

City of Keene
New Hampshire

PARTNER CITY COMMITTEE
MEETING MINUTES

Tuesday, April 7, 2015

4:30 PM

City Hall, 2nd Floor Conference Room

Members Present:

Tom Link, Chair
Kathy Frink, Treasurer
Dawn Thomas-Smith
Wally Secord
Karen Parsells
Antje Hornbeck

Staff Present:

Helen Mattson, Executive Assistant

Others Present:

Members Not Present:

Ken Meola, Police Chief
Irene Davis, Vice Chair
Lilly Hart
John Mitchell

1. Call to Order

Chair Link called the meeting to order at 4:30 PM.

2. Roll Call –Appoint Alternates (if required)

Roll call was conducted.

3. Minutes of Previous Meeting: March 10, 2015

Ms. Thomas-Smith made a motion to approve the minutes from March 10, 2015. Ms. Parsells seconded the motion.

4.Board Business:

a) Fund Raising Event-Stonewall Farm-Subcommittee's report

Ms. Parsells stated that no meeting has occurred yet at Stonewall Farm but she volunteered to be on the committee. She continued, stating that the event will be on October 4, 2015. Ms. Parsells stated that that bratwurst, hotdogs and pretzels viable food options. She continued, stating that the committee will definitely have a spot at the event.

Ms. Thomas-Smith made a motion to accept the Stonewall Farm Report as informational. Ms. Hornbeck seconded the motion which carried unanimously.

b) Police, Fire & Public Works exchange-update

Chair Link stated that Mr. Thormann has sent an official invitation from the Mayor of Einbeck for Keene City Delegates to join the Einbeck Festival. He continued, stating that it would be favorable to arrive by 5:00 PM the Friday before the festival begins for a formality. Chair Link stated this includes members of the Committee as well. Chair Link stated that he met with the Mayor and City Manager. He continued, stating the Ms. Davis advised that by May 1, 2015 Keene should let Germany know the number of people that will be visiting. Ms. Hornbeck asked if an official translator would be present. Chair Link stated that there will be a translator and the Mayor of Einbeck speaks English very well.

Mr. Secord stated that Keene delegates will have to pay out of their own pocket for the trip and it should be supported for future events. He continued, stating that this deters people from travelling to Einbeck. Chair Link stated that they will be going out to Einbeck on their own dime but the partnership is strong.

c) School Exchange-Keene/Einbeck-John

Chair Link stated that he received an email from Ms. Davis today where she stated that the BBS have a parent meeting on May 7, 2015 to create a general program outline. He continued, stating that this email was sent to Mr. Mitchell and himself.

d) Band Exchange-Keene High/The Mendelssohn School Contact-part of 3 year plan

Chair Link stated that this exchange may not work this year. He continued, stating that The Mendelssohn School was hoping that band members from Keene would go to Germany to practice and play together. Chair Link stated that he and Ms. Davis talked with Jim Logan who stated that he would talk with Eric Anderson, the Keene High school Band Leader in preparation of retiring. Chair Link stated that Mr. Anderson will not be available to do this however. Chair Link stated that the new band leader may be willing to do this in another year. He continued, stating that Ms. Davis was interested in an exchange from the Waldorf School. Ms. Hornbeck stated that she is connected and involved with the school and will make a contact. Chair Link

stated that the student should be between 12-17 years of age. Ms. Hornbeck asked about the focus of the trip. Chair Link stated that students involved with the band should be contacted and it will be for about a week.

Chair Link stated that during Keene's school break may be a good time for the exchange. Chair Link stated that there is nothing formal just yet, but Mr. Kampa is anxious to make this happen. Ms. Hornbeck asked if the exchange is required to occur this Fall. Chair Link stated that Fall would be preferable but Spring is also fine.

Ms. Parsells made a motion to accept the Band Exchange Report as informational. Mr. Secord seconded the motion which carried unanimously.

e) Facebook page-social media-Lilly & Dawn

Ms. Thomas-Smith asked about the Social Media packet and the line on pg. 2 stating Department Head signature. Ms. Mattson stated that the form is a standard template and each item may not be applicable for this Committee. Ms. Thomas-Smith stated that she will send the form to Chair Link for a signature.

Ms. Thomas-Smith made a motion to accept the Facebook-social media Report as informational. Mr. Secord seconded the motion which carried unanimously.

f) Sharing Community News-media connections

Chair Link stated that if Paul Miller comes to the next meeting, he will be able to explain the details of this partnership. Chair Link stated that Mr. Miller will want an agreement explaining the details of the partnership in writing. Ms. Hornbeck stated that she, Ms. Mattson, Ms. Parsells and Ms. Thomas-Smith met to discuss this item. She stated that several great ideas came from the meeting including stories about the history of Einbeck along with photographs being exchanged. Ms. Hornbeck stated that the Fountain with the dog for instance has a story behind it.

Chair Link stated that Mr. Miller had mentioned photographs from Keene's history as well. Ms. Hornbeck stated that it would be beneficial to have an inside source in Einbeck instead of reading the Einbeck Newspaper every day. Chair Link stated that something more formal can start and then a more casual relationship can emerge.

Ms. Parsells stated that one interesting item about Einbeck and Germany is the beer standards and the buildings dating from the 1500's. Ms. Thomas-Smith stated that perhaps different holidays can be discussed in one story. Chair Link stated that there is a remaining wall around the city as well during the 30-year War. He continued, stating that Einbeck has amazing history. Ms. Hornbeck stated that if we tap the right person in Einbeck like a Historian for instance, then there would be plenty of useful information. Ms. Parsells stated that Jürgen would be a great contact.

Chair Link stated there are many possibilities with this partnership and it is important to take baby steps and learn what is important to people.

Ms. Frink made a motion to accept Sharing Community News Report as informational. Ms. Thomas-Smith seconded the motion which carried unanimously.

g) Signs for Einbeck/Keene partnership

Ms. Mattson stated that banners in the downtown area are managed by the Keene Rotary Club's Downtown Banner Program and the Committee would have to work with them and that Pete Mangan is the contact for the program. Ms. Mattson stated that should an agreement be reached allowing involvement with the Banner Program, the Committee would have to consider a design and purchase of banners. She continued, stating that the Committee should also decide if several banners are wanted or just one or two.

Chair Link stated that a sign coming into the Downtown area would be a great option. Ms. Mattson stated that one location suggested is a sign near the City Hall entrance. Chair Link asked if the Committee would like make a decision on what is wanted or what is allowed in reference to signs. Ms. Parsells stated that the Committee needs to keep in mind costs. Ms. Mattson stated that the banners are relatively inexpensive. Ms. Hornbeck stated it is the labor part of this that is the difficulty not the cost.

Ms. Parsells stated that this should be a permanent sign. Chair Link stated that having something on Main Street and by the City Hall would be a great option. Ms. Parsells asked if Keene High School has a metal working class and would they be willing to create something. Mr. Secord stated that he is not sure if the High School would be able to do this project. Ms. Parsells stated that the Cheshire Career Center students made a quilt out of wood as well. Mr. Secord stated the school may be able to do a small project because they have the proper equipment.

Ms. Hornbeck stated the small sub group discussed banners and signage and handed out examples of signs from Germany. She continued, stating that a large sign near the fountain in Keene explaining the partnership would be beneficial. Ms. Hornbeck stated that it makes sense to determine what the Committee wants and what is cost efficient. Mr. Secord stated that currently no one in the town knows what the fountain is for. Chair Link asked how long it would take before the sign is vandalized. Ms. Hornbeck stated that the signs at Keene State College have been undisturbed.

Chair Link asked if Ms. Hornbeck can continue to work with Ms. Mattson and gather information of the town's regulations and protocols on a sign by the fountain in Keene along with other signs. Ms. Hornbeck stated that the Welcome to Keene Sign should not be altered. Chair Link stated that a sign on either end of Main Street as well as City Hall would be sufficient.

Ms. Mattson stated that all requests must go to City Council. Chair Link stated that he will be speaking to City Council in May and will be able to talk about the Partner City Committee. Ms. Hornbeck stated that she and Ms. Mattson will work on the costs as well as political obstacles if any. Mr. Secord stated that the correct representative from the Committee needs to promote this

partnership and that Ms. Hornbeck is a good candidate. He continued, stating that a sign by the Recreation Center would be a great place as well.

Ms. Thomas-Smith made a motion to accept the Signage Report as informational. Ms. Frink seconded the motion which carried unanimously.

a.) Communications:

No additional information discussed.

b.) Reports:

a.) Treasurer Report – Kathy Frink

Ms. Frink stated that there is \$16,525.90 in the account after a notecard reimbursement of \$36.00.

c.) New Business:

Ms. Thomas-Smith asked if delegates visiting Einbeck should be captured as a separate item. Chair Link stated that this should be added as an agenda item. Ms. Thomas-Smith asked about hospital staff going to Einbeck. Chair Link stated that Einbeck requested the CEO and Medical Director from the hospital. He stated that he sent out an email to Art without a response yet. Ms. Hornbeck asked about Chief Meola and if he will be returning. Chair Link stated that he is not sure if he will be returning but most likely no. Ms. Mattson stated that she will ask about who will replace Chief Meola as a Police Department or Fire Department representative.

d.) Next Meeting: Next meeting date: May 12, 2015

e.) More Time:

10. Adjournment

Mr. Secord made a motion to adjourn. Ms. Thomas-Smith seconded the motion which carried unanimously. Chair Link adjourned the meeting at 4:50 PM.

Respectfully Submitted by:

Lana Bluege, Minute-taker

April 7, 2015