

January 26, 2020

Coventry Farmers' Market Operating Committee  
Special Meeting Minutes  
Via Zoom video conferencing

Call to order:

The meeting was called to order by Nelson at 8:03am.

Roll Call:

Eric Trott, Erica Pagliuco, Katrina Weaver, Barbara Barry, Jean Nelson, Anne Marie Charland, Jamie-Lynn Connell, Alexa Gorlick

Adoption of Minutes:

A motion was made by Barry and seconded by Charland to adopt the minutes of January 12, 2021. The motion passed unanimously.

Discussion of 2021 Market Season Planning:

Eric reached out to the Health District about the intentions of the Market to explore an in-field option this season. They indicated that they are happy to assist with planning efforts to insure that Covid protocols are met.

Katrina prepared a map of a potential field layout to examine capacity and customer flow. The map provides a 10' separation between vendors, since the sites are pinned in the field. A one way flow is provided. The flag field can also accommodate vendors as the customers make their way to the parking area. 10' spaces are also provided in the flag field between vendors. Food trucks could also be added possibly in the pedestrian walkway to the right of Homestead. Twelve vendors could be accommodated in the flag field and approximately 30 vendors in the market field. 22-23 10' x 10' and 12 10' x 20' spaces in the market field. Guest vendors were not included in the market field, but could be in the flag field. Vendors could also be put in front of the barn since it will not be used. There should be approximately 25' in the thinner section to 35' in the wider. A couple food trucks could be placed in the laneway. Measurements will be taken and added to the sketch plan.

The potential revisions to the vendor application were discussed, specifically how the vendors can be more involved. Also, opportunities to engage the customers was discussed. An online submittal approach will be required. The Health District requirements were retained in case they become applicable later during the season or next. The fees also need to be considered. The Friend's bag color and membership fee needs to be discussed.

The approach with the flag field in order to maintain the logistics and visibility will also need to be discussed.

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Barbara inquired with People's Bank about possible financial support for the upcoming Market season. An amount will need to be determined and time frame to be a principal sponsor, major sponsor, or supporting sponsor.

Next Meeting:

February 9 - 8am via Zoom.

Adjournment:

The meeting was adjourned at 9:02 am.

Respectfully submitted,

Eric M. Trott  
Director of Planning and Development