

MAYOR AND SELECTMEN'S MEETING AGENDA

January 21, 2025 @ 7:00 PM

Putnam Municipal Complex, Room 109

200 School Street, Putnam, CT

Also available via Zoom:

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

Join Zoom Meeting

<https://us06web.zoom.us/j/87153996998>

Meeting ID: 871 5399 6998

• +1 646 558 8656 US (New York)

Meeting ID: 871 5399 6998

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 December 16, 2024, Mayor and Board of Selectmen Meeting
5. Petitions & Communications
 - A. Email from Dick Loomis
 - B. Letter from Board of Education Chair, James Purdon III
6. Reports of Special Committee
7. Reports of Standing Committee
 - A. General Government Committee
8. Town Administrator Report
9. Quarterly Staff Reports
10. Unfinished Business
 - A. Putnam EMS
11. Grant Considerations and Updates
12. New Business
 - A. Consider the appointment of Rev Ross Johnson to the Putnam Housing Authority with a term to expire 11/30/27.
 - B. Consider the appointment of James Sargent to the Veterans Advisory Committee with a term to expire

11/30/27.

- C. Consider the appointment of Paula J. Hanlon to the WPCA Commission with a term to expire 11/30/29.
 - D. Consider the appointment of Michael Bogdanski to the Redevelopment Agency with a term to expire 11/30/27.
 - E. Grand List presentation
 - F. Set the date for FY 26 Budget workshop
 - G. FY 2025, Recreation schedule of Events
13. Public comment – 3 minute maximum per person
 14. Executive Session – Contract negotiations - WPCA
 15. Adjournment

Mayor and Board of Selectmen's Meeting Minutes
December 16, 2024, 7:00 PM
Also Available via Zoom:
Meeting ID: 825 1256 1826

TOPIC	Discussion
PRESENT:	Mayor Seney, Deputy Mayor Simmons, Selectman Hayes, Selectman Paquin, Selectman Pomes, Selectman Pempek, and Selectwoman Marion
ABSENT:	
1. Call to Order by the Presiding Officer	Mayor Seney called the meeting to order at 7:01 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 December 2, 2024, Mayor, and Board of Selectmen Meeting Selectman Paquin made a motion to approve the minutes from the December 2, 2024, Mayor and Board of Selectmen Meeting as presented. The motion was seconded by Selectman Pomes and passed unanimously.
5. Petitions & Communications	None
6. Reports of Special Committees	None
7. Reports of Standing Committees	A. General Government Committee 1. Schedule a meeting – Ordinance review (January 21, 2024 @ 6:00 PM) Meeting scheduled for January 21, 2024 @ 6:00 PM
8. Unfinished Business	A. EMS Update Town Administrator Sistare reviewed the summary of work and considerations for actions by the Board of Selectmen. B. ARPA Deputy Mayor Simmons made a motion to obligate the remaining funds in the amount of \$88,096.90 to Putnam EMS, payable once they have a

			negotiated lease agreement for facilities.
9.	Grant Considerations & Updates		None
10.	New Business	A.	TEEG – Introduction of Executive Director – Carl Asikainen Anne Miller and Carl Asikainen reviewed services provided to the Town. The amount paid to TEEG from the Town is low, considering the number of services provided. TEEG is requesting an increase of 6% for fiscal year 25/26.
11.	Public Comment		None
13.	Adjournment		Selectman Paquin made a motion to adjourn at 7:31 PM. The motion was seconded by Selectman Pomes and passed unanimously.
			Respectfully submitted: Denise A. Geeza, Executive Assistant

Denise Geeza

From: Barney Seney
Sent: Wednesday, December 18, 2024 4:02 PM
To: Denise Geeza; Elaine Sistare
Subject: FW: 70 May Street

From: Dick <ral6@mindspring.com>
Sent: Wednesday, December 18, 2024 4:01 PM
To: Barney Seney <Barney.Seney@putnamct.us>
Subject: 70 May Street

Hello Barney,

The recent purchase and sale agreement on the Providence and Worcester Railroad property, here in Putnam, has failed to close. I just wanted to inform you of this development and check to see if the town would consider revisiting the property.

Thank you for your past interest,

Dick



THE LOOMIS TEAM

AT RE/MAX BELL PARK

860-428-6616

dickloomis@remax.net

25 Providence Street, Putnam, CT 0

loomisteam.com



PUTNAM PUBLIC SCHOOLS

Steve Rioux Superintendent of Schools
152 Woodstock Avenue, Putnam, CT 06260
Phone: 860-963-6900 Email: riouxs@putnam.k12.ct.us

December 18, 2024

Board of Selectmen and Board of Finance
Town of Putnam
200 School Street
Putnam, CT 06260

Subject: Invitation to Attend the Board of Education Budget Workshop Special Meeting

Dear Esteemed BOS and BOF Members:

The Putnam Public School District and the Putnam Board of Education would like to extend a cordial invitation to you to attend our Budget Workshop Special Meeting.

This meeting will provide an opportunity for you to gain valuable insight into the needs and priorities that guide the difficult budget decisions we face. While the session is primarily intended for information sharing and observation, we welcome your feedback. Your insights are invaluable as we navigate this important process.

Details of the Meeting

Date: Tuesday, January 28, 2025

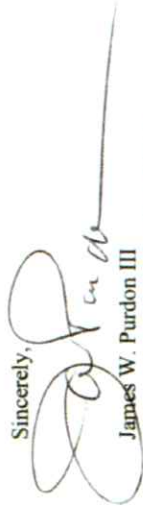
Time: 6:30 PM

Location: Putnam Board of Education Joseph V. Pempek Memorial Conference Room

We kindly request that you confirm your attendance by January 17, 2025 by contacting Sheila Partlow, Executive Assistant at partlows@putnam.k12.ct.us or 860-963-6900.

Thank you for your continued partnership and support of our schools.

Sincerely,



James W. Purdon III
Putnam Board of Education Chair

cc: Steven Rioux, Superintendent
Nancy Cole, Business Administrator
Board of Education Members

Town Administration

Contract Updates

- 49 Front Street portion of property closed, now area between rail and stone wall is owned by the Town. Recent Highway Dept cleanup of brush.

◦

Danco Drive Bridge: fully executed contract with NJR Construction LLC of Torrington; contract value \$1,690,177.00. CDM Smith to provide construction admin and inspection services, \$277,000.

- Received DOT approval and for WPCA contract with CDM Smith for engineering design of water and sewer utility replacement for the Route 44 Retaining Wall Replacement Project (2026 or later construction). DOT will reimburse the Town up to \$276k.
- Tech Park 4-Party Agreement and associated Agreements: Fully Executed by all parties - Town, YMCA, Wheelabrator, and Rawson

Recent

- Initial preparation of FY26 budget, including general government operating revenue and expenditures budgets from all department heads. Drafting CIP, including funding sources and coordinating with Bond Counsel regarding project closeout options.
- Discussion with BOE regarding health insurance, both Town and BOE use ECHIP, and due to recent 12-months claim history, both parties projected significant increase for FY26. Upcoming months will determine whether claim trend is steady, or perhaps reduces to more typical usage.
- Held annual reviews in December for all Department Heads. Final notice of FY26 salary modifications will be following BOS approval of budget.

- Kennedy Drive Parking Lot: B&W has started onsite activities, including storm drain and stormwater treatment. Expect to continue excavation and grading efforts, with paving in Spring when asphalt plants open.

◦

Coordinated between Recreation and Highway Departments - as of January 6th, the three P&G maintainers are supervised by the Highway Superintendent and they work from the Fox Road location.

- MSW and Recycling by Casella. January payments due; no invoices sent (like taxes, 2 invoices in July), but a reminder postcard mailed and newspaper notice published.
- EMS Facilities: final meeting of Ad-Hoc Committee, with report to BOS submitted in December.
- Held first and second Union negotiation meeting with WPCA unit.
- Hired new Recreation Director Jimmy Callaghan, with first day of work January 6th.
- For WPCA lead service line inventory, positive vote on Referendum in December, now coordinating with Bond Counsel and DPH for steps towards Loan Closing.
- St Marie Greenhalgh Track Improvements Project: received conceptual design and cost estimate from CHA; with borings scheduled in January to determine existing sublayer conditions.
- Continued coordination with Registrar regarding individual categorization and past income; along with upcoming steps to formalize all as W-2 employees for CY 2024 and future years.

◦

BOE projects: BOE coordinating with CHRO for their requirements. HVAC work ongoing.

Upcoming

- FY26 Budget preparation, including Mayor's Budget presentation to Board of Selectmen.

◦

Ongoing: Coordination of program with Revenue Office and Casella. Review of January 2025 payments.

- EMS Facilities: Expect Putnam EMS to update in upcoming months their progress towards leasing facilities from East Putnam Fire District.

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- Hold Meeting 3 of WPCA Unit negotiations.
 - WPCA lead service line inventory: coordinate with Bond Counsel and DPH for closing, possibly April 2025 closing date.
 - Tech Park Land Exchange Agreement - Property closings and excavation applications expected in upcoming months.
 - Same as previous month: Transfer Station: Pomfret has held bulky waste days for their residents. Putnam intends Spring 2025 bulky waste days at Pomfret. Future MOU for cost sharing and operational components. Expect Revenue Office to manage Town permits and fees.
 -
 - Same as last month: Plan for Church St Tennis Courts improvements, including coordinating with Highway for resurfacing (some in-house, some contracted), fencing and final painting. Expect 2025 efforts.
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Road and Sidewalk Improvements

Recent / Ongoing

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- School Street Sidewalks projects: Executed Contract with Mather Construction; Turner Consulting will provide inspection services.
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 - Kennedy Drive Parking Improvements: Met with design engineer J&D and Contractor B&W Paving to discuss upcoming activities due to B&W schedule availability. Expect some work this Fall 2024. Finalized scope and agreement with Turner Consulting for construction inspection and materials testing.
 - [Ongoing: Highway has various additional paving projects seasonally.]
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Upcoming

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- School Street: Preparation for spring 2025 construction start.
 - Highway Department various throughout town.
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Bridges

Recent

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- Danco Drive Bridge: Contract award to NJR, with CDM Smith providing engineering services during construction and onsite inspection. Expect Spring 2025 construction start.
 - Same as last month: Wicker Street culvert: researching options for in-situ pipe repair via lining options, for possible spring construction.
 - Ongoing: Consultant work on inspecting under-20-ft span bridges.
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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).
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Upcoming

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- Ongoing: Working with consultants, DOT, NECCOG for long-term planning of Town bridge improvements. Determine which remaining under 20-ft span bridges remain to be inspected; begin planning for schedule of improvements.
 - Danco: Submittal review and spring 2025 construction start.
 - Wicker St over Wheatons Brook: this is a corrugated metal culvert which recent inspection shows poor condition. Expect to reline the pipe in place.
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- Ongoing/same as last month: In-house minor repairs to bridges to comply with DOT inspection comments. Highway Department leading.
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- Ongoing: Expect to prioritize replacement (or repair, if eligible) of the East Putnam Road Bridge over Mary Brown Brook. (2025 or beyond construction).
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Athletic and Recreation

Recent / Ongoing

- Same as last month: Tennis Courts on Church St: reviewing other municipal recent examples and considering options for contractors for paving, painting/stripping. Fence replacement expected by Killingly Fence.
 - Track Improvements: Considering options based on CHA's recommendations and cost estimates. Expect some reductions of scope, and/or separation into multiple projects.
 - Same as last month/Ongoing: Gravel excavation by contractor for Sabin Street Recreation Field construction work. Land Use Agent leading. Based on material availability, expect 1-2 years of continued gravel excavation activities. Town efforts including landscaping to follow excavation.
 - Improvements project Trail Bed Improvements including connection to Putnam River Trail at Quinebaug River (Town of Pomfret leading). Design deliverable of 60% received in October 2024. ACOE permitting may add significant time to the final design schedule.
 - Air Line Connection between Putnam and Thompson: Land Use and ECD leading. Barton & LoGiudice ongoing efforts including survey and pedestrian bridge concepts.
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Upcoming

- Meet with new Rec Director and Summer Program Supervisor to review schedule, special events, pricing and hiring plan.
 - Tennis courts: pricing and contract preparation for Spring 2025 construction.
 - Track Improvements: engineer onsite survey and cores. Review options based on cost and existing subsurface conditions.
 - Possible response from DOT regarding our Spring 2024 application for the Transportation Alternatives Program to extend the trail system from the Air Line and River Trail south towards and into Killingly.
 - Ongoing: Air Line Trail towards Thompson: Consultant progressing, Land Use and ECD office coordinating.
 - Ongoing: Air Line Trail from Pomfret: consultant working with DOT and various permitting agencies to determine necessary permitting. May extend design significantly.
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Other Town Responsibilities

Recent

- Planning for various Ordinance review including Fire Lane, Fire Alarm Nuisance, Vendor Permitting and Building Permit fees. Expect to coordinate with Department Heads, Town Counsel, and General Government Committee to review and then consolidate for Town approvals.
 - For Route 44 Retaining Wall DOT project: upcoming design efforts related to water and sewer utilities.
 - WPCA: Bond Counsel and DPH for loan closing on lead service line inventory.
-

◦ Belding Grant with State DECD: Based on Town request, deadline extended to March 31, 2024 for Financial Assistance Agreement from DECD. January 2025 discussions with DECD include expectation that Town will lead the remediation work, including working with consultants to prepare a formal RFP or bid, and prevailing wages will be applicable to that portion. (Future Developer work would not require PW.)

Upcoming / Ongoing

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

Recent

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- CCM Legislative Committee Meeting regarding start of session and municipal priorities
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Upcoming

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- CCM webinars
 - NEWEA annual conference January 27
 - COST Annual Town Meeting January 29
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Assessor's Office
Quarterly Report
October 1, 2024 through December 31, 2024

The 2024 Grand List is complete, pending adjustments that may arise, and will be signed and filed by January 31, 2025. The net increase over the previous Grand List is 37.01%.

2024 Motor Vehicle

- The motor vehicle net assessment decreased by 15.90%.
- New Connecticut statutes were passed that completely changed the methodology we use to assess motor vehicles. Rather than an assessment based on market value, the assessment is now based on the MSRP of the vehicle minus depreciation. The purpose of the new statute was to make motor vehicle assessments more predictable and prevent assessments from increasing from one year to the next.
- Per another new statute, trailers exclusively for personal use are no longer taxable.

2024 Personal Property

- Personal property net assessment increased by 16.61%.
- Over 250 new accounts were added this year, primarily due to an extensive search of existing businesses that were never added in the past for various reasons.
- Unregistered and out of state registered motor vehicles were searched for, as they are taxable personal property per statute. The assessed value of these vehicles contributed just over one million dollars to the Grand List. This is expected to increase for the next Grand List as more of these vehicles are discovered and listed.
- Over 650 completed declarations were processed in November and December. 283 accounts did not file, and their assessments had to be estimated, with the statutory 25% penalty.

2024 Real Estate

- Real estate net assessment increased by 48.02%
- All real estate assessments were reviewed as part of the 2024 revaluation, which is now complete. Assessment notices were mailed in November, along with instructions to attend an informal hearing. All owners who attended an informal hearing have been notified of the results of their hearing. The methodology manual is complete and available for review in the Assessor's Office.
- A new Connecticut statute was passed to exempt from property tax the dwelling of Permanent and Totally Disabled veterans. The implementation of the statute has been contested as the legislative intent of the statute does not match the actual wording of the statute. For example, a report published by the Office of Legislative Research prior to the statute being passed indicated that Putnam should have three veterans receiving the new exemption. Instead, we currently have 25 who meet the requirements of the statute. The new exemption resulted in a reduction to the Grand List of \$4,935,170.

January 13, 2025

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

RE: Building Official Report – 4th Quarter 2024 – (Oct -Dec)

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:

105 Cady Road – rebuild ongoing
19 Brookside Landing – new house – ongoing
88 Providence Pike – Toyota Dealership – Permit issued – ongoing
125 Kennedy Drive – Water Treatment Building – ongoing
**399 School Street – Fire scene – working with insurance and waiting on Engineer letter –
Repairs ongoing – Temporary Certificate of Occupancy issued**
68 Five Mile River Road – new house – ongoing – CO issued
500 Five Mile River Road – 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
12 Rhode Island Line Road – Interior and exterior renovations of two houses – ongoing – CO issued
6 Prospect Street – new house – ongoing
1 Munyan Road – 2nd story addition – ongoing
51 Pomfret Street – ramps, steps and parking lot – Interior renovations – 1st and 2nd floor - Complete
**625 School Street – Wal-Mart – interior/exterior renovations and expansion – permit under review –
expected start in June 2025**
14 Highland Drive – NE Plasma - expansion – ongoing
50 Providence Pike Suite #1 – Indoor trampoline park – ongoing
157 Providence Pike – Body Shop – paint booth addition – ongoing
136 Chace Road – Connecticut National Golf – Fire – in permit process for renovations

ONGOING AND UPCOMING CONT:

61 Cady Road – House fire – clean-up in progress – permit to follow
2 Harris Street – car vs bldg. – working with insurance
45 Fairmount Street – working with Putnam PD – contractor scam
19 Bradley Street – New house after fire - ongoing
626 Providence Pike – new house - ongoing

TRAINING:

New England Building Official Education Association – Amherst, MA – 15 hrs
OEDM – 2024 IPC Methods of Venting – 3 hrs

ONLINE PAYMENTS ARE NOW BEING ACCEPTED FOR PERMIT APPLICATIONS.



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: January 15, 2025

Reporting Quarter: October 01, 2024 – December 31, 2024.

Significant Efforts during Reporting Period:

27 total properties were identified as being in violation during this quarter; 27 initial notices sent to property owners; of noticed properties/owners 23 have complied with notices & corrected the identified violation(s); 4 properties with active efforts to come into compliance with blight requests.

The blight officer walked a property with a complaining owner on multiple abandoned vehicles on an adjacent property. After observing what appeared to be abandoned vehicles on the property a letter has been sent. At the time of this report, we are still waiting for a response.

The Blight office received 1 complaint on blight from the public, the remaining 26 violations were found by the blight officer's observations.

Between April and December 31 of 2024 over 100 notices have been sent out with a 97% compliance at the time of this report.

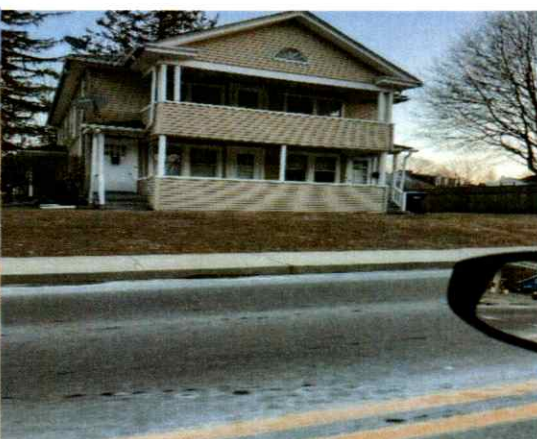
Breakdown of Violations found during this Quarter.

- Improper storage of bulky waste: 22
- Overflow of Garbage: 0
- Obstructed sidewalk: 0
- Abandoned motor vehicles: 3
- Other: 0

During this quarter the blight officer took a proactive effort on the Town of Putnam's Abandoned Motor Vehicle Ordinance.



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



Respectfully,

Russell Downer

Blight Enforcement Officer, Town of Putnam



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

MEMORANDUM

TO: Board of Selectmen

CC: Barney Seney, Mayor
Elaine Sistare, Town Administrator

FROM: Mary Ann Chinatti, Economic & Community Development Director

DATE: January 13, 2025

SUBJ: Board of Selectmen Quarterly Report – January 2025

Respectfully, Staff offers the following:

Community Development Block Grant (CDBG): No update at this time.

Business of the Year – WINY was selected as Putnam’s first Business of the Year. Mayor Seney presented Gary & Karen Osbrey with their award on Nov. 30 during the Town’s Small Business Saturday event. A plaque designating Putnam’s Business of the Year recipients is mounted in the foyer.

The call for nominations for the 2025 Business of the Year will be put out in August, with the winner, again, to be selected by the Economic Development Commission and the award presented during Small Business Saturday 2025.

Small Business Saturday – Small Business Saturday was a great success, with some businesses siting lines out the door and customers shoulder-to-shoulder. Staff looks forward to again working with PBA on the 2025 Small Business Saturday.

CT DECD 2022 Municipal Brownfield Assessment and Remediation Grant Program (Belding Mill Project) – The Progress Report due on November 30, 2024 was submitted on November 1, 2024.

The Town and its attorney met with DECD via TEAMS on Jan. 10 to discuss next steps, as the Town will now be the recipient/the grant will no longer be a “pass through”. DECD will forward necessary documents for signature when they have completed revising those documents to reflect this. Also, DECD granted the Town an extension of time, to March 31, to sign/return the State Assistance Agreement. A Progress Report is due no later than February 28.

Further updates will be provided as they become available.

Subject: Board of Selectmen Quarterly Report – January 2025

Date : January 8, 2025

Page 2

CD DECD Brownfield Municipal Grant Program – Round 18 - (2 Furnace St. and 20 Mechanic St.) – Work is progressing on this Project. The following reports have been forwarded: Phase I Environmental Site Assessment (ESA), Hazardous Building Materials Analysis (HBMA), Quality Assurance Project Plan (QAPP) and the Scoping Level Environmental Risk Assessment (ScLERA), and survey and Ph. II ESA.

Further updates will be provided as they become available.

EPA FY25 Community Wide Assessment Grant – Staff submitted an application for funding on November 2, 2024. That application is currently under review by USEPA Region 1 staff.

Further updates will be provided as they become available.

CT FY25 Federal Congressionally Directed Spending Application - Repairs/Upgrades to Putnam EMS Facility – No further update at this time.

EMS Facility, 191 Church St. Facility Study – No update at this time.

Enterprise Corridor Zone Quarterly Meeting – No update at this time.

Air Line Trail/CT DEEP Recreational Trails Grant – The project is moving along, the land surveying has started and, at the same time, the environmental work is being done. Barton & Loguidice, the Town's consultant for this Project, has hired the same firm (CHA) that is doing the survey work for the Town's Foundry Brownfield Grant work. Re the inland wetlands flagging, the Town only needs approximately 150' – 200' flagged. An update meeting with the Town's consultant is scheduled for Tuesday, January 14.

Further updates will be provided as they become available.

Farmers Market – The Market's successful 2024 season ended on Oct. 26. Vendors have already reached out, requesting applications for the 2025 Market.

Ribbon Cuttings – Ribbon Cuttings are scheduled for Saturday, January 18 at 4:00PM for Blackstone Putnam, located in the former Jessica Tuesdays at 35 Main St., and for February 1 (time yet to be determined – will update when time is confirmed) for The Glass Hole, a glass retail shop, located in the Montgomery Ward building upper level.

Plan of Conservation and Development (POCD) Update – Work on updating the PoCD continues; the Town's next meeting is scheduled for Jan. 13.

Further updates will be provided as they become available.

49 Front St. Property Donation – Closing documents have been filed and the portion of 49 Front St. between the rail line and 26-28 Union St. (a/k/a the Chickering). The Town's Economic Development Commission has approved \$16,000 in funding, to be taken from the Economic Development Trust Fund, to prepare site engineering and landscape design. The Town submitted a DEEP Urban & Community Garden Grant Program request which will, if approved, fund 50% of that \$16,000 cost.

Subject: Board of Selectmen Quarterly Report – January 2025

Date : January 8, 2025

Page 3

Further updates will be provided as they become available.

76-80 Main St., 88 Main St. – No update at this time.

CT DECD Office of Tourism, Rachel Lenda, Director – This writer and the Town Administrator attended a session entitled “Funding Your Vision: Grant & Funding Opportunities for Tourism Growth” on January 7, hosted by the Northeastern Connecticut Chamber of Commerce. The session provided much information, and we had the opportunity to talk at length with Director Lenda after that session.

:MAC

Facilities Department Quarterly Report

October – December 2024

Prepared by Kevin Lamothe 12-30-2024

October

Impact Fire/Sprinkler performed a quarterly maintenance of the fire suppression system.

Land scaping by Kevin on site to apply the fall fertilizer treatment.

The seasonal shut down and removal of the water meter and backflow preventer on the irrigation system.

P&J Landscaping winterized the irrigation system.

Killingly Fences completed the installation of the repaired dumpster fence gate.

Sprucedale Gardens (Paul Larson) and I walked the grounds and discussed the maintenance needs to properly care for the trees and gardens on the property.

November

Venture Communications and Security installed a cellular communicator for the fire alarm system in place of the existing phone hardlines.

Pruning and weeding in the garden areas in front of the complex, while weather permits.

Facilities put up Christmas trees and wreaths for the holiday season.

December

New England Services and Controls replaced 3 burnt out limit switches in the south side door vestibule, the north side door vestibule and fire suppression room wall heaters.

Impact Fire did the annual fire extinguisher testing.

SignPro fabricated and mounted the Putnam History Makers letters on the new sign in the Historical Society entry hallway. The sign was mounted on the wall by local contractor Brian Parquette of Next Level Builders, who volunteered his time.

There were 2 weather events in December that required clearing and treating the walkways around the Complex.

I have been utilizing our on-call custodian to do some extra deep cleaning of some carpeted and linoleum floors in the library.

Goals going forward

To continue to deep clean and maintain the integrity of the building with special attention given to the high traffic and most visible areas.

I am exploring options for a comprehensive maintenance plan for the trees , shrubs and gardens.

Finance Department

Quarterly Report (October - December 2024)

January 2025

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.

2. Audit

FY2024 audit has been completed and filed on time, and with no issues.

3. Budget

Will Continue to monitor the FY25 budget as we proceed through the year.
Monitoring the Capital Project Budgets in Infinite Visions for FY 2025.

4. Revenue

General government budget collected \$5,053,015.22 this past quarter. Highlighting some of the depts; \$1,475,536.87 in revenue from Revenue office taxes, \$65,985.00 Town Clerk, \$122,825.07 Building Dept. and the Waste Collections (Bins) \$43,464.85

The STIF account's interest is now recognized in the General government's budget. This accounted for \$232,680.89 investment interest this past quarter. As of December the interest rates dropped by another .50%. November .25% & December .25% due to Feds rate cut.

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 \$1,940,597.82 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 FY25 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 received my CCMO certification at the CCM Convention in December 2024.

8. Next Quarter/Upcoming Activities

Preparing for the year end 1099's.

Preparing for the FY2026 budget season.

Maureen Benway

Finance Director



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



2024 Fourth Quarter Staff Report

1/1/24 – 12/31/24

Structure Fires (Townwide)

Total Incidents: 9

Total Dollar Loss: \$4.45 Million (Estimated)

Updates

61 Cady Rd. – Single Family Residence

- Fire Originated in the Basement
- 2 Adults Displaced
- Moderate Damage to Basement and Main Floor
- Origin & Cause Report Pending

136 Chase Rd. – Connecticut National Golf Club

- Fire Originated in the Basement
- Moderate Fire Damage to Basement and Ballroom
 - Smoke and water Damage Throughout
- Origin & Cause Report Complete
 - Accidental

225 Walnut St. – Single Family Residence

- Fire Originated Exterior
- 1 Adult Displaced
- Heavy Fire Damage to the Second Floor
 - Smoke and Water Damage Throughout
- Origin and Cause Report Complete
 - Accidental

National Fire Incident Reporting 2024

Reports Reviewed and Submitted to National Fire Administration (FEMA)

Putnam – 227

East Putnam Fire Department - 64

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

Other Notable Incidents

330 Thompson Rd. - 12/25/24 Thornfield Hall (Standby Generator)

- Mutual Aid Fire Marshal Request
- Origin & Cause Report Complete – Turned Over to FM181
 - Accidental – Electrical Failure

35 Tuft Hill Rd – 12/6/24 Quinebaug (Outbuilding with Equipment & Vehicles)

- Mutual Aid Fire Marshal Request
- Origin & Cause Report Complete
 - Accidental – Ember from Outdoor Furnace

691 Quaddick Town Farm Rd. – 12/11/24 Thompson (Single Family Residence)

- Small Electrical Fire
- No Formal Report

Burn Permits Issued

2022 – 47

2023 – 34

2024 – 57

Burn Ban 10/28-11/26/24

Illegal Burning Complaints – 17

Fines Issued – 1 (Repeated Failure to Comply)

Brush Fires – 0

Inspection Fees Collected 7/1/24 – 12/31/24

Plan Review - \$1,100

Permits - \$330

Inspections - \$420

Fire Reports - \$50

Pending Fees - \$1799

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

TO: Mayor Seney and Board of Selectmen

FROM: Travis Serrine, Highway Superintendent

Re Quarterly Report

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

October

- Pothole patching and basin top cleaning.
- Equipment repairs and maintenance.
- Brush cutting and chipping.
- Drainage repairs and maintenance.
- Eviction item disposals.
- Sign replacement and maintenance.
- Roadside/River Trail mowing.
- Guide pole replacement.
- Sidewalk repairs.
- Leaf Vac truck out for large piles

November

- Pothole patching and basin top cleaning.
- Equipment repairs and maintenance
- Town wide leaf vac, three crews
- Tree removal
- Prep equipment for snow/ice.
- Assist P&R in decorations set-up.
- Snow/ice plow/treat

December

- Pothole patching and basin top cleaning
- Equipment maintenance and repair.
- Town wide leaf vac to completion.
- Vacuum catch basins

- Snow and ice plow/treatment
- Tree removal clean up.
- Digging out waterways.
- Brush trimming/chipping.



TOWN OF PUTNAM

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

Human Resource and Payroll Department **October 2024 – December 2024 Quarterly Report** **From: Mariah Clifford, Department Head**

Payroll:

- TCP Settings Audit
- Payroll Training
- Highway/Rec Retro Pay
- Comp time reset, 12/2024

FMLA/Workers Comp:

- 1 employee on Military leave, RTW 11/2024

Employment Changes:

- Technical Services Librarian resignation, effective 10/2024
- FT Technical Services Librarian start date, 11/2024
- Hired PT Technical Services Librarian start date, 12/2024

Insurance:

- WC Audit, completed

Misc Efforts:

- Highway/Recreation Union Negotiations, ratified
- Recreation Director Interviews held, offer accepted
- CCMO Certification completed
- WPCA Union Negotiation, Meeting 1, 12/2024
- Budget Preparation, Town/WPCA

Q1 2025 Expected Efforts:

- Continuation of Union Negotiations
- W2/1095 Prep
- Member of SHRM. Study/Exams towards SHRM-CP Certification
- Maternity Leave prep

Land Use Report

4th Quarter 2024

Update for 4th Quarter October, November, December

Bruce Fitzback Land Use Director

Inland Wetlands and Watercourses Agency

Oct: Acceptance of new applications

Nov: 10 Cady Pond Rd, Cady Pond HOA, Dam outfall repairs.

571 Liberty Highway, Bellavance & Gates, additional parking for car dealership

Dec: Accepting of new applications

Planning & Zoning Commission

Oct: 50 Providence Pike, Mrunal Desa, Special Permit for Trampoline Jump Off Entertainment Center
WPCA Waterline project received a positive recommendation

Nov: 300 River Rd, Strategic Realty, Modification of Excavation permit. Approved

571 Liberty Highway, Bellavance & Gates, additional parking for car dealership. Approved

625 School St, Walmart, Site Plan review for a 2420sf addition. Approved

Dec: 2024-11 70 May St, Special Permit, Withdrawn.

2024-12 17 Vine St, Devon McCrillis, Home Occupation, Gunsmith, Continued

Zoning Enforcement, ongoing

Violations Section 711 – Trailers Occupancy, Ongoing

346 Five Mile River Rd, Occupants relocated, Resolved.

173 Killingly Ave, Occupant is to relocate in January, Resolved.

146 Liberty Highway, initial letter, positive response, Resolved.

6 Nancy Drive, Melissa Macrae, Camper trailer setup on the town road, Resolved.

Temporary Commercial Signs, site inspections and verbal notice, enforcement letters, ongoing

112 Old Road, Unpermitted commercial development, Cease-and-Desist Order Oct. 24, 2024,

compliance in progress, ongoing

Zoning Board of Appeals

Oct: 51 Pomfret St, Joseph Thompson, Variance for size of sign

Nov: Accepting of applications

Dec: 2024-08 15 South Main St, Boxcar Museum yard variance for pavilion

2024-09 16 Front St, Edward DeSaulnier yard variance new construction

Plan of Conservation and Development 2026 revision

Oct: Meeting with Tyche Planning Group, Draft Vision and Guiding Principles

Nov: " Zoning District Boundaries

Dec: " " ongoing

Flood Prevention Management

Oct: No Activity

Stormwater

Oct: CDM Smith Contract FY2025
Nov: CDM Smith Field IDDE follow up
Dec: No Activity

Sabin St. Recreation Field

Oct: Gravel excavation Stopped for this season

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

McGee Toyota Construction under way, excellent stormwater erosion and sediment control

Pedestrian and Bike Trails

Airline State Park Trail Grant Third quarterly report.
Kick off meeting with Barton & Loguidice, (B&L) Forward Land Use Mapping references for B&L review
Provide B&L with land records research
Land Survey work started

Town GIS

Oct: Preparing mapping updates
Nov: Submit updates
Dec: Mapping updates completed

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. Siting Council has approved the application. Siting Council additional information has not been received.

Electric Vehicle & Charging stations.

Town decision to hold on construction of additional EV stations currently.

Disposition of Surplus Real Estate

2nd Group Under Town review

Training

Oct: CT Association of Flood Managers Conference

Respectfully Submitted,

Bruce Fitzback, L.S., CZEO
Land Use Director, ZEO
Office: 860-963-6800, x 114
Email: Bruce.Fitzback@putnamct.us



Board of Selectmen Quarterly Report
January 2025

“At its inception the library was recognized as a powerful agent for fostering the development of an enlightened social, civic and industrial life. Today it still continues to serve every citizen at every stage of life by providing “Service to All”.

Putnam Public Library historical document from 1970s

The Putnam Public Library values every community member and works to be welcoming and respectful of people’s different identities. Every year the State Library requires an annual report in October and the results of the report have recently been published. 43,436 people came through our doors from July 1, 2023-June 30, 2024 for many different purposes, 7.6% more than the previous year. The library circulated 89,782 items to our community last year, an increase of 10.4% from the previous year. Much of that success is due to a responsive, helpful and committed library staff who have the goal of helping every person who walks through the door. A library card is free to Putnam residents and with that valuable card you can check out books, DVDs, magazines and downloadable items that would cost thousands of dollars to purchase.

We were sorry to say goodbye to Gillian Norman when she retired in October after working at the library for 24 years. After a round of interviews Teale Bedard was promoted to the full time position after working in the part time position for 7 years. We interviewed for the part time position and were fortunate to offer the position to Kathleen Kunkel, who had worked in school libraries and is a good addition to the team.

VITA (Volunteer Income Tax Assistance) will be assisting our community with free tax help on Wednesdays starting on January 29 and ending on April 14. Registration is available by calling 2-1-1 (State of CT hotline) or accessing www.211ct.org. We are very thankful to the volunteers who give many hours of their time to assist our community. Federal 1040 forms and instructions are available at the library for those who prefer the paper method of submitting their taxes.

The 2nd annual Tiny Art Show will be exhibited in the library during the month of February. Participants receive a 3x3” canvas, paint and brushes in January and bring their finished masterpiece back to the library for the display. We were amazed at the breadth of artwork last year! There is still time if you would like to take part, and if not please stop by the library to view the show.

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, Northeast Art Guild, Quiet Corner Garden club, 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 **tutors** to continue education during or after school hours
- **Downloadable audio, ebook and magazine service (Overdrive/Libby)**
- **Proctoring exams** for distance-learning students
- **Reference help** available in the library and through email
- **VITA (Volunteer Income Tax Assistance)** during the tax season.

Services:

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

Recreation Director Department QUARTERLY Report : October, November, December 2024

Parks & Maintenance:

Lions Dog Park	Nothing to report
Miller Park	Nothing to report
Rawson (soccer) Field	Nothing to report
Rotary Park	Damaged pole @ Particle Accelerator was replaced, Bandstand outlined with lights, Big ornament was successfully lit all season
River Trail	PAF sponsored PUTNAM tree carving & painting completed
St Marie-Greenhalgh	2025 Complex rehab (track, fence, bleacher seating, scoreboards) in estimating phase. Concessions building: new ansel system, old grills out. New fryolator in (WPTP expense)
Tarr Park	New scoreboard to be part of St Marie-G rehab project
Tennis / Pickle Ball Courts	Project had been planned for Spring 2025, funds already allocated (3 pickle balls & 1 tennis court), still working on final details with one contractor to do asphalt & striping, possible fencing to be included. Town has contractor in mind who will work with DPW to complete the project. Barney has noted that he was open minded to final layout/design
Veterans Park	Dedication held 11/10/24 was GREAT. VAC still working on additions.
OTHER	Winterization complete, seasonal decorations swapped out accordingly

Events: Past & Upcoming:

Upcoming Events	2/8 Fire & Ice, 3/9 O'Putnam 5K, 4/12 Greet the Easter Bunny, 4/26 Beautification Day, 4/27 International Day
Past Events	10/4 Zombie, 10/19 Great Pumpkin Fest, 10/26 Downtown Trick or Treat, 11/29 Santa lights up Putnam, 12/1 Holiday Dazzle Light – all well attended & ran smoothly

Activities / Leagues / Programs:

EastConn Soccer	Nothing to report
Little League	Spring sign ups started
QV Special Olympics	Nothing to report
WPTP	Nothing to report
YOUTH HOOP	Winter in progress Dec – March, running smoothly
P.A.S.S.	Sept – June, running smoothly
SUMMER CAMP	Dates 7/1-8/8, planning in progress

Senior / Commission on Aging (COA):

Upcoming	3/20 G Labonte probate forum, 2025 bus trips & dances in planning
Past	10/1 Scam Forum w/PPD, 10/9 Sr Halloween Dance, 10/17 chinese buffet lunch bus trip, 11/13 Sr football, 11/21 Wrights Chicken Farm bus lunch trip, 12/3 Senior Christmas party
OTHER:	n/a

Veterans Advisory Committee (VAC):

Upcoming	2/1 brick order deadline for the year, 5/26 Memorial Day parade in planning, 8/1 hometown hero banner order deadline
Past	11/10 Park Dedication (noted in Parks & Rec section)
OTHER:	n/a

Tax Collector's Office
Quarterly Report
January 13, 2025

Period from October 1, 2024 through December 31, 2024

Accomplishments

- The Revenue Office mailed 1,256 motor vehicle supplemental bills to taxpayers on December 26, 2024. The taxes billed amounted to \$242,230.21 for Town Taxes and \$61,206.81 for Special Services.
- A collection summary for the Town Collections of Fiscal Year 2024/2025 is attached.
- Our office is finishing up work on the Suspense List for the spring of 2025.
- A new Tax Sale list for 2025 will be passed around to department heads for review. All properties will be sent to Attorney Adam Cohen of Pullman & Comley by the end of February 2025.
- Our office Finalized 2026 FY Budget Preparations

Classes / Meetings Attended by Department Head

- Windham / Tolland Assessor Collector Meeting October 2, 2024
- KnowB4 "Security Awareness" October 17, 2024
- CCMC Fall Meeting November 12, 2024

Upcoming Goals

- Working on Alias Tax Warrants to send to State Marshal for collections
- Attending the CTX Spring Seminar
- Prepping for meetings with the Board of Finance and Districts regarding the Suspense List of 2023 Grand List. The Suspense List is required to be presented every year by the Revenue Department consisting of bad debt taxes that need to be "suspended" or removed from active taxes.
- January 2025 collections.

TOWN CLERK'S QUARTERLY REPORT

October 2024 – December 2024

The Putnam Town Clerk's office has collected approximately \$196,769.00 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 440 land recordings totaling:	\$176,418.00
Including State Conveyance Tax of:	\$108,191.00
As well as Town Conveyance Tax of:	\$ 34,872.00

(63 transfers of property representing \$13,323,400.00 in real estate transactions)

Issued: 804 certified copies of vital records (96 via the online portal - \$2,100 plus postage fees of \$83)	\$ 16,045.00
--------------------------------------------------------------------------------------------------------------------	--------------

Copies (land records and maps):	\$ 2,164.00
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Miscellaneous, Notary, Liquor permits, vendor permits, burial and cremation permits, trade names, H & F licenses	\$ 1,494.00
---------------------------------------------------------------------------------------------------------------------	-------------

Issued 9 marriage licenses	\$ 450.00
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Dog Licenses: 11 dog licenses issued	\$ 278.00
--------------------------------------	-----------

This office has registered Births/Marriages/Deaths - 140
(98 births, 51 deaths and 11 marriages – this does not include adoptions,
legal name changes and any other corrections/amendments to vital records)

In addition, approximately 91 notarizations were done for the local community.

Recent and upcoming events:

- The November 5, 2024, municipal election was held. 158 absentee ballots were issued, 182 same day registrations were processed, and 2,066 early votes were cast. 4,487 total people voted.
- A town referendum was held December 10, 2024.
- The Clerk's Office held the first (of what will hopefully be an annual event) "I Voted" sticker design contest. Twelve entries were received from the Middle School. Greg Keith, Principal, indicated his interest in having his students participate again and will coordinate efforts with the art teacher. They would like more students to participate. Feedback was overwhelmingly positive and the public loved the posters outside the polling locations showcasing all entries.
- We've implemented the Public Documents portion of General Code. This will be a central repository for all Minutes, Agendas, meeting packets, audio files and links to the video files for all boards and commissions in town. These documents will all be searchable as well, allowing town employees and the public to quickly find pertinent information within. Ideally, I hope to launch it fully within a month for all departments to begin utilizing it.

TOWN OF PUTNAM VETERANS AFFAIRS VSO LIST

2ND QUARTER:OCT-DEC 2024

VETERANS

#	CATEGORY	QTY:	REMARKS:
1	VETERANS FILLING NEW CLAIM FOR VA COMP	18	
2	VETERANS FILLING APPEAL FOR VA COMP	10	
3	VETERANS FILLING NEW CLAIM FOR VA PENSION	0	
4	VETERANS FILLING APPEAL FOR VA PENSION	0	
5	VETERANS FILLING NEW CLAIM FOR VA HEALTH	1	
6	VETERANS FILLING APPEAL FOR VA HEALTH	0	
7	VETERANS FILLING FOR EDUCATIONAL BENEFITS	0	
8	VETERANS FILLING FOR MILITARY RECORDS	0	
9	VETERANS ASSISTED WITH TREATMENT	1	
10	VETERANS TRANSPORTATION TO APPOINTMENTS	1	
11	VETERANS WITH FOLLOW UP QUESTIONS	10	

WIDOWS

#	CATEGORY	QTY:	REMARKS:
1	WIDOWS FILLING NEW CLAIM FOR VA COMP	5	
2	WIDOWS FILLING APPEAL FOR VA COMP	1	
3	WIDOWS FILLING NEW CLAIM FOR VA PENSION	0	
4	WIDOWS FILLING APPEAL FOR VA PENSION	0	
5	WIDOWS FILLING NEW CLAIM FOR VA HEALTH	0	
6	WIDOWS FILLING APPEAL FOR VA HEALTH	0	
7	WIDOWS FILLING FOR EDUCATIONAL BENEFITS	0	
8	WIDOWS FILLING FOR MILITARY RECORDS	1	
9	WIDOWS TRANSPORTATION TO APPOINTMENTS	0	
10	WIDOWS WITH FOLLOW UP QUESTIONS	6	

DEPENDENTS

#	CATEGORY	QTY:	REMARKS:
1	DEPENDENTS FILLING NEW CLAIM FOR VA COMP	1	
2	DEPENDENTS FILLING APPEAL FOR VA COMP	1	
3	DEPENDENTS FILLING NEW CLAIM FOR VA PENSION	0	
4	DEPENDENTS FILLING APPEAL FOR VA PENSION	0	
5	DEPENDENTS FILLING NEW CLAIM FOR VA HEALTH	0	
6	DEPENDENTS FILLING APPEAL FOR VA HEALTH	0	
7	DEPENDENTS FILLING FOR EDUCATIONAL BENEFITS	0	
8	DEPENDENTS FILLING FOR MILITARY RECORDS	1	
9	DEPENDENTS WITH FOLLOW UP QUESTIONS	10	

NOTES

3 VETERANS RECEIVED OVER \$70,000.00 IN BACK PAY AND BENEFITS

1 VET AT 100%, 1 VET AT 70% W/PEND, & 1 VET AT 50% W/PEND

WPCA Quarterly Selectmen's Report

1. We were finally able to dredge the two lagoons at the Peake Brook Plant. Because of the lack of water recently, they dried out enough so we could have the equipment actually drive into the lagoons to clean them out. This was long overdue. The State requires us to do this.
2. The Town of Putnam Service Line Inventory was developed and has been submitted to CT DPH ahead of their October 16th deadline. We sent out letters to about 250 homeowners who still need to check their service lines. There are 2560 service lines in the Putnam Service Line Inventory. Out of that number, 2294 were non-lead service lines. We so far have not found a lead line!
3. An installation of the new SCADA system has been completed at the Peake Brook Plant. This computer system controls the chemicals that we use at the plant. The operators can already see a difference in the chemical usage when they run their tests. The old feed pumps were always breaking down and parts were getting hard to find.
4. So far, we've only had two water line breaks this winter season. One was on David Circle and the other was on Poulin Drive. The maintenance crew did a great job working in the freezing weather.
5. The sewer department has been doing a lot of maintenance projects around the plant. They repaired some steel rods that broke on the secondary clarifier and replaced a shaft on the aeration tank. Both of these were big projects that we were able to do in house.
6. Overall, everything is running smoothly. The maintenance department is doing a lot of mark outs. They are staying on top of trouble areas that either need hydrant flushing or sewer flushing. Mike's staff is currently doing a lot of maintenance at the plant. The water staff has also done a great job of keeping things running.

mr james w sargent

Town of Putnam CT | Generated 1/6/2025 @ 2:32 pm by OnBoardGOV - Powered by ClerkBase

Status

Name mr james w sargent
Application Date 12/18/2024
Expiration Date 12/18/2026
Board Member [James W Sargent](#)
Status Validated

Board	Vacancies	Status	Actions
Veterans Advisory Committee	1	Pending	

Basic Information

Name
mr james w sargent
Date of Birth
2/3/1984

Contact Information

Address
239 school st
putnam, CT 06260
Yes, I am a resident
Yes
Ward/District
Email
js46_03@yahoo.com
Phone
479-256-5114
Cell Phone
479-256-5114

What are your political party affiliations?

Republican

Additional Information

Notes


Generated 1/6/2025, 2:32:43 PM

Paula J Hanlon

Town of Putnam CT | Generated 1/6/2025 @ 2:32 pm by OnBoardGOV - Powered by ClerkBase

Status

Name Paula J Hanlon
Application Date 12/31/2024
Expiration Date 12/31/2026
Board Member [Paula J Hanlon](#)
Status Validated

Board	Vacancies	Status	Actions
Water Pollution and Control Authority	4	Pending	

Basic Information

Name
Paula J Hanlon
Date of Birth
10/19/1967

Contact Information

Address
118 Farrow's St
Putnam, CT 06260
Yes, I am a resident
Yes
Ward/District
Email
paula.hanlon@hotmail.com
Phone
8609336417
LinkedIn Profile URL
https://www.linkedin.com/in/paula-hanlon-92968120?utm_source=share&utm_campaign=share_via&utm_content=profile&utm_medium=share_via

What are your political party affiliations?
Democrat

Additional Information

Notes

Generated 1/6/2025, 2:32:33 PM

Rev Ross T Johnson

Town of Putnam CT | Generated 1/6/2025 @ 2:32 pm by OnBoardGOV - Powered by ClerkBase

Status

Name Rev Ross T Johnson
Application Date 1/1/2025
Expiration Date 1/1/2027
Board Member [Ross T Johnson](#)
Status Validated

Board	Vacancies	Status	Actions
Putnam Housing Authority	1	Pending	

Basic Information

Name
Rev Ross T Johnson
Date of Birth
12/23/1990

Contact Information

Address
26 Eden Street
Putnam, CT 06260
Yes, I am a resident
Yes
Ward/District
Email
ross.thomas.johnson@gmail.com
Phone
[7576421655](tel:7576421655)

What are your political party affiliations?

Democrat

Additional Information

Notes

Generated 1/6/2025, 2:32:18 PM

Mr Michael Louis Bogdanski

Town of Putnam CT | Generated 1/14/2025 @ 1:47 pm by OnBoardGOV - Powered by ClerkBase

Status

Name Mr Michael Louis Bogdanski
Application Date 1/14/2025
Expiration Date 1/14/2027
Board Member [Michael Bogdanski](#)
Status Validated

Board	Vacancies	Status	Actions
Redevelopment Agency	1	Pending	

Basic Information

Name
Mr Michael Louis Bogdanski
Date of Birth
5/4/1953
Resume File
[Download](#)

Contact Information

Address
300 walnut st
Putnam, CT 06260
Yes, I am a resident
Yes
Ward/District
Email
Mike@mikebogdanski.com
Phone
8603150205
Cell Phone
8603150205

What are your political party affiliations?

Democrat

Additional Information

Notes

Generated 1/14/2025, 1:47:16 PM

Mr. Michael Bogdanski
300 Walnut St.
Putnam, CT 06360

January 14, 2025

Town of Putnam
Board of Selectmen
200 School St.
Putnam, CT 06260

RE: Appointment to Redevelopment Agency

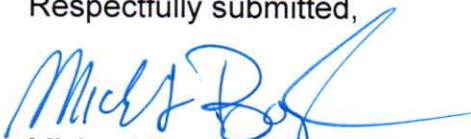
Dear Members:

I have been a member of the Town's Economic Development Commission for approximately 1.5 yrs. and recently found out there is a vacancy on the Redevelopment Agency.

I respectfully request that this Board appointment me to that Agency. I believe I have much to contribute and look forward to the opportunity to do more in service to the Town.

Thank you in advance for your favorable action on this request.

Respectfully submitted,



Michael Bogdanski

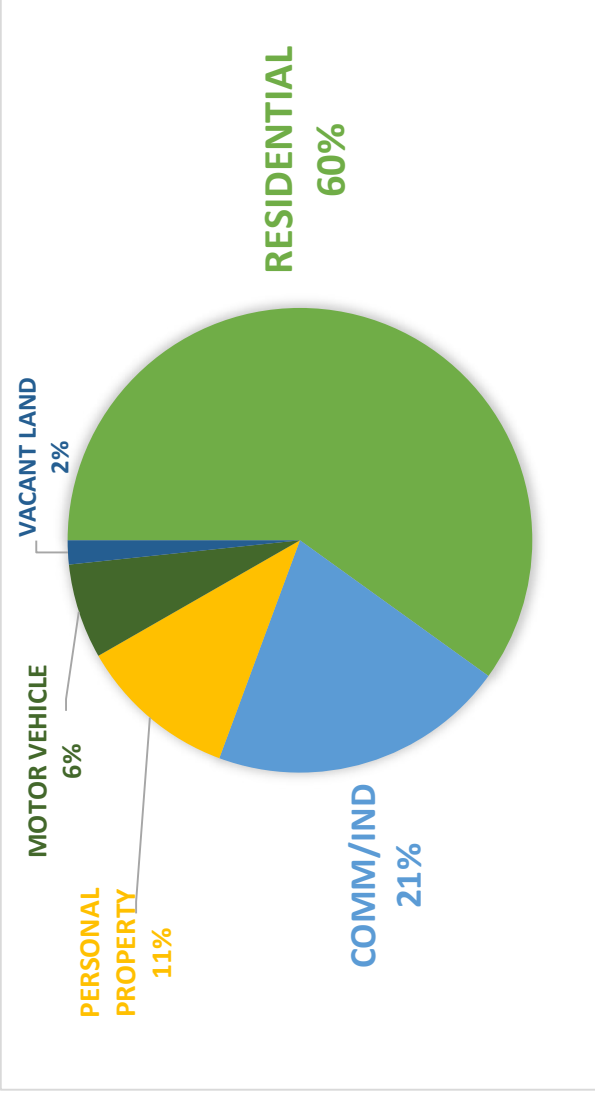
MB:MAC

**TOP TEN TAXPAYERS
2024 GRAND LIST**

	AKA	NET ASSESSMENT	% OF GL
CONN LIGHT & POWER CO		43,754,720	4.12%
YANKEE GAS SERVICE CO		10,367,500	0.98%
PUTNAM DOWNTOWN LLC	RIVERFRONT COMMONS	9,818,600	0.93%
PUTNAM ACQUISITION LIMITED PARTNERSHIP	WALMART REAL ESTATE	9,496,300	0.89%
PALL CORPORATION		8,546,240	0.81%
LCN STP HAGERSTOWN MULTI LLC	STAPLES REAL ESTATE	6,678,000	0.63%
INTERNATIONAL PAPER CO		5,593,790	0.53%
BAYSTATE INVESTMENT FUND LLC	9 APTS/RENTAL PROPERTIES	4,855,200	0.46%
PUTNAM BAPTIST HOMES INC	LITTLE RIVER ACRES REAL ESTATE	4,701,000	0.44%
PUTNAM LLC	STOP & SHOP REAL ESTATE	4,680,900	0.44%
		108,492,250	10.22%

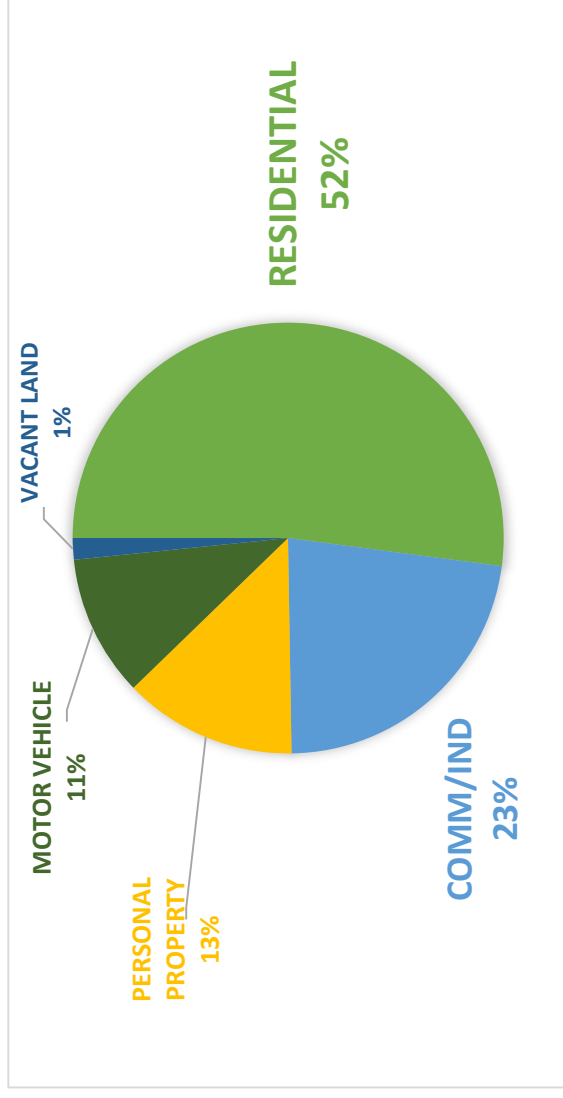
2024 GRAND LIST

	NET
RESIDENTIAL	636,034,275
COMM/IND	219,769,115
PERSONAL PROPERTY	117,546,599
MOTOR VEHICLE	70,027,400
VACANT LAND	17,800,000
TOTAL	1,061,177,389



2023 GRAND LIST

	NET
RESIDENTIAL	403,167,286
COMM/IND	175,423,925
PERSONAL PROPERTY	100,811,299
MOTOR VEHICLE	82,258,419
VACANT LAND	12,474,260
TOTAL	774,135,189



	2024 GL As Filed	2023 GL After Adjustments	Difference	% Change
Gross Real Estate	1,051,169,200	743,054,481	308,114,719	41.47%
Non-taxable Exemptions	162,461,680	143,496,500	18,965,180	13.22%
Net Real Estate	873,603,390	591,065,471	282,537,919	47.80%
Gross Personal Property Exemptions	153,645,935	141,912,979	11,732,956	8.27%
Net Personal Property	117,546,599	100,811,299	16,735,300	16.60%
Gross Motor Vehicle Exemptions	71,447,280	84,098,854	-12,651,574	-15.04%
Net Motor Vehicle	70,027,400	82,258,419	-12,231,019	-14.87%
Total	1,061,177,389	774,135,189	287,042,200	37.08%

Non-taxable real estate is comprised of properties that are Town-owned, State-owned, churches, hospitals, private schools, etc.

Exemptions are applied to property that is ordinarily taxable but receives a preferential treatment due to a special status, such as being a veteran, disabled, blind, or a manufacturing facility.

Real estate exemption increase is mostly due to the new veteran's exemption, which was nearly \$5,000,000.

Personal property exemption decrease is due to some manufacturing exemptions not being requested or being denied.

Motor vehicles are now assessed based on MSRP minus depreciation due to a new statute.

2024 GL TOTALS ARE SUBJECT TO CHANGE BY THE BOARD OF ASSESSMENT APPEALS, WHICH MEETS IN MARCH OF 2025.

CHARTER ON BUDGET DATES

2025-2026

NO LATER THAN

March 5	First Wednesday in March	Mayor to Board of Selectmen
March 19	Third Wednesday in March	Board of Selectmen to Board of Finance
April 12	Five Days before Public Hearing	Printed Budget for Public Distribution
April 23	At least 20 days before Annual Town Meeting	<u>PUBLIC HEARING</u>
May 7	At least 5 days before Annual Town Meeting	Published in Local Paper
May 14	Second Wednesday in May	<u>ANNUAL TOWN MEETING</u>
May 23	Ten Days after the Annual Budget Meeting	Board of Finance to Set Mil Rate



PUTNAM 2025 EVENT SCHEDULE



- Sat, Feb 8th: Fire & Ice*/** - 12-8pm, Downtown Putnam
- Sun, March 9th: O'Putnam 5k Road Race - Courthouse Bar & Grille
- Sat, April 12th: Greet the Easter Bunny*, Putnam Middle School
- Sat, April 26th: Beautification Day*/**
- Sun, April 27th: International Day, Downtown Putnam*/**
- Sat, May 3rd: Quiet Corner Pride Festival*
- Sat, May 10th: Fishing Derby - The Putnam Rotary Club
- Sat, May 17th: Superhero Day*/**
Rain Date Sun, May 18th
- Mon, May 26th: Memorial Day Parade*
- Sat, June 7th: Particle Accelerator - United Services, Rotary Park
- Thurs, June 19th: Junteenth*, Putnam Municipal Complex
- Sat, June 21st & Sun, June 22nd: Putnam Fine Arts Crafts Festival*, Putnam Municipal Complex
- Sat, July 5th: Fireworks* Rain Date Sun, July 13th
- Sat, July 19th: Al Fresco Concert & RiverFire*, Rotary Park
- Sat, Aug 9th: Concert & RiverFire*, Rotary Park
- Sun, Aug 10th: Main Street Car Cruise*
Pluck-A-Duck Extravaganza**, Rotary Park
Fun Family Activities & Last Chance to buy
Tickets for Pluck-A-Duck
- Mon, Aug 11th: Pluck-A-Duck**
Live Broadcast and Winners Announced on WINY
- Sun, Sept 7th: Savor the Flavor - A Food Tasting*/**
- Fri, Oct 3rd: Zombie Fashion Show**, Rotary Park, Rain Date Sat, Oct 4th
- Sat, Oct 18th: Great Pumpkin Fest*/** and
QVCC Tackle The Trail Marathon - QVCC Foundation
- Sat, Oct 25th: Downtown Trick or Treat*
- Fri, Nov 28th: Santa Lights Up Putnam*
- Sat, Nov 29th: Santa Saturdays**
- Sun, Nov 30th: Holiday Dazzle Light Parade* Rain Date Sun, Dec 7th
- Sat, Dec 6th, 13th, & 20th: Santa Saturdays**

2026 Event

- Sat, Feb 7th: Fire and Ice Festival*/**, 12-8pm, Downtown Putnam

* Town of Putnam Event / ** Putnam Business Association Event

For more information or a full list of events please visit:

discoverputnam.com



Discover Putnam is a visitors' site created by The Putnam Business Association, comprised of over 200 business members. Come to Putnam, a premiere tourist destination in Connecticut and New England.

SPECIAL THANKS TO:



Centreville Bank

Welcome to PARKS & RECREATION



Use the QR code or learn more at
putnamct.us/departments/parks-and-recreation
Town of Putnam | Putnam Recreation Department
Municipal Complex | 200 School St, Putnam, CT 06260



RECREATION:

- An enjoyable activity
- Refreshes strength & spirit, refills energy
- Improves quality of life
- Family & friend bonding time
- Trying something new
- Walking / Jogging
- Concerts, events, parades
- Games & sports
- Sitting by the river to see & hear

✓ If you do it to relax, recharge your batteries, or just to amuse yourself, it's probably recreation.

✓ Recreation is as different as people are different!

✓ **YES – WE'VE GOT ALL OF THAT for ALL AGES & STAGES OF LIFE!**



Lauren Briere: "From fireworks to river fires and concerts, that's what makes Putnam the place to be!"



Mike Bogdanski:
"I LOVE Putnam Recreation - the parades, the fireworks, and the people!"



Mikey DiColella:
"I love Putnam Rec's events & youth programs that keep you coming back! A caring community, always working together."



Roberta Solomon:
"I like Putnam Rec because it offers many events to attend and for the beautiful River Trail where my friends & I walk every day."

See flip side of card for list of all year's events, enjoy recreation!

SPECIAL THANKS TO:  **CentrevilleBank**