

# Town of Putnam ARPA

Updated: December 2021

- Appendices for
- Town Projects
  - WPCA Projects
  - Outside Entity Requests

## Appendix A

Town of Putnam, Connecticut

Town

### ARPA Project Summary

#### Kennedy Drive Stormwater Improvements and Parking Area Expansion – Putnam 1.1

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Pavement improvements along Kennedy Drive including surface treatment and mill and overlay. It is vital that these improvements are completed in upcoming 1 to 2 years, as the existing pavement continues to deteriorate, and if the repairs are delayed, rehabilitation options become less viable and may require a more complete replacement rather than repair.

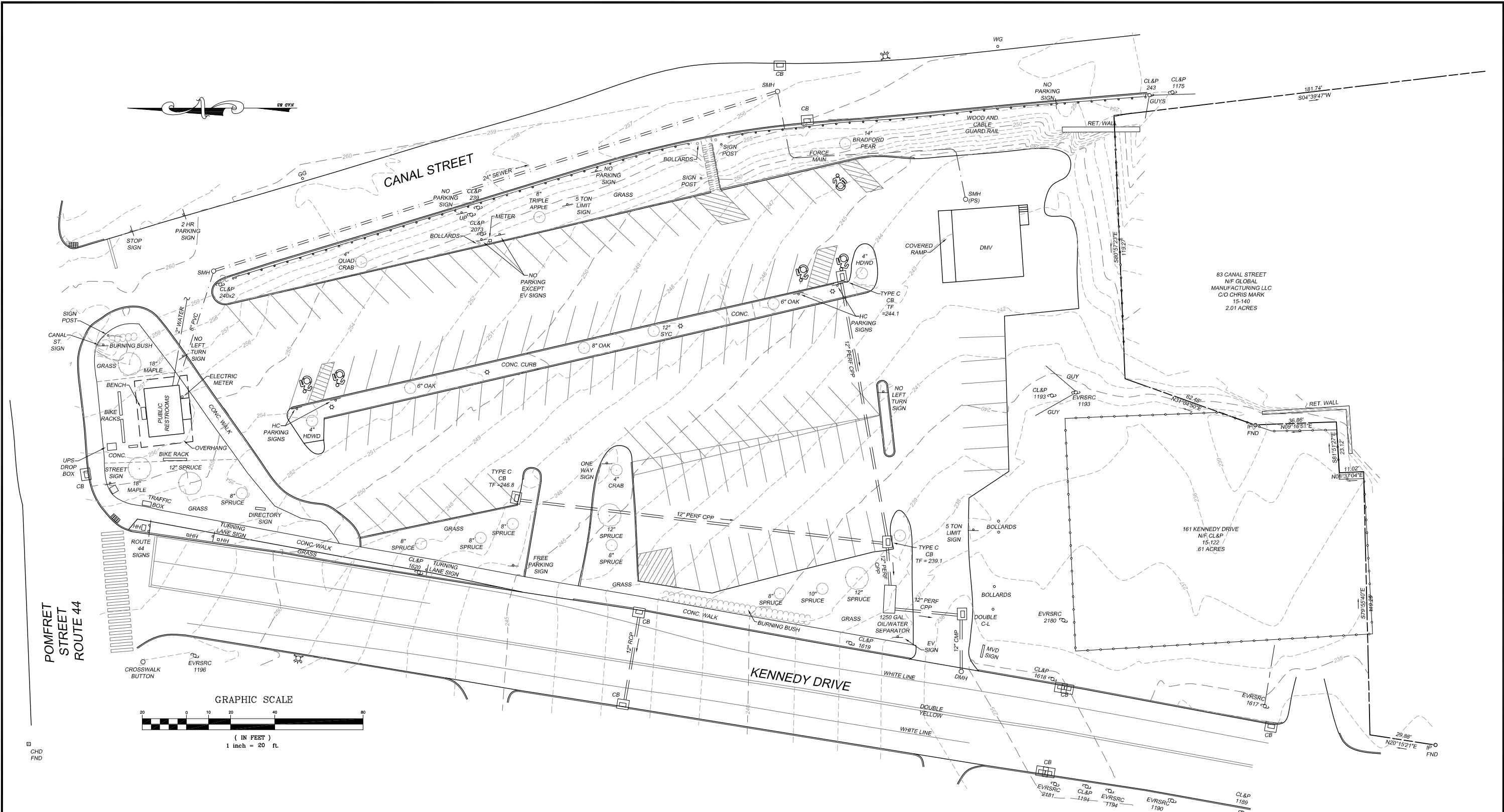
Public Parking Lot improvements at the Town's Kennedy Drive Parking Lot adjacent to the intersection of Kennedy Drive and Route 44 Pomfret Street. These improvements will not only repair the pavement, but also re-design layout to increase the amount of spaces, improve stormwater handling and treatment, and better blend the parking lot layout towards the Town's downtown area.

One of the Town of Putnam's main thoroughfare is Kennedy Drive, which is accessed via Interstate 395 Exit 45. While many of the local roadways directed off Interstate 395 are state highways, including Putnam's other two interstate exits (Route 12 and Route 44), Kennedy Drive is a town-owned road with town-responsibility for improvements. Following Kennedy Drive to the east of Interstate 395 is the Town's Industrial Park, built in the 1980's in coordination with the State Department of Economic and Development. Putnam's I-Park is a highly successful industrial area, with decades of history of successful private industries providing high-quality local jobs to our distressed Town and area, and providing a consistent significant tax revenue to the Town of Putnam. Following Kennedy Drive to the west of Interstate 395 is towards the heart of the Town of Putnam's community areas, including the Yale YMCA, the Town's Dog Park, and the Town's Riverfront Plaza which hosts farmers' markets and currently Covid-19 testing sites. Continuing west, passing multiple commercial businesses, Kennedy Drive provides access to the Air Line Trail State Park, the Town's Simonzi Park, the Town's Rotary Park, in addition to stunning views of the Quinebaug River and Putnam's trademark waterfall along the river as one follows Putnam's River Walkway. It's hard to overstate the importance of this area, as yet still there is the adjacent newly-completed rehabilitated mill Cargill Falls (rehabilitated with the assistance of the "The Community Investment Act", through the Commission on Culture & Tourism and the Connecticut Trust for Historic Preservation, with residential units completed in 2020 and already at capacity of the 90+ units).

At the intersection of Kennedy Drive and Route 44 Pomfret Street, there is the adjacent Kennedy Drive Public Parking Lot with the capacity for about 120 vehicles, providing parking for those areas plus the adjacent famous Putnam Main Street / Downtown area hosting multiple specialty shops and heavily-used restaurants.

The Town of Putnam Kennedy Drive Pavement Improvements Project is a good use of taxpayer funds because it allows support of the Town's base transportation and community infrastructure. The Town of Putnam is known in the Quiet Corner of Connecticut for providing and supporting many interesting and accessible events for the community. The overwhelming majority of travel to these events is along at least some portion of Kennedy Drive and is supported by the Public Parking.

Z:\JLD Civil Business Public\Plans\Land Projects 2009\19180 Kennedy Drive Plg Lot\dwg\ltopo 2019-10-24.dwg, 10/24/2019 1:08:41 PM, Addbe PDF



NOTES

1. THIS MAP HAS BEEN PREPARED PURSUANT TO THE REGULATIONS OF CONNECTICUT STATE AGENCIES SECTIONS 20-300b-1 THROUGH 20-300b-20 AND THE "STANDARD FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ADOPTED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. ON SEPTEMBER 26, 1996.

SURVEY TYPE: GENERAL LOCATION  
PURPOSE: PARKING LOT REDESIGN  
BOUNDARY DETERMINATION CATEGORY: N/A  
HORIZONTAL ACCURACY: CLASS B  
TOPOGRAPHIC ACCURACY: CLASS T-2

PROPERTY LINES DO NOT EXPRESS A BOUNDARY OPINION.

THIS MAP WAS PREPARED FROM RECORD RESEARCH, OTHER MAPS, LIMITED FIELD MEASUREMENTS AND OTHER SOURCES. IT IS NOT TO BE CONSTRUED AS A PROPERTY/BOUNDARY OR LIMITED PROPERTY/BOUNDARY SURVEY AND IS SUBJECT TO SUCH FACTS AS SAID SURVEYS MAY DISCLOSE. UNDERGROUND UTILITIES ARE SHOWN PER DESIGN PLANS.

2. REFERENCE PLANS:  
(A) "PLAN OF LAND SURVEYED FOR WELLINGTON PRODUCTS, INC." KENNEDY DRIVE & CANAL STREET, PUTNAM, CONNECTICUT BY KIELTYKA, WOODIS & PIKE, REVISED MAY 24, 1983.

TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

DENNIS R. BLANCHETTE DATE 12107  
LICENSE  
NUMBER

THIS MAP IS NOT VALID WITHOUT A LIVE SIGNATURE  
© 2018 J&D CIVIL ENGINEERS, LLC

LEGEND

PROPERTY LINE  
EXISTING CONTOUR LINE  
FENCE  
UTILITY POLE  
GUARDRAIL

EXISTING CONDITIONS PLAN  
PREPARED FOR  
THE TOWN OF PUTNAM  
KENNEDY DRIVE AND ROUTE 44, PUTNAM CT

J&D CIVIL  
ENGINEERS, LLC  
401 RAVENELLE ROAD  
N. GROSVENORDALE, CT 06255  
860-923-2920

DESIGNED: JJB  
CHECKED: DRB

REVISIONS:

JOB NO: 19180  
SCALE: 1" = 20'

DATE: OCT. 23, 2019  
SHEET: 1 OF 1



## Existing Conditions

## Putnam, Connecticut

Document by:

UConn's Community Research & Design Collaborative

Director Associate Professor Peter Miniutti

**Draft**

Date: 10.2.2018



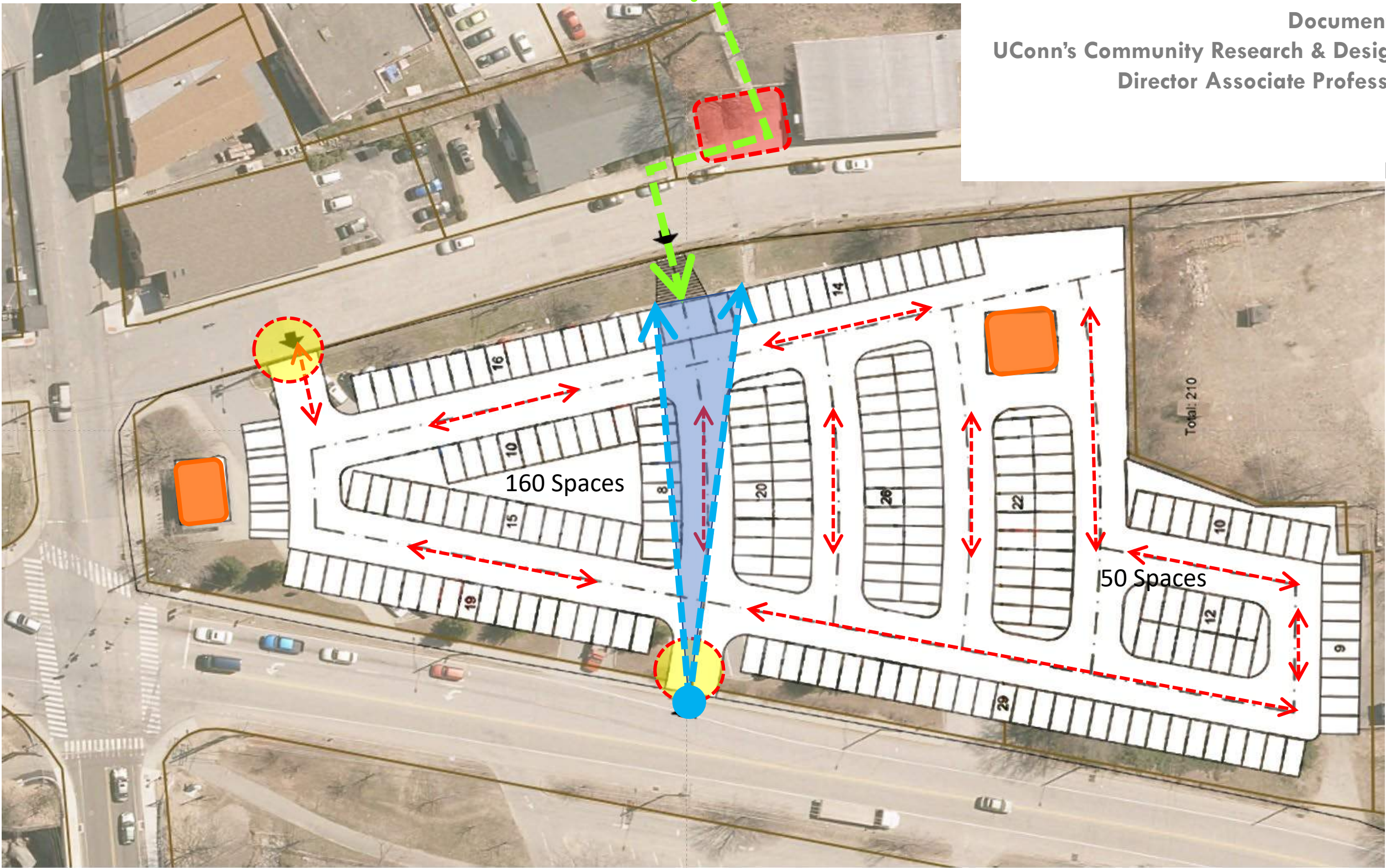


Proposed Layout

Putnam, Connecticut

Document by:  
UConn's Community Research & Design Collaborative  
Director Associate Professor Peter Miniutti

**Draft**  
Date: 10.2.2018



## Appendix B

Town of Putnam, Connecticut

Town

### ARPA Project Summary

#### Simonzi Park Stormwater and Streamflow Improvements – Putnam 1.2

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Adjacent to the Quinebaug River is the Town's Simonzi Park. This Park includes paved walking and biking trails, and connects to the adjacent Air Line Trail State Park. While the Park offers various outdoor recreational activities, those activities have in part made challenging conditions along the streambank. In addition, as most communities, much of our community's developed areas divert their stormwater towards adjacent waterbodies. Between the stormwater and the little-vegetated streambank, recent years have shown continued erosion and loss of streambank.

Simonzi Park Stormwater and Streambank Improvements include installation of streambank protection measures to eliminate continued erosion and installation of stormwater treatment systems to improve water quality discharging into the impaired Quinebaug River.

The Town of Putnam Simonzi Park Improvement Project is a good use of taxpayer funds because it allows support of the Town's environmental and community infrastructure. The Town of Putnam is known in the Quiet Corner of Connecticut for providing and supporting many interesting and accessible events for the community. The overwhelming majority of travel to these events is supported by the Public Parks and Simonzi Park green spaces.

The Town of Putnam Simonzi Park Improvements Project is in the planning stage. Note that as these improvements have been considered by the Town over multiple years, planning efforts including survey of the existing conditions and background information has been completed. Design efforts are expected to take 6 months, with construction schedule between 12 and 18 months.



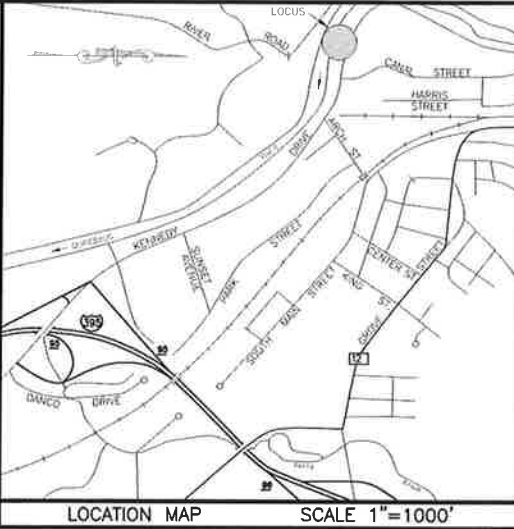
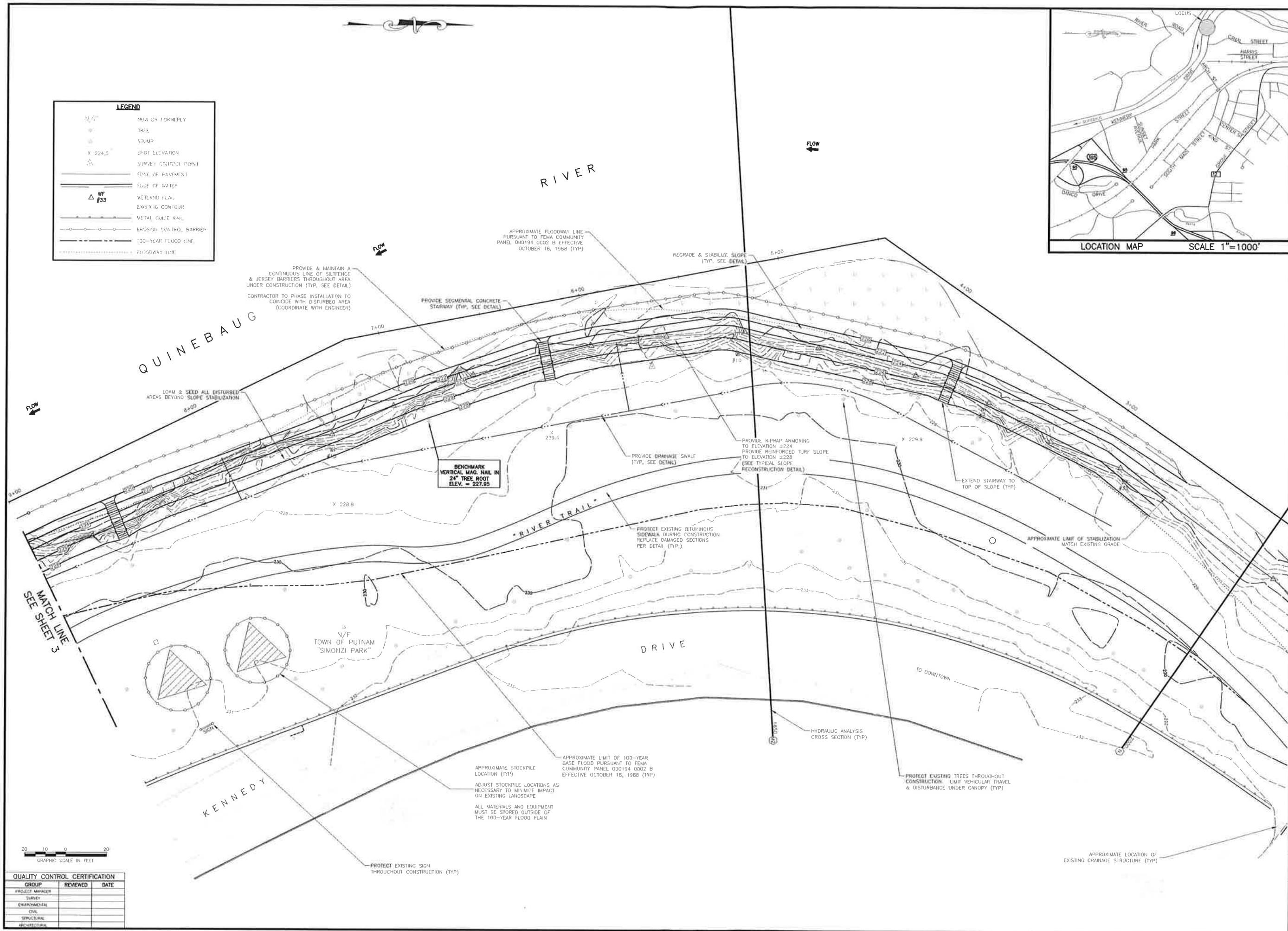


Photo 1: Simonzi Park, Eastern Bank of Quinebaug River




Photo 2: Simonzi Park, Eastern Bank of Quinebaug River, Stormwater Erosion





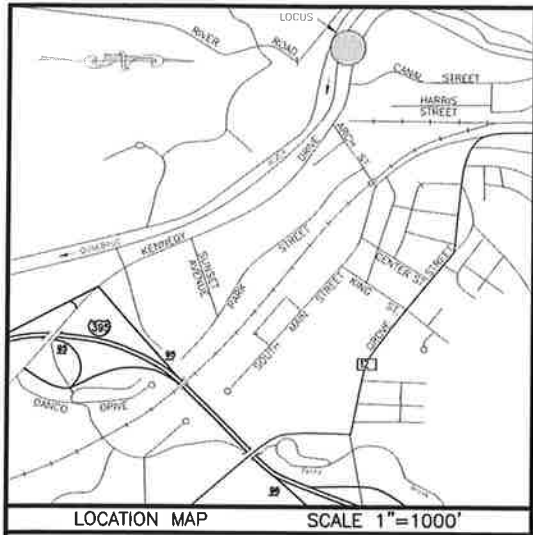
CME Associates, Inc.



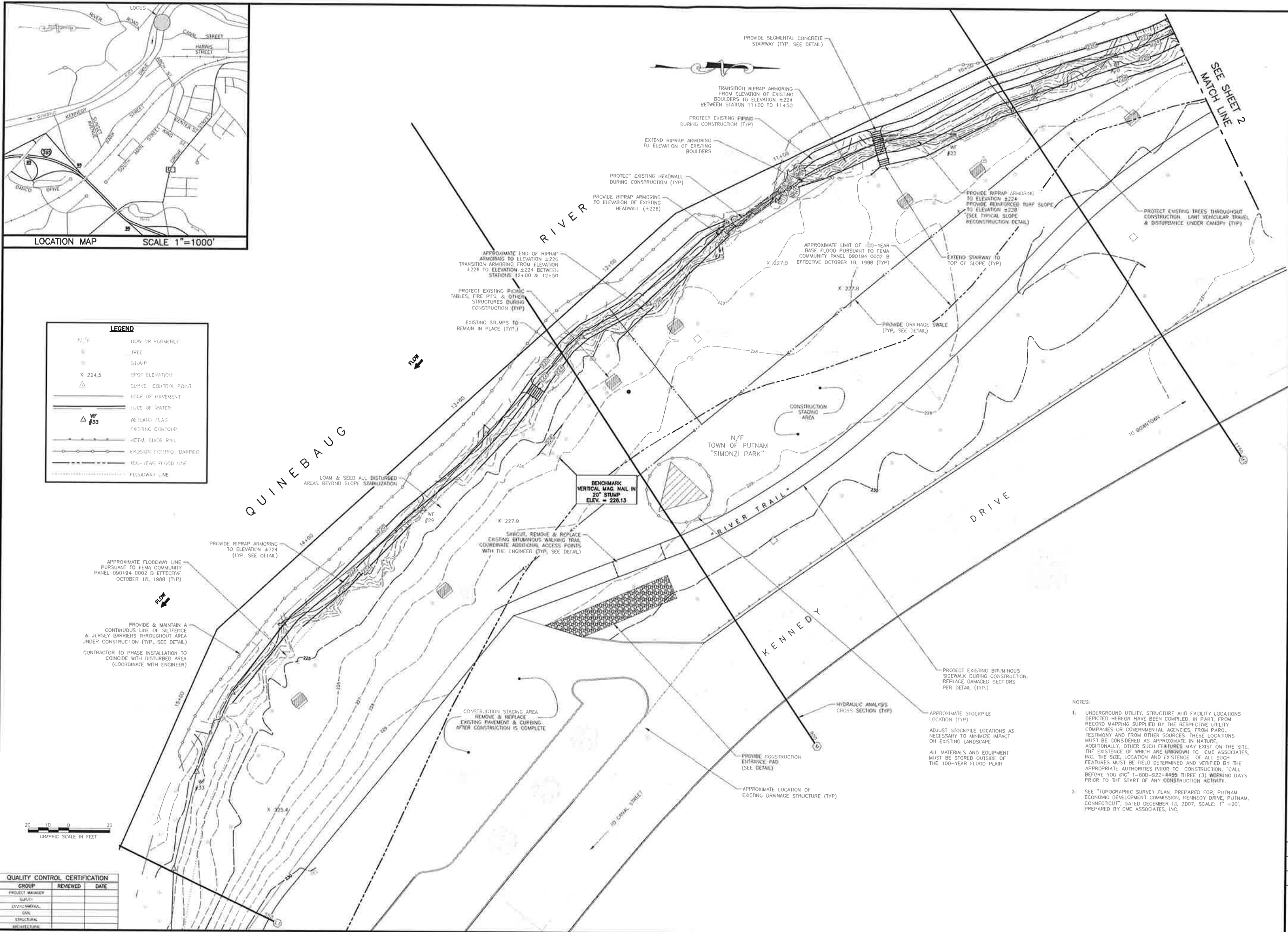
32 Crabtree Lane, Woodstock, CT 06281  
55 Main Street, Suite 340, Norwich, CT 06550  
333 East River Drive, East Hartford, CT 06108  
50 Elm Street, Southbridge, MA 01550  
Phone 888-291-3227  
www.cmeengineering.com

| STREAM BANK STABILIZATION PLAN |      |             |    |
|--------------------------------|------|-------------|----|
| PREPARED FOR                   |      |             |    |
| TOWN OF PUTNAM                 |      |             |    |
| SIMONZI PARK, KENNEDY DRIVE    |      |             |    |
| PUTNAM, CONNECTICUT            |      |             |    |
| SITE IMPROVEMENT PLAN          |      |             |    |
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| QUALITY CONTROL CERTIFICATION |          |      |
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| GROUP                         | REVIEWED | DATE |
| PROJECT MANAGER               |          |      |
| SURVEY                        |          |      |
| ENVIRONMENTAL                 |          |      |
| CIVIL                         |          |      |
| STRUCTURAL                    |          |      |
| ARCHITECTURAL                 |          |      |



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| ○        | STUMP                   |
| X 224.5  | SPOT ELEVATION          |
| △        | SURVEY CONTROL POINT    |
| —        | EDGE OF PAVEMENT        |
| —        | EDGE OF WATER           |
| △ WF #33 | WETLAND FLAG            |
| —        | EXISTING CONTROL        |
| —        | METAL GUIDE RAIL        |
| —        | EROSION CONTROL BARRIER |
| —        | 100-YEAR FLOOD LINE     |
| —        | FLOODWAY LINE           |



| QUALITY CONTROL CERTIFICATION |          |      |
|-------------------------------|----------|------|
| GROUP                         | REVIEWED | DATE |
| PROJECT MANAGER               |          |      |
| SURVEY                        |          |      |
| ENVIRONMENTAL                 |          |      |
| Civil                         |          |      |
| STRUCTURAL                    |          |      |
| PROFESSIONAL                  |          |      |

CME Associates, Inc.



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Phone 866-291-3227  
www.cmeengineering.com

STREAM BANK STABILIZATION PLAN  
PREPARED FOR  
TOWN OF PUTNAM  
SIMONZI PARK, KENNEDY DRIVE  
PUTNAM, CONNECTICUT

SITE IMPROVEMENT PLAN

| REVIEWS |             | JOB DATA             |    |
|---------|-------------|----------------------|----|
| DATE    | DESCRIPTION | PROJECT              | BY |
|         |             | 2007300-SIMONZI PARK |    |
|         |             | BOOK NO. 153         |    |
|         |             | DESIGNED CEE         |    |
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DATE: APRIL 16, 2010  
SCALE: 1" = 20'  
PROJECT #2007300

## Appendix C

Town of Putnam, Connecticut

WPCA

### ARPA Project Summary

#### WPCA Generators – Putnam 1.3

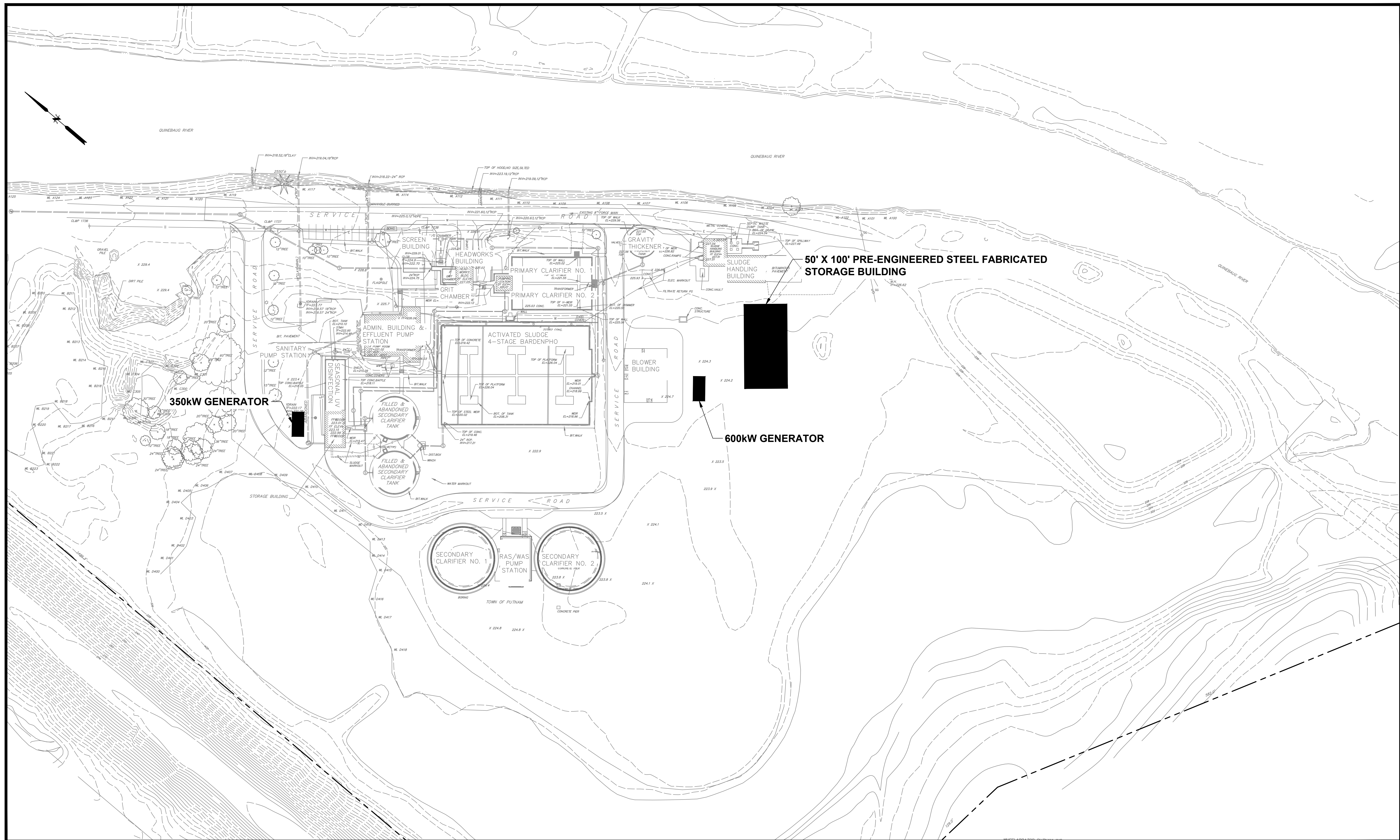
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The Putnam Water Pollution Control Facility (WPCF) is a conventional activated sludge plant which was constructed and placed in operation in the early 1970's. In 2013 the WPCF underwent a large upgrade to meet DEEP discharge standards and allow for future reliability of the plant. The permitted design flow rate for the facility is 2.91 million gallons per day (MGD).

The first generator (350 KW) will be installed near the existing Storage Building adjacent to the effluent UV channels to provide back-up power for the Primary treatment processes, the UV disinfection system and the Administration Building. The generator will be placed adjacent to the existing, original electrical service and transformer for the treatment plant. The generator will be installed on a concrete pad which will be 3 feet above the 100-year floodplain elevation (225 referenced to the National Geodetic Vertical Datum of 1929) for the site and include catwalks around the perimeter of the generator providing maintenance access. The generator will connect to the existing and proposed cabinets and panels inside the Storage Building to provide backup power. The new ATS will be mounted opposite the existing service equipment panels. This will be in the location of the existing workbench which the Town will need to relocate. The fuel tank on this generator will have an approximate capacity of 800 gallons. The maximum demand data for this electrical service occurred in May of 2020. The demand was 113.3 kw or 171 amps at 480V which is approximately 33% of the generator capacity. At this load, the fuel will provide approximately 75 hours of runtime. In reality, the runtime should be even longer as the maximum demand would not be a continuous load.

The second generator (600 KW) will be installed near the existing Blower Building and adjacent to the proposed Storage Building and offices near the Sludge Handling Building. This generator will provide back-up power for the secondary treatment processes, the sludge handling processes and the new Storage Building. The generator will be placed adjacent to the second electrical service and transformer. The new ATS will be located in the middle of the electrical room behind the existing MTS. The new ATS will have dedicated mounting and not utilize the existing Unistrut that supports the MTS's. The fuel tank on this generator will have an approximate capacity of 1,150 gallons. The maximum demand data for this electrical service occurred in February of 2020. The demand was 201.2 kw or 303 amps at 480V which is approximately 33% of the generator capacity. At this load, the fuel will provide approximately 75 hours of runtime. In reality, the runtime should be even longer as the maximum demand would not be a continuous load.





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## Appendix D

Town of Putnam, Connecticut

WPCA

### ARPA Project Summary

#### Danco Road Water and Sewer Replacement – Putnam 1.4

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The Danco Drive Bridge has been recently inspected per Connecticut Department of Transportation (DOT) requirements and was found in deteriorated condition. The Town has added weight-limit signage to the bridge and design is underway for full bridge replacement. As part of the bridge replacement, water and sewer utilities will be replaced along the span to connect to existing buried piping.

The existing bridge consists of mixed beam types supported on masonry block abutments. The eastern portion of the bridge consists of eight concrete encased steel beams supporting a jack-arched concrete deck. The western portion of the bridge consists of five steel beams and a wooden beam supporting a wooden deck. The bridge railings are structurally deficient. There are two viable bridge superstructure options for this location. In both cases, it is recommended that the existing low chord be maintained, and the roadway profile be increased as needed to avoid special permitting by encroaching on the Perry Book flow.

Per the bridge inspection performed December 18<sup>th</sup>, 2020 by Kenneth Sweeney of CDM Smith, the following ratings of bridge elements are as follows:

Deck: 4 – poor

Approach Condition: 4 – poor

Superstructure: 2 – critical

Substructure: 4 – poor

Channel and Channel Protection: 4 – poor

There are four utility pipes located below the bridge. The superstructure members are numbered from west to east. Pipe 1 is located beside the west fascia. The pipe is in fair condition however the protective wrapping is deteriorated and beginning to fail. Pipe 2 is located below Girders 3 & 4, is insulated, and is in good condition. This utility is supported by two independent steel beams which span between the abutments. The beams are in critical condition and exhibit widespread paint failure and section loss with 90% - 100% section loss in the bottom flange and lower portion of the webs. There was no noted distress or deterioration of the utility pipe due to the condition of the support beams. Pipe 3 is located between Girders 12 & 13 and is in good condition. Pipe 4 is located below Girder 13 and is in fair condition with surface rust throughout.





*Photo 21: West utility support beam below Girder G3, looking to east*



*Photo 22: East utility support beam below Girder G3 near Abutment 2, looking to northwest*





## Appendix E

Town of Putnam, Connecticut

WPCA

### ARPA Project Summary

#### Water Service Pipes and Lead-based Identification – Putnam 1.5

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Not included - is part of the CT DWSRF eligibility, and expects a 50/50 funding from the State

## Appendix F

Town of Putnam, Connecticut

WPCA

### ARPA Project Summary

#### Water and Sewer Replacements – Putnam 1.6

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to be determined if funding allows. Previous decade of water main replacements stopped construction due to lack of available funds



## Appendix G

Town of Putnam, Connecticut

WPCA

### ARPA Project Summary

#### Water Tank, Distribution, and Treatment – Putnam 1.7

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tank rehab including painting, mixing system and other maintenance; treatment improvements at Peake Brook WTP and/or Park Road Wellfield

## Appendix H

Town of Putnam, Connecticut

WPCA

### ARPA Project Summary

#### Other Wastewater Distribution and Treatment Improvements – Putnam 1.8

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Collection system, pumping stations, wastewater treatment plant

Appendix AA

Town of Putnam, Connecticut

SSD

ARPA Project Summary

Putnam Police Department – Sub-1.1

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Overtime due to staff on quarantine.  
Was covered in the Care Act.



Appendix AB

Town of Putnam, Connecticut

Outside Agency

ARPA Project Summary

TVCCA – Sub-1.2

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See attached letter.



## Thames Valley Council for Community Action, Inc.

Partnering for Prosperous Communities Since 1965

September 17, 2021

Mr. Barry Seney Mayor  
Town of Putnam  
126 Church Street  
Putnam, CT 06260

*Programs located throughout  
New London, Windham and  
parts of Tolland Counties*

### Administrative Office

1 Sylvandale Road  
Jewett City, CT 06351  
P: 860.889.1365 F: 860.376.8782

### Norwich Office

401 West Thames Street, Unit 201  
Norwich, CT 06360  
P: 860.889.1365 F: 860.885.2738

### New London Office

83 Huntington Street  
New London, CT 06320  
P: 860.444.0006 F: 860.444.0059

[www.tvcca.org](http://www.tvcca.org)

### Re: ARPA Funds – Senior Nutrition Commissary

Dear Mr. Seney,

The TVCCA Senior Nutrition, Meals on Wheels program provided vital meals to our seniors during the pandemic. Not only the homebound, but other seniors who were frightened, were served by our program.

Demand for our deliveries increased by 38% and **we served everyone who requested meals. We continue to meet this need today.**

This increased demand put a strain on our existing infrastructure and we had to update our Senior Nutrition Commissary which was built in 1998. TVCCA initiated more than \$450,000 in improvements to our commissary that will allow us to better serve the needs of our community. These improvements include upgrading the interior design to create a more efficient use of space and replacing old freezer units to increase the capacity of storage of home-delivered meals. These necessary renovations resulted in TVCCA borrowing funds to ensure the improvements were completed in a timely manner and would meet the needs of the community for years to come.

I recognize the fiscal constraints of your community these past years and thank you for your past support of our Senior Nutrition Program. **With the distribution of ARPA funds to your town, I am requesting a one-time donation of \$15,000 to offset these costs to upgrade the Commissary and improve service to our most vulnerable residents.** To better understand the upgrades and how they impact the quality of meals delivered to your community, I welcome you to tour the Commissary and let us explain how this project has had a positive impact on your community's elderly residents.

I thank you again for your support and look forward to discussing this unique opportunity with you.

If you have any questions or need any additional information, please do not hesitate to contact me at [dmonahan@tvcca.org](mailto:dmonahan@tvcca.org) or call my office at 860-425-6503.

Sincerely,

Deborah Monahan, CEO

## Appendix AC

Town of Putnam, Connecticut

Outside Agency

ARPA Project Summary

Windham County 4-H Foundation, Pomfret, CT – Sub-1.3

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See attached letter.





# Windham County 4-H Foundation, Inc.

326 Taft Pond Road • Pomfret Center, CT 06259

August 16, 2021

Ms. Elaine Sistare, Town Manager  
Mayor Barney Seney  
136 Church Street  
Putnam, CT 06374

Dear Ms. Sistare and Mayor Seney:

We are writing to request your consideration for awarding a grant from Putnam's American Rescue Plan funds to the Windham County 4-H Foundation for the purpose of rebuilding our dam at the Windham-Tolland 4-H camp property located on Taft Pond Rd in Pomfret. American Rescue Plan Funds were granted specifically to assist economic recovery from COVID 19, including assistance to non-profits. We were encouraged to write to local towns requesting this support by staff from Joe Courtney's office who we have been working with to identify available funds for dam repairs.

As noted on page 9 in the CCM Toolkit, the loss of revenue has drained non-profits of resources, impacting their ability to pay for capital project investments. ARP funding for these one-time capital investments frees up available nonprofit dollars to be used for services and improve the community in which they work. **Our stewardship of this beautiful 270 acre property contributes to the regional commitment to open space at no cost to its taxpayers.** In 2020, we lost \$55,000 in rental and fund-raising income and cashed in \$135,000 in cash reserves to refund registrations and pay for ongoing expenses, including those for the dam. We carried over \$81,000 in registrations paid in 2020 to 2021, which reduces our 2021 income by that amount. Due to COVID protocols and difficulty in recruiting staff, partially because of the lack of international staff, we ran our camp program at reduced capacity this year. We expect to just break even in 2021 as opposed to our usual budgeted surplus of \$50,000 to invest in capital expenses to keep improving our camp facilities or add to our reserve funds which took us many years to build and are now totally exhausted.

In 2018, seepage was observed on the downstream face of the dam embankment in close proximity to the low level drain and several sink holes were identified. This was reported to DEEP and since then the camp has been working with engineers from the firm of Wright Pierce to diagnose the issues and come up with possible solutions. DEEP has given us approval to keep the pond full this summer with daily monitoring of the seepage area to ensure that the stability of the embankment is not degrading. It is holding firm thus far even under the recent onslaught of heavy rains.

Foundation Office &  
Registrar  
860-974-3379

Summer Camp Office  
860-974-1122

Fax: 860-974-3327

email:  
wc4hfounders@gmail.com

www.4hcampct.org

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Beverly Champany  
Eileen Fritz  
Aili Galasyn  
Val Galasyn, M.D.  
Lillian Gray



We have recently submitted a three year plan to DEEP with monitoring for the next two summers to give us time to raise the approximate 1 – 1.2 million dollars expected to do all the design, permitting and construction costs to replace the current dam. They have not yet approved this plan and have indicated that they are not very comfortable continuing the monitoring program in place this year.

Having the finances in place is crucial in our efforts to lobby for approval of this three year plan with DEEP. We have officially begun a W-T 4-H Camp Dam Aid Fundraising Program with a kickoff event scheduled for September 10 and 11. We will be doing grass roots fundraising mailings, plus a number of other events dedicated to this effort ***but are reaching out to you and other sending towns in the area for grants at a substantial level to help us achieve our fundraising goal for this project.***

Our ACA accredited camp is a regional asset enjoyed by over 1500 campers over the course of the summer when fully operational. In the past five years alone, our Foundation has raised and distributed \$366,890 in campership grants to ensure that kids of all economic backgrounds can enjoy the life changing benefits of a week of camp. We have invested in thousands of kids from Northeast Connecticut by providing an affordable camp program since 1954. ***From 2012 – 2019 alone, just 8 of our 67 years in operation, 243 Putnam children attended Windham-Tolland 4-H Camp. During that same time period, Putnam families applied for and received \$8,645.00 in camperships for their children. Imagine how many other children have had a fun & learning experience here from Putnam since 1954 because of our campership support.***

The pond is the jewel in the center of our camp and is the site of both a beautiful natural setting for fish and wildlife and for all of our water-sports programs. It is inconceivable to think of camp without it shining in the sun, or watching the fire-bringer coming across it by canoe on closing ceremony nights. If we are forced to drain it forever, it will be a financial and programmatic disaster for this program which provides an affordable outdoor education and recreation program for local youth and others from throughout the state and beyond its borders.

Support from the town of Putnam would be a huge help in getting us to reach our fundraising goals for this project. We very much appreciate your consideration of our request and would be happy to meet with you at any time to discuss it or provide you with any additional information you may require.

Sincerely,



Jane Rider, President

**Additional Notes:**

- Our 501 (c)(3) Foundation has already expended over \$75,000 since 2018 to pay engineering and environmental surveys and tests required to diagnose the problem. \$10,000 of this amount was provided by a Community Enrichment Grant from the Last Green Valley which we received in 2019, the maximum amount possible from that program.
- We have been in search of other federal, state and local grant funding programs for this project since 2018 and have found nothing available.
- We have been consulting with the local USDA Natural Resources Division Office staff to determine if they will be able to help us with partial funding for the dam rebuild. They are currently not able to help with design services. It is not clear at this point if the final dam design will fit into the practice scenarios they have available to pay for very specific construction prerequisites. Our discussions with them are ongoing.
- Our foundation maintains very clear accounting trails as to the receipt and expenditure of funds for our dam restoration fund. Our funds are audited yearly which will further ensure that your contribution will be used for the intended purpose – to rebuild the dam and save our pond.





Summer 2020 The earthen dam looks solid from the water side and on the top surface. The outer bank is where shallow sink holes have appeared indicating the internal erosion. A video camera inserted through the valve pipe and sample core borings from the top down have disclosed the sand and gravel content of the interior structure is not the correct material, it does not contain the necessary amount of clay for sustainability.



What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear GOV. Lamont

I would Be so sad if the pond  
is gone Because when we are very very  
hot we will have no water to cool  
down in. When we want to fish we can't  
and a lot of fish and frogs will die which is  
sad. The pond is very beautiful and it  
means a lot to us. So piz save the  
Pond! Emma 10 Connecticut Putnam

What is your favorite activities to do in or around the pond? How would you feel if the pond where no longer here? What does coming to camp mean to you?

Dear Governor LaMont

Will: My favorite thing to do in the pond is swimming.

Lucas: I like the diving board. I like learning new stuff in the pond.

Will: We also go fishing in the pond. I like fishing, I have my own pole.

Lucas: Me too.

Best friends  
Will + Lucas  
(7) (7)  
Putnam, CT

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Potential Donor

I'm a first year counselor this year at WFF 4-H camp. We always joke around saying that I'm the "International Staff" because I'm from the mid-west. The thing about living in Wyoming is that there isn't a lot of water. I haven't spent a lot of time here, but I can tell that the spirit of this camp revolves around the pond. We spend a lot of time here fishing, boating, and swimming, and no matter what age range I have, those activities are always a fan favorite. My personal favorite part of camp happens everyday. It's called Time for Thought. The entire camp collects in a clearing; we have some silent reflection time, with some opportunities for sharing. During this time, I watch the sunset over the lake; listen to these kids pour their souls out to 100+ used-to-be strangers. It's the purest form of trust; love that I've witnessed; all of that stems directly from the pond.

Please consider donating to save not only the spirit of this camp, but the pond that keeps all of our secrets.

Sincerely,

Caden Callaway  
Counselor  
20  
1000-1000-1000

What is your favorite activities to do in or around the pond? How would you feel if the pond were no longer here? What does coming to camp mean to you?

Dear Govenor Lamont,

Windom Tolland 4-H pond. What is that? You are probably thinking it is a large body of water. Yes technically that is correct but it soooo much more then that to me and so many others. In the next part of the letter I will be telling why we all LOVE the pond sooo much.

The first reason you should donate is because of beaver cookies. Beaver cookies are something we do every Thursday night after our dance. We write something you achieve or hope to achieve in the ~~future~~ future. This means soooo much to people because it gives ~~us~~ us a chance to talk about our fun times and goals.

The second reason you should donate is because of swimming. We can go swimming to cool us off. Today we are all drowning in our sweat. It is It is super hot. I can't wait to go...



swimming.

The third reason, you should do... because of fishing. I'm gonna be honest with you fishing isn't my favorite activity but it is one of my little brother's favorite activities. I would hate for him to lose that. Even though fishing isn't one of my favorite activities I still enjoy having the time to talk with friends, chill, and learn to do some things better. I am not very good at, ~~the fourth~~

The fourth and final reason ~~you should~~ I am going to tell you about is time for thought. Even though it doesn't include the pond you can still see the gorgeous pond. Time for thought is a time to talk about or day, thank someone, and make jokes. It is a time for us to talk about how much fun we have and how sad it is to leave camp on Friday. ~~the fourth~~

To Whom it may concern,

I am writing this letter on behalf of the Windham Tolland 4H camp in Pomfret. Recently, their beloved pond has been damaged by the powerful rain storms this summer. The pond at Windham Tolland-4 H has been the center of camp life in the Quiet Corner. If you've ever been to summer camp, you know all the wonderful opportunities being a camper or counselor can afford you in life. Camp teaches you social skills, independence, life skills and allows for understanding of humanity and the world around you. To lose the pond at WT-4 H would devastate our beloved camp. Affording the enormous dollar price tag to fix the dam to save our camp would threaten the existence of camp as we know it.

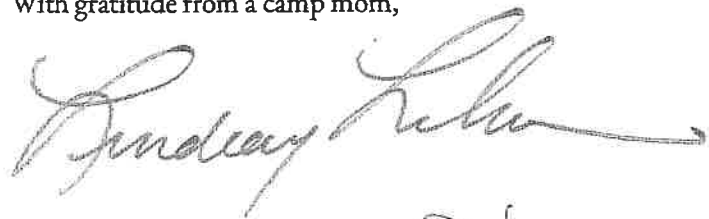
Camp life encourages lifelong learning. In a busy fast paced world, our children are inundated with social media, technology, and information overload as they scrap their way through school and life. They get caught up in their screens without realizing it and 4H camp allows them the opportunity to leave their phones behind, take a deep breath of fresh outdoor air, and have fun with their friends. They learn skills as counselors, how to take care of others and themselves. Campers and Counselors learn patience, teamwork and resilience. Losing camp would mean losing a connection with the great world we live in.

At the center of this 4 H camp is our beautiful pond, a pond that kids learn to fish in. A pond kids canoe and kayak and swim in. My daughter attends camp a few weeks each summer. She is 12 this year and it has been a difficult year with COVID and school regulations. My daughter, Rowan is an anxious child and getting outdoors at camp, being around friends, running, laughing and being active is so good for her psyche. Rowan has been raised with a pool in her yard and so swimming in fresh water is nerve wracking for her. She had a birthday party in the middle of July that she would need to swim in a pond at. I knew she was terrified. Rowan had 4H camp the week before the party and her counselor, Paige strongly recommended that everyone put on their suits and get in the water. The weather was hot and it was just before the hurricane came through New England and threatened the dam and pond. Rowan got in the water that first day because she adored her counselor. Counselors know everything- moms know nothing! She swam happily all week and even found a turtle. She found bravery that week at 4H camp and I will forever be indebted to her counselor for helping along that journey. Since, Rowan has been swimming in the ocean, a few lakes and even back at 4H camp this week. She is making memories for a lifetime because of the trust and connection she made at 4H.

Rowan is not alone in her love for the Windham Tolland 4H camp and their pond. My son is not a camp kid- he's 15 and has never had a love for camp. If you ask him his favorite part about camp he will tell you, in very few words: "the pond. The pond is my favorite part of camp. It's peaceful. It's beautiful. It's quiet. You can go out on a canoe and there isn't anything out there but the pond and the trees and the sky."

Please consider helping Windham Tolland 4H camp rebuild their dam and save their pond. The pond is the center of life at camp; a life that is crucial to the development of so many children who come from all around the country. Thank you for your consideration in helping with this project.

With gratitude from a camp mom,



Pomfret CT

Appendix AD

Town of Putnam, Connecticut

Outside Agency

ARPA Project Summary

Putnam Public Schools – Sub-1.4

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See attached letter.

# PUTNAM PUBLIC SCHOOLS



**Passionate  
Empowered  
Proud**

**Superintendent of Schools**  
*Daniel P. Sullivan, III*

**Business Administrator**  
*Nancy T. Cole*

**Director of Student  
Services**  
*Rebecca J. Lopes*

**Director of Curriculum and  
Instruction**  
*Jacqueline A. Vetrovec*

**152 Woodstock Avenue  
Putnam, CT 06260  
Phone: (860) 963-6900  
Fax: (860) 963-6911  
[www.putnam.k12.ct.us](http://www.putnam.k12.ct.us)**

September 13, 2021

Norman Seney, Mayor  
Putnam Municipal Complex  
200 School St.  
Putnam, CT 06260

Dear Mr. Seney,

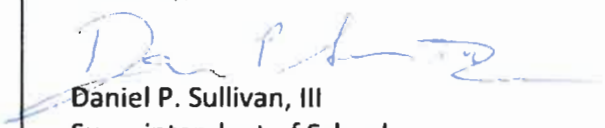
I am writing to thank you for considering my request for a special allocation from the town's American Rescue Plan money to support additional paraprofessionals at Putnam Elementary School. I am disappointed to hear that you were unable to gain the support of the selectman on this issue. I believe that both our kindergarten and third grade students would have benefited.

As we discussed, when the district assembled our staff for the 2021-22 academic year, we only had 77 students scheduled for kindergarten and assigned 4 teachers to that grade.

In early July, kindergarten classes began to approach the low 20's so the district used stimulus money to hire an additional paraprofessional to support kindergarten teachers and students. By the start of school, we had 111 students enrolled in kindergarten for the fall which would result in an average class size of 27.5 students if we didn't add a fifth teacher. Unfortunately, the only way for us to add a teacher in kindergarten was to reduce staffing in another area. With that in mind, we shifted one of our third-grade teachers to kindergarten meaning both grades have an average class size of approximately 22. Our goal like most districts is to maintain an average class sizes of approximately 20 students in all primary grades.

It is my hope that the Board of Selectman and Board of Finance understand the impact of the pandemic on our students, particularly in a community where many of our students were already below grade level. The financial constraints posed by minimal budget increases in recent years has made it more challenging to maintain optimal class sizes and to maintain the specialized supports many students need. I am extremely concerned about where things are headed in the coming budget cycles and welcome the opportunity to discuss this with you further.

Sincerely,

  
Daniel P. Sullivan, III  
Superintendent of Schools



Dear Mayor Seney and Board of Selectmen

We are contacting you regarding hiring two paraprofessionals for our elementary school. The learning loss is substantial after 18 months of remote and hybrid instruction. It is our understanding that at a recent Board of Selectmen meeting, it was noted that the town has some additional American Relief funding and that they are accepting proposals for those funds.

The recent unexpected increase of 30 students certainly impacts student learning and will be detrimental to student outcomes without additional support in the classrooms. Research has shown that the paraprofessional role, especially in the primary grades is immeasurable. Some of the many ways they can improve the student experience is as follows:

- Students who need additional instruction and require extra attention for understanding the concept taught. Without this extra support, some students will fall behind
- Manage student behavior, often avoiding disruption of their peers
- Assisting in group work with students for better understanding
- Provides an extra set of hands for teachers, especially in lower level grades
- Performing clerical tasks
- Another adult in the room that students can connect to emotionally
- Offers more flexibility to the teacher to keep the focus on the lesson being taught which can help to improve future test scores

Paraprofessionals are a vital part of the classroom and provide an important connection between students and teachers. The outcome of students reaching success depends on the additional support in the classroom. Now is the time to reinforce our classrooms after a year and a half of academic instability.

We are proposing that you allot \$120,000 to employ two paraprofessionals for the remainder of this school year and for the 2022-2023 school year. That is a only \$30,000 per individual but a priceless component to those classrooms of children.

Looking forward to hearing back regarding this proposal.

Respectfully

A handwritten signature in cursive script, appearing to read "Jill Zanzari".

Appendix AE

Town of Putnam, Connecticut

Outside Agency

ARPA Project Summary

United Services, Inc. – Sub 1.5

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See attached letter.



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## United Services, Inc.

*Creating healthy communities*

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November 2021

Mayor Barney Seney  
Town of Putnam  
126 Church Street  
Putnam, CT 06260

Dear Selectman:

As the President/CEO of United Services, I am writing today to respectfully request the town of Putnam consider appropriating a portion of its American Rescue Plan Act funding to local mental health services.

The COVID-19 pandemic has had a huge impact on mental health and substance abuse. United Services, the Local Mental Health Authority and the Community Behavioral Health Center for northeastern Connecticut, is seeing significant increases across our programs, with some programs operating at a more than 100% increase over pre-COVID times.

As you may remember, the Department of Emergency Management and Homeland Security's Region 4 Recovery Steering Committee via the Community Foundation of Eastern Connecticut sent a letter to all towns in June recommending that towns allocate 30% of ARPA funding to early childhood care and education, mental wellness and safe and affordable housing. A copy of that letter is included.

If you have already identified mental wellness needs in your town, United Services would be happy to meet with you to discuss how we can work together to address these.

United Services is proposing **Supports for Businesses and Employees** as a potential area for town ARPA funding support.

As people have returned to in-office work this year, our agency has seen an increase in employer and employee issues. The stresses of the pandemic continue to impact our daily lives, and this is affecting employees' performance at work.

For small employers, these issues are especially hard to cope with, as they lack the resources of a large HR department or a local Employee Assistance Program.

United Services would like to support Putnam businesses and their employees, including town employees, by using ARPA funding to deliver a model similar to its Employee Assistance Program. Through this partnership, the town could provide United Services with block grant funding to operate the program for two years as the region continues to recover from the pandemic.

[www.UnitedServicesCT.org](http://www.UnitedServicesCT.org)

Through this partnership, United Services would advertise this service to all businesses in Putnam. Through the program, United Services would provide trainings and consultations for Putnam employers at no cost to them. United Services would also use the block grant funding to cover co-pay costs for employees of Putnam businesses receiving treatment at our outpatient clinics.

Employees and their family members who access our clinical outpatient services through this program would have access to other programs for which they may be eligible that United Services also offers, such as case management services, substance use programs, family programs and specialized services for victims of crimes.

We would be happy to meet with you to discuss this concept and how we could customize it for businesses and employers in Putnam.

I look forward to meeting with you and discussing this further. You can reach me at 860-774-2020 or [dlmanning@usmhs.org](mailto:dlmanning@usmhs.org).

Sincerely,



Diane L. Manning  
President/CEO, United Services, Inc.



## Appendix AF

Town of Putnam, Connecticut

Outside Agency

ARPA Project Summary

Community Foundation of Eastern Connecticut – Sub-1.6

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See attached letter.

**From:** Pamela Mola <[pamela@cfect.org](mailto:pamela@cfect.org)>

**Date:** Friday, June 18, 2021 at 3:48 PM

**Subject:** American Rescue Plan: an opportunity for transformative recovery

June 18, 2021

Dear Municipal Leaders:

The American Rescue Plan Act (ARPA) provides us with a historic opportunity to rebuild our region in an equitable way as never imagined before in order to create a truly thriving region. The Community Foundation has partnered with thought leaders on the national scale and in Connecticut to devise a strategy that would enable us to invest these precious dollars such that the yields would be truly transformative. We have reviewed data from research centers, spoken with community leaders and school districts. We have convened some of our practitioners, advocates, experts and nonprofit leaders in the community including leadership and staff from TVCCA, Child & Family, New London Homeless Hospitality Center, Riverfront Children's Center, LEARN, EASTCONN, TEEG, United Services, and Windham, Norwich and New London Human Services. Together, we are embarking on a campaign and calling on all municipalities and school districts in Eastern Connecticut to commit to deploy at least 30% of the funds received from the American Rescue Plan Act towards:

1. Early childhood education and care;
2. Mental health and well-being; and
3. Safe and affordable housing.

It is clear to all experts with whom we have conferred that these three issues are completely interlinked and essential components in creating a healthy functional family unit, supporting the healthy development of the next generation and addressing the mental health of the entire family through wrap around services. This is a historic opportunity to address past injustices and ensure that all our children and families have the opportunity to thrive from day one by living in a safe environment and being supported with essential learning tools so they can thrive. We are asking that you join efforts with school districts and commit at least 30% of the funds received towards early childhood education and care, mental health and safe and affordable housing.

This is a critical moment that arrives once in a life time to truly correct our course. It is a wonderful opportunity and it is clear to us all that we need to work together strategically and with a plan to address the underlying systemic issues. Eastern Connecticut towns, collectively, will receive over \$200,000,000. Let's work together to ensure that these funds are transformational to lift our most vulnerable population and give all an opportunity to excel in school, work and life. Our businesses will thrive when we prioritize investing in a healthy recovery for our human infrastructure.

Please verify that you are interested in joining us. The Community Foundation is deeply committed to working with each and every one of you to address questions and help convene partners to ensure

that we are aligned and not duplicating efforts but rather building a collective impact model that will succeed in achieving a transformative recovery in our region.

Thanks in advance for your consideration.

Maryam Elahi  
President & CEO

*Kindness is contagious!*

**Community Foundation of Eastern Connecticut**

68 Federal Street, New London, CT 06320

860.442.3572 | 1.877.442.3572 (toll free) | 860.442.0584 (fax) | [www.cfect.org](http://www.cfect.org)

*Connect with CFECT!*



## Appendix AG

Town of Putnam, Connecticut

Outside Agency

ARPA Project Summary

The Arc Eastern Connecticut – Sub-1.7

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See attached letter.



October 19, 2021

Barney Seney, Mayor  
Town of Putnam  
200 School St.  
Putnam, CT 06260

Dear Mr. Seney:

Please consider The Arc Eastern Connecticut as a recipient of a portion of your municipality's allocated ARPA funds, which allow for the addressing of essential services to people with intellectual and developmental disabilities in both the "public health expenditure" category and the category addressing the negative economic impacts on our agency caused by the public health emergency.

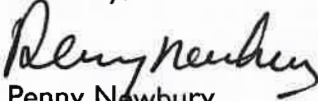
We've prepared a brief overview of our agency and the program we'd like to implement, as well as the contribution we are hoping the Town of Putnam can make towards this extremely vital initiative.

Many of our non-profit colleagues agree that this type of unprecedented and much-needed funding should be used to not only augment services but to **build the platform that supports the services**. In this way, ARPA funding lasts far longer than one or two programmatic years and gives agencies like ours a sustainable base from which we can deliver the best possible services to some of our region's most vulnerable citizens for years to come.

Please do not hesitate to contact me at (860) 889-4435 x 103 or [pnewbury@thearcect.org](mailto:pnewbury@thearcect.org) if you have any questions or need additional information.

Thanks so much for your time and your support of people with IDD in eastern Connecticut.

Sincerely,



Penny Newbury  
Director of Grants and Communications

## **The Arc Eastern Connecticut**

### **American Rescue Plan Act (ARPA) Funding Application**

**Name of Project:** Post-Pandemic Facility Assessment and Optimization Study for staff/participant health, safety, and flexibility

#### **Agency Overview:**

The Arc Eastern Connecticut is a 501 c 3 non-profit agency supporting over 790 people with intellectual and developmental disabilities (IDD). We offer day services, employment/job training programs, in-home/family supports, school-to-work transition services, Senior supports, and socialization/life skills, self-advocacy, health/fitness, and civic participation programs. We also operate 22 supported residences throughout eastern Connecticut. Our offices, with both administrative and day programs, are at 125 Sachem St., Norwich, CT, with additional offices at 52 Sacred Heart Drive, Groton, 22 Rt. 171, Woodstock, 193 Mechanic St., Danielson, and 687 Cook Hill Rd., Danielson, CT.

#### **Proposal Overview:**

The project we are proposing is an identification of The Arc's current and future space needs and an assessment of the appropriateness of our current physical assets, in light of the changes and re-configurations brought about by the pandemic. In 2019 The Arc New London County and The Arc Quinebaug Valley, both established in 1952, merged to form The Arc Eastern Connecticut, and now provides services and supports to people with IDD throughout the entire region (Windham and New London Counties and beyond). It is doubly important, then, that our facilities and our transportation system be as accessible as possible to **everyone** with IDD in the areas we cover.

**Funds Requested from the Town of Putnam: \$6,000**

**Total Project Cost: \$68,700**

#### **Project Description**

The agency has taken an extremely cautious approach to re-opening its in-person services and has learned that some type of hybrid model (in-person augmented by virtual supports) is extremely useful in certain circumstances—for both participants and staff. With this in mind, and with the knowledge of the enormous task of conducting a thorough and meaningful optimization analysis, we approached several professional planning agencies in the New England area with expertise in urban planning and non-profit reconfiguration and asked for proposals on how to best utilize our current facilities, where to position administrative and program offices to the advantage of all our constituents, and how to restructure our transportation system. Specifically, we requested that their analysis include mapping out all our facility locations, including residences, identifying where all our participants live (even those not in our residences), charting how many vehicles are deployed and where they go daily, and understanding where all our employees live, and to which site(s) they report—both pre- and post-pandemic.

The survey will include a compilation of a Client Demand Analysis that will analyze historic client consumption patterns, socioeconomic conditions, and economic climate changes, as well as constraints imposed by the pandemic, to create correlations between participant demand and existing conditions. This assessment will include tracking changes in specific demographic and economic factors. This baseline analysis will be compared against future growth projections to determine likely changes in potential participant demand levels.

### **Project Outcomes**

This analysis will be a foundational component in determining current and future space location and allocation needs.

It will allow us to:

- consolidate locations if necessary
- Determine the best location for the central office
- Improve service quality, health and safety during the pandemic and beyond
- Maximize efficiencies and allow for staff/participant flexibility
- Provide energy cost savings
- Eliminate duplicate transportation routes
- Serve the largest number of people in the fewest number of buildings

### **Community Partners and Supporters**

We have received or are in the process of receiving support for our commitment to the augmentation and improvement of services and access to services for people with IDD in our region from the following organizations: Safe Futures, United Community and Family Services, Sound Community Services, Northeast Department of health, The Dominion Foundation, Norwich Social Services, TVCCA, and Noank Community Support Services.

### **Agency Auditing and Fiscal Controls**

The ARPA funding (revenue and expenditures) will be tracked in its own separate category in our financial records system. Financial data is audited (including field audits) by an independent accounting firm who is evaluated and engaged by the Board of Directors on an annual basis. The Auditors also issue the State of Connecticut Single Audit reports.