



**LEBANON ARTS & CULTURE COMMISSION
SEPTEMBER 26, 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 8-22-2023 Minutes
 - 3. Other Business**
 - A. City Calendar and Strategic Planning Meetings
 - B. Tunnel Master Plan Next Steps
 - C. Call for Tunnel Artists - Mural Submissions
 - D. Poetry Contest Preparation
 - E. Fountain Covers Update
 - 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 August 22, 2023
City Hall Council Chambers & LebanonNH.gov/Live
6:30PM**

MEMBERS PRESENT: (5/7) **Jessica Giordani** (Chair; Citizen Rep. Ward 2)
 Nick Gaffney -Vice Chair - **Remote**
 Ben Van Vliet (Arts Org. Rep.-UVMC)
 Devin Wilkie (City Council, Heritage Commission & DEI Rep.)
 Bill Dunn (EDC Rep.)

MEMBERS ABSENT: (2/7) **Brian Cook** (LOH Rep)
 Linda Copp (Alternate)

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

1
2 1. **CALL TO ORDER** Acting Chair Gaffney called the meeting to order at 6:31 PM.

3
4 2. **APPROVAL OF MINUTES** July 25, 2023

5
6 *Devin Wilkie MOVED to approve the July 25, 2023, minutes with amendments.*
7 *Seconded by Nick Gafney.*

8
9 Amendment: Correct date in Header.

10
11 **The Motion was unanimously approved (4/0/1).*

12 **Ben Van Vliet abstained because he was not present at the meeting.**

13
14 **The order of the agenda was changed to accommodate a guest.**

15
16 3. **OPEN TO THE PUBLIC**

17
18 John Garoutte, a mural artist from Charlestown NH introduced himself to the members. He attended the
19 meeting to get more familiar with the Lebanon Arts and Culture Commission and working with public art.
20 He is impressed with the work the Committee does to bring arts to the community. Nick Gaffney
21 reminded him about the call for artists and the tunnel. He is familiar with the tunnel area and working on
22 a potential submission.

23
24 The members welcomed the artist and shared many of the ongoing arts related activities in Lebanon. He
25 was informed about the Lebanon Public Art Guidelines. The City is always interested in Public Art
26 works, even when there is not a call. The City has poetry on sidewalks. There are sculptures that are
27 from private citizens at the end of the Mall and they welcome public and private collaborations regarding
28 the arts. Ads are taken out locally to promote arts in the community.

29
30 4. **OTHER BUSINESS**

31
32 **A. CALL FOR ARTISTS**
33

1 The call has gone out in the Leb News, on all the social media sites, on the Arts and Culture and the
2 Recreation web pages. There has been a civic send and it has been promoted by AVA. There have been
3 two responses. Members discussed the selection of jurors for the artists' work. An official jury has not
4 been selected yet. There are some AVA related people who are willing to be a juror, community
5 members who could be asked, and perhaps a student from the Charter School, the arts school in
6 downtown, or perhaps a student recommended by local art teachers. The deadline is August 28 for the
7 intent to submit artwork.

8 9 **B. TUNNEL MASTER PLAN**

10
11 Everyone was provided a chance to review the Tunnel Plan document that Kristine sent to members.
12 There was discussion about saving space for two student work locations in the tunnel. The local schools
13 have not been notified. There is 50 feet saved for student work. New Arts High School in Lebanon, the
14 Ledyard Charter school and SAU 88 and other potential organizations may be selected to have a
15 dedicated section of the tunnel.

16
17 Some of the ideas on the document are conceptual and would need additional work done to bring them to
18 fruition. Examples are the Lebanon graffiti wall and working with a private company such as the wall on
19 the Lebanon Pizza building. The process of the whole tunnel plan is to get feedback from the members,
20 then submit it to the City Manager for final approval and recommendations.

21
22 One thought is that the kind of art in the tunnel should be less prescriptive and leave the options open for
23 different types or combinations of art. It was discussed that the art should not be an advertisement. It
24 would be reasonable to have a small plaque stating that an organization or business sponsored the
25 installation. It is thought that it may be better if the type of art is more vague, that the document does not
26 have only to be about murals. It is reasonable to have a vision of a mural, but not a requirement. The
27 Tunnel Master Plan is mostly directed to artists, with the provision for student work. Organizations can
28 work with or sponsor an artist that they want to work with, such as art that is reflective of an
29 organization's mission.

30
31 The ideas from this discussion will be incorporated into the document to create a draft for the City
32 Manager. The City Manager may have suggestions and those ideas will be brought back to the members
33 for final review and vote of approval. If the members have any other suggestions before the end of this
34 week they can be incorporated. The timeline for approving the document is the September meeting.

35 36 **5. COMMITTEE REPORTS**

37
38 **None**

39 40 **6. NEW BUSINESS**

41
42 Bill Dunn spoke about the Nexus event. From a perspective of a member of the Economic Development
43 Commission, he wondered if it would be possible to suspend the ban on overnight parking in the City of
44 Lebanon during Nexus. If the invite was extended to people who use RVs, it would make the event
45 bigger, a 24/7 event. People would enjoy using the City resources, restaurants and businesses, during the
46 day before the music starts. That promotional component could enhance the Nexus event and benefit the
47 City.

48
49 Nick Gaffeny said the AVA 50th Birthday Party will be celebrated on Saturday. There will be a big open
50 house with artist demonstrations, a treasure hunt, open studios, and a great exhibition. There will also be
51 refreshments and cake.

52
53 Jessica Giordani went to the Maine botanical gardens and searched for the Thomas Dambo trolls that are
54 hidden in the woods. While walking through the trails to find the trolls, the walkers could see works of

1 art that were protected from the weather. She would like to propose that a troll comes to Lebanon, and
2 she has some ideas of locations.

3
4 Paul Coates invited everyone to the Mud Room on September 14th. He will be stepping up to be a
5 storyteller for the second time.

6
7 Ben Van Vliet said Upper Valley Music has been partnering with the Library to bring outdoor music to
8 the community. There were several events at Colburn Park and passersby were equally engaged as those
9 who planned to attend the event. They discussed the possibilities for events with Harmony Park. There
10 is potential for involving many of the schools.

11
12 Kristine reminded everyone that September 16th is Leb Fest. There will be over 75 vendors from 11:00 -
13 3:00.

14
15 Paul mentioned they would still like a Ward 1, West Lebanon representative on the Board. Members
16 were asked to help find someone who is willing to participate.

17
18 **7. ADJOURNMENT**

19
20 ***Chair Giordani Adjourned the meeting at 7:08 PM.***

21
22 Respectfully submitted,
23 Linda Billings
24 Recording Secretary

January 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1 HOLIDAY	2 Strategic Plan 1. Add/Modify Strategic Objectives 2. Add/Modify Task Items 3. Update Current State 4. Update outcomes	3 <u>City Council Meeting</u> Presentation of Final Zoning Amendments (originally presented October 2023)	4	5	6
7	8	9	10	11	12	13
14	15 HOLIDAY	16	17 <u>City Council Meeting</u> Public Hearing for Final Zoning Amendments (originally presented in October 2023)	18	19	20
21	22 Planning Board meets to prepare preliminary CIP Project List for ensuing six-year fiscal period	23	24	25	26	27
28	29	30	31 City Council Agenda Request Form available at: https://lebanonnh.viewpointcloud.com/categories/1080/record-types/6441 Meeting Agendas, Minutes, Media - LebanonNH.gov/Agendas	1	2	3

February 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1	2	3
4	5	6	7 City Council Meeting	8	9	10
11	12	13	14	15	16	17
18	19 HOLIDAY	20	21 City Council Meeting	22	23	24
25	26	27	28	29	1	2

March 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	26	27	28	29	1	2
3	4	5	6 City Council Meeting	7	8	9
10	11 DUE (Strategic Plan) 1. Add/Modify Strategic Objectives 2. Add/Modify Task Items 3. Update Current State 4. Update outcomes	12	13	14	15	16
17	18	19	20 City Council Meeting	21	22	23
24	25	26	27 City Council Organizational Meeting	28	29	30

April 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1 Planning & Development Director distributes Capital Budget Form, Guidelines and Instructions to city depts	2	3 City Council Meeting	4	5	6
7	8	9	10	11	12	13
14	15	16	17 City Council Meeting	18	19	20
21	22	23 Strategic Plan Work Session	24	25 Strategic Plan Work Session	26	27
28	29	30	1	2	3	4

May 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	1 City Council Meeting	2	3	4
5	6	7	8 Financial Outlook Budget / Approval Strategic Plan City Council Meeting	9 Budget Guidance Issued by Finance Department (see dept liaison for specific dept budget process and deadlines)	10	11
12	13 City Depts identify proposed new CIP items and other capital items and submit to Planning & Development Director	14	15 City Council Meeting	16	17	18
19	20	21	22	23	24	25
26	27 HOLIDAY	28	29	30	31	1

June 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1
2	3	4	5 City Council Meeting	6	7	8
9	10	11	12	13	14	15
16	17	18	19 City Council Meeting	20	21	22
23	24 Planning & Development Director, Finance, City Manager analyze CIP proposed items and prepare DRAFT CIP	25	26	27	28	29

July 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	1	2	3 City Council Meeting	4 HOLIDAY	5	6
7	8	9	10	11	12	13
14	15 DRAFT CIP Submitted from the City Manager to the Planning Board	16	17 City Council Meeting	18	19	20
21	22 Initial Presentation of Zoning Amendments to Planning Board	23	24	25 FINALIZED Strategic Plan 1. Final Strategic Objectives 2. Final Task Items 3. Final Current State 4. Final Outcomes	26 2024 Budget Due From Departments	27
28	29	30	31	1	2	3

August 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1	2	3
4	5	6	7 City Council Meeting	8	9	10
11	12	13	14	15	16	17
18	19	20	21 City Council Meeting	22	23	24
25	26 Planning Board reviews and adopts the CIP and submits first-year budget recommendations to City Council through the City Manager Final Zoning Amendments Presentation	27	28	29	30	31

September 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 HOLIDAY	3	4 City Council Meeting	5	6	7
8	9	10	11	12	13	14
15	16	17	18 City Council Meeting	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

October 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	1	2 City Council Meeting Presentation of Draft Zoning Amendments	3	4	5
6	7	8	9	10	11	12
13	14	15	16 2024 Budget Overview / Capital Improvement Project (CIP) Presentation City Council Meeting	17	18	19
20	21	22	23	24	25	26
27	28 Planning Board Review Zoning Amendments and Comment to City Council	29	30	31	1	2

November 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	1	2
3	4 Budget Work Session Zoning Board Review of Zoning Amendments and Comment to City Council	5	6 City Council Meeting	7 Budget Work Session	8	9
10	11 HOLIDAY	12 Budget Work Session	13 Budget Work Session	14 Conservation Commission Review of Zoning Amendments and Comment to City Council	15	16
17	18	19 Budget Work Session	20 City Council Meeting	21 Budget Work Session	22	23
24	25	26	27	28 HOLIDAY	29 HOLIDAY	30

December 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4 City Council Meeting	5	6	7
8	9	10	11 Public Hearing for Budget City Council Meeting	12	13	14
15	16	17	18	19	20	21
22	23	24 HOLIDAY	25 HOLIDAY	26	27	28
29	30	31	1	2	3	4



"PATCHWORK"



*not to scale

Supplies:

- Exterior paint, Behr Premium Plus, 7 gallons, \$336.00 (price based on West Lebanon Home Depot)
- Acrylic paint, Liquitex Basics, \$78.94 (price based on West Lebanon Michaels)
- Quart-sized mixing cups & lids, \$34.74 (price based on West Lebanon Home Depot)
- Roller covers, 3/8in. nap, \$11.87 (price based on West Lebanon Home Depot)
- 12ft. or larger scissor lift, \$TBD
- Total material cost excluding lift: \$461.55

Process:

- Days begin promptly at 8am.
- I begin with the "doodle grid" system, followed by roughing in the outlines of the piece. Next, I add the base colors, leaving the details to be painted blank.
- Base colors are store bought, but I generally mix any other colors myself using acrylic and exterior paint.
- Over the next few days, I begin filling in details, generally working from top to bottom. This is when the piece starts to really take shape.
- Any outlines are added last, and the piece is allowed to dry for 24 hours.
- The piece is sealed with two coats of Vandlguard, this is a non-sacrificial coating that allows for any graffiti to be washed off, and doubles as a UV protectant. Applied correctly, it carries a 10 year guarantee.
- Total painting time is 8 days.

The estimated size of the piece is the maximum allotted, 18'x25', but can be scaled down if necessary, material costs will be adjusted accordingly.

Downtown Lebanon Tunnel Public Art Submission

Artists: Todd Matte and Kirsha Frye-Matte, and we would also be using local students as we are both art educators in the Upper Valley.

Materials Needed: Latex Paint, Spray Paint, paint brushes, ladder or scaffolding (depending on height)

Painting Time Estimate: 2 weeks

Description of Painting Process: We would paint the colorful background, and then outline the mural using a digital projector and paint the details.

Size of Mural: 30ft wide x 10ft tall (This mural design is scalable, so we can adjust the dimensions if preferred.)

*The images are detailed sketches and will change a bit (more colors will be added).



