



City Arts & Culture Commission
Wednesday, November 2, 2022 at 6:30 p.m.
Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT
Regular Meeting Agenda

- 1. Call to order**
 - a. Attendance
- 2. Acceptance of meeting minutes**
 - a. October 5, 2022 Regular Meeting Minutes
Documents: Attachment A (Pgs. 3-4)
- 3. Public participation**
- 4. Superintendent's Report**
 - a. Financials
Documents: Attachment B (Pg. 5)
 - b. Personnel/Theater Updates
 - c. Project Updates
Documents: Attachment C (Pgs. 6-7)
- 5. Chairman's Report**
- 6. Old Business**
 - a. Heart Sculpture Proposal from Robert Hudson- Location, Timing & Fundraising
Documents: Attachment D (Pg. 8)
 - b. By Commissioners
- 7. New Business**
 - a. Election of Vice Chair
 - b. Discussion on 2023 Meeting Schedule
 - c. Social Media Responsibilities & Desired Outcomes
 - d. By Commissioners
- 8. Committee Reports**
 - a. City Council Liaison updates
- 9. Adjourn**

Respectfully submitted,
Jazzya Coakley
Recording Secretary
City Arts & Culture Commission

Topic: City Arts & Culture Commission
Time: Nov 2, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://bristolct-gov.zoom.us/j/89393256242?pwd=RnhOYTh3Y1JCkRvSXJ1NXdzOHNhZz09>

Meeting ID: 893 9325 6242

Passcode: 155896

One tap mobile

+16469313860,,89393256242# US

+19292056099,,89393256242# US (New York)

Dial by your location

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

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Meeting ID: 893 9325 6242

Find your local number: <https://bristolct-gov.zoom.us/j/kcTT5jwAz>



City Arts & Culture Commission
Wednesday, October 5, 2022 at 6:30 p.m.
Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT
Regular Meeting Minutes

1. Call to order

- a. Chair Walter Lewandoski called the meeting to order at 6:32 p.m.
- b. Attendance

Present: Walter Lewandoski, Chair
 Andrea Adams, Commissioner
 April Dews, Commissioner
 Tiffany Howe, Commissioner
 Julie Norton, Commissioner
 Cheryl Thibeault, City Council Liaison

Dr. Joshua Medeiros, Superintendent

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Adams to accept the September 7, 2022 Regular Meeting Minutes.
Seconded by: Commissioner Norton, all in favor; motion carried.

3. Public participation

- a. **MOTION:** Made by Chair Lewandoski to move up New Business Item 7a.
Seconded by: Commissioner Adams, all in favor; motion carried.
 - 7a. Artist, Robert Hudson, presented heart sculpture proposal. Discussion followed. Commission requested an itemization of fees for \$15k cost.
- b. Frank Tavera, Chief Executive Office of the Palace Theater, came to introduce himself to the Commission.

4. Superintendent's Report

- a. Superintendent Medeiros review the Financials , discussion followed.
- b. Superintendent Medeiros informed the Commission Vice Chair Villanti has resigned. Superintendent Medeiros also informed the Commission that there is an Art Instructor vacancy and to refer any qualified candidates. Discussion followed.
- c. Superintendent Medeiros provided updates on the theater. Discussion followed.
- d. **MOTION:** Made by: Commissioner Dews to accept and place the Superintendent's Report on file.
Seconded by: Chair Lewandoski, all in favor; motion carried.

5. Chairman's Report

- a. Chair Lewandoski informed the Commission he is researching grants through the newly awarded Cultural District. Discussion followed.

6. Old Business

- a. Superintendent Medeiros reviewed the Duck Race results. Discussion followed.
- b. By Commissioners:
 - i. Council Liaison Thibeault suggested advertising the Hispanic Heritage event on more platforms next year.

- ii. Commissioner Dews inquired about the Commission's social media presence, who's been managing it since former Arts & Culture Supervisor Imholte's departure, and ways we can bolster our presence. Discussion followed.

7. New Business

- b. The Commission discussed opportunities to leverage from the Cultural District Designation.
- c. By Commissioners:
 - i. Commissioner Adams inquired about the including the Project Updates Report for November's meeting.
 - ii. Commissioner Norton inquired if the interactive mural was salvageable, Superintendent Medeiros reported it was not.

8. Committee Reports

- a. City Council Liaison updates: None.

9. Adjourn

- a. **MOTION:** Made by Chair Lewandoski to adjourn the meeting at 7:57 p.m.
Seconded by: Commissioner Dews, all in favor; motion carried.

Respectfully submitted,
Jazzya Coakley
Recording Secretary
City Arts & Culture Commission

ATTACHMENT B

10/28/2022 13:27
JazzyaCoakley

CITY OF BRISTOL
YEAR-TO-DATE BUDGET REPORT

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FOR 2023 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
0017021 PARKS ADMINISTRATION							
0017021 583120 ARTS & CULTURE C	15,000	0	15,000	1,308.38	2,000.00	11,691.62	22.1%
TOTAL PARKS ADMINISTRATION	15,000	0	15,000	1,308.38	2,000.00	11,691.62	22.1%
TOTAL GENERAL FUND	15,000	0	15,000	1,308.38	2,000.00	11,691.62	22.1%
TOTAL EXPENSES	15,000	0	15,000	1,308.38	2,000.00	11,691.62	
GRAND TOTAL	15,000	0	15,000	1,308.38	2,000.00	11,691.62	22.1%

** END OF REPORT - Generated by Jazzya Coakley **

ATTACHMENT B

10/28/2022 16:14
JazzyaCoakley

CITY OF BRISTOL
G/L ACCOUNT DETAIL

P
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Org: 0017021 Object: 583120
ARTS & CULTURE COMMISSION 001 -20-70-7021-0000-000-583120-

YEAR	PER	JOURNAL	EFF DATE	SRC	T	PO/REF2	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VDR NAME/ITEM	DESC	COMMENTS
2023	03	173	09/16/2022	POL	4	22302048	LIQ/INV	-1,000.00	Y		0	LUIS ALBERTO TORR		Hispanic
2023	03	48	09/07/2022	POM	4	22302048	PO MAINT	-1,500.00	Y		0	LUIS ALBERTO TORR		RLK chang
2023	03	29	09/06/2022	POE	4	22302048	PO ENT/PRF	2,500.00	Y		0	LUIS ALBERTO TORR		Hispanic
2023	01	121	07/13/2022	POE	4	22300685	PO ENT/PRF	1,000.00	Y		0	ARTISTIC BRONZE I		Blanket P
2023	01	114	07/12/2022	POE	4	22300619	PO ENT/PRF	1,000.00	Y		0	THE RISEUP GROUP		MURAL

Total Amount: 2,000.00

** END OF REPORT - Generated by Jazzya Coakley **

ATTACHMENT C

Active Projects											
Information											
Projects	Description	Anticipated Cost	Type of Project	Funding Source	Location	Artist(s)	Completion Date Goal	Maintenance Dates	Notes	Fiscal Year	Status
Heart Sculpture	Priority is a Public Art Sculpture(s) outside of the downtown area	\$15,000.00	Sculpture	ACC Fund/Fundraising	TBD	Robert Hudson (TBD)	TBD			FY23	PENDING
Interactive Mural 1	Pride/Rainbow Mural	\$500.00	Mural	ACC Fund/Extra MLK Funds	Carousel Museum?	Brandi Pichette	30-Jun-22		Partnership w/ CT Murals	FY23	PENDING
Interactive Mural 2	"Mama Bristol" Mural	\$500.00	Mural	ACC Fund/Extra MLK Funds	None identified	Brian Triccolo			Partnership w/ CT Murals	FY23	PENDING
Completed Projects/Events											
Duck Race	Taking over Bristol's annual Duck Race for a one-year trial to act as a fundraiser for ACC		Event		Forestville/Quinian Park	Staff & Volunteers	2-Oct-22		Purchasing banner for the event to advertize over Mem Blvd	FY23	COMPLETE
MLK Mural	Partnership with CT Murals to bring an MLK mural to our community	\$15,000.00	Mural	Community Funded	106 Riverside Ave	Micaela Levesque	14-Jul-05				COMPLETE
Public Art Plaques	Public Art plaques for each of ACC's projects: Mem Blvd Tree Carving, Main St Mural, Centre Square Mural, Page Pool Mural, PanAm Mural	\$1,975.00	Plaques	ACC Fund	Each Site	Artistic Bronze	30-Jun-22				COMPLETE
Traffic Box Art	Reimbursed artists that completed art on traffic boxes across the city	100/artist	Public Art	ACC Fund			2018				COMPLETE
Traffic Box Vinyl Wrap	Postcard vinyl wrap	\$500.00	Public Art	ACC Fund			2018				COMPLETE
Concert Kick Off Event	Art mural boards for youth		Activity	ACC Fund			2018				COMPLETE
Pencil Hunt	Informational booth and art activities for children		Activity	ACC Fund			2018				COMPLETE
Rockwell Festival Participation	Activities		Activity	ACC Fund			2018				COMPLETE
Farmers Market Music	Coordinated music for farmers markets		Music	ACC Fund			2018				COMPLETE
Co-Sponsored Art Jazz Gala at Mum Fest			Event	ACC Fund			2018				COMPLETE
Craft booth for BPRYCS Truck or Treat	Glow in the Dark Slime	\$400.00	Event	ACC Fund			2018				COMPLETE
Holidays on the Hill event	Program and Banner		Event	ACC Fund			2018				COMPLETE
Farmers Market Music	Coordinated music for farmers markets		Music	ACC Fund			2019				COMPLETE
BOE Art Show Sponsor		\$500.00	Event	ACC Fund			2019				COMPLETE
BPRYCS Concert Kick Off Sponsor		\$1,000.00	Event	ACC Fund			2019				COMPLETE
Mike Reiss at BPL	Sponsorship and Simpsons Cut Out	\$725.00	Event	ACC Fund			2019				COMPLETE
Duck Race Festival Sponsorship	Interactive large art experience and musical act	\$2,000.00	Event	ACC Fund			2019				COMPLETE
Traffic Box Wraps	six additional	\$3,000.00	Public Art	ACC Fund			2019				COMPLETE
Senior Center Concert Sponsorship		\$2,000.00	Event	ACC Fund			2019				COMPLETE
Public Works/BPRYCS Birdhouse Painting	Sponsor	\$300.00	Event	ACC Fund			2019				COMPLETE
Bristol Hospital Public Opening	Attendance		Event	ACC Fund			2019				COMPLETE
Mural Zoning Guidelines	Instigated modification of Zoning guidelines to allow murals within the city		Initiative				2019				COMPLETE
Co-Sponsored Federal Hill Green Concert	Sponsor		Event	ACC Fund			2019				COMPLETE
Blown Glass Scavenger Hunt	Sponsor		Event	ACC Fund			2019				COMPLETE
Page Park Pavilion Writers Workshop	Sponsor		Event	ACC Fund			2019				COMPLETE
Federal Hill Turtle Painting	Funded BPRYCS painting of Federal Hill turtle		Public Art	ACC Fund			2019				COMPLETE
Main Street Mural*	Corey Payne mural at 150 Main Street	\$14,000.00	Mural	ACC Fund			2020	ACC plans on sealing in FY23			COMPLETE
Carousel Museum Mardi Gras Art Projects	Sponsor	\$1,200.00	Event	ACC Fund			2020				COMPLETE
Carousel Museum Chalk	Sponsor		Event	ACC Fund			2020				COMPLETE

Art Trail	Promotion		Promotion				2020				COMPLETE
Page Pool Mural with Sugarfox*		\$7,500.00	Mural	ACC Fund			2021				COMPLETE
Centre Square Mural*	Collaboration with Economic and Community Development	\$7,400.00	Mural	ACC Fund			2021				COMPLETE
Memorial Boulevard Wood Carving*	JareBear Carvings completed a woodland-inspired carving on a dead tree on Memorial Boulevard	\$4,000.00	Wood Carving	ACC Fund			2021	Jared recommends we bring him out for a one-time repaint and seal for \$750, after that, our Parks crew will reseal 2-3 times/year. If we ever need another touch up from Jared, it's \$400			COMPLETE
Bristol Brass and Wind Ensemble Concert	Sponsored	\$600.00	Event	ACC Fund			2021				COMPLETE
Time Frames of Bristol	Collaboration with the Historical Society to celebrate their 50 years	\$2,500.00	Temporary Art Installment	ACC Fund			2021				COMPLETE
Little Bilingual Library/Rec N Read	First in the city		Fundraiser				2021				COMPLETE
American Clock and Watch Museum Mantels for the Season	Sponsorship	\$1,000.00	Event	ACC Fund			2021				COMPLETE
Hispanic Heritage Month Concert	Sponsorship	\$4,000.00	Event	ACC Fund			2021				COMPLETE
Carousel Museum ACE Awards	Sponsorship	\$2,600.00	Event	ACC Fund			2021				COMPLETE
PanAm Bridge Mural*	Comissioned through CT Murals	\$10,000.00	Mural	ACC Fund			2021				COMPLETE

ATTACHMENT D

Sculpture Proposal for the Heart Sculpture Bristol CT.

Sculpture to be created from 304 stainless steel
3/4" schedule 40 304 stainless steel pipe
3/8" round 304 stainless steel rod

Total amount of commissioned sculpture \$15,000.00

Payment schedule for sculpture

10% installment to create quarter scale model \$1,500

Upon acceptance of the 1/4 scale model.

50% installment to start the full size sculpture . \$ 7,500.00

This is for procurement of materials studio costs and labor costs

Associated with this sculpture commission .

25% installment at review of the half way completion point of the sculpture \$ 3,250.00

15% installment after the installation of the sculpture . \$ 2,250.00

The installation of the concrete foundation to support the sculpture is the financial responsibility of the town of Bristol CT. And separate from the commission price of the sculpture .

The town is responsible for site preparation , excavation, forming and framing of the concrete foundation structure including all metal work associated with the foundation including the pouring of the concrete foundation and all costs associated with this construction . As well as cleaning and landscaping of the site after construction.