May 22, 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 8:05 am.

Roll Call:

Michelle Pesce, Jamie Lynn Fontaine, Eric Trott, Erica Pagliuco, Jean Nelson, Ann Marie Charland

Adoption of Minutes:

A motion was made by Charland and seconded by Nelson to adopt the minutes of May 15, 2020 as presented. The motion carried unanimously.

Planning for 2020:

Jean and Erica spoke with the Monroe Farmers’ Market about the use of Local Line. They are willing to assist in sharing notes about their experience with us. There have been some complications with the new platform. There are two 'hubs' in the platform and we are trying to administer and they do not crossover very well. The vendor support for the platform has not been as hoped for. Jean and Erica have been working with the owner of Local Line to address them.

The parking field map was reviewed. The vendor rows number should be swapped in order. The volunteer parking note should be removed since it will be by the Market field. Vendor signage/identification in the row will be necessary to assist in pickup. Vendors will need to put up a tent to cover items sold and be anchored. The map will be revised.

The total number of cones were counted, there are a total of 43. They will be used in the field, not in the street.

The parking volunteer set up was discussed. A total of 9 appears to be generally necessary. 12 will be used for the first couple of weeks to get the set up in order. One will be placed at the end of each vendor row. A volunteer will be at the South Street access to check receipt.

The Fire Police submitted a schedule of volunteers for each week. Two will be used each week. It will be necessary to huddle with the Fire Police by 9:15am on opening day.
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Next Meeting:
June 5 at 8am.
The meeting will be via Zoom.

Adjournment:
The meeting was adjourned at 8:55a.m.

Respectfully submitted,

Eric M. Trott
Director of Planning and Development