



TOWN OF LEDYARD
CONNECTICUT

LEDYARD FARMERS' MARKET COMMITTEE
SPECIAL 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, May 15, 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	6:48 pm
Ellin Grenger	Committee Member	Present	In-Person	5:30 pm	6:48 pm
Sarah Martic	Committee Member	Late	Remote	5:45 pm	6:30 pm
Bill Thorne	Alternate Member	Present	In-Person	5:30 pm	6:48 pm
Allison Troy	Acting Recording Secretary	Absent			
Ehtan Foltz	Committee Member	Absent			
Naomi Rodriguez	Town Council Chairman	Present	In-Person	5:30 pm	6:48 pm

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

III. 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.

IV. TREASURER REPORT

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 update:

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

RESULT: DISCUSSED

Next Meeting: 6/6/2024 5:30 p.m.

V. MARKET MANAGER REPORT – None.

VI. APPROVAL OF MINUTES

MOTION to approve the following:

Special Meeting Minutes of April 3, 2024

Moved by Ms. Ball, seconded by Mr. Thorne

VOTE: 3 – 0 Approved and so declared

VII. 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 Multi-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. Authorize New Purchase Orders for the 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: 4 – 0 - APPROVED [UNANIMOUS]
MOVER: Bill Thorne, Committee Member
SECONDER: Ellin Grenger, Committee Member
AYES: Ball, Grenger, Thorne, Martic,
ABSENT: Foltz, Troy

3. Expenditures and possibility of refunds.

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

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

4. 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.

RESULT: COMPLETED

5. 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: DISCUSSED

Next Meeting: 06/06/2024 6:00 p.m.

VIII. NEXT MEETING

Next Meeting Date Thursday, June 6, 2024

XII. ADJOURNMENT

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

VOTE:

Respectfully submitted,
Pamela Ball
Committee Chairman Pro tem