

MINUTES
REGULAR MEETING
FARMERS MARKET COMMITTEE
LISBON TOWN HALL
THURSDAY, MARCH 21, 2019
7:00 P.M.

1. Call to order

The regular meeting of the Farmers Market Committee was called to order by Sharon Gabiga, Chairman, at 7:09 PM

MEMBERS PRESENT: Sharon Gabiga, John Algiere, Adeline Jernstrom
MEMBERS ABSENT: Elaine Joseph, Terry Joseph, Meredith Savluk (Alternate)
OTHERS PRESENT: Evelyn Brimmer, LCS Student Ambassador
OTHERS ABSENT: Amanda Moreno, Market Manager, Lisbon Farmers' Market,
Rylee Nichols, LCS Student Ambassador

2. Previous Minutes – Motion by J. Algiere second by A. Jernstrom to accept the previous minutes of February 21, 2019 as presented.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

- a. Lisbon Centennial Lions Club Community Needs Assessment Questionnaire – discussion to possibly have Elaine or Amanda fill out that as we need more vendors, more town participation, and more free advertising maybe be included in Lions Club newsletter if they have one.
- b. Americans With Disabilities Act Policy Statement from the Board of Selectmen – Discussion regarding how the Farmers Market complies with the Americans with Disabilities Act.

4. Bills & Financial Report

- a. Bills – Expense Requisition Form from Amanda Moreno for Reimbursement for Harvest New England Conference 2/27/19 in the amount of \$75.00 dated 2/28/19. Motion by J. Algiere second by A. Jernstrom to reimburse Amanda Moreno \$75.00 for Harvest New England Ag Marketing Conference & Trade Show 2/27/19
VOTE: UNANIMOUS MOTION CARRIED
Review of Expense Reimbursement Form from Amanda Moreno dated 2/28/2019 for weekly wages from 1/28/19 – 2/21/19 in the amount of \$180.00 and mileage to and from the Sturbridge conference 2/27/19 in the amount of \$73.44 for a total of \$253.44 already approved and paid to Amanda Moreno
- b. Financial Report – balance \$1,870.68 as of 3/21/2019 Motion by J. Algiere second by A. Jernstrom to accept Financial Report of 3/21/2019.
VOTE: UNANIMOUS MOTION CARRIED

5. Old Business

- a. Market Manager Report – Sharon Gabiga read Amanda Moreno, Market Manager's, report as she was out of town. Ms. Moreno mentioned the following:
Need to vote on WIC or no WIC market to be discussed under 6a New Business.
Ms. Moreno learned a lot at the Harvest New England Conference & Trade Show 2/27/19:
Safety – may need to create a Before Market safety inspection checklist, keep it dated and checked off as this will protect the town and the board member from being sued, in the event of an injury.
Facebook Marketing – now over 1,000 likes on Facebook.

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- a. Vendors and Entertainment – Welcoming Dove Hill Farm as a new first time vendor and April's Balloon Creations as entertainment and vendor. Lost Brewster's Orchards as a vendor. Fundraiser and Contest – need at least \$150 for initial set of bags and prizes for the art bag contest. Vote on an amount and prizes – tabled for next month.
 - b. Review of Theme Market Calendar and Special Events – Discussion about possibly getting the Lisbon Central School Band for September 12, 2019. Evelyn Brimmer is going to check with the school music teacher and report back at the next meeting. When the band is performing, suggestion that there could be a box for donations for students to get instruments. Tentative layout of the market has been drawn up.
6. New Business
- a. WIC Certification – Discussion about WIC Certification. Everyone vendor has to accept WIC or no vendor can accept WIC. Motion by J. Algieri second by A. Jernstrom to NOT accept WIC by any vendor. VOTE: UNANIMOUS MOTION CARRIED
 - c. Senior Voucher Program – Elaine Joseph to speak to Karen Washington at the Senior Center about the Senior Voucher Program and how does the reimbursement to vendor work.
7. Any other business which may properly come before the Committee – None.
8. Adjournment - A motion was made by J. Algieri second by A. Jernstrom to adjourn at 8:04 PM. VOTE: UNANIMOUS MOTION CARRIED

Renee Williams
Renee Williams, clerk

APPROVED: _____
Sharon Gabiga, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 3/27/18 AT 1:00pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi