

MINUTES
SPECIAL MEETING
FARMERS MARKET COMMITTEE
LISBON SENIOR CENTER
THURSDAY, OCTOBER 24, 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, Adeline Jernstrom,
MEMBERS ABSENT: John Algieri, Meredith Savluk (Alternate)
OTHERS PRESENT: Amanda Moreno, Market Manager
Evelyn Brimmer, Will Brimmer and Abigail Chartier, LCS Student
Ambassadors

2. Previous Minutes – Motion by E. Joseph second by T. Joseph to accept the previous minutes of September 19, 2019 Regular Meeting as presented. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Copy, E-mail from Michele Walworth, Griswold High School Capstone/Community Service Coordinator re: new school requirement of 10 hours of community service each year for each student. Motion by A. Jernstrom second by E. Joseph to accept the volunteer opportunity from the Griswold High School Capstone/Community Service Coordinator.

VOTE: UNANIMOUS, MOTION CARRIED

- b. Copy, Letter from The Last Green Valley dated 10/2019 re: itemizing expenditures, in-kind contributions and volunteer time for National Park Service due November 15, 2019. Review and Discussion of E. Joseph's breakdown of volunteer hours. Motion by T. Joseph second by A. Jernstrom to approve submission written by E. Joseph of volunteer hours and send to The Last Green Valley.

VOTE: UNANIMOUS, MOTION CARRIED

- c. Copy, Letter from Lisbon Farmers' Market Secretary to Board of Selectman dated September 20, 2019 re: approving hire of Amanda Moreno as Manager for the 2020 Market Season.
d. Copy, Lisbon Quarterly Newsletter submissions due by November 15, 2019
e. Copy, Letter from Steve Brown, LCS Service-Learning Coordinator re: new student ambassadors for 2019/2020 school year.

4. Bills & Financial Report

- a. Financial Report – Motion by E. Joseph second by T. Joseph to accept Financial Report of 10/24/2019, with a balance of \$1,928.77. VOTE: UNANIMOUS, MOTION CARRIED

b. Bills

1. Reimbursement, Elaine Joseph, \$7.00, dated 9/20/19 re: advertising of 9/19/19. Motion by A. Jernstrom second by T. Joseph to reimburse Elaine Joseph \$7.00.

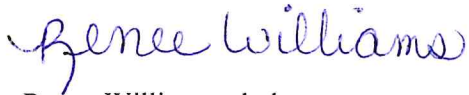
VOTE: (E. JOSEPH ABSTAINS), MOTION CARRIED

2. Reimbursement, Elaine Joseph \$30.31, dated 10/1/19 re: Facebook advertising 7/31/19-8/29/19 and 9/2/19 – 9/19/19. Motion by A. Jernstrom second by T. Joseph to reimburse Elaine Joseph \$30.31.

VOTE: (E. JOSEPH ABSTAINS), MOTION CARRIED

MINUTES
FARMER'S MARKET COMMITTEE
SPECIAL MEETING
THURSDAY, OCTOBER 24, 2019
Page 2 (cont)

5. Market Manager's Report – Amanda Moreno, Market Manager, reported vendors are having a hard time getting in touch with Jamie Smith to get FMNP certified. Committee will try to reach out to Jamie so that the vendors can get certified.
6. Advertising, Signage, Website
 - a. Proposed advertising budget including print advertising, social media advertising, banner, tote bags, direct mail (possible postcards) and website was reviewed and discussed. Committee agrees to cancel the domain name as everything is already on the town website. Motion by T. Joseph second by A. Jernstrom to cancel the domain name of lisbonfarmersmarket.com when it comes up for renewal and abolish the Lisbon Farmers Market website. VOTE: UNANIMOUS, MOTION CARRIED
7. Market Booth – TABLED.
8. Vendors 2020 – Brief update by Mrs. Moreno, Market Manager.
9. Market Themes – Mrs. Moreno, Market Manager, reported that Opening Day, Dog Days, Safety Week and Bonfire End of Season were very successful weeks this year. Discussion of possibly adding a scarecrow contest, harvest week with zucchini races, Boy Scouts setting up camp and color week.
10. Volunteers – covered under agenda item 3a.
11. Farm Viability Grant – TABLED.
12. Market Survey – TABLED until Early 2020.
13. Committee Member Re-appointments – review and discussion. Terms for Sharon Gabiga, Terry Joseph and Meredith Savluk (Alt) are up 11/19/19. Chairman Gabiga will reach out to M. Savluk to let her know her term is expiring. Motion by E Joseph second by A. Jernstrom to approve the re-appointment of Sharon Gabiga and Terry Joseph to new term of 11/20/19-11/19/2023 pending approval by Board of Selectmen. VOTE: UNANIMOUS MOTION CARRIED
14. Adjournment - A motion was made by E. Joseph second by T. Joseph to adjourn at 8:21 PM. VOTE: UNANIMOUS MOTION CARRIED


Renee Williams, clerk

APPROVED: _____
Sharon Gabiga, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 10/28/2019 AT 2:30pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
