



City Arts & Culture Commission

Wednesday, September 6, 2023 at 6:30 p.m.

<https://bristolct.gov.zoom.us/j/87968441095?pwd=N1qrUy9UUjE2M0VicU04VUVvZ0dvdz09>

Bristol Arts & Innovation Magnet School – 70 Memorial Boulevard, Bristol CT

Regular Meeting Agenda

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

Documents:

[ATTACHMENT A.PDF](#)

3. Public Participation
  
4. Arts & Culture Supervisor's Report
  - a. Financials - Attachment B
  
  - b. Project Updates - Attachment C
  
  - c. Special Events Updates
  
  - d. Downtown Live at Rockwell Theater Updates
  
  - e. Personnel Updates

Documents:

[ATTACHMENT B.PDF](#)  
[ATTACHMENT C.PDF](#)

5. Chairman's Report
6. Old Business
  - a. By Commissioners
7. New Business
  - a. Discussion of Downtown Live Theater Sponsorships
  
  - b. 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, August 2, 2023 at 6:30 p.m.

<https://bristolct-gov.zoom.us/j/87342352809?pwd=SFV0bWZuQnEwUm9IT3VBY3JabzBzQT09>

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

**1. Call to order**

- a. Chair Walter Lewandowski called the meeting to order at 6:31 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  
Arianna Therriault, Arts and Culture Supervisor

**2. Acceptance of meeting minutes**

- a. **MOTION:** Made by Chair Lewandoski to accept the July 5, 2023 Regular Meeting Minutes.  
Seconded by: Vice Chair Dews, all in favor; motion carried.

**3. Public participation:** None.

**4. Arts & Culture Supervisor's Report**

- a. Arts & Culture Supervisor Therriault reviewed the Financials; discussion followed.
- b. No Project Updates to report.
- c. Arts & Culture Supervisor Therriault provided Special Events Updates; discussion followed.
- d. Arts & Culture Supervisor Therriault provided Downtown Live at Rockwell Theater Updates; discussion followed.

**5. Chairman's Report**

- a. Chair Lewandoski provided update regarding the Bakery on Maple's inquiry to paint a rainbow on their business sidewalk; discussion followed.
- b. Chair Lewandoski provided update on grant application(s) progress; discussion followed.
- c. Chair Lewandoski provided additional suggestions regarding funding sources for the Poet Laureate proposal.
- d. Chair Lewandoski reached out to the Northwest Connecticut Arts Council for a sculpture mock up and quote; discussion followed.

**6. Old Business**

- a. By Commissioners:
  - i. Vice Chair Dews rescinded the Poet Laureate proposal.
  - ii. Commissioners further discussed the American Clock Museum decorative mantel displays.

## 7. New Business

- a. The Commission reviewed and discussed the Arts & Culture Supervisor's FY 23-24 Budget Recommendation.  
**MOTION:** Made by Vice Chair Dews to adopt the FY 23-24 Budget.  
Seconded by: Commissioner Adams, all in favor; motion carried.
- b. The Commission reviewed and discussed the FY 23-24 Call for Grant Submission form and deadline.  
**MOTION:** Made by Commissioner Adams to approve the FY 23-24 Call for Grant Submission form and deadline, with revision to the Outcome Report deadline.  
Seconded by: Commissioner Wynter, all in favor; motion carried.
- c. By Commissioners:
  - i. Chair Lewandoski inquired about updating the commission information on Bristolrec.com
  - ii. Commissioner Norton inquired about refurbishing the traffic box located near the Imagination Museum; discussion followed.  
**MOTION:** Made by Commissioner Adams to submit proposal to Police Commission, with Chair Lewandoski leading the design.  
Seconded by: Vice Chair Dews, all in favor; motion carried.

## 8. Committee Reports

- a. City Council Liaison Updates: City Council Liaison Thibeault relayed a letter on behalf of Jaymie Bianca, Community and Non-profit Leader, asking the Commission to consider hosting, planning, and funding a fundraising event; discussion followed. Arts & Culture Supervisor Therriault will forward a grant application to Bianca.

## 9. Adjourn

- a. **MOTION:** Made by Commissioner Wynter to adjourn the meeting at 7:51 p.m.  
Seconded by: Commissioner Adams, all in favor; motion carried.

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

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>001 GENERAL FUND</b>							
<b>0017021 PARKS ADMINISTRATION</b>							
0017021 583120 ARTS & CULTURE C	15,000	0	15,000	2,233.71	1,000.00	11,766.29	21.6%
TOTAL PARKS ADMINISTRATION	15,000	0	15,000	2,233.71	1,000.00	11,766.29	21.6%
TOTAL GENERAL FUND	15,000	0	15,000	2,233.71	1,000.00	11,766.29	21.6%
TOTAL EXPENSES	15,000	0	15,000	2,233.71	1,000.00	11,766.29	
GRAND TOTAL	15,000	0	15,000	2,233.71	1,000.00	11,766.29	21.6%

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

**CITY OF BRISTOL**

**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
2024	02	236	08/25/2023	POE 4	22401787	PO ENT/PRF	1,000.00	Y		0	LIZZETTE RIVERA		SOUND ENG

Total Amount:                    1,000.00

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

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	Sculpture with grids throughout for locks and caribeaners to attach		Sculpture	ACC Fund	Unknown						
Future Project Considerations	Description	Anticipated Cost	Type of Project	Funding Source	Location	Artist(s)	Completion Date Goal	Maintenance Dates	Notes	Fiscal Year	Status
Heart Sculpture	Public Art Sculpture(s) outside of the	\$15,000.00	Sculpture	ACC Fund/Fundraising	in (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 Mural	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
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 advertise 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	active large art experience and music	\$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 Art Trail	Sponsor		Event	ACC Fund			2020			COMPLETE
Page Pool Mural with Sugarfox*	Promotion	\$7,500.00	Mural	ACC Fund			2020			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
CT WildFlower Mural	Reseal mural	\$3,500.00	Mural	ACC Fund	Main Street	Corey Pane	6/30/2023	UNABLE TO RESEAL DUE TO PRIVATE OWNERSHIP		COMPLETE