



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Ledyard Farmers Market Committee

### ~ AGENDA ~

Chairman Pamela Ball

Regular Meeting - Hybrid Format

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**Wednesday, April 1, 2026**

**5:30 PM**

**Town Hall Annex - Hybrid Format**

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In-Person: Annex Meeting Room, Town Hall Annex Building

Remote Participation: Information Noted Below:

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

**<https://ledyardct.zoom.us/j/83953641241?pwd=HVxi6IRwh2yDk1hV6Mu9TlaZbZ2M60.1>**  
**Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 839 5364 1241; Passcode: 719647**

- I. CALL TO ORDER
- II. ROLL CALL
- III. RESIDENTS & PROPERTY OWNERS COMMENTS
- IV. PRESENTATIONS / INFORMATIONAL ITEMS
- V. MEMBER COMMENTS
- VI. TREASURER'S REPORT

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

**Attachments:** [FM-PURCHASE ORDERS-FYE-2026-03-25](#)  
[FM-YTD-REPORT-2026-03-25](#)

- VII. MARKET MANGER REPORT
- VIII. APPROVAL OF MINUTES

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

**Attachments:** [FM-MIN-2026-03-04](#)

- IX. OLD BUSINESS
    - 1. Preparations for the 2026 Summer Market.
    - 2. Continue to discuss layout of Market to accommodated more Vendor each week.
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3. Updated on Sound System for the Lower Twon Green.
  4. Decide on timeline to purchasing a computer, printer, and ink for the Farmers Market Committee to conduct business.
  5. Any Old Business proper to come before the Committee
- X. NEW BUSINESS
1. MOTION to enter into Executive Session to discuss Vendor Contracts.
  2. Any New Business proper 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

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**File #:** 26-0439

**Agenda Date:** 4/1/2026

**Agenda #:**

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## REPORT

### **Staff/Committee Report:**

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

# 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	785.84	785.84	Farmers Mrkt 2026- CorP	Posted
905500 CORPAY INC	20260730	2026/01	3,130.24	3,130.24	Farmers Mrkt 2026- CorP	Posted
905500 CORPAY INC	20262191	2026/04	97.00	97.00	Farmers Mrkt-CorPay-Cha	Posted
	VENDOR TOTAL		4,013.08	4,013.08		
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		10,221.25	10,221.25		
	20810201 ORG TOTAL		10,221.25	10,221.25		

## 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	10,221.25	10,221.25		

## YTD REPORT TOWN COUNCIL 11/19/2025

FOR 2026 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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54201 FARMERS MARKET

24201 FARMERS MARKET

TOTAL FARMERS MARKET	28,102	1,695	29,797	5,740.86	10,221.25	13,835.01	53.6%
TOTAL DONATIONS/GRANTS EXPENSES	28,102	1,695	29,797	5,740.86	10,221.25	13,835.01	53.6%

## 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	5,740.86	10,221.25	13,835.01	53.6%	
** END OF REPORT - Generated by ROXANNE MAHER **								



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

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**File #:** 26-0440

**Agenda Date:** 4/1/2026

**Agenda #:**

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## MINUTES

**Minutes:**

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



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 Pamela Ball

HYBRID FORMAT  
~ MINUTES~

Wednesday, March 4, 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 /Manager/Recording Secretary	Present	In-Person	5:30 pm	7:32 pm
Ellin Grenger	Committee Member	Present	Remote	5:30pm	7:32 pm
Sarah Martic	Recording Secretary	Present	Remote	5:30 pm	7:32 pm
Bill Thorne	Alternate Member/Treasurer	Present	In-Person	5:30 pm	7:32 pm
Allison Troy	Committee Member	Present	In-Person	5:30 pm	7:32 pm
Ethan Foltz	Committee Member	Present	Remote	5:30 pm	7:32 pm

- III. RESIDENTS & PROPERTY OWNERS COMMENTS – None.

- IV. PRESENTATIONS – None.

- V. MEMBER COMMENTS – None.

- VI. TREASURER REPORT

Treasurer Bill Thorne reported on the following:  
Munis Reports, noting that their available balance was \$23,193.22:

- Year to Date Report – February 26 2026
- Purchase Orders Report – February 26, 2026

Mr. Thorne stated that he planned to track Deposits and Expenses on both a Fiscal Year and Calendar Year (market year) basis so the Committee could better understand what the overall 2026 Market finances look like. He noted that there was currently a small discrepancy (\$20) between the Fiscal Year and Calendar Year that he was researching to balance.

The active Fiscal Year 2 025-2026 Purchase Orders were listed below. The remaining balance in each Purchase Order appears to be sufficient for the time being.

<b>Summary Market Calendar Year 20266</b>		
	<b>As of March 2026</b>	
Funds as of 1 Jan 26	\$23,246.76	
Market 26 deposits		
Market 26 Expenses	-\$53.54	
<b>Total</b>	<b>\$23,193.22</b>	

<b>Summary Market Fiscal Year 2025-2026</b>		
	<b>As of March 2026</b>	
Carryover from FY 24-25	\$28,102.31	
Market 25 deposits	\$805.00	This is just what got deposited after Jul 1, 25.
Total Carryover plus deposits	\$28,907.31	
FY 25- 26 Expensed	\$5,740.87	includes a positive adjustment of \$426.89
<b>Total remaining (not spent)</b>	<b>\$23,166.44</b>	

VII. MARKET MANAGER REPORT

Committee Chairman/Market Manager Pam Ball stated that the Vendor Applications to participate at this Summer's Market were coming in.

VIII. APPROVAL OF MINUTES

MOTION to approve the Farmers Market Committee Minutes of February 4, 2026

Moved by Ms. Martic, seconded by Ms. Ball

**VOTE: 5- -0 Approved and so declared**

IX. OLD BUSINESS

1. Continue to discuss Preparations for the 2026 Summer Market.

- Vendors

Ms. Ball noted the increase in Vendor Market Applications for the upcoming 2026 Summer Market. The Committee discussed the map layout and the possibly to make more room to accommodate more Vendors at the Market each week.

**RESULT: CONTINUED**

**Next Meeting: 4/1/2026 5:30 pm**

- **Sound System**

Ms. Ball noted that each week they have great entertainment, however, because of the size of the Market Space folks cannot hear the music when they were under the pavilion or at the picnic areas. Ethan will contact someone to give them a price to install a sound system.

**RESULT: CONTINUED**

**Next Meeting: 4/1/2026 5:30 pm**

- **Market Mascot -Daisy Mae**

Ms. Ball suggested they buy some Stuffed Animal Cows for their Mascot Daisy Mae, and Bell/Horn.

**RESULT:DISCUSSED**

2. Continue to discuss 2026 Weekly Themes  
The Committee agreed to wait until they get closer to June to decide on the Market Themes.

**RESULT: CONTINUED**

**Next Meeting: 4/1/2026 5:30 pm**

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

The Committee agreed to also buy a thumb drive

**RESULT: CONTINUED**

**Next Meeting: 4/1/2026 5:30 pm**

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

The Committee agreed not to pursue adding Venmo at this time.

**RESULT: COMPLETED**

X. NEW BUSINESS

1. MOTION to enter into executive session to discuss Vendor Contracts.

The Executive Session to include all those present.

Moved by Ms. Martic, seconded by Ms. Ball

VOTE: 5 – 0 Approved and so declared

Entered into Executive Session at: 5:46 p.m.

Came out of Executive Session at: 7:28 p.m.

**RESULT: APPROVED 5– 0**

**MOVER:** Sarah Martic, Recording Secretary

**SECONDER:** Pam Ball, Committee Chairman

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

**ALTERNATE:** Bill Thorne

5. Any other New Business proper to come before the Committee – None.

XI. NEXT MEETING

- April 1, 2026

XII. ADJOURNMENT

MOTION to adjourn the meeting at 7:32 p.m..

Moved by Mr. Foltz, seconded by Ms. Ball

VOTE: 5- 0 Approved and so declared

Respectfully submitted,

Pamela Ball  
Committee Chairman



# TOWN OF LEDYARD

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**File #:** 25-3048

**Agenda Date:** 4/1/2026

**Agenda #:** 1.

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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

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**File #:** 26-0281

**Agenda Date:** 4/1/2026

**Agenda #:** 2.

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AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Continue to discuss layout of Market to accommodated more Vendor each week.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



# TOWN OF LEDYARD

741 Colonel Ledyard  
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**File #:** 26-0437

**Agenda Date:** 4/1/2026

**Agenda #:** 5.

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AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Updated on Sound System for the Lower Twon Green.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



# TOWN OF LEDYARD

741 Colonel Ledyard  
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**File #:** 25-3069

**Agenda Date:** 4/1/2026

**Agenda #:** 4.

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AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Decide on timeline to 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  
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**File #:** 26-0441

**Agenda Date:** 4/1/2026

**Agenda #:** 1.

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AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

MOTION to enter into Executive Session to discuss Musician Contracts.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)