



TOWN OF
NEWMARKET
NEW HAMPSHIRE

Arts, Culture & Tourism Commission

November 7, 2023 at 6:04pm

Town Hall

MEETING MINUTES

Meeting called to order at 6:01pm.

In attendance: Debra Smith, Pam Myers-Morgan, Ben Buckley, Shannon Culpepper, Justin Glazebrook, Ben Reeder, Morgan Santos & Aimee Gigandet
Guests: Ben Keller (virtual), Mike Hoffman, Tim Cremmen

Minutes Acceptance from 10/2/2023

- Minutes were accepted.

New Business

1. Discussion of Willey House project
 - a. We expect to have a dedicated ongoing meeting for this committee, so some ACT members will be attending this in addition to the normal ACT meeting each month.
 - b. First meeting time/date is TBD. Debra to check with member availability.
 - c. We have received \$5,100 from the grant. Plus, \$5,000 from the Town of Newmarket (in 2024-25 budget), a part of this will be applied to this project.
 - d. T-Mobile grant application decision expected mid-November.
2. Presentation and discussion with Muralist, Ben Keller
 - a. Reviewed various questions to provide thoughts and feedback.
 - b. We can expect art submissions to be in any format – digital, pencil & paper, etc.
 - c. Gather submissions by promoting in various venues and via email.
 - d. We would need artists' consent to use submissions for other purposes.
 - e. Ben's recommendations:
 - i. Get on the same page with the artist and deliver feedback early in the process.
 - ii. 90 days is a reasonable timeframe to expect (RFP submissions)

- iii. Consider multiple rounds of approvals before landing on final design
- f. Pricing: Ben would charge \$3,600 for an 8'x10' mural (\$45/sq/ft)
 - i. We could also compensate artist based on an hourly rate.

Old Business

1. Viewed ACT promotional video
2. Debra provided update on meeting with Town Manager on 10/1.
 - a. Discussed clarification on Aimee's role
 - b. 2024-25 budget review
 - ii. Currently \$432.10 in AC&T account
 - iii. Will review 2024-25 budget in December meeting to make adjustments based upon total available funds.
 - g. Commission received Grant funding package, which needs to be completed by year end. Funds will go to the town directly for disbursement. Aimee will report fund expenditures to town manager monthly.
3. Pam looked into Flash Vote – spoke to representative to receive a quote.
 - a. Estimated \$7,900/year for a town the size of Newmarket to use this tool.
 - b. AC&T Expense approvals (All approved unanimously.)
 - i. Ben Keller – consulting fee of \$100 for contribution to Willey House mural project.
 - ii. Ben Reeder – reimbursement of \$59.47 for Halloween Haunt candy
 - c. Morgan Santos – reimbursement of \$25 for outdoor lights
4. Debra recommended we hold the Fall Flip the mural in the pocket park during the same Halloween Haunt event next year. All approved.

The meeting was adjourned at 8:05 pm.

Our next meeting will be held on December 5 at 6 pm.

Respectfully submitted, Ben Reeder