

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

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

**Monday, December 17, 2018**

**4:30 PM**

**Hale House, KSC**

**Members Present:**

Steve Fortier, Co-Chair  
Marcia Kayser, Co-Chair  
Bettina Chadbourne, City Councilor  
Davis Bernstein  
Kelly Ricaurte  
Kim Schmidl-Gagne  
Dottie Morris  
Robin Picard  
Dick Berry

**Staff Present:**

Elizabeth Dragon, City Manager  
Kim Schmidl-Gagne, KSC Liaison

**Others Present:**

Dr. Melinda Treadwell, KSC President  
Kendall Lane, Mayor

**Members Not Present:**

Frank Richter  
Dr. Chris Cusack  
Phil Jones, City Councilor  
Victoria Bergstrom

**1.) Call to Order**

Co-Chair Fortier called the meeting to order at 4:49 PM and roll call was conducted.

**2.) Approval of Minutes – October 22, 2018**

Ms. Picard noted the following corrections:

- Page 3, first paragraph, first sentence, the word “activates” corrected to “activities”.
- Page 3, fifth paragraph “President Treadwell welcomed comment....” corrected to “President Treadwell welcomed comments....”
- Page 4, first paragraph, first sentence “Co-Chair Sapeta referred to the calendar of events explaining there should not be one point of access....” corrected to “Co-Chair Sapeta referred to the calendar of events explaining there should be one point of access...”
- Page 4, first paragraph “Mr. Ricaurte” corrected to “Ms. Ricaurte”
- Page 4, fifth paragraph, second to last sentence, the words “broad enough audience” corrected to “broad enough approach”.
- Page 4, third sentence, “She explained that many times....” corrected to “She explained that many times the area of limits is more individual than institutional. The need is to determine how to create more institutional momentum around some of those goals.
- Page 4, last paragraph, fourth sentence, “....trailing spouses have job as well” be corrected to “.....trailing spouses have a job”.
- Page 5, seventh paragraph, second sentence, the words “digital perplexity” corrected to “digital complexity”.
- Page 6, second paragraph, “Mr. Berry asked about the lower paying jobs” corrected to “Mr. Berry asked about the lower paying jobs and the multiple economic needs”
- Pages 6, second paragraph, fourth sentence the word “defend” corrected to “different”.

Ms. Schmidl-Gagne made a motion to approve the minutes of October 22, 2018 as amended. The motion was seconded by Councilor Chadbourne, which carried unanimously.

### **3.) Commission Charge Discussion**

Mayor Lane began by explaining the new charge of the CCC is to review and inform KSC's 2018 to 2021 Bridge Strategic Plan and Capital Plan to advance the mutual needs and interests of the City and College.

The Mayor stated the next thing he would like is to see the college integrated into downtown more than what it is today. He stated a number of years ago the college did a redesign of the campus and created a beautiful internal campus. The effect was to close the campus off from the community. However, the idea now is to make the college more externally part of the community. The CCC will need to determine the best ways to achieve this concept.

Co-Chair Fortier asked the Mayor if there is a particular group that comes to mind, such as a downtown alliance or the Chamber of Commerce that would be an appropriate vehicle. Mayor Lane responded the effective vehicle for working on the design is the CCC. In addition, the City is going to have a redesign of the downtown. He noted the last time this was done was in 1988. He stated the City has applied for a grant to help with the redesign. The City Manager stated that the City did not get that grant. However, the City Manager stated that she does have an allocation in the CIP budget for fiscal 2020 to start the preliminary design again. The Mayor stated that as this design occurs the College needs to be part of that process and ultimately be the vehicle that achieves the integration.

President Treadwell added from KSC's perspective since they are thinking about their bridge strategic plan and capital plan, their plan is renovating Elliott Hall. The idea is to have Wyman Way, the entry to the arts and culture program be a vibrant part of the community. She stated they will have capital investment made on the end of their campus that could create much more open space. President Treadwell stated to integrate that into an aesthetic design of the City will give a sense of continuity up and down Main Street.

Ms. Morris asked if the CCC would be responsible for the process on how to form how those things will happen or the product. The Mayor responded that he would love to see the CCC come up with a vision on how to have KSC integrated more into downtown. President Treadwell stated the Mayor, the City Manager and herself have discussed as KSC's develops their bridge strategic plan they would like the CCC to review and offer feedback. The second part is to advise the College and the City with regard to planning activities and how to think about a more integrated and vibrant feeling between KSC and the City.

Ms. Ricaurte asked if there is a timeframe to accomplish these goals. President Treadwell responded that as far as the bridge strategic plan, the KSC cabinet will meet tomorrow to develop an action agenda. There is some initial energy in a few focused areas and that will come back out to the campus and the CCC within the next month. President Treadwell stated her thought on the bridge plan is have input on this from the CCC between now and June. She stated as far as the larger planning activities they are going into another master planning and major strategic planning effort in 2020. A year and a half from now KSC will begin another major strategic planning initiative at KSC for the next five years. President Treadwell noted for the next year would be the larger thinking around activities and integration.

Ms. Kayser noted that it was important to involve the student's and perhaps engage one of the classes at KSC with these goals. Dr. Cusack's class and Bart Sapeta's class were mentioned as possible options. She noted that student's feel downtown is far away.

Mayor Lane reported that last Monday there was a Joint Planning Board and Planning, License Development Committee meeting and one of the things they discussed was how to define the downtown. He reported they discussed trying to define downtown to come down Main Street as far as Baker Street and Bruder Street. In addition, include a portion of Winchester Street and all of the KSC campus. He said they were looking at the entire campus as part of the downtown in order to start focusing on the future. Ms. Schmidl-Gagne mentioned the new student welcoming ceremony at KSC where students circle the campus. Ms. Schmidl-Gagne suggested contacting the Colonial Theatre to host the inauguration and to have the students walk down Main Street. She noted by having the students walk downtown the feel would be much more symbolic.

Mayor Lane stated the next charge is to review the relationships between students and neighborhoods that surround the campus. He requested the CCC follow up and continue working with the police, Ms. Picard, students and neighbors. Mayor Lane noted this would further enhance a seamless relationship between the students and the neighborhoods. In addition, he noted these relationships have come a long way compared to previous years.

Ms. Kayser suggested the need to build in some sustainability. President Treadwell stated they had a good meeting with one of the neighborhood associations to discuss the feasibility and implementation challenge that may be presented by the responsible host ordinance. She noted the ordinance would create some liability and expectations for students living off campus. President Treadwell stated that she envisioned the CCC and the KSC student government explore what a responsible host ordinance might be for students and the neighborhoods. Mr. Bernstein stated this was something that Off Campus Housing could assist and more specifically talk about at the student assembly.

Mayor Lane stated the City and KSC are working to continue to build on the inclusivity recommendations that were made in the last CCC report. He stated using the MLK/JD Committee and the CCC is the key to recognizing how the world and specifically the community are changing. Mayor Lane noted the need to integrate people of all cultures into the community.

President Treadwell reported that KSC is seeing this as a major part of their strategic plan to focus on attracting and retaining students, faculty and staff. She stated the need to be thinking about inclusivity and respecting diversity in all of its forms. In addition, the need to not just make these statements but to put words to commitment.

President Treadwell reported that what they know is that within the next ten years the population of identifying nonwhite students is going to grow by 18% in NH. Based on these projections if KSC is not a campus in the City that can create a welcoming environment that focuses on cultures that are different than the dominant, it will be a challenge to be viable in the future. She noted this is going to be an important part of the shared work between the City and KSC. President Treadwell stated she is looking forward to help with this from the CCC.

Co-Chair Fortier welcomed comments from the Committee.

Mr. Berry asked if there was a concrete example of their vision that exists today that the CCC could replicate. President Treadwell responded their bridge strategic plan gives a commitment to almost all of these elements because it states the values of KSC. She noted on the first page of the bridge strategic plan there are a number of value statements and also commitment statements.

President Treadwell stated that she believes strongly that KSC's relationship with the City is an instrumental part of their future. She stated that both have to be more clearly connected and she needs to hear what areas to invest in from the CCC in order to make this successful.

Ms. Kayser stated that an area overlooked is one of original charges, which are celebrations. She stated there is a need to find a way to bring everyone together to celebrate. Ms. Kayser stated there are not enough gatherings that specifically include students for celebrations and also crises. Ms. Morris stated a concept that came up at the MLK/JD meeting was the idea that people do not communicate with each other. She explained there may be things happening on campus or in the City that are unknown. Ms. Morris emphasized the need to communicate between the College and the City in order to have a seamless process.

Ms. Kayser noted that on the City side the CCC is short on membership. The Mayor reported that he has a couple of people ready to be appointed. Ms. Kayser suggested adding members from the MLK/JD Committee and Historical Society. She stated that she would submit these names to the Mayor.

Ms. Picard suggested a member with a link to the hospital or a member from the public school system. Ms. Picard suggested a member from the Chamber of Commerce.

Councilor Chadbourne asked if there was an update on the downtown coordinator position. The City Manager stated the City does have a job description for a downtown coordinator position, which has been finalized. The position will be partially funded by the City, MEDC and business donations. One of the job duties will be creating and maintaining a calendar of activities and events.

Co-Chair Fortier reported that KSC is working internally on a calendar of events and activities that occur in the region.

#### **4.) 2019 Meeting Schedule**

Co-Chair Fortier asked the CCC to look over the 2019 CCC meeting schedule in order to plan ahead to ensure a quorum. He stated that an alternative plan can be put into place if needed. The CCC can inform Ms. Schmidl-Gagne of any conflicting schedules.

Co-Chair Fortier concluded the meeting by stating that he wanted to acknowledge the hard work and dedication from Mr. Sapeta.

#### **5.) New and Other Business**

No new business at this time.

#### **6.) Next Meeting**

The next CCC meeting will be January 28, 2019 at 4: 00 PM in the Second Floor Conference Room at City Hall.

#### **7.) Adjourn**

Hearing no further business, Co-Chair Fortier adjourned the meeting at 5:35 PM.

Respectfully submitted by,  
Jennifer Clark, Minute Taker