

City of Keene  
Keene, New Hampshire

**SPECIAL COMMITTEE FOR A FALL FESTIVAL**

**AGENDA**

**Friday, February 26, 2016**

**8:00 a.m.**

**2<sup>nd</sup> Floor Conference Room**

**Members:**

Mayor Kendall Lane, Chair  
Ted McGreer  
Jan Manwaring, City Councilor  
Carl Jacobs, City Councilor  
Kevin Dremel  
Phil Suter  
Chris Russell

Kurt Steelman  
Kemal Atkins  
Tracy Keating  
Gary Lamoureux  
Terri Hood, Assistant City Clerk  
Brian Costa, Police Captain

- 1.) Call to Order – Mayor Lane
- 2.) Minutes of Previous Meeting: January 13, 2016
- 3.) Discussion with Keene State College involvement of Student Coordinator
- 4.) Develop list of organizations to contact
- 5.) Set next meeting date
- 6.) Adjournment

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

**SPECIAL COMMITTEE FOR A FALL FESTIVAL**  
**MEETING MINUTES**

**Wednesday, January 13, 2016**

**8:00 AM**

**3<sup>rd</sup> Floor Conference Room, City Hall**

**Members Present:**

**Staff Present:**

Mayor Kendall Lane, Chair  
Janis Manwaring, Councilor  
Carl Jacobs, Councilor  
Kevin Dremel  
Brian Costa

**Members Not Present:**

Phil Suter  
Kemal Atkins  
Kurt Steelman  
Terri Hood  
Gary Lamoureaux  
Allison Reilly  
Chris Russell  
Tracy Keating

**1. Call to order**

Mayor Lane called the meeting to order at 8:00 A.M.

**2. Development of event**

Mayor Lane stated that he is working with Eve to identify a brand. He continued, stating that it is important to celebrate what is best in the Monadnock Region as well as diversity and the fall season. Mayor Lane noted Kiwanis car show and that they would like to move downtown that day. He continued, stating that the Art tour and MOCO are interested in the event as well. Mayor Lane stated that Keene State College is interested in having the parent's weekend at the same time of the festival.

Councilor Manwaring stated that she has been thinking about fall colors and focusing on the red, orange and gold colors as a theme for the event. Mayor Lane stated that there are a lot of potential activities. Councilor Jacobs stated that the art department of Keene State College would be interested as well. Mayor Lane stated that diversity needs to be viewed in a broad sense.

Mr. Costa noted that the music festival was a good example of a well laid out geographical model as far as security. It had minimal impact on traffic and other operations. Mr. Dremel stated that the Friendly Bus can be used as well to move people around to different events. Mayor Lane agreed that the traffic should be addressed. Mayor Lane noted that the Farmer's Market will be present on Gilbo Avenue during the event. He continued, stating that the festival should encompass the market. Mr. Dremel agreed that the Farmer's Market should participate and possibly have food production demonstrations.

Councilor Jacobs asked about booths for churches and politicians. Mayor Lane stated that it is not out of the question and it will be just before the general election. Councilor Jacobs stated that politics in New Hampshire is very unique and is an identity of the state. There was a consensus from the Committee Members to allow political booths.

Mayor Lane asked the Committee if the festival should include carnival rides. Mr. Dremel stated that this creates a liability. Mayor Lane agreed and stated it would create a different feel to the festival. Councilor Jacobs noted that ponies or other attractions are possible for diversity. Mayor Lane stated that the street fair lost its local connection.

Councilor Manwaring noted that Swanzey's Pumpkin Festival is two weeks after the event. Councilor Jacobs stated that their event is very different. Mayor Lane stated that he is not aware of any major events on the chosen weekend for the Fall Festival.

Mr. Dremel noted that professional vendors should not be invited and should have affiliation or sponsorship by a local business or church in order to sell food, etc. He continued, stating that the music festival does not allow professional vendors. Councilor Manwaring asked about music for the festival. Mr. Dremel stated that he can arrange this. Mayor Lane stated that Kiwanis is interested in incorporating music into the car show as well. Mr. Dremel stated that the license can be under the Keen Music Festival Performing Arts license. Mayor Lane stated that at the music festival many people dance as well.

Mayor Lane stated there are a lot of ideas that will work. He continued, stating that if KSC students organize this and businesses and organizations fall into place, the festival can be successful. Mayor Lane stated that it would be the responsibility of the Committee to reach out to groups. Mr. Costa stated that a time frame should be given. Mr. Dremel stated that keeping things low key and low budget would be favorable. He continued, stating that he would be willing to draft a letter to organizations with guidelines. Mayor Lane stated that he has a list of groups. Councilor Jacobs stated that many people are interested in the festival.

Councilor Manwaring noted that they need a name for the event. Mr. Costa stated that family should be incorporated into the name. Mr. Dremel suggested: The Monadnock Family Day. Councilor Jacobs asked if the name is official. Mayor Lane stated that there should be more discussion on the name. Mr. Dremel stated that a catch phrase should also be discussed along with the name.

Mr. Dremel stated that the Committee works to publicize the festival but not organize it. Mayor Lane stated that the next step is to work with college students to organize things. Councilor Jacobs stated that the President of River Valley is interested too. Mayor Lane noted that Antioch should also be involved.

Mr. Dremel stated that the Committee should think about the geography limitations and what cities to include in the festival. He continued, stating that the Committee should talk to Buy Local and see who they suggest. The Committee discussed what towns are considered local by definition. The Committee agreed that a definition should be determined by an outside group.

Councilor Jacobs stated that it is challenging to get people to think as a region. Mayor Lane stated that this is a problem of New England- to think by town. He continued, stating that things have gotten better especially because outside people move into the area. Councilor Jacobs stated that some individuals fear losing their identity as towns come together and think regionally. Mayor Lane stated that it is important to come together and work as a region. The Committee agreed.

**3. Next Meeting: Next meeting date: February 3, 2016**

Mayor Lane stated that he prefers the 2<sup>nd</sup> floor.

**4. Adjournment:**

Mayor Lane adjourned the meeting at 8:45 AM