine bright. Mr. Zinn noted that everyone deserves a second chance.

In preparation of the 2018 Pumpkin Festival, Mr. Zinn reported that he came across videos on YouTube showing large scale parties taking place in the area of the college. Mr. Zinn stated he wanted to show the video to emphasize how parties are still taking place at the college at different times of the year. He stated by displaying the video he hoped this would help spark the conversation on how to handle large scale parties in the City.

Mr. Zinn then began to set up the YouTube video.

During this time, Dr. Cusack announced over the summer at the Southeast Keene Neighborhood Group, Kamal Adkins and The City Manager discussed branding the Monadnock Region. Dr. Cusack reported branding the Monadnock Region is a project for one of his classes. He asked if students could present their ideas to the CCC at the next meeting. The CCC agreed to have this placed on the agenda for the next meeting.

Mr. Fortier announced an update on the hiring process for the next President of Keene State College. After a review and discussions, the Board at KSC has decided to proceed with a search of one, whereas the hiring committee will be making a recommendation to the full Board on whether or not to appoint Dr. Treadwell as president.

Given this decision, the committee will be holding a number of open sessions for Dr. Treadwell to present to numerous constituency groups why she should be appointed the next president of Keene State College.

The campus visits are scheduled for Monday, September 17 and Tuesday, September 18, at the Young Student Center in the Mountain View Room. We have set aside time for each constituent group to meet with Dr. Treadwell and the hiring committee on those days. The Community Leader Forum—for business and civic leaders, including elected officials from the City of Keene, Cheshire County, and the NH legislature—is scheduled for Tuesday, September 18th from 8:00-9:30AM.

With no further comment, the discussion was moved back to Mr. Zinn's topic. Mr. Zinn played the YouTube video that demonstrated a large party with several people drinking and at the end of the video large amounts of empty alcohol cans and bottles were on the ground.

After the video concluded, Ms. Picard stated that it was evident these drinking parties still occur and the best way to limit the number of parties of this nature is to improve on regulations.

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Mr. Zinn stated that if someone hosts a party of this nature they should be held responsible. He added that an Ordinance should be created to address these issues. In addition, Co-Chair Sapeta stated that the Ordinance introduced by Mayor Lane did address these issues but it did not get adopted.

Mr. Lamb added that what is evident is that this party shown on the video was probably broken up by the police. He said he did not know if a specific ordinance is needed to manage a party of that scale. Mr. Lamb reported that during the discussion of the recent Ordinance, the police said they have the ability to do what they need to do in these types of situations. He noted the question is relative to property owners and that is where it gets complicated.

Councilor Jones commented on the effort and work that has been done by Mr. Zinn. He stated that he has done an amazing job and thanked him for overcoming all of the hurdles from the City Council.

**6.) Adjourn**

Hearing no further business, Co-Chair Sapeta adjourned the meeting at 5:38 PM.

Respectfully submitted by,  
Jennifer Clark, Minute Taker