

City of Keene
New Hampshire

COLLEGE/CITY COMMISSION

Monday, April, 6, 2015

5:00 PM

2nd Floor Conference Room

Members Present:

Michael Welsh, Co-Chair
Emily Hague, Councilor/Co-Chair
Philip Jones, Councilor
Cynthia Georgina
Chris Hrynowski
Dick Berry
Paula Jessup
Margaret Rice

Staff Present:

Karen Purinton, Planner
Andy Robinson, KSC Liaison

Others Present:

Members Not Present:

Ted McGreer
Bart Sapeta
Marcia Kayser

1. Call to order

Co-Chair Hague called the meeting to order at 5:04 pm. Roll call was conducted. Co-Chair Hague announced the official name of this group is the College/City Commission.

2. Minutes Approval – March 2, 2015

Co-Chair Welsh made a motion to accept the minutes of March 2, 2015 as submitted. Ms. Georgina seconded the motion which carried unanimously.

3. Stakeholder Meeting Debrief

Co-Chair Hague thanked those who attended noting the participation of community members. She suggested a round robin for Commission members to share any thoughts and ideas they may have come away with. Commission members shared the following:

- There are 5400 alums in the regions; perhaps they can be engaged to help disperse assumptions about the college and bridge the gap between students and the community.
- Ways to let the community know what this Commission is doing.
- The alcohol problem. Is it out of control, and how do we combat this problem?
- The issue of students crossing Winchester Street (vehicles speeding and ignoring students crossing).
- Although Pumpkin Fest and alcohol were the white elephants in the room people seemed concerned with a wider array of issues.
- Cultural expectations of students.
- Look into model communities so as not to reinvent the wheel. Obtain and review the UMass report referred to by Let it Shine at the City Council meeting.

Discussion ensued regarding the required orientation for those students moving off-campus. Can this Commission tap into these resources? Ms. Hrynowski suggested inviting them to the next meeting. Mr. Robinson/Ms. Hrynowski will obtain a sample agenda from the Students Moving Off-Campus group for future discussion.

Ms. Purinton distributed copies (compiled list) of the questions from the stakeholder meeting. In response to Ms. Rice, Co-Chair Hague suggested questions regarding the Pumpkin Festival should be left in. She also suggested keeping these questions in mind when developing guidelines for another type of festival.

Commission members agreed to discuss agenda items 4 and 6 while NH Listens is on the phone and then return to agenda item 5.

4. April 2015 Community Conversation - (NH Listens to join by phone)

At this point, Bruce Mallory joined the meeting via phone. Co-Chair Hague advised Mr. Mallory of the group's official name; noting the City and College nominations were approved by City Council. Acknowledging there will not be a Pumpkin Festival this year, Mr. Mallory commented we can discuss whether this needs any more attention (in an indirect way) than it already has in the current version of the discussion guide. Mr. Mallory suggested looking at the discussion questions to see if we want to address it any differently. Mr. Mallory requested an updated members list be sent to him.

Co-Chair Hague recommended Mr. Mallory walks the group through how he sees the logistics of the forum unfolding, the discussion questions they have settled on, and the RSVP list.

Mr. Mallory reported he had tweaked the discussion guide (down to eight questions) after the Stakeholders meeting. Ms. Purinton noted she received it this afternoon, and the Commission members have not seen it yet. Mr. Mallory noted the discussion guide would be distributed as people walk through the door; he asked about sending it to early registrants. Mr. Mallory outlined the general agenda for the forum. Participants will be broken up into small groups (8 to 10 people) and have about 2.25 hours to engage in group discussions. Each group will have a trained facilitator.

- 5:30 PM – arrival and refreshments/participants randomly assigned to a table
- 6:00 PM – welcoming comments (both Mayor Lane and President Huot will speak)
- 6:15 PM – small group facilitated discussions begin
- 8:30 PM – each group reporter will speak briefly about the top two or three findings
- 9:00 PM – adjourn

Mr. Mallory outlined the eight discussion prompts and asked for Commission questions; he acknowledged there will be no specific reference to the Pumpkin Festival, and the specific focus being on what is best for the community moving forward. General questions will be posted on the registration page; a version of the eight questions could possibly be added. Mr. Mallory indicated the discussion guide could be completed by Wednesday and posted as a link on the registration page. Commission members agreed with this suggestion. Mr. Mallory did encourage Commission members to participate in discussions/answer questions.

Mr. Mallory agreed to have the RSVP spreadsheet sent daily to Ms. Purinton and Mr. Robinson. Co-Chair Welsh noted those who would be meeting with the Sentinel Board; he also noted he

and Mr. Robinson would be speaking with their boss regarding an ad in the Sentinel. Mr. Mallory pointed out NH Listens generally sends out a thank you note to participants (from the Commission) letting them know they are working on the report, and will get it to them.

Mr. Mallory clarified the documents he has received for inclusion in the discussion guide. Ms. Purinton agreed to update the legend for the Landlords Map and forward it to Mr. Mallory. Commission members agreed not to include the comments from the Stakeholders meeting. Referencing the Keene State incident report Commission members agreed it would be a good idea to break down the arrest information to identify the number of students who were not part of Keene State. Co-Chair Welsh and Mr. Robinson will further research this data which will be useful when planning for other events in the future. Co-Chair Hague suggested reformatting the handout to include data (arrest totals) from both Keene State and the Keene Police. Ms. Purinton agreed to check around for the data. Discussion returned to the questions for the event; Mr. Mallory pointed out the questions are focused to obtain positive, action oriented outcomes, and they are not just about students. Mr. Mallory agreed to direct the facilitators to point out the many faceted areas of the Commission's charge.

6) Other or New Business –

a. Next meeting of the Commission

Mr. Mallory indicated within one week of the community conversation a one-page “we heard you” summary will go out. The detailed draft report will take about four weeks. Commission members agreed to set May 18, 2015 as the target date for their next meeting. Mr. Mallory indicated someone from NH Listens would attend the meeting if possible.

Before leaving the conversation, Mr. Mallory reiterated the “action items” list from the earlier discussion.

- The updated Commission membership list will be sent to him.
- NH Listens will complete the discussion guide and put a link to same on the registration page.
- Starting tomorrow NH Listens will forward the registration page daily to Ms. Purinton/Commission.
- NH Listens will draft a “thank you” note for the Commission to review.
- Commission members meeting with Keene Sentinel on Friday, and may run an ad.
- Commission/Ms. Purinton to confirm the Mayor and President Huot will be there to say some opening words.
- Commission members should arrive at Heberton Hall around 5:30 PM.
- Ms. Purinton to share smaller version of the flyer for posting on social media.

1. Councilor Jones referred to the UMass report developed for their Blarney Blowout (submitted by Let it Shine at City Council), suggesting it might be a good tool for NH Listens and this Commission to use. Councilor Jones also suggested the public should be made aware of the Municipal Agreement recently executed between the City and Keene State.

2. Ms. Purinton distributed copies of the revised flyer noting she will send it out again along with the revised discussion guide from NH Listens. Commission members noted the actions they have/will take to get the word out about the Community Conversation (email and Facebook). Ms. Rice agreed to contact Dan Mitchell to add the radio component to the advertising. NH Listens will also be using Twitter.

5) Baseline Documents Review –

Co-Chair Hague asked for member's comments on the documents they reviewed; noting she would provide information on how some of those documents would be updated. She reported a request has been made for City staff to update the Proactive Law/Code Enforcement (2002) document. Commission comments included:

- What has/hasn't been implemented since 2002, as this Commission may want to address implementation issues as part of its final report.
- Can this Commission include suggested implementation dates in the report/a list of priorities?
- Note the successes made "in addition" to this Commission's recommendations.
- Can we get more specific and perhaps assign responsibility for certain tasks, and is this part of our charge.
- Education may become one of the Commission's roles – what's been done in the last 10 years, including different challenges on both the City's and the college's behalf. An outline of who is doing what and how things have changed could be created.

7) Public Comment- None at this time.

8) Adjourn-

Before adjourning the meeting at 6:44 PM, Co-Chair Hague reiterated the next meeting will be held on May 18, 2015, from 5 to 7 PM, at a location to be determined (at the college). Ms. Purinton pointed out this room is available only for the first week monthly meetings; the third week meeting location is still to be determined. The big agenda item will be the NH Listens draft final report; along with other items in the Commission's charge.

Upcoming Dates of Interest-

April 14, 2015- Community Wide Public Event - Heberton Hall doors open at 5:30 PM, Event begins at 6 PM

Respectfully submitted,
Mary Lou Sheats-Hall, Minute-taker
April 7, 2015