



**LEBANON ARTS & CULTURE COMMISSION
JANUARY 28, 2025 - 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 11-19-2024 and 12-17-2024
- 3. Other Business**
 - A. Full Moon Fiesta - Ice Sculpture
 - B. Miro Board Updates - Throughout January and February, please work closely with your respective boards/committees/commissions to update the strategic plan in the Miro Board 2026-2028 in RED. Finalized strategic plan updates must be submitted by March 21, 2025.
- 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 November 19, 2024
City Hall Council Chambers & LebanonNH.gov/Live
6:30PM**

MEMBERS PRESENT: (5/7)

Jessica Giordani (Chair; Citizen Rep Ward 2)
Ben Van Vliet (Arts Org. Rep-UVMC)
Nick Gaffney (Vice Chair; Citizen Rep Ward 3,)
Stevens Blanchard (Ward 1 Citizen Rep)
Claire Geno (Alternate)

MEMBERS ABSENT: (2/7)

Devin Wilkie (City Council, Heritage Commission & DEI Rep)
Brian Cook (Arts Org. Rep-LOH)

STAFF PRESENT: (1)

Kristine Flythe (Program Coordinator, Leb. Rec)
Paul Coats (Director Recreation, Arts and Parks)

1
2 Kristine Flythe gave the RSA 91-A announcement.

3
4 **1. CALL TO ORDER**

5
6 Chair Giordani called the meeting to order at 6:30 PM.

7
8 **Claire Geno was given voting privileges for this meeting.**

9
10 **2. APPROVAL OF MINUTES October 22, 2024**

11
12 *Nick Gaffney MOVED to approve the October 22, 2024, Minutes, as presented in the packet.*

13 *Seconded by Ben Van Vliet.*

14 **The Motion was approved (4-0-1).*

15 *Claire Geno abstained because she did not attend the meeting.*

16
17
18 **3. OTHER BUSINESS**

19
20 **A. ROUNABOUT ARTWORK**

21
22 Paul Coats introduced Michael Kraatz and Andrew Garthwaite who have previously provided art within
23 the City. For the Roundabout, it was decided to not follow the traditional process of going out for various
24 artists, credentials, and qualifications. They determined to put together an A Team to move forward with
25 the public art forward in the Roundabout.

26
27 Their goals are to have public art in the roundabout for the appreciation of public art in the community.
28 Lebanon is a city of fountains, there may be an option to make this a fountain location as well. However,
29 it may prove to be insurmountable, but tonight's work is not contingent on this being a fountain. Lastly,
30 due to the historical value of this corner, there is a State requirement to keep a historical component to the
31 art in this roundabout. They are considering using some Railroad artifacts within the fountain.

32
33 Andrew introduced four things the designers are considering. The center of the roundabout is 30 feet
34 across. Much of it will be sculpture, with some rails making a dynamic arch. A fountain could be

1 incorporated. This artwork is mostly transparent so traffic can see through, and kept lower to a lower line
2 to keep the vision open for drivers. Lastly, the sculpture, fountain, will be planted for pollinators.
3

4 Michael was approached about bending railroad rails to create a sculpture. An arch immediately came to
5 mind, and he worked on a concept of bending the rails instead of keeping them straight. After working
6 with the concepts, he ended with a proposal about 20 feet across and 8 to 10 feet high, with a mix of rails
7 and granite. The color of red, from railroads, would be incorporated into the design. The final suggestion
8 is to keep the rails straight and angle them with stepped down lengths. This would leave the rails intact,
9 or they can determine later if they want to bend the rails. This concept will illustrate the concept of the
10 railroad. It may not take more than 4 full size rails, but 6 would be more desirable.
11

12 This roundabout project is scheduled to begin in 2025 and there are things necessary to bring in water and
13 electricity before the artwork is begun. They will need peers in the ground and/or granite blocks. They
14 discussed how to incorporate a water component into the design. While it should be significant enough
15 and should not distract drivers. It will be designed with lights to help in the darkness; and so water is not
16 held in the fountain, which would be a problem in cold weather. Lighting options for various seasons
17 would be desirable. One concern is protecting the artwork from people and safety for interested
18 observers, even though there will not be any cross walks that go to the roundabout.
19

20 One of the issues is whether the water in the fountain would be fresh water or circulating water.
21 Circulating water needs to be treated and that would not be easy to maintain in the roundabout. But fresh
22 water is a challenge. They may pull water from the river and drain it back down to the river. The river
23 water is the first choice.
24

25 At this time, the concept will continue to be refined. Eventually the Commission will be asked to offer an
26 opinion and hopefully support the concept. The next step will be to build a model.
27

28 **B. BUDGET IDEAS & REQUEST**

29
30 There was \$8000 in the 2024 budget for the Commission. It was discussed that it might be a good idea if
31 in the future funds could be supported for other activities throughout the year, instead of spending most of
32 the extra money on the winter season activities. Mostly this happens that it isn't known what funds will be
33 available until the end of the year when all the other spending has been completed. There is a balance of
34 around \$5270 that could be spent by the end of this year.
35

- 36 • **Ice Sculpture Artist - \$675 ('Tis the Season)**

37 The artist said he can do a sculpture in the park; he just could not guarantee how long it will last. He
38 would need electric power to do the work. He prefers to be on the ground instead of the stage.
39

- 40 • **Gingerbread House Making - \$2900 with Perfect Parties USA ('Tis the Season)**

41 This budget would allow around 150 participants. The materials are provided, and they handle the whole
42 event, including set-up, take down and supervision. It would be a 4-hour event from setup to take down.
43

- 44 • **Poetry Stamps - \$2,054.30 (Install 2025)**

45 The poem stamps have arrived now. They are ready to be installed in the Spring.
46

- 47 • **Sugar Cookie Decorating Kit – Katie's Cookies \$2,000 (Santa's Tour)**

48 The Police Department will sponsor half the cost of the cookies. It would be a sleigh ride starting at 10
49 am and going to 4:30 handing out cookies to children. This was well received last year.
50

- 51 • **Ice Sculpture Artis - \$675 (Full Moon Fiesta 2025)**

- 52 • **Round about Design**

53 The Commission discussed providing \$1000 for the design work on the Roundabout.
54

1
2 **Steve Blanchard MOVED to accept the proposed funding shown by Kristin on the spreadsheet.**
3 **Seconded by Nick Gaffney.**

4
5 ***The Motion was approved (4-0).**

6
7 The spreadsheet stated:

8 Wicked Good Ice	\$675
9 Poetry Stamps	\$2064.30
10 Roundabout Artist Payment	\$1195.70
11 'Tis the Season Ice Sculpture	\$675
12 'Tis the Season Ginger Bread	\$2000
13 Santas Tour Katies Cookies	\$500

14
15
16 The tunnel art is nearly complete. The middle school is working on the art, and the high school is lagging
17 behind. A bit of the art will need to be completed in the Spring.

18
19 **4. COMMITTEE REPORTS**

20
21 None

22
23 **5. OPEN TO THE PUBLIC.**

24
25 No comments.

26
27 **6. ADJOURNMENT**

28
29 **Chair Giordani Adjourned the meeting at 7:31 PM.**

30
31 Respectfully submitted,
32 Linda Billings
33 Recording Secretary

DRAFT

**CITY OF LEBANON
ARTS & CULTURE COMMISSION
MINUTES December 17, 2024
City Hall Council Chambers & LebanonNH.gov/Live
6:30PM**

MEMBERS PRESENT: (5/7) **Jessica Giordani** (Chair; Citizen Rep Ward 2)
 Devin Wilkie (City Council, Heritage Commission & DEI Rep)
 Brian Cook (Arts Org. Rep-LOH)
 Nick Gaffney (Vice Chair; Citizen Rep Ward 3,)
 Claire Geno (Alternate)

MEMBERS ABSENT: (2/7) **Ben Van Vliet** (Arts Org. Rep-UVMC)
 Stevens Blanchard (Ward 1 Citizen Rep)

STAFF PRESENT: (1) **Kristine Flythe** (Program Coordinator, Leb. Rec)
 Paul Coats (Director Recreation, Arts and Parks)

1
2 Kristine Flythe gave the RSA 91-A announcement.

3
4 **1. CALL TO ORDER**

5
6 Chair Giordani called the meeting to order at 6:33 PM.

7
8 **Claire Geno was given voting privileges for this meeting.**

9
10 **2. APPROVAL OF MINUTES November 19, 2024**

11
12 The vote on the minutes was postponed because the correct minutes were not available.

13
14 **3. OTHER BUSINESS**

15
16 **A. MEETING FREQUENCY**

17
18 In 2024 four meetings were cancelled for various reasons. The Board discussed adjusting the schedule to
19 less meetings and adding an extra meeting when it is necessary. They looked at the busiest times of the
20 year and made a schedule. They may need to make the meeting a different day of the month if holidays
21 intervene. They will meet on the fourth Tuesday of the month at 6:30 every month with the exception of
22 April, June, and August.

23
24 **B. 2025 PUBLIC ART**

25
26 There are four remaining murals to be completed next year in the tunnel, the middle school piece, the
27 interaction piece, the pollinator piece, and the major piece done by Marley down at the end. They will
28 look for future options to add Public Art. The Commission and the City are still discussing the art for the
29 roundabout.

30
31 **C. 2025 INITIATIVES**

32
33 **1. Strategic Plan Updates:**

34

1 Throughout January and February, please work closely with your respective
 2 boards/committees/commissions to update the strategic plan in the Miro Board 2026-2028 in
 3 RED. Finalized strategic plan updates must be submitted by March 21, 2025. Work sessions
 4 will be held in April with final approval in early May 2025.
 5

6 One of the focuses of January and February 2025 will be to update the Miro Board. It is an opportunity to
 7 get Arts and Culture in the eye of businesses and a way to emphasize the arts in the community. It also
 8 increases the opportunity to make collaborative efforts between the various arts organizations within the
 9 community. They discussed the opportunities for grants for the arts from local businesses. They hope to
 10 encourage businesses to take on the role of enhancing properties with public art. One opportunity would
 11 be for the Arts Commission to increase their outreach work to let people know what options and resources
 12 are available in the community to enhance their property, such as an artist roster of people who want to
 13 provide public art. It was suggested they could elaborate the list of all the public art in the Lebanon area
 14 to help others become aware of what is being done in the community to provide public art. The Art
 15 Alliance could be helpful in sending that message. The members discussed how they could assist
 16 businesses or others in finding ways to increase public art and provide expertise to help a business
 17 accomplish a public art piece.
 18

19 Andrew Bernard, the interim executive director for the Lebanon Opera House, will be invited to attend
 20 one of the future meetings. LOH continues to search for the new Executive Director.
 21

22 The local artist who created the ice sculpture of a Christmas tree did a beautiful job. It included an LED
 23 light that changed colors. While it was fun to create gingerbread cookie houses, they did not expect to be
 24 using graham crackers. The company provided a small credit, \$500, to be used in the future. The images
 25 on their website showed actual gingerbread houses, and what they provided was clearly not the event that
 26 was expected.
 27

28 **2. Budget Preparations:**

29 Initial Capital budget discussions will commence in March, with detailed reviews scheduled
 30 across multiple City Council sessions in April and May. This will be a collaborative effort to
 31 ensure that all departments and committees align with the city's overall goals and financial
 32 forecasts for 2025.
 33
 34

35 **3. Submission of Proposals:**

36 All strategic objective status updates and any new or modifications proposed to the action items
 37 or strategic objectives must be submitted by March 21, 2025 to allow ample time for review
 38 and adjustments before final approval sessions later in the year.
 39
 40

41 All proposed operating budgets are due by July 25, 2025.
 42

43 **4. COMMITTEE REPORTS**

44 **A. City Council, DEI, Heritage**

45 No specific updates, but there is a budget coming on.
 46
 47
 48

49 **B. AVA, UVMC, LOH Update**

50 January 11 is the Full Moon Festival. There will be free ski passes available for everyone for that event.
 51 Lessons will still cost, and some events like races will have a fee, but public free skiing will be available
 52 to everyone at no charge.
 53
 54
 55

1 The final piece of the LOH renovation, the exterior lighting, is slightly delayed. It will be paid for by a
2 capital campaign and installation will wait until warmer weather in the Spring.

3

4 **5. OPEN TO THE PUBLIC.**

5

6 No comments.

7

8 **6. ADJOURNMENT**

9

10 *Chair Giordani Adjourned the meeting at 7:26 PM.*

11

12 Respectfully submitted,

13 Linda Billings

14 Recording Secretary



NO SMOKING

alcohol
SNACKS

Wheat Beer	\$1.50
IPA	\$1.50
Cider	\$1.50

CARLSON BEER

Wheat Beer	\$1.50
IPA	\$1.50
Cider	\$1.50