



TOWN OF  
**NEWMARKET**  
NEW HAMPSHIRE

## **Arts & Tourism Commission**

January 3, 2023 at 7:00pm

Town Hall

### **MEETING MINUTES**

Due to a malfunction in the keycard system at Town Hall, this meeting was held in the home of member Pam Myers-Morgan. For this reason, no official votes were held.

Meeting called to order at 7:26pm.

In attendance: Val Toukatly, Debra Smith, Pam Myers-Morgan, Megan Brabec and Morgan Santos.

#### **New Business**

- A member of the commission has been unable to attend the past six meetings. Debra received an email on November 3rd that the member must resign for medical reasons. Pending a formal vote, Debra will be writing a formal letter to the Town Council to request that we open this member's seat on the commission.
- Annual Report: The commission needs to present a written statement on what it accomplished this year. It is due January 17, and will include a recap of the past year and a summary of what's ahead. Val will write this up and send it to Debra.

#### **Old Business**

- Elm St. Mural: Debra met with muralist Gordon Carlyle and got an RFP example. He also reviewed ours. We discussed if Gordon should be given a Consultation fee and/or if this would show favoritism if he were to apply to our RFP. We are looking into how we can gather funds for this and other projects, and if those sources restrict who can answer the RFP. Deb spoke with the library looking for more input on their end; we may need to reiterate that the RFP must come from the library itself, not A&T, and they should be receiving and reviewing the submissions. They will need to come to us with

what money they are willing and able to contribute before we commit to assisting with fundraising.

Debra met with Cassie (NH Art Council), a resource who offered help with our RFP and potentially other projects in the future.

The commission reviewed the existing RFP and made suggestions. Debra will make edits and move forward.

- 300th Anniversary Committee: Pam will soon be meeting with that group. She wants to determine what our commission will contribute. For now, we agreed that this will be the Elm St. project and a public sculpture installation.
- Town walking tour: Megan is waiting to hear back from the Small Family Community Fellowship for an intern who will assist in further developing the Historical Society's existing efforts.
- Little Art Galleries: Debra and Val presented potential concepts for the art boxes. We agreed that we will be curating the art at Pocket Park art, and that the one at Parks and Rec. will be in the hands of their students.  
Val will draw up some "crayon box" concepts for the Parks and Rec. box.
- Pocket Park: We discussed the panel concept that was developed for the Elm St. project and how it could be used in Pocket Park as well. It could be changeable, and could include a "chalkboard" panel. We will need to discuss budget considerations if this idea moves forward.
- Strategic plan: We reviewed the document provided by Debra and discussed some of the language in it. There was some deliberation about the scope of the committee's reach regarding infrastructure, housing, and larger concepts that are directly influenced by culture. We hope to get the town government on board with A&T's goals and ideals as presented in the document, so that we can work towards them together.  
Megan will talk to Steve and Debra will submit the document to him before it is brought to the Town Council.
- Name change (ACT): Megan brought the first reading of our proposed name change to the council.

It was noted that Debra will not be present physically for our next two meetings, so Vice Chair Morgan will be running them.

We agreed that for the foreseeable future, meetings will be held at 6:00pm.

Val made a motion to adjourn, Debra seconded. The meeting was adjourned at 8:56pm.  
Our next meeting will be held on February 7th.

Respectfully submitted,  
Valerie Toukatly, Secretary