



*City of Bristol
Arts & Culture Commission*

INFORMATION TO ACCESS THIS MEETING

<https://bristolct-gov.zoom.us/j/83837598503?pwd=7mmPQw4bSobMWVv0x40Niq9zNhCcqm.1>

The regular [AGENDA_OFFICAL_BODY] meeting will be held on Wednesday, August 6, 2025, at 6:00 PM. in City Hall Meeting Room 1-3 111 North Main Street, Bristol, CT 06010.

AGENDA

1. Call to Order
 - a. Pledge of Allegiance
 - b. Attendance
2. Approval of Minutes
 - a. Approval of Minutes - July 2. 2025, Regular Meeting Minutes
3. Public Participation
4. Arts and Culture Supervisor's Report
 - a. Arts and Culture Supervisor's Report
 - b. Project Spreadsheet
 - c. Year to Date Financials
5. Chairman's Report
 - a. Chairman's Report
6. Old Business
 - a. Approval of the Coffin Race Flyers, Registration, and Sponsorship Form
 - b. Approval of the Cultural District Sponsorship Form

- c. Cultural District Map Status Update and Payment
 - d. By Commissioners
- 7. New Business
 - a. Grant Application Rules
 - b. By Commissioners
- 8. Reports and Committee Reports
 - a. City Council Liaison Report
- 9. Adjournment

Per Order of the Chairperson
Walter Lewandoski



*City of Bristol
Arts & Culture Commission*

INFORMATION TO ACCESS MEETING

<https://bristolct-gov.zoom.us/j/86280576918?pwd=iQ7DubdYbSAm0Dse5qszhgaOeTG2Z1.1>

Ladies and Gentlemen:

The regular meeting was held on Wednesday, July 2, 2025, at 6:00 PM in Meeting Room 1-3 in City Hall, 111 North Main Street, Bristol, CT 06010.

1. Call to Order

Chair Lewandoski called the meeting to order at 6:05 p.m.

a. Pledge of Allegiance

b. Attendance

Members Present:

Chair Walter Lewandoski
Commissioner Juliet Norton
Commissioner Maria Salice
Commissioner Nigel Wynter
City Council Liaison Cheryl Thibault
Arts and Culture Supervisor Arianna
Therriault

Absent:

Commissioner Julie Crist
Commissioner E.Brad Yancy

2. Approval of Minutes

a. Approval of Minutes - June 4, 2025, Regular Meeting Minutes

MOTION: Made by Commissioner Norton to Approve the June 4, 2025, Regular Meeting Minutes.

Seconded by Commissioner Wynter; all in favor; motion carried.

3. Public Participation

Sandra Kamens, member of the Diversity Council of Bristol, came to express her interest in working with the City Arts and Culture Commission at tabling for events. She also expressed and interest in bringing back the Cash Mob event and asked the Commission if they would be interested; discussion followed.

4. Arts and Culture Supervisor's Report

a. Supervisor's Report

Arts and Culture Supervisor Arianna Therriault presented the Supervisor's Report; discussion followed.

b. Project Updates

Arts and Culture Supervisor Arianna Therriault presented the Project Updates; discussion followed.

c. Year to Date Financials

Arts and Culture Supervisor Arianna Therriault presented the Year-to-Date Financials; discussion followed.

5. Chairman's Report

Chair Lewandoski provided the Commission with updates on the traffic boxes that are no longer decorated and asked the commission if they were interested in having them repainted; discussion followed.

6. Old Business

a. Interest in Volunteering for the NexGen Car Show/Continue the Coffin Race as a fundraiser for Commission

Arts and Culture Supervisor Arianna Therriault asked the commission if anyone was interested in volunteering for the Coffin Race for the NexGen Car Show and Trunk or Treat; discussion followed.

MOTION: Made by Chair Lewandoski for the Commission to Facilitate and Organize the Coffin Race during the NexGen Car Show and Trunk or Treat on October 25, 2025. Seconded by Commissioner Salice; all in favor; motion carried.

b. Approval of \$2,000.00 Grant for the Tree Trunk Bench Carving

Arts and Culture Supervisor Arianna Therriault presented the Tree Bench Carving Grant; discussion followed.

MOTION: Made by Commissioner Salice to not sponsor the Tree Bench Carving in Fiscal

Year 2026.

Seconded by Commissioner Wynter; all in favor; motion carried.

c. Heart Sculpture Update

Chair Lewandoski presented the Heart Sculpture Update; discussion followed.

MOTION: Made by Commissioner Norton to have Christopher Concrete Services LLC to complete the concrete pouring for the Heart Sculpture.

Seconded by Chair Lewandoski; all in favor; motion carried.

d. Art District Map Update

Chair Lewandoski presented the Art District Map Update; discussion followed.

e. By Commissioners

Andrea Adams asked the commission if they were interested in a booth space at the Mum Festival. She asked them to respond by August 1, 2025, if they were interested; discussion followed.

7. New Business

a. By Commissioners

None.

8. Reports and Committee Reports

a. City Council Liaison Report

City Council Liaison Cheryl Thibeault presented the City Council Liaison Report including updates on the old Nuchies building, the farmers market and the previous Bristol Press building; discussion followed.

9. Adjournment

MOTION: Made by Commissioner Salice to adjourn at 7:36 p.m.

Seconded by Chair Lewandoski; all in favor; motion carried.

Respectfully Submitted,
Amaris Estrada

Recording Secretary
City Arts & Culture Commission
Recording Secretary
City Arts and Culture Commission

DRAFT



Arts and Culture Commission
City of Bristol
111 North Main Street, Bristol, CT 06010
Arts and Culture Commission Supervisor Report

A. Financials:

- See attached financials

B. Project/General Updates:

- Heart Sculpture, “Locks at Stocks”
- Open Mic Night
- Sponsorships for Coffin Race:
 - Lake Compounce / Arts and Culture Fund

C. Downtown Live:

- Event numbers as of 6/30/2025:

- Event numbers as of 7/30/2025:

Event	Issued	Remaining	Revenue
1964: The Tribute Downtown Live at The Rockwell Theater Sat Sep 13, 2025 7:00 PM - 9:00 PM	53	563	\$3,266.25
Lez Zeppelin Downtown Live at The Rockwell Theater Sat Oct 4, 2025 7:00 PM - 9:00 PM	55	561	\$2,631.47
The Doo Wop Project: Echoes of The Street Downtown Live at The Rockwell Theater Sat Oct 11, 2025 7:00 PM - 9:00 PM	55	561	\$3,273.89
UMX: The Ultimate Michael Jackson Experience Downtown Live at The Rockwell Theater Sat Nov 1, 2025 7:00 PM - 9:00 PM	70	546	\$3,342.86
The Evolution of Joni Mitchell: Starring Lauren Fox Downtown Live at The Rockwell Theater Sat Nov 8, 2025 7:00 PM - 9:00 PM	11	605	\$474.07
The Police Experience Downtown Live at The Rockwell Theater Sat Nov 15, 2025 7:00 PM - 9:00 PM	11	605	\$588.08
The Nashville KING Starring John Beardsley Downtown Live at The Rockwell Theater Sat Dec 13, 2025 7:00 PM - 9:00 PM	113	503	\$5,624.86
MATINEE - The Nashville KING Starring John Beardsley Downtown Live at The Rockwell Theater	52	564	\$2,596.13

Event	Issued	Remaining	Revenue
1964: The Tribute Downtown Live at The Rockwell Theater Sat Sep 13, 2025 7:00 PM - 9:00 PM	151	465	\$9,101.46
Lez Zeppelin Downtown Live at The Rockwell Theater Sat Oct 4, 2025 7:00 PM - 9:00 PM	122	494	\$5,925.88
The Doo Wop Project: Echoes of The Street Downtown Live at The Rockwell Theater Sat Oct 11, 2025 7:00 PM - 9:00 PM	110	506	\$6,529.36
UMX: The Ultimate Michael Jackson Experience Downtown Live at The Rockwell Theater Sat Nov 1, 2025 7:00 PM - 9:00 PM	130	486	\$6,241.25
The Evolution of Joni Mitchell: Starring Lauren Fox Downtown Live at The Rockwell Theater Sat Nov 8, 2025 7:00 PM - 9:00 PM	15	601	\$626.46
The Police Experience Downtown Live at The Rockwell Theater Sat Nov 15, 2025 7:00 PM - 9:00 PM	12	604	\$639.06
The Nashville KING Starring John Beardsley Downtown Live at The Rockwell Theater Sat Dec 13, 2025 7:00 PM - 9:00 PM	149	467	\$7,368.11
MATINEE - The Nashville KING Starring John Beardsley Downtown Live at The Rockwell Theater	83	533	\$3,910.51

Active Projects	Description	Anticipated Cost	Type of Project	Funding Source	Location	Artist(s)	Completion Date Goal	Maintenance Dates	Notes	Fiscal Year	Status
Heart Lock Sculpture	Heart Sculpture with grids for locks and carabiners to attach	in kind for sculpture, \$4,500 install DEPOSIT SENT: \$2,250	Sculpture	In kind farmington metal	Stocks Entrance from Lake Ave	Farmington Metal	2025			2024	completed walk through, approved from Parks board, awaiting measurments for
Cultural District Acorn Stickers	Stickers for new businesses within cultural district	\$163.17		A&C	N/A	Rep Email:sethg@decals.com Direct Number:320-391-5309 Main Number:320-391-5250	n/a	n/a	Portal - Approve Order	2025	Waiting on remainder of budget
Cultural District Map	Drawn map of Cultural District	\$1,500	District Map	A&C & Fundraising from Advertising	N/A	Sarah May	By Spet. 2025	Yearly Print Outs/Updates	Funding to be provided from A&C commission and also from advertising on the map with different businesses	2025	In process
Projects Completed July 1, 2024-June 30, 2025	Description	Anticipated Cost	Type of Project	Funding Source	Location	Artist(s)	Completion Date Goal	Maintenance Dates	Notes	Fiscal Year	Status
Throwback Thursday Film Sponsorship	Film Sponsorship to Downtown Live	\$ 2,000.00	Donation	ACC Fund	DTL	N/A	2024-2025	N/A	N/A	2024-2025	PAID
Hidden Figures Throwback Thursday Film	Melina Floyd asked for a sponsorship for the Women's History Month film	\$ 350.00	Donation	ACC Fund	DTL	N/A	Mar. 27, 2025	N/A	N/A	2024-2025	PAID
2024 Halloween Spooktacular	Halloween Event held at BAIMS Field	\$ 3,164.00	Sponsorship	ACC Fund	BAIMS Field	N/A	Oct. 26, 2024	N/A	N/A	2024-2025	PAID
The Soul Session	Maxine Bowden requested and received a sponsorship for a talent showcase at DTL with independent artists, including painters, photogs, musicians, & poet laureates	\$ 5,000.00	Grant	ACC Fund	DTL	25 independent artists from CT	Jan. 18, 2024	N/A	N/A	2024-2025	PAID
Cultural District Walk Through Lunch	\$400.00 for Cultural District Walk through Lunch allotted	\$ 400.00	Donation	ACC	Cultural District	N/A	13-May-25	N/A	N/A	2024-2025	PAID
Future Project Considerations	Description	Anticipated Cost	Type of Project	Funding Source	Location	Artist(s)	Completion Date Goal	Maintenance Dates	Notes	Fiscal Year	Status
Canvus Benches	Benches made from wind turbines	\$4-\$7K/	Bench Installation	ACC fund	TBD	TBD	TBD			TBD	non-priority
Welcome to Bristol Signs	Signs to welcome the public to Bristol	TBD	Signs	ACC Fund	TBD	TBD	TBD			TBD	In discussion
Heart Sculpture	Public Art Sculpture(s) outside of the	\$15,000.00	Sculpture	ACC Fund/Fundraising	exact location requires Park	Robert Hudson (TBD)	TBD			FY24	PENDING
Interactive Mural 1	Pride/Rainbow Mural	\$500.00	Mural	ACC Fund/Other	Carousel Museum?	Brandi Pichette	TBD		Partnership w/ CT Mura	TBD	PENDING
PAN Am Mellen ST Bridge	Mural	TBD	Mural	TBD	Mellen St Bridge	TBD	TBD	Resident requested Hannah Hintz. Bridge is not p		TBD	PENDING
Interactive Mural 2	"Mama Bristol" Mural	\$500.00	Mural	ACC Fund/Other	None identified	Brian Triccolo	TBD		Partnership w/ CT Murals	TBD	PENDING
Heart sculpture like lobster landing	Waiting for New idea Check List										
Heart Sculpture	Waiting for New idea Check List										

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:		ORIGINAL	REVISED	YTD EXPENDED		MTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
001	GENERAL FUND	APPROP	BUDGET					BUDGET	USED
0017021 PARKS ADMINISTRATION									
0017021	583120 ARTS & CULTURE COMM	5,000	5,000	.00		.00	.00	5,000.00	.0%
	TOTAL PARKS ADMINISTRATION	5,000	5,000	.00		.00	.00	5,000.00	.0%
	TOTAL GENERAL FUND	5,000	5,000	.00		.00	.00	5,000.00	.0%
	TOTAL EXPENSES	5,000	5,000	.00		.00	.00	5,000.00	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	5,000	5,000	.00	.00	.00	5,000.00	.0%

** END OF REPORT - Generated by Amaris Estrada **

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
175 ARTS & CULTURE FUND	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
1757033 ARTS & CULTURE							
1757033 422004 FEES	-216,540	-216,540	.00	.00	.00	-216,540.00	.0%
1757033 470000 CONTRIBUTIONS	-32,000	-32,000	.00	.00	.00	-32,000.00	.0%
1757033 514000 REGULAR WAGES & SAL	70,795	70,795	3,820.81	.00	.00	66,974.19	5.4%
1757033 515200 PARTTIME WAGES & SA	4,800	4,800	.00	.00	.00	4,800.00	.0%
1757033 520700 F.I.C.A.	4,390	4,390	223.70	.00	.00	4,166.30	5.1%
1757033 520750 MEDICARE INSURANCE	1,030	1,030	52.32	.00	.00	977.68	5.1%
1757033 531000 PROFESSIONAL FEES &	121,400	121,400	1,000.00	.00	42,200.00	78,200.00	35.6%
1757033 557700 ADVERTISING	12,600	12,600	.00	.00	.00	12,600.00	.0%
1757033 591500 TRANSFER OUT INTERN	33,525	33,525	.00	.00	.00	33,525.00	.0%
TOTAL ARTS & CULTURE	0	0	5,096.83	.00	42,200.00	-47,296.83	100.0%
TOTAL ARTS & CULTURE FUND	0	0	5,096.83	.00	42,200.00	-47,296.83	100.0%
TOTAL REVENUES	-248,540	-248,540	.00	.00	.00	-248,540.00	
TOTAL EXPENSES	248,540	248,540	5,096.83	.00	42,200.00	201,243.17	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	5,096.83	.00	42,200.00	-47,296.83	100.0%

** END OF REPORT - Generated by Amaris Estrada **







2025 COFFIN RACE SIGN UP

CAPTAIN First & Last Name _____

Address _____

Contact Email _____ Contact Phone _____

Authorized Signature _____ Date _____

Date of Birth (MUST BE 18+): _____

ALL PAYMENTS MUST BE MADE AT THE TIME OF REGISTRATION, VIA CHECK OR CASH. IF PAYMENT IS NOT RECIEVED, YOUR REGISTRATION WILL NOT BE VALID

Make checks payable to the City of Bristol Department of Parks, Recreation, Youth and Community Services:

Mail/Drop off: Parks, Recreation, Youth & Community Services

Attn: Arianna Therriault, Arts & Culture Commission

51 High Street

Bristol, CT 06010

Email: ariannatherriault@bristolct.gov

Total Amount Due: \$ _____

☐ Check Enclosed # _____
Please make checks payable to "Bristol Parks,
Recreation, Youth and Community Services"

☐ Invoice us on _____ (date)

Runner #1

Name: _____

Phone: _____

Email: _____

Address: _____

Date of Birth (MUST BE 18+): _____

Runner #2

Name: _____

Phone: _____

Email: _____

Address: _____

Date of Birth (MUST BE 18+): _____

Runner #3

Name: _____

Phone: _____

Email: _____

Address: _____

Date of Birth (MUST BE 18+): _____

BACKUP Runner (Optional)

Name: _____

Phone: _____

Email: _____

Address: _____

Date of Birth (MUST BE 18+): _____

2025 COFFIN RACE SIGN UP

TEAM NAME: _____

Tell us about your team! _____

Is a local business sponsoring your team? If so who? _____

All entries are non refundable. You may change runners up until the day of the event.

By signing this, you have signed up for the Coffin Race on Memorial Boulevard, Saturday, October 25, 2025 and have read the rules and agree to adhere to them.

Captian Name: _____

Signature: _____

Runner 1 Name: _____

Signature: _____

Runner 2 Name: _____

Signature: _____

Runner 3 Name: _____

Signature: _____

2025 Coffin Race

1. Build the coffin: You can make your coffin out of anything, except, no sharp objects... and bonus praise for using recycled material! Your coffin will be inspected before the race, any that don't meet the specifications and can't be altered in time for their race, will be disqualified. See coffin specifications below for all the information.
2. Select your team: Gather the best of the best (4 people only) and your most creative Halloween team costume. If you add a skeleton or character in the coffin, just make sure they secured and are wearing a helmet! All members must be 18 or older and are encourage to wear protective gear, knee guards and helmets.
3. Win Prizes: We will have three prizes: 1st and 2nd place in the coffin race, and the final prize goes to the best costume/decorated coffin. Prizes will be announced at a later date.
4. Be on TIME:
 - 3:00: coffins set up for display and inspection
 - 4:15: course walk though
 - 5:00: the races begin!

2025 COFFIN RACE SIGN UP

RULES:

- 1.NO ALCOHOL OR DRUGS
- 2.Stay in your lane – any aggressive driving will lead to disqualification
- 3.Hands on the handle bars AT ALL TIMES
- 4.Your team of 4 must safely push your coffin through 500 feet of obstacles with skeletons, aliens, monsters and the unknown to reach the final resting place – the finish line!
- 5.Two teams at a time will relay, the time will be recorded and the best two times will be the winners, 1st and 2nd place respectively.
- 6.This is a competition but it's also fun, so let's have a good time with it!

SPECS:

- 1.There are no height restrictions for coffins, however, if there is a large decoration, it will need to come down before the race
 - 2.Maximum width: 3'10"
 - 3.Minimum width: 2'
 - 4.Maximum length: 8'
 - 5.Minimum length: 5'
 - 6.All measurements include wheel base and handle bars
 - 7.Wheels/Tires cannot exceed 8.25" and must be firmly attached.
 8. 4 push bars must be firmly attached to coffin, two on either side. Two optional push bars in front and back can also be attached.
 - 9.NO functional steering wheels allowed
- LAST AND MOST IMPORTANT RULE:

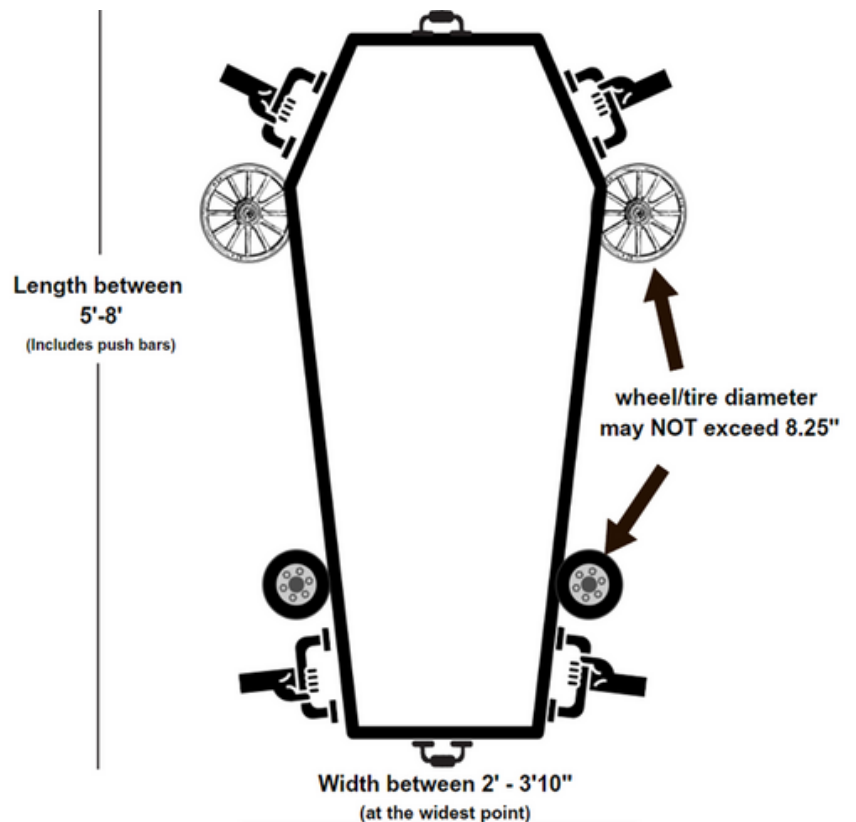
10.HAVE FUN!

Prizes: (not for certain, just place holders!)

1st Place: 4 GOLD Lake Compounce Season Pass Tickets 2026

2nd Place: Over \$200 to local area restaurants

3rd Place: \$100.00 gift card to Downtown Live





2025 COFFIN RACE SPONSORSHIP COMMITMENT FORM

Organization / Company _____

Contact First & Last Name _____

Contact Title _____

Address _____

Contact Email _____ Contact Phone _____

Authorized Signature _____ Date _____

Commitment Level (please check all that apply):

☐ **Orange Sponsor** \$1,000.00
(or prize worth that amount)
Organization Brand displayed: day of event poster/flyers, social posts, mentioned at Downtown Live at the Rockwell Theater Pre Show announcements and during the race

☐ **Purple Sponsor** \$500.00
(or prize worth that amount)
Organization Brand displayed: day of event poster/flyers, social posts, announced during race

☐ **Chocolate Sponsor** \$200.00
(or prize worth that amount)
Organization Brand displayed: Day of event flyers, social posts

☐ **Spooky Sponsor** \$50.00
(or prize worth that amount)
Organization Brand displayed: Day of event flyers

☐ **Special Amount Sponsorship** \$_____.
Let us know what you are thinking!

Payment Options

- ☐ To give through the Bristol Arts and Culture Fund 501C3, (EIN: 81-2515225) please make a check payable to:
- **Bristol Arts and Culture Fund**
- Mail to: Greg Hahn (Chairman)
- 145 Redwood Drive, Bristol, CT 06010

- ☐ To give through the City of Bristol Department of Parks, Recreation, Youth and Community Services Dept.:

Mail: Parks, Recreation, Youth & Community Services
Attn: Arianna Therriault
51 High Street
Bristol, CT 06010
Email: ariannatherriault@bristolct.gov

Total Amount Due: \$ _____

☐ Check Enclosed # _____
Please make checks payable to "Bristol Parks, Recreation, Youth and Community Services"

☐ Invoice us on _____ (date)



2025 CULTURAL DISTRICT MAP SPONSORSHIP COMMITMENT FORM

Organization / Company _____

Contact First & Last Name _____

Contact Title _____

Address _____

Contact Email _____ Contact Phone _____

Authorized Signature _____ Date _____

Commitment Level (please check all that apply):

☐ Standard Logo on Map \$100.00
Organizational brand logo on the Cultural District Map

☐ Logo with Website \$150.00
Organizational brand logo on the Cultural District Map with website included in key

☐ Premier Sponsor of Cultural District Map \$300.00
Logo listed on the front, as a premier sponsor for the Cultural District Map and inside with website included

☐ I just want to support the Arts and Culture Commission! \$_____.
Let us know what you are thinking!

Payment Options

☐ To give through the Bristol Arts and Culture Fund 501C3, (EIN: 81-2515225) please make a check payable to:
• **Bristol Arts and Culture Fund**
Mail to: Greg Hahn (Chairman)
◦ 145 Redwood Drive, Bristol, CT 06010

☐ To give through the City of Bristol Department of Parks, Recreation, Youth and Community Services Dept.:

Mail: Parks, Recreation, Youth & Community Services
Attn: Arianna Therriault
51 High Street
Bristol, CT 06010
Email: ariannatherriault@bristolct.gov

Total Amount Due: \$ _____

☐ Check Enclosed # _____
Please make checks payable to "Bristol Parks, Recreation, Youth and Community Services"

☐ Invoice us on _____ (date)

Grant Application Rules:

Generalized Steps are below:

1. Commission develops a project, gets approvals, etc.
2. Commission approves grant application
3. Grant Application form is filled out and submitted to Dawn Leger
4. Grant Application Request to City Council Submitted (if matching funds, application needs to be approved by Board of Finance)
5. If approved -> grant application submitted

If Accepted:

6. Grant Management Form and Acceptance Letter submitted to Dawn Leger
7. Account created by Comptrollers (if needed)
8. Grant Executed
9. Grant Progress Reports Submitted to funding org, Dawn Leger, and Comptrollers as required
10. Grant closeout as required.