



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Ledyard Farmers Market Committee

### ~ AGENDA ~

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

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

V. MEMBER COMMENTS

VI. TREASURER'S REPORTS

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

**Attachments:** [FM-YTD-REPORT-2026-01-27](#)  
[FM-PURCHASE ORDERS-FYE-2026-01-27](#)

VII. APPROVAL OF MINUTES

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

**Attachments:** [FM-MIN-2026-01-07](#)

MARKET MANGER'S REPORT

VIII. OLD BUSINESS

1. Preparations for the 2026 Summer Market.
2. Discussion regarding 2026 Weekly Themes
3. Discuss purchasing a computer, printer, and ink for the Farmers Market Committee to

conduct business.

4. Discuss creating a Venmo Account; that would allow the Farmers Market to to send and receive money, pay bills, etc.
5. Any Old Business proper to come before the Committee
- XI. NEW BUSINESS
1. Any New Business proper to come before the Committee
- X. NEXT MEETING

March 4, 2026

XI. ADJOURNMENT

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



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0157

**Agenda Date:** 2/4/2026

**Agenda #:**

---

## REPORT

### Staff/Committee Report:

- Farmers Market Committee Financial Reports:
  - Year to Date Report - January 27, 2026
  - Purchase Orders Report - January 27, 2026

# Town and Schools of Ledyard

## YTD REPORT TOWN COUNCIL 11/19/2025

FOR 2026 12									
ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
20810201 DONATIONS/GRANTS EXPENSES		APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES		BUDGET	USED
54201 FARMERS MARKET									
24201 FARMERS MARKET									
TOTAL FARMERS MARKET		28,102	1,695	29,797	5,660.55	7,301.56		16,835.01	43.5%
TOTAL DONATIONS/GRANTS EXPENSES		28,102	1,695	29,797	5,660.55	7,301.56		16,835.01	43.5%

# Town and Schools of Ledyard



## YTD REPORT TOWN COUNCIL 11/19/2025

FOR 2026 12								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	28,102	1,695	29,797	5,660.55	7,301.56	16,835.01	43.5%	
** END OF REPORT - Generated by ROXANNE MAHER **								

## PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2026/12      Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION	STATUS
20810201 DONATIONS/GRANTS EXPENSES						
0208-00-1020-00000-54201 -24201 FARMERS MARKET						
900260 WILLIAM THORNE	20260034	2026/01	200.00	200.00	Farmers Mrkt-2026-Bill	Posted
900293 R & B APPAREL PLUS LLC	20260035	2026/01	1,500.00	1,500.00	Farmers Mrkt-2026 R&B A	Posted
901975 LEDCOM, INC	20260051	2026/01	392.17	392.17	Farmers Mrkt 2026-Villa	Posted
902139 COPY CATS INC	20260060	2026/01	1,000.00	1,000.00	Farmers Mrkt 2026 Copy	Posted
903136 PAMELA BALL	20260079	2026/01	1,000.00	1,000.00	Farmers Mrkt 2026- Pam	Posted
903558 BEN FREIERT	20260088	2026/01	300.00	300.00	Farmers Mkrt 2026 Ben F	Posted
904094 UNITED SITE SERVICES NORTHEA	20260093	2026/01	280.00	280.00	Farmers Mrkt 2026-Unite	Posted
904284 JPO PRODUCTIONS LLC	20260100	2026/01	125.00	125.00	Farmers Mrkt 2026 JPO P	Posted
904608 CWPM LLC	20260107	2026/01	461.00	461.00	Farmers Mrkt 2026-CWPM	Posted
905089 ALLISON TROY	20260112	2026/01	200.00	200.00	Farmers Mrkt 2026- Alli	Posted
905458 KEVIN SALLEY	20260120	2026/01	25.00	25.00	Farmers Mrkt 2026- Kevi	Posted
905463 AUSTIN L NEAL	20260121	2026/01	250.00	250.00	Farmers Mrkt 2026- Aust	Posted
905492 JEFFREY LEWIS	20260122	2026/01	150.00	150.00	Farmers Mrkt 2026- Jeff	Posted
905500 CORPAY INC	20260729	2026/01	866.15	866.15	Farmers Mrkt 2026- CorP	Posted
905500 CORPAY INC	20260730	2026/01	130.24	130.24	Farmers Mrkt 2026- CorP	Posted
905500 CORPAY INC	20262191	2026/04	97.00	97.00	Farmers Mrkt-CorPay-Cha	Posted
	VENDOR TOTAL		1,093.39	1,093.39		
905776 ALEXANDER COHEN	20260717	2026/01	250.00	250.00	Farmers Mrkt 2026 Alex	Posted
905787 ELENA DEWIRE	20261296	2026/01	75.00	75.00	Farmers Mrkt-Elena Dewi	Posted
	ACCOUNT TOTAL		7,301.56	7,301.56		
	20810201 ORG TOTAL		7,301.56	7,301.56		

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2026/12      Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION	STATUS
0208 DONATIONS AND GRANTS			FUND TOTAL	7,301.56	7,301.56	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2026/12      Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION	STATUS
REPORT PO TOTAL			7,301.56			

\*\* END OF REPORT - Generated by ROXANNE MAHER \*\*



## SUMMARY OF FUNDS

YEAR/PERIOD: 2026/12      Amounts Include Unposted AP Invoice Liquidations

FUNDS	DESCRIPTION	PO TOTAL	GRAND TOTAL
0208	DONATIONS AND GRANTS	7,301.56	7,301.56

\*\* END OF REPORT - Generated by ROXANNE MAHER \*\*



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 26-0158

**Agenda Date:** 2/4/2026

**Agenda #:**

---

## MINUTES

### **Minutes:**

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



Chairman Pamela Ball

TOWN OF LEDYARD  
CONNECTICUT

LEDYARD FARMERS' MARKET COMMITTEE  
REGULAR MEETING

HYBRID FORMAT  
~ MINUTES~

741 Colonel Ledyard Highway  
Ledyard, CT 06339

<http://www.ledyardct.org>

Roxanne M. Maher  
(860) 464-3203

Wednesday, January 7, 2026

5:30 PM

Annex Meeting Room- Annex Building

**DRAFT**

- 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 –

Attendee Name	Title	Status	Location	Arrived	Departed
Pamela Ball	Chairman Pro-tem/Manager	Present	In-Person	5:30 pm	6:15 pm
Ellin Grenger	Committee Member	Absent			
Sarah Martic	Recording Secretary	Present	In-Person	5:30 pm	6:15 pm
Bill Thorne	Alternate Member/Treasurer	Present	Remote	5:30 pm	6:15 pm
Allison Troy	Committee Member	Present	Remote	5:30 pm	6:15 pm
Ethan Foltz	Committee Member	Present	Remote	5:30 pm	6:15 pm
April Brunelle	Town Council Liaison	Present	Remote	5:30 pm	6:15 pm
Kat Duval	Resident	Present	In-Person	5:30 pm	6:15 pm

- III. RESIDENTS & PROPERTY OWNERS COMMENTS – None.

- IV. PRESENTATIONS – None.

- V. MEMBER COMMENTS – None.

- VI. TREASURER REPORT

Treasurer Bill Thorne noted the following Munis Reports were provided:

- Year to Date Report – December 31, 2025
- Purchase Orders Report – December 31, 2025

Mr. Thorne reviewed the following Financial Summary

Summary Market FY 25-26		
	as of Dec 31 2025	
Carryover from FY 24-25	\$28,102.31	
Market 25 deposits	\$805.00	
Total Carryover plus deposits	\$28,907.31	
FY 25- 26 Expensed	\$5,660.55	includes an positive adjustment of \$426.89
Total remaining (not spent)	\$23,246.76	

VII. MARKET MANAGER REPORT – Mrs. Ball noted that she had a few things that she would discuss later in the meeting. Mrs. Ball also introduced K Duval as a town resident who would be taking over the market email newsletter.

VIII. APPROVAL OF MINUTES

MOTION to approve the Farmers Market Committee Minutes of October 1, 2025

Moved By Mrs. Ball, seconded by Ms. Martic

VOTE: 4 – 0 Approved and so declared

IX. OLD BUSINESS – None.

X. NEW BUSINESS

1. Preparations for the 2026 Summer Market.

- 2026 Summer Market would Kick-Off on Wednesday, June 3, 2026.
- Vendor Fees – discussed raising vendor and/or food truck fees as market expenses were fairly close to the market income. Decided to increase food truck fees by a marginal amount; amount to be determined by P Ball and E Grenger and amount was pre-approved by the team. No increase is planned for regular vendors this season.
- Vendor Applications – Mrs. Ball would be working on the applications and would have ready for the February 4, 2026 meeting

**RESULT: CONTINUED**

**Next Meeting: 2/4/2026 5:30 pm**

2. Discussion regarding 2026 Weekly Themes – Deferred to their February 4, 2026 meeting.

Discussed repeating most popular themes from last year based upon input from A Troy Bennet as to which were most popular among the children. No specific themes or dates decided.

**RESULT: CONTINUED**

**Next Meeting: 2/4/2026 5:30 pm**

3. Discuss extending the dates of the Market for the 2026 Season.

The Farmers Market Committee agreed to keep the number of Market Weeks the same as last year. Start date Wednesday June 3, 2026 to September 16 2026.

**Post Meeting Note:** Mrs. Ball emailed Parks, Recreation & Senior Citizens Director Scott Johnson, Jr. with the Market dates.

**RESULT:**

**16 week season**

4. Discuss purchasing a computer, color printer, laminator, paper and ink for the Farmers Market Committee to conduct business.

The Farmers Market Committee agreed to allocate funding to purchase a computer and printer to use to conduct their business. Mrs. Ball asked E Foltz to obtain prices for their next meeting.

MOTION to allot \$2,000 for the purchases of a computer and printer.

In addition increase the non-recurring PO by this amount.

Moved by Mrs. Ball, seconded by Ms. Martic

Discussion: The Farmers Market Committee agreed to allocate funding to purchase a computer and printer to use to conduct their business. Mrs. Ball asked E Foltz to obtain prices for their next meeting.

VOTE: 4 – 0 Approved and so declared

**RESULT: APPROVED 4 – 0**

**MOVER:** Pam Ball, Committee Chairman

**SECONDER:** Sarah Martic, Recording Secretary

**AYES:** Pam Ball, Ethan Foltz, Sarah Martic, Allisson Troy

**ALTERNATE:** Bill Thorne

**EXCUSED:** Ellin Grenger

5. Venmo Account

Ms. Ball, provided some background noting that the Farmers Market was currently using Square and Venmo accounts of team members to accept non-cash donations. The team discussed setting up a market Venmo Account to provide more flexibly for the Vendors and patrons; input from A Brunelle and S Martic was noted. She stated that she would obtain more information about the Venmo Account for discussion at their next meeting.

The team further decided to approach the town with this idea after the town budget was approved.

**RESULT: Deferred until after town budget is approved.**

6. Any other New Business proper to come before the Committee

- Gates on Congregational Church property

MOTION to allot \$1,000 repair/replace the gates between the Bill Library and the lower town green by the Church.

In addition, the non-recurring PO by this amount.

Moved by Mrs. Ball, seconded by Ms. Martic

Discussion: The Committee noted that they were the main users of the gate between the Bill Library and the lower town green by the Church, and that it was in need of repair.

Mrs. Ball presented the idea to the Church Council, and it was approved unanimously.

Mr. Thorne stated that he would find out the cost to repair/replace the gates, and report back at their next meeting.

VOTE: 4 – 0 Approved and so declared

**RESULT: APPROVED 4 – 0**

**MOVER:** Pam Ball, Committee Chairman

**SECONDER:** Sarah Martic, Recording Secretary

**AYES:** Pam Ball, Ethan Foltz, Sarah Martic, Allisson Troy

**ALTERNATE:** Bill Thorne

**EXCUSED:** Ellin Grenger

- Ordinance: #300-029 (rev-1) *“An Ordinance Regarding Control Of Alcoholic Beverages at Town of Ledyard Facilities”*

Mrs. Ball discussed revising the town ordinance allowing the sales of beer and wine to include the sale of spirits.

**Post Meeting Note** – A Draft of revised ordinance sent to Mayor; revisions also included exclusion for Market vendors to sell items packaged in or made from glass/ceramics.

**RESULT: CONTINUED**

**Next Meeting: 2/4/2026 5:30 pm**

XI. NEXT MEETING

- February 4, 2026

XII. ADJOURNMENT

MOTION to adjourn the meeting at 6:15 p.m.  
Moved by Mr. Thorne, seconded by Ms. Ball

**VOTE: 4- 0 Approved and so declared**

Respectfully submitted,  
Pamela Ball  
Committee Chairman



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-3048

**Agenda Date:** 2/4/2026

**Agenda #:** 1.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Preparations for the 2026 Summer Market.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)





# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-3068

**Agenda Date:** 2/4/2026

**Agenda #:** 2.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Discussion regarding 2026 Weekly Themes

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-3069

**Agenda Date:** 2/4/2026

**Agenda #:** 3.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

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

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 25-3070

**Agenda Date:** 2/4/2026

**Agenda #:** 4.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

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

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)