

MAYOR AND SELECTMEN'S MEETING AGENDA

Monday, July 15, 2024 @ 7:00 PM

Putnam Municipal Complex,

Room 109

200 School Street, Putnam, CT

Also. via Zoom:

Town of Putnam is inviting you to
a scheduled Zoom meeting.

Join Zoom Meeting

[https://us06web.zoom.us/j/8324
6000649](https://us06web.zoom.us/j/8324600649)

Meeting ID: 832 4600 0649

• +1 646 558 8656 US (New York)

-
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 17, 2024, Board of Selectmen Meeting
 5. Petitions & Communications
 - A. State Project No 0115-0122, Retaining Wall Replacement along Route 44
 - B. ECD Trust Fund Annual Report
 - C. Putnam EMS – Operations Report – July 1, 2023 – June 30, 2024
 6. Reports of Special Committee
 7. Reports of Standing Committee
 - A. General Government Committee
 8. Staff Quarterly Reports
 9. Town Administrator Report
 10. Unfinished Business
 11. Grant Considerations and Updates
 12. New Business
 - A. Consider the appointment of Monique Lynn Mailloux to the Board of Education with a term to expire 11/30/27
 - B. Consider the appointment of Marni D. Ciquera to the Zoning Board of Appeals with a term to expire 11/30/27.
 13. Public Comment – 3- minute maximum per person.
 14. Executive Session – Real Estate
 15. Adjournment



July 3, 2024

The Honorable Barney Seney
Mayor
Town of Putnam
Town Hall
200 School Street
Putnam, Connecticut 06260
Barney.Seney@putnamct.us

Dear Mayor Seney:

Subject: **Virtual Public Information Meeting Confirmation**
State Project No. 0115-0122
Retaining Wall Replacement Along Route 44
Town of Putnam

This is to confirm with your office the scheduling of a Virtual Public Information Meeting to be presented by the Connecticut Department of Transportation (CTDOT) concerning the subject project. The meeting will be held on Wednesday July 31, 2024, at 6 p.m. Instructions on how to access the meeting and other details can be found on the project webpage: <https://portal.ct.gov/dotputnam0115-0122>

A copy of the Public Meeting Notice, which contains a brief description of the proposed project, is transmitted herewith. Prior to the scheduled meeting, a member of CTDOT's project team will also provide the Town of Putnam (Town) with a copy of the project display materials for posting to the Town's website.

The Public Meeting Notice can also be distributed to interested parties and will be published in the Putnam Town Crier Newspaper on July 18th and July 25th.

If you would like to participate in introducing the meeting on the evening of the event or have any questions or comments regarding this project, please contact Meredith Andrews at Meredith.Andrews@ct.gov.

Very truly yours,

 Michael N. Calabrese, P.E.
2024.07.03 09:05:21-04'00'

Michael N. Calabrese, P.E.
Division Chief of Highway Design
Bureau of Engineering and Construction

Enclosure

cc: Travis Sirrinc, Highway Superintendent, Town of Putnam, Travis.Sirrinc@putnamct.us
Elaine Sistare, Town Administrator, Town of Putnam, Elaine.Sistare@putnamct.us
John Filchak, Executive Director, Northeastern Connecticut Council of Governments,
John.Filchak@neccog.org
District 2, DOT.ConstrD2@ct.gov

Members of the public are invited to:

**CONNECTICUT DEPARTMENT OF TRANSPORTATION
VIRTUAL PUBLIC INFORMATION MEETING**

State Project No. 0115-0122 - Retaining Wall Replacement Along Route 44

Town of Putnam

Wednesday, July 31, 2024 – 6:00 p.m.

Register: <http://portal.ct.gov/DOTPutnam0115-0122>

YouTube Livestream: <https://portal.ct.gov/ctdotvpimarchive>

The purpose of this meeting is to provide the community an opportunity to learn about the proposed project and allow an open discussion of any views and comments concerning the proposed improvements. A Question & Answer session will immediately follow the presentation.

The purpose of the project is to replace a section of retaining wall that supports Route 44 in the Town of Putnam to ensure the safety of the traveling public. The existing rubble stone retaining wall has shown visual signs of deterioration.

Proposed improvements to the wall include replacing approximately 270 feet of the existing wall that supports Route 44. The improvement will also include approximately 500 feet of full-depth reconstruction adjacent to the retaining wall. The proposed roadway cross-section will match the existing cross-section with 11-foot travel lanes and 4-foot shoulders in each direction, and a 5-foot concrete sidewalk. Approximately 1,400 feet of sidewalk will be reconstructed to extend beyond the roadway construction limits due to the poor condition of adjoining sidewalk. Roadside safety appurtenances atop the retaining wall will be upgraded to current design standards.

There are right-of-way impacts associated with the proposed improvements. The impacts include construction easements to complete the proposed improvements to the existing retaining wall. A permanent maintenance easement will be granted to the State of Connecticut (State) for the maintenance of the retaining wall. Rights to grade and construct driveway will also be required.

Construction is anticipated to begin in Spring 2026, based on the availability of funding, acquisition of rights-of-way and approval of permit(s). The estimated construction cost for this project is approximately \$10,030,000. This project is anticipated to be undertaken with eighty percent (80%) Federal funds and twenty percent (20%) State funds.

Please register for the Virtual Public Information Meeting at <http://portal.ct.gov/DOTPutnam0115-0122>. Registration is required to participate. Once registered, you will receive a confirmation email with a link to access the meeting.

Members of the public may submit comments and questions during the two-week public comment period following the meeting. Please direct comments and questions by **August 14, 2024** to: DOTProject0115-0122@ct.gov and (860) 594-2020, or directly to Meredith Andrews, P.E., Project Manager, at Meredith.Andrews@ct.gov

ACCESSIBILITY

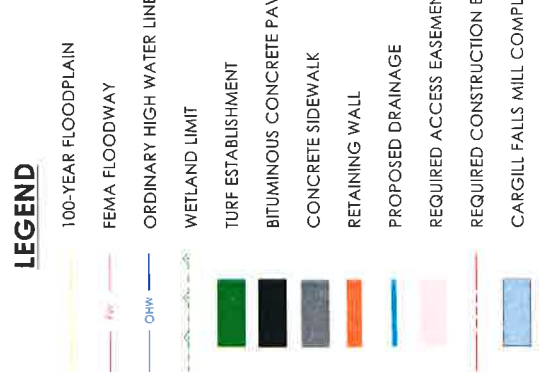
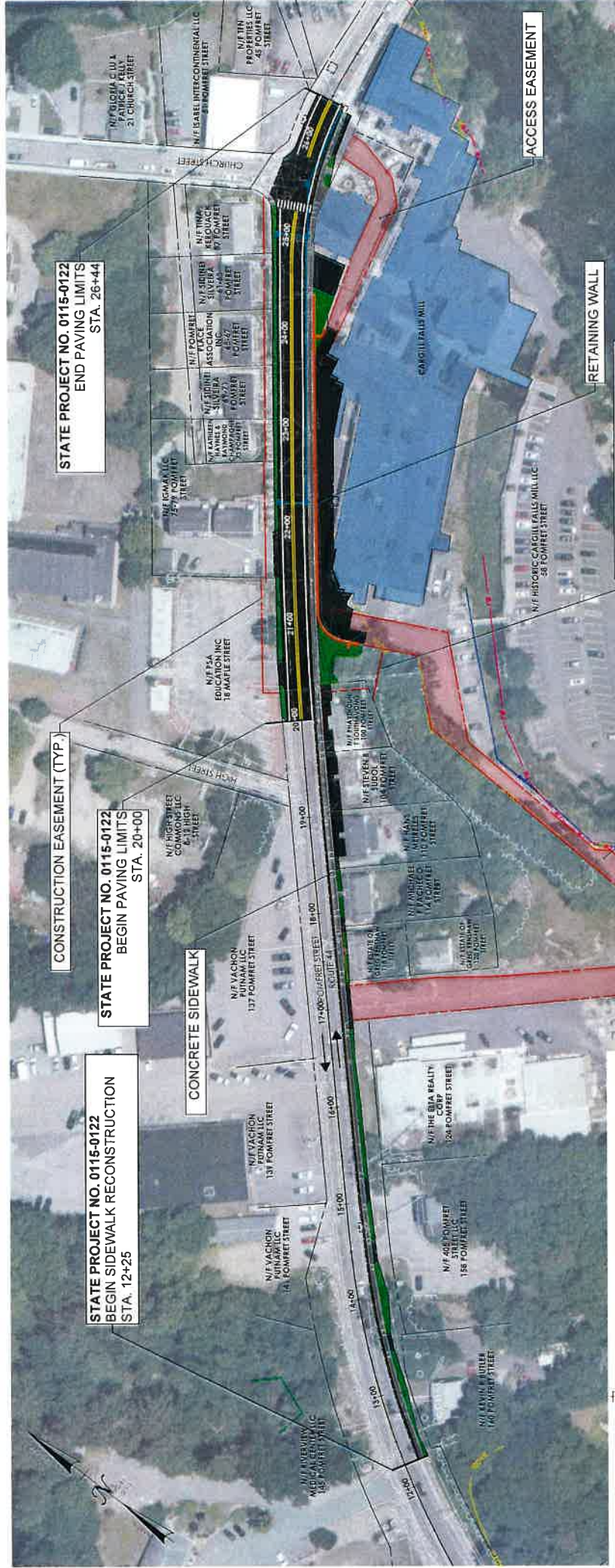
This meeting will also be livestreamed on YouTube and closed captioning will be available. Non-English translation options will be available on Zoom and YouTube. The recording will also be available on CTDOT's YouTube Virtual Public Information Meeting playlist: <https://portal.ct.gov/ctdotvpimarchive>

Persons with limited internet access may use the call-in number (877) 853-5257 and enter Meeting ID 872 3485 6958. Persons with limited internet access may also request that project information be mailed to them within one week by contacting: Meredith Andrews, P.E., Project Manager, at Meredith.Andrews@ct.gov.

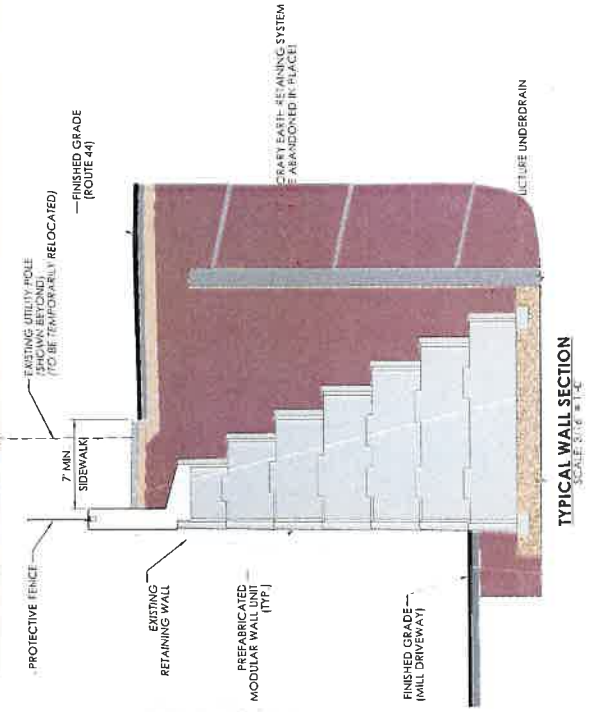
Persons with hearing and/or speech disabilities may dial 711 for Telecommunications Relay Services (TRS).

Language assistance may be requested by contacting CTDOT's Language Assistance Call Line (860) 594-2109. Requests should be made at least five business days prior to the meeting. Language assistance is provided at no cost to the public and efforts will be made to respond to timely requests for assistance.

SPN 0115-0122 - REPLACEMENT OF ROUTE 44 RETAINING WALL
 PUTNAM, CONNECTICUT
 SCALE: 1" = 50'



NOTE
 CTDOT HAS AN EXISTING PERMANENT EASEMENT ON THE CARGILL FALLS MILL PROPERTY TO MAINTAIN THE WALL. THIS EASEMENT WILL BE EXPANDED AT THE WESTERN END OF THE WALL TO ENCOMPASS THE FULL LIMITS OF THE WALL RECONSTRUCTION. FOR CLARITY, THIS EASEMENT IS NOT SHOWN.





TOWN OF PUTNAM

MUNICIPAL COMPLEX

TOWN HALL

200 SCHOOL STREET • PUTNAM, CT 06260

MEMORANDUM

TO: ✓ Board of Selectmen
Board of Finance

CC: Economic Development Commission

FROM: Mary Ann Chinatti, Director, Econ. & Comm. Dev./Redev. 

DATE: July 8, 2024

SUBJ: Economic Development Trust Fund Annual Report – FY23-24

Pursuant to requirements outlined in Article III Economic Development Trust Fund, specifically §45-7.A(6) of the Town Charter, I offer the following:

The Economic Development Trust Fund balance at the beginning of the fiscal year was \$584,592.46. Expenses paid during that time totaled \$47,046.55, leaving a remaining balance of \$537,545.91.

In addition to the Blight Officer salary of \$31,860 paid for the FY, the following allocations were approved by the Economic Development Commission:

<u>Meeting Date</u>	<u>Amount Allocated</u>	<u>Purpose</u>
10-10-23	\$2,886.54	Replace one of the large signs, originally part of the wayfinding signage project, that was hit/badly damaged by a vehicle.
2-26-24	\$14,000.00	<u>Modify previous vote</u> allocating funds to purchase portion of 49 Front St.; funds shall now be used to cover necessary fees/ closing costs as the owner has agreed to donate the property as opposed to sell. (no invoices rec'd to date – <u>open</u>)

Subject: Economic Development Trust Fund Annual Report – FY23-24

Date: June 8, 2024

Page 2

<u>Meeting Date</u>	<u>Amount Allocated</u>	<u>Purpose</u>
2-26-24	\$7,500.00	NTE \$2,500/lot for appraisals of Lots 1, 3, 4 in the Tech Park. <i>(Actual cost was \$6,000)</i>
4-9-24	\$1,500.00	Purchase three (3) trees, to be planted in Washington Park. <u><i>Actual cost: \$335.08.</i></u>
4-18-24	\$4,500.00	Quiet Corner Garden Club to oversee/assist Pocket Garden stewards and purchase plants. (no invoice rec'd to date - <u><i>open</i></u>)
4-18-24	\$5,000.00	Purchase/replace two (2) benches in the downtown. <u><i>Actual cost was \$2364.93.</i></u>
Unknown*	\$3,600.00	Appraisal of 176, 178, 192 Park Rd.

*I have been unable to find minutes of the meeting that included a vote to allocate the funds for these appraisals, though payment was processed in November of 2023.

Respectfully submitted,
Mary Ann Chinatti, Director
Economic & Community Development/Redevelopment

EMS

Operations Report

July 1, 2023 -June 30, 2024

Requests for Service Total: 2,802

- Treated & Transported- 1,322
- Treated & Transported w/ Advanced Life Support (ALS)- 676
- Refusals- 382
- Treated & Released- 147
- Cancelled- 109
- DOA/ Presumed DOA- 32
- Standby/Rehab- 87
- Miscellaneous- 47
 - *No pt found- 22*
 - *No treatment Req.- 19*
 - *Treated & Transferred Care- 2*
 - *Law Enforcement- 2*
 - *Helicopter- 2*

Mutual Aid Received: 37

- Putnam- 28
- Thompson- 9

Mutual Aid Provided

- Woodstock- 25
- Killingly- 30
- Brooklyn- 3
- Pomfret- 3
- Pascoag, RI- 1

Call to Action:

- 4993/2705=1.85 minutes
(Total minutes from initial dispatch to when crew signs on the air)

Response Times:

- 18,854/2705= 7.0 minutes
(Total minutes from initial dispatch to when crew arrives on scene)

Assessor's Office
Tina Corriveau
Quarterly Report
April 1, 2024 through June 30, 2024

2024 Revaluation

- All commercial properties have been visited for a full inspection.
- Residential field review has been completed.
- Approximately 300 properties, mostly residential, will be inspected beginning in July due to data discrepancies, recent sales, and recent building permits.
- Commercial/income-producing properties were sent an Income and Expense form and reminder letter; the return rate was very good, which will help the reval company to value commercial properties accurately.
- I am constantly reviewing properties in relation to the 2024 Revaluation to ensure values are set as equitably as possible. Some of the unique property types we have focused on include hydropower generators, cell towers, and gravel mining operations.

Education

- The Windham Area Assessor's Association hosted an educational workshop here at Putnam Town Hall on April 17th, which was a great success. The Town received many compliments related to the new Town Hall building.
- I was selected to be a student teacher for the CCMA class 1A in June at UCONN. My performance will be evaluated by the CCMA Committee shortly.
- I was nominated to be the new Windham County representative to the CAAO Executive Board.

Veteran's Exemption

- The Governor signed into law new legislation allowing for the exemption of the house of a veteran determined by the VA to be permanently and totally disabled. My office has received numerous requests for information regarding this new exemption. There have been no guidelines issued by OPM or CAAO as of yet. In general, all veterans are encouraged to submit documentation of their service-connected disability to the Assessor's Office to maximize their potential exemption amount.

Misc

- We have finished processing applications for the Elderly/Totally Disabled Homeowner's Credit. Renter's Rebate applications continue until Sept. 30th.
- The Board of Assessment Appeals will be meeting in September to hear appeals for motor vehicles.



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

Department Head Quarterly Report to Board of Selectmen

Report Prepared By: Russ Downer

Department: Blight Enforcement

Date of Report: July 9, 2024

Reporting Quarter: **April 01,2024 – June 30,2024**

Significant Efforts during Reporting Period:

48 total properties were identified as being in violation during this quarter; 48 initial notices sent to property owners; of noticed properties/owners 40 have complied with notices & corrected the identified violation(s); 7 properties with active efforts. 1 property continues to be in violation status and has been sent a 1st notice with a \$3,000.00 fine attached. The Blight office received 6 complaints on blight from the public, the remaining 42 violations were found by the blight officer's observations.

Breakdown of Violations found during this Quarter.

- Improper storage of rubbish and or garbage: 29
- Obstructed sidewalk: 16*

(*This could be anything from hedges obstructing foot traffic to a washing machine, mattress and or bureaus).

- Abandoned motor vehicles: 2.
- Missing siding: 1

On-going property activities not included in the above statics include the following.

- Significant progress has been made at 55 Providence st. with demolition in progress.
- 48-50 Woodstock ave at the time of this report the town has settle on a blight fine payment of \$6,700.00 (check has not arrived as of 07.09.2024). Dumpsters have not arrived as of the time of this report but should be on site any day.
- Significant progress has been made at 284 School st. with building being demolished.



TOWN OF PUTNAM

MUNICIPAL COMPLEX

TOWN HALL

200 SCHOOL STREET • PUTNAM, CT 06260

Before.



After.



Batley st. 48-50.



TOWN OF PUTNAM

MUNICIPAL COMPLEX

TOWN HALL

200 SCHOOL STREET • PUTNAM, CT 06260



July 8, 2024

Mayor Seney
Town Administrator
Board of Selectmen
200 School Street
Putnam, CT 06260

RE: Building Official Report – 2nd Quarter 2024 – (April - June)

Hours: Monday – Wednesday 7:30 – 4:30
Thursday 7:00 – 6:00
Friday 7:00 – 1:00

ALL ITEMS BELOW, IN BOLD, ARE CURRENT ACTIVITY

ONGOING AND UPCOMING:

123 Park Road – Additional building - Finish work ongoing – CO issued
50 Providence Pike – Montana Nights finish-out – ongoing – CO in April – CO failed in June
105 Cady Road – rebuild ongoing
19 Brookside Landing – new house – ongoing -
88 Providence Pike – Toyota Dealership – Permit issued – sitework in progress
125 Kennedy Drive – Water Treatment Building – Foundation work in progress
**399 School Street – Fire scene – working with insurance and waiting on Engineer letter –
Repairs ongoing**
68 Five Mile River Road – new house - ongoing
500 Five Mile River Road – new house - ongoing
546 Five Mile River Road – new house – ongoing – CO application in July
155 Groveland Avenue – new house – ongoing
41 Paula Road – new house – ongoing
179 Liberty Highway – new house – ongoing
215 Park Road – Auto Repair Shop – ongoing
158 Park Road – Catering – in for permit – demo to proceed
271 Elmwood Hill Road – new house after fire - ongoing
168 Elmwood Hill Road – Renovations and addition – ongoing
20 Joslin Road – Renovations due to fire – 2nd floor – ongoing – CO issued
16 Providence Pike – Valvoline – complete interior remodel of Lube shop and Carwash – CO issued
96 Front Street – Interior and exterior renovations to all buildings - ongoing

ONGOING AND UPCOMING CONT:

12 Rhode Island Line Road – Interior and exterior renovations of two houses – ongoing

284 School Street – Demo complete

6 Prospect Street – new house – in for permit

346 Five Mile River Road – new house – ongoing

1 Munyan Road – 2nd story addition – ongoing

111 Sabin Street – 2nd story addition – ongoing

51 Pomfret Street – ramps, steps and parking lot

TRAINING:

OSBI – Upcoming Code changes – Pete Zvingilas and Kimberly Rodgers – 1.5 hrs

Battery Energy Storage Technical Training – OEDM – 2 hrs

Air Sealing for Success and Blower Door Testing – Session 1 and 2 – Dewein – 3 hrs

MEMORANDUM

TO: Board of Selectmen

CC: Barney Seney, Mayor
Elaine Sistare, Town Administrator

FROM: Mary Ann Chinatti, Economic & Community Development Director

DATE: July 1, 2024

SUBJ: Board of Selectmen Quarterly Report – July 2024

Respectfully, Staff offers the following:

Putnam Redevelopment Agency (PRA)

Community Development Block Grant (CDBG) – Update: The final drawdown for SC20 Putnam Housing Rehabilitation Project (PHRP) was submitted to CT DoH on June 14; the pre-close out certificated will be submitted, along with the semi-annual report, this month. Though grant funds are no longer available to be used, the Town recently received a check for repayment of a PHRP loan as the property has been sold. As the Town still has applications not able to be acted on due to the State taking back unused grant funds, those applications will be reviewed by the Town's consultant and that PHRP repayment may be used for selected applicants' projects. The June Monthly Report is attached.

Small Business Loan Program – Centric Relations (NGV Holdings) continues to make payments on its \$25,000/5-yr. loan. The current remaining balance on the loan is \$15,489. Further updates will be provided as they become available.

CT DECD 2022 Municipal Brownfield Assessment and Remediation Grant Program (Belding Mill Project) – As the prevailing wage issue has not yet been addressed by the legislature, the Town submitted a letter requesting an extension of time to June 30, 2025 to finalize the Assistance Agreement. CT DECD did approve an extension of time, but only to September 30, 2024, to finalize that agreement. The Town, its attorney, the redevelopment developer and its attorney continue to work with the various state entities to try to get this matter resolved. Further updates will be provided as they become available.

Brownfield Municipal Grant Program – Round 18 (2 Furnace St. and 50 Mechanic St.) – Following interviews held on June 11, Tighe & Bond has been selected as the consultant hired to do the work for this brownfield assessment project. Upon finalization of a contract, a kick-off meeting will be scheduled. Further updates will be provided as they become available.

CT FY25 CDS Application Repairs/Upgrades to Putnam EMS Facility – Senators Blumenthal and Murphy's office has reviewed all applications and submitted eligible projects, including our request, forward to the Senate Appropriations Committee, which

is charged with making final decisions on awards. Further updates will be provided as they become available.

Economic and Community Development

Enterprise Corridor Zone – The March and June meetings were canceled. The next meeting, scheduled for September 18, will be held at the DECD offices in Hartford. Further updates will be provided as they become available.

Trails – Interviews were held on June 19 and 25 for the grant-funded Air Line Trail Project. Following those interviews, Barton & Loguidice was selected for the project. Upon contract finalization, a kick-off meeting will be scheduled. Further updates will be provided as they become available.

Farmers Market – The Market opened, as scheduled, on June 1 and has been well received and well attended. As members may be aware, the Town's Market accepts SNAP and Debit transactions in addition to cash, which allows more shoppers access to fresh produce, meats, baked goods, etc., and increases farmers' sales. After three weeks, total attendance was 1,513; SNAP and Debit transaction totals are as follows: SNAP - \$206.00, Debit – 620.00. Further updates will be provided as they become available.

Ribbon Cuttings – The Town hosted a Ribbon Cutting on June 1 for Rude Dog Boxing in the Price Chopper Plaza (former Hallmark Store), and PBA hosted a ribbon cutting on May 24 for Co-Op Consignments. The next Ribbon Cutting will be held on Friday, August 16, at 12:00NOON for Wolperdinger Boodends at 112 Main St., main level of the Montgomery Ward building. Mark your calendars!

Available Commercial Properties Slideshow – The slideshows have been well received and are updated monthly. The current slideshow is nearly complete and will be uploaded this week.

:MAC



Town of Killingly

Memorandum Community Development Office

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

FROM: Mary E. Bromin Community Development
Administrator Town of Killingly

DATE: July 1, 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 been successfully completed. The program projected completing ten (10) units. Fourteen (14) units were completed. Unfortunately, the Town could not commit and expend all the grant funding due to the amount of program income received very late in the program. Unexpended funding breaks down as follows:

\$86,373.44	construction
12,930.00	program costs
10,390.74	admin
\$109,694.18	total unexpended funds

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 property 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. The 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. The chimneys were rebuilt in December and the roofs were replaced in January. A water treatment system was installed in June 2024.

20-08- Single family property. Phase I was completed in January. Work included removal/replacement of solar panels, roof and gutter replacement. Lead work has been completed and is waiting for final lead clearance. The owner has rejected two dates for a lead clearance to date. I will be completed in July.

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 program completed a new roof in mid-June and the family is rebuilding the rotted wall.

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. The project has been successfully completed. The program replaced siding and windows and installed smoke detectors.

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. The project has been successfully completed. Work included new mini-split units, new windows, handrail and smoke detectors.

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.

Facilities Department Quarterly Report

April – June 2024

Prepared by Kevin Lamothe 7/5/2024.

April

Voting day at the Complex 4/2.

New England Service and Controls on site for our quarterly HVAC preventative maintenance service.

April is the start of our department's spring cleaning, outside raking up plow marks on the edges of the lawn/ parking lot.

Inside cleaning attention on the windows, floors and walls.

May

In May Facilities start with weeding details in the gardens and grounds.

Paquett Electric installed a new replacement outside wall pack light at the main entrance to the Complex.

June

The new library tent was received and set up for the summer lunch and activity programs.

I assisted with lawn cutting at the complex in the early weeks of June during the heavy spring growth.

The Arts and Crafts Festival was a 2-day success, a lot of collaboration with Willie and the recreation department to put it all together.

Killingly Glass and Aluminum replaced a broken window in the hallway entry door in the Selectmen 109 conference room.

New England Service and Controls completed the last quarterly PM service for the year.

Powerful Improvements completed our annual exterior window cleaning.

The elevator inspector inspected our elevator, and we are awaiting the renewal certificate of operation.

Land scaping by Kevin completed the spring and early summer lawn treatment applications.

The gate at the dumpsters was damaged by the Casella trash truck, their insurance company is awaiting the repair estimate to fix the damage.

The goal for July - August is to paint some of the walls in the Program rooms in the library and the high traffic areas like the art wall and touch up the community rooms.

Finance Department

Quarterly Report (April - June 2024)

July 2024

1. Summary

Process BOE request of transfers for their Bi-Weekly payroll and weekly Payables.
Process weekly transfers of monies for Payroll for both Town and WPCA.
Reconcile monthly, ALL the bank statements to the General Ledger
Continue reviewing the status of outstanding checks that have not been cashed by the different Vendors in the various funds.
My office processed the last of the sticker requests for trash orders in May for the area stores.

2. Audit

Will be getting ready for the year end audit.

3. Budget

Will Continue to monitor the FY24 budget as we proceed through the year.
Monitoring the Capital Project Budgets in Infinite Visions for FY 2024.

4. Revenue

General government budget collected \$5,156,585.31 this past quarter. Highlighting some of the depts; \$305,827.37 in revenue from Revenue office taxes, \$79,661.60 Town Clerk, and \$173,942.80 Building Dept.
We did not have to use the \$900,000 in undesignated fund balance.

Stickers for trash pickup took in \$16,819.00 this past quarter. This account is now included in the General government's budget.
The STIF account's interest is now recognized in the General government's budget. This accounted for \$234,806.84 investment interest this past quarter.
The daily deposit tickets are scanned into Infinite Visions after they are verified and posted.

5. Expenditures

Continue updating the W-9's as needed.
Processed invoices & payroll totaling \$2,110,942.05 out of the General Government budget.
When invoices are processed for payment, they are scanned into Infinite Visions.

6. Capital Improvement Project (CIP) & Fixed Assets

Continue reviewing the list for FY24 Fixed Assets for accuracy and necessary list for insurance components.

7. Training & Conferences

We continue cross training of duties within the department.

Making improvements on the procedures for processing invoices and generating accounts receivable invoices. All with making improvements to the Req/PO's, having the requester scan into IVisions and attaching it to the Req, any and all supporting documentation for their purchase.

We are taking refresher classes/Webinars for training in the different modules.

Also, I attended a 3 day conference on the Accounting Software, Infinite Visions.

8. Next Quarter/Upcoming Activities

We will be starting the prep for the end of fiscal year.

CCMO webinar classes towards certification.

Maureen Benway

Finance Director

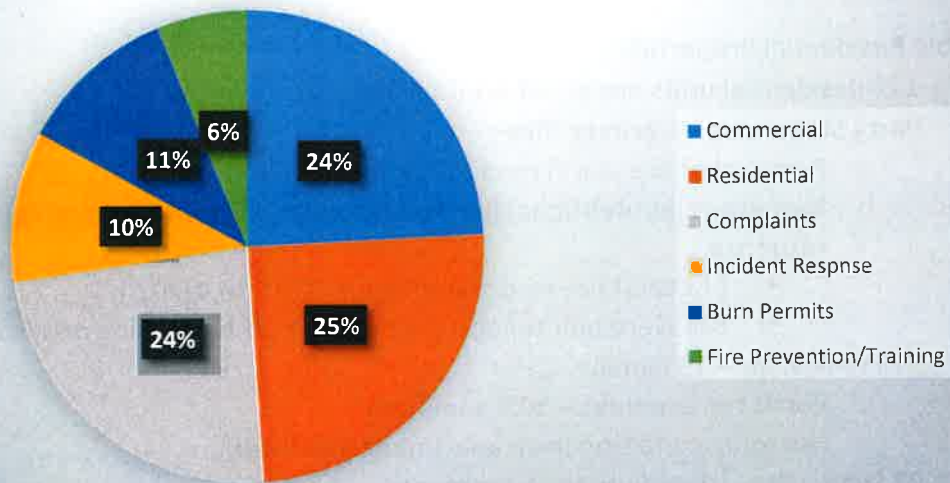


Putnam Fire Marshal's Office
200 School St.
Putnam, CT 06260
(860) 963-6800 Ext. 112



2nd QUARTER STAFF REPORT

Fire Marshal Office Activity April - June 2024



Notable Projects:

- 625 School St. – Wal-Mart
 - Proposed 3000 Sqft expansion
 - Sprinkler System replacement
- 84 Providence Pike. – McGee Toyota
 - Plan review of fire protection systems, passive fire protection, occupant notification, and egress components.
- 14 Highland Dr. – New England Plasma
 - Plan review of expansion with fire protection added to entire building.
 - Addition of spray booth with extinguishing system
- 97 Providence Pike. – Tractor Supply
 - Completion and acceptance fire protection system.
 - Fire watch relieved after approximately 18 months.

Scott E. Belleville CFEI
Fire Marshal
Cell (860) 336-7054
Scott.Belleville@putnamct.us

Ryan Walsh
Deputy Fire Marshal
Cell (860) 933-2255
Ryan.Walsh@putnamct.us

- 303 Kennedy Dr. – Sunoco
 - Replacement of propane filling station.
 - Several complaints were addressed, including staff allowing the public to refill their own propane cylinders.
- 3 Bates Ave. – Mainely Seafood
 - Hood replacement on going.
 - Owner installed his own commercial hood without extinguishing system.
- Fire Works
 - Fireworks tents (2) inspected under the CT Fire Code.
 - Product inspected and verified for legality under State Statute.
- Technology Park Blasting – Rawson’s
 - Blasting has resumed after a Winter hiatus.

Notable Residential Properties:

- 127 Residential units inspected April 1 – June 30
- Perry St. Condos – Heritage Pines
 - Removal of fire alarm monitoring for townhouse style condos.
 - Numerous unintentional fire alarm activations requiring fire department response.
 - 112 total fire responses from 4/2019 to 4/2024.
 - 106 were unintentional alarms set off by cooking or system malfunctions.
- 21 Franklin St. – 10 Family
 - Porch replacement – 50% complete
 - Hoarding condition in an apartment (resolved).
- 97 School St. – Israel Putnam Apartments
 - Hoarding condition in an apartment (resolved).

Notable Incidents:

- 28 Wilkinson St. - Residential (4/13/24)
 - Determined accidental (Spontaneous combustion)
 - Minor damage
- 207 Sabin St. – Residential Apartment Building (4/15/24)
 - Li-Ion cell phone battery while in use.
 - Minor burns to the face.
- 1 Kennedy Dr. – Animal Hospital (4/17/24)
 - Accidental (electrical)
 - Over \$100,000 in damage
- 52 Chapman St. – 3-Family Residential (4/24/24)
 - Carbon monoxide incident.
 - Improperly vented gas water heater.

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- 55 Providence St. – Former Metal Mast (5/13/24)
 - Multiple fires in a vacant building.
 - Determined Incendiary (Lit by human hand)
 - Juvenile arrested
- 70 May St. – P&W Railroad (5/27/24)
 - Undetermined (most likely spontaneous combustion)
 - Moderate cosmetic damage (smoke)
- 297 Sabin St – Condos (6/17/24)
 - Significant water leak in condo.
- 51 Underwood Rd. – Vehicle (6/21/24)
 - Vehicle ignited when a large tree fell on top of it most likely pushing the metal hood onto the battery terminals.

Other:

- FEMA and National Fire Administration changing formats for National Incident Reporting. This should not cost extra with the software we currently use.
- We have switched to an electronic version of the National Fire Protection Codes. This will save the Town approximately \$700 annually and gives access to the Fire Marshals, Building Official, and the 2 Fire Departments.

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TO: Mayor Seney and Board of Selectmen

FROM: Travis Sirrine, Highway Superintendent

Re Quarterly Report

The following work projects were performed by the Highway Department. The Mechanic worked on scheduled and emergency maintenance.

April

- Pothole patching and basin top cleaning.
- Eviction items disposal
- Equipment repair/service
- Assist contractors with tree removal.
- Town wide brush chipping.
- Tree trimming.
- Town wide road sweeping
- Veterans Park work.
- Drainage repair.

May

- Pothole patching and basin top cleaning.
- Equipment repairs and maintenance.
- Snow and ice treatment/removal
- Wash out repairs
- Final work on Veterans Park
- Crack sealing
- Sign replacement and installation.
- Line painting
- Cemetery weed whacking/ assist P&R to catch up with weed whacking.
- Roadside mowing
- Shim paving.

June

- Pothole patching and basin top cleaning
- Equipment maintenance and repair.
- Sign replacement and installation.
- Roadside mowing.
- Drainage repair
- Crack sealing
- Overlay paving.
- Traffic control for subcontractors.
- Line painting.
- Eviction items disposal.



TOWN OF PUTNAM

Municipal Complex
200 School Street
Putnam, Connecticut 06260
Telephone: (860) 963-6800

Human Resource and Payroll Department

April 2024 – June 2024 Quarterly Report

From: Mariah Clifford, Department Head

Payroll:

- Yearly EAP Census
- Census of Governments, Survey of Public Employment & Payroll
- FYE Rollover Training
- FYE Completion for Town/WPCA
- Accrued Wages
- Federal/State Quarterly taxes
- Summer Camp Prep/Orientation
- Leave Accrual Audit
- HSA/Medicare Audit

FMLA/Workers Comp:

- No employees on FMLA
- No employees on WC

Employment Changes:

- Water Operator State Date – 4/2024
- After School Program Assistant promoted to Supervisor – 5/2024
- Library employee decrease in hours by employee request – 5/2024

Insurance:

- Vehicle/Equipment Audit, completed.
- Open Enrollment
- AFLAC open enrollment

Misc Efforts:

Human Resources and Payroll Department
Mariah Clifford

- Town Hall Unit Union Contract completed – 4/2024
- Highway/Recreation Union Negotiations, continued.

Q3 2024 Expected Efforts:

- Continuation of Union Negotiations
- Library Personnel Policy updates
- Fixed Asset training – audit of assets/integration to infinite visions
- Continue training towards CCMO (1 classes taken in Q2)
- Member of SHRM. Study/Exams towards SHRM-CP Certification

Land Use Agent Report

2nd Quarter 2024

Update for 2nd Quarter 2023 April, May, June

Bruce Fitzback Land Use Director

Inland Wetlands and Watercourses Agency

April: Lack of business meeting cancelled.

May: Lack of business meeting cancelled.

June: Lack of business meeting cancelled.

Planning Commission

April: Property Transfers in Tech Park, Positive recommendation

May: One lot subdivision, 271 Elmwood Hill Rd, Approved

June: on the 17th Special Town Meeting to Merge Planning Commission into Zoning Commission, Effective date July 19th

Zoning Commission

April: Final review of zoning amendments, ADU, IHOD, Wildlife Facilities

May: Special Permit for livestock (foul) 59 Sunnyside Ave

June: Special Town meeting to adopt the Town Ordinance merging planning and zoning, creating Town of Putnam Planning and Zoning Commission

Amendments to the Zoning Regulations as follows:

Sec 301 IHOD addition of the properties: 2 Furnace St and 20 Mechanic St

Sec 304 Changes to Table III-1, in connection with other amendments

Sec 305 Accessory Uses D. remove restrictions on greenhouses and employee quarters

Sec 407 Minimum floor areas, was removed from the regulations, as per State Statute

Sec 412 addition of Wildlife Rehabilitation and Nature Preserve Facilities

Sec 714 is a new section for Accessory Dwelling Units

Zoning Board of Appeals

April: Variance: Yard Setbacks residential construction 1 Munyan Rd.

May: Variance: Yard Setbacks for livestock (foul) 59 Sunnyside Ave

June: Cancellation due to lack of quorum

Plan of Conservation and Development

April: No activity

May: " "

June: Prepare RFP for services in conjunction with 2026 revisions

Flood Prevention Management

April: No activity

May: No activity

June: No activity

Stormwater

On going, CDM Smith continues with activities and sampling for the MS4 stormwater permit.

May: No activity

June: No activity

Sabin St. Recreation Field

April: Hauling of gravel starts

May: Hauling of gravel

June: Hauling of gravel

Private Project improvements include water, sewer, stormwater, and site review components.

McGee Toyota set date for preconstruction meeting

McGee Toyota, May 20th ground breaking

Pedestrian and Bike Trails

Airline State Park Trail Grant first quarterly report.

Prepare Revise mapping and narrative of the proposed trail gap between Putnam and Thompson at the request of Railroad.

Under Railroad review

Cellular

No activity

Town GIS

CAI is working with Vision to streamline the information updates

June: All most done

Solar

Glenvale Solar, 56 River Rd. 4 MW array at CT Siting Council Docket 514 has been acted upon, awaiting approval of Development and Management Plan.

Electric Vehicle & Charging stations.

RLE Resource working on documents for State EV stations program.

Disposition of Surplus Real Estate

2nd Group Department Heads review

Town attorney review

Respectfully Submitted,

Bruce Fitzback, L.S.

Land Use Director, ZEO

Office: 860-963-6800, x 114

Email: Bruce.Fitzback@putnamct.us



Board of Selectmen Quarterly Report
July 2024

“Whatever the cost of our libraries, the price is cheap compared to that of an ignorant nation.”
Walter Cronkite

The 2023-2024 fiscal year has been well attended in the library. 43,436 people visited the library this year, an 8% increase from the year before. The average walk in attendance per week was 835, with the highest weekly visitor count at 1,316. Circulation has also been robust. 75,285 physical and 14,239 electronic items were checked out at the library during the fiscal year, which is a 10% increase. Generally electronic circulations run about 6% of total circulation, but one of our patrons really enjoyed the magazine downloads this year! The library pays a yearly fee to Overdrive, an online platform that provides ebooks (sight), eaudiobooks (hearing) and magazines. Putnam residents can use the service when they download the Libby app and enter their library card number.

Free Summer Lunch and summer reading program activities for all ages began on June 10. Our new beautiful tent was installed by Facility Manager Kevin Lamothe, and we are very grateful to him for taking on that responsibility. It will be stored in the shed near the dumpsters during the off season. So far this summer we have had visits from 2 goats, a miniature horse and a magician and we're just getting started! Our children's programs are planned in conjunction with Free Summer Lunch, which is supplied by the Board of Education Dining Services, and funded by the USDA. The library has hosted Summer Lunch since 2009, when the poverty index in Putnam tipped over 50%. Any child 18 or under is able to enjoy a nutritious lunch, and the Greater Putnam Interfaith Council funds meals for parents/guardians.

Summer reading programs are a big deal for all ages at the library! There are separate programs for children, teens and adults. The children read in 15 or 30 minute increments (depending on age) and earn prizes from our business community partners (Deary Bros./Mike's Stand, Friends of the PPL, Leona's Baking, M's Boutique, Main St Gelato, Nikki's Dog House, Sparrow Soaps and Woodstock Creamery). The teens get a small prize each time they visit the library after reading a book (or books), and are registered for a larger prize. The adults fill a slip out every time they read a book, and have a weekly chance toward a local restaurant gift certificate. We are very thankful for our community partners!

Putnam Public Library offers:

- **Books, magazines, books on CD and DVDs** for children and adults
- **Newspapers** to read in the library
- **Public Internet computers** with Microsoft Office Suite and printing capabilities
- Free **ebook, eaudiobook and magazine downloads** through Overdrive (Libby and Sora apps)
- Free **programs and cultural events** for children, adults and families
- Free or reduced **museum passes**
- Bibliomation consortium offers **more materials** than PPL can own and store
- Free **computer help and wireless connection**
- Library website offers opportunities to **renew and request books online** (gas savings)
- The Friends of the PPL **Book Nook** (gently used books for \$1 or .50)

- **Outreach services** to home-bound patrons

Literacy and life-long learning opportunities that we offer:

- **Preschool and toddler story times and programs** to develop pre-literacy skills
- **Collaboration** with Headstart, Eastconn, NOW, YMCA, Ella Grasso Gardens, Senior Resources, the Family Resource Center and Putnam schools
- **Summer Reading Program** for children, and teens which extends and reinforces school year learning
- **Universal Class** free online classes in more than 500 subjects
- **Adult Summer Reading Program** which promotes life-long learning and literacy
- **Statewide databases** offer free research sources for newspapers, reference books, and journals, conveniently linked off of the library website
- Host for **after-school tutors** to continue education after school hours
- **Downloadable audio, ebook and magazine service (Overdrive)**
- **Proctoring exams** for distance-learning students
- **Reference help** available in the library and through email
- **AARP Safe Driving Workshops** to assist older drivers with education and insurance reduction
- **VITA (Volunteer Income Tax Assistance)** during the tax season.

Services:

- Notary services 42 hours per week
- Fax/copier/scanning/trash sticker services
- Meeting place for community groups
- Open 52 hours per week, 4 evenings until 8 pm and Saturdays from September to June.

Recreation Department Report : APRIL, MAY , JUNE 2024 Report

Vet's Committee:

Brick Program report

Ellis Tech doing a great job

Ongoing Projects:

Spring - GRASS

Rotary Park : garden

Miller Park report : none

Murphy Park-none

Playground installation JUNE

Dug out Project at Softball field, No News

St. Marie- Greenhalgh : Track-Pavement

Other projects :

Dog Park : New Dog fun obstacles and benches

Bench in Simonzi , this week

Benches on Main ST are i

COA report:

Reports: Wright's Farm / AO Trip / Forum May 7

Upcoming :May 30 Foster CC Trip / June 13

PROGRAMS : May Rotary Program report , Little League , HS season, MS season

UPCOMING EVENTS:

June 1- Relay For Life at St. Marie

June 8 – Particle Accelerator , Rotary

June 9 – Flag Day- Municipal Complex

June 19- Program in Rotary Park 1-2pm

June 22-23 – PAC Fine Arts Festival – Municipal Complex

Tax Collector's Office
Quarterly Report
July 5, 2024

Period from April 1, 2024 through June 30, 2024

Accomplishments

- The Revenue Office began prepping for the July 1, 2024 billing period. Banks were coded for escrow, the Rate Bill / Tax Warrant letters were sent to the Town and districts. The Collector's M – 1 reports were sent to the Office of Policy and Management for the upcoming fiscal year's tax information of the Town and districts. Legal notices were put into the local paper for July collections. 12,943 tax bills were prepped, proofed and mailed to taxpayers. Escrow files were emailed to Wells Fargo, Lereta, McCue and Corelogic.
- The Revenue Office worked with Quality Data Systems to implement the new Trash / Recycling program, mailing out 3,832 utility bills to homeowners on June 28, 2024
- The Revenue Office closed out the collection year by filing real estate liens with the Putnam Town Clerk and personal property liens with the State of Connecticut Commercial Code Division in May 2024. Our office met with the Town and districts and approved suspense lists for all accounts with delinquencies of the 2016 and 2017 Grand Lists. All delinquent personal property and motor vehicle taxes were sent to Rossi Law Offices, Putnam's collection agency, to begin further collection enforcement.

Classes / Meetings Attended by Department Head

- CCM Workshop "Ethics and Accountability" April 8, 2024
- CCM Workshop "CHRO Contract Compliance" May 7, 2024
- CTX Spring Meeting May 9, 2024
- CAAO Workshop UCONN June 3, 2024
- CAAO Workshop UCONN June 6, 2024
- Windham / Tolland Collector & Assessor Meeting June 11, 2024

Upcoming Goals

- Finalizing collections July 2024
- Attending the Assessor Fall Symposium in September
- Reviewing Real Estate delinquencies for the upcoming 2024 Tax Sale

TOWN CLERK'S QUARTERLY REPORT

April 2024 – June 2024

The Putnam Town Clerk's office has collected approximately \$234,124.50 in total revenue. This total includes the various fees to be distributed to the State of CT monthly.

This quarter the Clerk's office has recorded 516 land recordings totaling:	\$204,386.50
Including State Conveyance Tax of:	\$128,591.00
As well as Town Conveyance Tax of:	\$ 41,634.50

(79 transfers of property representing \$16,653,800.00 in real estate transactions)

Issued: 935 certified copies of vital records (116 via the online portal - \$2,320 plus postage fees of \$91)	\$ 18,700.00
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Copies (land records and maps):	\$ 2,339.00
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Miscellaneous, Notary, Liquor permits, vendor permits, burial and cremation permits, trade names, H & F licenses	\$ 5,010.00
Issued 16 marriage licenses	\$ 800.00

Dog Licenses: 316 dog licenses issued (304 so far in the new licensing year)	\$ 2,879.00
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This office has registered Births/Marriages/Deaths - 162
(96 births, 50 deaths and 16 marriages – this does not include adoptions,
legal name changes and any other corrections/amendments to vital records)

In addition, approximately 140 notarizations were done for the local community.

Recent and upcoming events:

- The Republican party has a Primary on August 13, 2024 with 7 days of early voting prior to the primary.
- Early voting was held for the first time in Connecticut, in this instance for the Presidential Preference Primary on April 2nd. Early voting began March 26th and was very smooth. 37 people voted early.
- A map scanner/printer/copier was installed in the vault and has allowed the town clerk staff to immediately upload maps to the town land records, ensuring an immediate backup of that record.
- The Town Clerk has begun a vital records project in relation to death records and sexton reports encompassing a 26 year span. The end of summer is the anticipated completion date.
- This year, a reminder card was sent to all current and former dog license holders. We licensed 218 dogs in June of 2023. This June, we licensed 304. We are also capturing overdue dog owners who were generally unaware of the yearly licensing requirements and have collected \$96 in late fees.

Town Administration

Contract Updates

- Route 44 School St Sidewalks Project: Received Project Authorization Letter (PAL) from CT DOT for project funding, along with authorization to advertise. Expect July/August 2024 bidding period.
- Foundry Grant consultant Agreement preparation (Tighe and Bond); and Air Line Trail Grant consultant Agreement preparation (Barton & LoGiudice).

Recent

- MSW and Recycling transition with Casella. Invoices were mailed with the tax bills as applicable. Revenue office coordinating with our software vendors for payment collection and monitoring. Planning a newspaper notice about due dates and service termination if payment is not received, expect late July.
- FY25 budget startup activities, including transfer from contingency to salary line items in many departments (following BOF approval).
- Held Special Town Meeting which approved combined Planning and Zoning Commission.
- Union Negotiations for Highway and Parks & Grounds Unit continue, with Town's updated Agreement provided to Unit on June 24th. Based on Union's request, may start WPCA while Highway and P&G negotiations continue, offered dates for initial WPCA meeting.
- Ongoing: Coordination with new Blight Officer and several departments that require coordination (Building, Fire, ECD, Land Use). Completed Town-led demolition of 284 School Street in June.
- Facility planning for Putnam EMS and Town Emergency Management. Coordinating with Emergency Management, Putnam EMS, Highway and other entities regarding the existing use of their Church Street structure, and options for purchase or construction of facility(ies).
- In coordination with ECD, Foundry Grant consultant selection and Agreement preparation (Tighe and Bond); and Air Line Trail Grant consultant selection and Agreement preparation (Barton & LoGiudice).
- School Street Sidewalks, DOT provided approval to advertise and project authorization letter. Working with design engineer J&D to finalize bid package and advertise July 2024.
- Prepared and coordinated Four Party Agreement for real estate, gravel and other components related to the Quinebaug Tech Park properties. Received Planning Commission, Board of Finance and Board of Selectmen approval, planned for Public Hearing and Special Town Meeting to be held July 15th.
- Coordinated and submitted responses to corrections required by CONN-OSHA, following March 2024 visit. In coordination with Highway, Parks & Grounds, Police Department and WPCA.

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. In August, coordination with Casella regarding halting pickup service for past due accounts, with follow-up bin retrieval if no payment is received.
- FY24 Year-End general government operating efforts close out, including gathering outstanding invoices, finalizing encumbrances for final accounting. Auditors planning initial visit in upcoming month +/-.
- 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. Closing expected in July.
- Possible action including planning and/or purchase for Putnam EMS, Emergency Management and/or Highway storage and operations facilities.
- Tech Park Real Estate Transactions, Gravel and other components of the Four Party Agreement, pending Special Town Meeting July 15th.

Road and Sidewalk Improvements

Recent / Ongoing

- Grove Street sidewalks: Processed final contractor invoice, coordinating with inspection firm regarding final costs and close out activities. Coordinate with DOT for preliminary LOTCIP financial accounting.
- School Street Sidewalks projects: received DOT approvals and will be finalizing bidding documents and advertising in upcoming weeks. Expect Fall 2024 contract award, with Spring 2025 construction start.
- Kennedy Drive Parking Improvements: Contractor B&W Paving, based on initial discussions, expect no-cost change order to modify contract time, planning for a Spring 2025 construction start (rather than late August 2024).
- [Ongoing: Highway has various additional paving projects seasonally. Recent significant length of Five Mile River Road improved, which had been of concern in recent years. Highway expects to continue improvements along additional portions in 2025.]

Upcoming

- Grove Street: final project financial analysis.
- School Street: Bidding, evaluation of bid results, and request to DOT for contract award.
- Highway Department various throughout town.

Bridges

Recent

- Same as last month: 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 leading, selected Barton & LoGiudice as consultant for DEEP grant project, including planning and design of trail between Providence Street and Intervale Street.

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: review consultant Agreement 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

- Same as last month: 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: Based on Town request, deadline extended to September 2024 for Financial Assistance Agreement from DECD. Continued discussions between DOL and DECD about prevailing wage implications.

Upcoming / Ongoing

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

Conferences and Training

Recent

- CCMO certification requirements. Ongoing annual credits required.
- CCM Women in Government Summit
- COST bi-monthly Board of Directors meeting.

Upcoming

- CCM webinars
- ICMA conference September 2024.

Monique Lynn Mailloux

Town of Putnam CT | Generated 6/21/2024 @ 2:17 pm by OnBoardGOV - Powered by ClerkBase

Status

Name Monique Lynn Mailloux
Application Date 6/11/2024
Expiration Date 6/11/2026
Board Member [Monique Lynn Mailloux](#)
Status Validated

Board	Vacancies	Status
No specific boards were listed.	<i>Board of Education</i>	

Basic Information

Name
Monique Lynn Mailloux
Date of Birth
7/14/1982
Resume File
[Download](#)

Contact Information

Address
45 Sayles Ave.
Putnam, CT 06260
Yes, I am a resident
Yes
Ward/District
East Putnam / 2
Email
moniquemailloux@gmail.com
Phone
860-933-4300
Cell Phone
860-933-4300
Business Phone
860-376-7503
Facebook Page
<http://@Monique Mailloux>
What are your political party affiliations?
Unaffiliated

Marni D Ciquera

Town of Putnam CT | Generated 7/9/2024 @ 1:54 pm by OnBoardGOV - Powered by ClerkBase

Status

Name Marni D Ciquera
Application Date 7/9/2024
Expiration Date 7/9/2026
Board Member Marnie Ciquera
Status Updated

Board	Vacancies	Status
Zoning Board of Appeals	3	Pending

Basic Information

Name
Marni D Ciquera
Date of Birth
1/15/1970

Contact Information

Address
135 Thompson Ave
Putnam CT, CT 06260

Yes, I am a resident
Yes

Ward/District

Email
marnie@jorvet.com

Phone
8602089227

What are your political party affiliations?
Republican

Additional Information

Notes

Generated 7/9/2024, 9:54:39 AM