

**February 22, 2022**

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

**Call to order:**

The meeting was called to order by Nelson at 8:02 am.

**Roll Call:**

Erica Pagliuco, Jean Nelson, Eric Trott, Barbara Barry, Anne Marie Charland, Donna Titus, Janine Coughlin, Katrina Weaver

**Adoption of Minutes:**

A motion was made by Nelson and seconded by Titus to adopt the minutes of February 1, 2022 as presented.

One correction was noted:  
Kilspindie consulting was spelled wrong.

The motion passed unanimously.

**Looking ahead to 2022 – planning, needs, opportunities:**

Full-time vendor applications are now available to be filed. Part-time vendor applications will be going out likely today. JotForm is going to be used for the applications, which allows for viewing of the submittal progress.

Discussion occurred regarding certain vendors who sell out early each week and the impacts to the customers. Some of these vendors are good draws for the customers and should remain as vendors despite the limited product.

Discussion occurred about some of the Winter Market vendors who are doing well and are interested in becoming Summer Market vendors. A spice vendor from Mystic expressed interest.

There was a review of some Health District inspections of certain vendors and how it relates to the willingness to allow these vendors to return to the Market.

The schedule of events and themes were reviewed. Ray Oliver asked about the potential of a Fire Prevention day in October, which is included. Dog Days will be occurring in September.

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Eric reported that the CT Landmarks and Town lease for the Homestead has been extended for one year with the same criteria with the exception of the lease fee. This will allow for a timely discussion on terms and will provide an opportunity for Museum Insights to do their evaluation of the Homestead site.

**Next meeting date, time, and location:**

March 8 at 8 am via Zoom.

**Adjournment:**

The meeting was adjourned at 9:00 am.

Respectfully submitted,

Eric M. Trott  
Director of Planning and Development