

MINUTES
REGULAR MEETING
FARMERS MARKET COMMITTEE
LISBON TOWN HALL
THURSDAY, APRIL 18, 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 7:01 PM

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

MEMBERS ABSENT: Meredith Savluk (Alternate)

OTHERS PRESENT: Amanda Moreno, Market Manager, Lisbon Farmers' Market

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

VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

- a. Lisbon Quarterly, May 15th – discussion to have Elaine draft up new information for newsletter.
- b. Lisbon Lions Club – E. Joseph reported she contacted the Lisbon Lions Club but has not heard back from them yet.

4. Bills & Financial Report

- a. Bills – NONE.
- b. Financial Report – balance \$2,140.68 as of 3/21/2019. Motion by E. Joseph second by T. Joseph to accept Financial Report of 4/17/2019.


VOTE: UNANIMOUS MOTION CARRIED

5. Old Business

- a. Market Manager Report – Amanda Moreno, Market Manager, reported Lisbon Farmers Market now has 1,029 likes and 1,086 followings on Facebook. Ms. Moreno mentioned that the Harvest New England Conference & Trade Show 2/27/19 was amazing and she learned a lot. Ms. Moreno also brought a Farmers Market Legal Tool Kit.
Discussion on Safety – have a Board Member do a checklist before the market opens and date it.
E. Joseph checking with First Selectman to see if members of the Farmers Market are covered for liability under the Town Policy.
- b. Review of Theme Market Calendar and Special Events – Ms. Moreno reported that a food truck Shishkabob Delicious (out of Glastonbury) will be there on opening day, June 27th. The dog days of summer is scheduled for August 1st with a blessing of pets/animals. Our recording clerk will check with Father Ted or Father Steve at St. Mary's in Jewett City to see if either of them are available to do the blessing. The Fire Department will be on hand on the last day for the bon fire. Jim Taylor is lined up to do entertainment for the opening and closing week. Trying to get the fiddlers to do a week. Friends of Pachaug are pending for June 27th and August 29th. Trying to get a waffle food truck to come in. Themes so far are as follows: Touch a Truck (fire truck), Military Appreciation, Dog Days of Summer, Arts/Artisan Week, Sweet Week, Boy Scouts & Girls Scouts, Food Drive, Book Club, Bon Fire. Tentative layout of the market was reviewed.

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6. New Business
 - a. WIC Certification – No vendor allowed to accept WIC
 - b. Senior Voucher Program – No vendor will accept Senior Voucher Program.
 - c. Vendor Applications – Discussion to separate out applications. Motion by A. Jernstrom second T. Joseph to have E. Joseph draft separate applications for non-profit, entertainment and crafters with final drafts to be reviewed and approved by the Committee members by email for immediate use.
VOTE: UNANIMOUS MOTION CARRIED
 - d. Community Organizations – Discussed under Item 6c.
 - e. Market Rules – Discussion that next year all vendors should be prepaid before coming to the market. Motion by E. Joseph second T. Joseph to set deadline of June 13th for receiving current pending vendor applications and vendor fees for verbal commitments. All future seasons to have a deadline of June 1st for receipt of applications and payment fees for verbal commitments.
VOTE: UNANIMOUS MOTION CARRIED
7. Any other business which may properly come before the Committee – None.
8. Adjournment - A motion was made by E. Joseph second by T. Joseph to adjourn at 8:41 PM.
VOTE: UNANIMOUS MOTION CARRIED


Renee Williams, clerk

APPROVED: _____
Sharon Gabiga, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 04/22/2019 AT 3:00pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
