



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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**ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, MAY 13, 2026, 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 (via Zoom), Regular Member Cynthia Soto and Alternates Amos Smith and Nicholas Pina

ABSENT: Regular Members Chris Todd, David Hurley, and Alternate Michael Swanson

STAFF

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

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

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

III. ACTIVE BUSINESS:

1. Review of the Plan of Conservation and Development Implementation Schedule for economic development initiatives.

a. Town Center – create a Center Village Plan.

Chairman Kelly opened the discussion about the Plan of Conservation and Development (POCD) implementation schedule, specifically 80 acres of undeveloped land in the downtown area. A long-standing idea for the land is a Center Village concept of mixed residential and commercial use. Lisa Houlihan, Town Planner, noted this section of the POCD is a part of the economic development chapter and involves a long-term planning process. Capital improvement money was previously requested, and denied, to hire consultants to assist with the process. Consultants ranged in price from previous quotes. Alternate Smith mentioned the Yale School of Management Graduate Program works with nonprofit and other entities to help develop similar projects. Lisa will research to see if UConn also has a similar program. Commissioners noted similar developments in the Towns of South Windsor and East Windsor, which Lisa will reach out to see if development plans are available. Lisa will also continue to look for grant money to help kickstart the project.

b. Create and/or organize harvest events, fairs, and festivals that highlight local farms and draw positive attention to Ellington's agricultural community.

After discussion, the Commission decided this initiative was not necessary to pursue given the success with other events that occur on a regular basis in Ellington's agricultural community.

c. Create a Celebrate Ellington Businesses Program.

The Commission discussed implementing criteria for annual awards to celebrate Ellington businesses. Lisa Houlihan, Town Planner, offered to gather categories and descriptions from the Tolland County Chamber of Commerce award system for criteria. Furthermore, the Commission discussed a platform for celebration and indicated the quarterly Ellington Business Networking Events would serve as an appropriate setting. Lisa confirmed attendance at meetings is growing.

Chairman Kelly suggested springtime is a good time annually to issue the award and the Planning Department would aid in promotional efforts.

2. Report: Tolland County Chamber of Commerce - Nothing new to report.
3. Agricultural Initiatives - Nothing new to report.
4. CEDAS Best Practices
 - a. Monthly Customer Service Satisfaction Survey Results (None received)

- b. Review paid features on the draft Shop Ellington Survey & authorize subscription or revise.

A draft of the Shop Ellington Survey was provided, and Lisa Houlihan shared that the "other/comments" option is a paid feature on Survey Monkey, which the department currently does not subscribe to. Options included removing the "other/comments" option, or paying a monthly subscription of \$25/ month, \$300 a year for the open-ended option. Round table discussion ensued, the Commission decided to subscribe for 4 months of Survey Monkey, 2 months before planning the 2026 Shop Ellington commences and for 2 months after the 2026 Shop Ellington event for feedback post event.

MOVED (SOTO), SECONDED (PINA) AND PASSED UNANIMOUSLY TO AUTHORIZE FUNDS UP TO \$100 FOR A SUBSCRIPTION TO SURVEY MONKEY.

Lisa Houlihan, Town Planner, also shared with the commission training opportunities provided by CEDAS, and recommended commission subscribe to their newsletter.

5. Report: Current Economic Activity
 - a. Quarterly Ellington Business Networking Event - June 17, 2026, Ellington Depot Café & Market, 1 Crystal Lake Road. (Rain Date: June 24, 2026)

Attendance reports show steady growth for the series of events. Lisa Houlihan noted she and First Selectwoman Laurie Burstein will be attending this event, and Commissioner Smith noted his intention to attend.

IV. ADMINISTRATIVE BUSINESS:

1. Fiscal Year 2025-2026 Budget & Expenditures Update. No motions or decisions.
 2. Approval of April 8, 2026, Regular Meeting Minutes.

MOVED (SOTO), SECONDED (SMITH) AND PASSED UNANIMOUSLY TO APPROVE APRIL 8, 2026, REGULAR MEETING MINUTES AS WRITTEN.

3. Correspondence/Discussion:
 - a. MetroHartford Alliance article Tuesday, April 21, 2026, LuAnn's Bakery Invests in Downtown Hartford.

Lisa Houlihan announced a new business will be opening, called Furlosophy Pet Salon, in Meadowview Plaza. There is a ribbon cutting ceremony and open house on May 30, 2026 at 2:30 PM.

V. ADJOURNMENT:

MOVED (SOTO), SECONDED (SMITH) AND PASSED UNANIMOUSLY TO ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 7:56 PM.

Respectfully submitted,

Ashley DuBois, Recording Clerk