

**MINUTES
BLUE RIBBON COMMITTEE ON
AFRICAN BURIAL GROUND
(CHESTNUT STREET)**

Tuesday, July 31, 2007
at 4:00 p.m.
held in the
Conference Room A, City Hall

Meeting commenced at 4:00 p.m.

Members in attendance were: Councilor John W. Hynes - Chair, Vernis Jackson, Mary Bailey, Valerie Cunningham and Councilor Laura Pantelakos. Jack McGee was not in attendance.

Also attending Suzanne M. Woodland (Ex-officio member) as well as Deputy City Manager Cindy Hayden and David Moore of the Community Development Department.

With respect to the minutes of June 22, 2007, Vernis Jackson moved for approval which was seconded by Councilor Pantelakos; the minutes were unanimously approved.

Cindy Hayden provided an overview of the tasks identified at the previous African Burial Ground Committee meeting. Those tasks were as follows:

1. Begin a draft of design criteria to review with the Committee members (attached hereto).
2. Bring forward to the African Burial Ground Committee a process by which to engage an artist.

Cindy Hayden reviewed the methods by which other communities have engaged artists to work with other design consultants in the creation of public spaces. She recommended that the next step be to develop a Request for Qualifications (RFQ) to identify an artist to work with the existing design team. As a result of the RFQ process, 3 to 5 qualified artists would be identified. Those artists would be asked to submit proposals and provided an honorarium for that effort.

There was general discussion among Committee and staff regarding how the artist would be compensated and would integrate with the existing design team.

Cindy Hayden reviewed with the Committee the draft RFQ outline attached to these minutes. There was discussion of the roles of the Committee, staff and consultants.

There was discussion regarding the work product of Woodburn & Associates to date and how to work with the consultants going forward. There was also discussion on how to get further input, more African-American voices, on further design elements.

After discussion of the RFQ process for the engagement of an artist, Committee members agreed that the engagement of an artist to work with the design team would move the process forward on the right track.

Valerie Cunningham advised that there will be a program on September 15, 2007 beginning at 11:00 a.m. at the Portsmouth Public Library which may be of interest to members of the Committee and the public. The program is sponsored by the Afro-American Historical and Genealogical Society (AAHGS) New England Chapter. Ms. Cunningham invited all to attend.

Cindy Hayden advised that the Committee members would receive a draft of the RFQ in advance of the next African Burial Ground Meeting and would have an opportunity to weigh in on the proposed document at the next meeting.

Cindy Hayden asked the Committee to review the proposed design criteria which would accompany the RFQ. Ms. Hayden prepared the draft based on the comments of Committee members at the last meeting. The Committee suggested several changes to the design criteria. Regarding bullet point 6, the word "recognize" would be substituted for the word "create". The Committee further suggested the addition of a bullet point indicating that the space should be "inviting at night". The Committee also suggested that the design criteria indicate that there may be a potential informative element to the design of the space and to visual art components.

The next meeting of the African Burial Ground Committee will be Tuesday, August 28, 2007, at 4:00 p.m.

Motion to adjourn was made by Vernis Jackson and seconded by Mary Bailey, all concurred. The meeting adjourned at approximately 5:15 p.m.

Submitted by: Assistant City Attorney Suzanne Woodland