



# 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 MINUTES  
WEDNESDAY, OCTOBER 10, 2018, 7:00 PM  
TOWN HALL ANNEX, 57 MAIN STREET, ELLINGTON, CT**

**PRESENT:** Chairman Sean Kelly, Regular Member Donna Resutek, and Alternate Stefanie Cunningham

**ABSENT:** Vice Chairman Chris Todd, Regular Member David Hurley, and Alternate Sulakshana Thanvanthri

**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.

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

**III. ACTIVE BUSINESS:**

1. Report: Tolland County Chamber of Commerce  
Nothing new to report on this topic.
2. Report: Agricultural Initiatives  
Ms. Houlihan reported Oakridge Dairy applied for a farmland preservation grant and a farmland restoration grant. There may be more to report on this topic next month.
3. Report: Business Directory/Business Surveys and Site Visits
  - a. GoLocal – Ellington, CT Audience Review – September 2018 Report  
Chairman Kelly reported that activity on Shop Ellington during September was slow.
  - b. Local Business Greeting Packet  
Chairman Kelly referred to a draft Greeting Packet for Ellington business owners for the Commission to review. The packet includes a variety of information including the commission's mission statement and information regarding how to register and claim a business on Shop Ellington.

Ms. Houlihan pulled reports on new home occupation permits and change in use permits over the past five years and found 34 new businesses.

Upon discussion of the packet, the Commission renamed it "Informational Packet" and authorized it to be mailed. Ms. Houlihan will send the packet to the business owners on the report.

**MOVED (RESUTEK) SECONDED (KELLY) AND (PASSED UNANIMOUSLY) TO APPROVE THE GREETING PACKET WITH NAME CHANGE TO "INFORMATIONAL PACKET".**

4. Report: Sustainable Ellington
  - a. 1.3 - Inventory and Promote Local Retail Options  
Ms. Houlihan felt the "Informational Packet" will meet the objectives of Section 1.3 of Sustainable CT.
  - b. 1.4 - Provide Resources and Supports to Local Businesses
  - c. 1.5 - Promote Sustainable Workforce Development
5. Report: Tax Incentive/Abatement Programs  
Nothing new to report on this topic.
6. Report: Current Economic Activity  
Chairman Kelly reported the upcoming hearing before the Planning and Zoning Commission for a permit to construct a light manufacturing and warehouse building off of Lower Butcher Road. If approved, it will create more commercial activity in town and have the potential to bring new businesses. Chairman Kelly confirmed the increase in industrial space is essential to growth in Ellington.

**IV. ADMINISTRATIVE BUSINESS:**

1. Approval of the September 12, 2018 regular meeting minutes.  
**MOVED (CUNNINGHAM) SECONDED (RESUTEK) AND (PASSED UNANIMOUSLY) TO APPROVE THE SEPTEMBER 12, 2018 MEETING MINUTES AS WRITTEN.**
2. Correspondence:
  - a. Oakridge Times – September 19, 2018  
So noted.

**V. ADJOURNMENT:**

**MOVED (CUNNINGHAM) SECONDED (RESUTEK) AND (PASSED UNANIMOUSLY) TO ADJOURN THE ECONOMIC DEVELOPMENT COMMISSION MEETING AT 7:35 PM.**

Respectfully submitted,

Samantha Getchell, Recording Clerk