

MINUTES
REGULAR MEETING
FARMERS MARKET COMMITTEE
LISBON TOWN HALL
THURSDAY, MAY 16, 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 7:05 PM

MEMBERS PRESENT: Sharon Gabiga, Terry Joseph, Elaine Joseph, Adeline Jernstrom, John Algieri

MEMBERS ABSENT: Meredith Savluk (Alternate)

OTHERS PRESENT: Amanda Moreno, Market Manager, Lisbon Farmers' Market
Rylee Nichols, Evelyn Brimmer, LCS Student Ambassadors

2. Previous Minutes – Motion by J. Algieri second by T. Joseph to accept the previous minutes of April 18, 2019 with the following correction: item 5a should read “members of the Lisbon Farmers Market Committee” are covered under the Town’s Liability Policy not “members of the Farmers Market”.

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

- a. Connecticut Weekly Agricultural Report, May 1, 2019
- b. Uncas Health District Updated Food Provider Form

4. Bills & Financial Report

- a. Bills – NONE
- b. Financial Report – Motion by T. Joseph second by J. Algieri to accept Financial Report of 5/6/2019, with a balance of \$1,180.68.

VOTE: UNANIMOUS MOTION CARRIED

5. Old Business

- a. Market Manager Report – Amanda Moreno, Market Manager, reported Home Depot is donating a \$50.00 coupon to be used by June 30, 2019. Jewett City Savings Bank and Renewal by Andersen have sent in sponsorships. Discussion regarding having a possible winter market. Decision to put winter market on hold.
- b. Review of Themed Market Calendar and Special Events – Ms. Moreno reported that John’s Twisted Q-BBQ food truck will be there July 25, 2019 (military day). A chaplain will be there on August 1, 2019 for the blessing of pets/animals. James Taylor has been scheduled for opening and closing days.

6. New Business

- a. Entertainment and Entertainment Budget – Ms. Moreno recommended that there be an entertainment budget decided on early next year.
- b. Market Booths and Layout – Tentative market layout was reviewed. Ms. Moreno stated there are currently 21 spaces filled. Site Walk scheduled for Thursday May 30, 2019 at 5:00 pm at 19 South Burnham Highway to measure tent locations.
- c. Farmers Market Legal Toolkit
 - i. Market Safety Check-list – Adopting a safety policy checklist to be discussed and possibly acted on at next meeting.

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- d. Advertising – Flyers, Social Media - Discussion regarding advertising on Facebook and boosting advertising 2 weeks ahead of market opening. Motion by E. Joseph second J. Algieri to allot up to \$50.00 for Facebook advertising campaign to start in June at the discretion of market manager and market secretary. VOTE: UNANIMOUS MOTION CARRIED

- e. Fundraisers – Market Bags - TABLED

- f. Volunteers – Strong need for individuals to help.

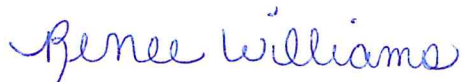
- g. Manager's Pay Allotment – Motion by J. Algieri second by T. Joseph to recommend additional \$270.00 for manager's pay allotment bringing manager to September 19 of 2019.

VOTE: UNANIMOUS MOTION CARRIED

7. Any other business which may properly come before the Committee – NONE

8. Adjournment - A motion was made by J. Algieri second by T. Joseph to adjourn at 8:32 PM.

VOTE: UNANIMOUS MOTION CARRIED



Renee Williams, clerk

APPROVED: _____

Sharon Gabiga, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 05/23/2019 AT 2:30pm

ATTEST. LAURIE TIROCCHI, TOWN CLERK

