



Chairman Pamela Ball

TOWN OF LEDYARD
CONNECTICUT

LEDYARD FARMERS' MARKET COMMITTEE
SPECIAL MEETING

HYBRID FORMAT
~ MINUTES~

741 Colonel Ledyard Highway
Ledyard, CT 06339

<http://www.ledyardct.org>

Roxanne M. Maher
(860) 464-3203

Wednesday, June 6, 2024

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/Treasurer	Present	In-Person	5:30 pm	6:10 pm
Ellin Grenger	Committee Member	Absent			
Sarah Martic	Committee Member	Absent			
Bill Thorne	Alternate Member	Present	In-Person	5:30 pm	6:10 pm
Allison Troy	Acting Recording Secretary	Present	Remote	5:30 pm	6:10 pm
Ethan Foltz	Committee Member	Present	Remote	5:30 pm	6:10 pm

Chairman Ball noted that Alternate Member Bill Thorne would be seated as a voting member for tonight's meeting.

- III. MEMBER COMMENTS – None.

- IV. TREASURER REPORT

Treasurer Mr. Thorne noted the following Financial Reports were provide for tonight's meeting:

- Year to Date Report – May 30, 2024
- Purchase Orders Report – May 30, 2024
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Approximate Balance in MUNIS is \$22,000.

RESULT: DISCUSSED

Next Meeting: 8/12/2024 5:30 p.m.

V. MARKET MANAGER REPORT – (see New Business)

VI. APPROVAL OF MINUTES

MOTION to approve the Special Meeting Minutes of May 15, 2024
Moved by Ms. Ball, seconded by Mr. Thorne

VOTE: 4 – 0 Approved and so declared

VII. BUSINESS OF THE MEETING

1. Review Summer 2024 Market Kick Off

The 2024 Summer Market Season Kicked Off on June 5, 2024. The general consensus was that Opening Day went very well. The Committee noted the following:

- Attendance was great.
- Food Trucks did really well.
- Produce did really well.
- Vendors all had positive feedback

Areas for improvement.

- Trash - Town barrels were full and odiferous.
- There was a mix up with getting hired help to empty the trash cans during the Market.
- Mr. Thorne got trash cans from his home to help out with volume of trash.
- There was a lot of trash to pick up after the Market.

The Committee worked to do the best they could under the circumstances.

RESULT: DISCUSSED

2. New Purchase Orders for the 2024 Summer Market.

Purchase orders for anticipated expenses were discussed, general amounts proposed to cover expenses through June 2025.

MOTION to open the following Purchase Orders:

Purchase Orders FY 24-25			
Company/Person	Amount	Purpose	Notes
CWPM	\$1000	Trash	
Copy Cats	\$1000	Signage	

Company/Person	Amount	Purpose	Notes
Credit Card	\$2000	Various market materials/services	Mail Chimp, Blue Host, PO Box
Pam Ball	\$1000	Various market materials/services	
Allison Troy	\$200	Kid's Materials	
Bill Thorne	\$500	Various Market materials	
R&B Apparel	\$1000	Shirts, table covers, etc.	
Niantic Children's Museum	\$550	Kids Entertainment	
Austin Neal	\$500	Entertainment	7/10
Ben Frieret	\$500	Entertainment	7/3, 8/7
Kevin Salley	\$200	Entertainment	7/17
Jeff Lewis	\$150	Entertainment	8/7
JPO	\$500	Entertainment	7/24,8/21 ,9/11
Ledyard Rotary	\$600	Entertainment (Larry)	7/31 ,8/1 4,9/4
Nick Bosse	\$300	Entertainment	8/28
Free Men of the Sea	\$200	Entertainment	7/24

Moved by Ms. Ball, seconded by Mr. Thorne
VOTE: 4 – 0 Approved and so declared

RESULT: 4 – 0 - APPROVED [UNANIMOUS]
MOVER: Pam Ball Committee Chairman
SECONDER: Bill Thorne, Treasurer
AYES: Ball, Foltz, Troy, Thorne
ABSENT: Grenger, Martic

The Committee also note the following Purchase Orders were previously updated to cover expenses through June 30, 2024:

PO #	Purpose	Amount	Notes
PO #2024-3385	CorPay Credit Card	Increased to \$2,000	Miscellaneous Supplies
PO#2024-0327	Pamela Ball	Increased to \$1,000	Reimbursement for Subscriptions, Ads/Mail Box
PO#2024-0328	Allison Troy	Increased to \$1,000	Children Craft Supplies

RESULT: COMPLETED

VIII. NEXT MEETING

Next Meeting Date:

- July 4, 2024 – Cancelled
- Next Meeting Date Monday, August 12, 2024

XII. ADJOURNMENT

MOTION to adjourn the meeting at 6:10 p.m.
Moved by Mr. Thorne, seconded by Mr. Foltz
VOTE: 4- 0 Approved and so declared

Respectfully submitted,

Pamela Ball
Committee Chairman