

MINUTES
REGULAR MEETING
FARMERS MARKET COMMITTEE
LISBON TOWN HALL
THURSDAY, SEPTEMBER 19, 2019
7:00 P.M.

1. Call to order

The special meeting of the Farmers Market Committee was called to order by Sharon Gabiga, Chairman, at 7:03 PM

MEMBERS PRESENT: Sharon Gabiga, Terry Joseph, Elaine Joseph, John Algiere

MEMBERS ABSENT: Adeline Jernstrom, Meredith Savluk (Alternate)

OTHERS PRESENT: Amanda Moreno, Market Manager
Evelyn Brimmer, LCS Student Ambassador

2. Previous Minutes – Motion by J. Algiere second by T. Joseph to accept the previous minutes of August 29, 2019 Special Meeting as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, CCM Training re: How to Run Legal and Effective Public Meetings on Thursday, October 17, 2019 Plainfield Town Hall, 5:30 p.m.- 8p.m.
- b. Copy, Lisbon Quarterly Newsletter, September 1, 2019
- c. Copy, Email from Grand Slam Garden re: requesting a prorated refund because his absence at the farmers market was due to crop failure. Motion by J. Algiere second T. Joseph for Market Manager to send a letter to Grand Slam Garden inviting him to return for the 2020 season free of charge as it is the market's policy not to refund (one time only offer).

VOTE: UNANIMOUS, MOTION CARRIED

- d. Copy, Email from Soap Vendor re: misunderstanding of rental space assignment
- e. Copy, Vendor Code of Conduct re: Addition of item that vendors with dogs must keep their dogs on a leash and OUTSIDE the perimeter of their tents during market hours.

4. Bills & Financial Report

- a. Financial Report – Motion by E. Joseph second by J. Algiere to accept Financial Report of 9/19/2019, with a balance of \$1,801.04.

VOTE: UNANIMOUS MOTION CARRIED

b. Bills

1. Reimbursement, Amanda Moreno, \$12.27, dated 9/19/19 re: Smores Supplies. Motion by J. Algiere second by E. Joseph to reimburse Amanda Moreno \$12.27.

VOTE: UNANIMOUS, MOTION CARRIED

2. Reimbursement, Elaine Joseph from Petty Cash, \$50.00, dated 9/19/19 re: Jim Taylor Entertainment for 9/19/19. Motion by J. Algiere second by S. Gabiga to reimburse Elaine Joseph \$50.00.

VOTE: (E. JOSEPH ABSTAINS, T. JOSEPH ABSTAINS), MOTION CARRIED

3. Suggestion and Discussion to pay Amanda Moreno, Market Manager an additional 4 weeks to tie up loose ends for the 2019 Farmers Market Season. Motion by E. Joseph second by J. Algiere to pay Amanda Moreno, Market Manager, an additional 4 weeks to finish up 2019 Farmers Market Season.

VOTE: UNANIMOUS, MOTION CARRIED

TOWN OF LISBON

2020 SCHEDULE OF MEETINGS

In accordance with the provisions of Connecticut State Statutes §1-225, notice is hereby given that the regularly scheduled meeting of the

Lisbon Farmers Market Committee
(Name of Board/Commission/Committee)

will be held on the following dates:

January 16th

July 16th

February 20th

August 20th

March 19th

September 17th

April 16th

October 15th

May 21st

November 19th

June 18th

December 17th

The above meetings will be held at 7 o'clock p m in the

Town Hall in Lisbon.

Signed:

Sharon R. Gahgo

9/19/2019

Chairman

[Signature]

Secretary

Chairman and Secretary of all administrative and executive boards, commissions, agencies, bureaus or other bodies must file with the Town Clerk no later than January 31st of each year a schedule of the regular meetings of such bodies for the ensuing year, and no such meeting may be held sooner than thirty (30) days after the schedule has been filed. Thus, it is imperative that the Chairman and Secretary of these respective bodies file with the Town Clerk not later than December 2, 2019 a schedule of the regular meetings to be held in 2020.

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5. Old Business

- a. Market Manager Report – Amanda Moreno, Market Manager, reported vendors are very happy with this year's farmers market as there has been an increase of vendors, food trucks and patrons. An issue arose with a cheese vendor not licensed in Connecticut which was discussed. Motion by T. Joseph second by J. Algiere to accept current cheese vendor for 2020 season if she complies with all licenses and state and town rules. VOTE: UNANIMOUS, MOTION CARRIED
Ms. Moreno recommended the Farmers Market try to get the Town to relax the regulations on the Farmers Market. Ms. Joseph will speak to the Town Planner to see what can be done and report back next meeting.
- b. Volunteers – Discussion to get on Facebook to recruit volunteers for next season.
- c. Lisbon Farmers Market Booth Items – Discussion that a vinyl sign is needed.
- d. Enforcement of Market Rules – Previously discussed under agenda item 3f.
- e. Social Media – Presently 3,538 likes as opposed to 600 likes when Market Manager first started.

6. New Business

- a. Farm Viability Grant – 2020 CT Dept. of Agricultural Viability Grant Program Applications not available yet but committee agrees to be vigilant and not miss deadline to apply.
- b. Finalize Dates & Discuss Themes for 2020 Market – Discussion of June 25, 2020 being opening day and September 17, 2020 being last day as the Fall Festival is scheduled for September 25 and September 26, 2020. Motion by E. Joseph second by J. Algiere to approve June 25, 2020 as start date of Lisbon Farmers Market and September 17, 2020 as the end date of Lisbon Farmers Market. VOTE: UNANIMOUS, MOTION CARRIED
- c. 2020 Tote Bags – Ms. Joseph gave information on possible companies to purchase 2020 tote bags from. Decision to TABLE until next meeting.
- d. Status of 2020 Early Bird Vendors – Amanda Moreno, Market Manager reported that she received \$460.00 in cash and checks from vendors who took advantage of the early bird special.

7. Any other business which may properly come before the Committee

Motion by E. Joseph second by T. Joseph to add the 2020 Schedule of Meetings to the Agenda under 7a: Any other business which may properly come Before the Committee.

VOTE: UNANIMOUS, MOTION CARRIED

Discussion and Review of 2020 Schedule of Meetings. Motion by J. Algiere second by E. Joseph to approve the 2020 Schedule of Meetings as follows: 1/16/20, 2/20/20, 3/19/20, 4/16/20, 5/21/20, 6/18/20, 7/16/20, 8/20/20, 9/17/20, 10/15/20, 11/19/20 and 12/17/20 (See Attached) .

VOTE: UNANIMOUS, MOTION CARRIED

Motion by E. Joseph second by J. Algiere to recommend hiring Amanda Moreno as Market Manager for the 2020 Season at \$45/week for 30 weeks.

VOTE: UNANIMOUS, MOTION CARRIED

8. Adjournment - A motion was made by E. Joseph second by T. Joseph to adjourn at 8:19 PM.

VOTE: UNANIMOUS MOTION CARRIED



Renee Williams, clerk

APPROVED: _____

Sharon Gabiga, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 09/23/2019 AT 11:30am

ATTEST: LAURIE TIROCCHI, TOWN CLERK

