

Town of Putnam	
Economic & Community Development Commission	
Meeting Agenda	
Conference Room #201	
Tuesday, March 14 th 2023 8:00 AM	
Join Zoom Meeting:	
https://us06web.zoom.us/j/87216461375?pwd=SlhXVnc0b3lyYnBmUWkvbHo4cXcyZz09	
Meeting ID: 872 1646 1375	
Passcode: v41ZU7	
1. Roll Call	
2. Approval of Meeting Minutes*	
	i. February 14 th
3. Reporting of Expenditures	
4. New Business	
	i. Business Retention
	ii. Commercial Properties
5.	
6. Old Business	
	i. Beautification
	a. Pocket Park Plaques
	ii. Strategic Plan
7. Updates	
	i. Ribbon Cuttings
	ii. Trade Name Certificates
8. Public Participation	
9. Adjournment*	

*Vote Required

Town of Putnam
Economic & Community Development Commission
Meeting Minutes
Conference Room 201
Tuesday, February 14, 2023

TOWN CLERK - PUTNAM CT

2023 FEB 22 P 3: 29

Zoom Meeting:

<https://us06web.zoom.us/j/88583690821?pwd=dUNhbHpPN2hnZzRxak1mSTYyUG9DQT09>

Meeting ID: 885 8369 0821 Passcode: 7Zncs3

	Meeting opened at 8:44 am
1. Roll Call	PRA Director Carly DeLuca, Chairman Paul Grenier, Vice-Chairman Lee Konicki, Commission Members: Dawn Krasnecky, Doug Taylor, and Ron Coderre Administrative Assistant Jackie Lefevre
2. Approval of Meeting Minutes*	January 10 th : Dawn motioned to approve the minutes, seconded by Ron, motioned approved
3. Reporting of Expenditures	January 2023 expenditures were reviewed
4. Nomination and Election of Officers* Vice-Chairman	Ron nominated Lee Konicki, seconded by Doug, hearing no further nominations, ayes have it, motioned approved for Lee Konicki as Vice-Chairman.
5. New Business	None
6. Old Business	i. Beautification: a. An MOU has been signed with Quiet Corner Garden Club for Providence St pocket park. A 12:00 noon meeting with Willie and garden club will take place at the Providence Street parking lot, across from Uptown Sandwiches, on Friday, Feb 17th. Everyone is welcome to join. Recreation will assist in monetary support from their beautification budget. b. Pocket Park Formal Adoption Form: Binder presented. c. Washington Park: DAR contact: Jackie made contact. Further discussions will be taking place on holding a rededication of the park. ii. Strategic Plan: copies of the Strategic Plan were supplied at the January meeting. Members were asked to answer the questions. Discussion ensued. "Entrances to Putnam", cleanliness in front of businesses in Downtown, were just a couple of items identified that members feel need attention. Members turned in their completed copies for Director to review. Director shared a revised survey questionnaire has been created. It is annually sent to manufacturing businesses, within the Industrial Park, to obtain updates. Info is placed on PowerPoint presentation, as well as updates the industry list. A copy of revised survey will be emailed to members. Admin. Assistant to email.

		iii. Recreation Trails Grant: applying for 1 million dollars for design and construction of partial Airline Trail connection from Putnam to Thompson. March 1st deadline. Suggestion was brought forth to contact Jeff Rawson for a contact to local railroad. Director shared a listing of empty commercial/industry buildings is being worked on. Admin. Assistant shared she and Delpha had one in place, it just needs to be updated. Once updated, will be shared with members. All were asked to email any updates for the list to Assistant. The Director noted the need for a new sign at the Industrial Park entrances.
i.	Updates	
		III. Bean Stats: company reported they had the 3rd largest sales in pop ups of all the country. ii. Putnam Guides: Director passed around 2023 copies. The guides are being distributed Downtown, in May when highway rest areas open some will be shipped to them, Dawn and Ron volunteered to assist with distribution. Central kiosk, to house brochures, in Downtown area was discussed. iii. Trade Name Certificates List: the current list was provided and reviewed.
ii.	Public Participation	None
iii.	Adjournment*	Motion by Doug to adjourn, ayes have it motion passed. Meeting closed 9:14am

ECD Town/Special Funds

Accounts Payable

February 2023

ECD Town Budget FY 22/23

Date	Name	Description	Amount
2/2/2023	Carly DeLuca	Mileage Reimb. 11/01/ 22 to 01/31/23	\$ 95.63
2/22/2023	New England Awards	4 Bronze Rosettes 1"; 4 3" screws includes shipping charges	\$ 110.00

Community Garden - FY 22/23

Date	Name	Description	Amount
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Putnam Saturday Farmer's Market - FY 22/23

Date	Name	Description	Amount
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Commerical Properties Available

Putnam, CT

Last Updated: 03/02/2023

Location	Listing Realtor	SF/Acres	Sale Price	Lease	Contact number
72 Canal St. (Modern Lumber)	Century 21- Matt Halpin	20,000 SF	\$ 1,250,000		
364 School St. (Putnam House of Pizza)	Century 21	34,060 SF	\$ 365,000		
47 Woodstock Ave. (Slice of Heaven Pizza)	Century 21 Premier Agency, Cumberland RI	2,956.SF	\$ 189,900		570-856-3436
182 Providence St. (Former Orthodontist)	Century 21 Premier Agency, Cumberland RI	872 SF	\$ 160,000		570-856-3436
178 Providence St. (Uptown Sandwiches)	Century 21 The Seyboth Team, E. Providence, RI	1,444 SF	\$ 150,000		401-477-0124
333 Pomfret St. (On Hospital Hill)	Century 21 Allpoints Realty Manchester, CT	8,062 SF		\$ 700 pr/mth each office	860-646-4525
27 Quinebaug Ave.	Anthony Chabot Realty	2,788 SF		\$500 pr/mth	860-904-4403
211 Kennedy Dr. (Former Bank of America)	RE Max/Bell Park Realty	1500 SF		\$15 pr/sf	
17 B Kennedy Dr. (Next to NE Flooring)	RE Max/ Bell Park Realty	5,800 SF		\$ 14 pr/sf	860-646-4525
171 Providence St.	Top End Properties/ 1 Worcester Homes	6,539 SF		\$1,200 pr/mth	
97 Providence Pike	NE Retail Properties - Matt Halprin Agent	8,080 SF	negotiable		
Riverfront Commons 203-267 Kennedy Dr.	J Corp. Realty, LLC / Daniel Johnson/agent	1,100 to 6,720 SF		\$12 to \$15 Triple net	
26 Union St. (Former Chickerings Café)	Kazantzis Real Estate, LLC	5,194SF	\$ 750,000		
114-120 Main St. (Former Cycle Shop)		4,914 SF	\$650,000 w/equip \$500,000 w/o		
2 Furnace St.	Signature Properties	410,711 SF	\$650,000		
4 Ridge Rd. (Industrial Park)	CR Premier Properties	850 SF		\$ 1,500 pr/mth	
41A Grove St. (Medical Office Space)	Berkshire Hathaway	850 SF		\$ 1,100 pr/mth	
148 Providence Street (former A+ nails)	Anthony Chabot Realty	1,394 SF		\$ 1,300 pr/mth	860-904-4403

Pocket Park Plaques

With regards to the "pocket park signage" here are some sizes and prices in both cast aluminum and cast bronze options:

24" Stake (needed for each plaque) = \$100.00 **in addition to price of plaque**
36" Stake (just in case this size is wanted) = \$125.00 **in addition to price of plaque**
6" x 8" cast aluminum = \$200.00
6" x 8" cast bronze = \$285.00
7" x 9" cast aluminum = \$220.00
7" x 9" cast bronze = \$370.00
8" x 10" cast aluminum = \$260.00
8" x 10" cast bronze = \$415.00

The above items are produced **by the Foundry** with raised lettering and border and are subject to their 4-8 week total proof/production lead time.

The below items are engraved **in house** and inserted into cast aluminum plaque frames and come with a **24" aluminum rod (not stake)**. The lettering is not raised, but the border of the cast frame is raised. I believe the Putnam Post Office has one of these signs to the left of their building, just before their parking lot if you wanted to check it out. I can turn these signs around within a 2-week lead time. The cast aluminum frames come in either silver finish border or bronze finish border, but they are both casted in aluminum and only come in the following sizes:

24" rod **is included** with all plaques below:
4" x 6" silver finish with a 3" x 5" engraving area = \$110.00
4" x 6" bronze finish with a 3" x 5" engraving area = \$125.00
6" x 8" silver finish with a 5" x 7" engraving area = \$130.00
6" x 8" bronze finish with a 5" x 7" engraving area = \$165.00
8" x 10" silver finish with a 7" x 9" engraving area = \$190.00
8" x 10" bronze finish with a 7" x 9" engraving area = \$240.00

Strategic Planning

Putnam has an active and effective Economic and Community Development Department.

Update and adopt a new mission statement:

Old: Putnam Economic and Community Development supports and encourages the commercial, industrial community and civic well-being of Putnam by supporting existing enterprises, attracting desirable and appropriate development while fostering a strong local economy and better quality of life for our neighborhoods.

New: The Putnam Economic and Community Development Commission supports the commercial, industrial, agricultural, community and civic well-being of the Town by maintaining existing enterprises as well as encouraging growth of desirable development for an overall engaging economy and quality of life.

Maintain a business directory:

Review trade certificates.

Connect with PBA.

Categorize businesses by industry.

Create a job resource center:

Connect with current resource centers, QVCC.

Offering jobs specific to the Town, manufacturing and healthcare pipeline

Give public updates about what our department is doing:

Have a scheduled time to go on WINY.

Create quarterly update to business—by industry?

Encourage each member to have a personal elevator speech:

What is your charge?

How are we doing it?

Business Name	Owner/s	Email	Physical Business	Mailing Address	Phone	Business Description	Notes
Quiet Corner Linux	Keil Miller Jr.	quietcornerlinux@outlook.com	23 Sunnyside Avenue, Apt. # 4	Same	860-235-4894	Information Technology, Specializing in Linux Systems	
Complete Clean RS	Irene Ritcher	ritcheretsy@gmail.com	63 Woodstock Ave., Apt. # 5	PO Box 155 Danielson, CT 06239	860-753-0959	Cleaning Services	