

**Town of Putnam
Redevelopment Agency
Regular Meeting Agenda
Conference Room – 201
Thursday, April 08, 2025, 8 am**

Join Zoom Meeting

<https://us06web.zoom.us/j/82868119219?pwd=RKvuGJgHEXXub3KxoE9T1rCpxeyqEz.1>

Meeting ID: 828 6811 9219

Passcode: 9T5Dqj

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a.) Call to Order:

b.) Approval of Meeting Minutes of the Previous Meeting/s*

- i. December 10, 2025* Regular Meeting January 14, 2024 Regular Meeting
- ii, Special Meeting January 16, 2025* c.)

Communications:

d.) New Business:

- i. 48 Industrial Park Rd. Lease discussion*

e.) Reports of Officers and Committees:

- i. Blight Officer Report

f.) Old Business:

- i.

g.) Public Comments:

h.) Other:

- i. Director's Report

I.) Adjournment:

*Vote Required

**TOWN OF PUTNAM
Redevelopment Agency
Minutes of a Regular Meeting**

The Putnam Redevelopment Agency met for a Regularly Scheduled meeting Tuesday,
December 10, 2024.

The Chair opened the meeting at 8:00 a.m.

a.) Call to Order: Chair Lee Konicki, Vice-Chair Paul Grenier and Agency member Doug Taylor. Absent: Delia Fey

Town representatives: Mayor Barney Seney, PRA Director Mary Ann Chinatti, and Recording Secretary Jackie Lefevre.

b.) Approval of Meeting Minutes of the Previous meeting*

- i. November 12, 2024*: Motion by VC Grenier to approve the minutes of November 12, 2024 meeting, as presented, seconded by Member Taylor, motion carried.

c.) Communications: None

d.) New Business:

- i. **None**

e.) Reports of Officers and Committees:

- i. Blight Officer Report: the November 4th report was reviewed with no questions.

f.) Old Business:

- i. PRA Bylaws Update: * Chair Konicki explained the monthly PRA meetings, starting in 2025, to be revised from monthly to quarterly. He read aloud Article IV "Meetings" section of the bylaws. "the regular meetings will be quarterly on the 2nd Tuesdays of: January, April, July and October at 8:00 am" A motion made by VC Grenier to revise the PRA bylaws to read the regular meetings will be quarterly on the second Tuesday of January, April, July and October at 8:00 am", seconded by Member Taylor, motion carried.
- ii. 2025 PRA meeting schedule: A motion made by VC Grenier to approve the revised PRA 2025 meeting schedule, as presented - quarterly, seconded by Member Taylor, motion carried.

g.) Public Comments: None

h.) Other:

- i. **Director's Report:** Report was reviewed with no questions/comments. PRA Director and Mayor will be meeting with a video productions company to discuss promoting Putnam.

i. Adjournment: There being no further items to bring forward or discuss, Member Taylor motioned to adjourn at 8:09 a.m., seconded by VC Grenier, motion carried.

Respectfully submitted by Recording Secretary Jackie Lefevre

**TOWN OF PUTNAM
Redevelopment Agency
Minutes of a Regular Meeting**

The Putnam Redevelopment Agency met for a Regularly Scheduled meeting Tuesday, January 14, 2025.

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a.) **Call to Order:** Agency members Paul Grenier Doug Taylor. Absent: Delia Fey, and Chair Lee Konicki.

Town representatives: Town Administrator Elaine Sistare, PRA Director Mary Ann Chinatti, and Recording Secretary Jackie Lefevre.

The Redevelopment Agency meeting did not take place due to lack of a quorum

b.) Approval of Meeting Minutes of the Previous meeting*

i. December 10, 2024*

c.) Communications: None

d.) New Business:

i. **Annual Election of Officers***

ii. **EMS/Incubator Building Lease Revenues***

e.) Reports of Officers and Committees:

i. Blight Officer Report:

f.) Old Business:

i.

g.) Public Comments: None

h.) Other:

i. **Director's Report:**

i. Adjournment:

Respectfully submitted by Recording Secretary Jackie Lefevre

**Town of Putnam
Redevelopment Agency
SPECIAL MEETING
Thursday, January 16, 2025**

MINUTES

PRESENT: P. Grenier, Vice-Chairman
D. Fey
D. Taylor

ABSENT: L. Konicki, Chairman

ALSO PRESENT: E. Sistare, Town Administrator
M. A. Chinatti, ECD Director

- a.) Call to Order: P. Grenier called the meeting to order at 8:09am. Roll call was taken; a quorum was present.
- b.) Approval of Meeting Minutes of the Previous Meeting*
 - i. December 10, 2024*
(**M/S/C Taylor/Fey**) to approve the minutes as presented. Carried unanimously.
- c.) Communications: NONE
- d.) New Business:
 - i. Annual Election of Officers*

Chairman: D. Taylor nominated L. Konicki for Chairman; D. Fey seconded the nomination. There were no further nominations.

(**M/S/C Taylor/Fey**) to close nominations. Carried unanimously.

(**M/S/C Taylor/Fey**) to elect L. Konicki Chairman. Carried unanimously.

Vice-Chairman: D. Fey nominated P. Grenier for Vice-Chairman. D. Taylor seconded the nomination. There were no further nominations.

(**M/S/C Fey/Taylor**) to close nominations. Carried unanimously.

(**M/S/C Taylor/Fey**) to elect P. Grenier Vice-Chairman. Carried unanimously.

Secretary: D. Taylor nominated D. Fey for Secretary. P. Grenier seconded the nomination. There were no further nominations.

(**M/S/C Grenier/Taylor**) to elect D. Fey Secretary. Carried unanimously.

ii. EMS/Incubator Building Lease Revenues*

M. A. Chinatti stated that the Redevelopment Agency received a Community Development Block Grant from the USDA (the Program subsequently assigned to CT DECD) in the late '90s/early '00s to construct, with rental proceeds deposited in a Redevelopment Agency designated account; that account currently has over \$400,000 in it. She continued, stating Mayor Seney had been in contact with the State, which informed him funds in that account could be used as the Town saw fit.

She stated Mayor Seney submitted a request to this Agency for use of up to \$75,000, funds to be taken from the rental proceeds account, to prepare an A-2/T-2 survey, Phase I Environmental Site Assessment and conceptual drawings for 70 May St., which is back on the market and listed at \$900,000.

E. Sistare stated that Putnam EMS is currently negotiating with East Putnam Fire District to lease a portion of its building. This would mean a longer response time to get to a call in the Special Services District, which is where the majority of EMS calls originate. She continued, stating the current Church St. location doesn't meet current code and the facilities are severely inadequate. She stated cost estimates to bring Church St. up to code are estimated at over \$6M, which is extremely cost prohibitive. She stated Mayor Seney would like to see the East Putnam location as a temporary solution, until a permanent solution can be found. She stated an estimated annual lease cost to be \$100K.

E. Sistare stated East Putnam's building was constructed approximately 10 years ago, and the building currently houses one of the EMS ambulances. She stated Putnam EMS currently has 24-hour employees and continues to grow, noting that, approximately 3 years ago, EMS only had day employees and if they got called out in the middle of the night they'd have to get out of bed to cover it. She stated her expectation that, should EMS move to East Putnam, EMS would come to the Town and say that the current \$300K/yr. contract must be increased to \$400K.

E. Sistare continued, stating that if the Redevelopment Agency were to approve Mayor Seney's funding request, he would then ask the Board of Selectmen to allow entering into negotiations with the Railroad for purchase.

P. Grenier asked about response times if May St. was the ultimate location, as he recalled that being a major obstacle at the August Town Meeting. M.A. Chinatti responded stating that it is anticipated part of the negotiations would include obtaining an access easement to Buck St. from the Railroad over its abutting property. P. Grenier stated this may allay concerns.

Discussion ensued re any other viable properties, to which E. Sistare stated the Town had looked at the Metal Mast site at 55 Providence St., but the property owner's asking price for that property is \$1.2M. Other sites were briefly discussed.

(M/S/C Fey/Taylor) to approve up to \$75,000 for preparation of A2/T2 Survey, Phase I Environmental Site Assessment and conceptual drawings for 70 May St., the expenditure contingent on an executed PSA, said funds to be taken from the Redevelopment Agency's Incubator Building rental income account. Carried unanimously.

e.) Reports of Officers and Committees:

i. Blight Officer Report – Members reviewed the Blight Officer's report.

f.) Old Business: NONE

g.) Public Comments: NONE

h.) Other:

i.) Director's Report – M.A. Chinatti stated that, in addition to her written report, three

Ribbon Cuttings are scheduled: Saturday, Jan. 28 at 4PM for Blackstone Putnam (flight restaurant), 35 Main St. (the former Jessica Tuesdays), Saturday, Feb. 1 at 10:30AM for The Glass Hole (retail glass shop), main floor of the Montgomery Ward building at 112 Main St., and Saturday, Feb. 1 at 6PM for A Touch of Class (men's custom made suits/formal wear) at 128 Woodstock Ave. (the former JT's Appliance).

j.) Adjournment*: There was no further business.

(M/S/C Taylor/Fey) to adjourn at 8:48AM

*Vote Required

Respectfully submitted,
M. A. Chinatti, Economic & Community Development Director