



TOWN OF ELLINGTON

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**ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, FEBRUARY 12, 2020, 7:00 PM
TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT**

PRESENT: Chairman Sean Kelly, Vice Chairman Chris Todd, Regular Members Donna Resutek and David Hurley, and Alternates Stefanie Cunningham and Bryan Platt

ABSENT: None

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 7:00 p.m. in the Ellington Town Hall Annex, 57 Main Street, Ellington, CT.

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

III. ACTIVE BUSINESS:

1. Report: Tolland County Chamber of Commerce

Ms. Houlihan announced two upcoming events sponsored by the Tolland County Chamber of Commerce. The Annual Legislative Breakfast will be on March 26, 2020, at 8:30 a.m. at CNC Software in Tolland, Connecticut, and a Business After Hours event at Evaristo Insurance at 304 Somers Road, on Tuesday, February 18, 2020, from 5 p.m. to 7 p.m.

2. Report: Agricultural Initiatives

Nothing new to report.

3. Report: Connecticut Economic Development Association Best Practices

Discussion ensued regarding the assigned homework to review the Connecticut Economic Development Association Best Practices (CEDAS) guidelines and identify 3 top criteria to complete for the upcoming year. Ms. Houlihan introduced information regarding a land use guide, and discussion ensued regarding a draft Special Permit Application Process flowchart Ms. Houlihan handed out to satisfy requirement number 11. Ms. Houlihan will prepare a Subdivision Process flowchart and Site Development flowchart as well. Each commissioner indicated which 3 items they thought were important to implement and discussed how they thought each requirement could be implemented. Chairman Kelly tallied the vote and it was decided to focus on item numbers 11, 20 and 22. Vice Chairman Todd suggested commissioners review the Plan of Conservation and Development (POCD) for recommendations that align with the Economic Development Commission's mission statement. Chairman Kelly asked Ms. Houlihan to reach out to surrounding similar towns regarding their strategic plan of development for review.

BY CONSENSUS, APPROVED ITEMS #11, #20, AND #22 FROM THE CEDAS BEST PRACTICES PROGRAM CRITERIA AS PRIORITY ACTION ITEMS.

4. Report: Tax Incentive/Abatement Programs

Nothing new to report.

5. Report: Current Economic Activity

The commission members discussed The Ivy's upcoming open house and questioned when DiFiore's would open. Ms. Houlihan talked to the owner of DiFiore's about joining the Tolland County Chamber of Commerce and holding a ribbon cutting. The question was raised if any new businesses have signed leases with Big Y West. Ms. Houlihan reported the only confirmed businesses are Big Y Express, LuAnn's and Verizon. She explained that officials for Big Y confirmed that Shady Glen has not signed a lease to move to the location. There is a new smoothie shop going into the Meadowbrook Plaza.

IV. ADMINISTRATIVE BUSINESS:

1. Approval of the January 8, 2020 regular meeting minutes
MOVED (TODD) SECONDED (RESUTEK) AND PASSED UNANIMOUSLY TO APPROVE THE JANUARY 8, 2020 MEETING MINUTES AS WRITTEN.

2. Correspondence:

a. Election of Vice Chairman Position for year of 2020

MOVED (KELLY) SECONDED (TODD) AND PASSED UNANIMOUSLY TO NOMINATE COMMISSIONER RESUTEK FOR VICE CHAIRMAN OF THE ECONOMIC DEVELOPMENT COMMISSION FOR THE YEAR OF 2020.

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

MOVED (KELLY) SECONDED (CUNNINGHAM) AND PASSED UNANIMOUSLY TO ELECT COMMISSIONER RESUTEK FOR VICE CHAIRMAN OF THE ECONOMIC DEVELOPMENT COMMISSION FOR THE YEAR OF 2020.

3. Correspondence:

- a. AdvanceCT announcement
- b. Green Bank announcement for Charge Up CT Buildings
- c. Coffee Hour Invite from Senator Dan Champagne and Representative Christopher Davis for Friday, February 28, 2020, 8-9 a.m., Chuck Wagon, 12 Church Street, Ellington, CT.

V. ADJOURNMENT:

MOVED (PLATT) SECONDED (HURLEY) AND PASSED UNANIMOUSLY TO ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 7:53 PM.

Respectfully submitted,

Christine Post, Recording Clerk