



STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187  
ELLINGTON, CONNECTICUT 06029-0187  
[www.ellington-ct.gov](http://www.ellington-ct.gov)

TEL. (860) 870-3120      **TOWN PLANNER'S OFFICE**      FAX (860) 870-3122

## **ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING AGENDA WEDNESDAY, NOVEMBER 18, 2020, 7:00 PM**

### **ZOOM MEETING**

**(INSTRUCTIONS TO JOIN VIRTUAL MEETING PROVIDED BELOW)**

#### **I. CALL TO ORDER:**

#### **II. PUBLIC COMMENTS** (on non-agenda items):

#### **III. ACTIVE BUSINESS:**

1. Report: Tax Incentive/Abatement Programs
  - a. Tax Abatement Application for Earthlight Technologies, LLC, 128 West Rd, APN 037-003-0002 in a Planned Commercial (PC) zone. Construction of a two story building, approximately 20,000 sf for corporate headquarters – Sales & Installation of energy efficiency equipment and solar PV system.
2. Report: Tolland County Chamber of Commerce
3. Report: Agricultural Initiatives
4. Report: Connecticut Economic Development Association Best Practices
5. Report: Current Economic Activity
  - a. Discuss: First Annual Shop Ellington 2020 Campaign

#### **IV. ADMINISTRATIVE BUSINESS:**

1. Approval of the October 14, 2020 regular meeting minutes.
2. Approval of 2021 meeting schedule.
3. Correspondence:
  - a. AdvanceCT – Guide to suppliers offering reliable and high-quality PPE.
  - b. Department of Economic and Community Development – Reopen CT Rollback to Phase 2.1

#### **V. ADJOURNMENT:**

**Note: Next regular meeting is scheduled for December 9, 2020.**

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**In order to comply with COVID-19 limited in-person meetings and social distancing requirements, this meeting will be conducted using the online video conferencing service provider Zoom. Meeting details will be provided on the Agenda and posted on the Ellington webpage ([www.ellington-ct.gov](http://www.ellington-ct.gov)), Agenda & Minutes, Economic Development Commission.**

**Join Zoom Meeting:**  
<https://zoom.us/j/99190837998>  
**Meeting ID: 991 9083 7998**  
**Password: 804162**

**Dial by your location:**  
**+1 646 558 8656 US (New York)**  
**Meeting ID: 991 9083 7998**  
**Password: 804162**

**TOWN OF ELLINGTON  
REAL ESTATE TAX ASSESSMENT ABATEMENT  
APPLICATION FORM**

**APPLICANT'S INFORMATION:**

BUSINESS/FARM NAME: Schneider Brothers LLC/Earthlight Technologies, LLC

OWNER(S): Timothy, Samuel, Jacob, Christian, Jonathan & Nathan Schneider

MAILING ADDRESS: 92 West Road, Ellington, CT 06029

PHONE: 860.550.5337

FAX: 860.871.9439

EMAIL: tim@earthlighttech.com

**PROPERTY DESCRIPTION:**

PROPERTY ADDRESS: 128 West Road

ASSESSOR'S PARCEL NUMBER (APN): \_\_\_\_\_

DEED: VOL. 037-003- PG. 0002 TOTAL AC. OF PARCEL: 12.5

**PROPERTY IMPROVEMENT INFORMATION:**

LAND ACQUISITION  YES  NO (CIRCLE ONE)

IF YES, TOTAL AC. ACQUIRED: 12.5

AMOUNT OF LAND IN ELLINGTON USED FOR FARMING, IN ACRES: 0

AMOUNT OF LAND OUTSIDE OF ELLINGTON USED FOR FARMING, IN ACRES AND BY LOCATION: 0

NEW CONSTRUCTION  OR ADDITION: (CIRCLE ONE)

NEW CONSTRUCTION (SQ. FT.): 20,000

TOTAL BUILDING (SQ. FT.): 20,000

INDUSTRY TYPE, FARM TYPE & BUSINESS/FARM USAGE STATEMENT:

Earthlight Technologies Corporate Headquarters - Sales & Installation of energy efficiency equipment and solar PV systems.

ANTICIPATED WASTE OUTPUT (GPD): 7,000 GPD  
COST OF LAND: \$ 375,000.00  
COST OF BUILDING OR ADDITION: \$ 3,500,000.00  
COST OF SITE IMPROVEMENTS: \$ 300,000.00  
FAIR MARKET VALUE OF EXISTING MACHINERY: 80,000.00  
FAIR MARKET VALUE OF EXISTING EQUIPMENT: 50,000.00  
FAIR MARKET VALUE OF EXISTING MOTOR VEHICLES: 1,100,000.00  
COST OF NEW MACHINERY: \$ 150,000.00  
COST OF NEW EQUIPMENT: \$ 125,000.00  
COST OF NEW MOTOR VEHICLES: \$ 2,000,000.00  
NUMBER OF EXISTING EMPLOYEES: 85  
NUMBER OF ANTICIPATED ADDITIONAL EMPLOYEES: 10-15  
EXPECTED HIRE DATES OF ADDITIONAL EMPLOYEES: 2021

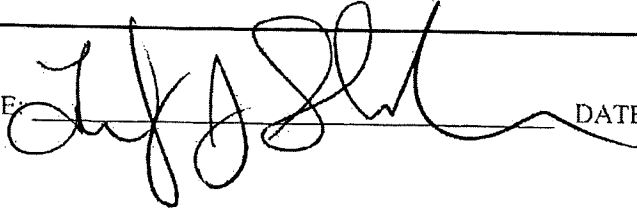
TYPE OF JOBS AND JOB TITLES OF ANTICIPATED ADDITIONAL EMPLOYEES: \_\_\_\_\_  
Electricians, Laborers, Controller, Carpenters, Office Workers

VALUE OF PUBLIC AND/OR SUPPLEMENTAL FUNDING: 0  
ANTICIPATED CONSTRUCTION SCHEDULE: spring/summer 2021

*If additional space is needed, please provide a separate attachment(s).*

ATTACH A DOCUMENT THAT STATES YOU ARE CURRENT WITH FEDERAL, STATE AND LOCAL TAXES; PROVIDE COPIES OF SITE DEVELOPMENT PLANS AND BUILDING PLANS, AND A STATEMENT EXPLAINING HOW THE PROPOSAL WILL PROVIDE BUSINESS GROWTH, SUSTAIN FARMING, TAX REVENUE AND POTENTIAL EMPLOYMENT FOR TOWN RESIDENTS. IF A BUSINESS, INCLUDE A LIST OF ALL BUSINESS NAMES WITH PRINCIPALS AND TOWNS THAT YOU HAVE DONE BUSINESS IN FOR THE PAST 5 YEARS.

PLEASE ATTACH ANY ADDITIONAL INFORMATION THAT YOU FEEL WILL BE HELPFUL DURING THE TAX ABATEMENT REVIEW.

SIGNATURE:  DATE: 11-4-20



earthlight  
solar & energy solutions

Earthlight was started in 2008 at 92 West Road in Ellington. As a growing business, Earthlight maximized its office and warehouse space with additions, storage containers and for the last 2-3 years has rented warehouse space from the former Rockville Reminder building in Vernon.

Earthlight has enjoyed consistent 15-20% growth over the last years and plans to continue growth at a budgeted 10% going forward. Earthlight also has a small office in Hadley, MA as well as an office in Silverton, OR.

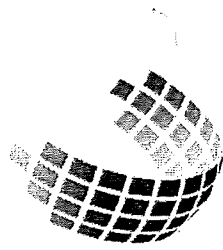
It has become evident that Earthlight needs to expand and consolidate its offices and warehouse. As Earthlight grows into the future, hiring additional local employees will be key to continuing to build a high quality, family run business in town. It is very important for us to continue to give back and support our great town of Ellington.

We will also need to continue to expand our fleet of vehicles and contractor equipment.

As we navigate these trying, historic times, we ask the town to help us grow with as much tax abatement as possible.

Earthlight Technologies, LLC  
92 West Rd  
Ellington, CT 06029

p: (860) 871-9700  
f: (860) 871-9439  
earthlighttech.com



**earthlight**  
solar & energy solutions

**Earthlight Technologies, LLC**  
92 West Road  
Ellington, CT 06029

1037 Commerce Court  
Silverton, OR 97381

216B Russell Street  
Hadley, MA 01035

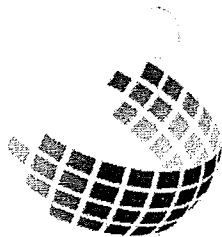
**Earthlight Power, LLC**  
92 West Road  
Ellington, CT 06029

**West Road Associates**  
92 West Road  
Ellington, CT 06029

**Schneider Brothers, LLC**  
92 West Road  
Ellington, CT 06029

Earthlight Technologies, LLC  
92 West Rd  
Ellington, CT 06029

p: (860) 871-9700  
f: (860) 871-9439  
[earthlighttech.com](http://earthlighttech.com)

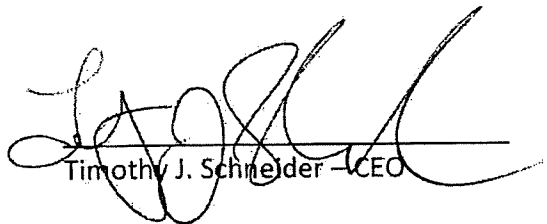


earthlight  
solar & energy solutions

October 30, 2020

Current Tax Statement

Earthlight Technologies, LLC, Earthlight Power LLC, West Road Associates, Schneider Brothers, LLC are current on all local, state, and federal taxes.

  
Timothy J. Schneider - CEO

11-4-20  
Date

Earthlight Technologies, LLC  
92 West Rd  
Ellington, CT 06029

p: (860) 871-9700  
f: (860) 871-9439  
earthlighttech.com



**earthlight**

SOLAR AND ENERGY SOLUTIONS

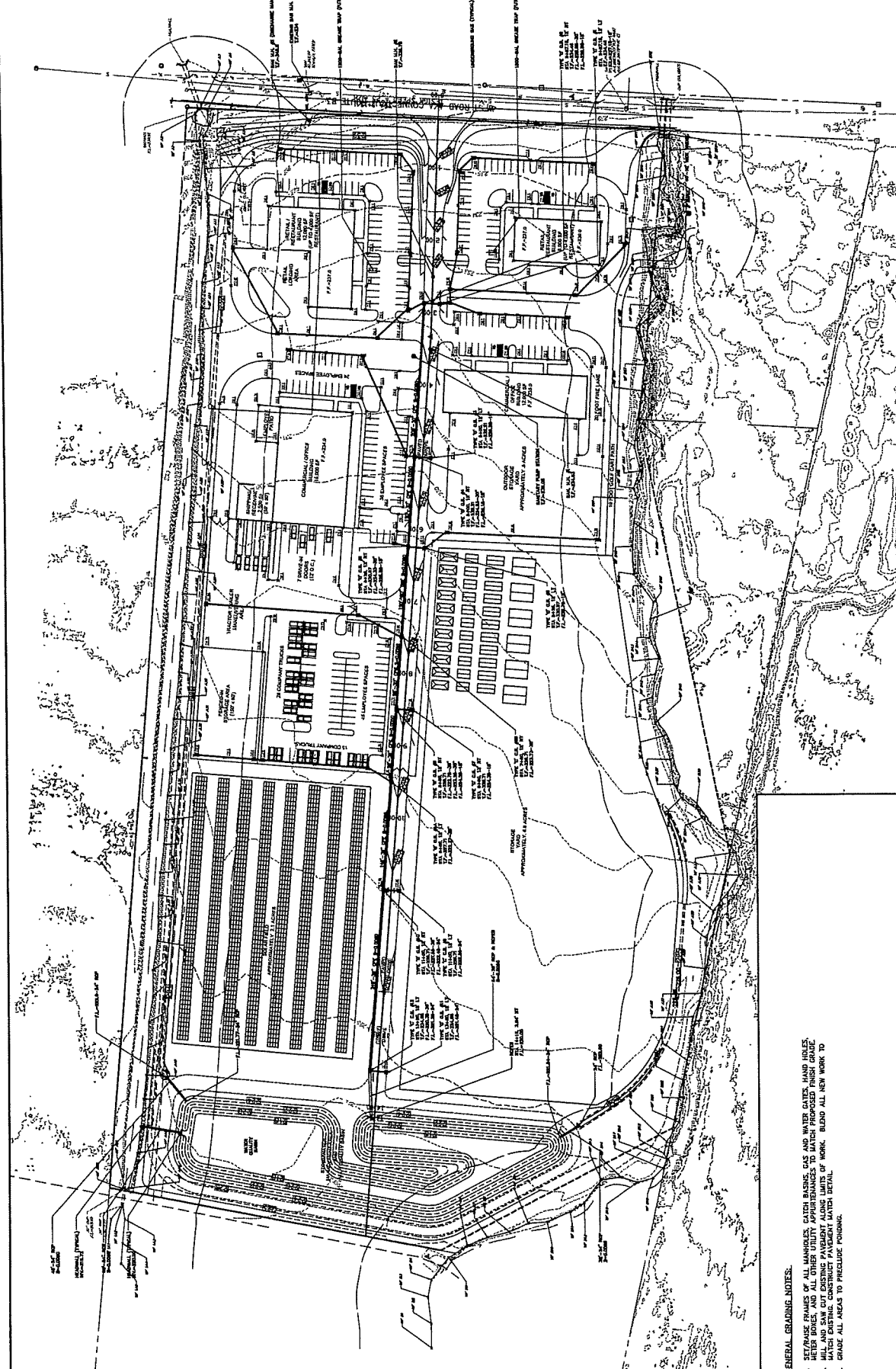
128 West Road

Ellington, CT

7/7/2020

General Conditions	\$	176,600
Design - Architectural/Structural	\$	15,000
Design - MEP	\$	15,000
Design - Interior Design	\$	9,000
Concrete	\$	235,000
Masonry	\$	27,000
Structural/ Misc Metals	\$	190,800
Rough Carpentry	\$	55,000
Breakroom - Base/Wall Cabinet	\$	3,000
Doors, Frames & Hardware	\$	40,000
Aluminum Curtainwall/Storefront/Glazing	\$	115,000
Overhead Doors	\$	42,000
Gypsum Wallboard/ Roof Framing	\$	235,000
Acoustical Ceilings	\$	32,000
Flooring	\$	82,000
Painting	\$	15,000
Toilet Accessories/Fire extinguishers	\$	2,100
Pre-Engineered Metal Building	\$	359,929
Great Country Timber Frame	\$	220,000
Fire Protection System	\$	84,960
Plumbing	\$	57,800
HVAC	\$	145,700
Electrical	\$	186,000
Building Permit/Insurance	\$	50,937
Overhead & Profit	\$	166,908
<b>TOTAL</b>	<b>\$</b>	<b>2,561,734</b>
Construction Contingency	\$	60,000
Sitework Allowance	\$	385,967

For Reference Only



- GENERAL GRADING NOTES:
1. EXISTING GRADE SHOWN AS AN UNTER LINE, FINISH GRADE SHOWN AS A DOTTED LINE. ALL OTHER UTILITY APPROPRIATIONS TO MATCH PROPOSED FINISH GRADE.
  2. HILL AND SWM CUT EXISTING PAVEMENT ALONG LIMITS OF WORK. BLEND ALL NEW WORK TO MATCH EXISTING. CONSTRUCT PAVEMENT MATCH DETAIL.
  3. GRADE ALL AREAS TO PRECLUDE POtholes.

PRELIMINARY GRADING & DRAINAGE PLAN

SKINNER & SCHNEIDER PARTNERS  
130 WEST ROAD  
ELINGTON, CONNECTICUT

Date: 01-10-2020  
Drawn by: DMT  
Checked by: GAV  
Scale: 1" = 60'

No.	Date	Description



F. A. Heaketh & Associates, Inc.  
1000 Park Street, Suite 200  
Farmington, CT 06030  
Phone: (860) 652-4000 Fax: (860) 652-4000  
www.fah.com



DATE	ISSUE
6-10-2020	PROGRESS DRAWING
6-16-2020	19ET, EAVE, SINGLE SLOPE
6-18-2020	EAVE HEIGHTS
10-28-2020	BUILDING FOOTPRINT FRONT ENTRY CANOPY



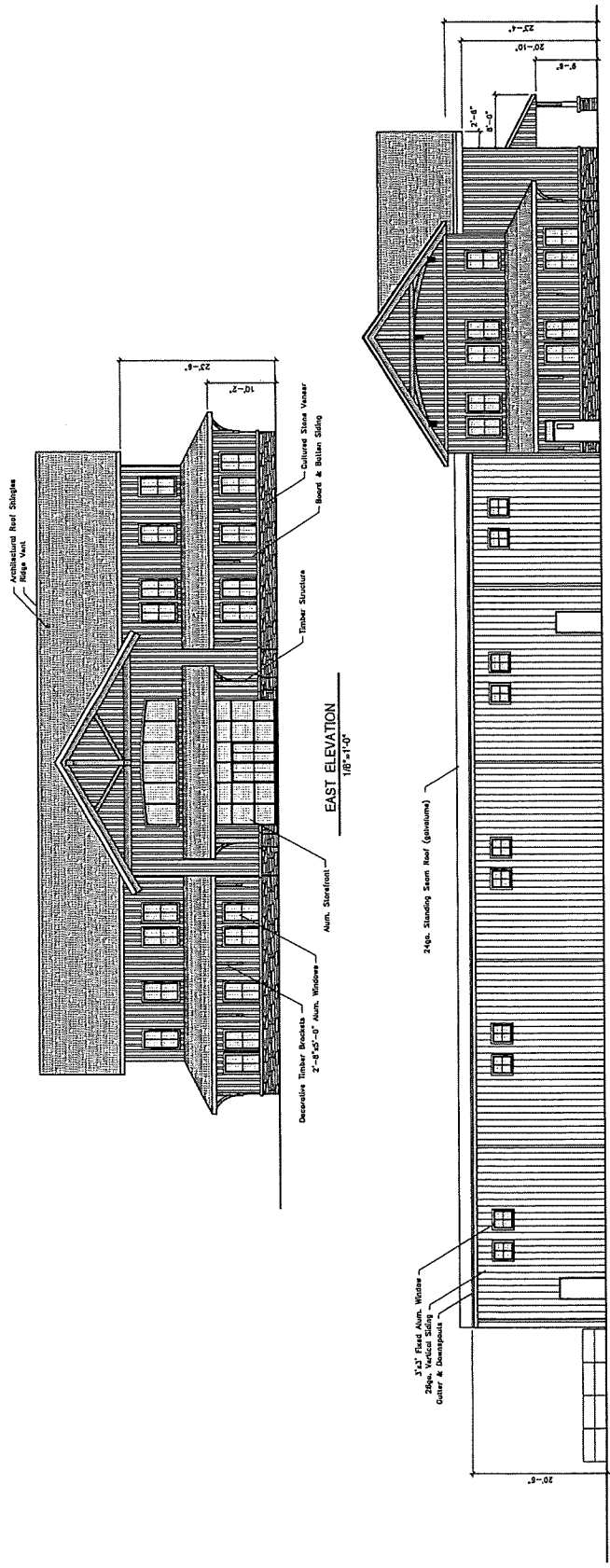
CONSULTANTS:

PROJECT NAME: Earthlight Solar & Energy Solutions  
 DRAWING TITLE: EXTERIOR ELEVATIONS  
 130 WEST ROAD  
 ELLINGTON, CONNECTICUT

SCALE

ENGINEER: FB  
 ARCHITECT: FB  
 PROJECT MGR: FB  
 DRAFTED: BY: BF

A-200



DATE	ISSUE
8-10-2017	CONCEPT DRAWING
9-10-2017	PROGRESS DRAWING
10-1-2018	PROGRESS DRAWING
10-1-2020	BUILDING FOOTPRINT
10-28-2020	OFFICE FLOOR PLAN
	BUILDING FOOTPRINT
10-29-2020	OFFICE FLOOR PLAN



CONSULTANTS:

PROJECT NAME:  
**Earthlight Solar & Energy Solutions**

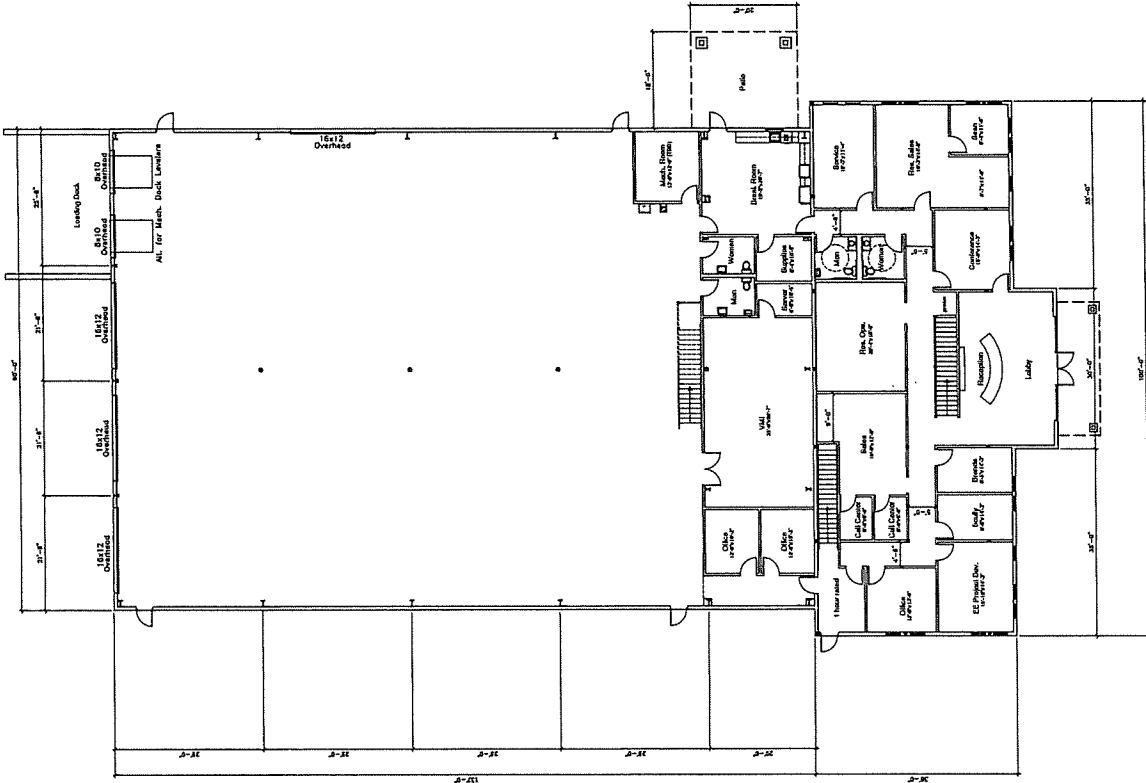
DRAWING TITLE:  
**FLOOR PLANS**

130 WEST ROAD  
ELLINGTON, CONNECTICUT

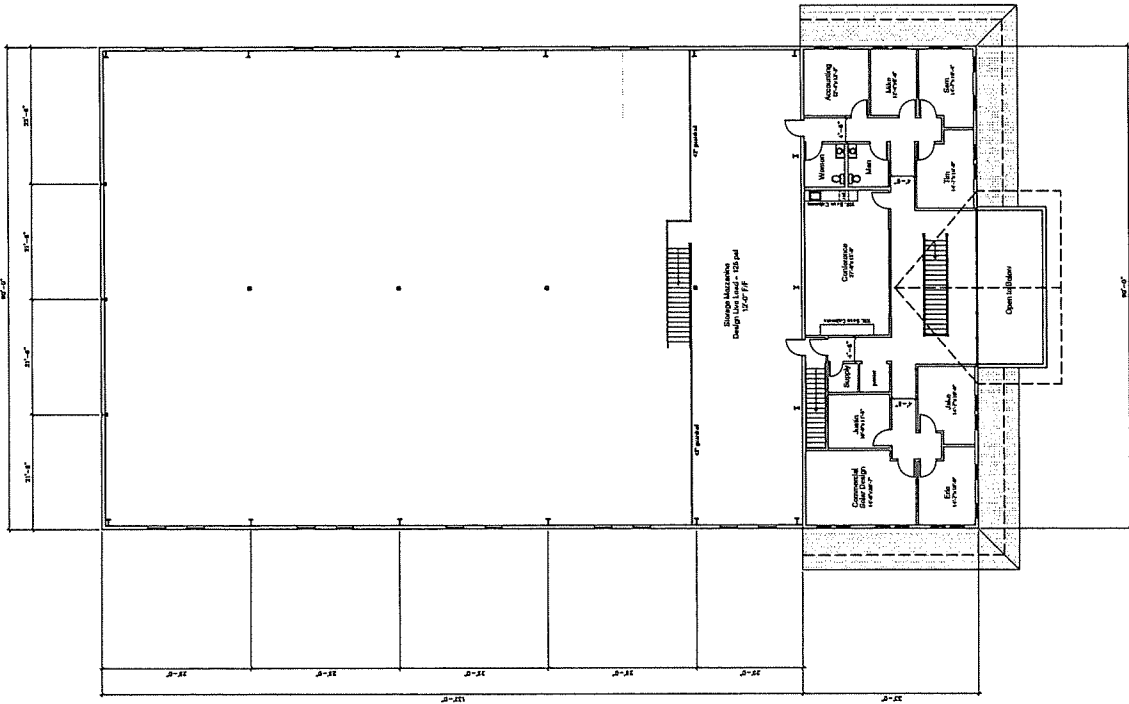
SEAL

ENGINEER: FB  
ARCHITECT:  
PROJECT MGR:  
DRAWN BY: BF

**A-100**



FIRST FLOOR PLAN  
300'-11/8"



SECOND FLOOR PLAN  
300'-11/8"

**APPLICATION REVIEW SHEET**

**ASSESSOR:**

DATE REFERRED: \_\_\_\_\_

DATE REVIEWED: 11/9/20

COMMENTS: No assessment analysis available at this time due to Revaluation 2020. There are no preliminary values available. Please correct information on page 5 (i.e. Vol + Page and parcel number) Total acreage is 12.51 Vol. 509 Page 596

SIGNATURE [Handwritten Signature]

**RECEIVED**

NOV 09 2020

TOWN OF ELLINGTON  
PLANNING DEPARTMENT

**TAX COLLECTOR:**

DATE REFERRED: \_\_\_\_\_

DATE REVIEWED: \_\_\_\_\_

COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE \_\_\_\_\_

**FIRST SELECTMAN:**

DATE REFERRED: \_\_\_\_\_

DATE REVIEWED: \_\_\_\_\_

COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE \_\_\_\_\_

**ECONOMIC DEVELOPMENT COMMISSION:**

APPLICATION FORWARDED TO BOS: YES / NO (CIRCLE ONE)

DATE: \_\_\_\_\_

COMMENTS:

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\_\_\_\_\_  
EDC CHAIRMAN SIGNATURE

**BOARD OF SELECTMEN:**

APPLICATION FORWARDED TO TOWN MEETING: YES / NO (CIRCLE ONE)

DATE: \_\_\_\_\_

COMMENTS:

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\_\_\_\_\_  
FIRST SELECTMAN SIGNATURE

\_\_\_\_\_  
APPROVED AT TOWN MEETING ON:

BUILDING PERMIT NUMBER: \_\_\_\_\_

**POLICY APPROVAL/REVISIONS:**

BOS ADOPTED 5-13-2002

BOS APPROVED AS REVISED 11-13-2006 AND 3-18-2013

REVISED 5-15-2013 (ORGANIZATIONAL/GRAMMATICAL REVISIONS ONLY)

BOS APPROVED AS REVISED 9-15-2014 (CHANGE PLANNING TO ASSESSOR'S DEPARTMENT PAGE 4, 2<sup>ND</sup> PARAGRAPH)

BOS APPROVED 7-10-2017 (ADD FARM PROVISION)



# ANNOUNCEMENT

## SHOP ELLINGTON 2020

### EVENT INVITATION FOR BUSINESSES

SPONSORED BY: ELLINGTON ECONOMIC DEVELOPMENT COMMISSION

Dear ELLINGTON BUSINESS,

In an effort to support local businesses, the Ellington Economic Development Commission (EDC) is sponsoring Shop Ellington 2020. Shop Ellington 2020 will run for ten days starting Friday, November 27, 2020, through Sunday, December 6, 2020. During the event, citizens will earn raffle tickets (stickers) toward becoming eligible for raffle prizes that will be awarded by the EDC at a raffle drawing in mid December. Patrons can earn raffle stickers for visiting participating Ellington businesses and learning about goods and services, taking tours, or making purchases during the event.

The EDC hopes Shop Ellington 2020 will connect more patrons and businesses, and, if the event is successful, that Shop Ellington 2020 will be the first of further annual shop local campaigns.

Thank you for all you do to make Ellington a great place to live, work, and play.

#### HOW BUSINESSES REGISTER TO PARTICIPATE:

- 1) RSVP to this invitation by November 16, 2020, email: [planner@ellington-ct.gov](mailto:planner@ellington-ct.gov) / call: 860-870-3120 / mail a completed form to Town of Ellington, c/o Planning Department, PO Box 187, Ellington, CT 06029
- 2) Provide - Name of Business \_\_\_\_\_  
Location of Business \_\_\_\_\_  
Name, Phone Number, & Email Address for Business Contact \_\_\_\_\_

#### WHAT THE EDC & TOWN STAFF WILL DO:

- ✦ Upon receipt of RSVP, deliver Shop Ellington Customer Raffle Cards, Customer Raffle Stickers, and Event Flyers to businesses
- ✦ Advertise Shop Ellington via newspaper, town social media accounts, and circulation of Shop Ellington Event Flyers
- ✦ Collect Shop Ellington Customer Raffle Cards from participating businesses and patrons
- ✦ Enter qualifying Shop Ellington Customer Raffle Cards in raffle prize drawings for pre-paid credit cards after the end of the event (Tentative raffle drawing date is December 16, 2020; time, location/format TBD)

#### HOW BUSINESSES PARTICIPATE IN SHOP ELLINGTON 2020:

- ✦ RSVP and advertise participation in Shop Ellington 2020 via social media, print ad, in-store postings, etc.
- ✦ Distribute Shop Ellington Customer Raffle Cards to patrons and promote customer participation
- ✦ During the event (Friday, November 27, 2020, through Sunday, December 6, 2020), place Raffle Stickers on Shop Ellington Customer Raffle Cards for each visit that involves sharing information about services, conducting tours, or purchasing goods or services. (No Purchase Necessary)

#### OTHER THINGS BUSINESSES CAN DO DURING SHOP ELLINGTON 2020:

- ✦ Offer special deals and sales, provide samples & giveaways (individually wrapped & COVID-19 friendly)
- ✦ Weather permitting, consider outside displays or provide tours (according to COVID-19 protocols)
- ✦ If you are an American Express merchant, contact American Express and order Shop Small supplies for use on Small Business Saturday (November 28, 2020)

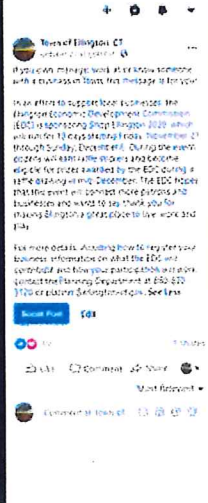
Subject: FW: Shop Ellington 2020 Event Announcement

Sent: Wednesday, October 28, 2020 11:39 AM

To: Lisa Houlihan <[LHoulihan@ELLINGTON-CT.GOV](mailto:LHoulihan@ELLINGTON-CT.GOV)>

Subject: RE: Shop Ellington 2020 Event Announcement

Here are the **Facebook & Instagram posts!** I'm happy to continue to push this as the dates get closer, as well 😊



townofellington



View Insights

Promote



Liked by luannthebaker and 31 others

townofellington If you own, manage, work at or know someone with a business in Town, this message is for you!

Julia Connor

Executive Assistant

Website & Social Media Coordinator

860-870-3100

Subject: FW: Shop Ellington 2020 Event Announcement

From: Julia Connor  
Sent: Monday, November 09, 2020 11:31 AM  
To: Lisa Houlihan <LHoulihan@ELLINGTON-CT.GOV>  
Subject: RE: Shop Ellington 2020 Event Announcement

I just created a Facebook event for Shop Ellington 2020 under the Town account, per a recommendation from Susan Conte – participating businesses will be able to share it, and it'll remind people that it's happening 😊

The screenshot shows a Facebook event page for 'Shop Ellington 2020'. The event banner features a blue wavy background with the text 'Shop Ellington 2020' in white. Below the banner, it says '27' and 'SPONSORED BY THE ELLINGTON ECONOMIC DEVELOPMENT COMMISSION'. The event dates are 'NOV 27 AT 8 AM EST - DEC 6 AT 11 AM EST'. The event title is 'Shop Ellington 2020' with the subtitle 'Various Ellington Businesses'. There are buttons for 'Insights' and 'Boost Event'. Below the event title, there are options for 'About' and 'Discussion'. The 'Details' section lists the dates, location, and host. The 'Insights' section shows 'People Reached' and 'Responses' both at 0 for the last 7 days.

*Julia Connor*  
Executive Assistant  
Website & Social Media Coordinator  
860-870-3100

A	B	C	D	E	F
1	<b>Shop Ellington 2020 Participating Business List</b>				
2					
3	Name of Business	Address	Contact Name	Phone#	Email
4	Benware Automotive	408D Somers Road	Crystal Benware	860-454-4407	<a href="mailto:BenwareAutomotiveLLC@yahoo.com">BenwareAutomotiveLLC@yahoo.com</a>
5	Earthlight Technologies	92 West Road	Rowan O'Connell	860-871-9700 Ext. 138, 860-993-5139	<a href="mailto:rowan@earthlighttech.com">rowan@earthlighttech.com</a>
6	Ellington Agway	74 West Road	Jackie Yoder	860-875-3355 x202	<a href="mailto:jackie@ellingtonagway.com">jackie@ellingtonagway.com</a>
7	Ellington Depot	1 Crystal Lake Road	Sibylle Rogalla	860-871-6039	<a href="mailto:ellingtondepot@gmail.com">ellingtondepot@gmail.com</a>
8	Ellington Farmers Market	100 Pinnacle Road	Diane Trueb	860-306-8879	<a href="mailto:dtrueb2@gmail.com">dtrueb2@gmail.com</a>
9	Homestead Comfort	100 West Road #2	Lizzy Phelps	860-375-8559	<a href="mailto:lizzyp@homesteadfuel.com">lizzyp@homesteadfuel.com</a>
10	Indian Valley YMCA	11 Pinney Street	Maggie Griffin & David Corricelli	860-871-0008	<a href="mailto:Maggie.Griffin@ghymca.org">Maggie.Griffin@ghymca.org</a> & <a href="mailto:david.corricelli@ghtmca.org">david.corricelli@ghtmca.org</a>
11	K- Rockets Eng. & Technology School	105 West Road	Rajee Assudani	860-375-3042	<a href="mailto:info@k-rockets.com">info@k-rockets.com</a>
12	Little House in the Country Childcare, LLC	2 Nutmeg Drive	Janet Settle	860-872-0252	<a href="mailto:director@littlehouseinthecountry.com">director@littlehouseinthecountry.com</a>
13	LuAnn's Bakery & Café	238 Somers Road	Meg Cerulli & Josh Virkler	309-261-8623	<a href="mailto:josh.luannsbakery.com">josh.luannsbakery.com</a> & <a href="mailto:meg@luannsbakery.com">meg@luannsbakery.com</a>
14	LuAnn's Coffee & Good Eats Drive Thru	140 West Road	Catie Sullivan & Josh Virkler	309-261-8623	<a href="mailto:cate@luannsbakery.com">cate@luannsbakery.com</a> & <a href="mailto:josh@luannsbakery.com">josh@luannsbakery.com</a>
15	Neil's Fine Wines & Liquor	175 West Road	Pankaj Desai	860-875-2254	<a href="mailto:neilsfinewines@gmail.com">neilsfinewines@gmail.com</a>
16	New England Steam Clean	P.O. Box 688	Stacey Sullivan	860-454-8579	<a href="mailto:stacey@nesteamclean.com">stacey@nesteamclean.com</a>
17	Oakridge Dairy	11 Jobs Hill Road	Seth Bahler	860-375-2968	<a href="mailto:Support@modernmilkman.com">Support@modernmilkman.com</a>
18	Route 83 Auto Center, Inc.	133 West Road	Lisa & Kevin Samble	860-875-8334	<a href="mailto:info@route83auto.com">info@route83auto.com</a>
19	Simply Skin by Maria	19 Pinney Street	Maria Lake	860-993-4490	<a href="mailto:simplyskinbymaria@gmail.com">simplyskinbymaria@gmail.com</a>
20	The Barn Yard	120 West Road	Kathy Aronne	860-896-0636, 860-545-9103	<a href="mailto:Kathy@greatcountrygarages.com">Kathy@greatcountrygarages.com</a>
21	Virkler Cabinet, LLC	70 Egypt Road	Rebecca Beutel	860-803-3416	<a href="mailto:rebeccaambeutel@gmail.com">rebeccaambeutel@gmail.com</a>
22	Voice of Enlightenment	19 Pinney Street	Kathi Munson	413-885-0038	<a href="mailto:intuitivekat@gmail.com">intuitivekat@gmail.com</a>





# SHOP ELLINGTON 2020 EVENT CUSTOMER RAFFLE CARD

Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:
Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:
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Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:



# SHOP ELLINGTON 2020 EVENT CUSTOMER RAFFLE CARD

Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:
Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:
Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:
Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:	Place Raffle Sticker Here	Date of visit: Merchant initials:

## SHOP ELLINGTON 2020 EVENT CUSTOMER RAFFLE CARD

In support of local businesses, the Ellington Economic Development Commission (EDC) is sponsoring Shop Ellington 2020. The Event kicks-off on Friday, November 27, 2020, and runs through Sunday, December 6, 2020. During the Event patrons are encouraged to interact with local businesses to learn about services, make purchases, grab a bite to eat/drink, get/book services, take tours, etc.-no purchase necessary. As long as a meaningful interaction transpires, patrons will qualify for one sticker per interaction during the event.

Raffle drawing is December 16, 2020, 7pm, Economic Development Commission Meeting. Prizes are as follows:

- Grand Prize: one \$100.00 Pre-paid credit card = Event Card with 10 stickers or more from 10 different participating Ellington businesses
- 1st Runner Up: two \$50 Pre-paid credit card = Event Card with 10 stickers or more from participating Ellington businesses.
- 2nd Runner Up: four \$25 Pre-paid credit cards = Event Card with 5 stickers or more from participating Ellington businesses

Limit one Customer Raffle Sticker per participating business per visit during Shop Ellington 2020. Customer Raffle Cards with a minimum of five (5) Customer Raffle Stickers qualify for Shop Ellington 2020 raffle prize drawings. Qualifying Customer Raffle Cards must be submitted as follows:

- Postmarked and mailed by Wednesday, 12/9/20, Town of Ellington, c/o Planning Department, 55 Main Street, PO Box 187, Ellington, CT, 06029.
- Delivered in person to the Ellington Planning Department or placed in the mailbox outside of the Ellington Planning Department, Land Use Annex, 57 Main Street, Ellington, CT, by 4PM, Wednesday, December 16, 2020.

## SHOP ELLINGTON 2020 EVENT CUSTOMER RAFFLE CARD

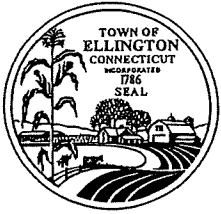
In support of local businesses, the Ellington Economic Development Commission (EDC) is sponsoring Shop Ellington 2020. The Event kicks-off on Friday, November 27, 2020, and runs through Sunday, December 6, 2020. During the Event patrons are encouraged to interact with local businesses to learn about services, make purchases, grab a bite to eat/drink, get/book services, take tours, etc.-no purchase necessary. As long as a meaningful interaction transpires, patrons will qualify for one sticker per interaction during the event.

Raffle drawing is December 16, 2020, 7pm, Economic Development Commission Meeting. Prizes are as follows:

- Grand Prize: one \$100.00 Pre-paid credit card = Event Card with 10 stickers or more from 10 different participating Ellington businesses
- 1st Runner Up: two \$50 Pre-paid credit card = Event Card with 10 stickers or more from participating Ellington businesses.
- 2nd Runner Up: four \$25 Pre-paid credit cards = Event Card with 5 stickers or more from participating Ellington businesses

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# TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187  
ELLINGTON, CONNECTICUT 06029-0187

[www.ellington-ct.gov](http://www.ellington-ct.gov)

TEL. (860) 870-3120 TOWN PLANNER'S OFFICE FAX (860) 870-3122

**ECONOMIC DEVELOPMENT COMMISSION  
REGULAR MEETING MINUTES  
WEDNESDAY, OCTOBER 14, 2020, 7:00 PM  
ZOOM MEETING**

**(IN-PERSON PUBLIC ATTENDANCE NOT PERMITTED DUE TO COVID19)  
(PUBLIC PARTICIPATION PROVIDED VIA ZOOM)**

**PRESENT:** Chairman Sean Kelly, Vice Chairman Donna Resutek, Regular Member David Hurley and Alternate Bryan Platt

**ABSENT:** Regular Member Chris Todd

**STAFF**

**PRESENT:** Lisa M. Houlihan, Town Planner and Christine Post, Recording Clerk

- I. **CALL TO ORDER:** Chairman Sean Kelly called the Economic Development Commission meeting to order at 7:03 PM.
- II. **PUBLIC COMMENTS** (on non-agenda items): **NONE**
- III. **ACTIVE BUSINESS:**

1. Report: Tolland County Chamber of Commerce

Ms. Houlihan reported that the Tolland County Chamber of Commerce was part of Phase 3 Reopen CT and held its first meeting in person at Maneeley's just recently.

2. Report: Agricultural Initiatives

- a. Draft Zoning Regulations – Farm Brewery, Cidery, Distillery and Winery

The commissions discussed the draft zoning regulations. Chairman Kelly suggested changing the following language: "permitted uses when unrelated merchandise is 40% displayed for sale", instead of 25%. Vice Chairman Resutek suggested narrowing the days of operation from 7 days per week to 5 days per week by removing Monday and Tuesday. Commissioner Hurley suggested creating setback lines for parking and the commission decided on a 100 foot setback line and to add dumpsters to the setback requirements.

The commissioners agreed with all points, including lot size, setbacks, parking and access, food trucks, and hours of operation.

**MOVED (PLATT) SECONDED (HURLEY) AND PASSED UNANIMOUSLY TO ENDORSE THE DRAFT ZONING REGULATIONS AS AMENDED TO ADD SECTION 7.14.3.D FARM BREWERY, CIDERY, DISTILLERY AND WINERY AND REFER TO THE PLANNING AND ZONING COMMISSION.**

- b. Discuss: CGS 12-81(m) Municipal option to abate up to 50% of property taxes for certain farms & Mansfield Ordinance Regarding Farm Tax Abatement

Chairman Kelly introduced this topic by indicating that the town has the ability to offer agricultural entities a 50% property tax reduction. The Planning Department was approached by Oakridge Dairy to investigate if the town would consider adopting such a program. Ms. Houlihan summarized C.G.S § 12-81(m) and introduced Seth Bahler from Oakridge Dairy. She indicated if the commission supports the idea they could draft an ordinance to send to the Board of Selectmen to be forwarded to the Ordinance Committee for consideration. Ms. Houlihan introduced the Ellington Assessor, Kim Bechard.

Mr. Bahler addressed the commission and discussed Oakridge Dairy's current abatement agreement for their new building. They plan to implement a methane digester and hopefully start bottling their milk on site in the future. He stated that Oakridge Dairy is at a disadvantage to New York dairies which is their main competition. He indicated that Oakridge Dairy is currently paying \$105,000.00 in taxes even with the current abatement. He said the methane digester will cost approximately \$10,000,000.00 and a \$200,000.00 tax bill will add to their burden.

Chairman Kelly wanted to know where their product goes now and Mr. Bahler replied their products go to Guida in New Britain. He further indicated that the dairy business has changed to a global stage in the past 5 years whereby the price is controlled based on supply and demand around the globe. Mr. Bahler stated that milk is a commodity and the feds set prices monthly. Mr. Bahler indicated that only a ½ percent of their milk goes to home delivery and explained their desire to expand home delivery service. Commissioner Kelly asked what percentage of their cost structure is made up of property taxes, to which Mr. Bahler wasn't sure of an exact number. He said the milk price was higher in 1970 than it has been the last 3 months.

Chairman Kelly stated the commission can look at the methane digester individually as a new abatement application without looking at the entire scope of the dairy's property taxes. Mr. Bahler said they are still working on permitting through the Department of Energy and Environmental Protection (DEEP).

Commissioner Hurley asked if the methane digester would generate energy and Mr. Bahler replied they would generate renewable natural gas. Commissioner Hurley asked if Oakridge Dairy would pursue subsidies or aid from state agencies. Mr. Bahler replied they are working with an investment group which does not take grant money. Commissioner Hurley asked what percentage of their land is leased. Mr. Bahler replied 50% of their land is leased.

Ms. Bechard stated that she ran a report of the 400 parcels in Ellington which have some type of farmland status. She reported that if all those parcels didn't have a PA490 tax exemption, the town would be collecting approximately \$996,000.00 in tax money per year, however, due to the PA490 the town only receives approximately \$300,000.00 in taxes per year from all these parcels which is a deficit of about \$696,000.00. She further stated that in looking at the new ordinance it appears that everyone else could apply for it and that would mean another ½ of

these property owner's existing assessment could come off of their taxes leading to a deficit of \$350,000.00 in tax money which in turn could create a mill increase. Ms. Bechard indicated this is a difficult time for town residents who are already hurting financially due to COVID19. Ms. Bechard clarified there is no parcel size limit for receiving the PA490 exemption.

Mr. Bahler suggested the town look at the worth of the proposed buildings and equipment which would be approximately \$10,000,000.00 for the methane digester building along with greenhouses of \$1,000,000.00 each and apply this abatement to building projects. Commissioner Hurley questioned if it would be possible to apply an abatement to land that already has a PA490. Ms. Bechard stated that they are different programs and controlled by different statutes and clarified that the PA490 tax exemption is for land only and does not involve buildings. Vice Chairman Resutek stated there was no reason to expand the PA490 tax exemption. Discussion ensued regarding the existing exemptions for equipment and buildings.

Mr. Bahler stated within the next 10 years farm owners that currently lease their farms will want to sell rather than farm or lease the land thereby limiting their ability to lease farmland. In anticipating these future issues, the dairy wants to get in front of it by figuring out ways to sustain and incentivize farming.

Commissioner Hurley indicated that for a program like this to accomplish what Mr. Bahler requires the commission needs to look at the bigger picture and engage more farmers to find out if this would help them and what the long term results would be. Ms. Houlihan reported the enabling statute allows for a recapture clause which states that a farm must remain in business for 10 years or be penalized.

Mr. Bahler stated within the next 2 or 3 years their taxes will double because their current abatement will be up and new taxes added from the potential new bottling plant that will cost approximately \$5,000,000.00. He said Oakridge Dairy wants to continue to invest in the farm but if taxes go up by \$250,000.00 in next 5 years it will be a detriment and that's why this program would be helpful.

Oakridge Dairy cannot apply for another abatement on existing buildings, but can apply for abatements for new buildings that meet program requirements.

Chairman Kelly suggested Mr. Bahler talk to members of the Board of Finance and Board of Selectmen to decide if the town wants to proceed with this effort.

Commissioner Hurley asked if Oakridge Dairy wants the abatement to apply to land or just apply to buildings and equipment. Mr. Bahler stated that buildings and equipment are investments that keep the farms going so they can actually use the land and they are an investment in the farm and an abatement would be an incentive and benefit for farmers. Ms. Bechard will research whether the statute covers equipment, but it appears that it might cover land and buildings only.

Vice Chairman Resutek clarified that the PA490 tax exemption is applied first and then other exemptions follow.

Ms. Bechard pointed out that the statute is very specific about what kinds of farms are included and beef cattle farms are excluded which would mean 3 to 5 farmers in the town will not enjoy this benefit.

Commissioner Hurley inquired as to if it covers greenhouses and it appears that it would under the headings of a nursery and a hydroponic growth facility.

The commission will regroup and invited both Mr. Bahler and Ms. Bechard to attend future meetings to keep discussion moving forward.

3. Report: Connecticut Economic Development Association Best Practices

Nothing new to report.

4. Report: Tax Incentive/Abatement Programs

Nothing new to report.

5. Report: Current Economic Activity

a. Discuss: Draft First Annual Small Business Shop Local Campaign

Ms. Houlihan introduced Susan Conte of Luxe Beauty and Brows, 19 Pinney Street, to discuss her idea for an annual Small Business Shop Local Campaign. Her business is located in the Pinney Office Park along with 8 other shops and many town residents remark that they didn't realize these businesses existed. She suggested that event be around the same time as Small Business Saturday but to expand the time frame to include 2 weekends to give people time to participate. She wants to spread awareness in Ellington and mentioned when in Somers they included fun events which got residents out and involved.

Ms. Houlihan reported that Small Business Saturday is the Saturday after Thanksgiving and in light of COVID19 it's better to spread the event over 2 weekends. Ms. Conte has advertising experience and suggested a card like passport and stickers for each business visited. Chairman Kelly stated this is a fantastic idea to get people to discover new businesses.

The commission discussed the details of how to organize and participate in the event. It was decided that notice would be sent to town businesses describing the event and how to participate and require a RSVP.

Commissioner Hurley discussed a past event and suggested that the EDC provide prizes. Ms. Houlihan reported there is funds in the EDC's budget and suggested gift cards be given as prizes.

Vice Chairman Resutek discussed COVID19 requirements and concerns including temperature checks, hand sanitizer, masks and limiting the number of people in each space.

Ms. Houlihan gave a comprehensive overview on how to organize the process and stated there is potential to expand the event for next year when there won't be COVID19 restrictions.

The commission discussed prizes and amounts.

**MOVED (PLATT) SECONDED (RESUTEK) AND PASSED UNANIMOUSLY TO SUPPORT THE FIRST ANNUAL SMALL BUSINESS SHOP LOCAL CAMPAIGN AND AUTHORIZE EXPENDITURE OF \$300.00 FOR RAFFLE PRIZES.**

Chairman Kelly indicated there is a party interested in the Accutime building on Route 83. Ms. Houlihan asked if the commission would favor an abatement if interior improvements to existing buildings were worth more than \$100,000.00. She mentioned there's potential to add new jobs as part of the project. The commission agreed they would be in favor of discussing an abatement for the project.

**IV. ADMINISTRATIVE BUSINESS:**

1. Approval of the August 12, 2020 regular meeting minutes

**MOVED (HURLEY) SECONDED (RESUTEK) AND PASSED UNANIMOUSLY TO APPROVE THE AUGUST 12, 2020 MEETING MINUTES AS WRITTEN.**

2. Correspondence:

- a. DECD Small Business Survey – Post COVID-19 Needs to sustain and grow.  
This information was emailed to businesses on the commission's email distribution list.
- b. Governor Lamont announces expansion of Shared Work Program.

**V. ADJOURNMENT:**

**MOVED (HURLEY) SECONDED (PLATT) AND PASSED UNANIMOUSLY TO ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 9:02 PM.**

Respectfully submitted,

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Christine Post, Recording Clerk



STATE OF CONNECTICUT – COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

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## **ECONOMIC DEVELOPMENT COMMISSION 2021 MEETING SCHEDULE**

\*All meetings are held in the Town Hall Annex at 7:00 PM\*

1/13

2/10

3/10

4/14

5/12

6/09

7/14

8/11

9/08

10/13

11/10

12/08

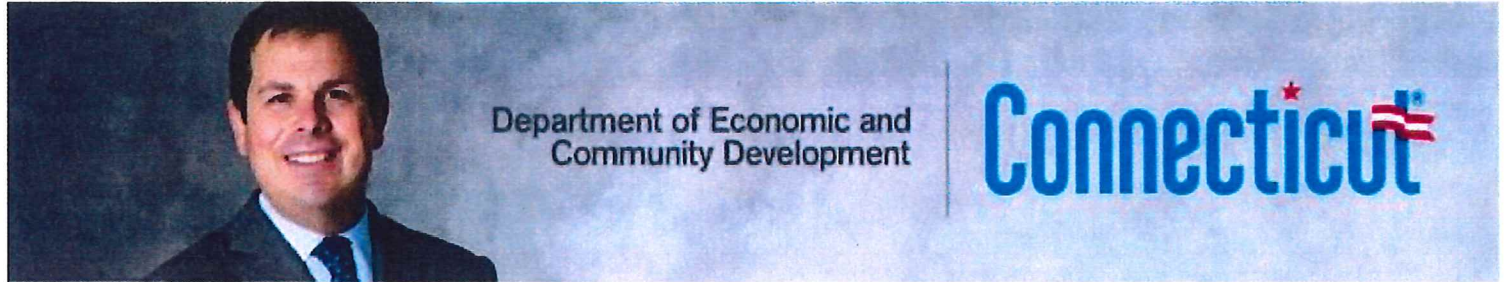




As your businesses may be increasingly concerned about the impact of COVID-19 on their bottom lines during the winter months, PPE will become more critical than ever, particularly as operating costs during the pandemic continue to grow. Luckily, DECD has worked with AdvanceCT, the Capital Region Council of Governments, and other key partners to assemble a guide to suppliers offering reliable and high-quality PPE at reasonable and stable costs.

Please share the link below with your business constituents so they are aware of this resource.

<https://portal.ct.gov/DECD/Content/Coronavirus-Business-Recovery/Small-Business-Reopening-Resource-Guide/Suppliers>



As Governor Lamont announced earlier this week, the entire state will move to Phase 2.1 on Friday, November 6 at 12:01 a.m. This is in response to an increasing rate of COVID-19 across Connecticut and surrounding states.

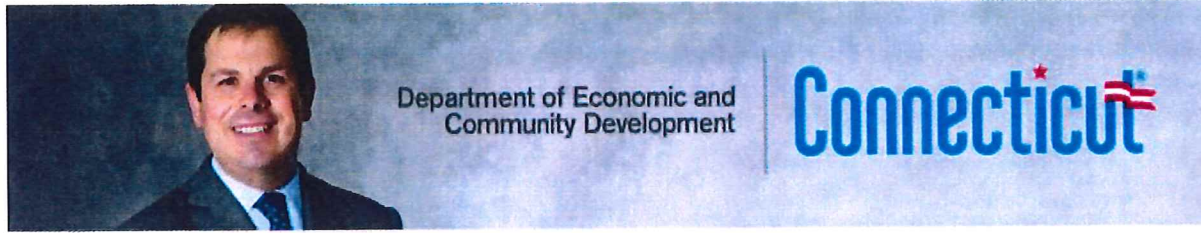
I encourage all businesses to revisit the updated [Business Sector Rules and Certification page](#) to learn more about Phase 2.1 – a slightly modified version of Phase 2. The page includes a comparison of Phases 2, 2.1 and 3 rules, as well as updated guidance on the capacity limits for many types of social gatherings.

As always, employers are also reminded to maximize telework whenever possible.

Thank you for your ongoing commitment to keeping your employees and customers safe. Please know that these decisions are made with the goal of keeping our economy open to the maximum extent possible, while protecting the health of all our residents and families.

Sincerely,

David Lehman, Commissioner  
[david.lehman@ct.gov](mailto:david.lehman@ct.gov), (860) 500-2310



As Governor Lamont announced earlier this week, the entire state will move to Phase 2.1 on Friday, November 6 at 12:01 a.m. This is in response to an increasing rate of COVID-19 across Connecticut and surrounding states.

### Phase Comparisons

Industry	Phase 2	Phase 3	Phase 2.1 - Effective 11/6/20
Restaurants	Up to 50% capacity indoors with 6 ft spacing and/or non-porous barriers	Up to 75% capacity indoors with 6 ft spacing and/or non-porous barriers	Up to 50% capacity indoors with 6 ft spacing and/or non-porous barriers Max of 8 people/table
Personal Services	Up to 50% capacity indoors with 6 ft spacing and/or non-porous barriers	Up to 75% capacity indoors with 6 ft spacing and/or non-porous barriers	See Phase 3 rules
Libraries	Up to 50% capacity indoors	Up to 75% capacity indoors	See Phase 3 rules
Outdoor Event Venues (e.g. Amphitheaters, Race Tracks)	Up to 25% with social distancing and masks required	Up to 50% with social distancing and masks required	Up to 25% with social distancing and masks required
Indoor Performing Arts Theaters	Closed	Up to 50% capacity with 6 ft spacing between parties	Up to 50% capacity with 6 ft spacing between parties, capped at 100 people
Indoor Recreation	Up to 50% with social distancing and masks required	Up to 50% with social distancing and masks required	Up to 50% with social distancing and masks required, movie theaters and similar entertainment venues capped at 100 people

Private, Social and  
Recreational Gathering  
Sizes – Commercial Venue

**Indoor** – Cap of 25 people  
**Outdoor** – Cap of 100  
people

**Indoor** – Up to 50%  
capacity, capped at 100  
people  
**Outdoor** – Cap of 150  
people

**Indoor** – Cap of 25  
people  
**Outdoor** – Cap of 50  
people

Private, Social and  
Recreational Gathering  
Sizes – Private Residences

**Indoor** -- Cap of 25 people  
**Outdoor** – Cap of 100  
people

**Indoor** – Cap of 25  
people  
**Outdoor** – Cap of 150  
people

**Indoor** – Cap of 10  
people  
**Outdoor** – Cap of 10  
people

Graduations

**Indoor** – Not allowed  
**Outdoor** – One time  
exemption capped at 150  
people with masks and  
social distancing required

**Indoor** – Up to 50%  
capacity, capped at 200  
with masks and social  
distancing required  
**Outdoor** – Up to 50%  
capacity or 6 ft spacing,  
no capacity limit with  
masks and social  
distancing required

**Indoor** – Up to 50%  
capacity, capped at 100  
with masks and social  
distancing required  
**Outdoor** – See Phase 3  
rules

Religious Gatherings

**Indoor** – Up to 25%  
capacity capped at 100  
people  
**Outdoor** – Capped at 150  
people

**Indoor** – Up to 50%  
capacity, capped at 200  
with masks and social  
distancing required  
**Outdoor** – Up to 50%  
capacity or 6 ft spacing,  
no capacity limit with  
masks and social  
distancing required

**Indoor** – Up to 50%  
capacity, capped at 100  
with masks and social  
distancing required  
**Outdoor** – See Phase 3  
rules