

**Town of Montville
Farmers Market Committee Meeting
Meeting Minutes
June 2, 2025, 6:00 p.m.
Room 102 - Town Hall**

Comments will only be accepted at times designated for public comment by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness and suitability shall be followed and enforced.

- 1. Call to Order (Called to Order at 6:02 pm)**
- 2. Pledge of Allegiance**
- 3. Roll Call - Kate Southard, Brianna Tobey, Florence Turner, Chelsea Lember**
- 4. Adjustments to the Agenda (None)**
- 5. Remarks from the Public regarding items on the agenda (3-minute limit) (None)**
- 6. Old Business**
 - a. Discussion of 2025 Market**
 - i. No quorum at Parks at Rec to make decision regarding sign - Kate**
 - ii. VFW and Legion - Community Night - Flyer to bartender at Legion (Flo) Kate will reach out to Bill Bauer.**
 - b. CT Grown Updates**
 - i. Application in- Going to be a definite yes. Will take a minute. - Kate**
 - c. Sponsor Updates**
 - i. June 9th meeting - They are all on board and they will print them - Flo.**
 - ii. Flo Spoke to Rand Whitney and They may want to be involved and or sponsor.**
 - iii. Lisa from Texas Roadhouse - Bri - Bri Will reach out. And Flo?**
 - iv. Sponsorship Follow through Matrix Example**
 - v. Reminder of Exclusive "Presented by" Recognition on all flyers, banners, and digital promotions, P & H**
- 7. New Business**

- a. **Approval of Vendors**
 - i. **Darlene Allen - Approved - Crafter - Full time**
 - ii. **Grow Up Wilder - Approved**
 - iii. **Jenna Gayle Julian - Approved**
 - iv. **Hope Hill Farm (Beef) -Approved**
 - v. **Keiko Moreno - Native Clothing - Approved**
 - vi. **Samara Martin - Approved**
- b. **2025 Committee T-Shirts**
 - i. **Chelsea will look up Bri's connection and other options locally**
 - ii. **Chelsea Will ask Phyllis also for connection.**
- c. **Welcome Table**
 - i. **Bri has a sign**
 - ii. **Waters Stop and shop (vendors)**
 - iii. **Thank you notes ready for Volunteers - Chelsea. Booth Placement**
- d. **Opening Night**
- e. **Tattoo Release Schedule**
 - i. **Kate - Doing QR Code -. Frame.**
- f. **Tattoo Release Marketing**
- g. **Filling Committee Positions: Treasurer, Secretary, Market Assistant**
 - i. **Chelsea Lemberth made a motion to nominate Florence Turner and Brianna Tobey as Assistant Market managers. Seconded by Florence Turner. Vote 3 -0. Motion Passed.**
- h. **More Committee Members Outreach**
 - i. **Put Up sign we are looking for a committee member -Kate**
- i. **Marketing Updates**
 - i. **Facebook**
 - ii. **TikTok**
 - iii. **Instagram**
 - iv. **Outdoor Signs**
 - 1. **Phyllis has new print dates to put over top.**
 - 2. **Phyllis and Flo will figure out posts and signs.**
 - 3. **Buying 2 big signs -**
 - 4. **Flo will double check**
 - 5. **Kate - 50 small signs no wickets**
 - 6. **Phyllis - Will reach out and see if sign guy will do free.**
- j. **Committee Social Get Together**
 - i. **July - ?**
- k. **Discuss Possibility of Scheduling Supplemental Meeting Before Opening Night**
 - i. **Supplemental meeting 6/16/25 6pm Flo will bring the stuff**

- ii. Chelsea Will send info to the clerk for the meeting
- iii. Last minute prep

8. Remarks from the Public - (None)

9. Remarks from Town Council Liaison - (None)

10. Remarks from Parks and Rec Liaison - (None)

11. Remarks from Committee members -(None)

12. Adjournment - (Adjourned 7:37 pm)