



TOWN OF LEDYARD  
CONNECTICUT

LEDYARD FARMERS' MARKET COMMITTEE  
REGULAR MEETING

741 Colonel Ledyard Highway  
Ledyard, CT 06339

<http://www.ledyardct.org>

Roxanne M. Maher  
(860) 464-3203

Chairman Lauriann Hary

HYBRID FORMAT  
~ MINUTES~

Wednesday, April 5 2023

5:30 PM

Town Hall Annex Building

**DRAFT**

- I. CALL TO ORDER – The Meeting was called to order by Committee Chairman Lauriann Hary at 5:30 p.m.

Chairman Hary 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	Recording Secretary/Treasurer	Present	In-Person	5:30 pm	6:15 pm
April Brunelle	Vice-Chairman	Present	In-Person	5:30 pm	6:15 pm
Ellin Grenger	Committee Member	Present	In-Person	5:30 pm	6:15 pm
Lauriann Hary	Chairman	Present	In-Person	5:30 pm	6:15 pm
Peter Hary	Committee Member	Present	In-Person	5:30 pm	6:15 pm
Sarah Martic	Committee Member	Present	In-Person	5:30 pm	6:15 pm
Bill Thorne	Committee Member	Present	Remote	5:30 pm	6:15 pm
Allison Troy	Committee Member	Absent			
Whit Irwin	Town Council Chairman – Liaison	Present	In-Person	5:30 pm	6:15 pm

- III. CITIZENS COMMENTS – None.

- IV. INFORMATIONAL ITEMS – None.

- V. MEMBER COMMENTS – None.

- VI. TREASURER REPORT

- Year to Date Report – March 30, 2023 - Balance: \$34,168.64

Treasurer Ms. Ball noted that the Year-to-Date Balance being reported in the Munis Financial System was \$34,168.64. However, she explained that it appears that the Committee’s \$15,611.73 year-end balance may have been carried over into the Munis System twice. She stated that she would be contacting the Finance Department to obtain clarification regarding the Committee’s current Year-to Date Balance.

Ms. Ball went on to report the following:

- Deposit of \$6,000.00 received from Vendor Applications Fees would be made.
- Total Operational Costs for the 2022 Market Season: \$7,000.00.
  
- Purchase Orders Report – March 30, 2023

It was noted that the following Committee Members needed to be reimbursed for miscellaneous expenses:

- PO#2023-0243- P. Ball for P.O. Box Rental
- PO#2023-0249 - L. Hary for Social Media Blue Host domain name.

VII. MARKET MANAGER REPORT – None.

VIII. APPROVAL OF MINUTES

MOTION to approve the Regular Meeting Minutes of March 1, 2023

Moved by Ms. L. Hary, seconded by Ms. Ball

VOTE: 7 – 0 Approved and so declared

IX. OLD BUSINESS

1. Continued preparations for the Famers’ Market 2023 Summer Season

• **Trash Collection:**

Ms. Ball reported that the trash cans cost \$150 for 6 cans from CWPM, LLC. She stated the total cost for the trash collection for 2022 was \$720.00; and that the cost would remain the same for the 2023 Market Season.

**RESULT: COMPLETED**

• **Website –**

With Heidi (Buttercup Designs) no longer maintaining the Ledyard Farmers’ Market Website, etc., Mr. P. Hary volunteered to be the Website Administrator and to also take on the Newsletter for 2023 Season.

**RESULT: CONTINUED**

**Next Meeting: 5/3/2023 5:30 p.m.**

- **Signage:**

Mr. P. Hary would confirm the “A” frame inserts; and take care of the 20- yard signs from Copy Cats.

**RESULT: CONTINUED**

**Next Meeting: 5/3/2023 5:30 p.m.**

- **Weekly Market Themes - Tracking**

Ms. Brunelle would take over the spreadsheets for the tracking and management of the vendors for Market’s previously approved weekly themes.

<i>June 2023</i>	<i>July, 2023</i>	<i>August 2023</i>	<i>September 2023</i>
✓ 7 <sup>th</sup> – “MEAT” You at the Market	✓ 5 <sup>th</sup> Red, White and Berry	✓ 2 <sup>nd</sup> Bubbles & Blooms	✓ 6 <sup>th</sup> Simply Sweet
✓ 14 <sup>th</sup> All American Artisans	✓ 12 <sup>th</sup> Backyard BBQ	✓ 9 <sup>th</sup> Farm Fresh	✓ 13 <sup>th</sup> Hometown Heroes
✓ 21 <sup>st</sup> Summer Solstice	✓ 19 <sup>th</sup> Christmas in July	✓ 16 <sup>th</sup> Beach Blanket Bingo	✓ 20 <sup>th</sup> “SEA” You Next Year
✓ 28 <sup>th</sup> CREAM of the Crop	✓ 26 <sup>th</sup> “Bee” Your Best	✓ 23 <sup>rd</sup> Bark’ N Brew	
		✓ 30 <sup>th</sup> Back to School	

**RESULT: COMPLETED**

- **Gate by Library**

Mr. Thorne would look into what needed to be done to address the gate by the Bill Library that was in desperate need of either repair or removal.

**RESULT: CONTINUED**

**Next Meeting: 5/3/2023 5:30 p.m.**

2. Any other Old Business proper to come before the Committee.- None.
- X. NEW BUSINESS
1. Any other New Business proper to come before the Committee.

- Coffee Vendor

It was noted that the Committee needed to find a new coffee vendor for the 2023 Summer Market Season.

**RESULT: CONTINUED**

**Next Meeting: 5/3/2023 5:30 p.m.**

XI. NEXT MEETING

Next Meeting date May 3, 2023.

The Committee noted that they may need to schedule an additional special meeting in May prior to the 2023 Summer Market Kick-Off scheduled for June 7, 2023 at the Lower Town Green.

XII. ADJOURNMENT

MOTION to adjourn meeting at 6:15 p.m.

Moved by Ms. L. Hary, seconded by Mr. P. Hary

VOTE: 7 - 0 Approved and so declared

Respectfully submitted,  
Lauriann Hary  
Committee Chairman