

**PUTNAM SPECIAL SERVICES DISTRICT
DISTRICT AUTHORITY MEETING
MONDAY AUGUST 11, 2025
6:00 PM**

AGENDA

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF MINUTES**
- 5. PUBLIC PARTICIPATION**
- 6. PETITIONS & COMMUNICATIONS**
 - (A) REVENUE COLLECTOR'S REQUEST FOR TAX REFUNDS**
- 7. REPORTS OF DEPARTMENTS**
- 8. UNFINISHED BUSINESS:**
- 9. NEW BUSINESS:**

ANY AND ALL OTHER BUSINESS WHICH MAY LAWFULLY COME BEFORE SUCH MEETING

- 10. ADJOURNMENT**

**MEETING WILL BE HELD AT THE PUTNAM MUNICIPAL COMPLEX
CONFERENCE ROOM #201
200 SCHOOL STREET
PUTNAM CT 06260**

District Authority Meeting

August 11, 2025

Meeting Called to Order at 6:00 P.M.

Members Present: A/C Normand Perron, A/VC Brian Maynard, A/M Kathleen Hayes. Absent A/M Steven Gagnon & A/M Michael Vassar

Approval of Minutes: Motion – A/VC Brian Maynard, Second A/M Kathleen Hayes to approve minutes of the District Authority Meeting held on July 14, 2025. UV

Public Participation: None

Petitions & Communications: Revenue Collector's Request for Tax Refund:

To: Honda Lease Trust – Alpharetta, GA – G/L10-22MV- Lease Trade - \$259.83
Jonathan D Nixon – Putnam, CT – GL/10-24MV - \$117.19
Total Amount - \$377.02

Motion-A/V Brian Maynard, Second A/M Kathleen Hayes. UV

Reports of Departments:

Police Department: Police Chief Christopher Ferace gave the report.

Dispatch Center handled 791 calls for service in July 2025, which includes Police & Fire.

Officers initiated investigations with 69 investigations with 33 criminal offenses reported. A total of 21 arrests were affected, including 8 by warrant & 13 on site. Officers responded to 11 incidents of domestic violence, 20 motor vehicle accidents, which include private lots & 15 alarm activations.

The department received a total income of \$13,066.00, which included \$11,832.00 for outside work. The remaining balance of \$1,234.00 was generated from fingerprints (\$625), records (\$149), parking tickets (\$270), vendor permits (\$50), pistol permits (\$140).

On July 5, 2025, for the Putnam Fireworks we received 8 Mutual Aid Officers from LEC Departments, 2 Plainfield Police, 2 Norwich Police, 1 UConn, 1 Montville, 1 Ledyard, 1 New London. In return, Putnam officers went to Norwich on July 3rd, New London on July 12th, and Groton Long Point on July 19th. On July 10th, I sat on an Oral Board Panel for the UConn Police Department for the rank of Captain.

Fire Department: Assistant Fire Chief Rick Divincenzo gave the report by Fire Chief Bob Campbell. The department responded to 26 calls in July 2025 with a total of 383 man hours.

I want to thank all the members who were able to attend the 150th Anniversary dinner. It was a great success. I want to especially thank the 150th committee for a job well done. The Police Department gave us a beautiful, engraved ax.

I applied last year for the 2024 Forestry Grant through the Stat of CT. We were told that the State did not get the monies from the Federal government at the time. We just received notice that all grant applicants would be receiving the funds now. So, we were able to purchase a new larger chain saw,

forestry helmets, forestry gloves & 20 lengths of forestry hose. All equipment was ordered, and I will be sending in the receipts. It is a 50/50 grant up to \$5,000.00 so it only costs us half of the amount.

I received a quote on replacing the 23 year old heat/AC unit on the roof before winter and I have 2 more quotes coming in this week.

We had 13 members assist with e town fireworks.

The ladder testing was done on all ground ladders and the Aerial ladder, and everything passed with no issues.

The hose testing company tested all our fire hose and we only lost approximately 6 lengths of older hose.

Unfinished Business: None

New Business:

(A) Letter regarding road closures

On July 17, 2025, the Chief of Police was contacted by Joe Hawk of Hawk Studios regarding the assistance of filming a mini-series here in Putnam. On November 1, 2025, Hawk will be filming at the Bradley Playhouse. He has requested the roadway closure of Front Street from Main Street to Livery Street from 9am-1pm for filming purposes. I have advised him it would require hiring 3-4 private duty officers to assist with road closures and detours and I also referred him to State DOT for approval as Front Street is a state road Route 44. I am working in coordination with Hawk & DOT enabling DOT to grant the permit. I have no objection to this request if Hawk meets all requirements. SSSA approval is also required. I would suggest SSSA approval be granted only contingent that the State DOT grants the closure and detour permit approval.

Motion to Approve- A/VC- Brian Maynard, Second – A/M Kathleen Hayes. UV

Motion to Adjourn to 6:10 PM - Motion- A/VC Brian Maynard, Second A/M Kathleen Hayes. UV

Respectfully Submitted,



Julie Quinn

Assistant District Clerk