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| <b>Town of Putnam</b>                                                                                                                                                                                                                                         |                                       |
| <b>Redevelopment Agency</b>                                                                                                                                                                                                                                   |                                       |
| <b>Meeting Agenda</b>                                                                                                                                                                                                                                         |                                       |
| Conference Room #201                                                                                                                                                                                                                                          |                                       |
| Tuesday, October 10 <sup>th</sup> 2023, 8:00 AM                                                                                                                                                                                                               |                                       |
| <p>Join Zoom Meeting:</p> <p><a href="https://us06web.zoom.us/j/85372502035?pwd=uoX5JDZ8abVF6wQzjrLbYRU3bpbkhV.1">https://us06web.zoom.us/j/85372502035?pwd=uoX5JDZ8abVF6wQzjrLbYRU3bpbkhV.1</a></p> <p>Meeting ID: 853 7250 2035</p> <p>Passcode: 8k5y3z</p> |                                       |
|                                                                                                                                                                                                                                                               |                                       |
| 1. Roll Call                                                                                                                                                                                                                                                  |                                       |
| 2. Approval of Meeting Minutes*                                                                                                                                                                                                                               |                                       |
|                                                                                                                                                                                                                                                               | September 12 <sup>th</sup>            |
|                                                                                                                                                                                                                                                               |                                       |
| 3. Reporting of Expenditures                                                                                                                                                                                                                                  |                                       |
| 4. New Business                                                                                                                                                                                                                                               | i. Brownfield Municipal Grant Program |
|                                                                                                                                                                                                                                                               | ii. Blight Report                     |
| 5. Old Business                                                                                                                                                                                                                                               |                                       |
|                                                                                                                                                                                                                                                               | i. Belding Mill                       |
|                                                                                                                                                                                                                                                               |                                       |
|                                                                                                                                                                                                                                                               |                                       |
| 6. Updates                                                                                                                                                                                                                                                    |                                       |
|                                                                                                                                                                                                                                                               | i. CDBG Report                        |
|                                                                                                                                                                                                                                                               |                                       |
| 7. Public Participation                                                                                                                                                                                                                                       |                                       |
| 8. Adjournment*                                                                                                                                                                                                                                               |                                       |

\*Vote Required

| Town of Putnam                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| Redevelopment Agency                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Meeting Minutes                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Conference Room #201                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Tuesday, September 12 <sup>th</sup> 8:00 AM                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Join Zoom Meeting:<br><a href="http://us06web.zoomus/j/87484188704?pwd=bWduMmE1WVBCQmZ4UkVpUDY2NWdrUT09">http://us06web.zoomus/j/87484188704?pwd=bWduMmE1WVBCQmZ4UkVpUDY2NWdrUT09</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                       | Meeting opened at 8:00 am                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 1. Roll Call                                                                                                                                                                          | Chair Paul Grenier, PRA Director Carly DeLuca, Vice-Chair Lee Konicki, Agency members: Dawn Krasnecky, Delia Fey, and Doug Taylor. Recording Secretary Jackie Lefevre and Land Use Agent Bruce Fitzback.<br>Director shared the office has accepted a letter of resignation from member Ron Coderre. Doug Taylor was appointed by the BOS on September 5, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2. Approval of Meeting Minutes*                                                                                                                                                       | <ul style="list-style-type: none"> <li>i. May 9, 2023: Vice-Chair Konicki motion to approve as presented, seconded by Member Krasnecky, motion passed.</li> <li>ii. June 13<sup>th</sup>: Vice-Chair Konicki motion to approve as presented, seconded by Member Krasnecky, motion passed.</li> <li>iii. August 15<sup>th</sup>: Vice-Chair Konicki motion to approve the minutes as presented, seconded by Member Krasnecky, motion passed.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 3. Reporting of Expenditures                                                                                                                                                          | Director explained the expenditure from the Prof. Services line item.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 4. New Business                                                                                                                                                                       | <ul style="list-style-type: none"> <li>i. Blight Officer Report: Director introduced Tom Bobrowski. Tom shared a PowerPoint presentation. He explained the process once a complaint/discovery of a blighted area is received and reviewed the attached report.</li> <li>ii. Brownfield Assessment Grant Application*: Director stated a Brownfield Assessment Grant, with the assistance from One Earth Environmental consultant Wayne Bugden, is being pursued for 2 Furnace Street. Grant deadline is September 22<sup>nd</sup>. Director estimates an invoice from OEE will be \$4,000 that will be requested from the ECD Trust Fund.</li> <li>iii. Glidepath Option Agreement: Last meeting Director noted Glidepath has dissolved their option to purchase 176 &amp; 178 Park Road. Director had a meeting with Key Capture Energy and learned they will also be dissolving their option to purchase 192 Park Road. Director suggested appraisals be done on all 3 lots. An estimate of \$ 3,600 has been obtained for appraisals. Vice-Chair Konicki motioned to pursue the appraisals, seconded by Member Fey, motion passed.</li> </ul> |
| 5. Old Business                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>i. Belding Mill: Director reported the Town is waiting on a Flood Management Certification from the State. Contracting is in process.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 6. Updates                                                                                                                                                                            | <ul style="list-style-type: none"> <li>i. CDBG Report: Report was reviewed. \$260,000 of grant funding has been allocated, to date. Funding anticipated to be expended prior to February 2024. An informational meeting doesn't appear to be necessary, as previously thought. The CDBG Consultant recently shared there are enough projects in pipeline to allocate remaining funds.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| ii. Public Participation                                                                                                                                                              | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| iii. Adjournment*                                                                                                                                                                     | Member Taylor motioned to adjourn, seconded by Member Fey, motion passed.<br>Meeting Adjourned at 8:51 am                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

\*Vote Required



**TOWN OF PUTNAM**  
MUNICIPAL COMPLEX  
TOWN HALL  
200 SCHOOL STREET • PUTNAM, CT 06260

**October 2023 Blight Enforcement Activity Report**

Report Prepared By: Tom Bobrowski

Department: Blight

Date of Report: October 4, 2023

Reporting Period: **July 31, 2023, through October 4, 2023**

**Significant Efforts during Reporting Period:**

- Creation/approval of documents to be used for notification of violators in compliance with Blight Ordinance
- Creation/approval of citation process for violations pursuant to the Blight Ordinance
- 55 properties identified as possible violators; 45 initial notices sent to property owners; 50% of noticed properties/owners have voluntarily complied with notices & corrected the identified violation(s)
- 10 fine notices have been sent to unresponsive or uncooperative property owners.

**Spotlight Properties:**

- 247-249 Providence Street – significant improvement has been made. Owner of property is in the process of evicting tenants, which should be completed at the end of October. (see photos).
- 38 Park Street – notice sent to the property owner, who is a foreign entity/investment company. Property was very quickly cleaned up following receipt of the initial notice. (see photos).

**Attachments:**

- Before & after photos of spotlight properties
- Listing of Notices Sent/Cited Properties

Respectfully,

Thomas Bobrowski  
Blight Enforcement Officer  
(860) 963-6800 Ext 109 (P)  
[thomas.bobrowski@putnamct.us](mailto:thomas.bobrowski@putnamct.us)

**247-249 Providence Street**



Panoramic Photograph captured on August 5<sup>th</sup>, 2023



Photograph Captured on September 7<sup>th</sup>, 2023

**38 Park Street**



Photograph Captured on August 26<sup>th</sup>, 2023



Photograph Captured on September 27<sup>th</sup>, 2023

| Address                     | Source   | First Letter | Notes                                           |
|-----------------------------|----------|--------------|-------------------------------------------------|
| 1 167-171 S. Main Street    | Self     | 8/7/2023     |                                                 |
| 2 8 Genevieve Street        | Citizen  | 8/7/2023     | Owner cleaning property on 8/12; moved          |
| 3 247-249 Providence Street | Previous | 8/7/2023     |                                                 |
| 4 25 Dudley Street          | Previous | 8/7/2023     | Notice sent to wrong owner                      |
| 5 30-32 Marshall Street     | Self     | 8/7/2023     | Trash removed as of 9/4/23                      |
| 6 118-120 Pomfret Street    | Previous | 8/7/2023     | State Marshal picked up notices to deliver      |
| 7 142 S. Main Street        | Previous | 8/7/2023     |                                                 |
| 8 225 School Street         | Self     | 8/7/2023     | Trash removed; grass moved                      |
| 9 284 School Street         | Previous | 8/7/2023     | Active permit; Barney advised to give until 9/1 |
| 10 344 Chase Road           | Previous | 8/10/2023    | Meeting with Scott 8/15                         |
| 11 13 Chase Street          | Citizen  | 8/7/2023     | Trash removed                                   |
| 12 35 King Street           | Self     | 8/7/2023     | Mowed/property listed for sale 8/10/23          |
| 13 158 Park Road            | Previous | 8/7/2023     | Sold                                            |
| 14 89 Mantup                | Previous |              | Visit on 8/15; see daily log; Lis Pendens       |
| 15 192 Walnut Street        | Citizen  | 8/14/2023    | Junk cars removed/bus relocated 8/21/23         |
| 16 16 Park Road             | Self     |              | Active building permit                          |
| 17 207 Killingly Avenue     | Self     | 8/10/2023    | See daily log                                   |
| 18 64 Woodside Avenue       | Self     | 8/10/2023    | See daily log; efforts ongoing                  |
| 19 57 School Street         | Self     | 8/10/2023    | Bulky items removed 8/13/23                     |
| 20 7 Mohegan Street         | Self     | 8/14/2023    | Trash removed 8/17/23                           |
| 21 122-124 Powhattan Street | Self     | 8/14/2023    |                                                 |
| 22 89-91 Powhattan Street   | Self     | 8/14/2023    | Grass mowed 9/4/23                              |
| 23 180 Recreation Park Road | Previous |              |                                                 |
| 24 21 Dudley Street         | Previous | 8/17/2023    | Notice sent 8/17                                |
| 25 168 Recreation Park Road | Previous | 8/21/2023    | Vehicle removed 8/28/23                         |
| 26 219 Providence Street    | Self     | 8/22/2023    | Roof being replaced; permit pulled              |
| 27 223 Providence Street    | Self     |              |                                                 |
| 28 50 Green Street          | Self     | 8/22/2023    | Noticed mowed lawn on 9/4/23                    |
| 29 54-56 Mill Street        | Self     | 8/22/2023    | Active building permit; work being performed    |
| 30 1 Bellevue Street        | Self     |              |                                                 |
| 31 181-183 S. Main Street   | Self     | 8/28/2023    |                                                 |
| 32 29 Sunset Avenue         | Self     | 8/28/2023    |                                                 |
| 33 177 Park Road            | Self     | 8/28/2023    | Left angry VM on 8/31...see daily log           |
| 34 54 Park Street           | Self     | 8/28/2023    | Lawn mowed 8/31/23                              |
| 35 46 Park Street           | Self     | 8/28/2023    | Spoke with owner...she has hired company to be  |

|                               |         |           |                                               |
|-------------------------------|---------|-----------|-----------------------------------------------|
| 36 38 Park Street             | Self    | 9/19/2023 | Active building permit/no work; see daily log |
| 37 1-5 Park Street            | Self    | 8/28/2023 | Message from owner; trash removed             |
| 38 44-48 Farrow's Street      | Citizen | 8/28/2023 | Mattress removed (9/19/23)                    |
| 39 19 Battey Street           | Self    | 8/28/2023 | Grass mowed.                                  |
| 40 171 Providence Street      | Self    | 9/25/2023 | Talked to owner; see daily log                |
| 41 46 Grove Street            | Self    | 9/5/2023  | Mattress removed 9/20/23                      |
| 42 65-67 Smith Street         | Self    | 9/5/2023  | Mattress removed                              |
| 43 68-70 Smith Street         | Self    | 9/5/2023  | Immediate Health issues discussed w/NDH       |
| 44 75-77 Van Den Noort Street | Self    | 9/5/2023  |                                               |
| 45 31 Roosevelt Street        | Self    | 9/5/2023  | Dumpster delivered for tenant use 9/15/23     |
| 46 76 Chapman Street          | Self    | 9/5/2023  | Mowed                                         |
| 47 68-70 Chapman Street       | Self    | 9/5/2023  | Trash still present 9/19/23 & 9/28/23         |
| 48 49 Battey Street           | Self    | 9/5/2023  | Mowed (observed on 9/19/23)                   |
| 49 133 Grove Street           | Citizen |           | Mattress removed prior to visit               |
| 7 Dewey Street                | Self    | 9/25/2023 | Grass                                         |
| 89 Walnut Street              | Self    | 9/25/2023 | Garbage                                       |
| 47-49 Mill Street             | Citizen |           | Playscapes litter the yard/not blight         |
| 38 George Street              | Citizen |           | Spoke with owner's daughter; see notes        |
| 324-328 Church Street         | Self    | 9/28/2023 |                                               |

Dept CC'd

Date Cited:  
9/14/2023

State Marshal Doherty  
NDDH/Donovan Moe

9/14/2023

Fire Marshall

Building Official

9/14/2023

9/19/2023

Building Official

9/26/2023

9/19/2023

begin work next week.

9/19/2023

NDDH/Donovan Moe

9/28/2023  
9/28/2023

9/28/2023



# Town of Killingly

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## Memorandum Community Development Office

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

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

DATE: October 3, 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 \$307,000 of the construction funding in the grant (95%) 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 contracted and work is approximately 60% complete. The project will be 100% complete in mid-October, weather permitting.

20-02 – Single family property. Project has been placed under contract. The project is approximately 95% complete. The project will replace the roof and gutters, stain the house, install a new door and replace smoke/co2 detectors. A change order to complete mold remediation in the attic will increase the cost of the contract.

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

20-04 – Single family property. Contracts were signed in early September. The family will need to be relocated during construction and will begin when windows and siding are available.

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. Contracts have been signed to replace the sewer lateral to the main line. Due to weather conditions, work will be completed in early October.

20-07 – Two family property used as a single family. Contracts were executed on August 1, 2023 with work to begin later in August. The project will make repairs to the well and replace the roof/repoint the chimney. Due to constant owner meddling, the project has been placed on hold.

20-08 – Single family property. Phase I was completed in January. Work included removal/replacement of solar panels, roof and gutter replacement. The lead hazard control bids have been received and reviewed with the homeowner. The request to exceed the \$35,000 maximum project cost has been approved. Contracts will be executed in early October.

20-09 – Three-family property. Two of three units are eligible and the owner has been given an award letter with financial conditions. A property inspection will be conducted in August; however, I am skeptical that this project will move forward.

20-10 – Single family property. The owner has been qualified and was inspected in April. The project is currently out-to-bid.

20-11 – Single family property. Phase I work (new heating system, hot water, and smoke detectors) is 100% complete. Phase II work is scheduled to begin in early October.

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. The application has been reviewed. Additional information is required from both units. The property owners are most likely over income.

20-14 – Two family property – both owner units. Additional information is required from both units. The property owners are most likely over income.

Due to the receipt of program income in the past six months, an additional project may be necessary to expend all funding. Application 20-09 is being skipped since it will require more money than is available. A final project has been identified and will be reviewed and inspected in October.

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