

Town of Putnam	
Redevelopment Agency	
Meeting Agenda	
Conference Room #201	
Tuesday, May 9 th , 2023, 8:00 AM	
Join Zoom Meeting: https://us06web.zoom.us/j/87529371762?pwd=eVNiUyt3WWhiTE5iMlZ5UWtpOGpDdz09 Meeting ID: 875 2937 1762 Passcode: CXW6Mg	
1. Roll Call	
2. Approval of Meeting Minutes*	
	i. April 11 th
3. Reporting of Expenditures	
4. New Business	
	i. Front St.
5. Old Business	
	i. Affordable Housing
	ii. Belding Mill
6. Updates	
	i. CDBG Report
	ii. Blight Officer
7. Public Participation	
8. Adjournment*	

*Vote Required

Town of Putnam
Redevelopment Agency
Meeting Minutes
Conference Room #201
Tuesday, April 11th 8:00 AM

TOWN CLERK: PUTNAM CT

CB

Join Zoom Meeting:

2023 APR 17 A 11:05

<https://us06web.zoom.us/j/84825245868?pwd=dWExcWFQU3BYVIZIMkF2S3JBUIWZz09>

	Meeting opened at 8:02 am
1. Roll Call	Chairman Paul Grenier, Vice Chairman Lee Konicki, PRA Director Carly DeLuca, Agency Members: Dawn Krasnecky, and Ron Coderre. Barney Seney, Mayor, Land Use Agent Bruce Fitzback and Jackie Lefevre Administrative Assistant Absent: Agency Member Delia Fey
2. Approval of Meeting Minutes*	
	i. March 14th: Vice-Chair Konicki motioned to approve the minutes, seconded by Chairman Grenier, motion passed. ii. April 4th: Vice-Chair Konicki motioned to approve the special meeting minutes of April 4, seconded by Chair Grenier, motion passed.
3. Reporting of Expenditures	The March 2023 expenditures were reviewed.
4. New Business	
	i. Industrial Park Sign: Vice-Chair Konicki and Chair Grenier both had an opportunity to visit the I Park signage and thought no improvements were necessary at this time. Only comment was to keep updates current. ii. Brownfields: Director presented a listing of properties identified as either potential or known brownfield sites. These sites could potentially benefit from future brownfield funding. iii. Town Property: Land Use Agent Fitzback presented the listing of town property that will be going up for sale. Mayor Seney shared the list has been presented to schools, and most agencies and boards. He added any town owned property for sale has to go to Planning Commission, Board of Selectmen, etc. and Town Meeting. Vice-Chair Konicki motioned to move forward with sales of town owned properties, as presented on list, and present to the Board of Selectmen, seconded by Member Krasnecky, motion passed.
5. Old Business	
	i. Affordable Housing: Adoption of final plan at next Zoning Commission meeting. Matrix of next steps to be brought to next meeting. ii. Belding Mill: Financial Assistance Proposal to be executed. iii. Blight Consultant: * At special meeting on Tuesday, April 4, 2023, the Redevelopment Agency voted to approve the expenditure of up to \$ 47,000 for a one-year part-time Blight Officer. Vice-Chair Konicki motioned to approve the request of up to \$ 47,000 be expended from the ECD Trust Fund to the Economic & Community Development Commission, seconded by Chair Grenier, motion passed.
6. Public Participation	None
7. Adjournment*	Vice-Chair Konicki motioned to adjourn. Meeting Adjourned at 8:23 am

*Vote Required

Redevelopment Agency Town/Special Funds FY 22/23
Accounts Payable
April 2023

PRA Town Budget FY 22/23

Date	Name	Memo	Amount
4/10/2023	Putnam Town Crier	Ad- Part-time Blight Officer	\$ 220.00
4/13/2023	Halloran & Sage	Inv 11409026 - Brownfield Grant Consulting partial pd from PRA budget	\$ 1,200.00

PRA Funds (Former Fund 182) Program Income

Date	Name	Memo	Debit	Credit	Balance
6/14/2022	CDBG Program Income Acct.	Balance Forward			\$ 15,350.17
6/17/2022	Kaplan & Brennan, LLP	Attorney Client Acct. repayment from CDBG HR 30 School St		\$ 12,208.50	\$ 27,558.67
6/21/2022	Halloran/Sage	Releas of Lien - 30 School St	\$ 55.50		\$ 27,503.17
6/21/2022	Town of Killingly	Reimb. Inspections, Specs, Lead Inspections from 8/17/21 to 06/17/2022	\$ 15,250.00		\$ 12,253.17
6/21/2022	Dynamic Engineering	Inv. 2052 Final/Retainage 33 Addison St	\$ 1,026.00		\$ 11,227.17
6/21/2022	Dynamic Engineering	Inv. 2051 Final/Retainage 109 Battey St	\$ 564.00		\$ 10,663.17
08/25/2022	Dynamic Engineering	Dynamic Engineering - Inv 2078 109 Battey Street	\$ 10,663.16		\$ 0.01
10/11/2022	CDBG HR Project	Repayment CDBG HR project 263-265 Woodstock Ave.		\$ 5,610.00	\$ 5,610.00
11/21/2022	Town of Killingly	Reimb. Inspections, Inspections/Owner Mtgs./Lead Inspections	\$ 5,610.00		\$ -
5/3/2023	CDBG HR Project	Repayment CDBG HR project 22 Dewey Street		\$ 35,399.00	\$ 35,399.00

5/5/2023



Town of Killingly

Memorandum Community Development Office

TO: Carly DeLuca, Director of Economic and Community Development
Town of Putnam

FROM: Mary E. Bromm, *MEB* Community Development Administrator
Town of Killingly

DATE: May 1, 2023

RE: Monthly Report – Small Cities CDBG (FY2020)

The Town of Killingly Community Development Office submits the following as a comprehensive update of contract activities to date.

The program has nearly \$175,000 of the construction funding in the grant committed to projects.

Projects

PI11 – Phase II of this project is complete. The project completed lead hazard control, repair porch, install porch windows, electrical, and painting.

PI13- Phase II of this project is complete. Work includes lead hazard control, electrical, garage door replacement, entry door replacement, electrical work.

PI14 – Phase II of this project is complete. Work included lead hazard control, removal of a tree, porch footing installation, garage door trim replacement.

20-01 – Two family being used as a one-family – The project has been requalified. The project is on-hold and will be the final project completed under this grant.

20-02 – Single family property. Project has been placed under contract. The project is approximately 50% complete. The project will replace the roof and gutters, stain the house, install a new door and replace smoke/co2 detectors. Due to weather, the balance of the project will be completed in spring 2023.

20-03 – Single family property. The owner has requested her project to be placed on hold until further notice.

20-04 – Single family property. Based on contractor feedback, the project scope could not be completed as specified and bid. Work specifications have been revised and will be reviewed with the property owner and bid in May.

20-05 – Single family property. The project is 100% complete. The project replaced a sump pump, installed windows, replaced the oil tank, sealed the foundation, and completed chimney repairs.

20-06 – Single family property. The project is 100% complete. The project replaced the heating system and bulkhead/stairs to the basement and lined the chimney. A second phase of the project will be needed to replace the sewer pipe – tree roots have grown into the line and is backing up the system. Bidding for Phase II is expected this summer.

20-07 – Two family property used as a single family. Income qualified as a single unit with environmental review started. The project has been inspected in April with specifications approved by the homeowner. Emergency work (roofing and well) will be bid in early May.

20-08 – Single family property. Phase I was completed in January. Work included removal/replacement of solar panels, roof and gutter replacement. The program will rebid the lead hazard control work per owner request in May.

20-09 – Three-family property. Additional information has been requested from 2 of 3 households before the application review can be completed.

20-10 – Single family property. The owner has been qualified and was inspected in April. Additional discussions with the property owner are needed before a work scope can be determined.

20-11 – Single family property. Contracts were executed on April 11th for Phase I work – replacement of heating/hot water. The lead report has been received and Phase II work specifications (window replacement/lead hazard control) is currently being completed. Bidding for Phase II is expected in May.

20-12 – Single family property. Additional information has been requested from the owner before the application review can be completed.

20-13 – Two family property. No action taken to date.

If you require additional information regarding this matter, do not hesitate to contact me at 860-779-5355.