



LEBANON ARTS & CULTURE COMMISSION
MAY 25, 2021 - 6:30 PM
REMOTE VIA MICROSOFT TEAMS
LEBANONNH.GOV/LIVE

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- 1. Call to Order**
 - A. Review of meeting procedures and NH RSA 91-A "Right-to-Know requirements"
 - 2. Approval of Minutes**
 - A. April 27, 2021
 - 3. Other Business**
 - A. Welcome Gavin Fisher (Citizen Rep, Ward 2)
 - B. Mural Project on PetSmart (J.Clifford)
 - C. LOH/Nexus Festival Update (J.Clifford)
 - D. Ped-Bike Committee Ideas/Banners/Sidewalk Logo (B. Van Vliet)
 - E. Planning & Goals
 - a. Logo Use (All)
 - b. Instagram & Instagram Trap (J.Giordani)
 - c. West Leb. Revitalization (B.Dunn)
 - d. Public Art Policy (K.Zook)
 - F. Sidewalk Poetry Project Next Steps (B.Foster)
 - G. Rainworks (K.Flythe)
 - H. Tunnel Project Updates (P.Coats)
 - a. Juried Artist/Tunnel Art (N.Gaffney)
 - I. Fundraising (D.Wilkie)
 - J. Coalition Building (N.Gaffney)
 - K. Fountain Funding (K.Flythe)
 - L. Mall Kiosk (J.Giordani)
 - M. Meeting Format (Heads up June/July)
 - 4. Committee Reports**
 - 5. Open to the Public**
 - 6. Adjournment**

The order of agenda items is subject to change.

Due to the current situation with the COVID-19 Pandemic, the City of Lebanon is offering its meetings via Microsoft Teams. Members of the public are encouraged to attend 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 Microsoft Teams software or by phone. Please visit LebanonNH.gov/Live for full details.

THE AGENDA, IN ITS ENTIRETY IS AVAILABLE ON THE CITY'S WEBSITE AT LEBANONNH.GOV

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**CITY OF LEBANON
ARTS & CULTURE COMMISSION
MINUTES, April 27, 2021
REMOTE VIA MICROSOFT TEAMS
LebanonNH.gov/Live
6:30PM**

MEMBERS PRESENT (7/10): Jessica Giordani (Chair; Citizen Rep. Ward 3)
Bill Dunn (EDC Rep.)
Becky Foster (Citizen Rep., Ward 1)
Nick Gaffney (Arts Org. Rep.-AVA Gallery)
Ben Van Vliet (Arts Org. Rep.-UVMC)
Joe Clifford (Vice Chair; Arts Org. Rep.-LOH)
Devin Wilkie (Heritage Commission Rep.)

MEMBERS ABSENT: (4/10) Sherry Fiore (Alt.)
Vacant (Citizen Rep., Ward 2)
Joe Clifford (Vice Chair; Arts Org. Rep.-LOH)
Karen Zook (City Council Rep.)

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

1. CALL TO ORDER: Chair Giordani called the meeting to order at 6:41 pm

A. Review of meeting procedures and NH RSA 91-A "Right-to-Know" requirements.

2. APPROVAL OF MINUTES: March 23, 2021

Chair Giordani: Opened discussion for corrections for the March 23, 2021 minutes.
Hearing no further corrections Chair Giordani opened for a Motion to approve the minutes.

MOTION to Approve and Accept the minutes as presented for the March 23, 2021 was made by Mr. Dunn. Seconded by Mr. Gaffney.

Roll Call Vote: Members voting in favor included: Mr. Van Vliet, Mr. Dunn, Mr. Gaffney, Mrs. Foster, Vice Chair Clifford, and Chair Giordani.

****The Motion was approved (6/0) and recorded by Mrs. Flythe.***

3. OTHER BUSINESS:

A. Mural Project on PetSmart (Brought forward by Dan Hester WSD Development and connected via David Brooks from planning)

Chair Giordani opened for discussion and asked if we had more information on this idea.

Mrs. Flythe shared that at this time it sounds as though the final call will be PetSmart as it is there building. However getting input on ideas/thoughts from A&C on what could be possible either a Welcome to Lebanon, or Welcome to NH something.

1 Chair Giordani clarified this is the property owners interest and there is excitement
2 behind it.

3
4 Mrs. Flythe clarified that the request of A&C is for suggestions and recommend an artist
5 for this scale.

6
7 Mr. Gaffney shared there is an artist Lee Wells that could be interested.

8
9 Chair Giordani shared Jess Graham could be an artist that could also be interested. It
10 would be great to have a list of artists as we go forward for projects like this.

11
12 Vice Chair Clifford would be interested in continuing the conversation with Dan Hester.

13
14 B. LOH/NEXUS Festival Update (J. Giordani/J.Clifford)

15
16 Chair Giordani wanted to take action for sponsorship of the festival. She individually spoke
17 with commission members to talk through sponsorship levels. The event will be unique
18 and valuable to the community and is a great opportunity for A&C/Lebanon ArtWays. Chair
19 Giordani's recommendation is to sponsor the festival for \$500.00 to show we are
20 committed and part of this community.

21
22 Mr. Dunn, Mr. Van Vliet, and Mr. Gaffney all echo the same sentiment that this event falls
23 within the charge as A&C, helps with branding, and know why this is an important event
24 for the community.

25
26 Mr. Gaffney asked for percentage of A&C budget and it's 10%.

27
28 Vice Chair Clifford appreciates the support.

29
30 **Chair Giordani MOTIONS for Arts & Culture Commision to sponsor the LOH/Nexus**
31 **Festival at the rate of \$500.00 dollars. Seconded by Mr. Gaffney.**

32
33 **Roll Call Vote: Members voting in favor included: Mr. Van Vliet, Mr. Dunn, Mrs.**
34 **Foster, Mr. Gaffney, Vice Chair Clifford, and Chair Giordani.**

35
36 ***The Motion was approved (6/0) and recorded by Mrs. Flythe.**

37
38 C. Ped-Bike committee ideas (B.Van Vliet)

39 Mr. Van Vliet updated commission with quotes for banners generally about \$50 a piece
40 depending on how many and where. Other thoughts is an idea of combining NEXUS and
41 ArtWays and bring back ideas to the next meeting.

42
43 Mr. Gaffney asked if there is a plan for seasonally or switch out banners each year?

44
45 Mr. Van Vliet would like to expand more on a plan to tie in the banners with an event. It
46 is more exposure for an event and a brand. Over time banners can get stale and changing
47 them seasonally would allow them to be fresh and current.

48
49 Vice Chair Clifford moving forward quickly to allow enough time especially with about 3
50 months away.

51
52 Mr. Van Vliet will bring specifics back to the next meeting.

1 D. Planning and Goals for 2021 updates

2 a. Logo Use (All)

3 Chair Giordani shared that as a commission we've gone through the logo process
4 and when the opportunity to share it presents itself the commission should use it.
5 In addition she is working with IT on an Instagram account.
6

7 Mrs. Foster shared an article by Susan Apel for Graffiti Park.
8

9 Mrs. Flythe shared her take away from the article is to update the city website with
10 "Where is the Graffiti Park."
11

12 b. West Leb. Rev. Efforts (B.Dunn)

13 Mr. Dunn Development for Westboro Railyard is moving forward and community
14 input is needed. Start thinking bigger picture such as the Riverwalk or an
15 amphitheater. There is more discussion of Seminary Hill and opportunities there.
16 In addition the Spencer Street Development/Revamping landscaping and the
17 tunnel opportunities as well and looking at decked parking and the opportunity for
18 murals etc. Keeping A&C at the forefront of of the economic development
19 committee and allow for A&C to be 2nd nature for developers to think what more
20 can we do than just pouring down concrete. Incorporating Art right off the bat.
21

22 c. Public Art Policy (K.Zook)

23 No update
24

25 E. Sidewalk Poetry Project (B.Foster)

26 Mr. Dunn, Mrs. Foster, and Mrs. Flythe shared meeting with the consultant from St. Paul. It
27 was a through and insightful meeting. Photos of the project are shared and that a city artist
28 makes the project happen including the design of the poems. The poems do need to be done
29 in concrete and not asphalt. Debris does not impact being able to read the poem. The forms
30 range from \$400-\$800 dollars and the forms are reused throughout the city. When doing this
31 project you will need someone that understands how the concrete sets and poems are open
32 to all residents to submit, and the names are left off the formation. Professional writers are
33 paid to jury the contest. St. Paul has 60+ pieces and are stored at DPW. If we choose to go
34 forward we could meet with their graphic designer to give us the ins and outs. The contest is
35 open for residents to submit in other languages and the translation is on the website.
36

37 F. Rainworks (B.Dunn)

38 Mr. Dunn and Mr. Van Vliet have talked about a combined effort with Rainworks and
39 another visual.
40

41 Mr. Van Vliet shared that we want folks to connect with our logo and share it. The concept
42 for the Rainworks for poetry will work. However a visible use and looking at Sidewalk
43 Decals and last up to a year. Here is a basic visual of what one can look like. Shared a
44 mock up decal with Lebanon Artways and add water for inspiration just next to the logo.
45 The stickers are about \$50 each and quick to turn around.
46

47 Mr. Dunn we are developing a plan. As far as branding this is connecting us to something.
48 Just go find a logo is one thing, but tying it to something is more appealing.
49

50 Chair Giordani thinking about a timeline for this project.
51

52 Mr. Van Vliet doing a test run to see how this works. My suggestion would be to move
53 forward in the next month and see if we can get 1 decal to try it.
54

55 Mrs. Flythe can assist with test run.

Mr. Dunn requested we include a test run in West Lebanon, and to keep it simple and provide a human connection. Lebanon is beautiful and so are you. We create it, we promote it, and see the interreaction with it.

Chair Giordani we do have Recreation's Instagram, and the cities Instagram and that will help people know. It does look we need to have a motion to get this moving.

Mr. Van Vliet MOTIONS for Arts & Culture Commission to spend up to \$200 dollars or less to purchase two test decals. Seconded by Mr. Dunn.

Roll Call Vote: Members voting in favor included: Vice Chair Clifford, Mr. Gaffney, Mr. Dunn, Mr. Van Vliet, Mrs. Foster, and Chair Giordani.

***The Motion was approved (6/0) and recorded by Mrs. Flythe.**

G. Tunnel Project Updates (J.Giordani)

Mr. Coats shared that Mr. Gaffney created a latest call for artists and shared in the meeting. There are additional partners to help with the grand opening and bike rodeo, ribbon cutting, and more. Leaving this meeting with a call for artists will be huge.

Mr. Gaffney shared the draft call for artists and discussion on specifics for timeline, what does an artist receive.

Mr. Dunn, Mr. Coats, and Chair Giordani discussion on what an artist will receive and different ways to compensate.

Chair Giordani how would folks submit an RSVP and submission. We are able to setup an online form on CivicPlus.

Mr. Van Vliet be sure to make it clear that in order to submit you will have to tour in order to apply.

Chair Giordani our next step would be to get it online and released to the public. Mr. Gaffney will get it into the AVA newsletter, and Recreation use CivicSend to announce.

Mr. Dunn, and Chair Giordani shared feedback on length of time for Call for Artists application.

H. Fundraising (D.Wilkie)

No update

I. Coalition Building (N.Gaffney)

No update

J. Fountains (K.Flythe)

Mrs. Flythe shared the newly added fountains to A&C. *Work towards the purchase and installation of fountains within the City of Lebanon by raising funds; coordinating volunteer efforts, locating fountains for purchase by the City, developing plans for the location of fountains and seeking approval by the Arts & Culture Commission and the City Council prior to the installation of any new fountain (added March 17, 2021.)*

Chair Giordani asked if the fountains come with any additional funding.

Mrs. Flythe will ask for clarification from the Mrs. Kenniston the city Clerk.

Mr. Gaffney asked a question in related to fountains. Asking about the fountain covers and if they could be fixed up by AVA again.

Chair Giordani opened the floor for a motion for Mr. Gaffney to ask the commission.

Mr. Gaffney MOTIONS for AVA to collaborate with youth and other artists to create and refurbish fun and creative designs for the fountain covers that are to be reinstalled in October 2021 and seeks approval from the Arts & Culture Commission. Seconded by Vice Chair Clifford.

Roll Call Vote: Members voting in favor included: Mr. Dunn, Mr. Wilkie, Mrs. Foster, Mr. Gaffney, Vice Chair Clifford, Mr. Van Vliet, and Chair Giordani.

***The Motion was approved (7/0) and recorded by Mrs. Flythe.**

K. Mall Kiosk & Heritage Committee (J.Giordani)

Chair Giordani opened discussion on the Lebanon mall kiosk and a bigger vision for the kiosk and the look of a directory. Ideas a wooden background and have a map of the rail trail and MRG/tunnel. Have another side to feature Arts & Culture Commission with other local flagship businesses and the last side have a downtown business directory that can be walked to since folks are on a pedestrian mall.

Mr. Wilkie shared that having 2 public boards on opposite ends and one on Colburn Park would allow for this kiosk to be more complete.

Mr. Dunn shared he is excited to take this back to Economic Development Commission as this is supporting businesses in the community.

Mr. Coats brought up a way to think about the least maintenance possible whether it's with vinyl or another poster besides paper.

L. Meeting Format

Mr. Coats shared the state may come out with an in person statement for meetings, but just keeping it in mind for now.

Mr. Wilkie shared the council will be revisiting the in person option in July and the mask ordinance in May.

4. COMMITTEE REPORTS:

None

5. OPEN TO THE PUBLIC:

Gavin is excited to hear more and become more involved.

Mr. Coats shared that Mimi from Heritage requested a co-owning of a 360 degree camera. If Arts & Culture would be interested in this investment to aid with promotionals and it's roughly \$340 for purchased price. They are asking for help on this.

Mr. Dunn could they present a little more and if they are looking to use it for something specific. It would be great to hear what the value in it is.

6. ADJOURNMENT:

1 **Mr. Gaffney MOTIONS to Adjourn the meeting. Seconded by Mrs. Foster.**

2
3 **Roll Call Vote: Members voting in favor included: Mr. Van Vliet, Mr. Wilkie, Vice**
4 **Chair Clifford, Mr. Dunn, Mrs. Foster, Mr. Gaffney, and Chair Giordani.**

5
6 ***The Motion was approved (7/0) and recorded by Mrs. Flythe. 8:32pm**

7
8 The meeting was adjourned at 8:16pm.

9
10 Respectfully submitted,
11 Kristine Flythe
12 Program Coordinator
13 Recreation & Parks Department