

# COXSACKIE FARMERS MARKET

## 2023 Rules and Regulations

### ADMISSION CRITERIA & ELIGIBLE PRODUCTS

- Admission to the Coxsackie Farmers Market is contingent upon completion and submission of market application, proof of insurance and payment of market fees in full.
- The use of the market is restricted to vendors who are regional bona-fide growers and producers of homemade products or prepared foods as approved by the Farmers Market Committee.
- Vendors may, with FMC pre-approval, supplement their product line with additional regional products. Supplemental purchased products may not constitute more than 25% of total display. Approval for outside products may be withdrawn with one week prior notice.
- Products and practices that are not specifically listed in these regulations must be pre-approved.
- Acceptance in the market is for pre-approved products only, additional products may be added with approval of the market manager.

### Product Eligibility

- Fruits & Vegetables:** grown on your own or rented land. Includes dried fruits and vegetables.
- Meat Products:** 100% from animals raised from weaning by you. Animals may be butchered and smoked off-farm.
- Cider and Fruit Juices:** May be pressed off farm; if pressed off-farm, must be labeled with name and address of mill. At least 60% of fruit in your juices shall come from your orchard. Up to 40% may come from within our region.
- Honey and Bee Products:** From your hives, within the local region. Bee pollen and added fruit in honey spread products must be harvested in our region.
- Animal products** - wool, fleece, yarn, feathers, down, and leather produced from animals owned by the vendor.
- Jams and Preserves:** Prepared by you from fresh produce. Fruits and vegetables grown in the region, must come from regional farmers in season. Fruits not grown in this region purchased fresh for processing. Non-regional products may consume up to 15% of your display.
- Milk:** from your own herd
- Cheese and Dairy Products:** preference given to production from your own herd.
- Eggs and Egg Products:** From your own fowl.
- Maple Syrup and Maple Products:** From your own and rented sugarbush, processed by you. Fresh regional fruit may be added to maple syrup and products for flavoring.
- Baked Goods:** Fresh baked, prepared from scratch (no commercially prepared dough mixes, crusts, shells or fillings). Fruits and vegetables used in baked goods must come from regional farmers when available. No commercially canned or frozen fruits or vegetables may be used. Produce not grown in this region may be purchased fresh or dried for use in baked products. Small family owned commercial bakeries in the local

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region may apply.

- L. **Field-Grown/Greenhouse Plants and Flowers:** Greenhouses must be owned or rented by you, unless otherwise approved. Bedded and potted plants and flowers must be started by you from seed, cell pack, bulbs, cuttings, plugs or received dormant. All plant material must be planted or repotted by you. Repotted plants must be well rooted to the next size container. Large foliage plants from air layered cuttings, rooted in your greenhouse, may be displayed in limited quantities and varieties. Plants sold must be well established, with good root systems and disease free. You must register with the NYS Department of Taxation and display Tax ID number at market as well as a nursery license.
- M. **Wreaths, Vines, Roping, Arrangements and Displays of Fresh or Dried Flowers and Greens:** from materials gathered locally.
- N. **Quality Arts and Crafts:** Items are permitted with permission and review of the FMC with preference given to Makers using local materials.
- O. **Ready to eat prepared foods** - high quality food items prepared by the vendor. Preference shall be given to vendors who use local farm products.

*Market representatives* may inspect or spot-visit any farm or establishment used by you for storage or production during normal work hours (8am-5pm) with 24hr notice to verify compliance with market regulations for product eligibility.

*Produce offered for sale* must be grown, harvested, and cared for post-harvest, so as to assure customers receive fresh, high-quality product. The FM Manager may direct that inferior quality or unacceptable goods be removed from the vendor's offerings for sale.

**MANAGEMENT:** The Market Manager is appointed by and reports to the Village of Coxsackie Board of Trustees. The Farmers Market is sponsored by and operates as a function of the Village of Coxsackie. The Market Manager is responsible for the orderly and efficient operation of the market, including space assignments, collection of market fees, enforcement of market and public safety regulations, etc. Market participants and their employees are required to follow the Market Manager's directions at Market.

### **GENERAL OPERATIONS:**

1. The market will be located at 1 Betke Blvd (Coxsackie Boat Launch) . The market will operate every Wednesday , 4-7pm, and will run from on or about May 24 – October 4, 2023. We are a rain or shine market. In the case of severe weather, notice of cancellation will occur no later than noon of the market day.
2. Vendors are to arrive no later than one half hour prior to opening for setup and must stay through the end of the market (7pm). Vendors may leave early with permission of the Market Manager or in the case of severe weather.
3. Latecomers may be denied admission or admitted and located at the Market Manager's discretion.

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4. Vehicles are not permitted on grass or sidewalks within the park.
5. Vendors must notify the market manager no later than 6 hours before market time if they will be absent for that market day. More than two (2) Market absences and/or tardiness is subject to review and may result in expulsion from the Market, with no refund of fees.
6. Before selling (4:00p.m.) Vendors are to post prices for all items and an attractive, good quality sign with name and location of farm or business in a clearly visible location. All necessary permits and program identifiers, such as Farmers' Market Nutrition Program, are to be visible.
7. Vendors must comply with all current applicable Federal, State, and Local regulations. Vendors selling meats, processed foods, prepared foods, baked goods and other perishable items must do so in compliance with the requirements of the NYS Department of Health and NYS Department of Agriculture and Markets and any other applicable requirements.
8. Scales are to be calibrated; weights in question are subject to review by Market Management. Vendors selling by measure must use standard size containers such as pint, quart, bushel, etc.
9. Consumer inquiries regarding pesticide use and other farm practices must be answered factually without misleading information. Statements regarding farm practices such as using the term organic must be legally verifiable.
10. Single use plastic bags are banned in New York State. New single use plastic bags will not be allowed.

### **BEHAVIOR:**

11. You are individually responsible for conforming to all applicable city, state and federal laws. Market Management may remove items or suspend operations of individuals in violation of Market regulations or city, state, federal laws.
12. Be honest and courteous at all times. Show respect for other vendors, customers and local businesses and business people.
13. Verbal threats or physical assaults are considered to be in violation of these rules, and may result in suspension or termination from the Market.
14. Smoking while at the market is strictly prohibited by all, as is law under the Clean Air Act.
15. Vendors are not allowed to bring pets or livestock without advanced notification and approval of the Market Manager
16. Vendors are not allowed to have music/entertainment at their site without permission of the Market Manager.
17. The Market Manager reserves the right to prohibit any activity or practice employed by a vendor or their employee(s) which they deem detrimental to the Market.

### **COMPLIANCE**

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18. All complaints must be addressed in writing to the Market Manager.
19. The submission of an application for admission to the market serves as the vendor's agreement to abide by the rules of the market, as established by the market's governing body and enforced by the market manager.
20. Violations of the rules of the market may be grounds for warnings, dismissal from the market, or both.
  - The first violation of the rules will result in a verbal warning by the market manager.
  - The second violation of the rules will result in a written warning, given by the market manager. A copy of the letter will be kept on file by the market manager, along with any documentation of the violation.
  - The third violation of the rules will result in a one week suspension of selling privileges.
  - The fourth violation of the rules may result in dismissal from the market with no refund.

At the discretion of the market manager, when a violation occurs that jeopardizes the health of a customer, another vendor, market management or the overall health of the market, the manager may call for immediate dismissal from the market.

**IT IS NOTED THAT THE FARMERS' MARKET BOARD AND THE MARKET MANAGER, MEMBERS AND OTHER APPOINTED PERSONS AND/OR MARKET SPONSORS ARE SPECIFICALLY NOT RESPONSIBLE FOR DAMAGE AND/OR LOSS TO A VENDOR'S PERSON, PROPERTY, GOODS, OR MONEY.**

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