

TOWN OF PUTNAM

MAYOR & SELECTMEN'S MEETING MINUTES

NOVEMBER 21, 2016

| TOPIC | | DISCUSSION | ACTION/RESOLUTION |
|----------|--------------------------------|--|-------------------|
| PRESENT: | | Mayor Falzarano, Deputy Mayor Morey, Selectmen Cutler, Jr., Lasko, Pempek, Simmons & Tarr | |
| ABSENT: | | | |
| 1. | CALL TO ORDER | Meeting called to order at 7:00 P.M. by Mayor Falzarano | |
| 2. | PLEDGE OF ALLEGIANCE | Led by Mayor Falzarano | |
| 3. | PUBLIC COMMENT | <p><u>Don Steinbrick – 423 Providence Pike</u> Inquired as to the status of 88 Main Street</p> <p>Mayor Falzarano advised that the plan was to put retail space on the first floor, offices on the second floor and a restaurant on the roof</p> <p>Norm Perron – Fire Marshal Restaurant on the roof may present a problem as you need a second means of egress</p> | |
| 4. | APPROVAL OF MINUTES | A. <u>November 07, 2016 Board of Selectman Meeting Minutes:</u> <i>Selectman Pempek made a motion to accept the minutes as presented. Selectman Tarr seconded the motion, which passed unanimously.</i> | |
| 5. | PETITIONS & COMMUNICATIONS | A. <u>Email dated November 16, 2016 from Jay Ghassen-Zadeh of CRCOG (Central Region Council of Governments) – Status Update on Streaming Video Project:</u> No action required | |
| 6. | REPORTS OF STANDING COMMITTEES | A. <u>General Government:</u> No update | |
| 7. | REPORTS OF | A. <u>Charter Revision Commission:</u> | |

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| | SPECIAL COMMITTEES | | <p>Chairman Tarr offered the following:</p> <ul style="list-style-type: none"> Completed all revisions and the document will be retyped and reviewed in its entirety at the December 28, 2016 meeting and review in December and should be ready for the Board of Selectmen in January | |
| | | B. | <p><u>Special Services District Report:</u></p> <p>Selectman Lasko offered the following: The District scheduled a meeting to vote on the replacement of existing streetlight bulbs with LED lightbulbs. No one was in attendance so the District Meeting will need to be rescheduled</p> | |
| | | C. | <p><u>Putnam Facilities Study Group – Possible Executive Session – Sale of Property:</u></p> <p>Selectman Cutler offered the following:</p> <ul style="list-style-type: none"> Met on 11/17 and saw initial renderings of the Town Hall/Library Discussed the Armory briefly <p>Covered under item 14A</p> | |
| 8. | STAFF REPORTS | A. | <p><u>Economic and Community Development:</u></p> <p>See attachment “A”</p> | |
| | | B. | <p><u>Building Official/ZEO Report:</u></p> <p>See attachment “B”</p> | |
| 9. | TOWN ADMINISTRATOR REPORT | A. | <p><u>Town Administrator Report:</u></p> <p>See attachment “C”</p> | |
| 10. | UNFINISHED BUSINESS | A. | <p><u>Armory Development and Use:</u></p> <p>Covered under agenda item 7C</p> | |

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| | | <p>B. <u>Cargill Falls Dam – Executive Session – Strategies and Negotiations regarding Pending Claims and Litigation (real estate):</u></p> <p>Covered under item 14B</p> <p>1. 21 Church Street – Ownership of Land under the Water – Mayor Falzarano advised that Town Attorney St. Onge was still researching the topic</p> | <p>Mayor Falzarano to follow up with Town Attorney St. Onge</p> |
| | | <p>C. <u>Building Official Position:</u></p> <p><i>Selectman Pempek made a motion to hire Chad Sessums as the full time Building Official for the Town of Putnam contingent upon the receipt of appointment as a Provisional Building Official through the State of Connecticut Department of Administrative Services as well as obtaining certification as a Building Official within ninety (90) days; annual starting salary set at \$52,000 with an increase to \$55,000 once Building Official Certification is obtained. Selectman Simmons seconded the motion, which passed unanimously.</i></p> | <p>Mayor Falzarano to issue an offer letter</p> |
| | | <p>D. <u>Accounts Payable Position:</u></p> <p>The position has been posted internally and will be will advertised in the Shoppers' Guide, Turnpike Buyer and the Town Website next week</p> | <p>Denise to post the position in the Shoppers' Guide, Turnpike Buyer and on the Town website</p> |
| | | <p>E. <u>Town Administrator Position – Possible Executive Session:</u></p> <p>Covered under item 14C</p> | |
| | | <p>F. <u>28 Woodstock Ave.:</u></p> <p>There is a possibility that the property could be sold via sealed bid. Town Attorney St. Onge can advise proper process. The water, gas, and electricity have been shut off. Fire Marshal Perron checked with Public Works to see if the town crew could clean up the debris, however their work schedule with not</p> | <p>Mayor Falzarano to check with Town Attorney St. Onge on the proper process</p> <p>Selectman Tarr to arrange for the property to be cleaned up</p> |

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| | | | allow for that at this point. Selectman Tarr will arrange for Mark Boudreaux to clean debris | |
| | | G. | <u>Parking Lot near the Bandstand in Rotary Park:</u> Mayor Falzarano has not heard back from LOCIP | Mayor Falzarano to call LOCIP November 22, 2016 |
| | | H. | <u>43-45 Laurel Street:</u> <i>Selectman Pempek made a motion to approve the offer of \$5,000 from Elias & Crystal Boj. Selectman Simmons seconded the motion.</i> <i>Selectman Pempek made a motion amending the main motion to include “pending approvals from applicable boards and commissions.” Selectman Simmons seconded the amended motion, which passed unanimously.</i> <i>Vote on main motion was passed unanimously.</i> | Denise to email Brenda Roy asking to add the sale of land to the November 28 th Planning Commission Meeting agenda. Denise to add the sale of land to the November 28 th Board of Finance Meeting agenda |
| 11. | GRANT CONSIDERATIONS AND UPDATES | | None | |
| 12. | NEW BUSINESS | A. | <u>137-139 Woodstock Ave.:</u> <i>Selectman Simmons made a motion to have Town Attorney St. Onge pursue this through court or remediation. Selectman Pempek seconded the motion, which passed unanimously.</i> | Mayor Falzarano to contact Town Attorney St. Onge to start court or remediation action |
| | | B. | <u>Consideration and Approval of a Resolution Appointing Donna Diani as the Treasurer of the Town of Putnam:</u> <i>Deputy Mayor Morey made a motion approving the resolution (see attachment “D”). Selectman Lasko seconded the motion, which passed unanimously.</i> | |
| | | C. | <u>Consider the Reappointment of Unaffiliated David Brotzman of 46 Sabin Street to the Economic Development Commission for a term to expire</u> | Denise to send the notification letters |

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| | | | <p><u>December 1, 2020:</u></p> <p><i>Selectman Tarr made a motion approving the reappointment of David Brotzman to the Economic Development Commission for a term to expire December 1, 2020. Selectman Pempek seconded the motion, which passed unanimously.</i></p> | |
| | | D. | <p><u>Consider the Reappointment of Independent Paul Grenier of 7 Freemont Street to the Economic Development Commission for a term to expire December 1, 2020:</u></p> <p><i>Deputy Mayor Morey made a motion approving the reappointment of Paul Grenier to the Economic Development Commission for a term to expire December 1, 2020. Selectman Lasko seconded the motion, which passed unanimously.</i></p> | Denise to send the notification letters |
| | | E. | <p><u>Technology Park - Possible Executive Session – Strategies & Negotiations regarding Pending Sale of Property:</u></p> <p>Covered under agenda item 14D</p> | |
| | | | <p><i>Selectman Simmons made a motion to add “Consider Approving the State of Connecticut’s request for a Traffic Easement Are at Route 44 and Kennedy Drive for a Price of \$500.00 and Recommend such to the Planning Commission and Board of Finance” to the agenda as agenda item 12F1</i></p> | |
| | | F. | <p><u>Approval of Bills:</u></p> <p><i>Selectman Tarr made a motion to pay all approved bills. Selectman Simmons seconded the motion, which passed unanimously.</i></p> | All approved bills to be paid |
| | | F1. | <p><u>Consider Approving the State of Connecticut’s request for a Traffic Easement Are at Route 44 and Kennedy Drive for a Price of \$500.00 and</u></p> | Denise to ask Brenda Roy to add this item to the November 28 th Planning Commission |

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| | | <p><u>Recommend such to the Planning Commission and Board of Finance:</u></p> <p><i>Selectman Pempek made a motion to approve the request and to recommend this item to the Planning Commission and Board of Finance. Selectman Tarr seconded the motion. Vote: Mayor Falzarano – yea; Deputy Mayor Morey – yea; Selectman Cutler, Jr. – yea; Selectman Lasko – yea; Selectman Pempek – yea; Selectman Simmons – nay; Selectman Tarr – yea. Motion passed 6-1</i></p> | <p>Meeting agenda</p> <p>Denise to add this item to the November 28th Board of Finance Meeting agenda</p> |
| | | <p>G. <u>All Other Business to Lawfully Come Before Such Meeting:</u></p> <ol style="list-style-type: none"> 1. Selectman Pempek inquired about the term of the WB Mason contract. <i>The Town is on the BOE WB Mason contract</i> 2. Selectman Pempek inquired as to the status of the permanent structure for the Wheelabrator Non-Ferrous Metals recycling facility. <i>This project is still awaiting DEEP approval. Local residents are complaining about the noise, appearance, and working hours of the temporary structure. Most of these concerns will be addressed when the permanent facility is built.</i> Selectman Lasko suggested that the Town reach out to the person who is heading the Governor’s initiative to reduce waste, that person may be able to help move DEEP forward | <p>Denise to check with Nancy Cole of the BOE regarding the WB Mason Contract</p> <p>Mayor Falzarano to contact Senator Flexer and Representative Rovero to see what is needed to move DEEP along</p> |
| 13. | PUBLIC COMMENT | <p>Patrick Kelley – 21 Church Street</p> <p>Asked the Board to hold the owners/developers of the Cargill Falls Mill Hydro Power project to a letter that had been issued by the Town in 2008 stating that there could be no change in the aesthetics of the river, which would prevent the installation of a trash boom. <i>The Board advised that the Mr. Kelley that</i></p> | |

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| | | <p>he has more legal standing as he may own the land under the water where the trash boom would be anchored</p> <p>Don Steinbrick – 423 Providence Pike Inquired as to the value of the permanent Wheelabrator Non-Ferrous Metals Recycling Facility Selectman Pempek advised that the value is estimated at \$12,000,000</p> <p>Norm Perron – Fire Marshal</p> <ol style="list-style-type: none"> 1. Advised the Board that he has not seen any plans regarding a restaurant on the roof of 88 Main, this is conceptual only 2. 28 Woodstock Ave – he is aware that there has been an offer to purchase the hot tub on the property, he suggested that the Town obtain a written release of liability and have the person buying the hot tub to remove it herself 3. Whipple Street – Inquired as to what the steps are to get the building demolished. In January, there was a structure fire. The house is still standing; however, burned out and presents liability for the Town. The owners have passed and there is no insurance on the property | <p>Mayor Falzarano to ask Town Attorney St. Onge what would be required, should the Board vote to demolish, given the ownership status of the property</p> |
| 14. | EXECUTIVE SESSION | <p>Selectman Simmons made a motion to recess the Board of Selectmen Meeting at 7:56pm. Selectman Pempek seconded the motion, which passed unanimously.</p> <p>Selectman Simmons made a motion to go into Executive Session at 7:57pm. Selectman Pempek seconded the motion, which passed unanimously</p> | |
| | | A. | <u>Putnam Facilities Study Group – Possible Executive Session – Sale of Property</u> |
| | | B. | <u>Cargill Falls Dam – Executive Session –</u> |

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|-----|--------------------|----|--|--|
| | | | <u>Strategies and Negotiations regarding Pending Claims and Litigation (real estate):</u> | |
| | | C. | <u>Town Administrator Position – Executive Session - Personnel:</u> | |
| | | D. | <u>43-45 Laurel Street – Sale of Property:</u> | |
| | | | <i>Deputy Mayor Morey made a motion to come out of Executive Session at 8:21pm. Selectman Simmons seconded the motion, which passed unanimously.</i> | |
| | | | <i>Selectman Simmons made a motion to reconvene the Board of Selectmen Meeting at 8:22pm. Selectman Tarr seconded the motion, which passed unanimously.</i> | |
| 15. | ADJOURNMENT | | <i>Selectman Simmons made a motion to adjourn the Board of Selectmen meeting at 8:23p.m. Selectman Pempek seconded the motion, which passed unanimously.</i> | |

Respectfully submitted,

 Anthony P. Falzarano, Mayor

 Denise S. Roireau, Secretary to the Board

November 1, 2016

Mayor Falzarano
Board of Selectmen
126 Church Street
Putnam, CT 06260

Re: Building Official/Z.E.O. Report – October 2016

Hours: Monday-Thursday 7:00 - 11:00
Friday 11:00 - 3:00

Attached please find the permit log for the issuance of 51 Building Permits for the month of October 2016. 41 inspections were completed.

Total Building Permit fees collected: \$5,345.50

Update:

Kings Inn – Various permits have been obtained for repairs as well as a permit for a restaurant.

Housing Complaints:

37a Center Street – Filed from tenant. Inspected the entire apartment and a letter listing the violations was mailed to the landlord by both certified and regular mail.

827 Five Mile River Road – Property inspected various deficiencies were found. Owner has been in to start the permit process.

Blight Updates:

415 School Street – Various agencies involved. Property was foreclosed on. Tenant in process of Relocating.

| Permit | Location | Owner/Contractor | Type of Permit | Value | Date |
|--------|-------------------------|------------------|------------------------|-------|-------|
| 10601 | 262 Woodstock Ave. | Morrison | garage addition | 17900 | 10-1 |
| 10602 | 11 Park Street | Marciano | garage | 24000 | 10-1 |
| 10603 | 845 Five Mile River Rd. | Piquette | remove/replace porch | 17500 | 10-3 |
| 10604 | 61 Dufault Street | Labonte | woodstove | MIN | 10-3 |
| 10605 | 11 Maple Street | D.M. Group | chemistry lab | 26000 | 10-3 |
| 10606 | 25 Hanley Street | Brown | electrical | MIN | 10-3 |
| 10607 | 25 Hanley Street | Brown | siding & windows | 13000 | 10-3 |
| 10608 | 74 Perry Street | McLean | 50 gallon water heater | MIN | 10-3 |
| 10609 | 225 School Street | Solis | int/ext repairs | MIN | 10-4 |
| 10610 | 323 Kennedy Dr | Moutoudis | interior renovations | 42000 | 10-4 |
| 10611 | 81 Bibeault Street | Landry | solar | 24000 | 10-5 |
| 10612 | 10 Thurber Road | Service Station | tank replacement | MIN | 10-5 |
| 10613 | 5 Poulin Drive | Gaucher | electrical | MIN | 10-5 |
| 10614 | 5 Heritage Road | Ruhi Hospitality | lp tanks | MIN | 10-6 |
| 10615 | 58 Sunnyside Ave | Garett | electrical | MIN | 10-7 |
| 10616 | 271 East Putnam Rd | Artiaco | screened porch | 4800 | 10-7 |
| 10617 | 225 School Street | Solis | electrical wiring | MIN | 10-7 |
| 10618 | 3-5 Israel Putnam | Town | condensing units | N/A | 10-11 |
| 10619 | 328 East Putnam Rd | Lemmon | re-roof | 12600 | 10-11 |
| 10620 | 7 1/2 Lamothe Street | Walenta | pressure test | MIN | 10-11 |
| 10621 | 79 Smith Street | Metz | re-roof | 14050 | 10-12 |
| 10622 | 55 South Prospect | Bousquet | re-roof garage | 7200 | 10-13 |
| 10623 | 224 Pomfret Street | Hennessey | oil/propane conversion | MIN | 10-13 |
| 10624 | 179 Farrows Street | Becker | windows | 4368 | 10-14 |
| 10625 | 95 Vandenoort St | Pipkin | pressure test | MIN | 10-17 |
| 10626 | 447 River Road | Rice | solar | 26334 | 10-17 |
| 10627 | 182 Providence St | Singh | furnace | 3500 | 10-17 |
| 10628 | 63 Five Mile River | Auclair | solar | 16000 | 10-19 |
| 10629 | 2 hurry Hill Rd | Shank | generator | MIN | 10-19 |
| 10630 | 90 Providence St | Kaluga | roof repairs | 8500 | 10-20 |
| 10631 | 75 Latici Street | Falzarano | chimney liners | MIN | 10-20 |
| 10632 | 2 Grove Street | Ct Tank Removal | tank installation | MIN | 10-24 |
| 10633 | 35 Gilman Street | Powers | soffit & fascia | 6000 | 10-24 |
| 10634 | 1 Walnut St | MDL | gas meter work | MIN | 10-25 |
| 10635 | 5 Centennial St | MDL | gas meter work | MIN | 10-25 |
| 10636 | 71-96 Front Street | MDL | gas meter work | MIN | 10-25 |
| 10637 | 97-237 School Street | MDL | gas meter work | MIN | 10-25 |
| 10638 | 12-142 South Main St | MDL | gas meter work | MIN | 10-25 |
| 10639 | 9 Grove Street | MDL | gas meter work | MIN | 10-25 |
| 10640 | 50 Killingly Avenue | Weiker | inground pool | 17485 | 10-25 |
| 10641 | 731 Five Mile River | Hayes | electrical | MIN | 10-25 |
| 10642 | 107 Killingly Avenue | Monte | boiler | 13700 | 10-25 |
| 10643 | 2 Grove Street | ADT | security | MIN | 10-26 |
| 10644 | 5 Highland Drive | Impact Plastics | electrical | 35000 | 10-26 |
| 10645 | 352 Fox Road | Herrick | coal stove | MIN | 10-27 |
| 10646 | 36 Church Street | Isabel Int. LLC | int. renovations | MIN | 10-27 |

| Permit | Location | Owner/Contractor | Type of Permit | Value | Date |
|--------|--------------------|------------------|----------------------|---------|-------|
| 10647 | 144 Killingly Ave | Kostovski | inground pool | 43698 | 10-28 |
| 10648 | 12 R.I. Line Rd | Coderre | electrical | PENDING | 10-28 |
| 10649 | 84 North Street | Welch | relocate door & deck | 4300 | 10-28 |
| 10650 | 395 River Road | Viens | garage addition | 43200 | 10-28 |
| 10651 | 301 East Putnam Rd | Deojay | re-roof | 4000 | 10-31 |

OCTOBER 2016 BUILDING OFFICE TOTAL COLLECTIONS
CASH REPORT
PUTNAM- COLLECTOR OF REVENUE

MONTHLY SUMMARY REPORT BY BILLING YEAR CASH: All Date: 11/01/2016 Pay Date: 10/01/2016 To 10/31/2016 Time: 14:01:09 Page: 1
 Condition: Year From: 2000 TO 2015 District: Term# : SPECIFIC TERMINAL ? Total Only: YES Bill Type: 00 ALL BILLS Susp/Credit: ALL Cycle #: 00 TO 00
 Recap Option: Year Type S-D TOWN Gross INTEREST L+FEES Net B-INT FIRE Tax INTEREST Sewer L+FEES Other INTEREST L+FEES TOTAL DATE-PAID

| BILL # | Year | S-D | TOWN | Gross | INTEREST | L+FEES | Net | B-INT | FIRE | Tax | INTEREST | Sewer | L+FEES | Other | INTEREST | L+FEES | TOTAL | DATE-PAID | TP | OV | BATCH | TR# | TER# |
|-------------|-------|-----|------|----------|----------|----------|------|-------|------|------|----------|-------|--------|-------|----------|--------|----------|-----------|----|----|-------|-----|------|
| TOT RE | | | | 0.00 | 0.00 | 5,163.13 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,163.13 | | | | | | |
| TOT YR | 2015 | | | 0.00 | 0.00 | 5,163.13 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,163.13 | | | | | | |
| TOT CUR/YR | COLL. | | | 0.00 | 0.00 | 5,163.13 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,163.13 | | | | | | |
| TOT ACTIVE | | | | 0.00 | 0.00 | 5,163.13 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,163.13 | | | | | | |
| GRAND TOTAL | | | | 0.00 | 0.00 | 5,163.13 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,163.13 | | | | | | |
| TOWN | | | | CURRENT: | 5,163.13 | BACK : | 0.00 | | | | | | | | | | | | | | | | |
| FIRE | | | | CURRENT: | 0.00 | BACK : | 0.00 | | | | | | | | | | | | | | | | |

RECEIPT TOTAL 5,163.13
 CASH TOTAL 424.54
 CHANGE TOTAL 0.00

 CASH BALANCE 424.54
 CHECK TOTAL 4,738.59
 CREDIT TOTAL 0.00
 DEPOSIT TOTAL 5,163.13 *** (EXCLUDE CREDIT)

 DEPOSIT TOTAL 5,163.13

**Town of Putnam
Account Detail 10/01/2016 to 10/31/2016**

| <u>Date</u> | <u>Post Type</u> | <u>Source</u> | <u>Reference</u> | <u>Description</u> | <u>Units</u> | <u>Debit</u> | <u>Credit</u> | <u>Balance</u> |
|---------------------|------------------|-------------------|------------------|--------------------|--------------|--------------|-----------------|-------------------|
| 100-1315-4504-0000 | Actual | Building & Zoning | | | | | | 0.00 |
| 10/06/2016 | | C/R | | Building & Zoning | | | 1,388.00 | (1,388.00) |
| 10/27/2016 | Actual | C/R | | Building & Zoning | | | 3,453.87 | (4,841.87) |
| 100-1315-4504-0000 | | Building & Zoning | | | 0.00 | 0.00 | 4,841.87 | (4,841.87) |
| Report Total | | | | | 0.00 | 0.00 | 4,841.87 | (4,841.87) |

**Town of Putnam
Account Detail 7/01/2016 to 6/30/2017**

| <u>Date</u> | <u>Post Type</u> | <u>Source</u> | <u>Reference</u> | <u>Description</u> | <u>Units</u> | <u>Debit</u> | <u>Credit</u> | <u>Balance</u> |
|---------------------|------------------|---------------|------------------|------------------------------|--------------|--------------|------------------|--------------------|
| 100-1315-4504-0000 | | | | Building & Zoning Fees | | | | 0.00 |
| 7/18/2016 | Actual | C/R | 07/14/2016 | Building & Zoning | | | 5,156.38 | (5,156.38) |
| 7/21/2016 | Actual | C/R | 07/21/2016 | Building & Zoning | | | 6,708.39 | (11,864.77) |
| 7/29/2016 | Actual | C/R | 07/29/2016 | Building & Zoning | | | 3,572.15 | (15,436.92) |
| 8/18/2016 | Actual | C/R | | Building & Zoning | | | 3,884.39 | (19,321.31) |
| 8/26/2016 | Actual | C/R | 08/25/2016 | Building & Zoning | | | 1,720.93 | (21,042.24) |
| 9/01/2016 | Actual | C/R | | Building & Zoning | | | 1,125.05 | (22,167.29) |
| 9/14/2016 | Actual | C/R | | Building & Zoning | | | 4,762.66 | (26,929.95) |
| 9/22/2016 | Actual | C/R | | Building & Zoning | | | 1,444.90 | (28,374.85) |
| 9/29/2016 | Actual | C/R | | Building & Zoning | | | 2,046.20 | (30,421.05) |
| 10/06/2016 | Actual | C/R | | Building & Zoning | | | 1,388.00 | (31,809.05) |
| 10/27/2016 | Actual | C/R | | Building & Zoning | | | 3,453.87 | (35,262.92) |
| 100-1315-4504-0000 | | | | Building & Zoning Fees Total | 0.00 | 0.00 | 35,262.92 | (35,262.92) |
| Report Total | | | | | 0.00 | 0.00 | 35,262.92 | (35,262.92) |

BOARD OF SELECTMAN UPDATE

November 21, 2016

PUTNAM REDEVELOPMENT AGENCY (PRA)

Municipal Brownfield Pilot Program- Cargill Falls Mill

CME has prepared, and the ECD office has approved, Change Order #2, which will allow Sitecon to hire Michael Horton Engineering. Horton's scope will be to design the shoring and other temporary measures to protect the safety of the workers who will be constructing the first Sky Bridge support tower outside (east) of Building 10. Sitecon is currently working on a pay request to send us to cover Horton's initial billing. We understand that Sitecon will send us the executed Change Order, along with the Pay Request, as soon as they are finished.

CME and Eagle are ready to resume field oversight and testing as soon as Sitecon can remobilize to the site.

Historic Brownfield Revitalization Program-Belding Mill

A total of 7 consulting firms responded to the RFP/Q with 4 of the firms being interviewed. The CT DECD Project Director will be informed of the interview results and discuss the outcome before making a recommendation.

Former Putnam Foundry (Palo Property)

All Scope of Work items have been completed at this time. Funds remain and we are making recommendations to the CT DEEP to continue work near the property to better focus on re-use development. Bill Warzecha is checking with the State DEEP financial officers to deem what is appropriate. I have suggested that the Stream Bank Stabilization Project that was not funded by the STEAP Grant, be a project that would follow with the mission of the CT DEEP and to be funded by the unspent funds.

ECONOMIC AND COMMUNITY DEVELOPMENT

Quinebaug Regional Technology Park.

On Wednesday, November 9th, I made a presentation to the Scotland Board of Selectmen as requested to give them an update of the QRTP. Packets were made up for each member showing maps, conceptual subdivision modifications and building layout designs.

The CT Economic Resource Center has designed approximately 10 logos for the Economic Development Commissions review. At the November meeting 2 logos were chosen with modifications to be made to one of the concepts. The Tagline will be the next proposal for marketing.

Industrial Park Updates

I am continuing with tours of our local technology and manufacturing businesses. This month I visited Fluid Technology, a coloring coding and coating threads/blending ribbons technology for the Fiber Optic industry; Foster Corp/Discovery Science (Sister company), a business designed to blend polymers for the medical device industry and nutraceuticals studies blending polymers with clinical drugs to make soluble; and Aerotech Fasteners a manufacturer of specialty metal rivets and fasteners specifically for the aerospace industry.

PBA Beautification Committee

It was discussed to request funding from the Board of Selectman for the Flower Bridge Project in the future to move forward with the hydroponic watering and feeding concept for the Bridge St bride. The Putnam Business Association will be raising 75% of the funding. Miller Park will be the next focus of rehabilitation in the Spring season. Discussion took place regarding the repainting of Fire Hydrants in Town. Research will be done for appropriate approvals, community involvement, etc.

The 'Pedaling For Putnam' bikes will be removed to ready the streetscape for winter enhancements such as decorated sleds.

Innovation Places Planning Grant

I am including a brief synopsis of the Innovation Places Grant that was awarded to the NECT Innovation Hub the includes Putnam, Killingly, Mansfield and UCONN. Formal meetings have begun, the first being hosted by the ECD office here in Putnam. We are in the planning phase now and must apply for the implementation stage.

“The Innovation Places initiative seeks to support entrepreneurs and leaders developing places that will attract the talent high-growth enterprises need,” said Glendowlyn Thames, director of CTNext. “Innovation Places weaves together entrepreneurship support and relationship-building with physical planning and development. The CTNext Board of Directors will look for applications that focus on private-public partnerships and create a vibrant atmosphere for residents and the workforce.”

The cornerstone of the initiative is two grant competitions:

1. **Planning Grants** of up to \$50,000 to help communities conduct a strategic planning process to identify emerging relevant conditions and to build a master plan that leverages the resources and assets in each community to create new opportunities.
2. **Implementation Grants** to provide communities with a portion of the funding required to implement the master plan. An amount of \$4,900,000 has been allocated each year for five years, to augment private and public investments in programs and infrastructure likely to attract talented people and increase knowledge-sharing that leads to innovation. This is a competitive, merit-based application process intended to make the greatest use of the funds. Grant funds may be used for (including but not limited to):
 - Attracting and directing support to early-stage businesses and attracting anchor institutions;
 - Developing, in collaboration with private partners, a business incubator, coworking space, business accelerator, or public meeting space;
 - Events, community building, marketing, and outreach; and
 - Open space improvement, housing development, bicycle paths, and improved technology infrastructure, including broadband.

“Talented people are drawn to places where they can learn quickly and work alongside others to invent what’s next,” said Catherine Smith, commissioner of the Department of Economic and Community Development. “This is an opportunity for a diverse set of entrepreneurs, leaders and institutions in our communities to collaborate to make the kind of lively, walkable, transit-oriented places where innovative companies want to grow.”

76-80 Main St Property Blight and Building Conditions Report

Attorney St. Onge and I have met regarding moving forward with Blight and code violations. Mayor Falzarano needs to appoint an enforcement officer in order to move forward.

Federal Transportation Grant Opportunities

Jerry Beausoleil and I met with NECCOG’s Engineer and Planner to discuss the grant process for 2 different applications for sidewalk improvements and reconstruction as well as

roadway improvements. Jerry and I will identify roads/sidewalks and the best possible grant depending on their DOT classifications. More information to follow.

Town Administrator's Report

43-45 Laurel Street property : \$ 5,000. Price agreed to on the part of all Selectmen. Process to follow, submission to Planning Commission with recommendation from Board of Selectmen

Next to the Board of Finance and finally to a town meeting for approval

*Buildings official
Three finalists interviewed by committee on Thurs, Nov 17*

Land transfer Meeting between State of Connecticut and Town of Putnam held in Mayor's office 11/16/16. Mayor, Willie Bousquet, Jerry Beausoleil, Jeff Rawson, Don Musial, Dave Held present. Cleared the air and what steps we must follow to approach State.

Land under water ownership. Confusing. Army Corp of Engineers say no one can own land under water, stream, lake, pond, river, and ocean, etc, Our Attorney says difficult interpretations on this topic. He is still researching and will let us know soon.

Main Office help Hired a office temp to handle phone and messages

Finance Director. - Donna Diani working full go and doing excellent job for the Town ,

Salary to be set by BoS

Town Administrator position. Alma and General Govt. Committee working on final draft to be placed in media sources. No salary will be listed, BoS will have to work this out. State average is between \$ 109,000. - 185,000

Sidewalks, - Jerry, Delpha and NEECOG are putting package together

Putnam-Pomfret sewer project almost concluded between both Towns

TOWN OF PUTNAM
BOARD OF SELECTMEN
RESOLUTION, MONDAY, NOVEMBER 21, 2016

Resolved, pursuant to the provisions of Chapter V, Section 1G, Putnam Town Charter, the Mayor hereby appoints Donna Diani to the office of Treasurer for the Town of Putnam. The Putnam Board of Selectmen does hereby ratify and approve such appointment pursuant to the provisions of Chapter V, Section 4 said Town Treasurer to have all the duties as set forth in Chapter V, Section 7.

By this action, any previous appointments of Treasurers are now null and void.

In addition to reporting to the Mayor and Board of Selectmen, the Treasurer shall be under the immediate supervision of the Town Administrator.

Dated at Putnam, this 21st day of November 2016.

Anthony P. Falzarano, Mayor
Town of Putnam