



TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Ledyard Farmers Market Committee

~ AGENDA ~

Chairman
Laurianne Hary

Regular Meeting

Wednesday, March 1, 2023

5:30 PM

Town Hall Annex - Hybrid Format

In-Person -Town Hall Annex Building Meeting Room

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

<https://us06web.zoom.us/j/86064014545?pwd=SBPBTzZQQ1JLdk0yRDhSNmxxVit1UT09>

Or by Audio Only: Telephone: +1 646 558 8656; Meeting ID: 860 6401 4545; Passcode: 107647

I. CALL TO ORDER

II. ROLL CALL

III. RESIDENTS & PROPERTY OWNERS COMMENTS

IV. PRESENTATIONS / INFORMATIONAL ITEMS

V. MEMBER COMMENTS

VI. REPORTS

- Year to Date Report - March 30, 2023
- Purchase Orders Report - March 30, 2023

Attachments: [FMC-YTD REPORT-2023-03-30.pdf](#)

[FMC-PURCHASE ORDER REPORT-2023-03-30.pdf](#)

[FMC-YTD REPORT-2023-02-22-A.pdf](#)

[FMC-PURCHASE ORDER REPORT-2023-02-22.pdf](#)

MARKET MANAGER REPORT

VII. APPROVAL OF MINUTES

MOTION to approve the Farmers' Market Committee Regular Meeting Minutes of January 4, 2023

Attachments: [FARMERS-MIN-2023-03-01-.pdf](#)

VIII. OLD BUSINESS

1. Continued Preparations for the Farmers Market 2023 Summer Season.

- Trash Collection

- Website
- Signage:

MOTION to spend up to \$1,000 on A frames.

2. Any other Old Business proper to come before the Committee

XI. NEW BUSINESS

1. Any other New Business proper to come before the Committee

- Ledyard Farmers Bag Options for 2023 Season
- Gate by Library

X. 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 #: 23-1114

Agenda Date: 4/5/2023

Agenda #:

REPORT

Staff/Committee Report:

- Year to Date Report - March 30, 2023
- Purchase Orders Report - March 30, 2023

Town and Schools of Ledyard

YTD REPORT - FARMERS MARKET 2023

FOR 2023 12									
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED					AVAILABLE	PCT
20810201 DONATIONS/GRANTS EXPENSES	APPROP	ADJSTMTS	BUDGET	YTD EXPENDED	ENCUMBRANCES			BUDGET	USED
54201 FARMERS MARKET									
24201 FARMERS MARKET									
0208-00-1020-00000-54201 -24201		FARMERS MARKET							
	0	0	0	7,076.65	1,948.35			-9,025.00	100.0%
TOTAL FARMERS MARKET	0	0	0	7,076.65	1,948.35			-9,025.00	100.0%
TOTAL DONATIONS/GRANTS EXPENSES	0	0	0	7,076.65	1,948.35			-9,025.00	100.0%
TOTAL EXPENSES	0	0	0	7,076.65	1,948.35			-9,025.00	

YTD REPORT - FARMERS MARKET 2023

FOR 2023 12								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
GRAND TOTAL	0	0	0	7,076.65	1,948.35	-9,025.00	100.0%	
** END OF REPORT - Generated by ROXANNE MAHER **								

Town and Schools of Ledyard



PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/12 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION
20810201 DONATIONS/GRANTS EXPENSES					
0208-00-1020-00000-54201 -24201 FARMERS MARKET					
900260 THORNE WILLIAM	20230241	2023/01	309.54	309.54	Farmers Mrkt FY 22/23 W
901081 ALLYN JAMI	20230242	2023/01	252.33	252.33	Farmers Mrkt J. Allyn R
903136 BALL PAMELA	20230243	2023/01	500.00	500.00	Farmers Market -P. Ball
904512 LAURIANN HARY	20230249	2023/01	500.00	500.00	Farmers Mrkt L. Hary Re
904512 LAURIANN HARY	20230297	2023/01	100.00	100.00	Stipend - Market Manage
	VENDOR TOTAL		600.00	600.00	
904608 CWPM LLC	20230707	2023/01	286.48	286.48	Farmers Mrkt FY 22/2023
	ACCOUNT TOTAL		1,948.35	1,948.35	
	20810201 ORG TOTAL		1,948.35	1,948.35	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/12 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION
0208 DONATIONS AND GRANTS		FUND TOTAL	1,948.35	1,948.35	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/12 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION
REPORT PO TOTAL			1,948.35		

** END OF REPORT - Generated by ROXANNE MAHER **

SUMMARY OF FUNDS

YEAR/PERIOD: 2023/12

Amounts Include Unposted AP Invoice Liquidations

FUNDS	DESCRIPTION	PO TOTAL	GRAND TOTAL
0208	DONATIONS AND GRANTS	1,948.35	1,948.35

** END OF REPORT - Generated by ROXANNE MAHER **

Town and Schools of Ledyard



YTD REPORT - FARMERS MARKET 2023

FOR 2023 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
2081020 DONATIONS/GRANTS REVENUES	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
48002 DONATIONS								
24201 FARMERS MARKET								
0208-00-1010-00000-48002 -24201		DONATIONS						
	0	0	0	-1,647.00		.00	1,647.00	100.0%
TOTAL DONATIONS	0	0	0	-1,647.00		.00	1,647.00	100.0%
TOTAL DONATIONS/GRANTS REVENUES	0	0	0	-1,647.00		.00	1,647.00	100.0%
TOTAL REVENUES	0	0	0	-1,647.00		.00	1,647.00	

Town and Schools of Ledyard



YTD REPORT - FARMERS MARKET 2023

FOR 2023 12								
ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
20810201 DONATIONS/GRANTS EXPENSES	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
54201 FARMERS MARKET								
24201 FARMERS MARKET								
0208-00-1020-00000-54201 -24201		FARMERS MARKET						
	0	41,547	41,547	7,076.65	1,948.35	32,521.64	21.7%	
TOTAL FARMERS MARKET	0	41,547	41,547	7,076.65	1,948.35	32,521.64	21.7%	
TOTAL DONATIONS/GRANTS EXPENSES	0	41,547	41,547	7,076.65	1,948.35	32,521.64	21.7%	
TOTAL EXPENSES	0	41,547	41,547	7,076.65	1,948.35	32,521.64		

YTD REPORT - FARMERS MARKET 2023

FOR 2023 12							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	41,547	41,547	5,429.65	1,948.35	34,168.64	17.8%
** END OF REPORT - Generated by ROXANNE MAHER **							

Town and Schools of Ledyard

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/12 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION
20810201 DONATIONS/GRANTS EXPENSES					
0208-00-1020-00000-54201 -24201 FARMERS MARKET					
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	VENDOR TOTAL		600.00	600.00	
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PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/12 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION
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PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/12 Amounts Include Unposted AP Invoice Liquidations

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	OPEN PO AMT	DESCRIPTION
REPORT PO TOTAL			1,948.35		

** END OF REPORT - Generated by ROXANNE MAHER **

SUMMARY OF FUNDS

YEAR/PERIOD: 2023/12 Amounts Include Unposted AP Invoice Liquidations

FUNDS	DESCRIPTION	PO TOTAL	GRAND TOTAL
0208	DONATIONS AND GRANTS	1,948.35	1,948.35

** END OF REPORT - Generated by ROXANNE MAHER **



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1113

Agenda Date: 2/1/2023

Agenda #:

MINUTES

Minutes:

MOTION to approve the Farmers' Market Committee Regular Meeting Minutes of January 4, 2023



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, March 1, 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	Remote	5:30 pm	6:43 pm
April Brunelle	Vice-Chairman	Present	In-Person	5:30 pm	6:43 pm
Ellin Grenger	Committee Member	Present	In-Person	5:30 pm	6:43 pm
Lauriann Hary	Chairman	Present	In-Person	5:30 pm	6:43 pm
Peter Hary	Committee Member	Present	In-Person	5:30 pm	6:43 pm
Sarah Martic	Committee Member	Absent			
Bill Thorne	Committee Member	Present	In-Person	5:30 pm	6:43 pm
Allison Troy	Committee Member	Absent			

- III. CITIZENS COMMENTS – None.

- IV. INFORMATIONAL ITEMS – None.

- V. MEMBER COMMENTS – None.

- VI. TREASURER REPORT

- Year to Date Report – February 22, 2023- Approximate Balance:. \$16,000
- Purchase Orders Report – February 22, 2023 – Working to open Purchase Orders for the 2023 Summer Market.

VII. MARKET MANAGER REPORT

Chairman Lauriann Hary reported that the Applications for 2023 Summer Farmer's Market were coming in at a rapid pace!

VIII. APPROVAL OF MINUTES

MOTION to approve the Regular Meeting Minutes of January 4, 2023

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

VOTE: 6 – 0 Approved and so declared

IX. OLD BUSINESS

1. Continued preparations for the Farmers' Market 2023 Summer Season

- Trash Collection:

Ms. Ball will reach out to garbage company for price break on 6 cans for 2023 season

- Website –

Ms. L. Hary reported that Heidi would no longer be maintaining the Ledyard Farmers' Market Website, etc., Peter Hary volunteered to be new admin on website to make edits for 2023 Season

- Signage:

2023 Signage was addressed. The Committee identified the need for yard signs, new banners and new A-frames.

- MOTION to spend up to \$1,000 on A frames.
Moved by Ms. L. Hary, seconded by Ms. Grenger
Discussion: None.

VOTE: 6 – 0 Approved and so declared

RESULT: 6– 0 - APPROVED [UNANIMOUS]

MOVER: Lauriann Hary, Committee Chairman

SECONDER: Ellin Grenger, Committee Member

AYES: Ball, Brunelle, Grenger, L. Hary, P. Hary, Martic, Thorne

ABSENT: Martic, Troy

- MOTION to spend up to \$1,200 on signage (including yard signs -20-, banners and A frame inserts)
Moved by Ms. L. Hary, seconded by Mr. P. Hary
Discussion: None.

VOTE: 6 – 0 Approved and so declared

RESULT: 6– 0 - APPROVED [UNANIMOUS]

MOVER: Lauriann Hary, Committee Chairman

SECONDER: Ellin Grenger, Committee Member

AYES: Ball, Brunelle, Grenger, L. Hary, P. Hary, Martic, Thorne

ABSENT: Martic, Troy

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.

• Ledyard Farmers Bag Options for 2023 Season

Ms. L. Hary presented 2023 LFM bag option to the committee, along with a potential design for the 2023 bag. Mrs. Hary was investigating other potential Bags Design was well-received by the Committee.

RESULT: CONTINUED

Next Meeting: 4/5/2023 5:30 p.m.

• Gate by Library

Bill Thorne reported that the gate by the Bill Library was in desperate need of either repair or removal.

RESULT: CONTINUED

Next Meeting: 4/5/2023 5:30 p.m.

XI. NEXT MEETING

Next Meeting date April 5, 2023

XII. ADJOURNMENT

MOTION to adjourn meeting at 6:43 p.m.

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

VOTE: 6 - 0 Approved and so declared

Respectfully submitted,

Lauriann Hary
Committee Chairman



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-969

Agenda Date: 4/5/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Continued Preparations for the Farmers Market 2023 Summer Season.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Meeting Action Detail:

Ledyard Farmers Market Meeting 04/05/2023:

File #: [23-1457](#) Version: 2

Type: Farmers Market Committee

Title:

Moved: Seconded

Action: Recommend to Approve

Minute Note:



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1461

Agenda Date: 5/3/2023

Agenda #:

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

- Trash Collection

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1462

Agenda Date: 5/3/2023

Agenda #:

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

- Website

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1463

Agenda Date: 5/3/2023

Agenda #:

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

- Signage:

MOTION to spend up to \$1,000 on A frames.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 22-535

Agenda Date: 4/5/2023

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Farmers Market Cmt:

Any other Old Business proper 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 #: 22-536

Agenda Date: 4/5/2023

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Farmers Market Cmt:

Any other New Business proper 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 #: 23-1464

Agenda Date: 5/3/2023

Agenda #:

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

- Ledyard Farmers Bag Options for 2023 Season

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 23-1466

Agenda Date: 5/3/2023

Agenda #:

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

- Gate by Library

Background:

(type text here)

Department Comment/Recommendation:

(type text here)