

**Town of Putnam
Redevelopment Agency
Regular Meeting Agenda
Conference Room 201
Tuesday, April 14, 2026 8:00 A.M.**

Join Zoom Meeting

Meeting ID: 884 9460 8271

<https://us06web.zoom.us/j/88494608271?pwd=QwnAQWHDwaJvulT8943nkp7SwB1tRr.1>

Passcode: 5RX9ZA

- a) Call to Order:
- b) Approval of Meeting Minutes of the Previous Meeting:
 - i. Regular Meeting October 14, 2025*
- c) Communications:
- d.) New Business
 - i. Receipt of Letter of Resignation*
- e.) Reports of Officers and Committees:
 - i. Blight Officer Report
- f.) Old Business:
- g.) Public Comments:
- h.) Other:
 - i. Director's Report
- l.) Adjournment:

Vote Required*



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

**Town of Putnam
Redevelopment Agency
Regular Meeting Agenda
Conference Room – 201
Tuesday, October 14, 2025, 8AM
Meeting Minutes**

PRESENT: Lee Konicki, Chair; Paul Grenier, Vice-Chair, Mike Bogdanski, Doug Taylor, and Delia Fey.

PRESENT: M. A. Chinatti, ECD/Redevelopment. Director, B. Fitzback, Land Use Agent, J. Lefevre, Administrative Assistant/recording secretary

Absent: Oliver Ian Williamson.

a.) Call to Order: Chair Konicki called to order at 8am. A quorum was present.

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

i. Regular Meeting - July 8, 2025*

D. Taylor motion to approve, July 8, 2025, meeting minutes, as presented, seconded by M. Bogdanski. Carried unanimously.

c.) Communications: none

d.) New Business:

i. **Funding Request – Union Square Courtyard***: a conceptual design of the Union Square Courtyard project, located at 55 Front Street, was included in the meeting packet. ECD/Redevelopment Director shared a grant through Urban & Community Garden is being applied for funding for a total of \$ 508,836, which will break down to \$ 250,000 of State grant and \$258,836 would come through the Town's Incubator Fund representing Town's match. This funding will not include the Archway or Sculpture portion of the project. These items will be addressed later. D. Taylor motioned to approve the expenditure of \$ 258,836 from the Town's Incubator fund, pending approval of grant funding, seconded by P. Grenier, unanimously passed.

- ii. **2026 Redevelopment Agency meeting schedule*** The Chairman explained the meetings will continue quarterly. The proposed dates are Tuesday mornings at 8 am, January 13; April 14, July 14 and October 13, 2026, Suggestion to add the first meeting in January 2027 to the schedule, which is Tuesday, January 12, 2027. Motion made by D. Fey, seconded by P. Grenier to add the first January meeting date of 2027 to the schedule and approve it along with the 2026 meeting schedule, unanimously passed.

e.) Reports of Officers and Committee:

- i. Blight Officer Report: report was reviewed.

f.) Old Business:

- i. Vacant Surplus Town Properties*: B. Fitzback presented six small parcels/strips of land, owned by the town, to be considered for sale or transfer to adjoining landowner. The parcels/strips range in size and are considered unusable. Motion by D. Taylor to provide recommendations to sell or transfer the parcels, seconded by P. Grenier, passed unanimously.

g.) Public Comments: None

h.) Other:

- i. Director's Report: Report was reviewed.
- i.) Adjournment: There being no further business to discuss/vote M. Bogdanski motioned to adjourn, seconded by P. Grenier. Meeting adjourned at 8:25 am.

Respectfully Submitted by Jackie Lefevre, ECD Administrative Assistant



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MEMORANDUM

TO: Putnam Economic Development Commission
Putnam Redevelopment Agency

FROM: Mary Ann Chinatti, Economic & Community Development Director

DATE: April 8, 2026

SUBJ: Director's Report

STEAP Grant – A kick-off meeting for the track project was held on Sept. 25. Current schedule (subject to change): 100% construction documents – April 6, 2026; Required State Review: April 6 – April 20, 2026; Bidding – April 27 – May 16, 2026; Construction – May – Oct. 2026.

CT DECD 2022 Municipal Brownfield Assessment and Remediation Grant Program (Belding Mill Project) – DECD requested an updated title search of the property, which Staff forwarded on March 24. The Town's attorney is working on the closing documents with the State's attorney; it is anticipated that closing will be in May.

CT DECD Brownfield Municipal Grant Program Round 18 (2 Furnace St. and 20 Mechanic St.) – Kooris Consulting was selected to prepare the Highest & Best Uses/Marketing Study. Tighe & Bond has a groundwater gauging event planned for the summer, under drier conditions, to evaluate seasonal low groundwater conditions at the site. It is anticipated the grant will be wrapped up after that, which would be late summer/early fall depending on the weather.

Air Line Trail/CT DEEP Recreational Trails Grant – A project update meeting was held March 31. Barton Loguidice (BL), the Town's consultant on the project, is making good progress. An extension to year end is necessary from DEEP's Recreational Trails, and BL will submit that request. 60% design plans are due in August, but BL is of the opinion that they may be ready earlier. Updated plans will include incorporating utilities locations in the design. Plans will be provided to approach property owners re any needed easements; yet to be decided is whether the Town, or BL, will make those contacts. The next update meeting is scheduled for April 27 at 1PM.

Plan of Conservation and Development (POCD) Update – Tyche Planning & Policy Group, the Town's consultant on the Project, is in the process of finalizing the document, which will then be presented to the Planning and Zoning Commission for approval.

Union Square Courtyard – DEEP's announcement of funded projects has been pushed back to later this spring/early summer.

Subject: Director's Report

Date: April 8, 2026

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Grove St. – South Main St. Sidewalks Project – DECD has recommended to the State Bond Commission that this project be funded. It is anticipated the Commission will make its decision on the DECD recommendation by the end of May. In anticipation of the Commission's approval of DECD's recommendation, NECCOG engineer Syl Pauley is finalizing bid documents, to be forwarded to DECD for its required review at the appropriate time.

School St. – Walmart Sidewalk Project – Per NECCOG engineer Syl Pauley, plans should be ready to forward to CT DOT for its review within the next few weeks. In the interim, Staff is researching possible funding sources for the project.

Putnam Public Market/Cargill Hotel – The required Special Permit was approved by the Planning and Zoning Commission at its November meeting. Building permits will be requested in two phases, the first being for 88 Main St. The owner's representative indicates that the property owner is currently reviewing the contractor's submitted contractor, and he anticipates submission of a building permit application for 88 Main St. by the end of April.

Poet Laureate – The Town's Poet Laureate, Aubrey Waz-Grant, gave two readings at the March 7, 2026 Art Heist, put on by the Putnam Arts Council. Her readings were very well received. Aubrey is also working on a July 2026 art and history event which would include, at this writing, a tour of a State Park or Arts Council Chairman Moorehead's property. She would also like to invite an indigenous representation (Nipmuc) to give a discussion about tribes in our area. This would be combined with Aubrey leading a writing workshop.

FY27 Congressionally Directed Spending – Staff submitted a request for funding to Congressman Courtney's office on March 6 for the Peake Brook Surface Water Treatment Plant Repairs, Upgrades. The Project entails rebuilding, making necessary repairs and upgrades to the Town's surface water facility, including but not limited to building improvements/repairs and replacement of machinery.

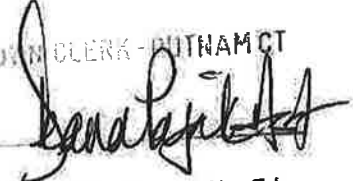
Staff was notified by Congressman Courtney's office on March 31 that the project was submitted to the House Appropriations Committee to be considered for inclusion in FY27 appropriations legislation. While this is not a guarantee for funding, it is a critical step on the path to securing targeted appropriations for this project.

In order to officially secure this funding, it will have to be approved by both chambers of Congress and then signed into law by the President. While the 2027 Federal Fiscal Year begins on October 1st, it is not anticipated that Congress will have reached agreement on a FY27 budget at that point – it is more likely that this legislation will be considered toward the end of 2026 or the beginning of the new session in 2027.

:MAC

November 18, 2025

Christine Bright, Putnam Town Clerk
200 School Street
Putnam, CT 06260

TOWN CLERK - PUTNAM CT

2025 NOV 18 A 11: 51

Dear Ms. Bright,

I hereby submit this letter to notify you of my resignation from the Putnam Redevelopment Agency effective immediately.

Thank you,


Delia Fey

cc: Mary Ann Chinatti, ECD/ Redevelopment Director

Jackie, Lefevre, Administrative Assistant, Putnam RDA



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First Quarter Report

Report Prepared By: Russ Downer

Department: Blight Enforcement

Date of Report: January 6, 2026

Reporting Quarter: January 07, 2026 – April 10, 2026

Blight violation notices sent and other blight issues dealt with during first quarter.

- First quarter notices: **20**
- Working with N.D.D.H. on two properties on possible rodent issues.
East Putnam
Special service District
- Illegal dumping in Park Street. Worked with highway department on clean up. Worked with P.D. on possible culprit.
- Several homeowners as well as businesses were cited for failure to comply with snow removal on sidewalks after snowstorms.

Spotlight Properties Update:

- 8-12 High st. property has been sold! Rehab has begun, with an excavator on site and a conceptual plan sent to the town and building official as to what this property will look like in completion.
- 118 & 120 Pomfret st. has been sold, permits pulled and rehab as begun. A new roof has been put on at least one of the two apartments. Both buildings have completely emptied out. The progress has been a little slow but still moving in the right direction.

Fines and Liens applied as of January 6, 2026:

- *Sunset ave property; We have worked out a written cleanup plan with the property owner and have suspended fines currently. (see below)*
- *Park rd property; Moving forward with scheduled Tax sale to include \$33,200.00 in blight fines. (Sold at Tax sale)*
- *Chase rd property; Owner is trying to work out plans. At the time of this report, property is still scheduled to go to tax sale. Taxes have not been fully paid and blight fines equal \$40,000.00 (Sold at Tax sale)*



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Park Street Before

Daniel Gardner 54 Park st. Putnam, Ct.

Contact information: Cell phone 860.481.0462



Illegal dumping by Zachary Burnett

Park Street After





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Sunset Before



Sunset as the cleanup continues





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Continued progress at 8-12 High st. Rehab on 2nd building and burnt building removed.



Respectfully, Russell Downer

Blight Enforcement Officer, Town of Putnam

January 6, 2026