



TOWN OF LEDYARD

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Ledyard Farmers Market Committee Meeting Minutes

Chairman Pamela Ball

Regular Meeting - Hybrid Format

Wednesday, February 4, 2026

5:30 PM

Town Hall Annex - Hybrid Format

In-Person Location goes here

Join Zoom Meeting from your Computer, Smart Phone or Tablet:

<https://ledyardct.zoom.us/j/81361905505?pwd=l39caOJb6nm4GGzblZpCcrsNaE8XHq.1>
Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 813 6190 5505; Passcode: 992247

I. CALL TO ORDER

. The Meeting was called to order by Committee Chairman Pamela Ball at 5:30 p.m.

Chairman Ball welcomed all to the Video Conference Meeting; and she noted that the remote meeting information for the Farmers Market Committee and members of the Public to participate in tonight's meeting was available on the Agenda that was posted on the Town's Website - Granicus-Legistar Meeting Portal.

II. ROLL CALL

Present Chairperson Pamela Ball
Commissioner Ellin Grenger
Commissioner Allison Troy
Recording Secretary Sarah Martic
Chairperson Ethan Foltz
Excused Treasurer William Thorne

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None.

V. MEMBER COMMENTS

None.

VI. TREASURER'S REPORTS

- Farmers Market Committee Financial Reports:
- Year to Date Report - December 31, 2025
- Purchase Orders Report - December 31, 2025

Chairman Ball, in Treasurer Bill Thorne's absence, presented the following Munis Reports, noting that their available balance was \$23,219.99:

- Year to Date Report - January 27, 2026
- Purchase Orders Report - January 27, 2026

MARKET MANGER'S REPORT

None.

VIII. APPROVAL OF MINUTES

MOTION to approve the Farmers Market Regular Meeting Minutes October 1, 2025

Moved by Ms. Ball, seconded by Mr. Foltz

VOTE: 5 - 0 Approved and so declared

IX. OLD BUSINESS

1. Preparations for the 2026 Summer Market.

Vendor Fees

At the previous meeting, the Committee suggested increasing the food truck vendor fee. As Ms. Grenger was unable to attend the previous meeting, the team agreed to allow Ms. Grenger and Ms. Ball to determine the amount. Ms. Grenger and Ms. Ball decided to increase the Food Truck Vendor Fees from \$50.00 to \$60.00 per Market. Other vendor fees would remain the same as 2025.

RESULT: COMPLETED

Vendor Applications

Chairman Ball stated the Vendor Applications would "Go-Live" on February 5, 2026.

The Committee discussed designating one "Guest Spot" per Market.

RESULT: CONTINUE

Subscriptions

Chairman Ball reported that they would soon need to move to the next MailChimp Plan, because they were close to 1,500 subscriber limit.

RESULT: CONTINUE

2. Discussion regarding 2026 Weekly Themes

Chairman Ball noted that she would send the List of Themes to the Team so everyone would have the Themes/Dates. The Committee agreed to add in the Children's Museum of Niantic when dates are available.

RESULT: CONTINUE

3. Discuss purchasing a computer, printer, and ink for the Farmers Market Committee to conduct business.

Mr. Foltz reported on the Computer and associated equipment and cost estimates as follows:

- ✓ Dell 13th Generation Laptop: \$570.00
- ✓ Mac Book Air Laptop: \$799.00
- ✓ Brother Wireless Laser Color Printer: \$344.00

The Committee agreed that they would likely go with the Dell 13th Generation Laptop and the Brother Wireless Laser Color Printer.

Chairman Ball stated that a laminator, useful for waterproofing signs, was inexpensive and readily available.

Chairman Ball went on to note at their January 27, 2026 the Committee approved to increase their Non-Recurring (CorPay Credit Card) Purchase Order #2026-0730 by \$3,000 to cover costs for the Computer, Printer, and for Supplies and Materials for the New Gate.

RESULT: CONTINUE

4. Discuss creating a Venmo Account; that would allow the Farmers Market to to send and receive money, pay bills, etc.

The Girls Scouts use the Leaders Venmo App and then transfer the money to their other accounts. The Committee discussed that they could try doing this as well.

RESULT: CONTINUE

5. Any Old Business proper to come before the Committee
INone.

X.. NEW BUSINESS

1. Any New Business proper to come before the Committee

None

XI. NEXT MEETING

- March 4, 2026

XII. ADJOURNMENT

Without objection the meeting adjourned the meeting at 5:54 p.m.

Respectfully submitted,

Pamela Ball
Committee Chairman

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.