



TOWN OF ELLINGTON

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ECONOMIC DEVELOPMENT COMMISSION REGULAR MEETING MINUTES WEDNESDAY, MAY 14, 2025, 7:00 PM

IN-PERSON ATTENDANCE: TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT
REMOTE ATTENDANCE: VIA ZOOM MEETING

PRESENT: Chairman Sean Kelly, Vice Chairman Donna Resutek, Regular Members David Hurley, Cynthia Soto, Alternate Amos Smith

ABSENT: Regular Member Chris Todd, Alternate Michael Swanson

STAFF

PRESENT: Lisa M. Houlihan, Town Planner and Ashley DuBois, Recording Clerk

I. CALL TO ORDER: Chairman Sean Kelly called the Economic Development Commission meeting to order at 7:00 PM.

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

III. ACTIVE BUSINESS:

1. Tax Incentive/Abatement Programs

Chairman Kelly reported no new updates.

2. Report: Tolland County Chamber of Commerce

Chairman Kelly reported no new updates.

3. Agricultural Initiatives

Chairman Kelly reported no new updates.

4. CEDAS

a. Monthly Customer Service Satisfaction Survey Results

Chairman Kelly reported no new updates.

b. Best Practices in Economic Development and Land Use Planning 2025 Application.

Lisa Houlihan, Town of Ellington Planner, shared the 2019 completed application with the commission for review before preparing submission for 2025. The new certification will last for the next three years. Commissioner Hurley asked if the criteria for certification have changed and Lisa responded no, none that has been announced. With no evidence of any pending application criteria changes, Lisa referenced the previous application from 2019 and added the new workflow and customer service satisfaction survey. Commissioner Hurley asked if the commission is working to reach a higher certification level and Lisa

confirmed no she expects the application to remain at the same certification level. She noted the higher level has criteria that would not apply to a smaller town like Ellington. Commissioner Soto entered the conversation and referenced question 32 on the application that states, "Engages women and minority-owned businesses to determine specific needs and direct them to specialized resources". Commissioner Soto asked Lisa if there is anything being planned or in the works currently and referenced her own home daycare business being woman-owned, along with numerous other home daycares in town. Lisa responded that the information for the application was based on a curated business list, however, the details of who owns each business is not clear. Commissioner Soto noted a new tax exemption approved through town funded taxes for five years for daycares, which is predominately woman owned. Commissioner Soto offered assistance to Lisa to improve this area and Lisa noted identifying the noted groups and outreach can be challenging. For instance, Lisa referenced a recent survey sent to 120 business owners in town for interest in a networking event and only 11 replied. Lisa added that this topic could be investigated in future efforts, but there's not enough time to complete it before the upcoming application deadline.

Vice Chairman Resutek noted another item in the application, which references all diverse groups within a community, including race, ethnicity, gender, unique perspectives, etc., could prove a more appropriate goal, with women being a subsection within the objective. Lisa appreciated this input and the brainstorming for future collaboration with other town departments was added by Commissioner Smith. Commissioner Hurley and Smith led a roundtable conversation regarding improving the town tax abatement incentives for businesses to open in Ellington, compared to a potentially more competitive nearby town. Chairman Kelly noted the abatement program is not perceived correctly by most and further education on the topic could prove useful.

5. Report: Current Economic Activity

Chairman Kelly reported the latest commercial development approved is Dollar General on a vacant lot along Route 83, which is a part of a three-phase building plan.

Chairman Kelly shared the Ellington Racquet Club is hosting an open house this coming Saturday, May 17th, from 12 pm- 3 pm for people to come to watch, play, or learn about the new center.

Lisa reported the results from the business networking interest survey, with the strongest interest indicating quarterly meetings on a Wednesday at 10 AM, at alternating businesses. The survey results have been shared with First Selectman Lori Spielman. The planning of the first event is in the works, with tentative plans for an event on the third or fourth Wednesday in June at a local restaurant.

IV. ADMINISTRATIVE BUSINESS:

1. Fiscal Year 2024-2025 Budget & Expenditures Update.

Chairman Kelly referred to the latest monthly budget report. There were no questions about the report from the commission.

2. Approval of March 12, 2025, Regular Meeting Minutes.

MOVED (SMITH) SECONDED (SOTO) AND PASSED UNANIMOUSLY TO APPROVE MARCH 12, 2025, REGULAR MEETING MINUTES AS WRITTEN.

3. Election of Officers
 - a. Chairman Position

MOVED (HURLEY) SECONDED (SOTO) AND PASSED UNANIMOUSLY TO NOMINATE COMMISSIONER KELLY FOR CHAIRMAN OF THE ECONOMIC DEVELOPMENT COMMISSION FOR THE YEAR OF 2025.

COMMISSIONER KELLY ACCEPTED THE NOMINATION. HEARING NO FURTHER NOMINATIONS, THE NOMINATIONS CLOSED.

MOVED (RESUTEK) SECONDED (SOTO) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER KELLY FOR CHAIRMAN OF THE ECONOMIC DEVELOPMENT COMMISSION FOR THE YEAR OF 2025.

- b. Vice-Chairman Position

MOVED (KELLY) SECONDED (HURLEY) AND PASSED UNANIMOUSLY TO NOMINATE COMMISSIONER RESUTEK FOR VICE-CHAIRMAN OF THE ECONOMIC DEVELOPMENT COMMISSION FOR THE YEAR OF 2025.

COMMISSIONER RESUTEK ACCEPTED THE NOMINATION. HEARING NO FURTHER NOMINATIONS, THE NOMINATIONS CLOSED.

MOVED (KELLY) SECONDED (SMITH) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER RESUTEK FOR VICE-CHAIRMAN OF THE ECONOMIC DEVELOPMENT COMMISSION FOR THE YEAR OF 2025.

4. Correspondence/Discussion:

Chairman Kelly reported no new updates.

V. ADJOURNMENT:

MOVED (SMITH) SECONDED (SOTO) AND PASSED UNANIMOUSLY TO ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 7:42 PM.

Respectfully submitted,

Ashley Dubois, Recording Clerk