



City Arts & Culture Commission
Wednesday, January 3, 2024 at 6:30pm
<https://bristolct-gov.zoom.us/j/84994219380>
City Hall – 111 N. Main Street Room 1-2
Regular Meeting Agenda

1. Call To Order
 - a. Attendance

2. Acceptance of meeting minutes
 - a. December 6, 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. Downtown Live

- i. Downtown Live at the Rockwell Theater Q1 & 2 Budget (Attachment D)

- ii. 2024 Schedule

Documents:

[ATTACHMENT B.PDF](#)

[ATTACHMENT C.PDF](#)

[ATTACHMENT D.PDF](#)

5. Chairman's Report

6. Old Business

- a. Review the motion referred by the Board of Park Commissioners regarding the Heart Sculpture Location
- b. Review the 2023 Mantels for the Season Program (Attachment E)
- c. Approve the FY 24-25 Proposed Arts and Culture Commission Budget and refer to the Comptroller's Office (Attachment F)
- d. Review 2024 Downtown Live Volunteer Strategy (Attachment G)
- e. By Commissioners

Documents:

[ATTACHMENT E.PDF](#)
[ATTACHMENT F.PDF](#)
[ATTACHMENT G.PDF](#)

7. New Business

- a. Alcohol Consumption at Downtown Live Performances (Attachment H)
- b. Review Downtown Live Survey Feedback
- c. Review 2024 plans for the Cultural District Festival
- d. By Commissioners

Documents:

[ATTACHMENT H.PDF](#)

8. Committee Reports

- a. City Council Liaison Updates

9. Adjourn

Respectfully submitted,
Aubrey Minkler
Recording Secretary
City Arts & Culture Commission



City Arts & Culture Commission
Wednesday, December 6, 2023 at 6:30 p.m.

<https://bristolct-gov.zoom.us/j/83502350701?pwd=UCybxFaS0phBRAX9SZgLxKahP2VQ4E.1>

City Hall – 111 N. Main Street, Meeting Room 1-4

Regular Meeting Agenda

1. Call to order

- a. Chair, Walter Lewandoski, called the meeting to order at 6:33 p.m.
- b. Attendance

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

 Dr. Joshua Medeiros, Superintendent
 Arianna Therriault, Arts and Culture Supervisor

Absent: Tiffany Howe, Commissioner

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Dews to accept the November 1, 2023 Regular Meeting Minutes. Seconded by: Commissioner Norton, 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. Arts & Culture Supervisor Therriault reviewed the Project Updates; discussion followed.
- c. Arts & Culture Supervisor Therriault provided an updated regarding Downtown Live and the John Beardsley show; discussion followed.

5. Chairman's Report

- a. Chair Lewandoski provided status updates on the designing and painting of the traffic box located next to the Imagination Museum; discussion followed.

6. Old Business

- a. Commissioners discussed prospective locations for the proposed donated Heart Sculpture by Farmington Metal; discussion followed.

MOTION: Made by Commissioner Adams to approve the location of the Heart Sculpture at Stocks Playground. Seconded by: Commissioner Dews, all in favor; motion carried.

MOTION: Made by Commissioner Adams to send the location of the Heart Sculpture at Stocks Playground to the Board of Park Commissioners for approval. Seconded by: Commissioner Norton, all in favor; motion carried.

- b. Commissioner Adams provided updates regarding the American Clock & Watch Museum's 'Mantels of the Season,' discussion followed.
- c. By Commissioners: None

7. New Business

- a. Arts & Culture Supervisor Therriault presented a revised Grant Application for 2024; discussion followed.

MOTION: Made by Commissioner Adams to approve Revised 2024 Grant Application. Seconded by: Commissioner Dews, all in favor; motion carried.

- b. 2024 Calendar: Superintendent Medeiros presented the proposed 2024 Meeting calendar; discussion followed.

MOTION: Made by Commissioner Adams to approve the 2024 Meeting Calendar. Seconded by: Commissioner Dews, all in favor; motion carried.

- c. Superintendent Medeiros presented the FY 24-25 Arts & Culture Budget; discussion followed.

MOTION: Made by Commissioner Adams to send any updates or wanted changes to the FY 24-25 Arts & Culture Budget to Arts & Culture Supervisor before next meeting. Seconded by: Commissioner Dews, all in favor; motion carried.

8. Committee Reports

- a. City Council Liaison Updates: City Council Liaison Thibeault presented the proposed amendment to Sec. 15-48. Exception for Consumption of Alcohol; discussion followed.
- b. Commissioner Adams congratulated Chair Lewandoski on receiving the Distinguished Cooperating Teacher and Mentor of the Year award from the CT Art Education Association.

9. Adjourn

- a. **MOTION:** Made by Commissioner Adams to adjourn the meeting at 8:03 p.m. Seconded by: Commissioner Dews, all in favor; motion carried.

Respectfully submitted,
Aubrey Minkler
Recording Secretary
City Arts & Culture Commission

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ACCOUNTS FOR: 001 GENERAL FUND	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0017021 PARKS ADMINISTRATION							
001 -20-70-7021-0000-000-583120-	15,000.00	ARTS & CULTURE COMMISSION .00	15,000.00	4,185.38	921.10	9,893.52	34.0%
TOTAL PARKS ADMINISTRATION	15,000.00	.00	15,000.00	4,185.38	921.10	9,893.52	34.0%
TOTAL GENERAL FUND	15,000.00	.00	15,000.00	4,185.38	921.10	9,893.52	34.0%
TOTAL EXPENSES	15,000.00	.00	15,000.00	4,185.38	921.10	9,893.52	

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	in kind	Sculpture	In kind farmington metal	Unknown	Farmington Metal	2025			2024	
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		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

Downtown Live at the Rockwell Theater Q1 Budget Report (September-December 2023)

Expenditures	1st Qt Actuals
Celebrating Queen	\$7,353
Rocky Horror Picture Show	\$5,776
Scenes: A Billy Joel Experience	\$5,653
Christmas with the Nashville King	\$11,653
Christmas with the Nashville King, Matinee	\$9,153
Advertising	\$5,375.00
Staffing	\$1,579
Concessions	\$589
Barnes Parking Lot Lease	\$3,000
Misc. Charges	\$2,075
BOE Charges	\$0
Total Expenses	\$52,206

Revenues	1st Qt Actuals
Celebrating Queen	\$12,682
Rocky Horror Picture Show	\$4,525
Scenes: A Billy Joel Experience	\$8,965
Christmas with the Nashville King	\$22,741
Christmas with the Nashville King, Matinee	\$11,410
Concessions	\$167
Sponsorship/Donations	\$20,000
Total Revenues	\$80,490

Total Net Profit **\$28,284**















Arts & Culture Commission FY 24-25 Budget

Purpose	Description	Supervisor Budget Proposal	Commission Adopted
Cultural District Celebration	Meeting planned for Jan 2024 to discuss further	\$3,000.00	
Arts & Culture Events and/or Initiatives	Spooktacular/Movie Night/Marketing	\$6,000	
Special Initiatives	Impromptu events or projects	\$2,000	
Community Sponsorships/Promotions	Juneteenth + pending grant applications	\$2,000	
Special Projects	Heart Sculpture/pending	\$2,000	
		\$15,000	

2024 Volunteer Spreadsheet

Dates Available (check mark the date)

Volunteer Name	20-Jan	17-Feb	9-Mar	30_mar	20-Apr	4-May	15-Jun	29-Jun	17-Aug	7-Sep	Oct 5?	26-Oct	16-Nov	7-Dec
	Community Conversation: 1 Degree of Separation	Animaniacs	Funny Women of a Certain Age	The Magic School Bus	The Drifters	TBD	Ada Twist the Scientist	Anthony Gomes BLUES	Chris Funk the Wonderist	Jimmy and the Parrots	Bristol's Got Talent	Halloween Spooktacular	Daily Show Comedy Tour	Steve Lippia - Frank Sinatra
	Comedy	Family Friendly Concert	Comedy	Family Friendly STEM	Concert	TBD	Family Friendly STEM	Concert	Magician	Concert	Talent Show	Special Event	Comedy	Concert
Walt Lewandoski														
April Dews														
Andy Adams														
Nigel Wynter														
Cheryl Thibault														
Tiffany Howe														
Julie Norton														
Karen Roy														
Carmela Doucette														
Marie Harding														
Steve Harding														
Andrew Lyman														
Angelica Arroyo														

Bruce Felten

Jack Krampitz

Tracy __



Subject: Support of Sec. 15-48. Exception for consumption of alcohol

From: Dr. Joshua Medeiros, Superintendent of Parks, Recreation, Youth & Community Services and Arianna Therriault, Arts & Culture Supervisor

To: City Councilman Sebastian Panioto, Chair, Ordinance Committee

CC: Mayor Jeff Caggiano and the Bristol City Council

Date Issued: 12/21/2023

The City of Bristol Department of Parks, Recreation, Youth & Community Services (BPRYCS) submits the following memorandum of support for the proposed amendments to the code of ordinances pertaining to offense and miscellaneous provision **Sec. 15-48. Exception** for consumption of alcohol at city sponsored and permitted events held in conjunction with the Rockwell Theater at the Bristol Arts and Innovation Magnet School (BAIMS).

A Brief History of the Rockwell Theater

For the past 15 years, Bristol residents have advocated for the preservation of the historic theater within the Memorial Boulevard School as a major asset for the revitalization of downtown Bristol. Over the years these efforts took on the form of multiple outreach groups and formal committees such as the Mayor's Task Force for Memorial Boulevard School and the Rockwell Theater Taskforce. In 2021, the hard work of hundreds of individuals came to fruition with the opening of BAIMS, home of the newly renovated Rockwell Theater.

It's important to remember this project was a substantial partnership among the City, Board of Education and the vocal taxpayers that wanted the building saved to preserve this historic theater. The vision is to leverage the theater as both an opportunity to diversify and enhance educational offering through the BOE, as well as an catalyst to boost economic development in downtown Bristol. Collectively, we can all work together to ensure both will happen.

The Importance of Investing in Arts and Culture

In September 2023, the BPRYCS Department launched a new entertainment series called Downtown Live at the Rockwell Theater which is managed by the department's part-time Arts and Culture Supervisor and supported by volunteers from the City Arts and Culture Commission. The mission of Downtown Live at the Rockwell Theater is to provide a wide spectrum of arts and culture entertainment that not only promotes Bristol as a great place to live, work and play but stimulates the economy and boosts economic development downtown. The arts and culture sector is a \$151.7 billion dollar industry that yields tremendous returns to communities that successfully invest in them. For example, the City of New Haven's arts and culture sector generated \$143.4 million in economic activity in 2022 which resulted in 2,402 jobs, provided \$112.8 million in person income to

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residents, and generated \$34.2 million in tax revenue to local, state and federal governments (Arts & Economic Prosperity Report, 2023). The report indicates that consumers paid \$30.01 per person, per event, beyond the cost of admission; meaning discretionary funds on merchandise and concessions. These dollars represent vital income for local merchants and a value-add with which few industries can compete (Arts & Economic Prosperity Report, 2023). A vibrant arts and culture program keeps local residents, and their discretionary dollars, in the community and it strengthens the visitor economy which is vital income for local businesses. People attending shows at the theater often make an outing out of it which may include dining in a local restaurant, paying for parking/transportation, enjoying drink/dessert after the show, and returning home to pay for child or pet care. All of which stimulates the local economy.

The Business Case: Revenues and User Experience

With the exception of the supervisor's part-time wage, the BPRYCS Downtown Live at the Rockwell Theater program operates 100% out of a revolving account which means all associated expenses for the series is covered through user fees, sponsorships/donations and sale of concessions. It is widely understood in the industry that theater revenues heavily depend on the sale of concessions, particularly alcohol, which allows venues to keep ticket costs affordable for consumers. Bristol resident Frank Tavera, Chief Executive Officer of the Palace Theater in Waterbury, notes "when the Palace Theater has a sold out show they expect to sell a minimum of \$13,050 in alcohol sales in a single night with some night's exceeding over \$100,000 in concession revenues."

Select performers and larger named acts have already indicated that they will not perform at the Rockwell Theater (and other venues) that do not sell alcohol, creating another barrier for the success of Downtown Live at the Rockwell Theater.

There are also rental opportunities for both the theater and gallery and having an alcohol/catering component will be critical for the success of these rentals. This may include renting space for weddings, parties and high-end art shows. The theater was designed and built to accommodate alcoholic concessions with specific build outs on each floor including a rolling bar cart that is sitting unutilized. Prohibiting alcohol will inhibit the Rockwell Theater from being a viable venue for many prospective users.

While the sale of alcohol is essential to the business model for the community theater, the introduction of alcohol also enhances the overall customer experience by creating a more relaxed and social atmosphere. There has been resounding feedback from patrons, both in person and via post-show surveys, that they would support the sale of alcoholic concessions.

The Safe Administration of Alcohol

The safe administration of alcohol remains a top priority for BPRYCS and as such will be administered by licensed bartenders, with proper indemnification insurance and in compliance with policies established by both the City and the Board of Education (BOE). It's our understanding that these insurance requirements are satisfactory with legal counsel for both the City and BOE. Approval of this ordinance change will allow us to work with our colleagues at the BOE who are standing ready to develop safe guards and assurances that will protect students while providing a service to the customers. This may include partnering with local businesses and breweries to

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administer alcohol, transferring the liability from the City to an experienced 3rd party vendor/permittee. This would also open up the potential for private-public partnerships with local businesses such as Main Street Pint and Plate and Monterrey, for example. The vendors would then be responsible for removing the alcohol from the premises following a production to ensure students did not gain access.

BPRYCS has already proven this model can work for the city when you look at Muzzy Field and the sale of alcohol during family friendly Bristol Blues Baseball events, on BAIMS field through the Mum Festival and with private rentals at Perry Spinelli Pavilion. Sale of alcohol at community theaters is the norm, not the exception. In fact, of comparably sized theaters, the Rockwell Theater is the only theater in the region that does not serve alcohol.

Closing- Vote “Yes” to Support the Ordinance Change

We believe that when you consider the business model of operating a community theater program, the customer experience, and the overall economic impact to the city; the decision to approve this ordinance change should be a “no brainer.” A negative vote will substantially hinder the theater’s ability to generate revenue and provide a self-sustaining model for the community which could result in an impact to the taxpayers via the General Fund, or result in the elimination of a community theater program altogether.

In closing, please consider that when you invest in the arts and culture, *you are investing in an industry that strengthens your economy and builds more livable communities.* **Please vote yes to support this ordinance change to allow us to continue to grow the arts and culture sector here in the City of Bristol.**

Sincerely,



Dr. Joshua T. Medeiros, Ed.D., CPRE
Superintendent of Parks, Recreation, Youth and Community Services, City of Bristol
860-584-6160 | joshmedeiros@bristolct.gov