

MAYOR AND SELECTMEN'S MEETING AGENDA

June 5, 2023 @ 7:00 PM

Putnam Municipal Complex

Room 109

200 School Street Putnam, CT

Also Available Via Zoom:

Join Zoom Meeting

[https://us06web.zoom.us/j/8532](https://us06web.zoom.us/j/8532221633)

2221633

Meeting ID: 853 2222 1633

+1 646 931 3860 US

- 
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 May 15, 2023, Board of Selectmen Meeting
  5. Petitions & Communications
    - A. Letter from Chairman Paquin from WPCA Commission
  6. Reports of Standing Committees
  7. Reports of Special Committee
  8. Unfinished Business
    - A. Putnam High School project financials
    - B. Employee Hours
  9. Grant Considerations and Updates
  10. New Business
    - A. Special Event Permit Application – Hartford Marathon
    - B. Consider waiving building permit fees for Putnam Fire Department Generator project
    - C. Recognition of Emma Barbeau – Eagle Scout
  11. Public Comment – 3- minute maximum per person
  12. Executive Session – Potential Claim(s)
  13. Adjournment

To Be Approved Mayor and Selectmen's Meeting

May 15, 2023

Also Via Zoom:

Meeting ID # 848 7247 6717

TOPIC		DISCUSSION	
PRESENT:		Deputy Mayor Simmons, Selectman Rawson, Selectwoman Marion, Selectman Pempek, Selectman Paquin	
ABSENT:		Mayor Seney, Selectman Hayes	
1.	Call to Order	Deputy Mayor Simmons called the meeting to order at 7:00 PM	
2.	Pledge of Allegiance	Led by Deputy Mayor Simmons	
3.	Public Comment		<p>Normand Perron stated there is a lot of vegetation on Kennedy Drive between the dog park and the river trail. Town Administrator Sistare will speak to the Recreation Department about removing the vegetation.</p> <p>Selectwoman Marion made a motion to add item 11 F) Arts Council Special Event to the Agenda. The motion was seconded by Selectman Pempek and passed unanimously.</p>
4.	Approval of the Minutes	A.	<p>Minutes from April 17, 2023, Board of Selectmen Meeting.</p> <p>Selectman Pempek made a motion to accept the minutes from the April 17, 2023, Board of Selectmen meeting as presented. The motion was seconded by Selectman Paquin and passed with Selectman Rawson abstaining.</p>
5.	Petitions & Communications	A.	<p>Letters from Mr. David Belleville</p> <p>The Selectmen are in receipt of the letters from Mr. Belleville. No action was taken.</p>
6.	Reports of Standing Committees	A.	<p>General Government Committee</p> <p>1) Cell Phone Policy</p> <p>Selectman Pempek made a motion to approve the Cell Phone Policy as presented. The motion was seconded by Selectman Paquin and passed unanimously.</p> <p>2) Employee Manual</p>

			Selectman Pempek made a motion to approve the Employee Manual as presented. The motion was seconded by Selectman Paquin and passed unanimously.
7.	Reports of Special Committees		None
8.	Town Administrator Report		<p>Town Administrator Elaine Sistare reviewed her report with the Board.</p> <p>Selectwoman Marion stated she was upset to learn that some employee hours were cut without input from the Selectman. The topic will be an agenda item at the next Board of Selectmen Meeting.</p> <p>The Board would also like to have updates regarding the High School project reimbursement at every Board of Selectmen meeting.</p>
9.	Unfinished Business		None
10.	Grant Considerations and Updates		Town Administrator Sistare stated we were just informed that the Town has been awarded \$175,000 from DEEP for the Airline trail Gap between Putnam and Thompson.
11.	New Business	A.	<p>Authorization to Charles Schwab</p> <p>Selectman Pempek made a motion to authorize Mayor Seney to execute documents necessary for the plan. The motion was seconded by Selectwoman Marion and passed unanimously.</p>
		B.	<p>Ordinance – Specially equipped vehicles</p> <p>Selectman Pempek made a motion to approve the ordinance for specially equipped vehicles as presented and to set the date for a Special Town Meeting on June 5<sup>th</sup> at 6:30 PM. The motion was seconded by Selectwoman Marion and passed unanimously.</p>
		C.	<p>Ordinance – Flood Plain</p> <p>Selectman Pempek made a motion to approve the ordinance for the Flood Plain as presented and set the date for a Special Town Meeting on June 5<sup>th</sup> at 6:30 PM. The motion was seconded by Selectwoman Marion and passed unanimously.</p>
		D.	<p>Tax Abatement Application – 215 Providence Street</p>

		<p>Selectman Pempek made a motion to approve the Tax Abatement Application for 215 Providence Street for a period of 6 years. The motion was seconded by Selectman Paquin and passed unanimously.</p> <p>E. Tax Abatement Application – 65-67 Battey Street</p> <p>Selectman Paquin made a motion to approve the Tax Abatement Application for 65-67 Battey Street for a period of 6 years. The motion was seconded by Selectman Pempek and passed unanimously.</p> <p>F. Special Permit request – Putnam Arts Council</p> <p>Selectman Pempek made a motion to approve the Special Permit request for the Putnam Arts Council special event. The motion was seconded by Selectman Paquin and passed unanimously.</p>
12.	Public Comment	<p>None</p> <p>Selectman Pempek made a motion to go into Executive Session for the purpose of Potential Claim, inviting in Town Administrator Sistare and HR/PR Director Clifford at 7:50 PM. The motion was seconded by Selectman Paquin and passed unanimously.</p>
13.	Executive Session	<p>Potential Claim</p> <p>Selectman Paquin made a motion to reconvene the Board of Selectman meeting at 8:06 PM. The motion was seconded by Selectman Pempek and passed unanimously.</p> <p>No action was taken in Executive Session.</p> <p>Selectman Paquin made a motion to adjourn at 8:07 PM. The motion was seconded by Selectman Pempek and passed unanimously.</p>

Friday, May 19, 2023

Barney,

It was brought to the attention of the full WPCA Commission at their last meeting that the WPCA administrative staff in the Town Hall will have their hours reduced by three and one-half hours per week, effective at the beginning of the new fiscal year. I know that you and I discussed this matter recently in your office, however the rest of the Commission was surprised to hear of this move.

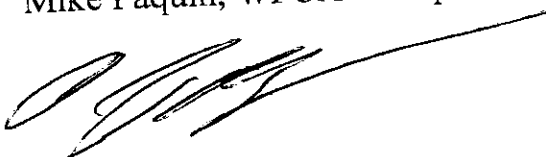
The first question that was raised was why this reduction in hours was placed on our employees. Their salaries are covered by the budget of the WPCA, not by revenue from the Town's taxes. I know that having to work with Town employees can be challenging at times and that dealing with unions can be problematic, but our staff in the WPCA office should not be penalized if there are issues with other Town employees.

It's the Commission's belief that our two employees have worked hard over recent years to get the WPCA office back into shape. Customer service, accounts receivable and payable, billing, and all notices and liens will be affected with this reduction in their weekly work hours. Their current workload and the need for timeliness in performing their duties indicate that their hours should remain the same. This proposed change in hours appears to be punishing them for a job well done, and the WPCA does not believe that this is the message that should be sent to these two employees.

The Commission has asked me to formally reach out to you to request that you reinstate the hours that are scheduled to be taken away from Desiree and Denise, or to at least adjust their hourly rate to compensate for the loss of time. Reducing their time means a loss of income that impacts not only their weekly pay, but their pensions as well. It was also recommended that they request to be removed from the WPCA union, so they could be evaluated on the merits of their job performance, rather than being overlooked amid the rest of the WPCA contract.

Thank you for considering this matter.

Mike Paquin, WPCA Chairperson



CC: BOARD OF SELECTMEN  
CC: TOWN ADMINISTRATOR

## AGENDA ITEM COVERSHEET

**Submitted by:** Elaine Sistare

**Date for Consideration:** 6-5-23

**Town Attorney Review Required:** No.

### **Financial Summary:**

The Putnam High School Improvements Project is under final review by the State for financial audit.

Putnam BOE has been coordinating with the Business Office-School Construction Audit of the Department of Administrative Services (DAS) in recent months regarding finalizing costs of the project.

In April 2023, the Business Office representative provided Nancy Cole with an extensive list of items that require additional information for eligibility determination. Ms. Cole has been coordinating with Maureen Benway and Elaine Sistare, requesting any applicable Town records.

### **Staff Recommendation:**

No BOS action. Information sharing only, and Town Administrator and Finance Director to update as we receive new information and/or response from the State.

### **Supporting Materials (if yes, list attachments):**

See background materials including:

1. 2-page summary of various project financial summaries (Working Document)
2. 1-page BOE summary table created in 2017, detailing expected eligible and ineligible project costs
3. 4-page list of items that the State has requested additional material prior to determination of eligibility, as of April 2023. Includes Town's input on requested items
4. 2-page April 2013 Referendum text
5. 6-page portion of 2017 Bond Pricing Net Proceeds and Repayment Schedule

April 2013 Referendum		\$	36,610,000
If entire Referendum Amount Eligible for Reimbursement (%)		(\$)	
State Portion	73.21%	\$	26,802,181
Town Portion	26.79%	\$	9,807,819

Senate Bill No. 475 - PA 1490, February 2014			
	Estimated Project Costs		Estimated Grant
Putnam High School, 116-0019 EA/RR	\$ 33,421,159	\$	24,467,631
Putnam Central Administration (Putnam H.S.) 116-0020 BE/A/RR	\$ 3,188,841	\$	1,167,275
<i>Subtotal:</i>	<i>\$ 36,610,000</i>	<i>\$</i>	<i>25,634,906</i>
<i>Total Project Costs minus Subtotal Estimated Grant:</i>		<i>\$</i>	<i>10,975,094</i>

Bond Pricing - 2017, Net Proceeds	\$	12,653,064.90
<i>Difference Total Project minus Bond Net:</i>	<i>\$</i>	<i>23,956,935</i>

June 30, 2022 Town Audit:		
High School Renovation & Expansion Fund:		
"The Fund is reporting an unassigned deficit of \$2,895,781.		
	\$	2,895,781

Review of Applicable State Audits for Town of Putnam	
FY	Payments Received
2014	No payments
2015	\$ 5,567,891
2016	\$ 4,100,203
2016	\$ 6,876,911
2017	\$ 2,542,056
2018	No payments
2019	No payments
2020	\$ 1,747,916
2021	No payments
2022	No payments
2023	Waiting final Audit
	<b>Subtotal: \$ 20,834,977</b>
	<i>% of Referendum Amount: 56.91%</i>
Unassigned Deficit (consider as maximum remaining possible reimbursement from State): \$ 2,895,781	
If Receive full Remainder of Unassigned Deficit, Subtotal from State: \$ 23,730,758	
	<i>% of Referendum Amount: 64.82%</i>

Maximum State Payments plus Bond Amount	\$ 36,383,822.90
Referendum Amount minus Above	\$ 226,177.10





Putnam  
 160-0019 A,CV,EC,ERM,RR  
 Putnam High School

Count: 81  
 Sum BOE: 1,228,375.61  
 Sum Yellow Town: 575,921.48

**Ineligible Detail List**

Vendor	Ineligible	Detail	Documentation Needed	NOTES
Interim Financing	311,650.54	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	See attached Exhibit A The Prior Notes from the November 2017 GO Bond. This sum includes interest related to the following: 2013 BAN Lot B in amount of \$2M; 2014 BAN in amount of \$3.5M, 2016 BAN in amount of \$11.35M. This sum also includes refunding borrowing amounts.
Putnam Public Schools	165,006.85	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	Did not bid - Mostly Contingency 2 purchases
CIRMA	124,669.00	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	Did not bid; District used the Town/Board existing insurance carrier at the time
Putnam Board of Ed	86,097.37	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	Technology Equipment (12.08.15 + 05.07.16) = \$53,080.51; Other = \$33,016.86 not reimb
Joseph Fasi, LLC	75,140.38	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	
EMCOR Services	51,000.00	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	See attached: advertisement and RFP, proposal summary and 16 proposals received.
Tri State Materials	34,769.50	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	No attachments. Did not bid - 02.22.2019 - Service Agreement for multiple years facilities management.
iboss	31,848.00	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	See attached: advertisement and RFP, proposal summary and five proposals received. 12/20/2017
Stanton Equipment	29,400.00	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	Contingency 2 - Equipment
Fulcrum Group	26,000.00	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	See attached: legal notice for RFQ, RFQ including minimum qualifications, Notice of Award to Fulcrum.
Monitor Equipment	22,048.00	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	Furniture
Town of Putnam	20,297.47	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	No attachments. There was no bid or selection. The project required payments to the Town of Putnam for items including Building Permit, and bonding fees (related to Fasi contract).
S&P Global	16,500.00	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.	See attached: November 2017 GO Bond, including S&P Global as Bond Counsel. No information on bidding and selection found.

GN/CB Consulting	15,311.61	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
Hilltop Securities	14,575.80	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
Kropp Environmental	13,055.39	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
DC Rentals	11,250.00	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
Dixworks	10,676.18	Missing bid documentation	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
Accurate Door & Window, LLC.	17,302.00	PHS - P&P Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Accurate Door & Window, LLC.	4,658.00	BOE - P&P Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Bartholomew Company	8,916.00	Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Bartholomew Company	3,590.00	Allowance - Crack Repair (major)	We need the change order reconciliation of the allowance costs.
Bartholomew Company	17,950.00	Allowance - Floor Prep (major)	We need the change order reconciliation of the allowance costs.
Bartholomew Company	967.00	BOE - Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Acoustics, Inc.	16,075.00	P&P Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Acoustics, Inc.	500.00	P&P Bonds	We need the bond invoice and/or the reconciliation of the final bond costs.
Central Conn Acoustics, Inc.	6,527.00	P&P Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Central Conn Acoustics, Inc.	880.00	ACT 1 Tile Allowance	We need the change order reconciliation of the allowance costs.
Central Conn Acoustics, Inc.	1,000.00	ACT 2 Tile Allowance	We need the change order reconciliation of the allowance costs.
Connecticut Mason Contractors, Inc	22,000.00	P&P Bonds	We need the bond invoice and/or the reconciliation of the final bond costs.
Connecticut Mason Contractors, Inc	10,000.00	Allowance #07 Extend Exist Walls	We need the change order reconciliation of the allowance costs.
Connecticut Mason Contractors, Inc	10,000.00	Allowance #08 Patch Exist Walls	We need the change order reconciliation of the allowance costs.
Dalene Hardwood Flooring Co., Inc	4,851.00	Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Dalene Hardwood Flooring Co., Inc	14,400.00	Allowance 22 Ceramic Tile 900 sf	We need the change order reconciliation of the allowance costs.
H.H.S. Mechanical Contractors Inc.	5,800.00	Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
H.H.S. Mechanical Contractors Inc.	2,000.00	Allowance #25 Heads per AHJ	We need the change order reconciliation of the allowance costs.
Marguerite Concrete Inc.	4,600.00	Bond	We need the bond invoice and/or the reconciliation of the final bond costs.

See attached: Invitation to Bid, and List of Geotech firms interested in project.

See attached: November 2017 GO Bond, including Hilltop as Financial Advisors. No information on bidding and selection found.

Chemical Removal

Lift Invoice

See attached: example invoice from November 2014. Outside of invoices, no bid documentation found. Based on total fee (~\$10k) and categorized as professional services, may not have been bid.

OVI Contractors, LLC	23,971.00	P&P Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
OVI Contractors, LLC	6,374.00	Insurance	We need the advertisement. Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
OVI Contractors, LLC	1,500.00	Close-out Warranties	We need the advertisement. Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
OVI Contractors, LLC	30,000.00	Allowance #10 Temp Toilets	We need the change order reconciliation of the allowance costs.
OVI Contractors, LLC	22,000.00	Allowance #11 Temp FR Partitions	We need the change order reconciliation of the allowance costs.
OVI Contractors, LLC	12,225.00	Allowance #12 Temp Exterior Partitions	We need the change order reconciliation of the allowance costs.
OVI Contractors, LLC	4,000.00	Allowance #13 Temp Wood Guard Rail	We need the change order reconciliation of the allowance costs.
OVI Contractors, LLC	1,000.00	Allowance #14 Temp Signs	We need the change order reconciliation of the allowance costs.
OVI Contractors, LLC	3,706.00	Allowance #15 50 Carpenter Hours	We need the change order reconciliation of the allowance costs.
OVI Contractors, LLC	3,125.00	Allowance #16 Laborer Hours	We need the change order reconciliation of the allowance costs.
Mackenzie Service Corp.	5,000.00	P&P Bonds	We need the bond invoice and/or the reconciliation of the final bond costs.
Mackenzie Service Corp.	10,000.00	Allowance 23 Temp Partitions	We need the change order reconciliation of the allowance costs.
Mackenzie Service Corp.	1,200.00	Allowance 23 Temp Partitions	We need the change order reconciliation of the allowance costs.
Milton C. Beebe & Sons, Inc.	25,290.00	GC bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Milton C. Beebe & Sons, Inc.	20,000.00	Allowance #02 utility trench	We need the change order reconciliation of the allowance costs.
Milton C. Beebe & Sons, Inc.	2,625.00	Allowance #03 temp. 4' orange fence	We need the change order reconciliation of the allowance costs.
Milton C. Beebe & Sons, Inc.	525.00	Allowance #04 2'X2' temp signs	We need the change order reconciliation of the allowance costs.
Milton C. Beebe & Sons, Inc.	6,250.00	Allowance #05 1-1/2" temp asphalt bit. walk	We need the change order reconciliation of the allowance costs.
Imperial Company, Inc.	24,000.00	P&P Bond	We need the bond invoice and/or the reconciliation of the final bond costs.
Vanguard Modular Building Systems,	6,445.00	P&P Bonds	We need the bond invoice and/or the reconciliation of the final bond costs.
W.J. Mountford Co.	2,225.00	Allow - Carpenter	We need the advertisement. Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	1,825.00	Allow - Laborer	We need the advertisement. Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	3,600.00	Allow - Temp Toilets	We need the advertisement. Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.

W.J. Mountford Co.	10,903.00	Allow - Temp Partitions	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	900.00	Allow - Temp Metal Signs	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	2,700.00	Allow - Additional Openings	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	9,600.00	Bond & Insurance	We need the bond invoice and/or the reconciliation of the final bond costs.
W.J. Mountford Co.	1,484.00	Allow - Carpenter	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	2,400.00	Allow Temp Toilets	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	9,197.00	Allow - Temp Partitions	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	600.00	Allow - Temp Metal Signs	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	1,800.00	Allow - Additional Openings	We need the advertisement, Bid summaries and/or bids, and the selection criteria if the vendor was not lowest qualified bidder.
W.J. Mountford Co.	6,400.00	Bond & Insurance	We need the bond invoice and/or the reconciliation of the final bond costs.
Eastern Energy Services, LLC	30,000.00	Payment & Performance Bonds	We need the bond invoice and/or the reconciliation of the final bond costs.
Eastern Energy Services, LLC	20,000.00	Allowance #26 Phasing	We need the change order reconciliation of the allowance costs.
NASDI, LLC	26,600.00	P&P Bonds PHS	We need the bond invoice and/or the reconciliation of the final bond costs.
NASDI, LLC	600.00	P&P Bonds BOE	We need the bond invoice and/or the reconciliation of the final bond costs.
Wayne J. Griffin Electric Inc.	43,000.00	P&P Bonds - Initialization	We need the bond invoice and/or the reconciliation of the final bond costs.
Wayne J. Griffin Electric Inc.	2,000.00	Allowance #30 Energy Audit	We need the change order reconciliation of the allowance costs.
Wayne J. Griffin Electric Inc.	150,000.00	Allowance #31 Utility Co. Fees	We need the change order reconciliation of the allowance costs.
Wayne J. Griffin Electric Inc.	25,000.00	Allowance #32 Electrical Phasing	We need the change order reconciliation of the allowance costs.
Wayne J. Griffin Electric Inc.	1,995.00	Allowance #33 Exit Lights (5)	We need the change order reconciliation of the allowance costs.
Wayne J. Griffin Electric Inc.	980.00	Allowance #34 Back-boxes (10)	We need the change order reconciliation of the allowance costs.
United Steel, Inc.	30,000.00	Allowance #26 - Misc. Steel	We need the change order reconciliation of the allowance costs.
	1,804,297.09		
			745,001.00

RESOLUTION PROVIDING FOR SPECIAL TOWN MEETING  
ON APRIL 9, 2013 AND REFERENDUM VOTE AT  
ADJOURNED TOWN MEETING  
TO BE HELD ON APRIL 23, 2013

Pursuant to the provisions of Chapter VIII, Section 4(f) of the Town Charter, a Special Town Meeting to consider and act upon the resolution entitled "RESOLUTION APPROPRIATING \$36,610,000 FOR THE RENOVATION AND EXPANSION OF PUTNAM HIGH SCHOOL, INCLUDING BOARD OF EDUCATION/DISTRICT CENTRAL OFFICE FACILITIES AND MEDICAL PATHWAY PROGRAM SPACE AND AUTHORIZING THE ISSUE OF \$36,610,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE," (the "Resolution") shall be called and held, and the vote on such Resolution shall be removed from the call of such meeting and adjourned to be submitted to electors and citizens qualified to vote in such meeting to a referendum vote at Adjourned Town Meeting to be held on April 23, 2013.

The Board of Selectmen is hereby authorized and directed to call a Special Town Meeting, in accordance with the provisions of this resolution, to be held at the Putnam Middle School Auditorium, Putnam, Connecticut on April 9, 2013 at 7:00 p.m., to consider the Resolution as of this date approved by the Board of Finance and the Board of Selectmen, or such other time the Mayor shall deem necessary.

Such Resolution will be submitted to the Town electors and qualified voters pursuant to Chapter VIII, Section 4(f) of the Town Charter for approval or disapproval at a referendum to be held on April 23, 2013 between the hours of 6:00 A.M. and 8:00 P.M. at the usual polling places. The warning of said referendum shall state the question to be voted upon and the ballot label with respect thereto as follows:

Question 1:

"Shall the resolution entitled "RESOLUTION APPROPRIATING \$36,610,000 FOR THE RENOVATION AND EXPANSION OF PUTNAM HIGH SCHOOL, INCLUDING BOARD OF EDUCATION/DISTRICT CENTRAL OFFICE FACILITIES AND MEDICAL PATHWAY PROGRAM SPACE AND AUTHORIZING THE ISSUE OF \$36,610,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE," as approved by the Boards of Selectmen and Finance, be approved? YES NO"

The ballot label for said question shall read as follows:

"Shall the \$36,610,000 appropriation and bond authorization for the renovation and expansion of Putnam High School (to be financed by an estimated \$20,070,000 State

grant and the issuance of an estimated \$16,540,000 of Town bonds), be approved?  
Yes/No"

The voting will be by paper/electronic ballot. Those desiring to vote for the question shall fill in the box in front of the question on the ballot at "YES." Those desiring to vote against the question shall fill in the box in front of the question on the ballot at "NO." Absentee ballots will be made available in accordance with the law.

The warning shall also state that the full text of the aforesaid Resolution is on file, open to public inspection, in the office of the Town Clerk, that the vote on the aforesaid Resolution is taken under the authority of Chapter VIII, Section 4(f) of the Town Charter, and that absentee ballots will be made available in accordance with law.

\_\_\_\_\_  
Richard C. Place, Mayor

\_\_\_\_\_  
Rene C. Lasko, Selectman

\_\_\_\_\_  
Richard A. Loomis, Selectman

\_\_\_\_\_  
Alma D. Morey, Deputy Mayor

\_\_\_\_\_  
Norman B. Seney, Selectman

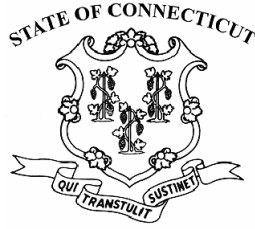
\_\_\_\_\_  
John S. Smith, Jr., Selectman

\_\_\_\_\_  
Owen A. Tarr, Selectman

IT'S BOARD OF SELECTMEN

ATTEST:

\_\_\_\_\_  
Sara J. Seney, Town Clerk



**Substitute Senate Bill No. 475**

**Public Act No. 14-90**

**AN ACT CONCERNING AUTHORIZATION OF STATE GRANT COMMITMENTS FOR SCHOOL BUILDING PROJECTS AND CONCERNING CHANGES TO THE STATUTES CONCERNING SCHOOL BUILDING PROJECTS.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. (*Effective from passage*) The Commissioner of Administrative Services, having reviewed applications for state grants for public school building projects in accordance with section 10-283 of the general statutes, as amended by this act, on the basis of priorities for such projects and standards for school construction established by the State Board of Education, and having prepared a listing of all such eligible projects ranked in order of priority, including a separate schedule of previously authorized projects which have changed substantially in scope or cost, as determined by said commissioner together with the amount of the estimated grant with respect to each eligible project, and having submitted such listing of eligible projects, prior to December 15, 2013, to a committee of the General Assembly established under section 10-283a of the general statutes for the purpose of reviewing such listing, is hereby authorized to enter into grant commitments on behalf of the state in accordance with said section 10-283 with respect to the priority listing of such projects and in such estimated amounts as approved by said committee prior to



**Substitute Senate Bill No. 475**

EAST HAMPTON East Hampton High School 042-0041 EA/RR	51,695,000	27,139,875
NEWINGTON Martin Kellogg Middle School 094-0101 A	1,000,000	589,300
NEWINGTON John Wallace Middle School 094-0102 A	1,000,000	589,300
NEWINGTON Newington High School 094-0103 EA	1,500,000	883,950
PUTNAM Putnam High School 116-0019 EA/RR	33,421,159	24,467,631
STAMFORD Northeast School 135-0273 A/EC	3,500,000	987,350
REGIONAL DISTRICT 14 Nonnewaug High School 214-0093 EA	63,820,605	30,544,542
FAIRFIELD Osborn Hill School 051-0126 EA/EC	3,374,400	891,854
PUTNAM Central Administration (Putnam H.S.) 116-0020 BE/A/RR	3,188,841	1,167,275
STAMFORD		

**BOND PRICING**

**Town of Putnam, Connecticut  
General Obligation Bonds, Issue of 2017  
FINAL NUMBERS**

Bond Component	Maturity Date	Amount	Rate	Yield	Price	Yield to Maturity	Call Date	Call Price	Premium (-Discount)	
<b>Serial Bonds:</b>										
	02/01/2019	495,000	5.000%	1.510%	103.905				19,329.75	
	02/01/2020	495,000	5.000%	1.630%	107.035				34,823.25	
	02/01/2021	495,000	5.000%	1.690%	110.058				49,787.10	
	02/01/2022	495,000	5.000%	1.770%	112.817				63,444.15	
	02/01/2023	495,000	5.000%	1.880%	115.197				75,225.15	
	02/01/2024	495,000	5.000%	1.970%	117.422				86,238.90	
	02/01/2025	490,000	5.000%	2.060%	119.408				95,099.20	
	02/01/2026	490,000	5.000%	2.150%	121.159				103,679.10	
	02/01/2027	490,000	3.000%	2.360%	104.709	C 2.422%	02/01/2026	100.000	23,074.10	
	02/01/2028	490,000	3.000%	2.590%	102.987	C 2.662%	02/01/2026	100.000	14,636.30	
	02/01/2029	490,000	3.000%	2.770%	101.662	C 2.825%	02/01/2026	100.000	8,143.80	
	02/01/2030	490,000	3.000%	2.970%	100.213	C 2.979%	02/01/2026	100.000	1,043.70	
	02/01/2031	490,000	3.000%	3.120%	98.712				-6,311.20	
	02/01/2032	490,000	3.000%	3.170%	98.073				-9,442.30	
	02/01/2033	490,000	3.000%	3.220%	97.378				-12,847.80	
	02/01/2034	490,000	3.125%	3.270%	98.190				-8,869.00	
	02/01/2035	490,000	3.125%	3.320%	97.465				-12,421.50	
	02/01/2036	490,000	3.250%	3.350%	98.646				-6,634.60	
	02/01/2037	490,000	3.250%	3.380%	98.176				-8,937.60	
	02/01/2038	490,000	3.250%	3.400%	97.823				-10,667.30	
	02/01/2039	490,000	3.250%	3.420%	97.454				-12,475.40	
	02/01/2040	490,000	3.375%	3.430%	99.149				-4,169.90	
	02/01/2041	490,000	3.375%	3.440%	98.966				-5,066.60	
	02/01/2042	490,000	3.375%	3.450%	98.775				-6,002.50	
	02/01/2043	490,000	3.375%	3.460%	98.577				-6,972.70	
									463,706.10	
		12,280,000								463,706.10

Dated Date	12/13/2017	
Delivery Date	12/13/2017	
First Coupon	08/01/2018	
Par Amount	12,280,000.00	
Premium	463,706.10	
Production	12,743,706.10	103.776108%
Underwriter's Discount	-90,641.20	-0.738121%
Purchase Price	12,653,064.90	103.037988%
Accrued Interest		
Net Proceeds	12,653,064.90	

**BOND DEBT SERVICE**

**Town of Putnam, Connecticut  
General Obligation Bonds, Issue of 2017  
FINAL NUMBERS**

Period Ending	Principal	Coupon	Interest	Debt Service
06/30/2019	495,000	5.000%	522,325.00	1,017,325.00
06/30/2020	495,000	5.000%	436,125.00	931,125.00
06/30/2021	495,000	5.000%	411,375.00	906,375.00
06/30/2022	495,000	5.000%	386,625.00	881,625.00
06/30/2023	495,000	5.000%	361,875.00	856,875.00
06/30/2024	495,000	5.000%	337,125.00	832,125.00
06/30/2025	490,000	5.000%	312,375.00	802,375.00
06/30/2026	490,000	5.000%	287,875.00	777,875.00
06/30/2027	490,000	3.000%	263,375.00	753,375.00
06/30/2028	490,000	3.000%	248,675.00	738,675.00
06/30/2029	490,000	3.000%	233,975.00	723,975.00
06/30/2030	490,000	3.000%	219,275.00	709,275.00
06/30/2031	490,000	3.000%	204,575.00	694,575.00
06/30/2032	490,000	3.000%	189,875.00	679,875.00
06/30/2033	490,000	3.000%	175,175.00	665,175.00
06/30/2034	490,000	3.125%	160,475.00	650,475.00
06/30/2035	490,000	3.125%	145,162.50	635,162.50
06/30/2036	490,000	3.250%	129,850.00	619,850.00
06/30/2037	490,000	3.250%	113,925.00	603,925.00
06/30/2038	490,000	3.250%	98,000.00	588,000.00
06/30/2039	490,000	3.250%	82,075.00	572,075.00
06/30/2040	490,000	3.375%	66,150.00	556,150.00
06/30/2041	490,000	3.375%	49,612.50	539,612.50
06/30/2042	490,000	3.375%	33,075.00	523,075.00
06/30/2043	490,000	3.375%	16,537.50	506,537.50
	<b>12,280,000</b>		<b>5,485,487.50</b>	<b>17,765,487.50</b>

**BOND DEBT SERVICE**  
**Town of Putnam, Connecticut**  
**General Obligation Bonds, Issue of 2017**  
**FINAL NUMBERS**

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
08/01/2018			291,887.50	291,887.50	
02/01/2019	495,000	5.000%	230,437.50	725,437.50	
06/30/2019					1,017,325.00
08/01/2019			218,062.50	218,062.50	
02/01/2020	495,000	5.000%	218,062.50	713,062.50	
06/30/2020					931,125.00
08/01/2020			205,687.50	205,687.50	
02/01/2021	495,000	5.000%	205,687.50	700,687.50	
06/30/2021					906,375.00
08/01/2021			193,312.50	193,312.50	
02/01/2022	495,000	5.000%	193,312.50	688,312.50	
06/30/2022					881,625.00
08/01/2022			180,937.50	180,937.50	
02/01/2023	495,000	5.000%	180,937.50	675,937.50	
06/30/2023					856,875.00
08/01/2023			168,562.50	168,562.50	
02/01/2024	495,000	5.000%	168,562.50	663,562.50	
06/30/2024					832,125.00
08/01/2024			156,187.50	156,187.50	
02/01/2025	490,000	5.000%	156,187.50	646,187.50	
06/30/2025					802,375.00
08/01/2025			143,937.50	143,937.50	
02/01/2026	490,000	5.000%	143,937.50	633,937.50	
06/30/2026					777,875.00
08/01/2026			131,687.50	131,687.50	
02/01/2027	490,000	3.000%	131,687.50	621,687.50	
06/30/2027					753,375.00
08/01/2027			124,337.50	124,337.50	
02/01/2028	490,000	3.000%	124,337.50	614,337.50	
06/30/2028					738,675.00
08/01/2028			116,987.50	116,987.50	
02/01/2029	490,000	3.000%	116,987.50	606,987.50	
06/30/2029					723,975.00
08/01/2029			109,637.50	109,637.50	
02/01/2030	490,000	3.000%	109,637.50	599,637.50	
06/30/2030					709,275.00
08/01/2030			102,287.50	102,287.50	
02/01/2031	490,000	3.000%	102,287.50	592,287.50	
06/30/2031					694,575.00
08/01/2031			94,937.50	94,937.50	
02/01/2032	490,000	3.000%	94,937.50	584,937.50	
06/30/2032					679,875.00
08/01/2032			87,587.50	87,587.50	
02/01/2033	490,000	3.000%	87,587.50	577,587.50	
06/30/2033					665,175.00
08/01/2033			80,237.50	80,237.50	
02/01/2034	490,000	3.125%	80,237.50	570,237.50	
06/30/2034					650,475.00
08/01/2034			72,581.25	72,581.25	
02/01/2035	490,000	3.125%	72,581.25	562,581.25	
06/30/2035					635,162.50
08/01/2035			64,925.00	64,925.00	
02/01/2036	490,000	3.250%	64,925.00	554,925.00	
06/30/2036					619,850.00
08/01/2036			56,962.50	56,962.50	
02/01/2037	490,000	3.250%	56,962.50	546,962.50	
06/30/2037					603,925.00
08/01/2037			49,000.00	49,000.00	
02/01/2038	490,000	3.250%	49,000.00	539,000.00	
06/30/2038					588,000.00
08/01/2038			41,037.50	41,037.50	
02/01/2039	490,000	3.250%	41,037.50	531,037.50	
06/30/2039					572,075.00
08/01/2039			33,075.00	33,075.00	
02/01/2040	490,000	3.375%	33,075.00	523,075.00	
06/30/2040					556,150.00
08/01/2040			24,806.25	24,806.25	
02/01/2041	490,000	3.375%	24,806.25	514,806.25	
06/30/2041					539,612.50

**BOND DEBT SERVICE**

**Town of Putnam, Connecticut  
 General Obligation Bonds, Issue of 2017  
 FINAL NUMBERS**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
08/01/2041			16,537.50	16,537.50	
02/01/2042	490,000	3.375%	16,537.50	506,537.50	
06/30/2042					523,075.00
08/01/2042			8,268.75	8,268.75	
02/01/2043	490,000	3.375%	8,268.75	498,268.75	
06/30/2043					506,537.50
	12,280,000		5,485,487.50	17,765,487.50	17,765,487.50



**PUTNAM TOWN CLERK**  
 126 Church Street  
 Putnam, CT 06260  
 (860) 963-6807



## SPECIAL EVENT PERMIT APPLICATION

FOR OFFICIAL USE ONLY		
Date Rec'd: _____	Date Issued: _____	Permit # _____
Review Required:	Board of Selectmen, Building Official, Emergency Management, Fire Marshal, Town Clerk, Parks & Recreation, Public Works, Putnam Police Department	
*Town Clerk Approval: _____	Date: _____	

**\*EVENT MUST ADHERE TO ALL STATE OF CONNECTICUT COVID-19 REGULATIONS\***

**Submit completed Special Event Permit minimum of 45 days prior to the event. The Special Event Permit \$100.00 non-refundable application fee is due at the time of application.** Acceptable forms of payment: Cash, Certified Bank Check or Money Order. No personal checks. Applicant to be liable for any overtime for Town employees or other extraordinary expenses incurred by the Town as a result of the special event.

### APPLICANT INFORMATION

Event Name	RiMaConn Relay, presented by Webster Bank	
Event Date/s	Saturday, August 26, 2023	
Event Times:	9 AM to 1:30 PM	
Location (please be specific)	See attached course maps - Putnam River Trail & Rotary Park	
Applicant Name	Matt Anderson	
Street Address	351 Main Street	
Town, State, Zip Code	East Hartford, CT 06118	
Day Phone	860-652-8866	
E-Mail Address	matt@hartfordmarathon.com	
Sponsoring Organization	Hartford Marathon Foundation	
Contact Person On-Site Day of Event/Emergency Contact	Name Matt Anderson    ///    860.707.0084	Cell Number
Tax Exempt Id Number if Applicable	06-1415320	
Are You a Charitable/non-Profit Organization? <input checked="" type="checkbox"/> Yes or No (circle one)	If yes, Enter Ct State Tax Exempt # See above.	Please Include a copy of your current 501 (c)(3) with application.

<b>EVENT TYPE</b> <input type="checkbox"/> CONCERT <input type="checkbox"/> CYCLING EVENT <input type="checkbox"/> FAIR/CARNIVAL <input type="checkbox"/> FESTIVAL <input type="checkbox"/> FUNDRAISER <input type="checkbox"/> PARADE <input type="checkbox"/> PERFORMING ARTS <input type="checkbox"/> PROMOTIONAL <input checked="" type="checkbox"/> RUN/WALK <input type="checkbox"/> SPORTING EVENT <input type="checkbox"/> OTHER: Please describe	<b>*Board of Selectman Approval</b> <hr/> <hr/> <hr/> <b>Date:</b> _____
<b>LOCATION</b> RECREATIONAL PARK OR FACILITY? If so, note location. <span style="float: right;">- Rotary Park &amp; Putnam River Trail</span> <b>Recreation Director</b> _____ <b>Date:</b> _____	
<b>EVENT DESCRIPTION</b> Describe event, attach site map, indicate boundaries, location of tents, activity areas, portable restrooms etc. 95 Mile Endurance Relay Running Race from Lincoln, RI to Hartford, CT along multi-use trail system - teams of 3 or 6 will tackle the 18 leg race, exchanging 17 times with Rotary Park serving as the sixth exchange for the race	
<b>EVENT TIMELINE</b> Attach a timeline, sequence of events, including equipment deliveries, set-up and tear down. <span style="float: right;">n/a</span>	
<b>ADMISSIONS/VENDORS</b> Will items or services be sold at the event? If yes, describe.	
<b>ALCOHOL/FOOD</b> Does event include the sale or consumption of alcohol? Yes/No If yes, describe and attach copy of your state permit. - No Will vendors cook or heat food? If yes, describe. <b>NOTE:</b> Compliance with Health Department required. - All food will be prepackaged or be prepared and served by Courthouse Bar & Grille.	
<b>AMPLIFIED SOUND</b> Will the event have amplified sound? If yes, describe. Noise restrictions may apply. <span style="float: right;">yes - DJ on site</span>	
<b>ANIMALS</b> Will your event include animals (petting zoo, pony rides, dog/walk run) If yes, describe. <span style="float: right;">- No</span>	
<b>FIREWORKS</b> Will there be fireworks at the event? If yes, provide company name, contact, email and phone. - No	
<b>FIRST AID</b> Will you require additional fire department staffing? If yes, describe. The Town may require additional staffing. Please describe your First Aid plan of action. - No Fire department staffing required. We coordinate directly with Putnam EMS, they will have a dedicated unit on site for the event.	

<b>EVENT TYPE</b> <input type="checkbox"/> CONCERT <input type="checkbox"/> CYCLING EVENT <input type="checkbox"/> FAIR/CARNIVAL <input type="checkbox"/> FESTIVAL <input type="checkbox"/> FUNDRAISER <input type="checkbox"/> PARADE <input type="checkbox"/> PERFORMING ARTS <input type="checkbox"/> PROMOTIONAL <input checked="" type="checkbox"/> RUN/WALK <input type="checkbox"/> SPORTING EVENT <input type="checkbox"/> OTHER: Please describe	<b>*Board of Selectman Approval</b> <hr/> <hr/> <hr/> <hr/> <p><b>Date:</b> _____</p>
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<b>LOCATION</b> RECREATIONAL PARK OR FACILITY? If so, note location.	- Rotary Park & Putnam River Trail
Recreation Director <u>Wilfred Bouquet</u>	Date: <u>5/30/23</u>

<b>EVENT DESCRIPTION</b> Describe event, attach site map, indicate boundaries, location of tents, activity areas, portable restrooms etc. 95 Mile Endurance Relay Running Race from Lincoln, RI to Hartford, CT along multi-use trail system - teams of 3 or 6 will tackle the 18 leg race, exchanging 17 times with Rotary Park serving as the sixth exchange for the race
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<b>EVENT TIMELINE</b> Attach a timeline, sequence of events, including equipment deliveries, set-up and tear down. <span style="float: right;">n/a</span>
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<b>ADMISSIONS/VENDORS</b> Will items or services be sold at the event? If yes, describe.
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<b>ALCOHOL/FOOD</b> Does event include the sale or consumption of alcohol? Yes/No If yes, describe and attach copy of your state permit. - No Will vendors cook or heat food? If yes, describe. <b>NOTE:</b> Compliance with Health Department required. - All food will be prepackaged or be prepared and served by Courthouse Bar & Grille.
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<b>AMPLIFIED SOUND</b> Will the event have amplified sound? If yes, describe. Noise restrictions may apply. <span style="float: right;">yes - DJ on site</span>
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<b>ANIMALS</b> Will your event include animals (petting zoo, pony rides, dog/walk run) If yes, describe. <span style="float: right;">- No</span>
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<b>FIREWORKS</b> Will there be fireworks at the event? If yes, provide company name, contact, email and phone. - No
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<b>FIRST AID</b> Will you require additional fire department staffing? If yes, describe. The Town may require additional staffing. Please describe your First Aid plan of action. - No Fire department staffing required. We coordinate directly with Putnam EMS, they will have a dedicated unit on site for the event.
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**POWER**

Does the event require electricity? If yes, describe.    yes - from Rotary Park to power DJ

Does the event require generators? If yes, describe and indicate provider    Yes, if required - HMF to provide there own generators if necessary

Will there be handling of vehicle fuel? If yes, describe.    - No

**POLICE/SECURITY**

Are you requesting additional police staffing? If yes, describe. The Town may require additional safety measures.  
- Yes, Putnam Police will be on site for control runners cross roads. HMF to coordinate directly with Putnam PD.

Does this event require overnight security? If yes, indicate provider.    No.

\*Putnam Police Department Approval  Date: May 26, 2023

**SIGNAGE**

Will your event use and post signage, banners or a-frames? If yes, describe desired locations and timeline requested.

- yes, all temporary - only in place during the duration of the event, at street corners - directing athletes

**STAGES/STRUCTURES/TENTS**

*Main Street Events* are limited to 10 x 10 popup tents. Special permission is needed otherwise.

*Fire & Ice Events* – a maximum of 2 Oversized tents permitted in Union Square Parking lot.

Does event include enclosures such as tents or canopies? If yes, describe, include dimensions and types of activities within the structure.

Two 10 x 10 pop ups (weighted down), put in place by HMF on race morning.

Will your event construct stages or other improvements? If yes, describe.    Free standing truss tower system at exchange

Will there be any fenced areas? If yes, describe and indicate on site map/plan submitted with application.

- Yes, 20' fenced chute at exchange

\*Building Official Approval \_\_\_\_\_ Date: \_\_\_\_\_

**TRAFFIC CONTROL/IMPACTS**

Please describe any requested street closures and/or sidewalk closures. Attach a traffic plan.

Name of Street	Date/Hour Start Time	Date/Hour End Time
See attached course maps	9:15 AM	1:30 PM (or last runner)

\*Putnam Police Department Approval  Date: May 26, 2023

**VOLUNTEERS**

Will your event function with volunteers? If yes, describe.

Yes, volunteers will be utilized for managing the exchange, cyclists, course monitors and food distribution

**INSURANCE REQUIREMENT**

A Certificate of Insurance naming the Town of Putnam as an Additional Insured in the minimum amount of \$1 million per occurrence and \$2 million general aggregate is required but may be more if the Town determines it necessary for the proposed event. This certificate must be submitted and be acceptable to the Town prior to receiving the Special Event Permit.

**OTHER PERMITS AND FEES**

Depending upon the nature and scope of the proposed event, other permits may be required as determined through the application process. Other fees may be assessed (i.e. fire, aid and/or police services). The Town of Putnam will make every effort to assist the applicant in determining complete permit requirements, though once identified, it will be up to the applicant to provide required and approved documentation where deemed appropriate.

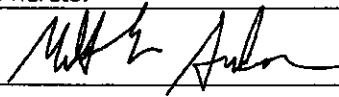
**NOTES:**

**EVENT MUST ADHERE TO ALL STATE OF CONNECTICUT COVID-19 REGULATIONS**

**HOLD HARMLESS STIPULATION – Must be submitted with application**

Permittee covenants and agrees to indemnify, defend and hold harmless the Town, its officers, agents and employees from any and all claims actions, damages, liability, cost and expense, including reasonable attorney’s fees in connection with or occasioned, in whole or in part by any act or omission of Permittee, its officers , agents, employees, customers or licenses, or arising from or out of Permittee’s failure to comply with any provision of the Special Event Permit granted as a result of this application, regardless of whether it is alleged or proven that the acts or omissions of the Town, its officers, agents or employees caused or contributed hereto.

Signature of Authorized Representative, Title



Printed Name **Matt Anderson, Vice President & Race Director**

Date: **5/26/23**

**NOTE:** This application may be denied if the proposed activity disrupts traffic beyond practical solution; causes undue hardship to surrounding residents or businesses; requires the diversion of so many public employees that service is denied to the public at large; or fails to fall within Town standards. The permit may also be rescinded at any time if complete and accurate information was not provided on the application; if the event is not held within the terms of the permit; or if there is failure to comply with applicable legal requirements.

**Please be sure to have all the necessary documents and signatures before submitting this application to the Town Clerk.**

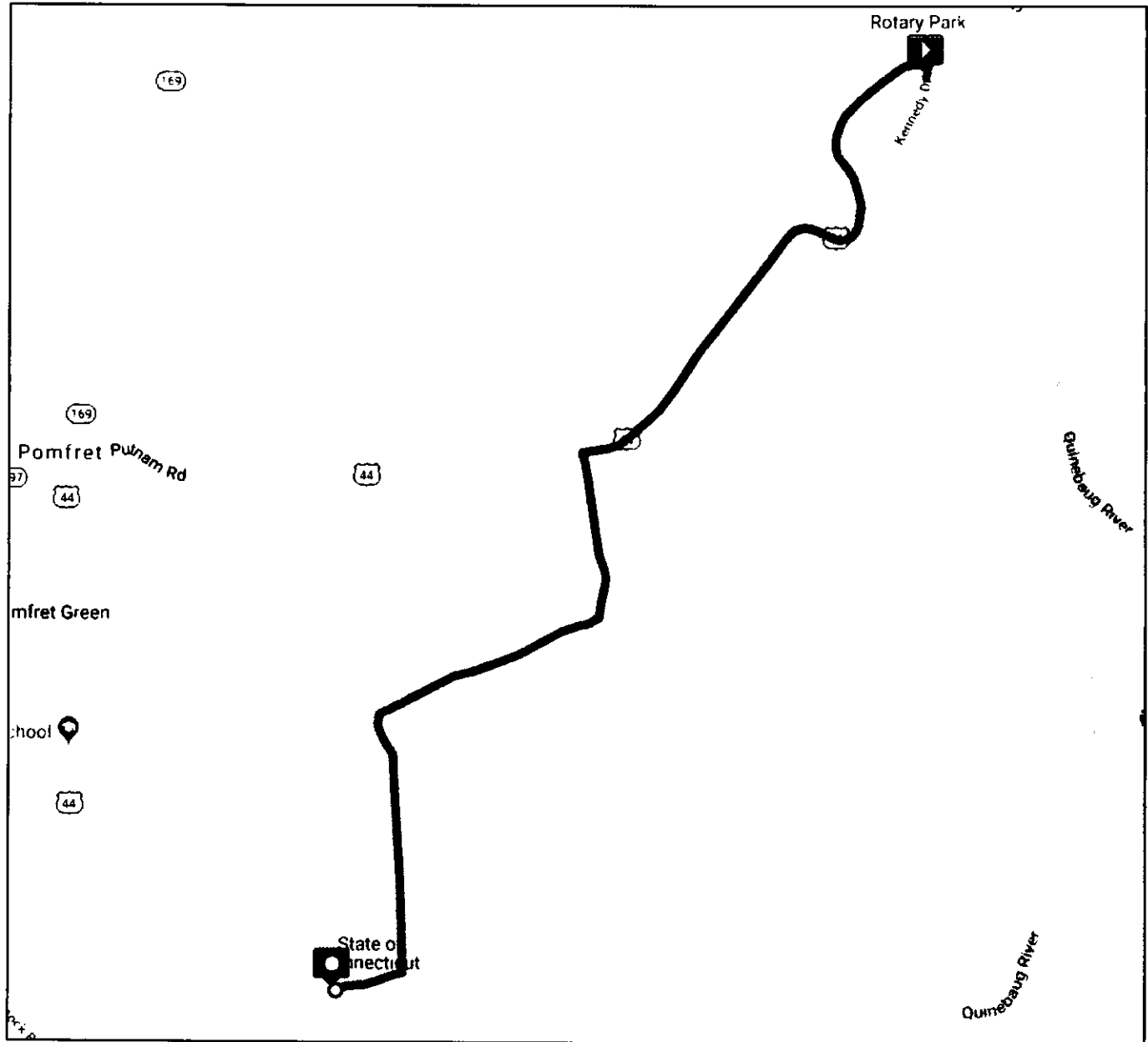


### Driving Details

**Driving Directions to Exchange Zone #7 Parking:** Connecticut Audubon Society-Center at Pomfret, 218 Day Road, Pomfret Center, CT 06259

**Driving Distance:** 4.3 miles

**Estimated Drive Time:** 8 minutes



1. Head north on Kennedy Drive
2. Turn left on US-44 (Pomfret Street)
3. Turn left on Wrights Crossing Road (CAUTION RUNNERS MAY BE CROSSING ROAD)
4. Turn right on Day Road
5. Destination and driveway will be on your left.

**Parking Reminder:**  
Parking is minimal – only one vehicle per team at all minor exchanges

**Parking Note:** Parking in the Audubon Society lot is limited, on street parking is also available along Day Road, please park respectfully, if required.

**Exchange Note:** Physical exchange zone is located on Air Line Trail, adjacent to the pedestrian bridge over Needles Eye Road. After parking, make your way on foot to the exchange area.



## Leg 7: Rotary Park to Audubon Society

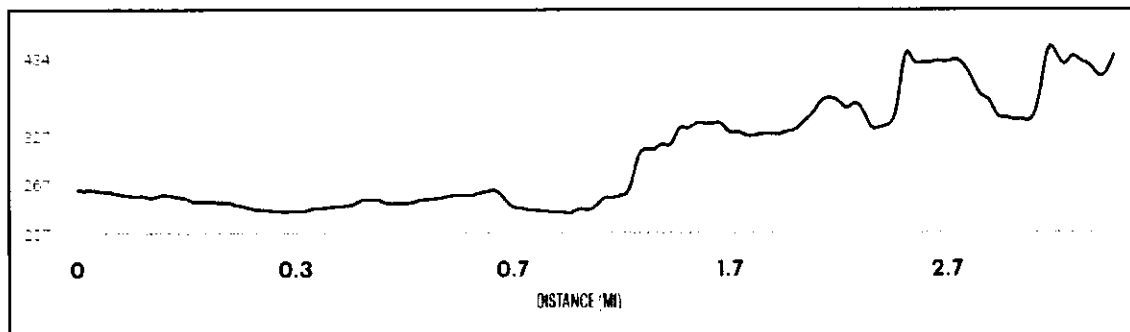
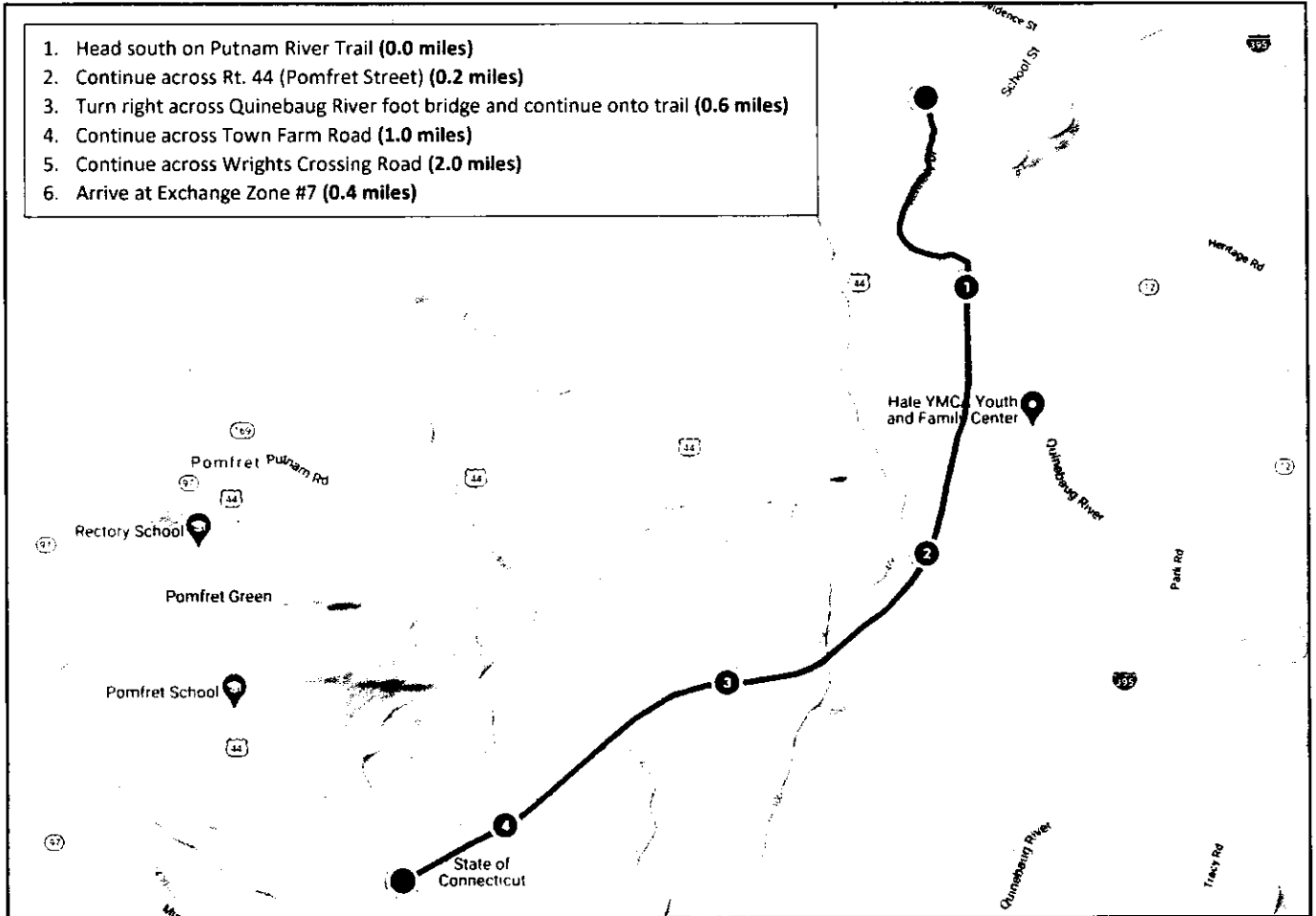
R1 | U1

### Running Details

**Start:** Rotary Park, Putnam, CT

**Finish:** CT Audubon Society (Air Line State Park Trail @ Needles Eye Road), 218 Day Road, Pomfret, CT

DISTANCE	START ELEVATION	MAX ELEVATION	ELEVATION GAIN	DIFFICULTY	TERRAIN
4.3 MILES	261 FEET	434 FEET	330 FT	MEDIUM	PAVED & CINDER TRAILS



**Safety Notes:**

- Stay on sidewalk / bikeway / trail where applicable
- Use caution crossing streets
- Follow directional signs

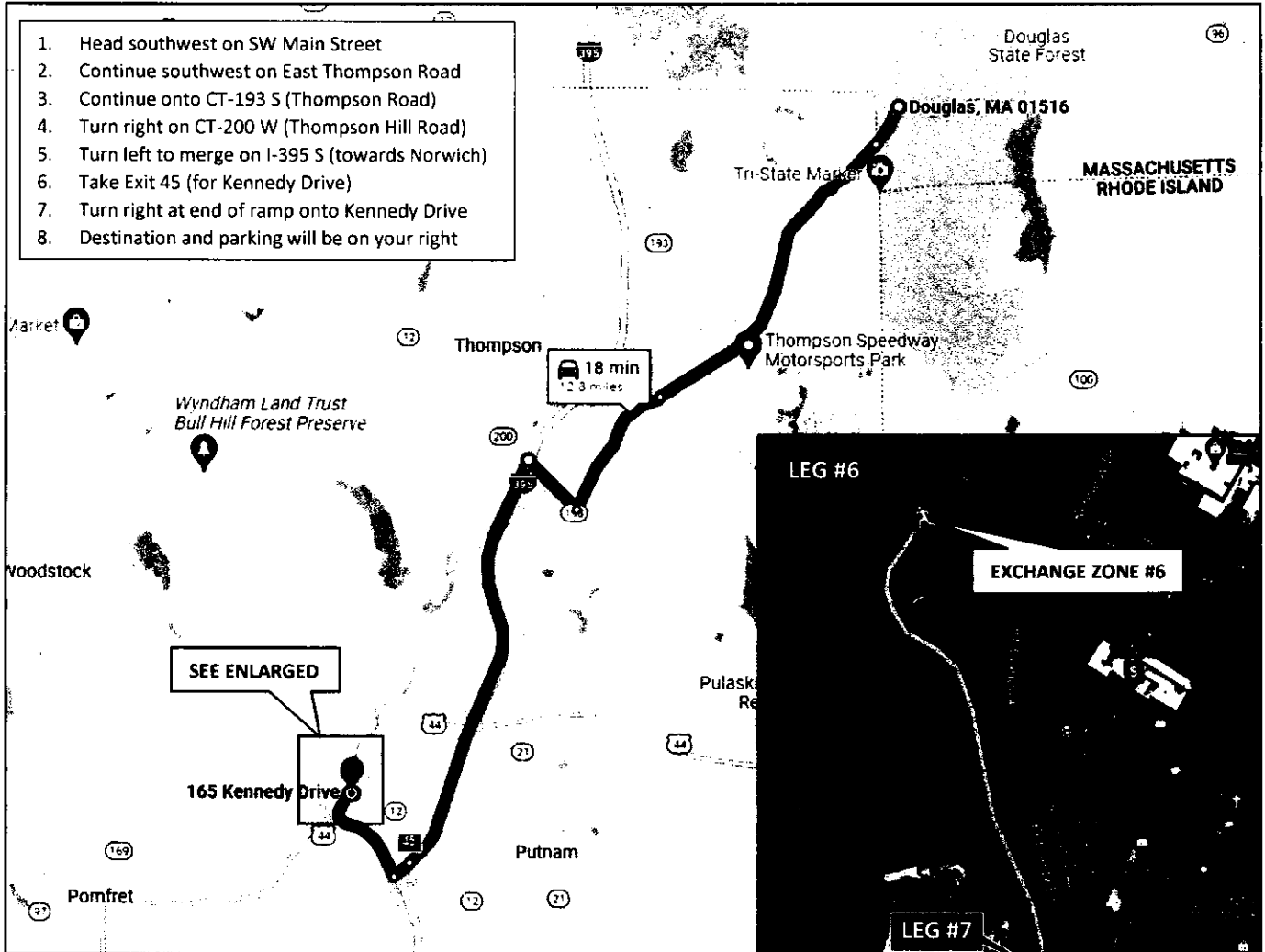
**Exchange Note:** Exchange Zone #7 (at the end of this leg) is located on Air Line State Park Trail adjacent to the trail bridge, above Needles Eye Road.

**Driving Details**

**Driving Directions to Exchange Zone #6 Parking:** CT DMV Park & Ride Lot, 165 Kennedy Drive, Putnam, CT 06260

**Driving Distance:** 12.8 miles

**Estimated Drive Time:** 18 minutes



**Parking Notes:** Exchange Zone is located diagonally north west across Kennedy Drive from CT DMV Parking Lot, please proceed on foot. Use crosswalk at intersection of Kennedy & Pomfret Streets to cross Kennedy Drive.

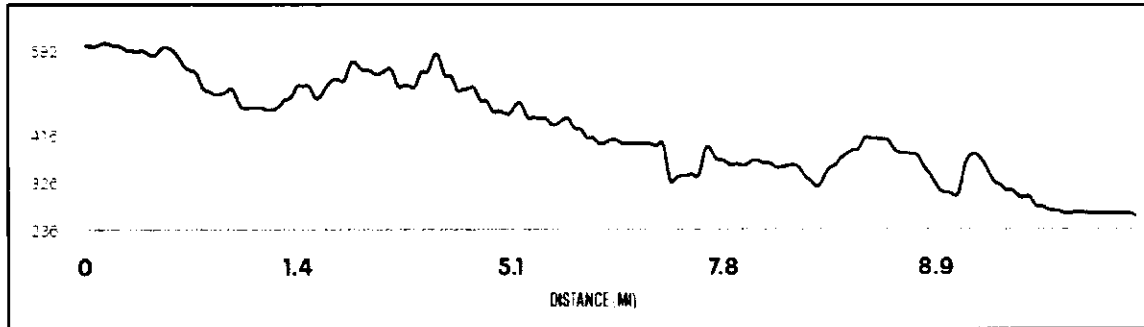
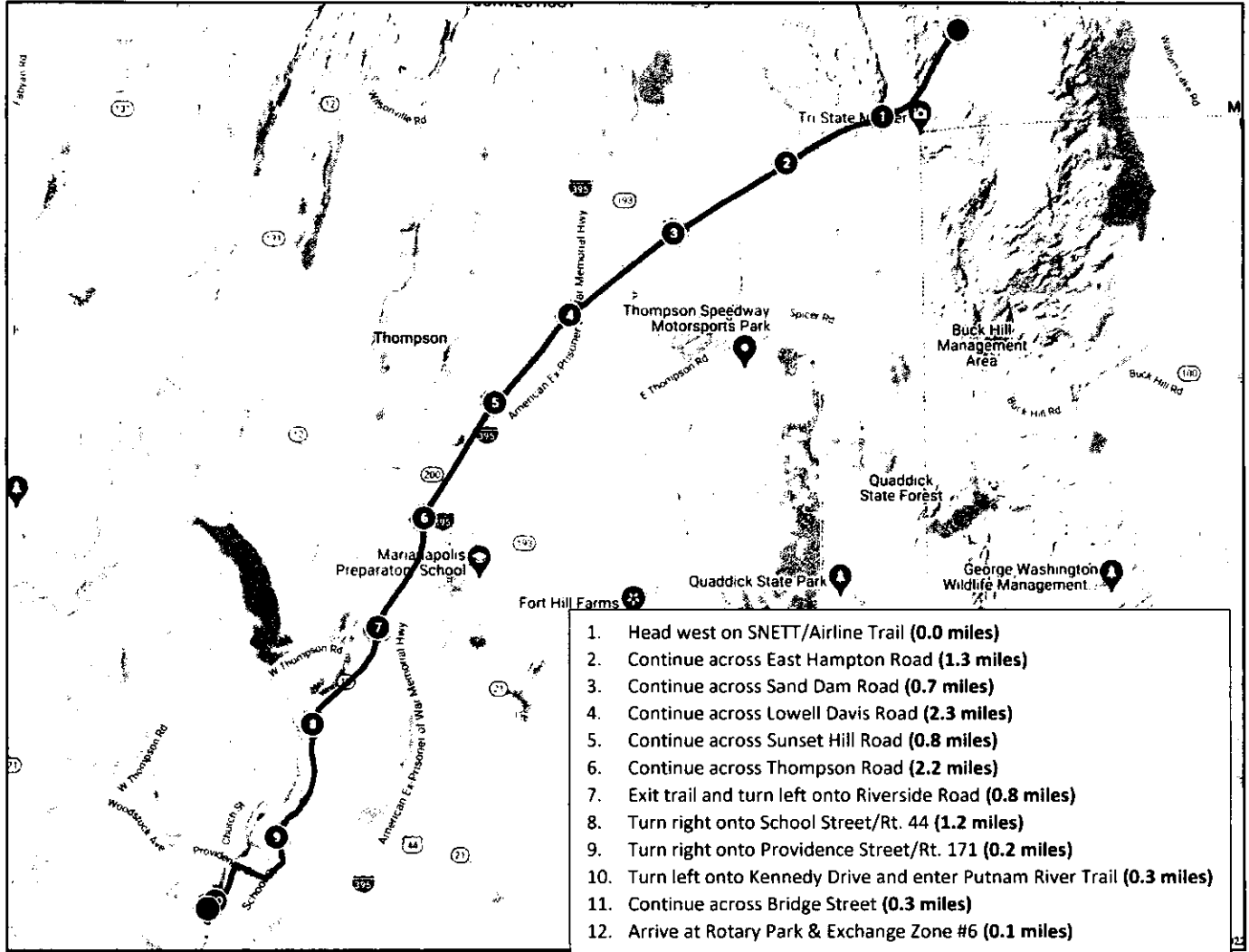
Additional parking available along Putnam River Trail and Kennedy Drive.

**Running Details**

**Start:** Douglas State Forest, Douglas, MA

**Finish:** Rotary Park, Putnam, CT

DISTANCE	START ELEVATION	MAX ELEVATION	ELEVATION GAIN	DIFFICULTY	TERRAIN
<b>10.0 MILES</b>	<b>588 FEET</b>	<b>592 FEET</b>	<b>331 FT</b>	<b>HARD</b>	<b>CINDER TRAIL/ ROAD/PAVED TRAIL</b>



**Safety Notes:**

- Stay on sidewalk / bikeway / trail where applicable
- Use caution crossing streets
- Follow directional signs

**Exchange Note:** Exchange Zone #5 (at the beginning of this leg) is located at about 0.1 miles down a short dirt connector trail, on the SNETT inside Douglas State Forest.

**AGENDA ITEM COVERSHEET**

**Submitted by:** Elaine Sistare

**Date for Consideration:** 6-5-23

**Town Attorney Review Required:** No.

**Financial Summary:**

Based on conversations between the Town Building Official and the Putnam Fire Department, the Fire Department plans to install an emergency generator onsite at their Church Street Facility.

The estimated construction cost is approximately \$83,000; which would calculate to a Town Building Permit fee of about \$920.

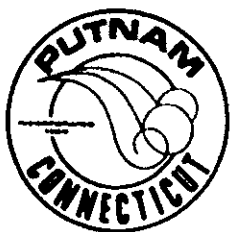
They expect to apply for a Building Permit in upcoming weeks.

**Staff Recommendation:**

Request BOS approval to waive Town's Building Permit Fee. State Fee still applies.

**Supporting Materials (if yes, list attachments):**

None.



**TOWN OF PUTNAM**  
MUNICIPAL COMPLEX ~ TOWN HALL  
200 SCHOOL STREET, PUTNAM, CT 06260  
860-963-6800 ~ [www.putnamct.us](http://www.putnamct.us)

June 17, 2023

Dear Emma,

Due to an already planned trip, I am unable to attend today.

I did want to extend my congratulations on attaining the Eagle Scout achievement.

The Putnam Middle School is grateful for the replacement and freshening of their scoreboard.

Again, CONGRATULATIONS!

A handwritten signature in black ink, appearing to read "Wilfred Bousquet". The signature is fluid and cursive, with a large initial "W" and "B".

Wilfred Bousquet  
Putnam Parks and Recreation Director



CERTIFICATE OF APPRECIATION

TO EAGLE SCOUT

EMMA BARBEAU

For your Eagle Scout Project: Replacing the  
SCOREBOARD at the PMS SOFTBALL FIELD

JUNE 17, 2023

*Wilfred Bousquet*  
Wilfred Bousquet,  
Director of Parks & Recreation



*Teri Bruce, Ed.D.*  
Dr. Teri Bruce,  
Principal Middle School