



# TOWN OF LEDYARD

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Ledyard Farmers Market Committee Meeting Minutes

### Special Meeting

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Wednesday, May 15, 2024

5:30 PM

Town Hall Annex - Hybrid Format

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

**<https://us06web.zoom.us/j/88995699716?pwd=6Ifna3MBHPFuxvqYeQf1HKKTuNBS6P.1>**

**Meeting ID: 889 9569 9716 ; Passcode: 439649**

#### 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

<b>Present</b>	Treasurer Pamela Ball Committee Member Ellin Grenger Alternate Member William Thorne
<b>Absent</b>	Allison Troy Treasurer Ethan Foltz
<b>Late</b>	Recording Secretary Sarah Martic

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

In addition, Town Council Chairman Rodriguez was in attendance.

#### III. RESIDENTS & PROPERTY OWNERS COMMENTS

None.

#### IV. PRESENTATIONS / INFORMATIONAL ITEMS

None.

## V. MEMBER COMMENTS

Mr. Thorne noted that the planning for 2024 Summer Market was going well.

Ms. Ball reported that the Ledyard Farmers Market ranked well in the Best of Connecticut Magazine again this year.

## VI. TREASURER'S REPORTS

## Financial Reports Fiscal Year 2023/2024

- Year to Date Report - May 30, 2024
- Purchase Orders Report - May 30, 2024

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

- Year to Date Report - May 9, 2024
- Purchase Orders Report - May 9, 2024

Mr. Thorne also provided the following revenue update:

- \$4,865 received and deposited from checks.
- \$2,000 received through PayPal and transferred into the Farmers Market Account.

**RESULT:** .

## VII. MARKET MANAGER REPORTS

None.

## VIII. APPROVAL OF MINUTES

MOTION to approve the Farmers Market Committee Special Meeting Minutes of April 3, 2024

Moved by Ms. Ball, seconded by Mr. Thorne

**VOTE: 3 - 0 Approved and so declared**

## IX. BUSINESS OF THE MEETING

## 1. General discussion regarding final preparations for the 2024 Farmers' Market June 5, 2024 Kick-Off.

- Access to Lower Level Town Green - Construction of Muti-Use Pathway and Sewer Line Extension Construction Projects - Ms. Ball noted that she has been communicating with the Mayor to ensure Vendors and visitors would be able to easily access the Lower Town Green. She stated that they would plan to use the Fairground Driveway for the entrance and exit for the season, unless they find

that they were overlapping with the path construction. She stated that this information would be posted on their Facebook page.

- Open House - May 30, 2024 - Ms. Ball stated an Open House has been scheduled for new vendors to visit the site and see how things were going work.
- Sanitation and Trash pick up - Mr. Thorne stated that Parks, Recreation, & Senior Citizens Director Scott Johnson, Jr. was coordinating these services. He stated that he would contact Mr. Johnson about the payment for services and whether the Farmers Market would need to open a Purchase Order.

**RESULT: COMPLETED**

2. MOTION to open new Purchase Orders for the upcoming 2024 Summer Market.

MOTION to increase Purchase Order #2024-0327 from \$500 to \$1,000 to reimburse Ms. Ball for the payment of the Best of Connecticut Magazine 2024 Advertisement. Moved by Mr. Thorne, seconded by Ms. Grenger

Discussion: Best of Connecticut Magazine - Ms. Ball noted that submitted and paid for the Farmers' Market Advertisement in the Magazine for this summer.

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

**RESULT: CONTINUE**

3. Discussion and possible action to approve expenditures.

MOTION to approve the following payment of Invoices:

- Austin Neal - Entertainment June 5, 2024 \$ 250.
- Branded Country That Rocks, Inc., June 12, 2024 \$300.00
- Kevin Salley - Entertainment June 19, 2024 \$125.00
- Bradley Bensko - Entertainment Juen 26, 2024 \$150.00

Moved by Mr. Thorne, seconded by Ms. Grenger

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

4. Discussion regarding the marking of the Pavilion.

Mr. Thorne noted that the Numbers to mark the Pavilion have arrived.

The Committee discussed the map layout for the Vendors for each week.

5. MOTION to select Vendors for the 2024 Summer Market.

- New Vendors and Entertainment - Ms. Ball reported that a number of new vendors and new food trucks, and new musicians have been added to this years schedule.

**RESULT: COMPLETED**

X. NEXT MEETING

XI. ADJOURNMENT

MOTION to adjourn meeting at 6:48 p.m.  
Moved by Ms. Ball, seconded by Mr. Thorne  
**VOTE: 3 - 0 Approved and so declared**

Respectfully submitted,

Pamela Ball  
Committee Chairman Pro tem

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