



**LEBANON ARTS & CULTURE COMMISSION
REGULAR MEETING AGENDA
20 West Park Street, Lebanon, NH
3rd Floor - Room 385
Tuesday, January 28, 2020
6:30pm**

1. CALL TO ORDER:

2. APPROVAL OF MINUTES:

A. NOVEMBER 26, 2019

Documents:

[Arts_Item 2_11.26.19 Mins.pdf](#)

3. OTHER BUSINESS:

A. Discussion Re: 'Tis the Season wrap-up

B. Discussion Re: Friends of the ACC

C. Discussion Re: ACC Logo or Brand

D. Discussion Re: Tunnel Discussion

E. Discussion Re: Master Plan – 2020 project ideas

4. COMMITTEE REPORTS:

A. Exploratory Funding and Processing: (K. Zook, R. Welsch, S. Fiore, B. Van Vliet)

B. Civic Art: (J. Giordani, S. Fiore, B. Dunn)

C. Programming: (K. Zook, D. Wilkie, R. Foster)

D. Publicity/Marketing: (J. Clifford, J. Giordani, R. Foster)

E. Data Collection: (D. Wilkie, Katrina Geurkink-private citizen, R. Welsch, B. Van Vliet)

5. OPEN DISCUSSION:

6. ELECTION OF OFFICERS: CHAIR AND VICE CHAIR

7. ADJOURNMENT

The public may appear in person or by agent or counsel and provide testimony stating the reasons why any request before the Board should or should not be granted. Persons with questions or interested in reviewing the application and meeting materials are invited to visit the Planning

Department open Monday - Friday, 8:00AM to 4:30PM, located in City Hall, 51 North Park Street, Lebanon, NH. The application and meeting materials are also posted to the City's website the Thursday prior to the meeting at LebanonNH.gov/agendacenter. For questions concerning the above-referenced hearings or any other item on the agenda, please contact the Planning Department at 603-448-1524.

Any person with a disability who wishes to attend this public meeting and needs additional accommodations, including any person with a hearing disability who wishes to attend this public meeting and needs the services of either a sign language interpreter or special equipment (FM system), please contact the ADA coordinator at City Hall by calling 603-448-1457 at least 72 hours in advance so that necessary arrangements can be made.

THE ORDER OF AGENDA ITEMS IS SUBJECT TO CHANGE.

**AGENDA
ARTS & CULTURE COMMISSION
JANUARY 28, 2020**

**AGENDA ITEM #2
APPROVAL OF MINUTES**

NOVEMBER 26, 2019

DRAFT

**CITY OF LEBANON
ARTS & CULTURE COMMISSION
MINUTES, November 26, 2019
City Hall – West Meeting Room
6:30 PM**

MEMBERS PRESENT: Jessica Giordani (Chair), Ben Van Vliet (Arts Org. Rep.; UVMC), Robert Welsch (Heritage Commission), Karen Zook (City Council Rep.), Bill Dunn (EVEC Rep.), Joe Clifford (Vice Chair), Nick Gaffney (Arts Org. Rep; AVA Gallery), Devin Wilkie (Citizen Rep., Ward 2), Rebecca Foster (Citizen Rep., Ward 1), and Sherry Fiore (Alt.)

MEMBERS ABSENT: None

STAFF PRESENT: David Brooks, Planning & Zoning Director

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1. CALL TO ORDER: Chair Giordani called the meeting to order at 6:30 PM.

2. APPROVAL OF MINUTES: October 22, 2019

Robert Welsch Moved to approve the October 22, 2019 Minutes as presented.

Seconded by Karen Zook.

**The MOTION passed unanimously (9-0).*

3. OTHER BUSINESS:

A. DISCUSSION RE: FOUNTAIN COVER PROJECT – Wrap Up

The members agreed unanimously that it was a very successful project. The general public feedback was that it was well done. Karl Neubauer will be working on a sign for the sponsors during Thanksgiving week. Mr. Welsch noted it was wonderful and fun to be at. Mr. Gaffney stated that the kids were very appreciative of the gifts they were given. Katrina Guerink is editing a video and will give a copy to the commission. After the unveiling, she filmed the children and their projects at AVA to be included in the video. Mr. Welsch observed that the DPW was very responsive. Ms. Zook added that they seemed pleased to be part of a project that was scheduled rather than urgent. Chair Giordani stated that she spoke with Mr. Neubauer about a process with DPW and AVA going forward as an annual event. The Commission could coordinate with DPW regarding when to take the panels down and make any repairs. The panels could then go to AVA Gallery in May for repainting by the children and storage. The 2020 installation could be scheduled, making for a more relaxed process. Mr. Brooks inquired if there would be a need for the City to store them. Mr. Gaffney said they would have to work on that part of the process. There is enthusiasm at AVA about continuing to invest. Ms. Zook expressed thanks to AVA in general for all of the work. When asked about donations, Mr. Brooks stated he was aware of about \$14,000. Mr. Welsch expressed the need for more lead time, particularly for the internal process of larger donors, and suggested beginning in the summer. Ms. Fiore suggested handwritten thank you notes to supporters. Chair Giordani stated they would have them at the next meeting. Mr. Brooks offered reimbursement for the notes.

B. Discussion Re: ‘Tis the Season (December 7)

1 Chair Giordani noted the short timeline and brought up the suggestion of art in windows of businesses.
2 Mr. Dunn checked with the bank, are they were receptive. Mr. Wilkie had confirmation for groups and
3 the entrance of the 31 Hanover Street building, who were happy to join in. Mr. Gaffney contacted the
4 artists at Senior Art and Art Lab, but he needs to talk with them again. They do individual projects and are
5 less confident in senior artists. Art Lab could possibly create a larger collage. Mr. Welsch inquired about
6 the members' commitment that day. Chair Giordani replied that it would involve reaching out to
7 businesses who would have installations, promoting collaborations among art organizations, and
8 supporting the caroling, art, opera house, tree lighting, Santa, and other characters. The Farmers Market is
9 planning a pop-up on the mall with some summer vendors, artists and crafters. Mr. Van Vliet suggested
10 using the Commission as a platform to highlight the art activity going on. Chair Giordani noted the
11 website would be helpful. Mr. Brooks stated that Recreation would be highlighting the event. Krissy
12 Flythe at Rec would be creating a map to guide people to all of the activities and would post it on the
13 website. Revels is caroling at AVA in the afternoon. Chair Giordani will confirm the times. Mr. Welsch
14 inquired if everything would be happening after dark. Mr. Gaffney stated that AVA would be open 11 to
15 7 with demonstrations and the holiday exhibit. Mr. Van Vliet noted that activities start at 1:00. Chair
16 Giordani stated that a fiber artist is coming from Virginia to demonstrate. Mr. Gaffney stated that he
17 would do his best, given the short notice, to follow up with art displays with Mr. Wilkie and Mr. Dunn.
18 Mr. Dunn noted that it is just a starting point this year for the Commission.
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20 **C. Discussion Re: Friends of the ACC – Tabled to December or January**
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22 **D. Discussion Re: ACC Logo or Brand**

23 Mr. Dunn related his conversations regarding the Commission's identity. The words "arts" and "culture"
24 mean different things to people. There are many types of arts organizations. It is important to determine
25 what the brand attributes are and what they are trying to bring and promote. The visual identity can be
26 created once they are clear on what they are offering. Then they could do a call to designers. It would take
27 more discussion, probably in the new year. Chair Giordani stated that they have all the notes from the task
28 force and Master Plan that stated the need for the Commission. Mr. Brooks added that he could share the
29 final report from the visioning study. Chair Giordani inquired if the members wanted to discuss this in
30 December or January. Mr. Welsch suggested it may take two months to complete the process. Ms. Foster
31 stated that the term "commission" is old fashioned. Mr. Welsch inquired if a name change would be a
32 formal process with the City Council. Mr. Brooks agreed to look into it. Mr. Welsch noted that when
33 Portsmouth started, they went through many phases before it was defined. Chair Giordano stated that it
34 could also be January. Ms. Foster suggested discussing it internally before seeking outside input. Mr.
35 Dunn agreed to invite Tommy for January. Mr. Brooks inquired about what they wanted to discuss ahead
36 of time. Chair Giordano noted the collection of logos and concepts already gathered. Mr. Welsch noted
37 that the Heritage Commission doesn't have a logo, and perhaps ACC could help them. Chair Giordano
38 agreed that the ACC process could inform that of the Heritage Commission.
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40 **E. Discussion Re: Master Plan**
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42 Chair Giordani noted that the Tunnel would likely become a standing item for the ACC going forward.
43 Mr. Brooks stated that the project is out to bid and would be a topic for the City Council budget meeting
44 in December. Construction would likely start in April, but the phasing of construction is not yet known.
45 Mr. Dunn stated that EVEC is evaluating two proposals for revitalization on Spencer Street, and both
46 proposals mentioned the importance of arts along with walkability in relation to downtown and the Rail
47 Trail. It would involve the Tunnel as well. Mr. Gaffney inquired if there would be lighting and interior

1 design in the tunnel. Mr. Brooks stated that there would be light, sound, and projection installed during
2 the renovation, which would reduce the cost. Chair Giordani noted that the ACC's support would be a
3 priority.

4
5 Chair Giordani suggested that the members revisit Chapter 12 of the Master Plan for the December
6 discussion. Checking notes from previous discussions would also be good to bring to that discussion. Mr
7 Brooks suggested looking at the action items in that report to see if there would be any funding required.

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9 **4. COMMITTEE REPORTS:**

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11 **A. Exploratory Funding and Processing:** (K. Zook, R, Welsch, S. Fiore, B. Van Vliet): None

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13 **B. Civic Art:** (J. Giordani, S. Fiore, B. Dunn): No Report

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15 **C. Programming:** (R. Foster, K. Zook, D. Wilkie): No Report

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17 **D. Publicity/Marketing:** (J. Clifford, J. Giordani, R. Foster): No Report

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19 **E. Data Collection:** (D. Wilkie, Katrina Geurkink-private citizen, R. Welsch): No Report

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21 **5. OPEN DISCUSSION:**

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23 Ms. Foster inquired about a Calendar of summer activities to aide planning and for other events in the
24 spring. Chair Giordani suggested bringing calendar items to the December meeting. Mr. Wilkie
25 mentioned the idea of graffiti walls for public spaces, perhaps for a space like the wall at the back of a
26 parking lot or at the skate park.

27
28 Members of the Lebanon Boy Scout Troop 279 arrived 7:15 PM and asked questions about the Tunnel.
29 They are working on a merit badge regarding City government. Mr. Welsch told the scouts that next year
30 the tunnel would be repaired and used as a major art space. The City will be looking for public art. Chair
31 Giordani explained that the tunnel is currently closed off and the City would be repairing it. It will be
32 used as a way to get from the Rail Trail to the other side of the road without going through traffic and will
33 include space for music and art. Will, one of the scouts, observed that people don't have a place to
34 express themselves. Ms. Zook inquired if that could work at the skate park. Mr. Wilkie stated it would
35 give people a place to do graffiti for art, with care. He shared the graffiti wall pictures with the scouts.
36 One of the scouts, Will, inquired if there would be an age limit for doing art and if this will shut down the
37 tunnel to the homeless.

38
39 Mr. Dunn shared the purpose of the ACC and gave examples of projects like the covers for the fountains,
40 which were painted by children at AVA Gallery, as a way of bringing art to the public. The ACC knows
41 the tunnel will open in the next year or two, and the members have been discussing the concept of the
42 different installations, some for graffiti, some that would change regularly, and movies on the large walls.
43 There could be a Chalk Fest where they give artists of any age a box of chalk and mark off areas for them
44 to create. It could be a space like a sidewalk or a bank parking lot on a Sunday, and it brings people to the
45 area to participate. Mr. Dunn added that areas can be designated for different types of artists, but it's
46 about visual creativity. One scout asked if it would be a fundraiser. Mr. Dunn replied that it is more about
47 being organized and providing a place you like and can create in. Scout Will inquired if the Tunnel could
48 be an artists' farmers market where they could sell supplies. Mr. Dunn said it would be more of an art

1 space where you could ride your bike by and see the art or interact with the musical spaces. The scout
2 leader inquired if they would be coordinating with the public school art teachers. Mr. Dunn explained that
3 they would be talking to the schools, but they need lead time to develop a concept, execute it, refine it,
4 and repeat it another year. Scout Will suggested that setting off noises in the Tunnel could be irritating to
5 those looking at the art. Another scout suggested that the lights could be solar powered and illuminate the
6 Tunnel at night. Another asked about what would happen in the winter, and Chair Giordani suggested art
7 at Storrs Hill. That scout suggested in winter people could do ice carving in the park. One scout asked if
8 there would be themes. Mr. Dunn noted that the ACC is just beginning to plan. Scout Will suggested
9 putting ledges in the Tunnel so people could put sculptures on them. He inquired how they could prevent
10 people from putting bad things on the walls. Mr. Welsch replied that there would be surveillance cameras.

11
12 Scout Will suggested that there could be a time lapse of the evolution of the Tunnel. The ACC members
13 thought that was a great idea. Mr. Van Vliet stated that he loves the questions, and asked the scouts if art
14 would make it a better space for the community. Scout Will said it makes the community pop, and it
15 would be a better place than it is now. Mr. Welsch stated that the art will keep graffiti out, as it can be
16 monitored. A scout shared that his family created a giant dragon sculpture in their yard.

17
18 One scout noted that since this visit is for a merit badge, it would be good to know how the Commission
19 was formed and how it is funded. Chair Giordani explained that the City's Master Plan stated in Chapter
20 12 that the City had no mechanism for making art happen. Last year the City had a task force to determine
21 what was needed, and all Wards were represented. They discussed art, potential, existing organizations,
22 economic impact of art, quality of life, and made a presentation for City Council. The Council created the
23 Arts and Culture Commission to explore how arts could improve the lives of community members. The
24 members introduced themselves and stated their personal roles. The secretary shared a view of the public
25 website for the City of Lebanon with the different groups and their meeting information, including the
26 City offices at lebanonnh.gov. Mr. Welsch noted that many community members serve without pay on
27 the City boards and committees. The Scouts asked about the location of the Rail Trail and Tunnel. Chair
28 Giordani explained the locations.

29 Scout Will suggested holding a public forum to give the community a voice to share their ideas. Chair
30 Giordani responded that they are always welcome to come to share their ideas, and the meetings are open
31 to the public. She added that the members really appreciated the scouts' visit. The scouts left the meeting.

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33 Mr. Welsch shared a communication from City Manager Shaun Mulholland regarding recording
34 secretaries. Beginning in January, the ACC will use the recording, and Mr. Brooks will capture the major
35 topics and motions for the minutes.

36 37 **6. ADJOURNMENT:**

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39 *Karen Zook MOVED for adjournment at 7:57 PM.*

40 *Seconded by Robert Welsch .*

41 **The MOTION passed unanimously (9-0).*

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43 Respectfully Submitted,
44 Holly Howes, Recording Secretary