

**Town of Montville
Farmers Market Committee
Special Meeting Minutes
June 16, 2025, 6:00 p.m.
Large Pavilion - Camp Oakdale
75 Oxoboxo Dam Rd, Oakdale, CT 06370**

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 (6:09 pm)**
- 2. Pledge of Allegiance**
- 3. Roll Call : Kate Southard, Florence Turner, Brianna Tobey, Chelsea Lember**
- 4. Remarks from the Public regarding items on the agenda (3-minute limit)**
- 5. Old Business**
 - a. Discussion of 2025 Market**
 - b. CT Grown Updates**
 - c. Committee T-Shirts Update**
 - d. Welcome Table - DO we have everything we need ready?**
 - e. Booth Placement**
 - f. Opening Night**
 - g. Print cards for us to hand out at other markets to vendors with our names and contact information on them**
 - h. More Committee Members Outreach**
 - i. Interns Outreach (Marketing, Photography, Management,**
 - j. Volunteers Outreach**
 - k. Sign Order Updates**
 - l. Marketing Updates**
 - i. Facebook**
 - ii. TikTok**
 - iii. Instagram**
 - m. Sponsor Updates**
 - i. Sponsorship Follow Through Document Review**
 - ii. Reminder of *Exclusive "Presented by" Recognition on all flyers, banners, and digital promotions, P & H***

iii. Signage for Sponsors

6. New Business

a. Vendor Approvals

b. Vintage/ Antique Sale Night

- i. Chelsea Lembert made a motion to have a Vintage Sale put on in partnership by the Lions Club. Seconded by Florence Turner. Vote 3 -0. Motion Passed.**

c. Date for Holiday Market

- i. Waiting on Bozrah.**

d. Montville Farmers Market Foundation

- i. Chelsea Lembert made a motion to start a group called Friends of The Montville Farmers Market. Seconded by Florence Turner. Vote 3 -0. Motion Passed.**

7. Remarks from the Public

8. Remarks from Town Council Liaison

9. Remarks from Parks and Rec Liaison

10. Remarks from Committee Members

11. Adjournment (7:30 pm)