

MAYOR AND SELECTMEN'S MEETING AGENDA

Monday, June 17, 2024 @ 7::00 PM

Putnam Municipal Complex,

Room 109

200 School Street, Putnam, CT

Also. via Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/86477104501>

Meeting ID: 864 7710 4501

• +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 June 3, 2024, Board of Selectmen Meeting
5. Petitions & Communications
6. Reports of Special Committee
7. Reports of Standing Committee
 - A. General Government Committee
8. Town Administrator Report
9. Unfinished Business
10. Grant Considerations and Updates
 - A. Resolution for Putnam EMS Facility Grant
11. New Business
 - A. Accept the resignation of Dawn Krasnecky from the Economic Development and Redevelopment Agencies.
 - B. Accept the resignation of Jamie Soroka from the Putnam Arts Council.
 - C. Accept the resignation of Christopher Steinbrick from the Board of Education.
12. Public Comment – 3- minute maximum per person.
13. Executive Session – Highway and Parks and Ground Union Negotiations, Property transfers Q-Tech Park, Town Administrator Evaluation
14. Adjournment

Mayor and Selectmen Meeting Minutes of
June 3, 2024
Also available via: Zoom Meeting ID #
847 1449 3459

| TOPIC | Discussion |
|-----------------------------------|---|
| PRESENT: | Mayor Seney, Deputy Mayor Simmons, Selectman Hayes, Selectwoman Marion, Selectman Pempek, Selectman Pomes, and Selectman Paquin |
| ABSENT: | |
| 1. Call to Order | Mayor Seney called the meeting to order at 7:00 PM |
| 2. Pledge of Allegiance | Led by Mayor Seney |
| 3. Public Comment | 3 – minute maximum per person None |
| 4. Approval of the Minutes | A. Minutes from May 20, 2024, Board of Selectmen Meeting Deputy Mayor Simmons made a motion to approve the minutes from the May 20, 2024, Board of Selectmen Meeting as presented. The motion was seconded by Selectman Paquin and passed unanimously. |
| 5. Petitions & Communication | None |
| 6. Reports of Special Committee | None |
| 7. Reports of Standing Committee | A. General Government Committee None |
| 8. Unfinished Business | None |
| 9. Grant Considerations & Updates | None Deputy Mayor Simmons made a motion to add item 10. E, Property Tax Exemption to the agenda. The motion was seconded by Selectman Pempek and passed unanimously. |
| 10. New Business | A. WPCA Lead Service line. Deputy Mayor Simmons made a motion to table the subject until after Atty review. The motion was seconded by Selectman Pomes and passed |

| | | |
|-----|----------------|--|
| | | unanimously. |
| | | <p>B. Combining the Planning & Zoning Commission, Set the date for Public Hearing and Special Town Meeting.</p> <p>Deputy Mayor Simmons made a motion to send the combination of the Planning & Zoning Commission to public hearing on June 17th at 6:30 PM and a Special Town Meeting on June 17th at 6:45 PM, at the Putnam Municipal Complex, Room 109. The motion was seconded by Selectman Paquin and passed unanimously.</p> <p>C. Approval of space for dumpster needs of Union at 26-28 Union Street</p> <p>The Mayor and Selectmen discussed the approval of space. An MOU will be drawn up for Selectmen approval, requiring a privacy fence around the dumpsters, a lock and insurance requirements.</p> <p>D. Use of ARPA funds for 800 Megahertz radios for East Putnam Fire, Putnam Fire, Putnam Police, and all Town vehicles.</p> <p>East Putnam Fire requested the amount of \$80,288.85, to purchase new radios, 5 of which will have 800-Megahertz capability. The Board discussed having an ad hoc committee established to discuss town/state- wide communication equipment.</p> <p>Selectman Paquin made a motion to approve the use of ARPA funds, in the amount of \$80,288.85 for station #79, East Putnam Fire, to purchase radios as requested. The motion was seconded by Selectman Pempek and passed unanimously.</p> <p>Deputy Mayor Simmons made a motion to allow Mayor Seney to select an Ad-Hoc committee to address the larger communication's issue. The motion was seconded by Selectman Paquin and passed unanimously.</p> <p>E. Property Tax Exemption for Veterans</p> <p>Mayor Seney wanted to inform the Selectmen about the new Public Act regarding property tax exemption for Veterans. Mayor Seney stated the Assessors office is still obtaining information regarding the issue and it does not begin until October 1, 2024.</p> |
| 11. | Public Comment | 3-minute maximum per person None |
| 12. | Adjournment | Selectman Hayes made a motion to adjourn at 7:48 PM. The motion was seconded by Deputy Mayor Simmons and passed unanimously. |
| | | Respectfully submitted: Denise A. Geeza, Executive Assistant |

Town Administration

Contract Updates

- Kennedy Drive Parking Improvements: Fully executed Contract between Town and B&W Paving of Oakdale, CT.

Recent

- MSW and Recycling transition with Casella. Continued efforts include invoice preparation, July revenue collection, and August monitoring for plan payments/participation.
- FY25 budget startup activities, including preparing financial software setup and calculating applicable July 1st transfer requests to the BOF (Union contract rates ratified following budget preparation). All non-union salaries for FY25 have been prepared.
- Prepared draft Ordinance for combined Planning and Zoning Commission, upcoming Special Town Meeting in June.
- Union Negotiations for Highway and Parks & Grounds Unit ongoing, recent Union response following the initial meeting. (WPCA unit to follow Highway and P&G)
- Ongoing: Coordination with new Blight Officer and several departments that require coordination (Building, Fire, ECD, Land Use). Expect Town-led demolition of 284 School Street in June.
- In coordination with ECD, Foundry Grant RFP and review/interviews of responding firms; and Air Line Trail Grant RFP and review/scheduled interviews. Also submitted TAP Grant application for Putnam River Trail into Killingly.
- School Street Sidewalks, coordinated with DOT regarding property owners for rights-of-entry, waiting for final DOT approval to advertise/bid.
- Ongoing follow-up regarding CONN-OSHA visits in March 2024, including submittal of fine payments, and gathering responses to corrections required.

Upcoming

- Ongoing: MSW Contract and coordination of program. Will coordinate with Revenue Office for invoicing and payments through July and August, including program participation numbers after invoices are due.
- FY24 Year-End general government operating efforts, including requesting BOF transfers between departments, and consideration for some capital projects.
- FY25 Start of Year financial preparation with Department Heads and Capital Plan.
- Continued Union negotiations for the Highway and Parks & Grounds Unit, and start of WPCA Unit negotiations.
- Final property closing efforts for Eversource Kennedy Drive property, with coordination of Parking Lot Improvements work. Closing planned by June 30th.

Road and Sidewalk Improvements

Recent / Ongoing

- Grove Street sidewalks: Upcoming last invoice and retainage tracking, and other project closeout activities.
- School Street Sidewalks projects: expect DOT approval to advertise in upcoming weeks.
- Kennedy Drive Parking Improvements: per above, award to B&W Paving. Construction planned this summer.
- [Ongoing: Highway has various additional paving projects seasonally.]

Upcoming

- Grove Street: final project financial analysis.
- School Street: Expect finalization and bidding in upcoming months, with likely 2025 construction season.
- Highway Department various throughout town.

Bridges

Recent

- Danco Road Bridge: Final DOT coordination including temporary and permanent easements. Upcoming advertisement for Summer 2024.
- Ongoing: Consultant work on inspecting under-20-ft span bridges.
- Same as last month/Ongoing: Received Commitment to Fund for State DOT for the state's new 100% funded program, including Bridges E Putnam over Cady Brook and Chase Road over Cady Brook, with possible Rhode Island Road over Mary Brown Brook also eligible. Working with NECCOG to consider modifying road classification to hopefully get East Putnam over Mary Brown Brook also eligible for 100%.
- [Note Highway Department continues to complete minor repairs that were identified on previous inspections (spalling repair, guiderail repair).

Upcoming

- Ongoing: Working with consultants, DOT, NECCOG for long-term planning of Town bridge improvements. Completed scheduled FY24 bridge inspections, including the one-lane to WPCA.
- Danco: approval to bid and advertisement.
- Ongoing/same as last month: In-house minor repairs to bridges to comply with DOT inspection comments. Highway Department leading.
- Ongoing: Altered plan instead of moving forward on 50/50 funding program, investigate road classification for East Putnam Road Bridge over Mary Brown Brook. (2025 or beyond construction).

Athletic and Recreation

Recent / Ongoing

- Ongoing: Gravel excavation by contractor for Sabin Street Recreation Field construction work. Land Use Agent leading. Summer 2024 will also require additional crushing activities.
- Ongoing: coordination with consultant Weston & Sampson for Airline Trail Improvements project Trail Bed Improvements including connection to Putnam River Trail at Quinebaug River (Town of Pomfret leading). Design continues towards 60% deliverable.
- Air Line Connection between Putnam and Thompson: Land Use and ECD review of RFP responses, upcoming interviews, and consultant selection.

Upcoming

- Ongoing: continue to identify State DOT and Railroad officials to discuss alternatives, and build support for Putnam-to-Thompson trail connection. Monitor grant availability and submit applications if eligible.
- Ongoing: Air Line Trail towards Thompson: plan for consulting engineer selection in upcoming weeks. Land Use and ECD office coordinating.
- Ongoing: Air Line Trail from Pomfret: continued consultant design and permitting. Late Summer expect Putnam Wetlands Application.

Other Town Responsibilities

Recent

WPCA: Coordinating closing with DPH for lead service line inventory. While WPCA share is lower based on grant, confirmed that Loan requires approval of full \$425k amount, which will need to be done by Referendum. Expect upcoming months, possibly combined with other referendum effort.

- Belding Grant with State DECD: Town again requested an extension for Financial Assistance Agreement from DECD, pending DECD response. Continued discussions between DOL and DECD about prevailing wage implications.
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Upcoming / Ongoing

- Ongoing: Belding Grant including Financial Assistance Proposal with State DECD, coordinating project information between parties.
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Conferences and Training

Recent

- CCMO certification requirements. Ongoing annual credits required.
 - Annual CTCMA Meeting in Glastonbury, CT.
 - COST post-legislative session review meeting.
 - COST bi-monthly Board of Directors meeting.
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Upcoming

- CCM Women in Government Summit
 - COST bi-monthly Board of Directors meeting.
 - CCM webinars
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AGENDA ITEM COVERSHEET

TOPIC: Resolution for Putnam EMS Facility Grant

Date for Consideration: June 17, 2024

Submitted by: Mary Ann Chinatti, Director, Economic & Community Development/Redevelopment

Town Attorney Review Required: No

Financial Summary: Grant funding request of not more than \$3,780,300

Staff Recommendation: The Board's favorable action on this Resolution is requested.

Board Action Required:

The Board is requested to: Adopt the attached resolution authorizing the Mayor to apply for not more than \$3,780,300 in funding through the CT DECD Community Investment Fund 2030 for construction of a new EMS Facility.

While there is no match required, a portion of local funding is preferred and may require future BoF and /or BoS approval.

Supporting Materials (if yes, list attachments): Yes

Prepared Resolution

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
STATE OF CONNECTICUT
(AN EQUAL OPPORTUNITY EMPLOYER)
CERTIFIED RESOLUTION OF THE GOVERNING BODY

I, Christine Bright, Town Clerk, certify that below is a true and correct copy of a
(Name of Official) (Title of Official)

resolution duly adopted by The Town of Putnam
(Name of the Applicant)

at a meeting of its Board of Selectmen
(Governing Body)

duly convened on June 17, 2024 and which has not been rescinded or modified in
(Meeting Date)

any way whatsoever and is at present in full force and effect.

(Date)

(Signature and Title of Official)

SEAL

WHEREAS, pursuant to C.G.S. Section 32-763
(State Statutory Reference)

the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and **WHEREAS,** it is desirable and in the public interest that the TOWN OF PUTNAM make an application to the State for
(Applicant)

\$ 3,780,300 in order to undertake the NEW EMS FACILITY PROJECT
(Name and Phase of Project)

and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF PUTNAM BOARD OF SELECTMEN
(Governing Body)

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by
C.G.S. Section 32-763
(State Statutory Reference)

2. That the filing of an application for State financial assistance by
TOWN OF PUTNAM
(Applicant)

in an amount not to exceed \$ 3,780,300 is hereby approved and that

Norman B. Seney, Jr., Mayor

(Title and Name of Authorized Official)

is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of

TOWN OF PUTNAM

(Name of Applicant)

Dawn Krasnecky
202 Church ST.
Putnam, CT 06260

TOWN CLERK - PUTNAM CT



2024 JUN -6 P 4: 03

Dear Mary Ann,

This letter represents my official notice of resignation from my position with Economic Development and Redevelopment. This decision doesn't come lightly. Unfortunately, I have some health concerns that will not allow me to give 100% to each committee.

Sincerely
Dawn



June 3, 2024

TOWN CLERK - PUTNAM CT



To Whom It May Concern:

2024 JUN -6 P 3: 31

It has been a pleasure and honor to have served on the Putnam Arts Council these last several years. Unfortunately, at this time, I must limit my responsibilities and focus more on my new career and my family.

Please let this letter serve as my formal resignation from the Putnam Arts Council.

Respectfully,



Jamie Soroka

75 Vandale St

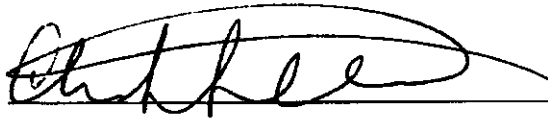
Putnam, CT 06260


Sorokajamie12@gmail.com

Letter of Resignation

Dear Town Clerk for the great town Putnam,
I have enjoyed my time on the Board of Education, but it has come to an end. I don't feel right not being able to attend meetings and functions after being voted onto the Board by the people of Putnam, so I am stepping down as of May 21st 2024.

Respectfully,
Christopher J. Steinbrick

 06/06/2024

TOWN CLERK - PUTNAM CT

2024 JUN - 6 P 4: 06