**Williams Barn Committee Minutes**

Date :  Thursday, March 21, 2024

Start Time : 4:06 PM

Adjourned: 5:06 PM

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

 Quorum (5) – Bruce, Chris, Steve Sandra, Chris F., Matt

* Approved Feb 22 meeting Minutes.
* Approved accounts payable. Approved
* Fire Buildings Inspection.
	+ May will check with Tom Delaney
* Conservation Committee Portapotty update.
	+ Mark is going to allow us to use the $5000 we received from the town to pay for the porta potty in advance.
		- Will track in Accounts Payable
	+ Mark and Charlotte will be discussing how ConCom is going to be covering the expense next year (and beyond).
		- Closed
* Garden at the Barn
	+ Possible Eagle Scout project – Owner Matt
		- Sandra contacted Scout troop. Eric Binder – Will let us know if there is interest. Would be in the Fall.
* Upcoming event
	+ Grotonfest Spring into Summer vote and application - May 19th
		- May will set up an Canopy and man the booth.
		- Please support her.
	+ 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.
			* Waiting for response.
	+ Memorial Day Parade – May 29th &30th.
	+ Student visits 3rd Grade classes
		- May 29 and 30th
* Farmers Market 2024 Season
	+ Fee schedule:
		- 15 Markets July 5th to Oct 11th (and Thanksgiving Market) Nov. 23rd
			* $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.
			* Good Picking Farm approved.
		- Food Trucks – Steve W working on this. Will not pay a fee.
	+ Intern for 2024
		- Exit Review or Essay.
			* Intern can submit an Essay or come to a meeting and provide feedback.
		- Interviews
			* Bob K working on interviews: Including Estella
		- Is it possible to add a special needs volunteer.
			* Steve to investigate what they can do.
	+ Bruce is working on the Grants
		- Music - $150 per market = $2400.
* Committee Charter
	+ Needs Select Board approval to be adopted.
		- Bob K reviewing copy.
* Next meeting
	+ Monday April 22nd at the Barn.