

MAYOR AND SELECTMEN'S MEETING AGENDA

Tuesday, February 18, 2025 @ 7:00 PM

Putnam Municipal Complex, Room 109

200 School Street, Putnam, CT

Also available via Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/85469575749>

Meeting ID: 854 6957 5749

• +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 February 3, 2025, Mayor and Board of Selectmen Meeting
5. Petitions & Communications
6. Reports of Special Committee
7. Reports of Standing Committee
 - A. General Government Committee
8. Town Administrator Report
9. Unfinished Business
 - A. Putnam EMS
Email from Jennifer Lehto
10. Grant Considerations and Updates
11. New Business
 - A. Poet Laureate
12. Public comment – 3 minute maximum per person
13. Executive Session – Contract negotiations - WPCA
14. Adjournment

Mayor and Board of Selectmen's Meeting Minutes

February 3, 2025

Also Available via Zoom:

Zoom ID # 838 1595 8441

TOPIC	Discussion	
PRESENT:	Mayor Seney, Deputy Mayor Simmons, Selectman Hayes, Selectman Pempek, Selectwoman Marion, Selectman Paquin, Selectman Pomes	
ABSENT:		
1.	Call to Order by the Presiding Officer	Meeting was called to order by Mayor Seney at 7:00 PM
2.	Pledge of Allegiance	Led by Mayor Seney
3.	Public Comment	None
4.	Approval of the Minutes	A. Minutes from January 21, 2025, Mayor, and Board of Selectmen Meeting Selectman Pomes made a motion to approve the minutes from the January 21, 2025, Mayor and Board of Selectmen Meeting as presented. The motion was seconded by Selectman Pempek and passed unanimously.
5.	Petitions & Communications	A. Cable TV Advisory Council of Eastern CT Letter was received by the Mayor's office regarding the need to appoint 2 members from the Town and 1 BOE member to the Cable TV Advisory Council of Eastern CT. Mayor Seney asked the Board to consider names for appointment. B. Henry Breault day - March 8, 2025 Mayor Seney informed the Selectmen there will be a Henry Breault Day on March 8, 2025. More information will be forthcoming.
6.	Reports of Special Committees	None
7.	Reports of Standing Committees	A. General Government Committee A meeting of the General Government Committee has been scheduled for February 18, 2025, at 6:00 PM Deputy Mayor Simmons made a motion to add two items to the agenda. The first one, item 8A) Unfinished Business EMS and the second, item 10 C) under New Business Steap Grant. The motion was seconded by Selectwoman Marion and passed unanimously.

8.	Unfinished Business	A.	EMS Deputy Mayor Simmons made a motion to have Town Administrator Sistare send a letter to Tammy Szyrka at EMS and ask the following questions. A) have test runs been completed B) When was that completed or anticipated to be completed and C) what were the results. He would like to have the information for the next Mayor and Board of Selectmen's meeting on February 18 th or a reason why the answers aren't ready. The motion was seconded by Selectman Paquin and passed unanimously.
9.	Grant Considerations & Updates	A.	Resolution – Emergency Management Performance Grant Deputy Mayor Simmons made a motion to approve the resolution for the Emergency Management Performance Grant. The motion was seconded by Selectman Paquin and passed unanimously.
10.	New Business	A.	Boxcar Museum – request to waive building permit fee. Deputy Mayor Simmons made a motion to waive the building permit fee for the Boxcar Museum project. The motion was seconded by Selectman Paquin and passed unanimously.
		B.	Application for use of road – Natchaug Epic Bicycle Tour Selectwoman Marion made a motion to approve the application for road use for the Natchaug Epic Bicycle Tour. The motion was seconded by Selectman Pempek and passed unanimously.
		C.	STEAP Grant \$1,000,000.00 Deputy Mayor Simmons made a motion to approve the resolution for improvements to the St. Marie Greenhalgh Sports Complex, to be funded through the STEAP grant. The motion was seconded by Selectman Paquin and passed unanimously.
11.	Public Comment		3 minute maximum per person
12.	Executive Session		Contract negotiations – WPCA Deputy Mayor Simmons made a motion to recess the Mayor and Board of Selectmens meeting and go into Executive Session at 7:14 PM, for the purpose of contract negotiations – WPCA, inviting in Town Administrator Sistare and WPCA Chairman Perron. The motion was seconded by Selectman Pempek and passed unanimously. Selectman Paquin made a motion to come out of executive session and reconvene the Mayor and Board of Selectmens meeting at 7:54 PM. The motion was seconded by Deputy Mayor Simmons and passed unanimously.
13.	Adjournment		Selectman Paquin made a motion to adjourn at 7:54PM. The motion was seconded by Deputy Mayor Simmons and passed unanimously.
			Respectfully submitted: Denise A. Geeza, Executive Assistant

Town Administration

Contract Updates

◦

For 70 May Street property, the Purchase and Sales Agreement (including all contingency for Town Board and Meeting approvals) is being drafted, will be reviewed by Town Counsel in upcoming weeks.

◦

Town Services Agreements to East Putnam, West Putnam and SSD have been prepared and shared with each Board, to continue to provide revenue collection and financial management efforts for FY26-FY28.

Recent

◦ Continued work for FY26 budget, including Mayor's budget. Drafting CIP, including funding sources. Potential significant budget driver includes health insurance (most recent 12 months significantly over past trends, for both Town and School).

◦

Requested from Putnam EMS information on response times from the East Putnam Fire location.

◦

Drafting ordinances for Fire Lane and Open Burning (Fire Marshal leading) for General Government input and review.

◦

Held third Union negotiation meeting with WPCA unit, and scheduled 4th meeting for mid-February.

◦

DOT Route 44 Retaining wall project. Coordinated with DOT engineering for upcoming planned retaining wall replacement, and with DOT maintenance and operations regarding their February 2025 notice of emergency designation for temporary wall support.

◦

St Marie Greenhalgh Track Improvements Project: received conceptual design and cost estimate from CHA. Preparing STEAP grant application (ECD Director Chinatti leading) for maximum \$1M grant funding towards track.

◦

For WPCA lead service line inventory, finalizing project, gathering final invoices and continued coordination with Bond Counsel and DPH for steps towards Loan Closing.

◦

Continued coordination between Recreation and Highway Departments - regarding work activities and shared needs for the three P&G maintainers.

◦

MSW and Recycling by Casella. January payments are still trickling in, with expected stop-service week of February 17th. Budget projection for revenue has been met.

◦

BOE projects: BOE coordinating with CHRO for their requirements. HVAC work ongoing. Roof project out for bid in February (summer 2025 construction).

Upcoming

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

◦

Ongoing: Coordination of program with Revenue Office and Casella.

◦

EMS Facilities: Same as last month, expect Putnam EMS to update in upcoming months their progress towards leasing facilities from East Putnam Fire District.

◦

Hold Meeting 4 of WPCA Unit negotiations.

◦

Attend kickoff meeting for WPCA water and sewer design related to DOT Route 44 retaining wall replacement project.

◦

Same as last month: 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.

- Transfer Station: Pomfret drafting agreement for Putnam's review. Putnam (Highway leading) bulky waste date at Pomfret planned for March 1st. Coordinating with 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.

Road and Sidewalk Improvements

Recent / Ongoing

- School Street Sidewalks projects: Held pre-construction meeting with contractor Mather, inspection firm Turner Consulting and engineer J&D. Upcoming efforts include submittal and requests-for-information, with Spring construction start expected.
- Kennedy Drive Parking Improvements: B&W Paving to continue as weather allows, with final paving and project completion in the early Spring months.
- [Ongoing: Highway has various additional paving projects seasonally.]

Upcoming

- School Street: Preparation for spring 2025 construction start.
- Planning for future improvements projects, and expect to complete survey efforts of some areas, including side streets off Grove Street, and north end area. This will allow the Town to be ready for grant applications including LOTCIP.
- Highway Department various throughout town.

Bridges

Recent

- Same as last month: 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.

- 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%.

- East Putnam over Mary Brown Brook: this bridge has been in poor condition for some years. The attempt for reclassification allowing for additional DOT funding so far has not succeeded. Met with consulting engineers (WMC who designed a replacement options ~10 years ago) onsite to plan for potential 50/50 DOT project or direct Town funded project. Highway Superintendent Sirrine leading.

- [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. Determine which remaining under 20-ft span bridges remain to be inspected; begin planning for schedule of improvements.
- Same as last month: Danco: Submittal review and spring 2025 construction start.

- Same as last month: Wicker St over Wheatons Brook: this is a corrugated metal culvert which recent inspection shows poor condition. Expect to reline the pipe in place.
- Ongoing/same as last month: In-house minor repairs to bridges to comply with DOT inspection comments. Highway Department leading.
- Ongoing: Expect to prioritize replacement (or repair, if eligible) of the East Putnam Road Bridge over Mary Brown Brook. (2025 or beyond construction).

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: Drafted grant application for STEAP. 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 Director leading. Based on material availability, expect 1-2 years of continued gravel excavation activities. Town efforts including landscaping to follow excavation.
- Same as last month/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 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. Met with adjacent property owners and unfortunately, expect only viable solution is road-adjacent trail.

Upcoming

- Ongoing: coordinate with Rec Director to review summer camp details, special events, pricing and hiring plan. Evaluating operating budget and donations for various components of events.
- 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.
- On hold 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. DEEP has state property slated for hunting, and their input is needed about possible reclassification.
- 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.

Other Town Responsibilities

Recent

- Drafted Ordinance review including Fire Lane and Open Burning. Coordinated with Department Head, 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: Several discussions with Town Counsel, DECD, developer and remediation consultants to plan for project approach including funding expectations. Likely Town-direct to hire consultants to prepare a formal RFP or bid, and prevailing wages will be applicable to the remediation portion. (Future Developer work would not require PW.)

◦ WPCA: attend kickoff and coordinate for design of water and sewer replacement along the length of the Route 44 retaining wall.

Upcoming / Ongoing

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

Conferences and Training

Recent

- NEWEA Annual Conference
 - COST Annual Town Meeting
 - CCM Legislative Committee Meetings
 - CIRMA Annual Meeting
-

Upcoming

- CCM webinars
 - CTCMA Meetings, including Legislative updates
 - GFOA Annual Conference in June
-
-
-

2023 Office of Emergency Medical Services Annual Report

Eliza Little, PhD, EMT Data Coordinator and Epidemiologist - Office of Emergency Medical Services
Michael Zacchera, EdD, MA, NRP Mobile Integrated Health Care Coordinator - Office of Emergency Medical Services
Richard Kamin, MD, FACEP, FAEMS Medical Director - Office of Emergency Medical Services
Raffaella Calciano, RN, MEd, Paramedic Director - Office of Emergency Medical Services

Questions regarding the report can be directed to Eliza Little (el1za.little@ct.gov)

https://portal.ct.gov/-/media/departments-and-agencies/dph/dph/ems/pdf/cemstars/2024/ctemsdataannualreport_2023final.pdf

Response Times The response time metric was calculated as the difference between the time 'Unit Notified by Dispatch' to 'Unit Arrived on Scene'. This metric provides the time it takes a unit to respond to the scene location. Across all 911-responses (n=699,344) the average response time was 8.75 minutes.

Response Times by Town, Class, and Mode

- Urban (n=45) with population density of greater than or equal to 1,000 people/square mile. Urban towns had the most 911-responses 461,086 and shortest average response time of 6.98 minutes
- Suburban (n= 33) with population density of less than 1,000 and greater than or equal to 500 people/square mile. Suburban towns had 94,651 calls with an average response time of 7.83 minutes.
- Rural (n=91) with population density less than 500 people/square mile and a population of 10,000 or less. Rural towns had the fewest calls, 77,468, and the longest average response time of 9.1 minutes.

Name	ALS	BLS
Putnam E.M.S. Ambulance Service Inc.	0	3,040

Response Times by Agency Town: Putnam:

- ▶ Tone Enroute: 2.00
- ▶ Enroute Scene: 4.00
- ▶ Scene Depart Scene: 14.00
- ▶ Depart Scene Destination: 5.00
- ▶ Destination Back in Service: 15.00

From time of tone to time of arrival was 6.00 minutes

When other factors are involved in delaying arrival times the average time of arrival is 7.71 minutes

Denise Geeza

From: Barney Seney
Sent: Wednesday, February 12, 2025 3:04 PM
To: Denise Geeza
Subject: FW: Land Proposal for EMS Site

From: Jennifer Lehto <lehtojennifer@gmail.com>
Sent: Tuesday, February 11, 2025 3:25 PM
To: Barney Seney <Barney.Seney@putnamct.us>; Mary Ann Chinatti <maryann.chinatti@putnamct.us>; Elaine Sistare <Elaine.Sistare@putnamct.us>
Subject: Land Proposal for EMS Site

Dear Barney and Staff,

I am writing to propose to you a parcel of land at 2 Furnace St for the new site of the EMS building. I believe this site offers numerous advantages that align with your operational needs and community service goals.

The location is just seven minutes from the hospital (1.8 miles), ensuring rapid response times in emergency situations. Additionally, it boasts easy access to Route 395, facilitating efficient transportation for our EMS teams and resources. Its proximity—only one mile from the Thompson town line—further enhances its strategic value for regional operations.

An added benefit of this site is the ownership of the land that abuts the Airline Trail. This acquisition would be an asset to the extension of the trail.

I believe that investing in a new EMS building at this location will greatly enhance your ability to serve the community effectively. I would appreciate the opportunity to discuss this proposal further. My clients are asking 1.6 million for a 3 acre parcel of land.

Thank you for taking the time to read this proposal and I would love to chat more. In addition, I am able to provide a 3D rendering of a new EMS building on the exact location if you would be interested in viewing.

Best regards,

--

Jennifer Lehto, Realtor
860-230-6679
lehto.jennifer@gmail.com
RES.0813752, RES. 0044402
Kazantzis Real Estate

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Jennifer Lehto, Realtor

CURRENT OWNER		SUPPLEMENTAL DATA		CURRENT ASSESSMENT	
Code	Description	Code	Appraised	Code	Assessed
6116	WD INVESTMENTS LLC	L.O.	100	154,000	107,800
	1 TOTEM POLE RD	ECZ	300	164,800	115,400
	THOMPSON CT 06277	NBHD Gro	300	250,700	175,500
		NHBD City	300	5,200	3,600
		Unsold Co			
		Assoc Pld#			
Total		574,700		402,300	

VISION

RECORD OF OWNERSHIP		SALE DATE		SALE PRICE		PREVIOUS ASSESSMENTS (HISTORY)	
Year	Code	Year	Code	Year	Code	Year	Code
2024	100	2023	100	2021	100	2021	100
	300		300		300		300
	300		300		300		300
	300		300		300		300
Total		402,300		197,000		197,000	

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OWNERSHIP NOTES

APPRaised VALUE SUMMARY

318,800

BUILDING NOTES

Appraised Building Value
Appraised Extra Features Value
Appraised Outbuilding Value

0
5,200

LAND VALUATION

Appraised Land Value
Valuation Method

250,700
C

BUILDING PERMITS

Permit Id Issue Date Type Description Amount Insp Date % Comp Date Comp Comments

23-96E 12-04-2023 EL Electric 60,000 08-19-2024 0 RENOVATION OF TWO HAN
10247 01-11-2016 CM Commercial 15,000 11-08-2016 100 DEMO OF 1X10K #6 FUE
10031 07-15-2015 CM Commercial 248,000 11-08-2016 100 DEMO OF 6 BUILDINGS
9646 05-12-2014 CM Commercial 0 ELECTRICAL SERVICE
5847 08-08-2000 1 From 2 -100 to 1-400 amp met

VISIT HISTORY

Total Appraised Parcel Value

574,700

LAND VALUATION

Building # Use Code Description Land Units Unit Price Site Index Cond Neighborhood Nhbhd Adj Location Adjustment Land Value

1 3-1 Industrial 1,000 AC 75,000.00 5 1.00 4
1 3-1 Industrial 2,000 AC 75,000.00 5 1.00 4
1 3-1 Industrial 6,430 AC 4,000.00 0 1.00 4

Parcel Total Land Area: 9.43

Total Land Value: 250,700

CONSTRUCTION DETAIL		CONSTRUCTION DETAIL (CONTINUED)	
Element	Description	Element	Description
48	Warehouse		
96	Ind/Comm		
13	D+		
1	Stories:		
27	Pre-finish Metl		
03	Roof Structure		
01	Roof Cover		
01	Interior Wall 1		
01	Interior Wall 2		
03	Interior Floor 1		
01	Interior Floor 2		
01	Heating Fuel		
01	Heating Type		
01	AC Type		
3-1	Bldg Use		
00	Total Rooms		
00	Total Bedrms		
00	Total Baths		
00	Extra Fixtur		
00	Heat/AC		
02	Frame Type		
02	Baths/Plumbing		
00	Ceiling/Wall		
02	Rooms/Prtns		
9.00	Wall Height		
0.00	% Conn Wall		
3-1	1st Floor Use:		

MIXED USE		COST / MARKET VALUATION	
Code	Description	Percentage	
3-1	Industrial	100	
RCN			
	Year Built		239,400
	Depreciation Code		1940
	Remodel Rating		P
	Year Remodeled		
	Depreciation %		53
	Functional Obsol		
	External Obsol		
	Trend Factor		1
	Condition		
	Condition %		
	Percent Good		47
	Dep % Ovr		
	Dep Ovr Comment		
	Misc Imp Ovr		
	Misc Imp Ovr Comment		
	Cost to Cure Ovr		
	Cost to Cure Ovr Comment		
RCNLD			112,500

OUTBUILDINGS, YARD ITEMS AND EXTRA FEATURES								
Code	Description	L/B	Units	Unit Price	Yr Built	Grade	Grade Adj	Appr. Value
FGR1	Garage	L	1,056	28.00	1940	P	10	2,200
SHD1	Shed	L	396	14.00	1940	A	50	2,100
FOP	Open Frame Po	L	660	18.00	1940	P	10	900
						Living Area		4,800
						Floor Area		4,800

BUILDING AREA	
Code	Description
BAS	First Floor
Total Gross	
	4,800
	4,800



CURRENT OWNER		SUPPLEMENTAL DATA		CURRENT ASSESSMENT	
WD INVESTMENTS LLC	Alt Prcl ID 006/087-00	L.O.	ECZ YES	Code 100	Appraised 154,000
1 TOTEM POLE RD	Survey Traffic	ECZ	NBHD Gro	Code 300	Assessed 107,800
THOMPSON CT 06277	Census 9031	NBHD	City	Code 300	Assessed 115,400
	District 1	Unsold Co		Code 300	Assessed 175,500
	GIS ID 008-133	Assoc Pld#		Code 300	Assessed 3,600
				Total	574,700
				Total	402,300

RECORD OF OWNERSHIP			VOL/PAGE			SALE DATE			Q/U			VI			SALE PRICE			VC		
WD INVESTMENTS LLC	857	179	05-17-2023	Q	1	600,000	00													
PALO ESTATE OF PETER TRUSTEE	0677	0017	06-21-2018	U	1	0	50													
PALO PETER TRUSTEE	0677	0017	05-25-2011	U	1	0	03													
WOLF DEN ESTATES INC	0093	0597	03-14-1973	U	1	64,000														
Total			402,300			197,000			Total			574,700			402,300					

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OWNERSHIP NOTES	
Appraised Building Value	318,800
Appraised Extra Features Value	0
Appraised Outbuilding Value	5,200
Appraised Land Value	250,700
Valuation Method	C
Total Appraised Parcel Value	574,700

BUILDING PERMITS												
Permit Id	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments	Date	Id	Type	Purpose/Result

LAND VALUATION			
Building #	Use Code	Description	Land Units
2	3-1	Industrial	0.000 AC
			I. Factor 1.00000000
			Site Index 0
			Cond. 1.00
			Neighborhood 4
			Nhbd Adj 1,000
			Location Adjustment 0
			Land Value 0
Parcel Total Land Area: 9.43			Total Land Value
			250,700

BUILDING PERMITS												
Permit Id	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments	Date	Id	Type	Purpose/Result

VISION

Element	Cd	Description	Element	Cd	Description
Style: Model	48	Warehouse			
Grade	96	Ind/Comm			
Stories:	13	D+			
Occupancy	1				
Exterior Wall 1	1.00				
Exterior Wall 2	27	Pre-finish Metl			
Roof Structure	03	Gable			
Roof Cover	01	Metal/Tin			
Interior Wall 1	01	Minim/Masonry			
Interior Wall 2	03	Concrete			
Interior Floor 1	01	Coal or Wood			
Interior Floor 2	01	None			
Heating Fuel	01	None			
Heating Type	01	None			
AC Type	01	None			
Blgd Use	3-1	Industrial			
Total Rooms	00				
Total Bedrms	00				
Total Baths	0.0				
Extra Fixtur	00				
Heat/AC	00	None			
Frame Type	02	Wood Frame			
Baths/Plumbing	02	Average			
Ceiling/Wall	00	None			
Rooms/Prtns	02	Average			
Wall Height	8.00				
% Comm Wall	3-1				
1st Floor Use:					

Code	Description	Yr Bilt	Unit Price	Units	Cond. Cd	% Good	Grade	Grade Adj	Appr. Value
RCNLD									52,300

OUTBUILDINGS, YARD ITEMS AND EXTRA FEATURES										

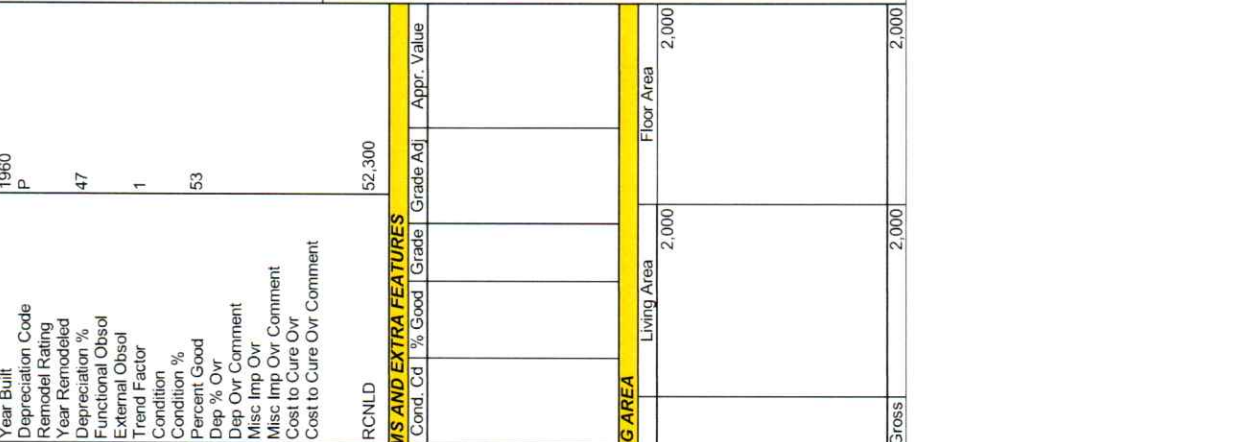
BUILDING AREA										
Code	Description	Living Area	2,000	Floor Area	2,000					

Total Gross										
										2,000

Code	Description	Percentage
3-1	Industrial	100
0		0

COST / MARKET VALUATION		
RCN	98,670	
Year Built	1960	
Depreciation Code	P	
Remodel Rating		
Year Remodelled	47	
Depreciation %		
Functional Obsol		
External Obsol	1	
Trend Factor		
Condition %		
Condition %	53	
Percent Good		
Dep % Ovr		
Dep Ovr Comment		
Misc Imp Ovr		
Misc Imp Ovr Comment		
Cost to Cure Ovr		
Cost to Cure Ovr Comment		

BAS	20	100	20



CURRENT OWNER	SUPPLEMENTAL DATA		CURRENT ASSESSMENT		PREVIOUS ASSESSMENTS (HISTORY)		
Map ID	Account #	Bldg #	Code	Appraised	Assessed	Code	Assessed
WD INVESTMENTS LLC	006/087-00		100	154,000	107,800	100	107,800
1 TOTEM POLE RD	Light	YES	300	164,800	115,400	300	115,400
THOMPSON CT 06277	9031	City	300	250,700	175,500	300	175,500
	1	Unsold Co	5,200		3,600	300	3,600
	008-133	Assoc Plat#				300	6,800
			Total		574,700	Total	402,300
			Total		197,000	Total	197,000

VISION

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OWNERSHIP NOTES	APPRAISED VALUE SUMMARY
	Appraised Building Value 318,800
	Appraised Extra Features Value 0
	Appraised Outbuilding Value 5,200
	Appraised Land Value 250,700
	Valuation Method C

BUILDING PERMITS	VISIT HISTORY									
Permit Id	Issue Date	Amount	Insp Date	% Comp	Date Comp	Comments	Date	Id	Cd	Purpose/Result
Total Appraised Parcel Value 574,700										

LAND VALUATION											
Building #	Use Code	Description	Land Units	Unit Price	Size Adj	Site Index	Cond.	Neighborhood	Nbhd. Adj	Location Adjustment	Land Value
3	1-1	1-Family	0.000 AC	0.00	1.00000	0	1.00		1.000	0.00000	0
Parcel Total Land Area 9.43											
Total Land Value 0											

REFERENCE NUMBER

KNOWN AS 34 MECHANICS ST
LEFT OFF GRAND LIST IN ERROR

CONSTRUCTION DETAIL		COST / MARKET VALUATION	
Element Code	Description	Building Value New	Year Built
06 01	Conventional Residential C	252,384	1900
11 1.5	Stories:	F	
07 07	Exterior Wall 1 Asbest Shingle		
03 03	Exterior Wall 2 Gable/Hip		
03 03	Roof Structure: Asphalt/Arch	39	
03 03	Roof Cover: Plastered		
09 09	Interior Wall 1 Pine/Soft Wood		
02 02	Interior Wall 2 Oil		
06 06	Heat Fuel: Steam		
01 01	AC Type: None		
05 05	Total Bedrooms: 5 Bedrooms	61	
1 0	Total Bthrms:		
0 0	Total Half Baths:		
0 0	Total Xtra Fixtrs:		
10 10	Total Rooms:		
02 02	Bath Style: Average		
	Kitchen Style: Average		
	RCNLD	154,000	



OUTBUILDINGS, YARD ITEMS AND EXTRA FEATURES																																																																																									
Code	Description	LB	Units	Yr Bilt	Cond. Cd	% Gd	Grade	Grade Adj.	Appr. Value																																																																																
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AGENDA ITEM COVERSHEET
11 A. Poet Laureate

Item Submitted by: Elaine Sistare

Date: February 18, 2025

Legal advice required: n/a

Item Summary:

We have been approached by a few members in the community with an interest in the Town appointing a Poet Laureate. The Connecticut Council of Poets Laureate state there are several ways a Town can appoint a Poet Laureate. The appointment can be made by the Mayor, Selectmen, Library Board or Arts Council. The post is voluntary, and a two-year term. The applicant should be a resident and have good communication skills in order to work together with library staff and town leaders.

Financial Summary:

None

Staff Recommendation:

Decide as to who should appoint a Poet Laureate for the Town of Putnam.

Board Action Required:

Decide as to who should appoint a Poet Laureate for the Town of Putnam.

Supporting Materials (if yes, list attachments):

Documentation for the Connecticut Council of Poets Laureate website
Ctpoetlaureates.com/whyappointaspoetlau/

Why communities should appoint a poet laureate?

The arts are essential to the health and vivacity of every community. Poetry, an ancient art which maintains its vitality today, is something people turn to for solace, enlightenment, and delight. A poet laureate can serve as an ambassador representing a locality in the greater arts community.

A poet laureate is a person who is recognized for his or her long-standing involvement in poetry. This person demonstrates passion and expertise in the field, and works to promote poetry in the general culture. We have a state poet laureate, but urge the cities, towns, and regions of Connecticut to also consider appointing their own poets laureate. In order to appoint a poet laureate, a committee that might include a mayor, members of a town council, or members of a local arts council should identify one or more persons who demonstrate a serious commitment to poetry, and then make an appointment.

Our coalition, The Connecticut Coalition of Poets Laureate (CCPL) can provide advice or assistance in this process.

What Does a Poet Laureate Do?

A poet laureate engages in activities that promote the public enjoyment of poetry. Here are just some examples:

- participate in the activities of CCPL
- organize and / or participate in poetry readings open to the public
- read a poem at a town event
- write or find poems about the community, historical events, figures, etc.
- visit schools and work with students
- present poetry workshops
- review library collections of poetry and suggest updates, especially of CT and under-represented diverse voices
- collaborate with local artists, musicians, dance groups for unique multi-media events
- facilitate the publication of an anthology of poetry by community members
- participate in or help organize ekphrastic poetry events (art & poetry)
- manage a poetry showcase in a public area such as the town hall or library
- work with the local library to create a poetry corner or collection of poetry books by CT authors
- create or facilitate the creation of a poetry bench
- create or facilitate the creation poetry posts in the public parks
- be available for poetry consultations and/or outreach with community groups
- work with other poetry associations such as CPS and the Sunken Garden

Recommendations For Picking A Poet Laureate

Looking at what some towns have done, we can make these suggestions: The poet laureate can be appointed by the mayor, the town council, the arts commission, or the library board.

Requirements might include some of the following: age 18 or older, resident of the community, desire to engage with the community in ways that promote poetry, evidence of knowledgeable engagement with poetry through the years Some towns require an application. That could include a resume, a cover letter, and samples of the applicant's poetry. Laureates are appointed anywhere from two years to a lifetime appointment. Three years is common.

Opportunities: reception held in his or her honor soon after appointment, represent the town as part of the CCPL Duties: Engage the community in the appreciation of poetry through various activities such as public readings or special projects.