

**CITY OF KEENE
PARTNER CITY COMMITTEE
AGENDA**

**Tuesday, May 14th, 2019
City Hall, 2nd Floor Conference Room
5:15 pm to 6:15 pm**



- 1. Call to Order**
- 2. Roll Call – Appoint Alternates (if required)**
- 3. Minutes of the Previous Meeting:** April 9, 2019
- 4. Board Business**
 - a.) PCC Exchange – Mixed Group Delegation/June – *Confirm Agenda details*
 - b.) Discuss Albert’s future exchange requests
- 5. Communications:**
- 6. Reports:**
 - a.) Treasurer Report – *Kathy*
- 7. New Business:**
- 8. Next Meeting:** Next meeting date: June 4, 2019
- 9. More Time:**
 - a.) New Funding Opportunity to research – First Friday’s/Machina Arts – Non-profit vendors
<http://www.machinaarts.org/firstfridayarthop.html> - Consider for next summer.
 - b.) Rachel Eschle (Keene Delegate to Einbeck in Oct) Offer to host farm dinner for Einbeck Delegation coming in June. – requires 50% payment to reserve spot.
 - c.) PCC Operating Guidelines Approval – Subcommittee Report – *Kürt/Will/Gary*
 - d.) Discuss media opportunities to help promote PCC events and exchanges – *Dawn/Dan*
 - e.) Soccer Exchange 2019/update – *Wally*
- 10. Adjournment**

DRAFT

City of Keene
New Hampshire

PARTNER CITY COMMITTEE
MEETING MINUTES

Tuesday, April 9, 2019

5:15 PM

2nd Floor Conference Room,
City Hall

Members Present:

John Mitchell, Vice Chair
Kendall Lane, Mayor
George Hansel, Councilor (left early)
Dawn Thomas-Smith
Dan Brown, Alternate
Kurt Blomquist

Staff Present:

Helen Mattson, Staff Liaison

Members Not Present:

Irene Davis, Chair
Gary Lamoureux, City Councilor
Will Schoefmann
Lily Hart, Alternate
Kathy Frink

1) **Call to Order**

Chair Pro-Tem Mitchell called the meeting to order at 5:14 PM.

2) **Minutes of the Previous Meeting – March 12, 2018**

Ms. Thomas-Smith noted that her name needs to be added to the Members Not Present list.

Mayor Lane made a motion to accept the minutes as amended. The motion was seconded by Councilor Hansel, which carried unanimously.

3) **Board Business**

a. **PCC Exchange-Mixed Group Delegation/June**

PCC Meeting Minutes
April 9, 2019

Chair Pro-Tem Mitchell began the discussion by extending an offer from his family to entertain an activity that is not included on the PCC Exchange schedule. The Committee thanked Chair Pro Tem Mitchell for his offer.

Mayor Lane reported the trip to Hillside Village has been set-up. The arrival time and number of guests attending the trip will need to be given to Hillside Village.

Mr. Blomquist stated that he will speak to Mr. Bohannon about use of the City's van and tour with Parks and Recreation.

Mayor Lane noted that MoCo Arts should be included on the schedule sometime on Tuesday, June 12th. A volunteer is needed to contact MoCo Arts to arrange a tour.

Councilor Hansel reported the manufacturing tours with Markem and Filtrine are all-set. He will confirm the arrival time with Unity Homes.

Mayor Lane reported that he is all-set with the BBQ, which will be held on Thursday, June 13th at 5:30 pm. Invites will be extended to the Einbeck Delegation, PCC members plus one guest, host families and one teacher invited by Chair Pro-Tem Mitchell.

The PCC then agreed invites for the Welcome Dinner at Stonewall Farm on Sunday, June 9th will be extended to the Einbeck Delegation, PCC members plus one guest and host families.

Mr. Blomquist will speak with the City Manager about the presentation about the City's Government structure and City Council. The presentation will be held on Monday, June 10th. Invites will be extended to the Mayor, City Council, Einbeck Delegation, PCC members, host families and Department Heads. Mr. Blomquist stated that coffee, water, juice and pastries will be served.

Following the presentation, the group will tour Wyman Tavern. Mayor Lane stated that he will set-up the tour with the Historical Society.

After the tour of Wyman Tavern, the group will tour KSC at 1:30 PM. Chair Pro-Tem Mitchell will contact Bud Windsor to set-up the tour at KSC.

Councilor Hansel stated that he needed to leave the meeting due to a prior engagement and left at 5:30 PM.

The PCC then discussed how to coordinate the transportation daily for the group. Mr. Blomquist noted that on Monday the group will be able to walk downtown. He noted that transportation as well as a German interpreter is needed on June 11th and June 12th.

PCC Meeting Minutes
April 9, 2019

The PCC noted that Karen and Fred Parsells and Councilor Lamoureux have volunteered to assist with transportation. In addition, Mr. Blomquist will check with Mr. Bohannon about use of the City's van.

Ms. Mattson will send an email to the host group asking for volunteers for transportation.

Ms. Mattson asked where the German translators are needed. The PCC agreed that a translator is needed for everyday of the exchange.

Mr. Brown suggested contacting the German Consulate General Boston and KSC. Ms. Mattson suggested contacting Ms. Hart. Chair Pro-Tem Mitchell stated that he will contact Antje Hornbeck and Dr. Trinkle. Ms. Thomas-Smith suggested contacting Cheshire Medical Center for a list of recommended translators. The list may be available at the volunteer office.

Mayor Lane noted that Thursday, June 13th is an opportunity for the group to take side trips. Mayor Lane stated the he will check with Beth Bendel at Monadnock Aviation to setup airplane tours of the area.

Ms. Mattson will extend a formal invite to the City Council on Monday, June 10th for the Government Presentation.

Ms. Mattson noted the PCC has two meetings before the exchange. The meetings are scheduled for May 14th and June 4th.

Chair Pro-Tem Mitchell asked for further comment.

With no comment, Chair Pro-Tem Mitchell asked for a motion.

Chair Pro-Tem Mitchell made a motion to accept the PCC Mixed Group Exchange Schedule as informational. The motion was seconded by Ms. Thomas-Smith, which carried unanimously.

Mayor Lane asked where Hans Radke and spouse are staying. Ms. Mattson responded that it is unknown at this time. Chair Pro-Tem Mitchell noted that his home is still open if needed. He stated that he will send an email to Mr. Thormann asking where Mr. Radke is staying.

b. Soccer Exchange

Ms. Mattson began the discussion by referring to an email sent from Chair Davis. She stated that Chair Davis reported that she received a quote from Thomas Transportation for busing to and from Logan for \$1,100 each way. Ms. Mattson stated that group that is leaving from JFK Airport and will pay the difference in cost. Chair Pro-Tem Mitchell

recognized Wally Secord. Mr. Secord stated that in order to save money he will be renting two vans and drive to Boston to pick up the group. The money that will be saved from renting the two vans will allow the German group to have the opportunity to travel to New York City when they depart on July 15th.

Mr. Secord then distributed a preliminary copy of the Soccer Exchange's itinerary. Ms. Mattson stated that she will share itinerary on the PCC's Facebook Page and also with the City Councilors.

Chair Pro-Tem Mitchell asked how many students are attending the exchange. Mr. Secord responded there are 17 students and 4 adults that will be attending the exchange.

Chair Pro-Tem Mitchell asked Mr. Secord if he was looking for any help with assisting or supervising the exchange. Mr. Secord responded that with this exchange he did not have many players signed up. He reported that he has people doubling up on hosts.

Mr. Secord reported that he came up with a budget of \$6100. Ms. Thomas-Smith referred to the minutes of the March meeting and noted there was a budget of \$8000. Mr. Secord noted the exchange has grown on the German side but interest in the sport has declined in this area. Mayor Lane noted the timing of the exchange may be difficult because students in many cases make plans for the summer.

Mr. Secord stated this will be the last soccer exchange. He explained that hosting an exchange is expensive. Mr. Secord noted that he had to take a week off from work to host the exchange. In addition, he noted that being a host is expensive for people.

Mr. Secord reported the biggest challenge of the exchange was finding host families.

Mr. Secord asked Mayor Lane if the group could meet with him and tour downtown on July 8th. The Mayor responded in the affirmative.

Mr. Secord stated the exchanges have been enjoyable and has been a great time. He reported the relationships formed have been enriching for everyone.

Chair Pro-Tem Mitchell thanked Mr. Secord for the positive impact the exchanges have had on the students.

Mr. Blomquist made a motion to accept the Soccer Exchange's Report as informational. The Mayor seconded the motion, which carried unanimously.

c. Discuss Albert's future exchange requests

Chair Pro-Tem Mitchell asked the PCC to review Mr. Thormann's recommendation for future exchanges. He stated that he thinks Mr. Thormann is doing something the PCC should consider. Chair Pro-Tem Mitchell explained that looking to the future of exchanges helps with budgeting, imagination and creativity.

Ms. Mattson will resend a copy of Mr. Thormann's recommendations to the PCC. Mayor Lane noted that Mr. Thorman's schedule has not been approved by his committee.

Mayor Lane noted the only thing that concerns him is the assumptions about the high school that may not be a reality. Chair Pro-Tem Mitchell stated they have been very blunt in letting them know they can only handle one exchange at this point and cannot meet their needs.

Mr. Blomquist stated the other aspect that needs to be thought about is how to make the work of the PCC sustainable. He explained that part of the long term planning is to have a plan that talks about the sustainability of the PCC. Mr. Blomquist noted that identifying this is part of the Committee's responsibility.

Mr. Blomquist made a motion to accept the Future Exchange Requests as informational. The motion was seconded by Ms. Thomas-Smith, which carried unanimously.

4) Reports

a. Treasurer's Report

The PCC did not present the Treasurer's Report.

5) New Business:

6) **Next Meetings** – May 14, 2019 and June 4, 2019 (*moved up by a week*)

7) Adjournment

Ms. Thomas-Smith made a motion to adjourn the meeting. The motion was seconded by Mr. Blomquist, which carried unanimously.

Hearing no further business, Chair Pro-Tem Mitchell adjourned the meeting at 6:15 PM.

Respectfully submitted by,
Jennifer Clark, Minute Taker