



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, JANUARY 11, 2023, 7:00 PM  
ONLINE MEETING - INSTRUCTIONS TO JOIN MEETING PROVIDED BELOW**

**I. CALL TO ORDER:**

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

**III. ACTIVE BUSINESS:**

1. Report: Tolland County Chamber of Commerce.
2. Agricultural Initiatives.
3. Connecticut Economic Development Association Best Practices.
  - a. Program for Municipal Accreditation List of Potential Action Items
4. Plan of Conservation and Development, Chapter Six - Economic Development, Agriculture as an Economic Sector and Considerations/Strategies (page 95).
5. Report: Tax Incentive/Abatement Programs.
6. Report: Current Economic Activity.

**IV. ADMINISTRATIVE BUSINESS:**

1. Fiscal Year 2022-2023 Budget & Expenditures Update.
2. Approval of the November 9, 2022, and December 14, 2022, Regular Meeting Minutes.
3. Election of Officers.
4. Correspondence/Discussion:
  - a. Copy of Thank You for Participation Shop Ellington 2022 document.
  - b. Copy of Approved Economic Development Commission 2023 Meeting Schedule.

**V. ADJOURNMENT:**

*Next regular meeting is scheduled for February 8, 2023.*

The January 11, 2023, meeting will be conducted solely by electronic equipment using the online video conferencing service provider Zoom, unless written request for in-person accommodation is received by the Ellington Planning Department not less than 24 hours prior to the meeting date. As provided by statute, members of the public attending electronic meetings will be provided the same opportunity to participate as in-person meetings. Meeting attendance details (below) are provided on the agenda and posted on the Town of Ellington webpage ([www.ellington-ct.gov](http://www.ellington-ct.gov)), Agenda & Minutes, Economic Development Commission.

**Join Zoom Meeting via link:**

Link: <https://us06web.zoom.us/j/89165740788>

Meeting ID: 891 6574 0788

Passcode: 263999

**Join Zoom Meeting by phone:**

1-646-558-8656 US (New York)

Meeting ID: 891 6574 0788

Passcode: 263999

COMMISSIONERS: TO ASSIST IN ESTABLISHING QUORUMS REQUIRED TO CONDUCT MEETINGS, PLEASE CONTACT THE PLANNING DEPARTMENT IF YOU ARE UNABLE TO ATTEND A SCHEDULED MEETING.

# Town of Ellington

## Town Planner Expenditure

Fiscal Year: 2021-2022

☐ Subtotal by Collapse Mask  
☒ Exclude Inactive Accounts with zero balance

From Date: 7/1/2022 To Date: 12/31/2022

☒ Print accounts with zero balance ☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Bud
1000.02.00220.10.50103	Part Time—Econ Devet Commiss	\$1,300.00	\$0.00	\$520.00	\$780.00	\$0.00	\$780.00 60.00%
1000.02.00220.20.60221	Advertising Priming—Econ De	\$400.00	\$0.00	\$324.00	\$76.00	\$0.00	\$76.00 19.00%
1000.02.00220.20.60222	Dues & Subscriptions—Econ De	\$750.00	\$0.00	\$730.00	\$20.00	\$0.00	\$20.00 2.67%
1000.02.00220.20.60223	Travel—Econ Devet Commission	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 0.00%
1000.02.00220.20.60232	Postage—Econ Devet Commissio	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 0.00%
1000.02.00220.20.60233	Education—Econ Devet Commiss	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 0.00%
1000.02.00220.20.60234	Professional Development—Eco	\$100.00	\$0.00	\$70.00	\$30.00	\$0.00	\$30.00 30.00%
1000.02.00220.20.60250	Contracted Services—Econ Dev	\$2,800.00	\$0.00	\$2,404.00	\$396.00	\$0.00	\$396.00 14.14%
1000.02.00220.30.60341	Office Supplies—Econ Devet C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 0.00%
	Department: Econ Devet Commission - 00220	\$5,350.00	\$0.00	\$4,048.00	\$1,302.00	\$0.00	\$1,302.00 24.34%



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## ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING MINUTES

WEDNESDAY, NOVEMBER 9, 2022, 7:00 PM

IN PERSON ATTENDANCE: TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT

REMOTE ATTENDANCE: ZOOM MEETING

(ATTENDEES BELOW WERE IN PERSON UNLESS OTHERWISE NOTED)

**PRESENT:** Chairman Sean Kelly, Regular Member Jim Fay and David Hurley, and Alternate Amos Smith (arrived at 7:15PM) Remote: Vice Chairman Donna Resutek

**ABSENT:** Regular Member Chris Todd and Alternate Sam Chang

### STAFF

**PRESENT:** Lisa M. Houlihan, Town Planner and Nathaniel Trask, Recording Clerk (Remote)

### OTHERS

**PRESENT:** David Stavens, Ellington Board of Selectmen Liaison (Remote)

I. **CALL TO ORDER:** Chairman Sean Kelly called the Economic Development Commission meeting to order at 7:07 PM.

II. **PUBLIC COMMENTS** (on non-agenda items): None

### III. ACTIVE BUSINESS:

#### 1. Report: Tolland County Chamber of Commerce

##### a. Annual Awards Event - Courant Community Article (November 2, 2022)

Chairman Kelly said the Tolland County Chamber of Commerce had their annual business awards. The Economic Development Award went to Earthlight Technologies. The Corporate Citizen Award went to Luann's Bakery & Cafe.

#### 2. Agricultural Initiatives

##### a. October Ellington Newsletter - Ellington Inaugural Farm Day (September 17, 2022)

Chairman Kelly reported that Ellington's inaugural Farm Day event went well. He noted that there was more people than he expected at each of the farms he went to. He also noted that each participating farm had something different to see and do. Ms. Houlihan said she went to the Frog Hollow Farm, Sunset Valley Farm, and The Modern Milkman.

3. Connecticut Economic Development Association Best Practices

a. Program for Municipal Accreditation List of Potential Action Items

Ms. Houlihan said she is using SurveyMonkey.com to create a survey that is similar to the one distributed by the city of Manchester. The survey is not complete, but right now it includes a preamble that describes what the survey is about and multiple choice questions about the respondent, their form of contact, and their purpose for contacting the Planning Department. It also includes rating scale questions about staff courteousness and responsiveness.

4. Discussion: Plan of Conservation and Development, Chapter Six - Economic Development, Agriculture as an Economic Sector and Considerations/Strategies (pg 95).

There is nothing new to report currently.

5. Report: Tax Incentive/Abatement Programs

Chairman Kelly said that he thought that Desco Professional Builder's abatement application is expired or is close to expiring. Ms. Houlihan said that an agreement was drafted but not endorsed for the front building at their location. WeCare Denali, LLC, has been approved for a tax stabilization agreement for large solar project. Chairman Kelly said this concept was not initially endorsed to the Board of Selectmen.

6. Report: Current Economic Activity

a. Third Annual Shop Ellington Event, November 26, 2022 - December 11, 2022

The Third Annual Shop Ellington Event was advertised in the November newsletter, the North Central News, and on social media, and information was emailed to 120 local businesses. Businesses have until November 14 to sign up for the event. So far, 15 business have signed up; they are as follows: Backroads Smokin' BBQ, Benware Automotive, LLC., Earthlight Technologies, Ellington Agway, Ellington Depot, Ellington Farmers Market, Ellington Printery, Gold and Diamond Exchange, Johnny Appleseed's Farm, K-Rockets Engineering and Tech School, Luann's Bakery and Café, Luann's Coffee and Good Eats, Nellie McKnight Museum, Muddy Brook Potters, and Neil's Fine Wines & Liquors. Ellington Printery was contracted with to create temporary yard signs for the event. In past years, there have been around 20 businesses that have signed up. Ms. Houlihan will approach other businesses in person about signing up. The commission will hold a drawing for the pre-paid gift cards at their December meeting.

**IV. ADMINISTRATIVE BUSINESS:**

1. Fiscal Year 2022-2023 Budget & Expenditures update.

There is currently \$1,302 remaining in the commission's budget.

2. Approval of the August 10, 2022 and October 12, 2022, regular meeting minutes.

**MOVED (FAY) SECONDED (HURLEY) AND PASSED UNANIMOUSLY TO APPROVE THE AUGUST 10, 2022, MEETING MINUTES AS WRITTEN.**

**MOVED (SMITH) SECONDED (FAY) AND PASSED UNANIMOUSLY TO APPROVE THE OCTOBER 12, 2022, MEETING MINUTES AS WRITTEN.**

3. Draft - 2023 Economic Development Commission meeting schedule.

**MOVED (SMITH) SECONDED (FAY) AND PASSED UNANIMOUSLY TO APPROVE THE 2023 ECONOMIC DEVELOPMENT COMMISSION MEETING SCHEDULE AS WRITTEN.**

4. October 13, 2022 Memo from Lori Spielman, First Selectman, 2023-2024 Capital Improvements Budget Requests and meeting schedules.

There is nothing new to report currently.

5. Correspondence/Discussion:
  - a. CT Inside Investigator News – CT had highest influx of young professionals in New England.

CT Inside Investigator News published an article stating that Connecticut had the highest net migration of high-earning young professionals between 2019 and 2020. Chairman Kelly said he was unsure if that was in this area, but he thought the bulk of it would be in the New Haven and Stamford area.

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

**MOVED (FAY) SECONDED (HURLEY) AND PASSED UNANIMOUSLY TO ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 7:57 PM.**

Respectfully submitted,

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Nathaniel Trask, Recording Clerk



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**ECONOMIC DEVELOPMENT COMMISSION  
REGULAR MEETING MINUTES  
WEDNESDAY, DECEMBER 14, 2022, 7:00 PM  
ZOOM MEETING**

**PRESENT:** Chairman Sean Kelly, Vice Chairman Donna Resutek, and Alternate Amos Smith

**ABSENT:** Regular Members Chris Todd, Jim Fay and David Hurley, and Alternate Sam Chang

**STAFF**

**PRESENT:** Lisa M. Houlihan, Town Planner and Nathaniel Trask, Recording Clerk

**OTHERS**

**PRESENT:** Members of the Public: Doreen Brady and Donna Allen

- I. **CALL TO ORDER:** Chairman Sean Kelly called the meeting to order at 7:13 PM.
- II. **PUBLIC COMMENTS** (on non-agenda items): None
- III. Discuss Third Annual Shop Ellington 2022 Campaign, November 26, 2022 through December 11, 2022, and conduct raffle prize drawing.

Ms. Houlihan said this is the third year this event has occurred. In the first year, there were 29 participating business, the second year had 21 and this year had 24. In the first year (2020), the event prompted 81 business visits. In 2021, it prompted 80 business visits. This year, the event prompted three times as many with over 230 customer interactions at the participating businesses. This was the first year that the commission did the bingo format for the event. The event was advertised in the North Central News for the first time, and like past years in the town newsletter and on social media accounts. Ms. Houlihan said thank you to all the participating businesses, the residents and patrons that participated, and all the employees that helped to advertise and organize the event. She also extended a special thank you to Dianne Trueb for her efforts and for creating an advertisement for North Central News and reaching out to town businesses. Doreen Brady and Donna Allen, members of the public, said they saw the event advertised on Facebook.

Ms. Houlihan conducted the raffle prize drawing. There were eight prepaid \$25 Visa or Mastercard gift cards available for the drawing and 36 people participated and 58 cards submitted. The winners were: Kathy Kaufman, Bruce Harding, Lynn Sakos, Doug Harding, Valerie Amsel, Christine Blanchette, Will Kaufman, and Terry Firetto.

Chairman Kelly said the next Shop Ellington event would start the Friday after Thanksgiving and run for about two weeks next year.

Ms. Houlihan asked if the commission wanted to hold next month's meeting via Zoom. The commission was in consensus.

**V. ADJOURNMENT:**

**MOVED (SMITH) SECONDED (RESUTEK) AND PASSED UNANIMOUSLY TO  
ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 7:32 PM.**

Respectfully submitted,

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Nathaniel Trask, Recording Clerk



# THANK YOU FOR PARTICIPATING SHOP ELLINGTON

## 2022

CONGRATS TO  
THE LUCKY  
BINGO WINNERS!



**THANK YOU FOR SHOPPING ELLINGTON!**

**CONGRATULATIONS TO THE 8 RAFFLE DRAWING**

**WINNERS:** Kathy Kaufman, Bruce Harding, Lynn Sakos, Doug Harding, Valerie Amsel, Christine Blanchette, Will Kaufman, and Terry Frieto.

*Sponsored by the Ellington Economic Development Commission*



*Approved*



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## **ECONOMIC DEVELOPMENT COMMISSION 2023 MEETING SCHEDULE**

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

1/11

2/08

3/08

4/12

5/10

6/14

7/12

8/09

9/13

10/11

11/08

12/13