

DRAFT
**MEETING MINUTES OF THE PORTSMOUTH
PUBLIC ARTS REVIEW COMMITTEE (PARC)**

April 24, 2024 - 5:15 – 6:30 PM

Conference Room A

Members Present: Chris Dwyer, Ellen Fineberg, Ernie Greenslade, Beth Hartnett, Robin Lurie-Myerkopf, Jen Meister, Lennie Mullaney, Alyssa Murphy, Nancy Pearson, Mara Witzling
Absent: City Councilor Kate Cook

City Council/Staff: Sean Clancy

1. Welcome and Agenda review
2. Vote to accept minutes of the March 27, meeting. *Motion made by Lennie Mullaney, Seconded by Jen Meister. Motion passed unanimously.*
3. Updates

Final schedule of meetings: April 24, May 29, June 26, July 31, August 28, September 25, October 23, November 20, December 18- *No major absences anticipated for future meetings that could affect quorum.*

Requested changes to ordinances- *The Council accepted and sent to Governance Committee for work with Legal Department.*

Cod and the Mortal Sea contract process- *Contract between PNH400, City of Portsmouth and Terrence Parker is still in process. Anticipated installation in late fall.*

For the future- there is a need to create a form to document donations and donor intent.
4. Criteria for accepting donated works of art- *Jen led the committee through some of the bullet points to be considered to be added to the criteria already posted on the PARC webpage (<https://www.cityofportsmouth.com/city/public-art-definition-criteria>). The committee suggested edits which Jen will make before posting.*
Vote to accept with edits as an addendum to criteria motion made by Mara Witzling, seconded by Robin Lurie-Myerkopf. Motion passed unanimously.
5. Peirce Island Project

RFP posted 4/8 <https://www.cityofportsmouth.com/finance/purchasing-bids-and-proposals>

Key dates: Questions due 4/29

Responses posted 4/30

Proposals 5/24

Review week of 5/27

Finalist interviews week of 6/3

Notification 6/10

Contract 7/15

Volunteers for screening/organizing: May 28

May 29 meeting review/scoring- *Will be done in-person as a group, no electronic materials.*

Additional reviews, as needed by number of proposals, on May 30.
Committee will adhere to City's procurement processes.

The committee discussed the questions that had been received including a question requesting additional information about the site. Sean and Chris will provide additional dimensions and photos in the responses. Most questions received were routine questions about submittal. We suggested adding a note calling applicants attention to reading the full document, not only the first page of the posting.

After reviewing a list of our collective qualifications, the committee discussed possible additions for the review process. Sean will contact public works, trees/greenery and recreation committee for possible additions. Alyssa will seek an interested high school student. Ernie will contact Leah Woods, UNH faculty member who served on the Endeavor sculpture committee.

6. Pride Crosswalks- *Discussion postponed with suggestion to review the model used by Westport, CT.*

7. Public Comment

Motion to adjourn meeting made by Ellen Fineberg, seconded by Jen Meister. Motion passed.

Next meeting: May 29, 2024

Respectfully submitted,
Nancy Pearson