



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

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**ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY, MAY 9, 2018, 7:00 PM
TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT**

PRESENT: Chairman Sean Kelly, Vice Chairman Chris Todd, and Regular Member David Hurley

ABSENT: Regular Member Donna Resutek and Alternates Stefanie Cunningham and John Behrens

STAFF

PRESENT: Lisa M. Houlihan, Town Planner and Samantha Getchell, Recording Clerk

I. CALL TO ORDER: Chairman Sean Kelly called the Economic Development Commission meeting to order at 7:05 PM 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
Lisa Houlihan, Town Planner, reported that the Tolland County Chamber of Commerce is working on developing a Manufacturers Council. Positive ideas are developing and she anticipates that there will be more to report in June.
2. Report: Agricultural Initiatives
Ms. Houlihan reported that Oakridge Dairy is expected to submit application for a methane digester for their operations on Jobs Hill Road. Commissioner Hurley reported that methane is a greenhouse gas and a digester can be beneficial as a renewable resource in the future. Ms. Houlihan will provide the Commission with further information after formal application is made. Ms. Houlihan confirmed that a digester is reported to be an effective way to reduce the smell of the manure.
3. Report: Business Directory/Business Surveys and Site Visits
 - a. GoLocal – Ellington, CT Audience Review – April 2018 report
Chairman Kelly reported that activity during April is consistent with past month's activity.
 - b. Draft 2018 Shop Ellington Survey for businesses
Ms. Houlihan presented a draft survey and asked for comments from the Commission. She intends to use Survey Monkey and will send an invite to businesses via email as well as posting information on the Town's website and Facebook page.

Commissioners reviewed the draft and suggested revisions to survey questions.

Vice Chairman Todd suggested that the survey include a question asking if there are other topics or issues the business community would like the Commission to consider, and that a link to the survey be embedded in the opening statement. The Commission came to a consensus about the changes to the draft and authorized the survey to be mailed out.

4. Report: Tax Incentive/Abatement Programs
Nothing to report on this topic.
5. Report: Current Economic Activity
Ms. Houlihan reported that the assisted living facility, The Ivy's, is working with town inspectors on final inspections and wants to open for business on June 1, 2018.

Chairman Kelly reported that Big Y is proposing to build a gas station, convenience store (Big Y Express) and retail plaza on West Road across from its grocery store location.

At this time, Chairman Kelly provided a brief update regarding the two public information meetings held on the Plan of Conservation and Development (POCD) Update Project and reviewed the results from the SWOT analysis (Strength, Weakness, Opportunities, and Threats). The next meeting with the POCD Update Committee will focus on economic development.

IV. ADMINISTRATIVE BUSINESS:

1. Approval of the April 11, 2018 regular meeting minutes.
BY CONSENSUS THE COMMISSION TABLED APPROVAL OF THE APRIL 11, 2018, REGULAR MEETING MINUTES TO THE NEXT MEETING ON JUNE 13, 2018.
2. Correspondence:
 - a. Sustainable CT–Board of Selectmen Resolution dated April 16, 2018, and Master Action List

Chairman Kelly reported that the Board of Selectmen passed a resolution authorizing Ellington to become a Sustainable CT town. Ms. Houlihan confirmed that First Selectman Lori Spielman will serve as the contact for the Town. A team has to be established and meet within ninety (90) days of passing the resolution. So far Ms. Spielman has assigned Ms. Houlihan, Timothy Webb, Public Works Director, and herself as team members. She suggested making a list of initiatives the Commission can work on from the Master Action List. Chairman Kelly asked that Sustainable Ellington be added as item on the agenda under Active Business for upcoming meetings of the Economic Development Commission.

- b. Oakridge Times, April 16, 2018

V. ADJOURNMENT:

MOVED (HURLEY) SECONDED (TODD) AND (PASSED UNANIMOUSLY) TO ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 7:41PM.

Respectfully submitted,

Samantha Getchell, Recording Clerk