

MAYOR AND SELECTMEN'S MEETING AGENDA

June 7, 2021 @ 7:00 PM

\* Putnam High School

Board of Education Conference Room

152 Woodstock Avenue, Putnam, CT

Meeting is also available via zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/83040912781>

Meeting ID: 830 4091 2781

+1 646 558 8656 US (New York)

- 
1. Call to Order by the Presiding Officer
  2. Pledge of Allegiance
  3. Public Comment – 3 – minute maximum per person
  4. Approval of the Minutes
    - A. Minutes from May 17, 2021 Board of Selectmen Meeting
  5. Petitions & Communications
    - A. Atlantic Broadband
  6. Reports of Standing Committees
    - A. General Government Committee
  7. Reports of Special Committees
  8. Unfinished Business
  9. Grant Considerations and Updates
  10. New Business
    - A. Sticker fund
    - B. Cannabis
    - C. Special Recognition
    - D. Consider the appointment of James D. Taylor to the Economic Development Commission
    - E. Resignation of Kathy Guertin from the Putnam Arts Council
    - F. Resignation of Akansksha Sule-Tretheway from the Putnam Arts Council.
    - G. Removal of David Copeland from the Municipal Complex Building Committee
  11. Public Comment - 3 minute maximum per person
  12. Adjournment

To Be Approved  
 May 17, 2021  
 Town of Putnam  
 Mayor and Selectmen's Meeting  
 Via Zoom Meeting ID# 830 6789 9196

TOPIC	DISCUSSION		
PRESENT:	Mayor Seney, Deputy Mayor Simmons, Selectman Hayes, Selectman Pempek, Selectman Rawson, Selectman Steinbrick,		
ABSENT:	Selectman Tarr		
1.	Call to Order	Mayor Seney called the meeting to order at 7:00 PM	
2.	Pledge of Allegiance	Led by Mayor Seney	
3.	Public Comment		None
4.	Approval of the Minutes	A.	Minutes from May 3, 2021 Board of Selectmen Meeting  Deputy Mayor Simmons made a motion to approve the minutes of the May 2, 2021 Board of Selectman Meeting as presented. The motion was seconded by Selectman Pempek and passed unanimously.
5.	Petitions & Communications		None
6.	Reports of Standing Committees	A.	General Government Committee  Deputy Mayor Simmons gave an update on the on the Annual Personal Assessment.
7.	Reports of Special Committees		None

8.	Town Administrator Report		<p>The Town Administrator report was included in the agenda packet. Town Administrator Sistare reported on the Willimantic Waste contracts up for renewal. The waste hauling and waste disposal. Willimantic waste will continue as Putnam's hauler with a 2-year extension 7/1/2021 – 06/30/2023.</p> <p>The final disposal contract with Wheelabrator Lisbon is in negotiations. Expecting it will proceed with a 2-year extension 7/1/2021 – 06/30/2021. Selectman Hayes questioned the sticker fees. Selectman Pempek requested that the topic be put on the next agenda for discussion.</p>
9.	Unfinished Business		None
10.	Grant Considerations and Updates	<p>A.</p> <p>Update on LOCIP Funding</p> <p>Town Administrator Sistare reported that the LOCIP funding was approved for repair of two bridges. The E. Putnam Road over Cady Brook and the Five Mile River Road Bridge. Repairs to be completed summer 2021.</p> <p>B.</p> <p>Update on ARPA – Cononavirus State and Local Fiscal Recovery Funds Mayor Seney reported that there will be a CCM meeting next week about the Recovery Funds. What it can be used for appears limiting. More information is needed from the State.</p>	
11.	New Business	<p>A.</p> <p>Blight</p> <p>Mayor Seney reported that they are moving forward with the blight complaints. Requested funds from Economic Development for assistance.</p> <p>B.</p> <p>Rehabilitation Area Program Ordinance Amendment and set the date for a Public Hearing (June 21, 2021 @ 7:30 PM)</p> <p>Motion made by Selectman Pempek seconded by Selectman Hayes discussion ensue. The motion passed unanimously.</p> <p>C.</p> <p>Naming of new athletic field behind St. Marie – Greenhalgh Sports Complex and set the date for Special Town Meeting (June 7, 2021 @ 7:30 PM)</p> <p>Motion was made by Selectman Pempek seconded by Deputy Mayor Simmons. No discussion. The motion passed unanimously.</p>	
12.	Public Comment		None
13	Adjournment		Deputy Mayor Simmons made a motion to adjourn at 7:18 PM. The motion was seconded by Selectman Pempek and passed unanimously.

# TCORS

A T T O R N E Y S

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May 26, 2021

Board of Selectmen  
Town of Putnam  
126 Church Street  
Putnam, CT 06260

Re: Application of Atlantic Broadband (CT) LLC to Transfer its Community Access Operations to Southeastern Connecticut Television Inc.

Dear Town of Putnam Board of Selectmen:

As you may know, Atlantic Broadband (CT) LLC ("Atlantic Broadband" or the "Company") has been in discussions with, and has entered into a Memorandum of Understanding ("MOU") with Southeastern Connecticut Television Inc. ("SEC-TV") that would allow SEC-TV to assume operational control of Atlantic Broadband's Public, Educational and Governmental ("PEG") Access operations in East Lyme, Griswold, Killingly, Montville, New London, Plainfield, Putnam, Sterling and Waterford, Connecticut (the "Atlantic Broadband System").

As you know representatives from all nine municipalities in the Atlantic Broadband System are provided seats on the Atlantic Broadband Advisory Council, which is charged with being the advisory agent for community interests in communications with cable companies about policies, product and services. **The Atlantic Broadband Advisory Council, in a letter dated May 26, 2021 (Please see enclosed) endorsed the proposal for SEC-TV to assume the community access operations in the Atlantic Broadband System.**

As you will see in the attached information packet, SEC-TV has significant experience as a Community Access Provider ("CAP") of top-quality, diverse and innovative PEG programming and operations. Atlantic Broadband and SEC-TV have each committed the resources necessary to maintain and grow the PEG programming and operations in the Atlantic Broadband System, keeping said programming at the highest levels of quality that customers within the Atlantic Broadband System have come to know and enjoy.

The information in the attached provides additional information and further details regarding this proposed partnership between Atlantic Broadband and SEC-TV.

Please review and please feel free to send any comments regarding the proposed assumption of community access operations by SEC-TV to me at my email below.

Please do not hesitate to contact me should you have any questions or comments.

Sincerely,



Mark J. Cook, Esq.  
Counsel for Atlantic Broadband (CT) LLC  
[mcook@tcors.com](mailto:mcook@tcors.com)

Enc.

**Sticker Fund Balance, Revenue and Expenditures**

Fund 2850	Budget	Revenue to date		Estimate thr 6		Vendor
		(thr 5-31-21)	30-21	(thr 5-31-21)	30-21	
2850.00.0000.10501 (Sticker Savings)	NA - Balance Carried	\$ 109,279.59	\$ -	\$ 109,279.59	\$ -	NA - Balance
2850.00.0000.10305 (Sticker Checking)	NA - Balance Carried	\$ 80,865.61	\$ -	\$ 80,865.61	\$ -	NA - Balance
	<b>subtotal historical fund</b>	<b>\$ 190,145.20</b>	<b>\$ -</b>	<b>\$ 190,145.20</b>	<b>\$ -</b>	
2850.00.0000.44404 (\$0.50 Stickers)	NA - not budgeted	\$ 101,242.00	\$ 2,000.00	\$ 103,242.00	\$ 103,242.00	Revenue (sold 202,484 stickers)
2850.00.0000.44405 (\$1 stickers)	NA - not budgeted	\$ 75,431.00	\$ 2,000.00	\$ 77,431.00	\$ 77,431.00	Revenue (sold 74,431 stickers)
	<b>subtotal FY2021 Revenue</b>	<b>\$ 176,673.00</b>	<b>\$ 4,000.00</b>	<b>\$ 180,673.00</b>	<b>\$ 180,673.00</b>	
<b>Fund 2850</b>	<b>Expenditures to date (thr 5-31-21)</b>	<b>Estimate thr 6</b>	<b>Estimate FY2021</b>	<b>Vendor</b>		
2850.00.0000.54101 (bulky waste)	13,223.36	\$ 15,000.00	\$ 28,223.36	Willimantic Waste		
2850.00.0000.54421 (Burn Plant)	138,354.16	\$ 15,000.00	\$ 153,354.16	Wheelabrator Lisbon		
2850.00.0000.55500 (Sticker Printing)	6,426.84	5,000.00	\$ 11,426.84	Print Company		
	<b>subtotal FY2021 Expenditures</b>	<b>\$ 158,004.36</b>	<b>\$ 35,000.00</b>	<b>\$ 193,004.36</b>		

**MSW Disposal Expenditures**

G.F. 1005	Budget	Expenditure to date		Estimate thr 6		Vendor
		(thr 5-31-21)	30-21	(thr 5-31-21)	30-21	
1005.43.4317.54101.00000 (Waste Disposal)	\$ 404,650.00	\$ 364,755.20	\$ 40,000.00	\$ 404,755.20	\$ 404,755.20	Willimantic Waste
1005.43.4317.53010.00000 (Professional Services)	\$ 45,000.00	\$ 12,002.50	\$ 5,000.00	\$ 17,002.50	\$ 17,002.50	Winston Averill
	<b>subtotal FY2021 Expenditures</b>	<b>\$ 449,650.00</b>	<b>\$ 45,000.00</b>	<b>\$ 421,757.70</b>	<b>\$ 421,757.70</b>	

**AGENDA ITEM COVERSHEET**

**10 B. -Cannabis**

**Submitted by: Mayor Seney**

**Date for Consideration: June 7, 2021**

**Town Attorney Review Required: N/A**

**Item Summary:**

The Town Hall has received numerous calls regarding our zoning regulations for cannabis. The Town needs to continue the conversation whether or not to amend the current zoning regulations to include the sale of cannabis in Putnam should the State of CT move to legalize its use.

**Financial Summary:**

Tax benefits from the sale of cannabis could be significant

**Staff Recommendation:**

**Board Action Required:**

**Supporting Materials (if yes, list attachments):**

**AGENDA ITEM COVERSHEET**

**10 C. Special Recognition**

**Submitted by: Mayor Seney**

**Date for Consideration: June 7, 2021**

**Town Attorney Review Required: N/A**

**Financial Summary: N/A**

Tom Pandolfi has been instrumental, through his efforts with the Danielson Veteran's Coffeehouse, in distributing food to the communities of Northeast CT. On June 19<sup>th</sup>, I would like to honor Mr. Pandolfi with a Proclamation stating June 19<sup>th</sup>, 2021 as Tom Pandolfi Day.

**Staff Recommendation:**

**Board Action Required:**

**Supporting Materials (if yes, list attachments):**



APPLICATION OF INTEREST  
PUTNAM BOARDS AND COMMISSIONS VACANCIES

Name James D. Taylor

Address 17 PEZANKO Court Putnam Ct. 04260

Phone# 860-933-0896 Party Affiliation: Republican

Email mrjw.taylor@gmail.com

Board/Commission interested in: Economic Development

Why are you interested in serving? \_\_\_\_\_

I have retired <sup>year</sup> this and have time to get involved in  
more town commission. I have found that being on the  
board/commissions of the town rewarding.

What experiences do you have that would benefit the Board/Commission you are interested in joining?

8 years on Special Services Board  
Member of Zoning Commission  
Member of Ethic Commission

2021 MAY 25 P 2:41  
Dorothy Taylor  
TOWN CLERK - PUTNAM CT

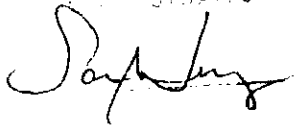
Are you willing to take training in field of Board/Commission? yes

Are you available for evening meetings? yes

Signature James D. Taylor

Date 5/21/2021

Kathy Guertin  
87 Sabin Street  
Putnam, CT 06260  
March, 18, 2021

PUTNAM CT  
  
2021 MAY 18 P 4: 15

Karen Osbrey  
President  
Putnam Arts Council

Dear Karen,

It is with regret that I tender my resignation from the Putnam Arts Council, effective immediately.

After enjoying this unique opportunity to be a part of the vibrant Putnam Arts Council, it is with regret that I submit my resignation. Due to my time limitations I am no longer able to contribute as a helpful and useful member to the group.

Although it is a bittersweet moment, I prefer to view it positively, and as opening a door of opportunity to another member of our community to join with you.

I am grateful for having had the opportunity to serve on the board of this fine organization for the past years, and I offer my best wishes for its continued success.

Yours sincerely,

Kathy Guertin

April 21, 2021

Karen Osbrey  
President, Putnam Arts Council

Dear Karen,

I am writing to inform you that I will be resigning from the Putnam Arts Council. I am moving to another town in a couple of months and life is just very busy right now with a new baby and a toddler.

I have loved being a part of the Putnam Arts Council and I am so glad to have met and gotten to know you and the other members. Thank you very much for the opportunity. I will miss you all!

Sincerely,

Akanksha Sule-Tretheway

2021 MAY 19 P 10:10  
Akanksha Sule-Tretheway

**AGENDA ITEM COVERSHEET**

**10 G. Removal of Dave Copeland from the Municipal Complex Building Committee**

**Submitted by: Mayor Seney**

**Date for Consideration: June 7, 2021**

**Town Attorney Review Required: N/A**

**Financial Summary: N/A**

At the request of the Building Committee, I would like to remove Dave Copeland from the Municipal Complex Building Committee. Mr. Copeland has not attended or participated in meetings in well over 1.5 years.

Per the Town of Putnam Charter, Chapter Six – Administrative Agencies, Section Three – Removals (see attached) any appointed official of a board or commission may be removed during a term of office on the recommendation of the Mayor, with the advice and consent of the Board of Selectmen, but only for good cause related to the performance of an official duty.

**Staff Recommendation:**

**Board Action Required:**

**Supporting Materials (if yes, list attachments):**

**Town of Putnam Charter, Chapter Six – Section three**

accordance with the provision of Sec. 7-255 of the General Statutes, as amended, and shall follow the provisions of Sec. 7-239, as amended, in establishing the charges for the use of the water systems.

4. The Town of Putnam shall hold the National Pollutant Discharge Elimination System (NPDES) plant permit. The Mayor, as chief executive officer of the Town, is responsible for oversight of the WPCA.
5. The WPCA may recommend the creation or abolition of all positions for said plants' operations and be responsible for determining necessary skill levels.
6. The WPCA shall have the power to negotiate for legal, financial, and other services as required.
7. The WPCA shall have the power to incur and approve expenditures and to revise budget line items during the fiscal year.
8. Additional responsibilities of the WPCA shall include but not be limited to rate setting, hiring of outside contractors and/or consultants including financial and specialized legal; development of plants' budgets, review of expenses; review of plants' operations; advising the Mayor's Office of any violations and complaints.
9. Wages, salaries, and benefits of all WPCA union and nonunion workers shall be determined by the Mayor and Board of Selectmen in concurrence with the WPCA.

M. Zoning Board of Appeals: Consists of five (5) members appointed for a term of five (5) years to hear appeals of decisions made by the Zoning Commission

N. Zoning Commission: Consists of five (5) members appointed for a term of five (5) years to establish and administer the Town's zoning regulations



Section Three – Removals: Except as otherwise provided in this Charter, any appointed official, administrative member (exclusive of employees) of a board or commission may be

removed during a term of office on the recommendation of the Mayor, with the advice and consent of the Board of Selectmen, but only for good cause related to the performance of an official duty. Such person shall first be notified by registered mail of the intent to remove. Upon written request to the Mayor within fifteen (15) days from the receipt of the removal notice, be immediately given notice in writing of the specific grounds of removal. If requested in writing submitted to the Board of Selectmen within five (5) days from the receipt of such specific grounds, said official, board member, may request a public or private hearing. The Board of Selectmen shall notify said official or board member in writing, setting forth the time and place for an opportunity to present a defense, personally or by counsel, to be held not less than five (5) or more than twenty (20) days, after receipt of such request for hearing. Following any hearing, the Board of Selectmen shall make a final determination whether to remove such official or board member.

Should any member of an Administrative Agency as set forth in Chapter Six (6) be arrested for a felony, said official shall promptly notify the Mayor's office on a confidential basis of that fact. After reasonable investigation, the Mayor may request that the official voluntarily go on inactive status until the matter is determined in a court of law, or if the Mayor feels that the charges involved, if true, would affect the individual's ability to discharge their duties to the Town or affect the general public's confidence in the function of the board or commission. Should the individual fail to acquiesce in the Mayor's request, the Mayor may, in appropriate circumstances, recommend placing the official an inactive status to the Board of Selectmen, which shall be instituted upon a concurrence of a majority of the Board of Selectmen present and voting after notice an opportunity to be heard by the official involved.

Section Four – Creation and Discontinuance of Offices and Agencies: The Board of Selectmen, by a majority vote of the entire Board, may create such temporary agencies