



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Ledyard Farmers Market Committee ~ AMENDED AGENDA ~

Chairman Pamela Ball

Regular Meeting - Hybrid Format

Wednesday, May 6, 2026

5:30 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Zoom Meeting Link:

<https://ledyardct.zoom.us/j/87268715745?pwd=3o9aSeU9ObHgab8cboNWuAQMsFo7yK.1>

Meeting ID: 872 6871 5745

Passcode: 348744

One tap mobile:

+16465588656,,87268715745#,,,,*348744# US (New York)

I. CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

V. MEMBER'S COMMENTS

VI. TREASURERS REPORT

1. Financial Reports.

Attachments: [Farmers Market Year to Date Report 4-28-26](#)
[Farmers Market Purchase Order Report 4-28-26](#)

VII. MARKET MANAGER REPORT

1. Chairperson Report.

VIII. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE Regular Meeting minutes from April 1, 2026, as written.

Attachments: [Farmers Market Minutes 4-1-26](#)

IX. OLD BUSINESS

1. Discussion regarding 2026 Weekly Themes.
2. Preparations for the Summer 2026 Market, continued.

3. Any Other Old Business to Come before the Committee.

X. NEW BUSINESS

1. MOTION to enter Executive Session to discuss Vendor Contracts.
2. Any Other New Business to Come before the Committee.

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 #: 26-0593

Agenda Date: 5/6/2026

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Financial Reports.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Town and Schools of Ledyard



YEAR-TO-DATE BUDGET REPORT 4-28-26

FOR 2026 13								
ACCOUNTS FOR:		ORIGINAL	TRANFRS/	REVISED			AVAILABLE	PCT
0208	DONATIONS AND GRANTS	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES	BUDGET	USED
20810201 DONATIONS/GRANTS EXPENSES								
20810201	54201 24201 FARMERS MA	28,102	1,695	29,797	5,985.77	9,976.34	13,835.01	53.6%
	TOTAL DONATIONS/GRANTS EXPENSES	28,102	1,695	29,797	5,985.77	9,976.34	13,835.01	53.6%
	TOTAL DONATIONS AND GRANTS	28,102	1,695	29,797	5,985.77	9,976.34	13,835.01	53.6%
	TOTAL EXPENSES	28,102	1,695	29,797	5,985.77	9,976.34	13,835.01	

YEAR-TO-DATE BUDGET REPORT 4-28-26

FOR 2026 13								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	28,102	1,695	29,797	5,985.77	9,976.34	13,835.01	53.6%	

** END OF REPORT - Generated by Christina Hostetler **

Town and Schools of Ledyard



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	571.07	571.07	Farmers Mrkt 2026- CorP	Posted
905500 CORPAY INC	20260730	2026/01	3,100.10	3,100.10	Farmers Mrkt 2026- CorP	Posted
905500 CORPAY INC	20262191	2026/04	97.00	97.00	Farmers Mrkt-CorPay-Cha	Posted
	VENDOR TOTAL		3,768.17	3,768.17		
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		9,976.34	9,976.34		
	20810201 ORG TOTAL		9,976.34	9,976.34		

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	9,976.34	9,976.34		

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			9,976.34			

** END OF REPORT - Generated by Christina Hostetler **

SUMMARY OF FUNDS

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

FUNDS	DESCRIPTION	PO TOTAL	GRAND TOTAL
0208	DONATIONS AND GRANTS	9,976.34	9,976.34

** END OF REPORT - Generated by Christina Hostetler **



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0594

Agenda Date: 5/6/2026

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Chairperson Report.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0595

Agenda Date: 5/6/2026

Agenda #: 1.

MINUTES

Minutes:

Motion to APPROVE Regular Meeting minutes from April 1, 2026, as written.



TOWN OF LEDYARD

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Ledyard Farmers Market Committee Meeting Minutes

Chairman Pamela Ball

Regular Meeting - Hybrid Format

Wednesday, April 1, 2026

5:30 PM

Town Hall Annex - Hybrid Format

I. CALL TO ORDER

The Regular Meeting was called to order by Chairperson Ball at 5:40 p.m.

II. ROLL CALL

- Present** Chairperson/Market Manager Pamela Ball
Commissioner Ellin Grenger
Commissioner Ethan Foltz
Recording Secretary Sarah Martic
- Excused** Commissioner Allison Troy
- Alternate** Treasurer William Thorne

Ethan Folz and Ellin Grenger were present via Zoom.
Also in attendance was April Brunelle, Town Councilor (via Zoom).

III. RESIDENTS & PROPERTY OWNERS COMMENTS

None.

IV. PRESENTATIONS / INFORMATIONAL ITEMS

None.

V. MEMBER COMMENTS

None.

VI. TREASURER'S REPORT

- 1. · Farmers Market Committee Financial Reports:
 - Year to Date Report - March 25, 2026
 - Purchase Orders Report - March 25, 2026

Mr. Thorne reported that checks are just starting to come in and he provided a summary;
Starting balance - \$23,246
Total amount spent - \$346
Total amount of checks that have been processed (checks received but not processed are not included in this amount) - \$1,395

Total amount available - \$34,000+
 The reoccurring credit card has been bumped up by \$3,000.
 For now, the purchase orders for the remainder of the fiscal year are sufficient.

Mr. Thorne said overall the budget is in good shape.

VII. MARKET MANGER REPORT

1. Market Manger Report.

- Applications are coming in.
- One vendor has already dropped out.
- The market is full, and mostly out of space. Chairperson Ball will evaluate the space to see if any other vendors can be squeezed in.
- Chairperson Ball met with Mr. Foltz to work on vendors, maps and dates.
- Chairperson Ball and Ms. Grenger created a food truck schedule. There were 150 Food Truck inquiries and only room for 100 of them.
- The market made it into the voting round of the CT Insider Best of Connecticut, (top five of the County). A voting link was posted on Facebook as well as in email blasts.
- It was decided to sell the T-shirts left from last year. Mr. Thorne will count how many shirts are left by size.
- Chairperson Ball said she will share the new T-shirt design which includes Daisy May and a piglet. If there are no objections, Ms. Grenger will use the design to order new T-shirts for the team.
- Volunteer Liam made 200 water bottle stickers which will be placed on a table requesting a \$1.00 donation per sticker.
- Suggestion to purchase two more "no dogs under the pavilion" signs. One for the tarmac and the other for the food booth area, maybe even a third one in the parking lot.
- All of the market bags were sold last year.
- Since Vendors have complained about smokers in the past, Chairperson Ball would like to order "no smoking on Town property" signs. Maybe Scott Johnson, Parks and Recreation Director can order the signs since it's a Town policy. Mr. Thorne will speak to Mr. Johnson.

VIII. APPROVAL OF MINUTES

1. MOTION to approve the Farmers Market Committee Minutes of March 4, 2026

RESULT: APPROVED AND SO DECLARED

MOVER: Pamela Ball

SECONDER: Ellin Grenger

AYE 4 Ball Grenger Foltz Martic

EXCUSED 1 Troy

IX. OLD BUSINESS

1. Preparations for the 2026 Summer Market.

- Mr. Thorne will speak to Public Works about posts for the gate.

- The parking lot is scheduled to be re-milled and will be in good shape for the Market.

2. Continue to discuss layout of Market to accommodate more Vendors each week.
Discussed under Managers report.
3. Updated on Sound System for the Lower Town Green.
No comments.
4. Decide on timeline to purchase a computer, printer, and ink for the Farmers Market Committee to conduct business.

Mr. Foltz will send the order information to the new Administrator and have the order placed. Mr. Thorne suggested using an account that the Town already has created such as Amazon which is set up as tax-exempt. Mr. Thorne will donate an external hard drive which will provide more than enough storage for the Committee's needs.

5. Any Old Business proper to come before the Committee
None.

X. NEW BUSINESS

1. MOTION to enter Executive Session to discuss Vendor Contracts.
Executive session was entered at 5:59 p.m. and exited at 6:04 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Pamela Ball

SECONDER: Sarah Martic

AYE 4 Ball Grenger Foltz Martic

EXCUSED 1 Troy

2. Any New Business proper to come before the Committee

Chairperson Ball said there will be a great musical lineup this year as discussed in the Executive Session.

XI. ADJOURNMENT

Motion to ADJOURN the Regular Meeting at 6:36 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Pamela Ball

SECONDER: Sarah Martic

AYE 4 Ball Grenger Foltz Martic

ABSENT 1 Troy

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TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-3068

Agenda Date: 5/6/2026

Agenda #: 1.

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 #: 26-0596

Agenda Date: 5/6/2026

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Preparations for the Summer 2026 Market, continued.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0598

Agenda Date: 5/6/2026

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other Old Business to Come before the Committee.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0616

Agenda Date: 5/6/2026

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

MOTION to enter Executive Session to discuss Musician Contracts.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 26-0597

Agenda Date: 5/6/2026

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other New Business to Come before the Committee.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)