**Williams Barn Committee minutes**

Date :  Thursday, Feb 22, 2024

Time : 4:06 PM Call to order

 5:15 adjourned

Place : Historical Room, Groton Public Library, 99 Main St Groton, MA

 Quorum (5) – Bruce, Bob, Chris D., Steve, Sandra, May, Matt

* Approved Jan 24 meeting Minutes. Unanimously approved.
* Approved accounts payable.
* Fire Alarm
	+ - battery replacement.
			* Steve Replaced the batteries. Alarm working.
		- Building Inspection.
* Conservation Committee Portapotty update.
	+ May B. provide and update. Meeting went well. FY25 budget has been submitted.
		- May B. will meeting with Charlotee and Mark to discuss
			* Using our budget to finance buying a Port-a-potty (~$2000, $150/ month cleaning)
			* Requesting funds for the FY26 budget, next year.
* Barn Use:
	+ The Groton Sustainably Commission will hold an event to increase the knowledge and awareness of electric vehicles.
	+ Moved to Prescott school, during Spring Fest. Barn may be used, if needed.
* Garden at the Barn
	+ Possible Eagle Scout project – Owner Matt
		- Matt to contact Scouts to find someone to take on this project: Approved unanimously.
		- Recommend working with Sustainability Committee, maybe a Pollinator Garden
		- Matt contacted Groton Scouts from web page.
		- Sandra will contact Scout troop.
* Upcoming event
	+ Spring Fest May 19th
		- Agree this is good visibility. Do we need to pay a fee $100: Unanimously approved.
	+ Riverfest in June 9th 11am – 4pm at the Petapawag boat ramp– Would like to attend.
		- Matt contacted the Greenways Committee to ask if we can attend.
	+ Student visits 3rd Grade classes
		- End of May.
* Farmers Market 2024 Season
	+ Fee schedule:
		- 15 Markets
			* $20 per market = $300
			* If paid in full before the start of the markets = $260
			* If paid for the remainder of the season, after the start of the season Remaining Markets @$20 ea - $20.
	+ Enforcing vendor insurance requirements

All vendors MUST be covered before we allow them at the market.

An Insurance Certificate Naming the Town as an Additional Insured for general liability with limits of $1,000,000 per Occurrence

* + Vendors
		- List to be provided.
	+ Intern for 2024
		- Interviews
			* Bob K working on interviews: Including Estella
		- Is it possible to add a special needs volunteer.
			* Steve to look into what they can do.
* Committee Charter
	+ Needs Select Board approval to be adopted.
		- Bob K reviewing copy.
* Next meeting
	+ March 21