



City Arts & Culture Commission

Wednesday, April 5, 2023 at 6:30 p.m.

Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT

<https://bristolct-gov.zoom.us/j/89112508167?pwd=aTZVMmErSGVlOHp3OHZCem81SXpNdz09>

Regular Meeting Agenda

1. Call To Order
 - a. Attendance
2. Acceptance of Meeting Minutes
 - a. March 1, 2023 Regular Meeting Minutes (Attachment A)

Documents:

[ATTACHMENT A.PDF](#)

3. Public Participation
4. Superintendent's Report
 - a. Financials (Attachment B)
 - b. Personnel Updates
 - c. Project Updates (Attachment C)

Documents:

[ATTACHMENT B.PDF](#)

[ATTACHMENT C.PDF](#)

5. Chairman's Report
6. Old Business
 - a. Heart Sculpture
 - b. Cultural District Celebration
 - c. City Poet Laureate
 - d. By Commissioners

7. New Business

- a. Rockwell Theatre Volunteer Rewards Program (Attachment D)
- b. Consider Request from New England Carousel Museum for Juneteenth Event Funding (Attachment E)
- c. By Commissioners

Documents:

[ATTACHMENT D.PDF](#)
[ATTACHMENT E.PDF](#)

8. Committee Reports

- a. City Council Liaison Updates

9. Adjourn

Respectfully submitted,

Jazzya Coakley

Recording Secretary

City Arts & Culture Commission



City Arts & Culture Commission
Wednesday, March 1, 2023 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 6:34 p.m.
- b. Attendance

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

Dr. Joshua Medeiros, Superintendent

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Adams to accept the February 1, 2023 Regular Meeting Minutes.
Seconded by: Vice Chair Dews, all in favor; motion carried.

3. Public participation: None.

4. Superintendent's Report

- a. Financials: No changes to report.
- b. Superintendent Medeiros provided personnel updates on a potential candidate for the Arts & Culture Supervisor position.
- c. Project Updates: No updates to report.

5. Chairman's Report:

- a. Chair Lewandoski was appointed as a member of the Board of Governors.
- b. Chair Lewandoski reported the City of Bristol has been added to the State of Connecticut Cultural Districts website; discussion followed on building out the City's platform.

6. Old Business

- a. Chair Lewandoski asked Commissioner Wynter to assume communications with Artist, Robert Hudson, and provide updates on the Heart Sculpture for the April meeting.
- b. Discussion regarding the Cultural District Celebration continued.
MOTION: Made by Vice Chair Dews to expend up to \$250.00 on Cultural District window clings for businesses and/or organizations that fall within the City's Cultural District.
Seconded by: Commissioner Adams, all in favor, Chair Lewandoski abstained; motion carried.
- c. Vice Chair Dews provided updates on the City Poet Laureate proposal; discussion followed.
- d. By Commissioners: None.

7. New Business

- a. Superintendent Medeiros provided updates on Downtown Live and the Theater; discussion followed.

- b. Katie Bassett, Education Manager of the New England Carousel Museum, discussed the upcoming Juneteenth Event celebration and requested a City Arts & Culture Grant Application to receive funding for the event.
- c. Chair Lewandoski relayed an opportunity to table at the 2023 Shamrock Run; discussion followed.
MOTION: Made by Commissioner Norton to decline the opportunity to table at the 2023 Shamrock Run, but consider tabling for 2024 Shamrock Run.
Seconded by: Vice Chair Dews, all in favor; motion carried.
- d. By Commissioners: None.

8. Committee Reports

- a. City Council Liaison updates: Council Liaison Thibeault provided updates on the Veterans Memorial Boulevard Bridge project, and invited the Commission to support the BPRYCS FY24 Budget Hearing on March 2, 2023.

9. Adjourn

- a. **MOTION:** Made by Chair Lewandoski to adjourn the meeting at 8:01 p.m.
Seconded by: Commissioner Adams, all in favor; motion carried.

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

G/L ACCOUNT DETAIL

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 **

YEAR-TO-DATE BUDGET REPORT

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 **

Arts and Culture Commission FY 23 Budget Draft

\$15,000 annually (\$11,000 left) before end of fiscal year June 30, 2023

- \$2,500- Juneteenth Sponsorship
- \$5,000- Cultural District Celebration Weekend Entertainment (*Annual Expense?*)
- \$250- Cultural District business clings

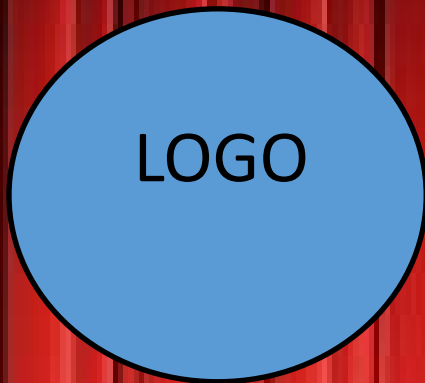
Total: \$7,750 (Balance: \$3,250)

Other/future considerations

- \$1,000-\$3,500-Hispanic Heritage Month Concert (*September*)- \$3,500 in 2021, \$1,000 in 2022, 2023?
- ???- Arts and Culture promotional video Tom Mazzerella
- ???- Arts & Culture Strategic Plan
- \$2,500-\$3,000???- Poet Laureate Stipend (Annual Expense)
- \$10,000-\$15,000???- Sculpture Project

Active 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
Future Project Ideas	Description	Anticipated Cost	Type of Project	Funding Source	Location	Artist(s)	Completion Date Goal	Maintenance Dates	Notes	Fiscal Year	Status
Interactive Mural 1	Pride/Rainbow Mural	\$500.00	Mural	ACC Fund/Other	Carousel Museum?	Brandi Pichette	30-Jun-22		Partnership w/ CT Murals	FY23	PENDING
Interactive Mural 2	"Mama Bristol" Mural	\$500.00	Mural	ACC Fund/Other	None identified	Brian Triccolo			Partnership w/ CT Murals	FY23	PENDING
Completed Projects/Events	Description	Anticipated Cost	Type of Project	Funding Source	Location	Artist(s)	Completion Date Goal	Maintenance Dates	Notes	Fiscal Year	Status
Duck Race	Taking over Bristol's annual Duck Race for a one-year trial to act as a fundraiser for ACC		Event		Forestville/Quinlan 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										

Rockwell Theatre Volunteer Rewards Program



Volunteers earn bragging rights and rewards for volunteering at City Events at the Theatre!!

See the performance from the rear of theatre for free!

Five Shows: Roadie Pin

Ten Shows: Your Own Vest!!!!

Fifteen Shows: Stage Light Pin

Twenty Shows: Stage Master Pin

Twenty Five Shows: Usher Cap!

Pin or rewards for every five Shows!

Volunteer duties include ushers and directing parking. Volunteers must arrive at least 90 minutes before performance and stay at least 45 minutes post performance. Volunteers will sign up on line. A no-call, no-show restarts count for the level being earned. More than 3 no-call, no-show excuses volunteer from program. Open to any high school student or adult residing in Bristol.

CITY OF BRISTOL ARTS & CULTURE COMMISSION

The City of Bristol's Arts & Culture Commission is designed to be an advisory body for the development of arts, culture, tourism, and entertainment in the City. The commission was established in 2018 to promote a more arts-friendly community that stimulates the local economy. The Commission's areas of focus are as follows:

Outreach and Education

Teaches, fosters, and encourages creativity for the community by supporting art & culture nonprofits and providing sponsorship for/hosting community events.

Public Art

Bringing art into our everyday living by making it accessible in places that we walk, drive, frequent, and seek out for entertainment throughout the city. This includes, but is not limited to: murals, outdoor sculptures, crosswalk art, green space installations, performing arts, visual art, and music.

Culture and Tourism

Promotes culture and cultural differences in our city while partnering with organizations to bring the community into Bristol to celebrate and engage in public art.





2022/2023 GRANT APPLICATION

Organization / Company The Carousel Museum
Org Address 95 Riverside Ave Bristol, CT 06010
Org Phone 8605855411 Amount Requested 2500
Contact First & Last Name Katie Bassett
Contact Email kbassett@thecarouselmuseum.org Contact Phone 8605855411 x104
What best describes your organization: ☒ 501(c)(3) ☐ Individual Artist ☐ For-Profit Organization
☐ Other If other, explain: _____

Please attach a breakdown of your budget to this application

Event/Program Description

The celebrate Juneteenth, a federal holiday commemorating the emancipation of enslaved African Americans, in
and to make this event accessible to all.

What will the requested sponsorship funds be used for?

Entertainment, food, ensuring the event is free to all attendees, supplies

Are you seeking other funding for support of this event? If so, from where?:

N/A

Are you charging any fees for this event? ☐ YES ☒ NO

If yes, what is your expected total profit? _____

Have you received a grant from the Arts & Culture Commission Before? ☒ YES ☐ NO

How large is your anticipated audience? 200



How does your event/program impact underserved populations (as defined below)?

The Merriam Webster Dictionary defines underserved populations as individuals or groups of people provided with inadequate services.

Juneteenth is an often overlooked event in our nation's history and it's incredible important to recognize and give the African American community to commemorate this day and to educate others on its importance.

Which Arts & Culture Commission Mission is your request is best suited for (circle one)?

Outreach & Education Performing Arts Visual Arts Music Public Art Culture & Tourism

By signing in the space below, you agree that:

You are duly authorized to enter into legally binding agreements on behalf of the applying organization;

You confirm that all information contained in the application is true and accurate;

You certify that the funds applied for will be expended solely for the purpose of the request herein;

You agree to return the attached Grant Report by July 31st, 2023.

Authorized Signature _____

FOR OFFICE USE ONLY:

Approved by:

ARTS & CULTURE COMMISSION CHAIR

MEETING OF APPROVAL

AMOUNT APPROVED

DATE



GRANT OUTCOME REPORT

I. ORGANIZATION & GRANT INFORMATION

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Executive Director: _____ Email: _____

Fund Name: _____

Grant Amount: _____ Report Due Date: _____

II. RESULTS

Briefly explain how the grant funds have been used below.

Please attach actual budget breakdown with report.

III. IMPACT STORIES

Were there any stories or pictures associated with this grant? If so, document below and attach pictures if available

REPORT PREPARED BY: _____

SIGNATURE

DATE

PRINTED NAME

DATE