



**LEBANON ARTS & CULTURE COMMISSION
AUGUST 22, 2023 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

-
- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. Approval of minutes 07-25-2023
 - 3. Other Business**
 - A. Call for Artists - Lebanon Tunnel
 - B. Tunnel Master Plan
 - 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 28, 2023
City Hall Council Chambers & LebanonNH.gov/Live
6:30PM**

MEMBERS PRESENT: (7/8) **Jessica Giordani** (Chair; Citizen Rep. Ward 2)
 Nick Gaffney -Vice Chair
 Bill Dunn (EDC Rep.) – **Remote**
 Devin Wilkie (Heritage Commission Rep.)
 Brian Cook (Rep.-LOH)

MEMBERS ABSENT: (1/8) **Karen Zook**
 Ben Van Vliet (Arts Org. Rep.-UVMC)
 Linda Coop (Alternate)

STAFF PRESENT: (2/2) **Kristine Flythe** (Program Coordinator, Leb. Rec)-Remote
 Paul Coats (Director, Leb. Rec.)-Remote

1
2 1. **CALL TO ORDER** Chair Giordani called the working meeting to order at 6:34 PM.

3
4 2. **APPROVAL OF MINUTES** March 28, 2023

5
6 *The Minutes were not approved because this is a working meeting.*

7
8 3. **OTHER BUSINESS**

9
10 **A. TUNNEL ART – CALL TO ARTISTS**

11
12 Nick Gaffney suggested that the call for artists this year could be for murals. There have been previous
13 conversations about murals. There are about 350 feet of tunnel and there could be 25 feet between
14 murals. There could be up to 10 murals. They would only do a couple of murals this year. The murals
15 should be completed by September or October because the weather will be too cold after that. He
16 suggested a tentative schedule with the release by July 17 or earlier. It is still important to have a tour of
17 the tunnel for artists to look at options in the tunnel by July 31. A due date for intent to submit by August
18 7. The due date for a physical mock-up by August 28. A public and jury review of the installation design
19 by August 31, (perhaps during the farmers market) and hopefully announce the decision by September 7
20 and September 16 to 21 for completion. There could be a grand opening around Halloween.

21
22 There was discussion that there could be a monetary amount paid to artists for creating the murals. There
23 was also discussion that it is possible that sponsors could be obtained for the murals. They are hoping to
24 develop this as a model for future murals and the process for enlisting artists.

25
26 Funding could not be voted on during this meeting. The honorarium could be decided, and artists could
27 be told there would be an honorarium. Artists could receive a budget for materials and a specified
28 amount of money. It was thought that the entire budget last time was \$4000. Theoretically, a mural could
29 last 10 years however artists would have to be informed that the City can do whatever it chooses after the
30 mural is installed. The City would assist with some of the work regarding the installation of the murals,
31 such as the use of a lift to help hang the murals.
32

To get things started, a call could be put out asking artists, “Do you have an idea for public art in Lebanon? How about a mural in the tunnel. If you have ideas, Lebanon Arts Commission would love to hear from you.” Artists could be invited to the next meeting. Or there could be an announcement that they are looking for art in the tunnel and invite artists to an informational meeting.

B. FUTURE POETRY CONTEST

There are some poems that were stamped last year and it may be possible to have some small pieces of concrete installed instead of asphalt. If so, the poems that are ready to go could be put in the ground this year. It is hoped that before the second contest is run, there could be a plan to get what is ready put in the ground. The next contest would not be too difficult to replicate using the same submission form. Seems like April and May next year could be a good time for the contest with the intent to get them in the ground before the winter. The members do not want to start collecting poems and not get them in the ground.

C. FOUNTAIN COVERS

The covers by Lucky’s are in Ava and they are primed and ready to be repainted. It is thought summer camps and maybe Fall after school programs will be doing the painting. The fountain by Colburn park needs to be reconstructed as the previous one was in disrepair. If it is made in time, Ava could get it painted. The cover in the cemetery won’t be painted this year. They talked about giving the Pride festival one or two covers to paint, or have a couple done with a Pride theme.

D. MIRO BOARD

Kristine Flythe showed the strategic plan with the MIRO Board. Every department is required to do the MIRO Board and demonstrate how the action plan will be completed, with key performance indicators and timelines, current state and outcomes. It has to be doable. It is not just A & C that needs to complete these actions to achieve the strategic objective 4.3 of art and culture in Lebanon. The strategic objective will help drive future budgets. One key goal for A & C is a master plan for the Tunnel and what the pieces are that will make it come to life.

The MIRO Board is a whole other way to think about things. Members were asked to go online and look at the MIRO Board to help determine best next steps to meet the goals of the Master Plan. Bill Dunn suggested that one way to achieve a goal was that any city projects or development has some visual art on or within the project. For every building or any opportunity that comes to Lebanon, such as the 20 Spencer Street project, the A & C should have some say in the endeavor and RFP to require that it includes some art. It is important to let artists know that the City is a place that wants to support public art and have it be an ongoing call to artists for ideas about public art.

The crosswalks were painted last week. One consideration for the future may be that some colors are difficult to see if drivers are color blind.

The commission is invited to a gathering at the Lebanon Opera House on Wednesday August 9 from 4 to 7 pm. Renovation of the opera house will begin shortly after Nexus, which is August 11 to 13.

The Rec Department music begins July 3, with Monday night concerts in the park starting at 7 pm. Thursdays will have music for children at noon and the front porch series will start at 7 pm.

The Chair asked that all members be available for the July meeting as there is business that needs to be done at that meeting. Also, please take a look at the MIRO Board and provide any suggestions to Kristine to add them to the Board.

4. COMMITTEE REPORTS

None

1 **5. OPEN TO THE PUBLIC**

2
3 **None**

4
5 **6. ADJOURNMENT**

6
7 *Chair Giordani Adjourned the meeting at 7:23 PM.*

8
9 Respectfully submitted,

10 Linda Billings

11 Recording Secretary

CALL FOR ARTISTS

Downtown Lebanon, NH Tunnel

Public Art Mural



Pictured above a current 3d sculpture installation.

Invitation

The Lebanon, NH Arts and Culture Commission also known as Lebanon Artways, is looking for artists to design, create and paint a public art mural in the newly renovated Downtown Lebanon Pedestrian Tunnel. The Tunnel is located beneath Hanover Street and the Lebanon Mall, with entrances near Goss Logan Insurance (western entrance) and the Ledyard Charter School (eastern entrance).

Design Challenge

Individual artists or teams of artists are encouraged to apply, as are artists who live in or near the Upper Valley. Artists are encouraged to select themes related to Lebanon's history, geography, natural environment, and recreational activities.

The tunnel is 350 feet long and the walls are generally 18 feet in height.

Installations and murals can be on the walls within the tunnel, with the exception of the granite stones on the eastern end. Artwork should exist within the physical structure of the tunnel and be no longer than 25 feet wide.

CALL FOR ARTISTS - Downtown Lebanon Pedestrian Tunnel Public Art Installation

Finished artwork will be owned by the City of Lebanon. The murals should be made with materials/paints to withstand outdoor public display and consideration of the four variable seasons of New England weather, and should be able to survive approximately 10 years. They are not expected to be permanent, and the City of Lebanon reserves the right to remove and or paint over the artwork at any time. Any modifications to finished artwork will be done in consultation with the artist.

Juried Process

Artists will be welcome to tour the tunnel prior to submission and we ask that any questions be submitted by August 21, 2023 to Kristine.Flythe@LebanonNH.gov. Following the artists self-tour, artists may complete an online Intent-to-Submit form, which must be received by the Lebanon Recreation, Arts, and Parks Department by 5:00 pm, August 28, 2023.

Submitting artists/teams will then be required to submit sketches, scale models, or other methods of displaying mock-ups of their proposed designs by September 11, 2023. Submissions must also provide a list of materials required for the mural, painting time estimates, a description of the painting processes, and estimated size of the finished installation and/or mural.

A selection jury of no less than 3 and no more than 5 persons will be appointed by Lebanon Arts and Culture Commission and will consist of Lebanon arts, cultural, businesses, and civic leaders.

The winning designs will be chosen by September 18, 2023. Artist's mock-up designs will be on view to the public during the Arts & Culture meeting on Tuesday, September 25, 2023.

Schedule

- Public Release of the Call for Artists – *August 8, 2023*
- Artist submission of questions to recreation Kristine.Flythe@LebanonNH.gov – *August 21, 2023*
- Due date for official intent to submit an art installation design – *August 28, 2023*
- Due date for physical mock-up of installation design – *September 11, 2023*
- Design winner's announcement – *September 18, 2023*
- Public viewing of designs and selected winner's – *September 25, 2023*
- Painting & Installation Window – *September 22-October 27, 2023*
- Unveiling of new Installations – *October 28, 2023*

Technical Assistance

Juried winners will be eligible for technical assistance from the City of Lebanon regarding facility and features of the tunnel. However, winning artists/teams are expected to create their artwork and be the primary painters of their winning designs.

Winners Receive

- **An award stipend, to be determined, plus an additional reimbursement for materials & installation expenses.**
- Technical assistance as noted above.
- Exposure in a scenic, well-traveled, pedestrian tunnel.
- A plaque at the Tunnel identifying the artist(s) and their contact information.
- Inclusion in on-line promotions.
- Active engagement with social media audience.
- Regular press releases to local and regional media outlets.
- Recognition at an Unveiling Celebration.

Pictured below a current 3d sculpture installation.



Downtown Lebanon Tunnel **Public Art Master Plan**



Introduction

The Lebanon, NH Arts and Culture Commission is looking for artists to design, create and install public art in the newly renovated Downtown Lebanon Pedestrian Tunnel. The tunnel is located beneath Hanover Street and the Lebanon Mall, with entrances near Goss Logan Insurance (western entrance) and the Ledyard Charter School (eastern entrance).

The Lebanon Downtown Tunnel Public Art Master Plan sets the parameters for design, soliciting artists, awarding commissions, installation, recognition and maintenance of art installed in the tunnel.

Tunnel Specifications

The tunnel is 350 feet long and the walls are generally 18 feet in height, reinforced with rebar approximately 2" deep. The concrete walls are painted with Tex-Cote XL-70"W" textured coating, colored "Gray Cloud" BM 2126-60. This wall covering does not have an anti-graffiti coating on it, so it is ready to receive mural paint.

DRAFT



Administrative Policy and Procedures for Public Art

ADM-136 establishes guidelines and procedures for the review, selection, acceptance, donation, placement, deaccession, maintenance, and safe display of public art in Lebanon. ADM-136 should be understood in conjunction with this Tunnel Public Art Master Plan.

Vision

The tunnel will serve as a gallery of many individual art pieces that collectively span the entire length of both walls and columns, and are unified under themes related to Lebanon's history, geography, natural environment, and recreational activities. The granite stones on the eastern end shall be left alone.

The preferred types of art for the tunnel are murals painted directly onto the walls, and sculptures that are fastened to the walls (complying with the provisions of ADM-136).

A 25 foot section of wall will be dedicated to SAU88 students, and another 25 foot section will be dedicated to Lebanon Charter School students. The back wall owned by Lebanon Village Pizza will be a public graffiti wall under a public/private partnership with the building owner, and subject to the same regulations as the graffiti wall at Riverside Community Park.

Commissioned Art

Funding for commissioned art shall come from a variety of potential sources:

1. Arts and Culture allocation in the Recreation Arts & Parks Operating Budget;
2. Private donations and sponsorships;
3. The public art fund generated from a portion of permit fees.

As funding becomes available a call for artists shall be advertised. Individual artists or teams of artists are encouraged to apply, as are artists who live in or near the Upper Valley. Each commissioned piece shall be up to 25 feet long and no more than 18 feet high. Appropriate compensation for artists and materials shall be determined at the time of the call for artists.

Juried Process for Commissioned Art

Interested artists will be able to tour the tunnel with a member of the Recreation Arts and Parks Department and/or an Arts Culture Commission



member. Following the tour, artists may complete an online Intent-to-Submit form, which must be received by the Lebanon Recreation, Arts, and Parks Department.

Submitting artists/teams will then be required to submit sketches, scale models, or other methods of displaying mock-ups of their proposed designs. Submissions must also provide a list of materials required for the art installation, time estimates, a description of the painting or fabrication processes, and estimated size of the finished installation or mural.

A selection jury of no less than 3 and no more than 5 persons will be appointed by Lebanon Arts and Culture Commission and will consist of Lebanon arts, cultural, business and civic leaders.

Commissioned Art Winners Receive

- An award stipend, to be determined, plus an additional reimbursement for materials & installation expenses.
- Exposure in a scenic, well-traveled, pedestrian tunnel.
- A plaque at the Tunnel identifying the artist(s) and their contact information.
- Inclusion in on-line promotions.
- Active engagement with social media audience.
- Regular press releases to local and regional media outlets.
- Recognition at a Grand Opening Celebration.

Donated Art

Art from a private donor or artist may also be considered separately from commissioned art under the conditions and procedures provided in ADM-136.

Ownership

Finished artwork will be owned by the City of Lebanon. The murals should be made with materials/paints to withstand outdoor public display and four seasons of New England weather, and should be able to survive at least 10 years. They are not expected to be permanent, and the City of Lebanon reserves the right to remove and or paint over the artwork at any time. Any modifications to finished artwork will be done in consultation with the artist.