

ORDER #97-2023

PROVIDING FOR Establishment of a Farmers' and Artisan Market in Veterans Memorial Park

WHEREAS the Town of Millinocket Age-Friendly Committee's 3-year Action Plan was approved on May 2022 by the Town Council; and

WHEREAS the Action Plan included the establishment of a Farmers Market to be held each Saturday starting June 3rd, 2023, through September 16th, 2023, from 9am-12:00 pm; and

WHEREAS the Age-Friendly Committee established a Farmers Market workgroup that researched best practice and planned the Market with the best interest of the Town in mind; and

WHEREAS Veterans Memorial Park was identified as the best location for the Market,

IT IS NOW ORDERED that the Town Council approves the Farmers' and Artisan Market to be held in Veterans Memorial Park, each Saturday starting June 3rd, 2023 through September 16th, 2023, from 9am -12:00pm; and

IT IS FURTHER ORDERED that all required fees as proposed are paid by the applicant at the Town Office prior to market participation.

PASSED BY THE COUNCIL:

4/27/2023
5-0

ATTEST:

Shirley M. Lokeman

Recommendation to the Millinocket Town Council

Downtown Millinocket Farmers' and Artisan Market

Age-Friendly Millinocket Committee

April 27, 2023



Age Friendly
Millinocket

Purpose Statement: The Millinocket Age-Friendly Committee advocates for services, supports and infrastructure that meets the needs of our residents in all stages of life. (Adopted 3.16.22)

Project Background

On May 15, 2022, the Council voted to approve the submission of the Age-Friendly Committee's Action Plan to AARP's Network of Age-Friendly States and Communities. One of the activities in the action plan was to "explore opportunities to establish a community farmer's market."

Since May 2022, this activity has been led by Barbara Riddle -Dvorak, a Lifelong Maine AmeriCorps Member hired through grant dollars awarded to Millinocket Memorial Library. The purpose of the Lifelong Maine AmeriCorps position is to work as a project organizer in partnership with the Age-Friendly committee to meet goals of the Action Plan. As the leader of the effort to establish a Farmers Market, Barbara convened a workgroup, researched what other communities have done to be successful, and consulted with the Maine Federation of Farmers' Markets (MFFM). The information gleaned has informed the development of the Farmers Market for Millinocket.

As a result of months of preparation, the goal of hosting a Farmers' and Artisan Market each Saturday in Veterans Park starting June 3 – September 16, 2023, from 9am- 12:00pm will be realized. The Farmers Market will feature only Maine - grown produce, or handcrafted artisan items, coffee, and music.

Included in this packet is the vendor application that describes the permits needed to participate in the Millinocket Farmers' and Artisan Market. In addition, a vendor fee of \$40 was set for the season for those that want to participate each Saturday 6/3/2023- 9/16/2023, or a fee of \$10 per Saturday(s) of their choice will be collected. Fees collected and payable to the Town of Millinocket will be used to offset any expenses incurred to host the Market. (For example, advertising, signs, tables etc.)

Note: This packet also includes Order #102-2022 Approval of the Age-Friendly Action Plan, as well as pg. 32 that references this Action Plan activity. Planning and progress updates about this project can be found in the Age-Friendly Committee monthly meeting minutes (starting with 5/17/22 mtg) available on the Town website.

Submitted by Jane Danforth, Chair, Age Friendly Committee

Recommended Order

Order #_____ Providing for establishment of a Farmers' and Artisan Market in Veterans Memorial Park to be held each Saturday starting June 3 – September 16, 2023, from 9am- 12:00pm.

Whereas the Age-Friendly Committee's 3-year Action Plan was approved in May 2022 by the Town Council; and

Whereas the Action Plan included the establishment of a Farmers Market as a goal to increase opportunities for intergenerational social interaction; and

Whereas the Age-Friendly Committee established a Farmers Market workgroup that researched best practice and planned the Market with the best interest of the Town in mind; and

Whereas the Age-Friendly Committee has the resources in place to bring the goal of establishing a Farmers' and Artisan Market that will feature only Maine-grown produce, or handcrafted artisan items; and

Whereas the revenue collected from vendor fees will be used by the Age-Friendly Committee to offset any expenses occurred from hosting the Market; and

Whereas Veterans Memorial Park was identified as the best location of the Market,

IT IS NOW ORDERED that the Town approves of the Farmers' and Artisan Market to be held in Veterans Memorial Park each Saturday starting June 3 – September 16, 2023, from 9am -12:00pm.

Millinocket Farmers' and Artisan Market Info Sheet

The Season is each Saturday, June 3- Sept 16 from 9am-12pm and will be held at Veterans Memorial Park, 50 Penobscot Avenue, Millinocket. Featuring **ONLY** Maine-grown produce/products, or handcrafted artisan items, coffee, and music.

To participate in the Millinocket Farmers' and Artisan Market you must:

1. **Obtain relevant Town of Millinocket Permits.** Vendors wishing to sell meat, cheese, milk, prepared/value added foods must comply with all appropriate state and federal laws, hold valid and current licensing permits and insurance.

To be a vendor in the Town of Millinocket, you must obtain:

- A **Victualer's License** is required for any entity preparing, selling, or serving food. Fee is \$25.00 annually with a mandatory May expiration.
(Note: this process can take up to 2 weeks or longer for approval).
- or
- A **Peddler's License** is required for homemade, homegrown, from the ocean or from the sea. Fee is \$15.00 annually.

These permit applications are available at the Town Office. This information is also found on the town website: www.millinocket.org under Business and Permits/Licensing. Licensing fees must be paid at the Town Office in the Municipal Building in Millinocket at 197 Penobscot Ave.

2. Fill out the Farmers' Market Application and submit application with the vendor fee to the Town of Millinocket.

- 1) Payment of vendor fee MUST be included with the application.
 - a. Vendor fee for the entire 2023 season is \$40.00.
 - b. The other option is to pay a fee of \$10 per each market no later than the Friday before that upcoming Saturday Market.
 - c. All fees MUST be paid by Friday, 4:00pm, prior to participating at the Market.

Checks should be made out to Town of Millinocket, memo line 'Farmers' Market fee'.

Vendor fees can be paid by phone by calling the Clerk's office at 723-7006/7007.

- *If paying by phone, be sure to mail your Market application to:
Town of Millinocket, 197 Penobscot Avenue, Millinocket, Maine 04426
Or fax it to 207-723-7002 or email it to: townclerk@millinocket.org*

Remember: To participate you need proof of the proper Town permits, a submitted application along with vendor fees paid to the Town.

If you have questions about the Farmers Market contact Barbara Riddle-Dvorak at: millinocketfarmersmarket@gmail.com or (917) 279-5890



Age Friendly
Millinocket

ITEM	NEEDED
Victualer	_____
Peddler	_____
Date Paid	_____
Payment Type	_____
Season	_____
Single Day	_____
Date of Use	_____
Clerks' Approval	_____

FARMERS' MARKET APPLICATION

Millinocket Farmers' and Artisan Market
Veterans Memorial Park, 50 Penobscot Avenue, Millinocket

Featuring **ONLY** Maine-grown produce, or handcrafted artisan items, coffee, and music.
Saturdays, June 3 - Sept. 16, 2023 at 9am-12 noon. Set-up is at 8:00 am.
Vendors are expected to bring their own tables and canopies.

Name _____ Phone _____

Business/Farm Name _____

Mailing address _____ City/Town _____

Zip _____ Email _____ Website _____

Brief description of your business enterprise: _____

What do you plan to sell? _____

Emergency contact: _____ Relationship _____

Phone _____

Do you plan to participate each week? _____ If not, please indicate the dates you plan on
attending (if known): _____

Do you need access to electricity? (Subject to availability) _____

How many tables/canopies will you set up? _____

Check if you accept: SNAP ☐ WIC ☐ or if you participate in Senior Farm Share ☐

Domain 7: SOCIAL PARTICIPATION

GOAL 1: Increase opportunities for intergenerational social interaction.

Activities	Resources/ Barriers	Metrics	Partners/Groups Responsible	Status
1) Explore opportunities to establish a community/ Farmers' market that includes resource sharing (i.e. information table, volunteer recruitment) and seasonal events during holidays featuring canned/baked /homemade goods and crafts.	<p>Resources: Local vendors, downtown location such as Heritage Park owned by KTP, Veterans Park, Kermit Crandall Park, etc.</p> <p>EZ-Ups, tables, sound system purchased with Challenge Grant funding</p> <p>Potential barriers: lack of participation of vendors, lack of community response, unfavorable weather conditions, unknown of who will coordinate long-term</p>	<p># Participating vendors</p> <p># Open market days</p> <p>Self-reporting by vendors</p>	<p>AmeriCorps Member, Age-Friendly Committee, Thrive Penobscot, Boreal Theater, Ktaadn Arts, Town Events Committee, Town Community Initiatives Director, Chamber of Commerce, Katahdin Collaborative</p>	<p>Expected to be operational June- Sept 2022, then annually through 2025</p> <p>Will include some seasonal events</p>
2) Establish a monthly "Lunch and Learn" program in partnership with the Library.	<p>Resources: Think Tank space at MML, social media and print marketing</p> <p>Potential barriers: COVID-19 precautions, lack of community participation</p>	<p># Events</p> <p># Participants</p>	<p>Thrive Penobscot/MRH, MML, recreation partners, invited organizations</p>	<p>Fall 2022-ongoing with success</p>

ORDER #102-2022

PROVIDING FOR: Approval to Submit the Age-Friendly Millinocket Action Plan to AARP's Network of Age-Friendly States and Communities

WHEREAS the Town applied to join AARP's Network of Age-Friendly States and Communities in April of 2019 and was accepted; and

WHEREAS the requirement of membership was to develop an Action Plan outlining actions to become more Age-Friendly based on needs assessment findings; and

WHEREAS the Committee formed by the Town created an Action Plan based on known community needs and capacity to address the needs;

IT IS THEREFORE ORDERED that the Council approves ~~that~~ the attached Age-Friendly Millinocket Action Plan and requests that the Chair of the Committee to submit the plan to the AARP Network of Age-Friendly States and Communities on behalf of the Town.

PASSED BY THE COUNCIL: 5/12/22

ATTEST: *Diana M. Lateman*