



LEBANON ARTS & CULTURE COMMISSION
MAY 24, 2022 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE

-
- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. March 22, 2022 Minutes
 - 3. Other Business**
 - A. Public Arts Submission - Lucas Mendelsohn (LOH)
 - B. Leb Artways Poetry Contest Update
 - C. Banner Update
 - D. ARPA Funding
 - E. West Lebanon 2022 Projects (B.Foster)
 - F. Art Cart Updates (G.Wynkoop Fisher)
 - G. Sidewalk Poetry Installation
 - 4. Committee Reports**
 - 5. Open to the Public**
 - 6. Adjournment**

The order of agenda items is subject to change.

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

DRAFT

**CITY OF LEBANON
ARTS & CULTURE COMMISSION
MINUTES, March 22, 2022
City Hall Council Chambers & LebanonNH.gov/Live
6:30PM**

MEMBERS PRESENT: (7/9) **Devin Wilkie** (Heritage Commission Rep.)
 Jessica Giordani (Chair; Citizen Rep. Ward 3)
 Nick Gaffney (Arts Org. Rep.-AVA Gallery)
 Becky Foster (Citizen Rep., Ward 1)
 Bill Dunn (EDC Rep.)
 Gavin Wynkoop-Fischer (Citizen Rep., Ward 2)
 Joe Clifford (Vice Chair; Arts Org. Rep.-LOH),-Remote

MEMBERS ABSENT: (2/9) **Ben Van Vliet** (Arts Org. Rep.-UVMC)
 Karen Zook (City Council Rep.)

STAFF PRESENT: (1/2) **Kristine Flythe** (Program Coordinator, Leb. Rec)
 Paul Coats (Director, Leb. Rec.)-not present

1
2 **1. CALL TO ORDER** Chair Giordani called the meeting to order at 6:03 PM.

3
4 Joe Clifford attended remotely and was given voting privileges.

5
6 **2. APPROVAL OF MINUTES January 25, 2022**

7
8 *Devin Wilke MOVED to approve the February 22, 2022, minutes.*
9 *Seconded by Gavin Wynkoop-Fischer.*

10
11 **The Motion was approved (6/0/1).*
12 *Joe Cooper abstained because he was absent.*

13
14 **3A. OTHER BUSINESS**

15
16 **A. Sidewalk Poetry Project (B.Foster)**

17
18 They are talking with several people and learning the ins and outs of laying the new forms properly.
19 Depending on the weather they may start laying the forms in late April. The form has to be placed close
20 to the edge and cannot be in the middle. If an error occurs while laying the form, it can be removed but
21 cannot be replaced in the same place. Only four poems will be laid this year. One will be in front of the
22 Lebanon Opera House, one will be between Salt Hill and Three Tomatoes, and one will be in front of
23 Mascoma Bank. One issue that happened in Minnesota dealt with a resident not liking the poem that was
24 installed in front of their home. The team has gotten approval for all the poems and placements in
25 Lebanon. Each of the forms has small holes to remove the form. They will fill the holes with cement.

26
27 **B. Poetry Contest (K.Flythe & D.Wilkie)**

28
29 The flyer has been created and shared with the members. The committee is planning to keep the rules
30 flexible with limited restrictions. The contest will be announced today but will cover the entire Poetry
31 Month. Poems will be collected through the end of June. Yet to be determined, they hope to select 4 to 6
32 poems. They will not know what the DPW paving schedule will be in the following year or the number

1 of acceptable poems that will be submitted. Judges are being recruited and as yet, the judges are not
2 determined, so their names will not be stated on the poster.

3
4 **C. Art Cart (G.Wynkoop-Fisher & B.Dunn)**

5
6 There are no updates on the art cart project.

7
8 **D. Tunnel Art Round 2 (K.Flythe)**

9
10 The discussion centered on looking at previous submissions or opening it to a whole new pool of
11 submissions. It was thought that it might be a good opportunity to start with new submissions as more
12 people are aware of the potential of the art may have new ideas. Previous submissions could be
13 resubmitted if desired as there were many worthy pieces. They discussed setting a theme for submissions,
14 Previously there were good ideas for themes, but many alternative ideas were presented as well. Themes
15 could be suggested to stimulate ideas for artists, and ideas of recreation and nature may be helpful.
16 Greenspace, recreation and cultural ideas are well received in Lebanon. But following a theme will not
17 be required.

18
19 **E. Outdoor Display Plaque Guidelines (K.Flythe)**

20
21 Outdoor plaques have been done for the four art pieces. There are no current standards. They discussed
22 using the Artways logo on the plaques and there seemed to be consensus to use the logo.

23
24 **F. Banner Update**

25
26 In December they put up the banners they ordered, and the hardware was fragile and many of the banners
27 came down. In early May, they could hang the banners again. The hardware needs to be addressed first
28 of all. There are 18 holes that need hardware, 12 in Lebanon and 6 in West Lebanon. Without further
29 review it is unknown which hardware on the 18 poles is still adequate and which needs to be replaced
30 with new hardware. Briefly, a quick look suggests hardware could be around \$100 a set. If all were
31 needed it could be as much as \$1800, and then it will be unknown what and when the old hardware will
32 fail. At this time, it is unknown if the hardware is available. The first step is to evaluate the existing
33 hardware and it is hoped that can happen quickly. If any banners are eliminated the four that come up the
34 Mechanic Street hill to downtown Lebanon were considered.

35
36 There are three sets of four banners in Lebanon and in West Lebanon the banners are in pairs in West
37 Lebanon.

38
39 ***Gavin MOVED to approve a budget of up to \$1400 for the purchase of sufficient hardware to ensure***
40 ***that at least 14 banners can be installed in Lebanon and West Lebanon.***
41 ***Seconded by Nick Gafney.***

42
43 **** The MOTION was Approved (7-0).***

44
45 **4. NEW BUSINESS**

46
47 A small group of Commission Members and members of the public will begin holding conversations
48 about summer projects and things to do in West Lebanon.

49
50 Perhaps the Artways Logo has stencils they can use to create murals such as the shed. The stencils could
51 be painted in places where they hope to cover graffiti.

52
53 There was a discussion regarding the use of American Rescue Plan Act funds. Kristine attended an
54 ARPA meeting on behalf of the Arts and Culture Commission. She said cultural, tourism and art projects
55 were encouraged to make application. It is unknown if the City has received any funds.

1 An upcoming event is the UVMC faculty showcase concert on April 2 at 4:00 PM at the First
2 Congregational Church. The annual event supports tuition assistance at UVMC. It is a variety show, a
3 concert with a tasting of many musical genres. Tickets are no cost and donations to UVMC are
4 encouraged.

5
6 Kristine announced that she recently became aware that the Hanover Street School and Mount Lebanon
7 School afterschool YMCA program is ending on April 8 due to staffing issues and it is not intended to be
8 reinstituted. Camp Coniston is closing 16 sites with after school programs. The Rec Department is
9 discussing if they can be helpful with after school programming in future years.

10
11 **5. COMMITTEE REPORTS**

12
13 None.

14
15 **6. OPEN TO THE PUBLIC**

16
17 No one from the public spoke.

18
19 **7. ADJOURNMENT**

20
21 The Commission discussed that a motion and vote is not required to adjourn. It is the responsibility of the
22 Chair to adjourn the meeting.

23
24 ***Chair Giordani Adjourned the meeting at 7:07 PM.***

25
26 Respectfully submitted,
27 Linda Billings
28 Recording Secretary



PUBLIC ART DISPLAY

(IN ACCORDANCE WITH CITY ADMINISTRATIVE POLICY ADM-136)

DEFINITIONS (Section 3.0):

Public Art- Works of craft or art in any medium that has been reviewed against adopted and standardized criteria, approved, and formally accepted for ownership by the City for installation in public locations, public rights of way, in or on publicly owned buildings, on publicly owned land, or in or on other locations leased or provided to the City through donation, easement or other means for a period of not less than five years duration. Public Art includes sculpture, murals, fountains, statues, paintings, castings, columns, obelisks, architectural and design features and any other form of two or three dimensional or digital art that is projected onto a surface, displayed by light which may also have an audio component, work in any medium appropriate for the location otherwise meeting the approval criteria.

LOCATION DEFINITIONS (Section 3.0):

- **Public Way-** the entire width between the boundary lines of any public highway, street, avenue, road, alley, park or parkway, sidewalk, leisure way, or multi-use path.
- **Public Property-** Property owned or under the control of the City.
- **Art on the Roadway-** This category includes mural projects on paved areas that are accessible to motor vehicles, such as intersections, crosswalks, and other surfaces within the active roadway.
- **Art in Pedestrian Space -** Projects in this category are on paved areas that are inaccessible to motor vehicles while the artwork is in place, such as curb and sidewalk extensions as well as any surface that has been temporarily or permanently converted into a public space or plaza.
- **Art on Vertical Infrastructure -** This category features art projects installed on vertical infrastructure, including utility boxes, traffic barriers, tunnels, retaining walls and highway underpasses.

MATERIALS and DESIGN of the ART (Section 5.3):

Design of the art: If the piece will be openly displayed without supervision, the pieces should be constructed with consideration given to the following points:

- A. No sharp points, corners or edges that could cut or puncture unless installed at a height greater than eight feet from any accessible horizontal surface.
- B. Absolutely no protrusions or projections that could entangle clothing, possibly causing strangulation.
- C. The absence of pinch, crush or shearing points that could entrap a body part or clothing.



PUBLIC ART DISPLAY

(IN ACCORDANCE WITH CITY ADMINISTRATIVE POLICY ADM-136)

MATERIALS and DESIGN of the ART (Section 5.3 continued):

H. Art on Roadways and Art on Pedestrian Ways shall contain materials that prevent persons and vehicles from slipping. Non-slip or traction enhancing materials shall be required if the artwork degrades the normal existing surface performance of a street, sidewalk or multi-use path. Newly constructed surfaces on which artwork will be added must meet the minimal traction capability of the surface whether it be asphalt, concrete, wood, metal, plastic, tile or other material after the artwork is applied.

I. All exposed elements of the work are made of durable, exterior-quality, water resistant materials that are, to the highest degree practical, of color-fast materials that resistant to sunlight and UV damage.

J. Materials used for public works of art must not contribute to the degradation of the environment. The use of hazardous materials that pose a risk to the public health, wildlife, domestic animals or vegetation are prohibited.

K. All connections, mountings, and hardware are made from non-ferrous metal or other materials that will not degrade from exposure.

L. Attached elements, plaques, markers, or other fittings include vandal-deterring hardware wherever applicable.

M. Depending upon the installation, efforts at reducing physical vandalism, including graffiti must be employed to the greatest extent feasible given the location. This may include high-placement to reduce access, the use of lighting at night, or other physical barriers and passive methods that discourage damaging behaviors. In order to reduce potential damage from graffiti and to ease cleaning subsequent to any future vandalism, all exterior public artwork will be treated with an anti-graffiti-coatings as practical.

MAINTENANCE (Section 5.2):

H. All materials used in the decoration/display must be provided, maintained, and paid for by the applicant. Where available, the City and/or arts organizations or other entities may provide material and/or monetary support to the applicant for these installations. Applicants should also present a plan for the maintenance and/or removal of the art installed.

**PUBLIC ART DISPLAY**

(IN ACCORDANCE WITH CITY ADMINISTRATIVE POLICY ADM-136)

Submit to: manager@lebanonnh.gov 603-448-4220

BUSINESS/ORGANIZATION NAME: Lebanon Opera House

CONTACT PERSON: Lucas Mendelsohn

ADDRESS: 51 N. Park Street, Lebanon NH, 03766

PHONE: 603.448.0400 x 187

EMAIL: lmendelsohn@lebanonoperahouse.org**PUBLIC ART DISPLAY INFORMATION**

Public Art includes sculpture, murals, fountains, statues, paintings, castings, columns, obelisks, architectural and design features and any other form of two or three dimensional or digital art that is projected onto a surface, displayed by light which may also have an audio component, work in any medium appropriate for the location otherwise meeting the approval criteria.

Provide a brief description of art display (attach additional pages if needed):

Duration: August 8 - August 14, 2022

Materials: Non-permanent Sidewalk Chalk (can be removed using water)

Creation: Will be written by LOH staff or approved LOH volunteers

Content: 2-dimensional, colored; Nexus Music and Arts Festival, Downtown Lebanon, FREE Fun for All, August 12-14. May include some flowers or music notes!

Advertising profit margin: None (This is a free public event.)

Monitoring: Checked three times a day by a LOH staff member, no additional chalk or materials will be left out unmonitored at any point.

Choose location (as defined in Section 3.0: Definitions of ADM-136):

☒ Public Way* ☐ Public Property ☐ Roadway* ☐ Pedestrian Space* ☐ Vertical Infrastructure

Physical Location: Pedestrian Mall, Paved Walkway/Sidewalk Area

*Submit traffic control plan for installation of public art display

Please attach Maintenance and/or Removal of Art Installed Plan**FOR OFFICE USE ONLY**

DATE RECEIVED:

PERMIT #

Dept Head (if needed):

Date:

Arts & Culture Commission:

Date:

Provided: ☐ Maintenance Plan ☐ Removal Plan ☐ Traffic Control Plan**FINAL APPROVAL:**

CITY MANAGER:

Date:

The golden crocus
reaches up
To catch the sunbeam
in her cup.

Walter Crane

"Just living is not enough,"
said the butterfly;

"One must have sunshine,
freedom and a little flower."

Hans Christian Andersen

A little sun.
A little shower...
A little while.
And then-a flower!

Mabel Watts

Hold fast to dreams
For if dreams die
Life is a broken-winged bird
That cannot fly.

Hold fast to dreams
For when dreams go
Life is a barren field
Frozen with snow.

Langston Hughes