

**City of Norwalk
Arts Commission
Regular Meeting
April 5, 2022**

ATTENDANCE: Mark Alan, Chairman; Janet Evelyn; Brian Kaspr; Robert Abriola; Melissa Metuska; Nori Grudin; Steven Rust

STAFF: Sabrina Church

OTHER: Ingrid Aarons; Briana James

I. CALL TO ORDER

Chairman Alan Called to meeting to order at 6:00.

II. ROLL CALL

Chairman Alan gave a roll call of the members present.

There was a quorum present.

III. PUBLIC PARTICIPATION

There was no public participation.

IV. ADMINISTRATION

- a) Approve the minutes of the February 1, 2022 regular meeting.

******Mr. Kaspr moved to approve the minutes.**

******Mr. Metuska seconded the motion.**

******The motion passed with Mr. Abriola abstaining.**

City of Norwalk
Arts Commission
Regular Meeting
April, 5, 2022

b) Approve the minutes of the March 1, 2022 regular meeting.

****Ms. Evelyn moved to approve the minutes as submitted.

****Mr. Rust seconded the motion.

****The motion passed with Mr. Abriola and Mr. Kaspr abstaining.

V. COMMITTEE/STAFF UPDATES

a. Budget Committee Update

i. Finance update – Nori Grudin

Ms. Gruden gave an update of the budget at the end of the fiscal year. There is between \$1,800-2,000 left over in the budget. Some will be spent on a Mayor's gallery exhibit. The budget and the concept for the content needs to be decided for this.

Ms. Church volunteered to provide historical information on budgets spent on past exhibits in the Mayor's gallery.

Mr. Abriola would like to create a plan for ongoing exhibits in the Mayor's gallery.

Ms. Church has gotten approval from the buildings department to install an art hanging system to make art exhibits easily interchangeable.

b. Communications Committee Update

i. Social Media update – Marc Alan

Chairman Alan is working on a new newsletter and asked for contributions from the committee. Social media is continuing.

c. Infrastructure Committee Update

i. Committee Report - Brian Kaspr

Mr. Kaspr met with Mr. Rust to discuss the Art in Public Spaces funds which will be lost if they are not used. There is a \$25,000 budget, with some additional funds coming from the MLK project.

Mr. Kaspr suggested the Monroe Street Underpass should be the first location. It is very highly trafficked and as it is at the train station, it is the first place many visitors to Norwalk see. Its large size also lends itself to a public art project within this budget. Also, its location near the police station should discourage vandalism. Chairman Alan asked what protocols the DOT requires for a project like this, and asked about the approval process. Mr. Kaspr explained that the DOT is only concerned with maintenance of the underpass, and insurance covered. The rest of the decisions are left up to the Arts Commission.

Chairman Alan asked Ms. Church if the insurance that the commission currently carries would cover this project. Ms. Church assured the committee that the current insurance coverage will cover it.

Mr. Kaspr presented the proposed timeline utilizing the platform "Call for Entries":

Request For Qualifications announced April 15, 2022

RFQ closes Jun 1, 2022

Jurying of Proposals: June-July 2022

Three finalists announced: August 2022

Artist selected: September 2022

Planning and Design: Oct-Nov 2022

Project Implementation starts: Dec 2022

Project Completion: July 2023

Mr. Kaspr Presented the proposed budget:

\$475 - Call for entries fee

\$200 - Per entry fee

\$1,500 Stipend for three proposals

\$27,000 - Mural inclusive of all materials, artist fees, travel, insurance, etc.

\$29,175 - TOTAL*

*Includes \$4,000 left over from MLK after lighting installation.

Mr. Kaspr will email a copy of his proposed RFQ to the commission.

City of Norwalk
Arts Commission
Regular Meeting
April, 5, 2022

VI. NEW BUSINESS

a. Brianna James Project Proposal

Ms. James is proposing a service project between the Arts Commission and Person to Person. The first step would be a clothing drive, and then a clothing sort. It's an opportunity for the Arts community to give back in a practical way. Ms. Grudin asked if it would be possible to invite people outside the commission to participate. Ms. James welcomes anyone able to contribute.

b. Jamaican Community Plaque at Heritage Park

Ms. Evelyn and Ms. Aarons would like the commission to consider adding a Jamaican Community Plaque on the Heritage Wall in honor of the 60th anniversary of Jamaica's independence from Britain in August. They presented a design that incorporates both Jamaica's Coat of Arms and Norwalk's seal. It is a bronze plaque and the Jamaican flag will be colored. It is dedicated to the Jamaican diaspora in Norwalk and around Connecticut.

The Arts Commission is being asked to weigh in on the artistic measure of the design. Chairman Alan liked the design, and suggested one small grammatical change. Mr. Abriola suggested adding the date of the 60th anniversary of Jamaican Independence. Ms. Evelyn was hesitant to add the date, as she would like it to remain relevant through time.

The Commission agrees on how well the plaque is designed.

******Mr. Abriola moved to approve the design of the plaque.**

******Ms. Metuska seconded the motion.**

******The motion passed with Ms. Evelyn abstained.**

VII. OLD BUSINESS

a. MLK Lighting Project Update

Mr. Rust updated the commission. The lights have arrived and a mock up will be created to make sure they look good. There are cooler and warmer settings that can be adjusted. In a few weeks, the commission will have the opportunity to have a look at them in place.

City of Norwalk
Arts Commission
Regular Meeting
April, 5, 2022

b. Traffic Graphic Box Project

Chairman Alan met with a muralist, Bianca Romero, who would like to work with local students to paint traffic boxes. Hopefully, there will be a proposal next month. The budget will not come from the Arts Commission.

c. More Public Art

Mr. Abriola would like Norwalk to create more public art like the Cow Parade in Stamford, and the painted bulls in NYC. Last year Stamford had pianos. Norwalk years ago had stars. Mr. Abriola suggested this would be a new way to increase public art in Norwalk.

VIII. ADJOURNMENT

******Mr. Kaspr moved to adjourn the meeting.**

******Mr. Abriola seconded the motion.**

******The motion passed unanimously.**

The meeting was adjourned at 7:20.

Respectfully submitted,

[Amy Chaple](#)

Telesco Secretarial Services

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