

MAYOR AND SELECTMEN'S MEETING AGENDA
December 20, 2021 @ 7:00 PM
Putnam Municipal Complex
Conference Room # 109
200 School Street
Putnam, CT 06260

Join Zoom Meeting
<https://zoom.us/j/96118921795>

Meeting ID: 961 1892 1795
+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 November 15, 2021 Board of Selectmen Meeting
 - B. Minutes from November 30, 2021 Special Board of Selectmen Meeting
 5. Petitions & Communications
 6. Reports of Standing Committees
 - A. General Government Committee
 7. Town Administrator Report
 8. Reports of Special Committees
 9. Unfinished Business
 - A. Sticker Prices
 10. Grant Considerations and Updates
 - A. FY21 EMPG Grant
 - B. ARPA Update
 11. New Business
 - A. Accept the resignation of Michael Woznicki from the WPCA Commission
 12. Public Comment – 3- minute maximum per person
 13. Executive Session - Sale of Property
 14. Adjournment

To Be Approved
 Mayor and Board of Selectman Meeting
 November 15, 2021
 Also, via Zoom Meeting ID: # 98932309492

TOPIC		DISCUSSION	
PRESENT:		Mayor Seney, Deputy Mayor Simmons, Selectman Pempek, Selectman Hayes, Selectman Rawson, Selectman Paquin	
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 October 18, 2021, Board of Selectmen Meeting Deputy Mayor Simmons made a motion to approve the minutes from the October 18, 2021, Board of Selectmen's Meeting as presented. The motion was seconded by Selectman Pempek and passed unanimously.
		B.	Minutes from October 28, 2021, Special Board of Selectmen Meeting Selectman Paquin noted that Selectman Tarr was absent from the meeting. Selectman Paquin made a motion to approve the amended minutes from the October 28, 2021, Special Board of Selectmen's Meeting. The motion was seconded by Selectman Pempek and passed unanimously.
5.	Petitions & Communications	A.	None
6.	Reports of Standing Committees	A.	General Government Committee None
7.	Town Administrator		The Town Administrator report was included in the Selectmen's packet.

8.	Reports of Special Committees		None
9.	Unfinished Business		None
10.	Grant Considerations and Updates		ECD Director Very spoke to the Selectmen regarding CT Community Challenge Grant that we are submitting. Up to \$10,000,000 for Phase II of the Providence St Rehabilitation to include Streetscape Design, Façade Improvement Program, Infill, etc. ECD Very will update the Selectmen in future BOS meetings.
11.	New Business	A.	Consider the appointment of Jamie Soroka to the Putnam Arts Council. Deputy Mayor Simmons made a motion to appoint Jamie Soroka to the Putnam Arts Council. The motion was seconded by Selectman Pempek and passed unanimously.
		B.	Consider the reappointment of Paul Grenier to the Putnam Redevelopment Agency with a term to expire 10/31/2026. Deputy Mayor Simmons made a motion to reappoint Paul Grenier to the Putnam Redevelopment agency with a term to expire 10/31/2026. The motion was seconded by Selectman Pempek and passed unanimously.
		C.	Accept the resignation of Diane Lavallee from the Zoning Board of Appeals. Deputy Mayor Simmons made a motion to accept, with regret, the resignation of Diane Lavallee from the Zoning Board of Appeals. The motion was seconded by Selectman Pempek and passed unanimously.
		D.	Proposed 2022 Meeting Schedule Selectman Pempek made a motion to approve the 2022 Meeting Schedule as presented. The motion was seconded by Selectman Paquin and passed unanimously.
		E.	Inauguration & Swearing in Ceremony Details regarding the Inauguration and Swearing in Ceremony on November 30 th were given to the Selectmen.
12.	Public Comment		Gloria Marion stated she could not hear the discussion regarding the ceremony on zoom. The information was relayed to Mrs. Marion. Selectman Paquin made a motion to go into executive session for the purpose of sale of property at 7:22 PM, inviting in Town Administrator Sistare, Town Attorney Roberts and ECD Director Very. The motion was seconded by Selectman Pempek and passed unanimously.

13.	Executive Session		The Selectman came out of executive session at 8:01 PM.
14.	Adjournment		Selectman Pempek made a motion to adjourn at 8:02 PM. The motion was seconded by Selectman Paquin and passed unanimously.

To Be Approved
 Special Mayor and Board of Selectman Meeting
 November 30, 2021

TOPIC	DISCUSSION
PRESENT: ABSENT:	Mayor Seney, Deputy Mayor Simmons, Selectman Pempek, Selectman Hayes, Selectman Rawson, Selectman Paquin, Selectwoman Marion
1. Call to Order	Mayor Seney called the meeting to order at 7:45 PM
2. Pledge of Allegiance	Led by Mayor Seney
3. New Business	<p>A. Resolution Concerning Rules of Procedures for the Board of Selectmen (Vote Required)</p> <p>Deputy Mayor Simmons made a motion to adopt the Rules of Procedures for the Board of Selectmen. The motion was seconded by Selectman Rawson and passed unanimously.</p> <p>B. Approve all Previous Policies Adopted by the Board of Selectmen (Vote Required)</p> <p>Selectwoman Marion made a motion to approve all previous policies adopted by the Board of Selectmen. The motion was seconded by Selectman Paquin and passed unanimously.</p> <p>C. Appoint a Deputy Mayor (Vote Required)</p> <p>Selectman Hayes made a motion to appoint Roy Simmons as Deputy Mayor. The motion was seconded by Selectman Paquin.</p> <p>Selectman Pempek made a motion to close nominations. The motion was seconded by Selectwoman Marion.</p> <p>Motion to appoint Roy Simmons as Deputy Mayor passed unanimously.</p>

		<p>D. Appoint a Town Attorney (Vote Required)</p> <p>Deputy Mayor Simmons made a motion to appoint Halloran Sage as the Town Attorney. The motion was seconded by Selectman Pempek and passed unanimously.</p> <p>E. Appoint the Standing Committee (Vote Required)</p> <p>1. General Government Committee</p> <p>Selectwoman Marion made a motion to appoint Selectman Rawson, Deputy Mayor Simmons and Selectman Pempek to the General Government Committee. The motion was seconded by Selectman Pempek and passed unanimously.</p> <p>F. Appoint Special Committee(s) (Vote Required)</p> <p>1. Pension Committee</p> <p>Selectwoman Marion made a motion to appoint Selectman Paquin, Selectman Pempek and Deputy Mayor Simmons to the Pension Committee. The motion was seconded by Selectman Hayes and passed unanimously.</p> <p>G. Any and/or All Other Business to Lawfully Come Before Such Meeting</p> <p>None</p>
4.	Adjournment	<p>Deputy Mayor Simmons made a motion to adjourn at 7:50 PM. The motion was seconded by Selectman Pempek and passed unanimously.</p>

Covid-19 Status

Recent

Continued monitoring of Eastern CT / Windham County metrics. Per data.ct.gov website, as of December 13, 2021, there have been 1,380 cases in Putnam; compared with 1,212 cases on November 12th. Like the majority of towns in the state, Putnam remains "red", meaning average daily rate of 15 or more cases per 100,000.

Coordination with Day Kimball for onsite vaccine and booster programs at Municipal Complex. Upcoming coordinating with local schools for vaccination.

Same as last month: Continued requirements for unvaccinated being masked. Watching recommendations for masking/testing regardless of vaccination status, and will modify if federal or state requirements change.

Upcoming

Continued monitoring and mask compliance for non-vaccinated.

Town Administration

Contract Updates

Pending state approval, expect December 2021 Award for the Church Street and Woodstock Ave Pavement and Sidewalk Improvements project to low-bidder B&W for \$1.78M.

Preliminary design contract for Kennedy Drive Parking Lot Stormwater (ARPA) with J&D Civil Engineers.

Coordination with Highway Dept for purchase of Freightliner vehicle including wing plow. Superintendent to request BOF approval in December 2021 to pay deposit from Auction and Replacement Account.

Recent

American Rescue Plan Act (ARPA): Ongoing planning and receipt of information for requests and projects.

Coordinating design for Simonzi Park Streambank and Kennedy Drive Parking Lot Improvements.

Additions to new website, including ARPA subpage with project information, links to federal and state guidelines and created Town funding application form.

Same as last month: Continued Punch list for Municipal Complex, coordinating with Building Committee for final contract decisions.

Continued coordination with Real Estate Agent for Town Hall and Library properties (Delpha Very assist).

Ongoing Union communications, first subgroup negotiation will be with Town Hall staff (followed by Highway/Parks&Grounds, then WPCA). Updated Town's proposals based on the subgroup and expect Union review/feedback in early 2022.

Upcoming

Fox Road Highway Department site review of ongoing waste dropoff (mattresses, electronics, white goods, etc) and planning for long-term modification/possible transfer station categorization and permitting as applicable.

Ongoing: research and discussion about ARPA funds, including vetting and considering outside agency requests with BOS. Spring 2022 report due to Federal Government.

Same as previous: Work with Novus to create email addresses for all Town employees, including field crews, as means of Human Resource and Management direct communication.

Municipal Complex

Recent

Same as last month: Final construction activities including punch list, coordinating with architect, construction manager and Building Committee. Consideration for final contract work. Ongoing coordination with various vendors and subcontractors.

Ongoing coordination for various uses of space including TVCCA meal program start, use of Community Rooms, Commission on Aging activities in Community Room.

Upcoming

Same as last month: Coordination with Building Committee for expected startup and commissioning efforts over next several months; with expected project file closeout activities in 2022.

Road and Sidewalk Improvements

Recent

Continued efforts toward contract aware for Church Street and Woodstock Ave Pavement and Sidewalks Project.

Same as last month: Continued coordination with NECCOG for LOTCIP applications for School Street Sidewalks and Grove Street Sidewalks. SHPO application for Grove Street

[Same as last month: Note that Highway has various more standard paving projects ongoing and upcoming.]

Upcoming

After receipt of state approval, Town/B&W Contract Execution for Church Street and Woodstock Ave Pavement and Sidewalks Improvements.

Same as last month: Address DOT comments to Grove Street and School Street sidewalks design submittals. NECCOG completing Grove Street design, expect J&D to propose design finalization efforts for School Street design (update ~5 year ago School Street sidewalk design documents).

Bridges

Recent

Ongoing: Continued planning and design for Danco Road Bridge replacement. Expect 2022 construction start.

Upcoming

Ongoing: In-house minor repairs to bridges to comply with DOT inspection comments.

Ongoing: Continued project management for Town bridge repair/replacement.

Same as last month: Initiate planning and permitting with engineering consultant for East Putnam Road Bridge over Mary Brown Brook. (2022 or beyond construction)

Same as last month: Coordinate with State DOT to explore options for federal or state financing assistance with future replacement of Danco Road Bridge.

Athletic and Recreation

Recent

Ongoing: coordination with consultant Weston & Sampson for Airline Trail Improvements project Trail Bed Improvements including connection to Putnam River Trail at Quinebaug River (Town of Pomfret leading).

Ongoing: Project with Weston & Sampson for alternative analysis and planning for DEEP-funded planning project for River Trail connection to Air Line Trail in Thompson.

Upcoming

Continued trail alternative analysis and planning activities, including discussions with railroad for adjacent trail and/or crossing; and DOT for road-side corridor.

Other Town Responsibilities

Recent

Ongoing tracking of MS4 stormwater requirements (Land Use Agent Bruce Fitzback lead). Coordinate with consultant on wet- and dry-weather sampling and GIS mapping on stormwater structures.

WPCA: Monthly construction progress meeting with USDA and G. Donovan for wastewater treatment plant storage building and generator project (USDA funding). Expect construction through Summer 2022.

DEEP provided Final Decision on December 14th on Wheelabrator Expansion, related to Wheelabrator's application for stormwater permit and other environmental permitting - DEEP to finalize and issue permits. Coordinate with our engineering consultant and DEEP regarding draft Permit for Town (closed) Municipal Landfill Stewardship Permit. Prepare and review presentation for December 15th DEEP public hearing. Comment period closed January 5, 2022.

Upcoming

Participate in public review process and finalize Town's Stewardship Permit with DEEP.

Land Use Agent drafting procedure for Town-owned properties, including process for possible sale of properties without long-term need or benefit. Expect draft Ordinance for Selectmen review in 2022.

WPCA coordination for quality based selection and advertisement for consulting services, as applicable for state funding.

Same as last month: Continue coordination and efforts associated with Stormwater MS4 permit requirements, including Town-proposals for text amendments to local regulations (Land Use Agent Bruce Fitzback lead). Related to stormwater dry weather field sampling, evaluate possible cross connections with various isolation and field inspection techniques.

Same as last month: Execute contract extensions for municipal solid waste handling with Wheelabrator Lisbon. In upcoming months+, continue discussions for increase to sticker pricing.

Conferences and Training

Recent

Recurring Virtual meetings with NECCOG municipal leaders.

Obtained CCM Certified Connecticut Municipal Official.

Attended CCM Annual Conference Nov 30-Dec 1.

Upcoming

Coordinate with newly elected: CCM offering Saturday January 8th workshop in Bristol. Other online training opportunities on subjects including public meetings, freedom of information act, municipal budgeting.

Summary of Alternatives

	Small Bag Price	Large Bag Price	Revenue	Expenditures	Difference	Monthly Household Cost (say 8 small bags)	Monthly Household Cost (say 6 large bags)	Monthly Large Household Cost (say 16 small bags)	Monthly Large Household Cost (say 12 large bags)
Actual FY2021	\$ 0.50	\$ 1.00	\$ 180,673.00	\$ 614,762.06	\$ 434,089.06	\$ 4.00	\$ 6.00	\$ 8.00	\$ 12.00
Option 1 - Double	\$ 1.00	\$ 2.00	\$ 361,346.00	\$ 614,762.06	\$ 253,416.06	\$ 8.00	\$ 12.00	\$ 16.00	\$ 24.00
Option 2 - Triple	\$ 1.50	\$ 3.00	\$ 542,019.00	\$ 614,762.06	\$ 72,743.06	\$ 12.00	\$ 18.00	\$ 24.00	\$ 36.00
Option 3 - Hybrid	\$ 1.00	\$ 1.50	\$ 322,630.50	\$ 614,762.06	\$ 292,131.56	\$ 8.00	\$ 9.00	\$ 16.00	\$ 18.00

Notes:

1. All based on FY2021 revenue and expenditures

Sticker Fund Balance, Revenue and Expenditures

	Budget	Revenue to date (thr 5-31-21)	Estimate thr 6- 30-21	Estimate FY2021	Vendor
Fund 2850					
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
	<i>subtotal historical fund</i>	<i>\$ 190,145.20</i>	<i>\$ -</i>	<i>\$ 190,145.20</i>	
	NA - not budgeted	\$ 101,242.00	\$ 2,000.00	\$ 103,242.00	Revenue (sold 202,484 stickers)
	NA - not budgeted	\$ 75,431.00	\$ 2,000.00	\$ 77,431.00	Revenue (sold 74,431 stickers)
	<i>subtotal FY2021 Revenue</i>	<i>\$ 176,673.00</i>	<i>\$ 4,000.00</i>	<i>\$ 180,673.00</i>	
Fund 2850					
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
	<i>subtotal FY2021 Expenditures</i>	<i>\$ 158,004.36</i>	<i>\$ 35,000.00</i>	<i>\$ 193,004.36</i>	

MSW Disposal Expenditures

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

Summary:

	FY2021 Revenue from Sticker Sales	\$ 180,673.00
	FY2021 Expenditures to Pickup, Disposal, Bulky, Materials, Consulting	\$ 614,762.06
	Difference	\$ 434,089.06

Notes:

1. FY2021 based on values through May 31, 2021 and estimates through June 2021.

If increase to \$1 and \$2 (from \$0.5 and \$1)

Sticker Fund Balance, Revenue and Expenditures

Fund 2850	Budget	Revenue to date		Estimate thr	Estimate FY2021	Option 1 Increase	Vendor
		(thr 5-31-21)	6-30-21				
2850.00.0000.10501 (Sticker Savings)	NA - Balance Carried	\$ 109,279.59	\$ -	\$ -	\$ 109,279.59	\$ 109,279.59	NA - Balance
2850.00.0000.10305 (Sticker Checking)	NA - Balance Carried	\$ 80,865.61	\$ -	\$ -	\$ 80,865.61	\$ 80,865.61	NA - Balance
	<i>subtotal historical fund</i>	\$ 190,145.20	\$ -	\$ -	\$ 190,145.20	\$ 190,145.20	
2850.00.0000.44404 (increase from \$0.50 to \$1 Stickers)	NA - not budgeted	\$ 101,242.00	\$ 2,000.00	\$ 2,000.00	\$ 103,242.00	\$ 206,484.00	Revenue (sold 202,484 stickers)
2850.00.0000.44405 (increase from \$1 to \$2 stickers)	NA - not budgeted	\$ 75,431.00	\$ 2,000.00	\$ 2,000.00	\$ 77,431.00	\$ 154,862.00	Revenue (sold 74,431 stickers)
	<i>subtotal FY2021 Revenue</i>	\$ 176,673.00	\$ 4,000.00	\$ 4,000.00	\$ 180,673.00	\$ 361,346.00	

no change
no change

check

MSW Disposal Expenditures

G.F. 1005	Budget	Expenditure to date		Estimate thr	Estimate FY2021	Vendor
		(thr 5-31-21)	6-30-21			
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
	<i>subtotal FY2021 Expenditures</i>	\$ 449,650.00	\$ 376,757.70	\$ 45,000.00	\$ 421,757.70	\$ 421,757.70

Summary:

	FY2021 Revenue from Sticker Sales	\$ 361,346.00
	FY2021 Expenditures to Pickup, Disposal, Bulky, Materials, Consulting	\$ 614,762.06
	Difference	\$ 253,416.06

Option Increase Notes:

1. All other costs remain unchanged, so these are FY2021 estimates.
2. Typically, waste pickup and transport; along with waste incineration, increase about 3-5% annually.

If increase to \$1.50 and \$3 (from \$0.5 and \$1)

Sticker Fund Balance, Revenue and Expenditures

Fund 2850	Budget	Revenue to date		Estimate thr		Vendor
		(thr 5-31-21)	6-30-21	Estimate FY2021	Option 1 Increase	
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
	<i>subtotal historical fund</i>	<i>\$ 190,145.20</i>	<i>\$ -</i>	<i>\$ 190,145.20</i>	<i>\$</i>	<i>190,145.20</i>
2850.00.0000.44404 (increase from \$0.50 to \$1.50 Stickers)	NA - not budgeted	\$	\$ 101,242.00	\$ 2,000.00	\$	Revenue (sold 202,484 stickers)
2850.00.0000.44405 (increase from \$1 to \$3 stickers)	NA - not budgeted	\$	\$ 75,431.00	\$ 2,000.00	\$	Revenue (sold 74,431 stickers)
	<i>subtotal FY2021 Revenue</i>	<i>\$</i>	<i>\$ 176,673.00</i>	<i>\$ 4,000.00</i>	<i>\$</i>	<i>542,019.00</i>
Fund 2850	Budget	Expenditures to date (thr 5-31-21)	Estimate thr 6-30-21	Estimate FY2021	Vendor	
2850.00.0000.54101 (bulky waste)		13,223.36	\$ 15,000.00	\$ 28,223.36	Willimantic Waste	28,223.36
2850.00.0000.54421 (Burn Plant)		138,354.16	\$ 15,000.00	\$ 153,354.16	Wheelabrator Lisbon	153,354.16
2850.00.0000.55500 (Sticker Printing)		6,426.84	5,000.00	\$ 11,426.84	Print Company	11,426.84
	<i>subtotal FY2021 Expenditures</i>	<i>\$ 158,004.36</i>	<i>\$ 35,000.00</i>	<i>\$ 193,004.36</i>		<i>193,004.36</i>

no change
no change

check

MSW Disposal Expenditures

G.F. 1005	Budget	Expenditure to date		Estimate thr		Vendor
		(thr 5-31-21)	6-30-21	Estimate FY2021		
1005.43.4317.54101.00000 (Waste Disposal)	\$	404,650.00	\$ 364,755.20	\$ 40,000.00	\$	Willimantic Waste
1005.43.4317.53010.00000 (Professional Services)	\$	45,000.00	\$ 12,002.50	\$ 5,000.00	\$	Winston Averill
	<i>subtotal FY2021 Expenditures</i>	<i>\$ 449,650.00</i>	<i>\$ 376,757.70</i>	<i>\$ 45,000.00</i>	<i>\$</i>	<i>421,757.70</i>

Summary:

FY2021 Revenue from Sticker Sales	\$ 542,019.00
FY2021 Expenditures to Pickup, Disposal, Bulky, Materials, Consulting	\$ 614,762.06
Difference	\$ 72,743.06

Option Increase Notes:

1. All other costs remain unchanged, so these are FY2021 estimates.
2. Typically, waste pickup and transport; along with waste incineration, increase about 3-5% annually.

Hybrid increase to \$1 and \$1.50 (from \$0.5 and \$1, so not equal ratio for different bag sizes)

Sticker Fund Balance, Revenue and Expenditures

Fund 2850	Budget	Revenue to date		Estimate thr 6-30-21	Estimate FY2021	Option 1 Increase	Vendor
		(thr 5-31-21)	(thr 5-31-21)				
2850.00.0000.10501 (Sticker Savings)	NA - Balance Carried	\$ 109,279.59	\$ -	\$ -	\$ 109,279.59	\$ 109,279.59	NA - Balance
2850.00.0000.10305 (Sticker Checking)	NA - Balance Carried	\$ 80,865.61	\$ -	\$ -	\$ 80,865.61	\$ 80,865.61	NA - Balance
	<i>subtotal historical fund</i>	\$ 190,145.20	\$ -	\$ -	\$ 190,145.20	\$ 190,145.20	
2850.00.0000.44404 (increase from \$0.50 to \$1 Stickers)	NA - not budgeted	\$ 101,242.00	\$ 2,000.00	\$ 2,000.00	\$ 103,242.00	\$ 206,484.00	Revenue (sold 202,484 stickers)
2850.00.0000.44405 (increase from \$1 to \$1.50 stickers)	NA - not budgeted	\$ 75,431.00	\$ 2,000.00	\$ 2,000.00	\$ 77,431.00	\$ 116,146.50	Revenue (sold 74,431 stickers)
	<i>subtotal FY2021 Revenue</i>	\$ 176,673.00	\$ 4,000.00	\$ 4,000.00	\$ 180,673.00	\$ 322,630.50	

no change
no change

check

MSW Disposal Expenditures

G.F. 1005	Budget	Expenditure to date		Estimate thr 6-30-21	Estimate FY2021	Vendor
		(thr 5-31-21)	(thr 5-31-21)			
1005.43.4317.54101.00000 (Waste Disposal)	\$ 404,650.00	\$ 364,755.20	\$ 40,000.00	\$ 40,000.00	\$ 404,755.20	Willimantic Waste
1005.43.4317.53010.00000 (Professional Services)	\$ 45,000.00	\$ 12,002.50	\$ 5,000.00	\$ 5,000.00	\$ 17,002.50	Winston Averill
	<i>subtotal FY2021 Expenditures</i>	\$ 449,650.00	\$ 376,757.70	\$ 45,000.00	\$ 421,757.70	\$ 421,757.70

Summary:

FY2021 Revenue from Sticker Sales	\$ 322,630.50
FY2021 Expenditures to Pickup, Disposal, Bulky, Materials, Consulting	\$ 614,762.06
Difference	\$ 292,131.56

Option Increase Notes:

1. All other costs remain unchanged, so these are FY2021 estimates.
2. Typically, waste pickup and transport; along with waste incineration, increase about 3-5% annually.

Cost Comparison - Information from Winston Averill

Town	Transfer Station	Permit Fee	Bag System	Bag Cost	Tag System	Tag Cost	* Item Fees
Brooklyn		None	Yes	\$1.40 for 13 Gallon Bag \$2 for 33 Gallon Bag	No	N/A	Yes
Killingly	\$80, Senior \$40, 1/2 Year Prorated		No	N/A	Yes	\$5 up to 35 Gallon Bag	Yes
Sterling / Voluntown	\$40	Yes		\$1.50 for 30 Gallon Bag \$2 for a 33 Gallon Bag	No	N/A	Yes
Thompson	\$120, Senior \$60, 1/2 Year Prorated	No		N/A	No	N/A	Yes
Woodstock	\$190, Senior \$95	No		N/A	No	N/A	Yes

All referenced towns are Private Subscription Communities where residents use the services of private haulers

* Item fees are for such materials as Tires, Freon Bearing Appliances, Bulky Waste: Vary widely among the towns

Other Notes about Surrounding Communities

Residential Pomfret - WillWaste. \$38/month, billed quarterly. One bin for garbage, second same-sized bin for recycling.

Residential Plainfield - WillWaste. \$33/month, billed quarterly. One bin for garbage, second same-sized bin for recycling.









E.MERGENCY M.ANAGEMENT P.PERFORMANCE G.RANT

**FFY 2021 APPLICATION
Due: December 1,
2021**



State of Connecticut

**Department of Emergency Services and Public Protection
Division of Emergency Management and Homeland Security**

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COMPLETION CHECKLIST FOR SUB-GRANTEE

The following forms are necessary for the timely completion of this document. Please use this aid to ensure all documents are included in your submission. More detailed information is available in the EMPG Manual.


- Section B: Application Information and Data Sheet
- Section C: Municipal Resolution
- Section D: EMPG Financial Tool Budget Tab
- Section E: Master Staffing Pattern and Training History
- Section F: NEMA Survey attached (Optional)
- Job Descriptions have been attached if applicable (Available on website)

DEMHS REGIONAL CONTACT INFO

For assistance filling out this application please contact your DEMHS Regional Coordinator.

Region 1	Robert Kenny Regional Coordinator	149 Prospect Street, Bridgeport, CT 06604 Phone: 203.696.2640 Email: Robert.Kenny@ct.gov	Fax: 203.334.1560
Region 2	Jacob Manke Regional Coordinator	1111 Country Club Road, Middletown, CT 06457 Phone: 860.685.8105 Email: Jacob.Manke@ct.gov	Fax: 860.685.8366
Region 3	William Turley Regional Coordinator	DEMHS - 360 Broad Street Hartford CT 06105 Phone:860.529.6893 Email: William.Turley@ct.gov Mailing address: P.O. Box 1236 Glastonbury, CT 06033	Fax: 860.257.4621
Region 4	Michael Caplet Regional Coordinator	15-B Old Hartford Road Colchester, CT 06415 Phone:860.465.5460 Email: Mike.Caplet@ct.gov	Fax: 860.465.5464
Region 5	John Field Regional Coordinator	55 West Main Street, Suite 300 Box 4 Waterbury, CT 06702 Phone: 203.591.3509 Email: John.Field@ct.gov	Fax: 203.591.3529

SECTION A. APPLICATION INSTRUCTIONS

Below are brief instructions for filling out each application form. Please fill out these forms completely and accurately. **Please be reminded that all signatures are required to be original on this document. Copies will not be accepted.** Please sign or initial where you see the following tabs: 

1. **Manual:** Please print and review the EMPG Program Manual (<https://portal.ct.gov/DEMHS/Grants/Emergency-Management-Performance-Grant/Guidance-and-Forms>). The Subgrantee is responsible for the information contained in this document. More complete instructions are available in this document.
2. **Section B: Applicant Information and Datasheet:** Please fill out boxes 1-16 with the necessary information.
3. **Section C: Municipal Resolution:** Please provide a municipal resolution to grant the Chief Executive Officer the authority to sign the EMPG application package on behalf of the municipality. For more information on resolution specifics please reference the EMPG Program Manual.
4. **Section D: EMPG FINANCIAL TOOL-Budget Preparation:** Fill in your budget request for the performance period of 10/1/21-9/30/22 in the 2021 EMPG SLA Financial Tool. Please submit this budget electronically to your DEMHS Regional Office for review upon submittal of the application. Please consult the 2021 EMPG Manual for any additional forms.
5. **Section E: Master Staffing Pattern:** The Master Staffing Form comes pre-populated with the training records of local personnel who have reported completion of the IS and/or PDS course requirements. Towns may use this form to report on any additional courses completed since their last EMPG application.
6. **Additional Forms:** Please review the remaining list of forms available on our website at <https://portal.ct.gov/DEMHS/Grants/Emergency-Management-Performance-Grant/Guidance-and-Forms> to determine if any of these forms will be needed for your application:
 - Emergency Management Director Job Description** – Use this form if you have hired a new Emergency Management Director.
 - Emergency Management Deputy Director Job Description** – Use this form if you have hired a new Emergency Management Deputy Director.
 - Emergency Management Support Staff Job Description** – Use this form if you have hired new Emergency Management Support Staff (e.g. Clerical).
 - Request for Transcripts from EMI** – Use this form to request a transcript of the courses you have completed through FEMA and/or the Emergency Management Institute (EMI).

Once all of the necessary forms are filled out and signed, complete the application by signing and dating the Applicant Information and Data Sheet. Attach the Budget and all other forms and submit the Application Package to your DEMHS Regional Office.

SECTION B. EMPG APPLICATION INFORMATION AND DATA SHEET

All Forms Must Be Original - Copies Will Not Be Accepted

Mail Completed Applications To:
DEMHS Regional Coordinator (See Page 2 of this application for contact information)

SPCP Unit Use Only

1. Name of Municipality or Agency Applying for Subgrant: **2. Period of Award for this Subgrant: 10/1/21 – 9/30/22**

3. Emergency Management Director Name & Address

Name: _____ Title: _____
Organization: _____
Address Line 1: _____
Address Line 2: _____
City/State/Zip: _____
Phone: _____ Fax: _____
E-mail: _____

4. Official Authorized to Sign for the Applicant:

Name: _____ Title: _____
Organization: _____
Address Line 1: _____
Address Line 2: _____
City/State/Zip: _____
Phone: _____ Fax: _____
E-mail: _____

5. Municipal/Agency Financial Officer

Name: _____ Title: _____
Organization: _____
Address Line 1: _____
Address Line 2: _____
City/State/Zip: _____
Phone: _____ Fax: _____
E-mail: _____

6. Fiscal Point of Contact: (If Different than Financial Officer)

Name: _____ Title: _____
Organization: _____
Address Line 1: _____
Address Line 2: _____
City/State/Zip: _____
Phone: _____ Fax: _____
E-mail: _____

7. Applicant FEIN:

8. Applicant DUNS #:

9. Applicant Fiscal Year End:

10. Date of Last Audit:

11. Dates Covered by Last Audit: _____ to _____

12. Date of Next Audit:

13. Dates to be Covered by Next Audit: _____ to _____

Please note that the information required for boxes 9 through 13 refers to the sub-grantee's audit cycle.

FEDERAL AUDIT AND DEBARMENT REQUIREMENT CERTIFICATION

14. ACKNOWLEDGEMENT OF FEDERAL SINGLE AUDIT SELF REPORTING REQUIREMENTS

- Sub-grantees that are required to undergo a Federal Single Audit as mandated by OMB Circular A-133 must alert CT DEMHS, in writing, to any specific findings and/or deficiencies with regard to the use of federal grant funds within 45 days of receipt of their audit report. This notification must identify the finding(s) / deficiencies and a corrective action plan for each.
- All sub-grantees must submit to CT DEMHS a copy of the audit report section pertaining to use of federal grant funds regardless of any findings or deficiencies, within 45 days of the receipt of that report.

Initial to indicate that this requirement has been read and understood: _____

INITIAL

15. ACKNOWLEDGEMENT OF DEBARMENT REQUIREMENTS:

- The sub-grantee will confirm the eligibility status (via Sam.gov) of all vendors/contractors that the sub-grantee pays with EMPG SLA funds. The subgrantee will confirm that the vendors/contractors do not appear on the SAM's Exclusion List of federally debarred or suspended vendors.

Initial to indicate that this requirement has been read and understood: _____

INITIAL

16. I, the undersigned, for and on behalf of the named municipality, state agency, or regional planning organization, do herewith apply for this subgrant, attest that, to the best of my knowledge, the statements made herein are true, and agree to any general or special grant conditions attached to this grant application form.

SIGN & DATE

Authorized Signatory: X _____ Date: _____

SECTION C. AUTHORIZING RESOLUTION

All Forms Must Be Original - Copies Will Not Be Accepted

This Blanket Resolution Can Also Be Used to Satisfy the Requirements of the Homeland Security Grant Program

AUTHORIZING RESOLUTION OF THE

(Insert name of governing body--for example, town council)

CERTIFICATION:

I, _____, the _____ of _____,
(keeper of the records—for ex. town clerk or secretary of council)

do hereby certify that the following is a true and correct copy of a resolution adopted by
_____ at its duly called and held meeting on _____, 20____,
(name of governing body) *(Month, Day)*

at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the _____ may enter into with and deliver
(name of governing body)

to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that _____, as _____ of
(name and title of officer)

_____,
(Name of governing body)

is authorized and directed to execute and deliver any and all documents on behalf of the

(name of governing body)

and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that _____
(name of officer)

now holds the office of _____ and that he/she has held that office since
_____.
_____.

IN WITNESS WHEREOF: The undersigned has executed this certificate this _____ day of

_____ 20____

(Name and title of record keeper)



The Chief Executive Officer has not changed since the previous resolution was authorized on _____
(Date)

SECTION D. EMPG SLA FINANCIAL TOOL-BUDGET

Please Note: Applications will not be reviewed without the submittal of the EMPG Financial Tool “Application Budget” tabs.

A new category for PPE has been added this year. Fill out the Application Budget portion of the tool by filling out the teal boxes for the following:

1. Award Amounts:

Per Capita Award: This amount is based on your town’s population as listed in the State Register and Manual.

Sub grant Allocation: This totals as you fill in the categories below.

2. Enter Categories:

- **Personnel-** Enter the total estimated cost for salaries or stipends for full or part-time EMDs, Deputy EMDs and support staff.
- **Organization-** Enter the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.
- **Equipment-** Enter the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.
- **In kind-** Enter the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match.
- **Personal Protective Equipment (PPE)** Enter the PPE allocation from the front page into this cell. **Note: The PPE allocation can only be spent on PPE. PPE allocations are matched by state funding.**
- **All other-** Enter the total estimated cost for all other items. Must receive pre-approval from DEMHS Regional Coordinator.
- **Unallocated** – This is the remaining balance of funding that you have not yet allocated to a particular category.

EMPG Subgrant Budget (Fill In Green Cells Only)	
PER CAPITA AWARD	
Total:	\$22,840.65
Federal Per Capita Share:	\$11,420.33
Match:	\$11,420.33
SUBGRANT ALLOCATION	
Total:	\$22,840.65
Federal Per Capita Share:	\$11,420.33
Match (Includes In-Kind):	\$12,920.33
Personnel:	\$16,840.67
<i>Allocate (Enter) the total estimated cost for salaries or stipends for full or part-time EMD's, Deputy EMD's and support staff. If claiming fringe, please provide a fringe benefits letter from the Municipal Finance Director.</i>	
Organization:	\$500.00
<i>Allocate (Enter) the total estimated cost for your phone bills, fax, internet bills, cable TV, WIFI etc. Please note that all services must be concluded and paid before seeking reimbursement.</i>	
Equipment:	\$2,412.34
<i>Allocate (Enter) the total estimated cost for your anticipated equipment needs including printers, computers, radios, phone systems, EOC furniture etc.</i>	
In-Kind - Requires Double Match:	\$1,500.00
<i>Allocate (Enter) the total estimated cost for any in-kind costs including Volunteer EMDs, Deputy EMDs or Support Staff time and any donated new equipment. Note: In-Kind Allocations require 2X the match. For a volunteer time form please visit the DEMHS website at http://www.ct.gov/demhs/cwp/view.asp?a=1910&q=411692</i>	
Personal Protection Equipment:	\$1,087.64
<i>Allocate (Enter) the total amount of PPE shown for your town here. PPE funding may be used for face masks, sanitizer, gloves, no touch devices, shields etc. No match is required for PPE.</i>	
All Other Costs	\$500.00
<i>Allocate (Enter) the total amount of all other costs (Travel, Training, Mileage, Meetings, EOC Activations, Emergency Responses etc..</i>	
Unallocated:	\$0.00
<i>Certification: I hereby certify that the information contained herein is based</i>	

Section E. EMPG Master Staffing Pattern and Training History

The purpose of this form is to collect information regarding employees who will be funded under the Emergency Management Performance Grant (EMPG). Shown on the form are the current training records (completed courses are marked with their dates of completion) by your EMPG funded staff according to our records. These courses are required for all staff funded partially or fully under the EMPG.
Instructions: If you have completed additional courses please fill in the dates of completion for any courses. Please provide a copy of the course certificate(s). The deadline for new staff to complete all of the required courses is September 30, 2020.

Name	Position	Required Training Courses (Completed Courses Shown with date of completion)										
		IS-100.c	IS- 120.c	IS 200.c	IS-230.d	IS-235.c	IS-240.b	IS-241.b	IS-242.b	IS-244.b	IS-700.b	IS-800.c

If an employee funded by EMPG has yet to complete the Required FEMA IS courses at <https://training.fema.gov/is/searchis.aspx?search=PDS> (Professional Development Series) please complete the missing courses and submit your training certificate to your Division of Emergency Management and Homeland Security (DEMHS) Regional Office. If you need to request training certificates from FEMA, please request your transcript using the Transcript Request Form – EMI. You can find this form on our website at <https://training.fema.gov/emiweb/downloads/tranrqst1.pdf>

SECTION F. NEMA QUESTIONNAIRE

Each year the Division of Emergency Management and Homeland Security (DEMHS) fills out a survey from the National Emergency Management Association (NEMA). The purpose of the survey is to justify the funding we receive under the Emergency Management Performance Grant (EMPG).

To help us in filling out the survey for FY 2021, DEMHS is asking our EMPG participating towns to answer a few brief questions. Your answers will assist NEMA in justifying continued funding of the EMPG program to Congress.

1. What is your total emergency management budget: \$_____.
Please provide your total budget even if these costs exceed your EMPG allocation.

2. Is your Emergency Management Director?:
(Check One)
 Full-Time
 Part-Time
 Volunteer

3. Which official (if any) has the authority to issue a mandatory evacuation order?:
(Check One)
 Mayor
 First Selectman
 Town Manager
 Other

Working Document - See individual project status for information

American Rescue Plan Act (ARPA)

Total Funding to Town of Putnam: \$

2,697,885.54 (1/2 received June 2021, remaining 1/2 expected June 2022)

Annual Report¹

Project Reference	Entity	Full Project Name	Identification Number	Corresponding Appendix	Project Expenditure Category ²	Project Approval Status	Description	Budgeted Expenditures ⁴
Town Projects								
Kennedy Drive	Town	Stormwater improvements, including rain gardens and other pre-treatment at Kennedy Drive Parking Lot and expanded parking area	Putnam-1.1	Appendix A	5.6, 5.9	BOS approved project planning and design efforts on 10/4/21	control non-point sources of pollution, manage and treat stormwater prior to discharge into receiving body Quinebaug River	\$ 850,000.00
Simonzi Park	Town	Stormwater improvements, including Simonzi Park streamflow erosion issues	Putnam-1.2	Appendix B	5.6, 5.9	BOS approved project planning and design efforts on 10/4/21	manage and treat stormwater, and associated high river flows in Quinebaug River	\$ 1,000,000.00
WPCA Projects³								
WPCA Generator	WPCA	WPCA Generator	Putnam-1.3	Appendix C	5.1	Pending BOS approval	wastewater treatment improvements, this range includes costs above USDA funding program, with 10% contingency on the high range	\$ 596,600.00
Danco Road	WPCA	Water and sewer pipe replacement on Danco Road	Putnam-1.4	Appendix D	5.2, 5.11		replacement of water and sewer in the area of Danco Road bridge - will be coordinated with the bridge replacement project	\$ 200,000.00
Water Service Pipes	WPCA	Water service pipes and lead-based identification	Putnam-1.5	Appendix E	5.12		Not included - is part of the CT DWSRF eligibility, and expects a 50/50 funding from the State	NA
Water and Sewer Replacements	WPCA	Water and sewer pipe replacements, including water mains previously designed, not constructed	Putnam-1.6	Appendix F	5.2, 5.11		to be determined if funding allows. Previous decade of water main replacements stopped construction due to lack of available funds	NA
Water tank	WPCA	Other water tank, water distribution, water treatment	Putnam-1.7	Appendix G	5.10, 5.14		tank rehab including painting, mixing system and other maintenance; treatment improvements at Peake Brook WTP and/or Park Road Wellfield	NA
Wastewater Treatment	WPCA	Other wastewater distribution and treatment improvements	Putnam-1.8	Appendix H	5.1, 5.2		Collection system, pumping stations, wastewater treatment plant	NA
Subtotal WPCA: \$ 796,600.00								
Subtotal Town and WPCA Projects: \$ 2,646,600.00								
Planned Town and WPCA vs. Available⁴ \$ 51,285.54								
Outside Entity Requests								
Putnam Police Department	SSD	Putnam Police Department	Sub-1.1	Appendix AA	1.9	No longer applicable to ARPA - Funding separately applied via CARE Act	overtime due to staff on quarantine. Placeholder for possible PPD input	NA
TVCCA	Outside Agency	TVCCA	Sub-1.2	Appendix AB	2.10		Request dated September 17, 2021 as one-time donation to offset costs to upgrade Commissary and improve services.	\$ 15,000

Working Document - See individual project status for information

Project Reference	Entity	Full Project Name	Identification Number	Corresponding Appendix	Project Expenditure Category ²	Project Approval Status	Description	Budgeted Expenditures ⁴
4-H Camp	Outside Agency	Windham County 4-H Foundation, Pomfret, CT	Sub-1.3	Appendix AC	2.10		Request dated August 16, 2021. No specific amount, noted over last ~8 years, Putnam families received \$8,645 in sponsored camperships. 4-H is planning for improvements to their dam, which enables their swimming/recreation pond.	\$ 8,645
Putnam Public Schools	Outside Agency	Putnam Public Schools	Sub-1.4	Appendix AD	3.3	BOS approved \$60,000 on 10/18/2021, contingent on BOE match	Letter dated September 13, 2021 summarizing larger-than-usual kindergarten class sizes. From other BOE discussions, request may be ~\$120,000 to be used to hire two additional paraprofessionals for the next 2 years.	\$ 60,000
United Services, Inc.	Outside Agency	United Services, Inc.	Sub-1.5	Appendix AE	1.10		Letter dated November, 2021 requesting block grant to create an Employee Assistance Program for employees and employers for mental health assistance	Not Specified
Community Foundation	Outside Agency	Community Foundation of Eastern Connecticut	Sub-1.6	Appendix AF			calling upon all town municipalities to pledge 30% of ARPA funds to early childhood education and care, mental health and well-being, and safe and affordable housing	Not Specified
The Arc	Outside Agency	The Arc Eastern Connecticut	Sub-1.7	Appendix AG	7.2		Letter dated October 19, 2021 requesting \$6,000 from the town for a project totalling \$68,700 for Post-Pandemic Facility Assessment and Optimization Study for staff/participant health, safety, and flexibility	\$ 6,000
Subtotal								\$ 89,645
Subtotal:								\$ 2,736,245.00
Planned vs. Available ⁴								\$ (38,359.46)

Table Referenced Notes:

- Annual report is based on the Department of Treasury's Compliance and Reporting Guide for State and Local Fiscal Recovery Funds, dated November 15, 2021 version 2.1
- Expenditure category is based on Appendix 1 of the Compliance and Reporting Guide.
- For water and wastewater projects, NPDES and/or PWS IDs are required if they are affiliated with a SRF project. None currently are on the Clean Water or Drinking Water SRF programs, and therefore, not applicable.
- As projects continue and budgets are formalized, the Expenditures and Planned vs. Available funding will be modified. As of December 2021, requests and expected expenditures exceed available funding.

General Notes:

- This will be a working document, with first submittal to the federal program due April 30, 2022.
- The Town is responsible to manage and account for the funds. Any outside entity requests will need to include eligibility definitions for Town review and approval.
- Part of the Compliance and Reporting Guide is to note whether these projects serve an economically disadvantaged community. Putnam is not considered a HUD-qualified census tract, we are not an economically disadvantaged community.
- Civil Rights Compliance as required, can be supplied upon request.

American Rescue Plan Act

▼ What is the ARPA?

The American Rescue Plan Act of 2021 was passed on March 11, 2021. This bill is an economic stimulus package of \$1.9 trillion for recovery from the COVID-19 pandemic. A portion of the funds in this bill were to be allocated to local governments through the [State and Local Fiscal Recovery Fund](https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds) (<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>).

The Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, and more equitable economy as the country recovers. Recipients may use these funds to:

- Support public health expenditures, by, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff
- Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector
- Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic
- Provide premium pay for essential workers, offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors
- Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet

Within these overall categories, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities.

▼ Status of Town's ARPA

The Town has a number of eligible and important projects planned for this funding. As these projects are initiated and budgeted, the Town will review outside entity requests. We expect the Town's review and decision making to extend well into calendar year 2022. As you may see in other sections of this page, outside entities can apply for the funding. We have categorized the projects into Town, Water Pollution Control Authority, and outside entity requests. There are many important projects with limited funding, we encourage public input regarding the Town's decisions.

[Project Appendices \(/fs/resource-manager/view/53c11b30-05c4-4731-9460-899b82e016a5\)](#)

Note: these are working document and will be modified as projects continue and budgets formalize.

▼ How Can I Apply as a Local Agency

Local entities are able to apply for some of the funding given to the Town of Putnam if they meet the ARPA criteria. To review more complete grant criteria, click [here \(https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf\)](https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf).

Complete [this \(/fs/resource-manager/view/efb11c63-585d-4225-93c6-0685d6526a32\)](#) form and submit appropriately, as detailed in the document.

▼ Outside Entity Requested Funding

The Town, and specifically the Board of Selectman, will decide how to allocate received funds. We will request these entities to complete a town-specific application. Below are letters received regarding outside entities that may be requesting funding:

[TVCCA \(/fs/resource-manager/view/d6c768a1-8765-413d-8cc4-31204fb6f2d2\)](#) (Sub-1.2)

[Windham County 4-H Foundation, Pomfret, CT \(/fs/resource-manager/view/8ac9583e-08e4-403c-9a12-78e35f3d41eb\)](#) (Sub-1.3)

[Putnam Public Schools \(/fs/resource-manager/view/87e53856-ba96-4177-a90d-0043edde93dd\)](#) (Sub-1.4) *approved by BOS for \$60,000 on 10/18/21*

[United Services, Inc. \(/fs/resource-manager/view/2a5db0e6-29d8-4b66-9614-b301754a1d7d\)](#) (Sub-1.5)

[Community Foundation of Eastern Connecticut \(/fs/resource-manager/view/2a49039b-92e3-4b9b-be3b-56b47446fc37\)](#) (Sub-1.6)

[The Arc Eastern Connecticut \(/fs/resource-manager/view/e7eafa43-c00e-4ce5-853e-1087cfee7ba1\)](#) (Sub-1.7)

▼ Citizen Input

We would love citizen input for entities looking to receive funding. After reviewing the contents above, please write and submit a comment below.

Name*

First Name

Last Name

Email Address

What entity should receive funding through the ARPA and why?*

SUBMIT

December 1,2021

Mayor Barney Seney
Town of Putnam
200 School Street
Putnam, CT 06260

Dear Mayor Seney

Effective December 31,2021, I will be resigning as a member of the Putnam's WPCA Board.

For the past decade, it has been a privilege to have served on Putnam's WPCA Board. During that time period, the WPCA has demonstrated tremendous progress with a new Well Field water supply, significant upgrades to the Waste Treatment facility, new Septage Collection system, Walnut/South Main/Grove Street area water and sewer piping replacement, Hiring/Termination of Suez Environmental, Pomfret Sewer connection and the development of a world class WPCA organization with solid leadership and financial accuracy.

I would like to thank all Board members and WPCA staff, past and present, for their time and efforts.

Regards,

Michael Woznicki

A handwritten signature in black ink, appearing to read 'Michael Woznicki', with a long horizontal flourish extending to the right.

CC: Denise A. Geeza

WPCA