

Hightstown Cultural Arts Commission

Wednesday, September 24, 2014
7:30 pm @ Hightstown Library



MINUTES

Call to order: Rick Pratt, Planning Board member called the meeting to order at 7:32 pm, and had all present introduce themselves and give their background.

Open Public Meeting Act Statement: Rick Pratt read the Open Public Meetings Act Statement:

Roll Call :

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|--------------------------|---------|
| Commissioner Boknoski: | Present |
| Commissioner Bussone: | Absent |
| Commissioner Fabian: | Present |
| Commissioner Harrington: | Present |
| Commissioner Howard: | Present |
| Commissioner Liao: | Present |
| Commissioner Miller: | Present |
| Commissioner Rivera: | Absent |
| Commissioner Rodrigue: | Present |
| Commissioner Shahn: | Present |
| Council Liaison Misiura: | Present |

Review / Approval of Minutes: Being the first meeting of the newly formed commission, there were no previous minutes to review. No meeting schedule was set for the remainder of the year beyond October. The next meeting will be October 22nd at 7:30pm. Location to be determined.

Public Comment: Rick Pratt went through the catalysts for creation of the commission, the proposed goals, and the gathered information to date:

Officers: Rick asked for volunteers for Chair, Vice-chair and Secretary. There were no volunteers. This remains an open item.

Procedures: Rick went over the need for a quorum, agenda, meeting minutes, Open Public Meetings Act, OPRA and email etiquette. Also, as no chair exists, the commissioners asked that they all have access to the borough email address for the commission. **Rick will forward the instructions via email.** Also, someone should be appointed to pick up mail at borough hall at least once a month. The mail slot is just inside the door on the right in a small wall cabinet. The slot above Historic Preservation. Mailing address for incoming mail should be Hightstown CAC, 156 Bank Street, Hightstown, NJ 08520.

Correspondence: Anything sent out by the commission should be cc'd to the Borough Clerk, Debra Sopronyi at: clerk@hightstownborough.com. Additionally, anything that should be part of the permanent file such as pamphlets, brochures, incoming letters, etc. All of the printed material discussed below will be given to the clerk to file.

Art Master Plan: Rick discussed the concept behind an Art Master Plan and that it is referred to in the Planning Board Master Plan Re-examination. Downtown Hightstown has agreed to pay for two hours of consultant Tom Moran's time, and Rick showed an example from Hamilton Township and several examples of graphic maps from other towns.

The commission felt that it was too early to begin the master plan portion. They would like to find out who the local artists are (including Roosevelt and East Windsor) and what their type of art is, possible via some type of event. Also, the commissioners should walk around town and consider locations for types of art before the art master plan discussion.

Art Hub: The commission should be a hub of sorts coordinating with other Borough Commissions and other town's Commissions towards scheduling, promoting, and interacting with their events, plans, grants, proposed works, etc.

Rick discussed the Outdoor stage in Association Park, Shakespeare in the park summer camp, the Art Station, Downtown Hightstown, Peddie School, Planning Board, Housing Authority, businesses, general public, Princeton Arts Council, West Windsor Arts Council, etc. And, to meet with the above concerning placement and types of art at/on various Borough locations.

Goals: Rick read through the obligations from the ordinance Chapter 2-48.4, which are largely a to-do list. Additionally, he showed the commissioners PDFs from the Toledo (Ohio) Arts Commission such as: rules of acquisition, selection of art, placement, insurance, etc. **Rick will email a pdf of the document to the commission.** There will also need to be specifications and construction details for sculpture pad placement and other physical art installations when the time comes.

Promotion: The commission may use Downtown Hightstown (DTHT) as well as the local newspapers, other entities and venues to promote events, meetings, etc. DTHT has an online form to submit events, <http://www.downtownhightstown.org/contact/submitevent>

Budget: At this time the Borough Council has not set a budget for the commission. In addition to the Borough budget the commission should seek out grants. There is money available from the Ford Foundation, Art Pride and other searchable entities. New Jersey Council on the Arts, PlanSmartNJ, the Delaware Valley Regional Planning Commission <http://www.dvrpc.org/>, etc. may be able to assist finding available grants.

Sustainable NJ: Mr. Pratt discussed an email received from Keith LeProvost, the Director of the Housing Authority and member of the Environmental Commission regarding the CAC being able to contribute to Sustainable NJ points. **Rick will forward Keith's email to the commission.**

Events: Rick discussed the Hopewell Valley Arts Council stampede, where 68 life size fiberglass oxen were painted by local artists and set around Hopewell. This is an ongoing event which included printed materials and a website link. www.hvstampede.org

He also discussed the Somerset County Cultural & Heritage Commission's Gallery of Art on Traffic Control Boxes, which can be found at this link: <https://www.co.somerset.nj.us/publicworks/cultural/tcb.html>

Keeping in tune with that concept, Mr. Pratt discussed the possibility of painting the backs of all the way finding signs that we have downtown, County, State and Local, which provide an easy canvas. Additionally, something similar to the Hopewell Stampede could be painting the backs of Stop signs in town, and providing a map. Something along the lines of “Art is all around us. STOP and look around...back”

Rug Mill: The rug mill progress was brought up by the commission. Rick Pratt briefly discussed the possibility that it will be purchased soon by a developer interested in rehabilitating it into, among other things, Artist’s live/work lofts. Mr. Pratt had the opportunity to visit a mill in Beacon, NY which was recently completed by this developer. He showed the April 2014, free pamphlet called Art Talk <http://www.arttalk.com/> from downtown Beacon, NY showing all the art events, art establishments as well as pictures of the completed mill.

Requests: None.

Old Business: N/A

New Business: None

Commissioner Comments: Occurred within the meeting.

Adjournment: The meeting was adjourned at approximately 9pm.

Next Meeting: October 22, 2014, Location to be announced.