

**Town of Putnam  
Redevelopment Agency  
Agenda**

Conference Room #201  
Tuesday, May 14, 2024 – 8:00 am

Join Zoom Meeting

<https://us06web.zoom.us/j/85028562186?pwd=lafmHUIBuaQNDJ2E2N1uJMxrzd9rx.1>

Meeting ID: 850 2856 2186

Passcode: 8Kn4yb

- a.) Call to Order:
- b.) Approval of Meeting Minutes of the Previous Meeting\*
  - i. April 09. 2024 Meeting\*
- c.) Communications:
- d.) New Business:
- e.) Reports of Officers and Committees:
  - i. Blight Officer Report
- f.) Old Business:
  - i. George Washington Park Tree Plantings Update
- g.) Public Comments
- h.) Other:
  - i. Report of Expenditures
  - ii. CDBG Report
- i.) Adjournment:

\*Vote Required

**TOWN OF PUTNAM  
Redevelopment Agency  
April 9, 2024**

**REGULAR MEETING  
MINUTES**

The Putnam Redevelopment Agency met for a Regularly Scheduled meeting Tuesday, April 09, 2024, in Conference Room - 201, 200 School Street, Putnam, CT 06260.

The Chair opened the meeting at 8:00 a.m.

**a.) Call to Order:** Chair Lee Konicki, Agency members: Delia Fey, Paul Grenier, Doug Taylor.

Absent: Vice-Chair Dawn Krasnecky.

Also Present: PRA Director Mary Ann Chinatti, Recording Secretary Jackie Lefevre.

**b.) Approval of Meeting Minutes of the Previous meeting\***

- i. March 12, 2024 Meeting\* **(M/S/C)** Taylor/Grenier to approve the minutes as presented; passed unanimously.

**c.) Communications:** None

**d.) New Business:** None

**e.) Reports of Officers and Committees:**

- i. **Blight Officer Report:** None. The Chair announced a new Blight Officer has recently been hired.

**f.) Old Business:**

- i. **George Washington Park Tree Plantings:** Chair Konicki provided a brief update on the project to update Member Fey. Assistant Lefevre contacted Pride's Corner, in Lebanon, CT, to inquire about delivery and confirm cost of the 3 Autumn Blaze maple trees. She was told there must be x number of units before delivery is available. Three trees do not constitute enough units. The cost is \$ 125.52 each for bucketed trees- only two left and are being held until after today's meeting; however, there are several burlap/ball root Autumn Blaze trees at a cost of \$ 440 each. Brief discussion followed.

**(M/S/C)** Member Fey/Taylor to request the Economic Development Commission to consider and approve the expenditure of up to \$1500 for the

purchase of the trees best suited for the project; carried unanimously.

The Chair will inquire as to which is better suited for the project (the bucket/root ball burlap trees) before purchase is made.

**g.) Public Comments:** None

**h.) Other:**

**i. Report of Expenditures:** no questions/comments.

**ii. C.D.B.G. Report:** None

Director reported prevailing wages have become a major issue from beginning to end of a Brownfield project. Legislation passed in 2017 included that prevailing wages are required for not only the state-funded portion of the work but also the privately funded portion of a Brownfield project. She is working to coordinate a meeting with CT's northeast and southeast legislators to discuss the matter.

**i. Adjournment: (M/S/C)** Taylor/Grenier to adjourn at 8:10 a.m.; motion carried.

Respectfully submitted,  
Jackie Lefevre, Recording Secretary

**PRA FY 2324**  
**Accounts Payable**  
**April 2024**

PRA Town Budget /FY 23/24  
July 1, 2023 to June 30, 2024

Prof. Services

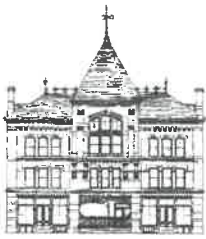
| Date      | Name            | Description                   | Amount    |
|-----------|-----------------|-------------------------------|-----------|
| 4/12/2024 | Halloran & Sage | General Legal - Redevelopment | \$ 532.00 |

Advertising  
Date

| Name | Description | Amount |
|------|-------------|--------|
|------|-------------|--------|

Belding Mill or Foundry Grant

| Date      | Name            | Description                       | Amount      |
|-----------|-----------------|-----------------------------------|-------------|
| 4/10/2024 | The Bulletin    | Legal Ad- Foundry Grant RFQ       | \$ 346.35   |
| 4/12/2024 | Halloran & Sage | Legal Fees - Belding Mill project | \$ 405.00   |
| 4/12/2024 | Halloran & Sage | Legal Fees - Foundry project      | \$ 2,025.00 |
|           |                 |                                   | \$ 2,776.35 |



# Town of Killingly

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## Memorandum Community Development Office

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TO: Mary Ann Chinatti, Director, Department of Economic and Community Development  
Town of Putnam

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

DATE: May 9, 2024

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 received the formal extension from the Department of Housing approval through June 30, 2024.

Additional program income has been received that will require additional units to be evaluated and contracted. I am unsure that there is time to complete comprehensive rehabilitation due to time constraints. We are currently looking for roofing and/or heating system replacement 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 successfully completed. Work included a new roof, including roof structural repairs and smoke detectors.

**20-02** – Single family property. The project has been successfully completed. Work included roof and gutters replacement, house staining, installation of a new door, attic mold remediation and replace smoke/co2 detectors.

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

**20-04** – Single family property. The project has been successfully completed. The project replaced some windows, completed lead and asbestos abatement, provided new siding.

**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 is also complete. Phase II work replaced the sewer lateral to connect to the main line in the street.

**20-07** – Two family property used as a single family. New contracts were executed in December 2023 after a project scope revision and rebid. The chimneys were rebuilt in December and the roofs were replaced in January. The “owner preferred” subcontractor has notified the general contractor that the water treatment system cannot be completed as originally specified. The general contractor is investigating alternative ways to remove lead in the water.

**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. Lead work has been completed and is waiting for final lead clearance.

**20-09** – Three-family property. Two of three units are eligible and the owner has been given an award letter with financial conditions. The owner has withdrawn her application due to insufficient financial resources.

**20-10** – Single family property. The project has been successfully completed. Work included a new roof, gutters and smoke detectors. The owner will execute the final paperwork in May.

20-11 – Single family property. Phase I work (new heating system, hot water, and smoke detectors) is 100% complete. Phase II work was nearing completion when it was discovered that a wall and portion of a roof were completely rotted. The owner's insurance company has denied the claim. A request to exceed the \$35,000 maximum project cost has been requested. The State granted the request on January 23, 2024 – 1 week before the end of the program. The owner and contractor have discussed how the project will move forward. Work is expected to resume in mid-May.

20-12 – Single family property. Additional information has been requested from the owner before the application review can be completed. No additional information has been provided.

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. No additional information has been provided.

20-14 – Two family property – both owner units. Additional information is required from both units. The property owners are most likely over income. No additional information has been provided.

20-15 – Single family property. Property has been placed under contract. Work is on-going and approximately 50% complete.

20-16 – Single family property. Property has been initially inspected. Based on the inspection, the owner lied on her application regarding the number of people living in the home. The application has been placed on hold indefinitely. The property has been sold.

20-17 – Single family property. Property has been placed under contract. Work is on-going and is approximately 50% complete.

20-18 – Three family property. Additional information is required from the property owner.

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