

Economic Development Commission

Conference Room #201

Tuesday, October 08, 2024, 8:30 AM

AGENDA

Join Zoom Meeting

<https://us06web.zoom.us/j/83285388310?pwd=hpJ6BrWb5J5adGw1qZtAmWY16aaFIV.1>

Meeting ID: 832 8538 8310

Passcode: 1uP8ZL

Phone In: +1 646 558 8656 US

Meeting ID: 832 8538 8310

Passcode: 868744

a. Call to order:

b. Approval of Meeting Minutes of the Previous Meeting* August 13, 2024; Special Meeting Minutes September 18, 2024*

c. Communications:

d. New Business: I. Site Visit – 49 Front Street
II. 49 Front Street Courtyard Landscape
III, Small Business Saturday
IV. Business of the Year Selection

e. Reports of Officers and Committees:

f. Old Business:

g. Public Comments:

h. Other: i. Director's Report
ii. Available Commercial Properties
iii. Trade Name Certificates

I. Adjournment*:

*Vote Required

**TOWN OF PUTNAM
ECONOMIC DEVELOPMENT COMMISSION
Minutes of a Regular Meeting**

The Putnam Economic & Community Development Commission met for a Regular meeting on Tuesday, August 13, 2024, in Conference Room - 201, 200 School Street, Putnam, CT 06260, or

Via Zoom

<https://us06web.zoom.us/j/86867456431?pwd=sJw1sKKNaBmdkwaSybZxR0SSPBssft.1>

**Meeting ID: 868 6745 6431
Passcode: 2nuv89**

The Chair opened the meeting at 8:30 a.m.

a. Call to order: Chair Lee Konicki, Commission Members Doug Taylor and Mike Bogdanski.

Other Attendees: Mayor Barney Seney, ECD Director Mary Ann Chinatti, ECD Recording Secretary Jackie Lefevre, and Land Use, Zoning Officer Bruce Fitzback.
Absent: Member Paul Grenier

b. Approval of Meeting Minutes of the Previous Meeting/s*: **June 11, 2024:** Motion made by Member Taylor to approve the minutes of June 11, 2024, seconded by Member Bogdanski motioned carried. The July 09, 2024, meeting was cancelled.

c. Communications: **None**

d. New Business:

i. Farm Credit East Grant: the market managers and funding was awarded. The grant is for \$ 500. The funds to be used for musicians and advertising at the 2024 Putnam Saturday Farmer's Market.

ii. Small Business Saturday: EDC office in collaboration with the Putnam Business Association will hold a Small Business Saturday event on Saturday, November 30, 2024. W.I.N.Y radio will be broadcasting live, in front of 112 Main Street, from 9 -10:00 am. \$ 10 coupons to local participating retail and restaurants, in addition to Small Business Saturday shopping bags will be given out. A QR code will be displayed at participating businesses and on Town of Putnam's website to enter for a \$ 50 gift certificate to local participating businesses of their choice.

iii. Business of the Year: The EDC Director explained how the business of the year would work, A fillable form will be available on the Town's website. Nominations for business of the year will be accepted until October 3rd and the winner will be announced on Small Business Saturday by the Mayor. The winner will be placed on the Town of Putnam's Website and Facebook pages; and have their business name added to a plaque displayed in the Municipal Complex lobby.

e. Reports of Officers and Committees: None

f. Old Business: None

g. Public Comments: None

h. Other: i. Director's Report: report was reviewed.

The EDC Director shared updates to the report:

49 Front St property. A signed, by the seller, Purchase and Sale agreement has been received. The mayor reminded the EDC Director to place the P&S agreement on the next Board of Selectmen agenda. The mayor mentioned there was a conceptual design for 49 Front St Garden area. The EDC Director shared the company that prepared doesn't have electronically anymore due to the age of estimate. The Chair suggested obtaining an estimate/proposal; additionally, place a field trip to the 49 Front Street site on the next EDC Agenda while the weather is cooperative.

Congress Courtney's Funding Resource Fair: several funding opportunities were realized. They are being researched as potential future funding resources.

ii. Available Commercial Properties: no new properties

iii. Trade Name Certificates: none in the month of July

Mayor Seney shared he recently stopped by 76 Main Street building, a new roof has been added to the building, and the building is under remodeling process.

i. ADJOURNMENT*: Motion to adjourn by Member Bogdanski, Seconded by Member Taylor, motion carried. The meeting was adjourned at 8:50 a.m.

Respectfully submitted by Recording Secretary Jackie Lefevre

*Vote Required

Economic Development Commission

Conference Room #201

Tuesday, September 10, 2024, 8:30 AM

AGENDA

Join Zoom Meeting

<https://us06web.zoom.us/j/82948467203?pwd=LX5uiO8twoKO8QDUWelOGuUtlivSG.1>

Meeting ID: 829 4846 7203

Passcode: 2BvpMn

- a. Call to order:
- b. Approval of Meeting Minutes of the Previous Meeting* August 13 2024.
- c. Communications:
- d. New Business: i. Storywalk Glass Replacement*
ii. Site Visit – 49 Front Street
- e. Reports of Officers and Committees:
- f. Old Business: Washington Park Ribbon Cutting/Rededication
- g. Public Comments:
- h. Other: i. Director's Report
ii. Available Commercial Properties
iii. Trade Name Certificates
- I. Adjournment*:

*Vote Required

Special Meeting Economic Development Commission
Minutes of September 18, 2024
Also available via: Zoom
Meeting ID # 894 5110 3888

TOPIC		Discussion	
PRESENT:		Chairman Konicki, Vice Chairman Grenier, Member Taylor and Member Bogdanski. All in attendance, ECD Director Chinatti	
ABSENT:			
1.	Call to Order	Chairman Konicki called the meeting to order at 8:30 AM	
2.	Storywalk Glass Replacement		Member Taylor made a motion to approve the use of \$475.00 from the Economic Development Trust Fund to replace 6 panels of glass on the Storywalk. The motion was seconded by Member Bogdanski and passed unanimously.
3.	Adjournment		Member Taylor made a motion to adjourn at 8:32 AM. The motion was seconded by Member Bogdanski and passed unanimously.
			Respectfully submitted: Denise A. Geeza, Executive Assistant, Recording Secretary.



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

MEMORANDUM

TO: Putnam Redevelopment Agency
Putnam Economic Development Commission

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

DATE: October 1, 2024

SUBJ: Department Update

- CDBG Loan – Subordination Request - A request was received from a homeowner, with two outstanding CDBG loans totaling \$45,191, who would like to refinance her principal mortgage and the mortgage company requires the Town to agree to subordinate its standing. The request was forwarded to Mary Bromm, the Town's CDBG Administrator, who provided a negative recommendation regarding that request. Also, per DOH, any refinance must include repayment of any outstanding CDBG loan(s). The property owner has been notified of this.
- CDBG Loan – Mortgage Foreclosure – Staff was served with foreclosure paperwork by a State Marshal on Sept. 3. The Town is listed as a Defendant in the suit, as there are two (2) outstanding CDBG mortgages on the property totaling approximately \$25,500. The suit was forwarded to the Town's attorney who stated that both CDBG mortgages are junior in priority to the mortgage being foreclosed. He further stated that, once the summons and complaint have been filed with the court, he would file an appearance on behalf of the Town and monitor the proceedings. He noted that whether the Town receives any funds and, if so, how much will depend entirely on the extent of the remaining equity after the first mortgage and the related fees and costs are taken into account.
- Belding Brownfield Grant – An additional extension of time for the Town to sign the Assistance Agreement was authorized by DECD to Nov. 30 to allow time to try to work out the prevailing wage issue. The Town's attorney, developer's attorney and DECD are working on new language to propose to CT Dept. of Labor re the prevailing wage issue.
- Foundry Brownfield Grant – HBM (Hazardous Building Materials) field work is almost completed; some tree clearing is necessary to allow access to remaining concrete slabs. The Town's consultant has requested quotes, as required per DECD guidelines, from three (3) companies and is awaiting receipt of the third. Phase 1 ESA (Environmental Site Assessment) is in progress; the Town's consultant is seeking proposals from three (3) engineering firms to prepare an A-2 survey, with inland wetland delineation, of the 2 Furnace St. portion of the site. An A-2 survey of the 20 Mechanics St. portion was completed previously.

Subject: Department Update

Date: October 1, 2024

Page 2

- CT DEEP Recreational Trails Grant Air Line Trail Extension Project – Upon contract finalization with Barton Loguidice Engineering, the firm selected to conduct the work, a kick-off meeting will be scheduled.
- CT DOT Transportation Alternatives Program funding application - Putnam River Trail Extension/East Coast Greenway project – No update at this time.
- Congressionally Directed Spending funding request for upgrades/repairs to the Town's EMS facility on Church St. – No update at this time.
- EPA Community Wide Assessment Grant – FY25 funding round was announced Sept. 4. Applications are due no later than 11:59PM on November 14, and Staff is currently working on an application to assess 2 Furnace St., 20 Mechanics St., 55 Providence St., 83 Canal St. It is noted that 2 Furnace St. and 20 Mechanics St. are currently being assessed with the DECD grant; if approved, this EPA grant will allow us to, basically, fill in any "blanks" after the DECD work has been completed (need for additional testing, etc.).
- EMS Facility Study – The Board of Selectmen approved the use of \$14,700 in ARPA funds for, and CHA Solutions will be conducting, a programming/needs assessment re the current EMS facility, located at 191 Church St.. Results from that study will be used to assist the Town with determining necessary steps moving forward. CHA held a kick-off meeting for the project on Sept. 26, which included site visit and needs discussion w/EMS personnel and documenting existing conditions.
- CIF2030 Grant – Round 6 – The CT DECD Community Investment Fund (CIF) 2030 Round 6 grant round will be announced on Oct. 15. The Town was not successful with its Round 5 application for a new EMS facility, and Staff will be preparing an application to submit for the Round 6 funding based on results of CHA's Study findings.
- Small Town Economic Assistance Program (S.T.E.A.P.) – The Board of Selectmen, at its Sept. 3 meeting, voted unanimously for the Town to opt-in to the State's STEAP funding program. It had previously been ineligible as it had participated in the State's Urban Act Program and municipalities cannot participate in both. Per PA 24-81, funding limits for STEAP have been increased from \$500,000 to \$1,000,000.
- A Ribbon Cutting/rededication for Washington Park was held Wednesday, September 11 at 11:00AM. Upcoming Ribbon Cuttings, hosted by the Chamber of Commerce, include: 9AM, Wednesday, October 9 – Spicer Propane & Oil, 63

Subject: Department Update

Date October 1 , 2024

Page 3

School St. and 2PM, Thursday, October 17 – Flawless Cleaning, Painting & More,
190 Providence St. Suite 2.

- POCD UPDATE – The Town has begun the process of updating its Plan of Conservation and Development (POCD), which the State requires every 10 years. Tyche Planning & Policy Group was selected as the consultant to assist with this project. To date, two meetings between the consultant, Staff, Town Administrator Sistare and Land Use Agent Fitzback have been held to come up with some initial thoughts on key focus areas, vision elements, etc.
- SMALL BUSINESS SATURDAY -

:MAC

Commercial Properties Available

Putnam, CT

Street #	Street	Zone District	Listing Office	Listing Agent	SF/Acres	Sale Price	Lease
364	School Street (Putnam House of Pizza)	HC	SR Commercial Realty	Paul Bongiorno 413-459-0570	2,064 SF	\$ 350,000	
26	Union Street (Chickering)	PD	Kazantzis Real Estate, LLC	Andrea Kazantzis 860-317-1162	5,194SF	\$ 700,000	
117	Providence Pike	HC	REMAX Bell Park Realty	Dick Loomis 860-428-6616	2 acres	\$ 1,350,000	
9	Kennedy Drive		William Raveis Real Estate	Tina Lajoie 860-450-2620	4.57 acres	\$ 350,000	
203-267	Kennedy Dr.:	GC	JCorp Realty, Inc.	Dan Johnson 203-225-7600			
					6,720SF		\$12SF/Trip. Net
					4,820SF		\$15SF/Trip. Net
					1,100SF		Upon Req./Trip. Net
					2,000SF		\$12SF/Trip. Net
30	Harris St. inclusive plus loading dock access	I	REMAX/ Bell Park Realty	Dick Loomis 860-428-6616	4880SF Industrial	\$ 3,800	
333	Pomfret Street	M/OD	Chabot Associates Real Estate	Anthony Chabot 508-847-0902	8,062 SF	\$ 695,000	
465	School Street	R-10	Lyman Real Estate	Carol Dowd	9.8 acres	\$ 250,000	Pending
28	Technology Park Dr. - Town Owned	I	Contact Town	860-963-6800 x 200	22.64 ac.	Contact Town	Pending
1	Kennedy Dr.	M/OD	The Wine Group	Brian Wine 323-609-4405	3,365SF bldg/1.27 Ac. - Animal Hospital of Putnam	\$ 905,000	
62	Providence Pike. (Stop & Shop Plaza)	HC	National Commercial Brokers, Inc.	Andy White (MA Agent) 617-618-0438	1767sf		Call for rate
62	Providence Pike. (Stop & Shop Plaza)	HC	National Commercial Brokers, Inc.	Andy White (MA Agent) 617-618-0438	2300sf		Call for rate
83	Canal St.	I/THOD	Chabot Associates Real Estate	Anthony Chabot 508-847-0902	45,106sf	\$1,600,000	

161	Park Rd.	I	NAI Glickman Kovago & Jacobs	Jeff Borus 508-981-6868	42,000sf industrial bldg. on 6.77 ac	\$2,200,00	
70	May St.	GC	REMAX/ Bell Park Realty	Dick Loomis 860-428-6616	7,500SF bldg/.85 ac - Prov. & Worcester RR bldg.	\$900,000	
162	School St.	NC	CREG Commercial Real Estate	Jim Neckermann 860-828-6264	1,410sf bldg./ .29ac	\$1,700,000	

Last Updated:
10/1/24 MAC

Businesses by Trade Name Certificate
September 2024

Date	Business Name	Owner/s	Email	Physical Business	Phone	Notes
9/17/2024	Styles by Lex	Alexis Basehore	alexisbasehore@gmail.com	297 School Street	860-270-1715	Inside "The Shop"