

(TBA)

**TOWN OF PUTNAM  
REDEVELOPMENT AGENCY  
Minutes of a Regular Meeting**

**Date: December 10, 2019**

**PRA Office**

**Time: 8:00 a.m.**

The Putnam Redevelopment Agency met for a Regularly Scheduled Meeting on Tuesday, December 10, 2019 in the Redevelopment Agency conference room, 156 Main Street, Putnam, CT 06260.

**ROLL CALL:** Chairman Paul Grenier, Assistant Jackie Lefevre, Agency Member: Jim Northridge, Mayor Barney Seney, Director Delpha Very and Alternate member Jayne Battye. Absent: Agency members Lee Konicki and Paul Pikora and Alternate member Alan Perreault Agency member Delia Fey arrived at 8:08 a.m.

Chairman opened the meeting at 8:00 a.m. and appointed and motioned for Alternate Jayne Battye as regular member, seconded by Jim Northridge, unanimously passed.

**PUBLIC PARTICIPATION:** Anthony Chabot, realtor and Putnam resident. Mr. Chabot offered his services as realtor. He shared he has been approached by an interested party in warehouse space of approximately 24,000 SF.

**APPROVAL of Meeting Minutes – November 12, 2019\*:** Jayne Battye, motioned to approve the minutes of the Regularly Scheduled meeting of November 12, 2019, as presented, seconded by Jim Northridge, motion passed.

**REPORTING OF EXPENDITURES – November 2019 :** Expenditures were reviewed.

**C.D.B.G Update:** Director shared and provided a written update from the Town of Killingly C.D.B.G consultants reporting on the C.D.B.G projects being serviced with Program Income Account funding. She asked if anyone had any questions. She commented the consultants thus far have been a pleasure to work with and the program has been running smoothly. The Assistant agreed.

**PRA Account Consolidation:** The Director approached the Mayor to consolidate existing accounts that need to be used for future Redevelopment projects. The Redevelopment bank accounts list was presented and reviewed. Upon discussion, consensus is to consolidate and combine PRA # 189 , # 185 and #183. PRA # 189 needs to remain open until sale of Incubator Building in support of building maintenance. PRA# 187 (Incubator building Tenants Deposit Escrow Acct.) will be given back to tenant when Incubator is sold, and conditions of lease agreement is met. PRA Acct# 186.3 (remains of an old SC13 CDBG program which to date the state hasn't closed out); Acct.# 184 (Sm. Bus. Revolving Loans) will need to remain open. SNAP-Farmer's Market program Acct.# 186.4 will remain open for Putnam Saturday Farmer's Market. The Director will devise a consolidation plan to present to the Board of Selectmen and Finance based on Director's recommendations. Motion made by Jim Northridge to forward the consolidation request to the Boards of Selectmen and Finance for their approvals, seconded by Jayne Battye, motion passed.



**PRA BY Laws:** The Director passed out copies of PRA revised by laws, as presented by Town Attorney. Due to time restraint, it was asked of everyone review and provide any questions/comments to the Director.

**Director's Report Process:** The Director shared that her monthly report needs to go before the Board of Selectmen first prior to sharing with the Agency. The timing of the reporting meeting to Board of Selectmen is usually the week after the Agency meeting, creating a time gap. Mayor stated it is ok for the Director to share the report with Agency members before the Selectmen's review.

**76-80 Main Street** – the Director explained the walk-through visit of 76-80 Main street, brought forward at last month's meeting, should be in the form of a meeting; whereby, a quorum is present. She took down names of those whom wished to participate in the walk-through. Delia-yes; Jim and Jayne-No; and Paul Grenier- yes. Director will check with Paul Pikora and Lee Konicki.

**Belding Mill:** CME, Associates, Inc recently presented the outcome of the Commercial Properties Environmental Inventory, as an overlay, on the Town's GIS website. This will serve as a tool for inquiring businesses/developers looking at the Town.

**Ribbon Cutting:** The Director recently hosted a Ribbon Cutting for Day Kimball Hospital's Gift Shop addition.

**ADJOURNMENT-** There being no further items to lawfully come before such meeting, Jim Northridge, motioned to adjourn, seconded by Jayne Battye unanimously passed. Meeting ended at 8:38 a.m.

Respectively Submitted by: Jackie Lefevre, Recording Secretary

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TOWN CLERK - PULHAM CT

