

From: [Michael Behrendt](#)
Subject: Arts in Reach - traffic and licensing
Date: Wednesday, October 18, 2023 11:17:08 AM

To the Planning Board (and TRG),
Please see my questions to Arts in Reach at the bottom and responses from Jennifer Minicucci below.

Michael Behrendt

Durham Town Planner
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From: Jennifer Minicucci <jennifer@artsinreach.org>
Sent: Tuesday, October 17, 2023 9:40 PM
To: Michael Behrendt <mbehrendt@ci.durham.nh.us>
Cc: Cori McGrath <cmcgrath@alandrealty.com>
Subject: Re: Arts in Reach - traffic and licensing

Hi Michael,

Thank you for reaching out! Arts In Reach is a 501(c)(3) nonprofit in good standing with the Charitable Trusts unit of the NH Secretary of State Department. No license is currently required, nor will be when our programs are held in one consistent location as opposed to multiple..

We have a staff of five. We have hybrid schedules where we work most often from home, except when running programs. The two administrative staff members currently work in the office 1-2 times per week, usually from 10 or 11am until 4 - 7pm. That schedule may stay the same, or the number of days may increase to oversee any renovations, but that is still to be determined.

Our three programming staff members will likely come into the office 4 days per week. Arriving in the afternoon, between 12 and 2pm, and leaving around 7:30pm. One of our programming staff intends to walk from her home in Madbury as often as possible. We do not anticipate increasing staff numbers

for the foreseeable future, but we do sometimes have guest artists facilitate programs.

The participants arrive around 3:30pm and leave at 6:30pm. They mostly arrive via 1 passenger van to all of our programs, the rest in 3-4 cars. If someday we are able to hold two programs concurrently, we have two passenger vans to put into use. It's possible that Oyster River may drop some kids off on the school bus route, but that is unknown. Rt. 108 is also on the public bus route and we would encourage our participants to take advantage of any opportunities for public transportation.

We will likely hold Saturday programs 1 - 2 times per month, maybe 10am - 3pm for staff, 11am-2pm for participants? We are trying this out now.

We have not done this to date, but we have discussed hosting social events for the participants on a Friday or Saturday evening maybe a couple of times a year. They would end no later than 9:00pm.

In the summer, we hold programs 5 days per week, 5 weeks per summer, from 10-3. Program staff will arrive at 9:00am and leave around 4pm. Our school vacation week programs have similar hours.

I hope that answers your questions! Please let me know if any additional questions arise!

Thanks so much,
Jennifer

Jennifer Minicucci | She/her
Executive Director | Arts in Reach | Encouraging Growth Through the Arts
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On Tue, Oct 17, 2023 at 4:33 PM Michael Behrendt
<mbehrendt@ci.durham.nh.us> wrote:

Hi Jennifer,

I was asked two things:

- Is there any state licensing that Arts in Reach needs? Would any new licensing be needed for a new site?

What do you estimate the trip generation to be? How many vehicles coming to and leaving the site and when? Do all of the teens come via a van? How many employees would there be and when do they come and go?

Thanks.

Michael Behrendt

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