



Minutes

3:30 p.m., December 19th, 2019

Room 326, City-County Building

1. Call meeting to order by Chairman John Moore at 3:30.

A quorum was established.

a. In Attendance: John Moore, Lou Archambault, Kristin Drees, Nick Ladas, Ed Noonan, Susan Steffens, Jennie Stapp, Peggy Benkelman, Kathy Macefield

b. Excused: Abigail St. Lawrence, Maragaret Strachan

Guests: Erin Powers, Brett Boundy

2. Approve minutes from November 2019 Meeting

Kristin Drees moved to approve the minutes from the November 21st, 2019 meeting. Ed Noonan seconded the motion.

Unanimous in favor. Minutes approved.

3. Plan for preserving ghost signs

Discussion with Kevin Keeler. Kevin was involved with the painting of Eddy's Bread and Palmquist Electric ghost signs. It was suggested is it better to put out an RFP or have signs designated as sole-source funding. Kevin suggested again using Nancy Bennett as she has the most experience. There are other "Wall Dogs" sometimes available. They have a webpage <http://thewalldogs.com/>. They also have events – next available is 2023. There is a grant associated with them. They arrive in your community and complete a couple of projects (2). Kevin suggested we update the Firestone sign and get money and input from company as well as a donation. Should Firestone accept, Kevin wants to know where to put the money. Kevin will pursue the donation. HPAC needs to get permissions from building owners and gage their level of interest. It is best to have a project lead for each sign. The city and HPAC should also have a celebration and tout the city for engaging in preservation. There may be several ways to bid on a project – Single or RFP. HPAC will discuss with the proper city personnel.

4. Proposal for new mural downtown

Wanted Erin- Farris Olson to discuss – she did not come to the meeting. We will invite her for next month.

5. Memorial Installation for Kyle Boundy

Language was added to follow ADA requirements. Also, language was added on p.3 #7 about maintenance and lifespan of the structure. The proposal packets should be due

with a minimum of 60 days from the release date. These dates may be pushed back due to requirements from the Finance Dept. and the Parks Dept. A sample contract will be attached. Artists will need to provide proof of Liability and Workers Comp insurance before the City Attorney and City Manager can sign off on the contract. John thought that some of the money would remain in the Lost & Foundation for maintenance? Peggy Benkelman (coordinator) and Susan Steffens (Chair) will keep in touch with Kyle Boundy's parents.

6. Traffic Signal Boxes (state owned)

Peggy is still waiting for the State Encroachment permit. We have a verbal "OK", but that is not enough for the City of Helena to continue. Peggy is working with David Knoepke (City Streets) on this project. The RFP will have to be released pending approval by the streets department. HPAC is ready to get the RFP released. It will be promoted via Facebook, Website, MT Arts Council and Kristin will contact the High Schools.

7. Chalk Up Helena !

July 18th, 2020. Begin work on commissioning a new artist. Ed Noonan will research via the Holter.

8. HPAC chair and vice-chair

John Moore nominates Susan Steffens as new Chair and Kristin Drees and Vice-Chair. Ed Noonan seconds the motion. All in favor.

9. HPAC membership and succession

Peggy provides Terms of Office sheet for HPAC members. There will be 3 openings that will be filled by appointment by the Mayor. HPAC may consider having a student member join the board.

10. Public Comment

Big thank you to both John Moore and Ed Noonan for their service on the board. Susan Steffens has nominated John Moore for a MT. Council Award.

Kathy Macefield said that HPAC does not have a set of bylaws, but maybe it would behoove them to have a set. Ed Noon mentioned that the City of Helena is establishing a specific structure for advisory boards, so maybe it is better to wait.

Meeting adjourned at 5:00 pm

11. Next Meeting January 16th at 3:30PM in room 326