

MINUTES
REGULAR MEETING
FARMERS' MARKET COMMITTEE
LISBON TOWN HALL
THURSDAY, MARCH 21, 2024
6:00 P.M.

1. Call to Order: The regular meeting of the Farmers' Market Committee was called to order by Edward Gionet, Chairman, at 6:02 p.m.

MEMBERS PRESENT: Edward Gionet, Laura Sweet, Rich Ruppel, Tanner Wilson(remote)

OTHERS PRESENT: Josie Vane, LCS Student Ambassador, Juliana MacLean, LCS Student Ambassador

2. Reading of previous minutes - Motion made by E. Gionet second by R. Ruppel to approve the previous Regular Meeting minutes of February 15, 2024 as presented.

VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. Application, dated 2/27/2024, from Robin Sieczkowski, re: Wicked Weiners Hot Dog Cart 2024 Farmers Market Vendor Application
- b. Application, dated 2/19/2024, from Kelly Crompton, re: Because of Dogs 2024 Farmers Market Vendor Application
- c. Copy, letter, dated 3/4/2024, from Ken Mahler, Lisbon Historical Society, re: Meeting House Restroom Use
- d. Copy, letter, dated 3/11/2024, from Robert Adams, Planning and Zoning Commission, re: Zoning Regulations Text Amendments
- e. Copy, email, dated 3/11/2024, from E. Joseph, Clerk to the Boards, re: Farmers Market Special Permit application
- f. Copy, email, dated 3/15/2024, from Patrick McCormack, Uncas Health District, re: Temporary Food Events
- g. Copy, letter, dated 3/20/2024, from Richard Hamel, Conservation Commission, re: Proposed Permitted or Non-Regulated Activity, 12 South Burnham Highway

4. Bills and Financial Report

- a. Invoice, dated 2/24/2024, from Pens.com, in the amount of \$74.00 for 40 Lisbon Logo Market Bags.
Motion made by E. Gionet second by R. Ruppel to approve payment of \$74.00 to Pens.com for 40 Lisbon Logo market bags.

VOTE: UNANIMOUS, MOTION CARRIED

- b. Reimbursement, dated 3/21/2024, from L. Sweet, in the amount of \$31.96 for postage for letters to all the abutters for the special permit and mileage for training.
Motion made by E. Gionet second by R. Ruppel to approve \$31.96 reimbursement for L. Sweet training mileage and postage.

VOTE: UNANIMOUS, MOTION CARRIED

- c. Chairman Gionet reported that a total of \$160.00 was received from application fees from Dove Hill Farms, Wicked Weiners Hot Dog Cart and Because of Dogs.

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5. Old Business

- a. Location discussion – L. Sweet reported that the Planning and Zoning Committee held a public hearing on March 5 regarding the Zoning Regulation Text Change for up to five food trucks. This request was approved and will be effective on April 1, 2024. She has also been meeting with the Planning and Zoning Commission to present a Special Permit Application requesting moving the Farmers' Market from the Lisbon Meadows Barn to the Newent Meeting House Green. L. Sweet has received permission from the Active Aging Center to use their parking lot as well as T. Sparkman, First Selectman to use the old Fire Station and Town Hall parking lot for parking on market days. She has needed to detail in the plan various components of running the market including the proposed location of parking for patrons and vendors, food trucks, and vendor booths. A public hearing on this proposal will be held on Thursday, April 4, 2024 at 6:30 pm in the Lisbon Town Hall. She has also submitted FORM #IWWC 07-01 to the Conservation Committee for review. At their March 19, 2024 meeting, it was decided that this location would not affect any wetlands, therefore a wetlands permit will not be required. The Historical Society will make space in their shed for market equipment. J. Vane will check with other students to see if they would like to volunteer and get public service hours by helping out with the Farmers' Market once underway.
- b. Signs – L. Sweet has met with VistaPrint for the design of the signs, but would like to wait to hear about funding from the grant before moving forward with ordering. Turn around time for printing would be about a week. Chairman Gionet asked if there were any handicap parking signs in the Barn. He will check on this. L. Sweet asked if more committee members could help with placing the signs out on market days.
- c. Budget – L. Sweet reported that three more vendors have verbally signed on – Cedar Sawn Apiary, Keifer's Kettle Korn, Wicks & Wood, Second Chance Band and Cato Corner Cheese. Also, dates need to be scheduled with the Slater Library, St. Mary's Food Pantry and Renewal by Anderson. There was additional discussion regarding planning the schedule and vendor dates. This year, not every market will have a theme, but a 1st Responders, Health Day, Dog Day or literary (Mark Twain Day with lemonade/white fence) themes are being considered. L. Sweet would like other members to help with Facebook postings during market week as well as a "Meet the Vendors" segments.
- d. Expenses – see item #4 a&b

6. New Business

- a. Sponsorship for music and face painting – L. Sweet reported that she has reached out to Wheelabrator for a \$1500.00 sponsorship for music. She asked other members to help with these solicitations. E. Gionet and L. Martell, a food truck vendor, will assist with these requests. To ask for a sponsorship for face painting, the ask should be \$100/12 markets or \$1200.
- b. Grant status - L. Sweet has submitted a grant application with the Dept. of Agriculture in the amount of \$10,778.17. A decision should be made by May 1st. If approved, this grant would help to fund the new tent, signs, banners, brochures, tablecloth, radio ads and newspaper and magazine ads. She also explained the difference between SNAP (Supplemental Nutrition Assistance Program) and FMNP (Farmers' Market Nutrition Program). She attended the

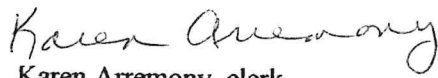
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Manager Meetup meeting in New Haven, CT. FMNP is for WIC recipients and seniors and follows specific guidelines. She has also signed up for the Farmers' Market to have a connectivity hotspot for these programs. She will be meeting with someone from SNAP for more information, but would like another member of the committee to help with this.

- c. Market Pal concept – When researching this concept, it was found that only the larger markets use this and the requirements are more complicated. The committee may want to revisit this concept for next year.

7. Adjournment – Motion by E. Gionet second by R. Ruppel to adjourn at 7:02 p.m.

VOTE: UNANIMOUS. MOTION CARRIED


Karen Arremony, clerk

APPROVED: _____
Edward Gionet, Chairman

MAR 25 '24 AM 9:18
RCV LISBON TOWN CLERK

