TOWN OF LEDYARD
CONNECTICUT
TOWN COUNCIL

Chairman S. Naomi Rodriguez

MINUTES
PUBLIC HEARING
LEDYARD TOWN COUNCIL
COUNCIL CHAMBERS - ANNEX BUILDING
HYBRID FORMAT

DRAFT

PUBLIC HEARING MINUTES 6:30 PM, MARCH 13, 2023

I. CALL TO ORDER – Chairman Rodriguez called to order the Public Hearing at 6:30 p.m**.** regarding *"An Ordinance Establishing a Farmers Market for the Town of Ledyard"*.

II. PLEDGE OF ALLEGIANCE

III. PROCEDURE OF THE PUBLIC HEARING

Chairman Rodriguez welcomed all to the Hybrid Meeting. She stated for the members of the Town Council and the Public who were participating via video conference that the remote meeting information was available on the Agenda that was posted on the Town's Website – Granicus-Legistar Meeting Portal.

IV. CALL OF THE PUBLIC HEARING

The following call of the Public Hearing was read by Town Council Administrative Assistant Roxanne M. Maher:

LEGAL NOTICE
TOWN OF LEDYARD

NOTICE OF PUBLIC HEARING

The Ledyard Town Council will conduct a Hybrid Format Public Hearing
(In-Person & Video Conference)
on Wednesday, March 13, 2024 at 6:30 p.m.
to receive comments/recommendations regarding the proposed
"An Ordinance Establishing a Farmers Market for the Town of Ledyard"

Please join the Public Hearing in-person or remotely as follows:

In-person attendance will be at the
Council Chambers, Town Hall Annex Building
741 Colonel Ledyard Highway, Ledyard, Connecticut

Please join the video conference meeting from your computer, tablet, or smartphone at:
https://us06web.zoom.us/j/86016278985?pwd=jd3adbvZm0B6TyQiqzOUDtGuncHyHd.1
or by audio only dial: +1 646 558 8656 Meeting ID: 860 1627 8985; Passcode: 908633

At this hearing interested persons may appear and be heard and written communications will be accepted at towncouncil@ledyardct.org.

Dated at Ledyard, Connecticut this 29th day of February, 2024.

For the Ledyard Town Council
s/s S. Naomi Rodriguez, Chairman

Please Publish on Monday, March 4, 2024

IV. PRESENTATIONS

Chairman Rodriguez, Liaison to the Farmers Market Committee, presented the proposed "*An Ordinance Establishing a Farmers Market for the Town of Ledyard"*. She explained that the Farmers' Market Committee was initially established under the "*Resolution Establishing a Farmers Market Committee for the Town of Ledyard"* on May 9, 2018; and was later amended on October 9, 2019 to increase membership from seven members to nine members. However, she stated because the Farmers' Market has been very successful and has become a steady on-going town Committee that it was time to transition the authorizing document from a Resolution to an Ordinance.

Chairman Rodriguez went on to provide some background explaining that *Resolutions we*re used to establish short-term Committees for specific Projects, and therefore, the terms all end at the same time, which was when the project was completed. Whereas *Ordinances we*re used for long-term ongoing Committees, which at this time, would be more appropriate for the Farmers Market Committee. She stated the proposed Ordinance mirrored the "*Resolution Establishing the Farmers' Market Committee"* dated October 9, 2019 with the following updates:

- Membership was restructured from the current Nine Members to five Regular Members and four Alternate Members. Chairman Rodriguez explained that with the adoption of the proposed Ordinance that the Members terms would now be staggered so that they would not all end at the same time.

- The following language was added to Section 6:

(1) "*The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.*

(2) *Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds"*.

DRAFT: 1/17/2024 Ordinance # 100-020

AN ORDINANCE
ESTABLISHING A FARMERS MAREKT COMMITTEE
FOR THE TOWN OF LEDYARD

Be it Ordained by the Town Council of the Town of Ledyard the Ledyard Farmers' Market Committee is hereby established.

Section 1. Authority

Pursuant to Chapter IV, Section 5 of the Town Charter, there is hereby established a Farmers Market Committee for the Town of Ledyard.

Section 2. Purpose

The purpose of this Ordinance *"An Ordinance Establishing a Farmers Market for the Town of Ledyard"* is to is to codify, update and facilitate the *"Resolution Establishing a Farmers Market Committee"* adopted by the Town Council on May 9, 2018 and amended and adopted on October 10, 2019.

Section: 3. Objective

The Farmers' Market is to create, promote, and operate a CT Grown (www.ctgrown.gov) Farmers' Market in the Town of Ledyard that will provide residents access to fresh, nutritious food, encourage community activity in Ledyard, and stimulate

public interest and awareness in local farm products, thereby supporting local agricultural producers and rural life in Ledyard, Connecticut. (what if something changes and we are not certified?)

The Farmers Market Committee may function with the support of the Parks and Recreation Commission.

Section 4. Membership

The Farmers Market Committee shall consist of five (5) regular members and four (4) alternate members who shall be electors of the town and appointed by the Town Council; and to the extent possible be representative of a broad cross section of the community which it serves, including but not limited to:

- CT Grown producer(s)
- Community Artisan(s)
- Community-at-Large

Quorum: A quorum shall consist of a majority of voting members.

Section 5. Terms of Appointment

Members shall be appointed by the Town Council for a term of three (3) years and shall commence to serve their terms immediately upon appointment and shall serve until they have been reappointed, their successor has qualified; or are removed by the Town Council.

Thereafter, vacancies shall be filled for a three (3) year term.

Any vacancy on the Committee, other than by expiration of term, shall be filled for the unexpired portion of the term by the Town Council with priority given to maintain the structure above.

The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter. Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting.

Any member of the Committee who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Commission and the vacancy shall be filled as hereinbefore provided, except that the Commission may vote to waive the requirements of the section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action

It shall be the responsibility of the Chairman of the Committee to notify the Town Council when a member has not properly performed his duties.

The regular members of the *Farmers Market Committee* shall elect a Chairman, Vice Chairman, Secretary and Treasurer. Any vacancy in any such office shall be filled from its membership.

Section 6. Implementation

With the adoption of this Ordinance current members of the Farmers' Market Committee shall be reappointed to designate regular members, alternate members and to adjust terms to provide continuity and eliminate all terms ending on the same date.

- Two Regular Members shall be appointed for three (3) years
- Two Regular Member shall be appointed for two (2) years

- One Regular Member shall be appointed for one (1) year
- Two Alternate Members shall be appointed for two (2) years
- Two Alternate Member shall be appointed for one (1) year

Thereafter, vacancies shall be filled for a three (3) year term.

Section 7. Powers and Duties

- Oversee the operation of the market, and set policy for the Committee, including but not limited to:
  - Establish Market Rules and Guidelines;
  - Establish, review, and approve/disapprove applications for Vendor(s) and Community Organization(s) interested in participating in the Farmers' Market;
  - Establish and collect Market Fees;
  - Handle immediate situations concerning the market, including resolving conflicts among members/vendors, and resolving consumer complaints;
  - Ensure the market area stays clean and vendors abide by market rules;
  - Assist vendors in compliance with all State and Federal rules and regulations;
  - Establish and adopt Committee Rules of Procedure.
- Arrange all meetings of the general membership;
- Administer the Committee's activities;
- Create working group assignments (*e.g.,* market theme days, children's activities, fundraising, advertising, etc.) and designate leads as necessary;
- Investigate any suspicion of questionable practices or violation of market rules employed by any seller. If verified, the Committee is authorized to immediately enforce corrective action as necessary, up to and including revoking vendor's authorization to participate in the Farmers' Market without refund of Market Fees.

Section 8. Revenue, Funding, and Monetary Gifts

The *Ledyard Farmers' Market Committee* is authorized to accept Market Fees, gifts, or other monetary donations to further the mission of the Farmers' Market.

Monies received by the Town of Ledyard, from whatever source and by whatever means (*e.g.,* Market Fees, gifts, donation, etc.) shall be deposited into a Farmers Market Fund 020810201-54201-24201. These funds shall be in the custody of the Town Treasurer. Annually, the Town Treasurer annually shall submit to the *Farmers' Market Committee* and the Legislative Body of the Town a complete and detailed report of the Farmers' Market Fund.

Upon the Farmers' Market Committee's authorization, money that has been received may be expended directly from this fund for the operation, development, promotion, and marketing of the Farmers' Market within the community.

Funds that were designated for a specific purpose when received must be expended for that specific purpose.

The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.

Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds.

Section. 9. Severability

If any section, or part of a section, of this Ordinance shall be held by a court of competent jurisdiction to be invalid, such holding shall not be deemed to invalidate the remaining provisions hereof.

Section 10. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Adopted by the Ledyard Town Council on: _____

_____
S. Naomi Rodriguez, Chairman

Approve/Disapprove on: _____

_____
Fred B. Allyn, III, Mayor

Published on:

Effective Date:

_____
Patricia A. Riley, Town Clerk

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Revisions: Initially established under the *Resolution Establishing a Farmers Market Committee for the Town of Ledyard"* on May 9, 2018; Amended on October 9, 2019 to increase membership from seven members to nine members.

History:
"*Resolution Establishing a Farmers Market Committee for the Town of Ledyard"* was replaced by Ordinance # 100-020.
3/13/2023:
When the Ledyard Farmers Market Committee was originally established in 2018 it was done using a Resolution.

The Farmers Market Committee has been very successful and it was time to convert the authorizing document into an Ordinance.

Resolutions are used to establish short-term Committee for specific Projects, and therefore, terms all end at the same time, which was when the project was completed.

Ordinances are used for long-term ongoing Committees, which would be more appropriate for the Farmers Market Committee.

The proposed Ordinance mirrors the "*Resolution Establishing the Farmers' Market Committee"* dated October 9, 2019 with the following updates:

- Members – Restructure the members from the current nine members to five Regular Members and four Alternate Members.

- The following language has been added to Section 6:

"The market may also keep a small cash reserve on hand to make change for donations, make change for vendors, issue payouts for small expenses such as water, ice, etc.

Other than In-Kind services provided by the town, the Farmers Market Committee shall not receive an operating budget supported by town funds".

V. PUBLIC COMMENTS (please limit to three minutes)

Mr. Earl Tyson (Ty) Lamb, 95 Lambtown Road, Ledyard, stated that he was a grandson of a local Ledyard Farmer. He stated his Grandfather was one of the last large Dairy Farms in town, noting that today he did not believe Ledyard had any Dairy Farms left. He stated he appreciated the proposed "*Ordinance Establishing a Farmers Market Committee for the Town of Ledyard"* because it was providing a long-term vision. He stated since he moved back to Ledyard that he has visited the weekly Farmers Market, noting that they were helping the Connecticut Growers and the smaller local Farmers. He stated the dedicated volunteers who serve on the Farmers Market Committee have made the Market a community event. He stated that he supported transitioning from the governing document establishing the Farmers' Market Committee from the current temporary Resolution to a more permanent document under the proposed Ordinance.

Chairman Rodriguez noted that Farmers' Market Committee Chairman Pro-tem Pam Ball was attending the meeting remotely, and she invited her to provide comments.

Ms. Pamela Ball, 674 Shewville Road, Ledyard, Farmers Market Committee Chairman Pro-tem, stated having the Farmers Market Committee as a Town Committee has been beneficial to the Farmers Market. She stated since their inception in 2018 that the Committee has received great support from Administrative Assistant Roxanne Maher, and she noted that the Committee was also hoping to work more closely with the Parks & Recreation Department. She stated the Farmers Market Committee was happy to bring the Farmers Market to Ledyard each week during the summer months. She noted that putting on the Farmers Market was a lot of work and coordination, noting that they always appreciated any support they could get. She stated the Committee was looking forward to the 2024 Summer Market Season.

VI. ADJOURNMENT

Chairman Rodriguez stated hearing no further public comment, that the Public Hearing was adjourned at 6:36 p.m.

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Transcribed by Roxanne M. Maher
Administrative Assistant to the Town Council

I, S. Naomi Rodriguez, Chairman of the Ledyard Town Council,
hereby certify that the above and foregoing is a true and correct
copy of the minutes of the Public Hearing held on March 13, 2024.

Attest:_____
S. Naomi Rodriguez, Chairman