

MAYOR AND SELECTMEN'S MEETING AGENDA
August 15, 2022 @ 7:00 PM
Putnam Municipal Complex
Room 109
200 School Street
Putnam, CT

Join Zoom Meeting
<https://us06web.zoom.us/j/87632221197>

Meeting ID: 876 3222 1197
+1 646 558 8656 US (New York)

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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 July 18, 2022 Board of Selectmen Meeting
 - B. Minutes from July 28, 2022 Special Board of Selectmen Meeting
 5. Petitions & Communications
 6. Reports of Standing Committees
 - A. General Government Committee
 7. Reports of Special Committees
 8. Town Administrator Report
 9. Unfinished Business
 10. Grant Considerations and Updates
 11. New Business
 - A. Consider the appointment of Michael Bogdanski to the Inland/Wetlands Commission with a commission to expire on 1/19/2027
 12. Public Comment – 3- minute maximum per person
 13. Adjournment

To Be Approved
 Mayor and Board of Selectman Meeting
 July 18, 2022
 Also Via Zoom
 Meeting ID: 847 8827 0443

TOPIC	DISCUSSION	
PRESENT:	Mayor Seney, Deputy Mayor Simmons, Selectman Hayes, Selectman Rawson, Selectman Pempek, Selectwoman Marion, Selectman Paquin	
ABSENT:		
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	David Belleville – 126 Powhattan Street discussed his difficulty in obtaining a pistol permit. States he is unable to get an appt for appeal several times. Mr. Belleville handed out paperwork for the Mayor and Selectman to review. Mayor Seney stated he would read the paperwork and get back to Mr. Belleville.
4.	Approval of the Minutes	<p>A. Minutes from June 6, 2022, Board of Selectmen’s Meeting Deputy Mayor Simmons made a motion to approve the minutes from the June 6, 2022, Board of Selectmen’s Meeting as presented. The motion was seconded by Selectman Paquin and passed with Mayor Seney abstaining.</p> <p>B. Minutes from June 23, 2022, Special Board of Selectmen’s Meeting Deputy Mayor Simmons made a motion to approve the minutes from the June 23, 2022, Special Board of Selectmen’s Meeting as presented. The motion was seconded by Selectman Paquin and passed unanimously.</p>
5.	Petitions & Communications	<p>A. Veteran’s Committee Mayor Seney notified the Selectmen that he appointed the following individuals to the Veteran’s Committee: David Gilbert, Wilfred Bousquet, Alan Joslin, Michael Vassar, Hans Lowell, Bob Challinor, Brian Maynard and Jim Bradley.</p>

6.	Reports of Standing Committees	A.	General Government Committee None
7.	Reports of Special Committees		None
8.	Town Administrator Report		Town Administrator Sistare reviewed her report with the Selectmen.
9.	Quarterly Reports		Staff Quarterly Reports were included with the Agenda Packet.
10.	Unfinished Business		None
11.	Grant Considerations and Updates		ECD Director Very discussed a grant potential for the Kennedy Drive Infrastructure and Public Placemaking Improvements. Selectman Hayes made a motion to approve the Resolution Authorizing the submission of the Community Investment Fund 2030 Grant Application. The motion was seconded by Selectman Paquin and passed unanimously.
12.	New Business	A.	Personnel & Budget Town Administrator Sistare and Mayor Seney discussed several concerns about the FY 23 Budget. The Selectmen were presented with line-item transfers that will be requested from the Board of Finance on July 25 th , along with proposed solutions on how to balance the budget.
13.	Public Comment		3 minute maximum per person Town Administrator thanked the Mayor, Selectman and staff for the support during the bereavement of her mother.
14.	Executive Session		Possible – Personnel The Board did not go into Executive Session.
15.	Adjournment		Deputy Mayor Simmons made a motion to adjourn at 7:50 PM. The motion was seconded by Selectman Paquin and passed unanimously.

To Be Approved
Special Board of Selectmen
July 28, 2022

TOPIC	DISCUSSION
PRESENT: ABSENT:	Mayor Seney, Deputy Mayor Simmons, Selectman Hayes, Selectman Pempek, Selectman Rawson, Selectman Paquin and Selectwoman Marion
1. Call to Order	Mayor Seney called the meeting to order at 5:00 PM
2. Executive Session– Potential Claims	Deputy Mayor Simmons made a motion to go into executive session at 5:01 PM, for the purpose of Potential Claims, inviting in Town Attorney Rich Roberts, Town Administrator Sistare, and HR/Payroll Director Clifford. The motion was seconded by Selectman Paquin and passed unanimously. The Selectman came out of Executive Session at 5:55 PM. No action was taken during Executive Session.
3. Adjournment	Selectman Hayes made a motion to adjourn at 5:56 PM. The motion was seconded by Selectwoman Marion and passed unanimously.

Covid-19 Status

Recent/Ongoing

- Same as last month: Generally, status quo for monitoring any employee cases, and coordinating with state vendors for continued testing at Kennedy Drive Market Place. State vendors have added some vaccination clinics coordinating with testing times.
- Eastern CT / Windham County metrics. Per data.ct.gov website, 2,268 cases in Putnam as of July 28, 2022, compared to 2,243 as of July 11, 2022. (Like everywhere, data is much less complete due to home testing procedures.)

Town Administration

Contract Updates

- Similar to last month: Grove Street Sidewalks Replacement Project - waiting for state approval, plan to award to low bidder B&W Paving of Oakdale, CT; with a low bid of \$1,578,930 (LOTICIP funded, expect contract award in Fall, construction through 2023).
- School Security: agreement between Town, SSD and BOE forwarded for various parties' review.
- Fire Marshal Services: initial discussion between four towns for emergency and non-emergency coverage.

Recent

- FY2023 Operating budget modifications based on recent BOF transfer approvals (to support post-budget salary negotiations, etc).
- Re-advertised for Town Clerk and Town Assessor department head positions, this time as full-time (funding supported by recent BOF transfers). Plan to review applications and hold interviews in August.
- Similar to last month: Assessor's office personnel - currently only staffed with Clerk. Local assessor contracted hours in the interim.
- Similar to last month: Town Clerk's office personnel - currently only staffed with Administrative Assistant (certified).
- Finance Office accounts receivable clerk position: recently held interview and hope to negotiate part-time hire.
- Community Investment Fund Grant application submitted on July 25th, based on pavement, parking and associated improvements project.
- Pomfret St residential property: Managed Town's responsibility for relocation of tenants due to uninhabitable conditions that were not corrected by property owner. In accordance with state statute. Building Official and Fire Marshal leading.

Upcoming

- Ongoing: progress on projects using ARPA funds, including final design progression on Kennedy Drive Parking, and drafting scope of Simonzi Park final design, including permitting.

Municipal Complex

Recent/Ongoing

- Similar to last month: Final construction activities including punch list, coordinating with architect, construction manager and Building Committee. Playscape and irrigation projects last of the more significant construction efforts - expect into Fall/Winter 2022. Library roof concerns being addressed by installer and manufacturer. Facilities Director Kevin Lamothe leading.

Road and Sidewalk Improvements

Recent / Ongoing

- Same as last month/Ongoing: active construction work for Church Street and Woodstock Ave Pavement and Sidewalks Project between the Town and B&W Paving. John Turner Consulting providing inspection services.
- Same as last month: Coordinating with NECCOG following bid opening for award approval for the Grove Street Sidewalks Project, funded by LOTCIP. Ongoing: coordination with NECCOG and DOT for LOTCIP applications for School Street Sidewalks.
- J&D moving forward to final design for School Street sidewalks, which will include DOT requirements. Expect design through 2022, with 2023 bidding and construction start.
- [Same as last month: Note that Highway has various more standard paving projects ongoing and upcoming.]

Upcoming

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Bridges

Recent

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Upcoming

- Same as last month: Using 25% design drawings for Danco Road Bridge replacement, submitted application to the State Bridge Program on April 1, 2022 for 50/50 funding. Project requires ACOE permit review. Planning for late 2022 bidding with 2023 construction start.
- Ongoing/same as last month: In-house minor repairs to bridges to comply with DOT inspection comments. Highway Department leading.
- Ongoing/same as last month: Continued project management for Town bridge repair/replacement. Reviewed recent inspection efforts for Thompson Ave and Woodstock Ave bridges - expect relatively minor improvements.
- Same as last month: Initiate planning and permitting with engineering consultant for East Putnam Road Bridge over Mary Brown Brook. (2022 or beyond construction).

Athletic and Recreation

Recent / Ongoing

- Same as last month: Continued coordination with Commercial Roofing for Rotary Park Bandstand roof replacement. Due to contractor schedule and materials delay, will likely be late summer or fall 2022.
- Ongoing: Gravel excavation including crushing activities by contractor for Sabin Street Recreation Field construction work. Land Use Agent leading.
- 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).
- Same as last month: 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

- Identify State DOT and Railroad officials to discuss alternatives.

Other Town Responsibilities

Recent

- WPCA: Ongoing monthly construction progress meeting with USDA and G. Donovan for wastewater treatment plant storage building and generator project (USDA funding, and some ARPA funding). Expect construction through Summer 2022, with likely schedule extension due to generator cabinet material lead times.
- WPCA: Ongoing lead line service inventory work, including coordinating with consultant to provide data on water services and record drawings. Coordinating with DPH for funding and loan forgiveness components.
- Cannabis: Zoning Commission modified language of application for eligible locations. Zoning Commission to hold public hearing late August (~August 29th - see final advertisement). Zoning Department managing process, Land Use Agent presenting.
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Upcoming

- 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), storm drain sampling and GIS updates.
- Same as last month: Execute contract extensions for municipal solid waste handling with Wheelabrator Lisbon.
- Ongoing/long-term: Coordinate with Highway Superintendent regarding Fox Road planning for transfer station categorization and permitting as applicable.

Conferences and Training

Recent

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Upcoming

- CCM seminars.
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APPLICATION OF INTEREST

PUTNAM BOARDS AND COMMISSIONS VACANCIES

Name Michael Bogdanski

Address 300 WALNUT ST PUTNAM, CT 06260

Phone# 860 315 0205 Party Affiliation: Republican

Email Mike@mikebogdanski.com

Board/Commission interested in: Ireland WETLAND

Why are you interested in serving? I Love putnam. I want
to serve the community and help with positive
growth.

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

LOCAL BUSINESS OWNER FOR 40 YEARS

Are you willing to take training in field of yes

Board/Commission? Are you available for evening yes

meetings? Signature Michael F. Bogdanski Date 8-5-22