

September 12, 2016

Ad-Hoc Farmers' Market Operating Committee
Special Meeting Minutes

The meeting was called to order at 8:19am in the Town Hall Conference Room B.

Roll Call: Eric Trott, Erica Pagliuco, Jean Cardinale Nelson, Michelle Pesce, Barbara Barry, Katrina Weaver, Beth Bauer, Bill Hoffman

Adoption of Minutes: There was no quorum at the previous meeting, so no minutes were prepared.

The Committee welcomed Katrina as an official member since she was appointed by the Town Council.

Market Financials:

Beth distributed a budget report that reflects the financial activity for the current fiscal year. The materials were reviewed and the status of the Dept. of Agriculture grant was discussed.

A list of purchases that will be required prior to the end of the current market season will be prepared.

The next round of Dept. of Agriculture Farm Viability Funds was discussed along with possible projects to fund.

A discussion occurred on ways to handle the financial needs Farm to Table event scheduled for the next market day.

Market Management:

Dept. of Agriculture Farm to Table event – This event will occur at the next market day on September 18. Department Staff will be coming to the market to review the items that were purchased via the grant, so that a reimbursement can be requested. Three chefs will be present for the event. Supplies for the event will be in hand before Sunday.

Other – Two other recipe cards will need to be printed for an upcoming market day. A flyer or palm card will be prepared that describes the Food Share program that has been developed recently.

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A meeting has been scheduled for September 30 at 10am at Hale for Town Staff and Hale Staff to review the status of the site and potential work for next season.

Plans will need to be made for the end of season market, which is the pumpkin fest. A volunteer appreciation event will likely occur on that day. More details are to come.

The next meeting is scheduled for October 13 at 5:30pm in conference room b, as long as the room is available. Eric will confirm and follow up.

The meeting was adjourned at 9:30 am.

Respectfully submitted,

Eric M. Trott

Director of Planning and Development