



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 Agenda

- 1. Call to order**
 - a. Attendance
- 2. Acceptance of meeting minutes**
 - a. September 7, 2022 Regular Meeting Minutes
Documents: Attachment A (Pgs. 2-3)
- 3. Public participation**
- 4. Superintendent's Report**
 - a. Financials
Documents: Attachment B (Pgs. 4-8)
 - b. Personnel Update
 - c. Theater Update
- 5. Chairman's Report**
- 6. Old Business**
 - a. Duck Race Review
 - b. By Commissioners
- 7. New Business**
 - a. Heart Sculpture Proposal from Robert Hudson
 - b. Cultural District Designation and opportunities to leverage
 - c. By Commissioners
- 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, September 7, 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 6:30 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

Mayor Jeffrey Caggiano
Dr. Joshua Medeiros, Superintendent

Absent: Kimberly Villanti, Vice Chair

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Adams to accept the August 15, 2022 Special Meeting Minutes.
Seconded by: Commissioner Dews, all in favor; motion carried.

3. Public participation

- a. **MOTION:** Made by Commissioner Adams to move Public Participation after Old Business.
Seconded by: Commissioner Dews, all in favor; motion carried.

4. Superintendent's Report

- a. Superintendent Medeiros reviewed the Financials. Chair Lewandoski requested a FY21-22 itemization for the October meeting.

5. Old Business

- a. Superintendent Medeiros provided updates on Hispanic Heritage Month event. Discussion followed.
- b. Sculpture:
 - i. Chair Lewandoski provided update on the Prefab Heart options and clarified costs. Discussion followed.
- c. By Commissioners:
 - i. Commissioner Howe provided professional opinion on the state of the traffic box located by the Imagination Museum, indicating that it can be primed for repainting for a small fee.
 - ii. Council Liaison Thibeault offered to share the Route 72 Extension/Brackett Park Plan PowerPoint with the Commission.
 - iii. Commissioner Dews inquired on the Sugar Fox Mural repair, Superintendent Medeiros reports it has been repaired.
 - iv. Commissioner Norton inquired about the repair or removal of the damaged Interactive Mural, Superintendent Medeiros reported it is being removed.
 - v. **MOTION:** Made by Chair Lewandoski to move Public Participation after New Business Item a.

Seconded by: Commissioner Dews, all in favor; motion carried.

6. New Business

- a. Superintendent Medeiros and Mayor Caggiano weighed in on the Arts & Culture Supervisor transition and inquired on the needs of the Commission. Discussion followed.

3. Public Participation: Robert Hudson, Bristol artist and brother of the late Barbara Hudson, came to the Commission proposing to create the sculpture the Commission is envisioning. Discussion followed.

- b. The Commission reviewed the grant application received by Nova Dance Crew. Discussion followed. Commissioner Adams will reach out to see if they'd like to showcase their talents in the Mum Festival.
- c. Superintendent Medeiros informed the Commission the Cultural District Designation press conference will be held on September 28, 2022 at 2:30 p.m. Discussion of location at either The New England Carousel Museum or The Clock and Watch Museum was had. Confirmation of location, date, time, and the Cultural District Map will be email out to the Commission prior to the event.
- d. By Commissioners:
 - i. Commissioner Adams proposed the addition of Ginger Grant to the Commission in replacement of former Commissioner Buonafede. Discussion followed.

7. Committee Reports

- a. City Council Liaison updates: Mayor Caggiano provided updates on the Veterans Memorial Boulevard Bridge progress. Discussion followed.
- b. Cultural District Advisory Subcommittee updates: Discussed in New Business Item C.
- c. Duck Race Transition Task Force updates: Superintendent Medeiros provided updates that tickets are being sold at the Farmer's Market as well as at the Mum Festival. A Task Force meeting will be held prior to the event to conclude any final logistics. Council Liaison Thibeault inquired about eliminating the bamboo by the river as well as securing the Fish & Game Club to retrieve the ducks.

8. Adjourn

- a. **MOTION:** Made by Chair Lewandoski to adjourn the meeting at 8:09 p.m.
Seconded by: Commissioner Dews, all in favor; motion carried.

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

ATTACHMENT B

09/30/2022 14:20
JazzyaCoakleyCITY OF BRISTOL
YEAR-TO-DATE BUDGET REPORTP
glytdbud¹

FOR 2022 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	0	25,000	25,000	24,667.16	.00	332.84	98.7%
TOTAL PARKS ADMINISTRATION	0	25,000	25,000	24,667.16	.00	332.84	98.7%
TOTAL GENERAL FUND	0	25,000	25,000	24,667.16	.00	332.84	98.7%
TOTAL EXPENSES	0	25,000	25,000	24,667.16	.00	332.84	
GRAND TOTAL	0	25,000	25,000	24,667.16	.00	332.84	98.7%

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

09/30/2022 14:21
JazzyaCoakley

CITY OF BRISTOL
G/L ACCOUNT DETAIL

P
glactinq 1

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

Actual Spent

YEAR	PER	JOURNAL	EFF	DATE	SRC	T	PO/REF2	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VDR NAME/ITEM DESC	COMMENTS
2022	12	20495		06/30/2022	API	1		811	153.76	Y		0	AMAZON.COM	P-Card in
2022	12	20097		06/05/2022	API	1	22205322	W 070722LK	1,975.00	Y	497775070722LK		ARTISTIC BRONZE I	Public Ar
2022	12	20090		06/30/2022	GEN	1	TRANSFER	PARKS	280.00	Y		0		MOVE WAGE
2022	05	324		11/24/2021	API	1	22203109	W 112421LK	5,000.00	Y	490235112421LK		THE RISEUP GROUP	PanAm Bri
2022	05	318		11/24/2021	API	1	22203254	W LK112421	250.00	Y	490184LK112421		BRISTOL SIGNART I	SIGNS FOR
2022	05	270		11/22/2021	API	1	22203005	W 112221LK	80.80	Y	490059112221LK		GARRETT PRINTING	Time Fram
2022	05	270		11/22/2021	API	1	22203005	CRED MEMO	-2.22	Y	490059112221LK		GARRETT PRINTING	Time Fram
2022	05	249		11/22/2021	API	1	22203009	W LK112221	2,600.00	Y	490026LK112221		NEW ENGLAND CAROU	SPONSORSH
2022	04	290		10/25/2021	API	1	22202006	W LK102521	37.22	Y	489182LK102521		GARRETT PRINTING	BHS 50TH
2022	03	317		09/30/2021	PRJ	1	1C22SP5	C22SP5	292.60	Y		0		WARRANT=C
2022	03	291		09/28/2021	API	1	22202148	W LK092821	5,000.00	Y	488189LK092821		THE RISEUP GROUP	PanAm Bri
2022	03	291		09/28/2021	API	1	22202160	W LK092821	4,000.00	Y	488190LK092821		JARED WELCOME	Memorial
2022	03	192		09/20/2021	API	1	22202139	W LK092021	500.00	Y	487870LK092021		ALISA BOWENS	Alisa's S
2022	03	126		09/14/2021	API	1	22202060	W LK091421	3,500.00	Y	487549LK091421		WILLIAM MENDOZA	The Latin
2022	03	87		09/10/2021	API	1	22201851	W LK091021	1,000.00	Y	487383LK091021		AMERICAN CLOCK &	ACC spons

Total Amount: 24,667.16

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

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 **

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

Actual Spent

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	API	1	22302048	W LK091622	1,000.00	Y	499865	LK091622	LUIS ALBERTO TORR		Hispanic
2023	01	273		07/31/2022	API	1		855	308.38	Y		0	STAPLES INC		P-Card in
Total Amount:				1,308.38											

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

09/30/2022 14:31
JazzyaCoakley

CITY OF BRISTOL
G/L ACCOUNT DETAIL

P
glactinq 1

Encumbered

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 **