Putnam Special Services District

District Authority Meeting Minutes

Monday, November 9, 2026

The meeting was held at the Putnam Municipal Complex meeting room 201 and called to order at 6:00 PM by Vice Chair Joseph Carvalho.

The meeting began with The Pledge of Allegiance.

Roll Call:
Present: Vice Chair Joseph Carvalho, Member Ross Johnson and Member Normand Perron.
Absent: Chair Anne St. Onge and Member Brian Maynard.

Approval of Meeting Minutes:
Motion made by Vice Chair Joseph Carvalho to approve October 13, 2026, Monthly Meeting Minutes with the amendment to add his comment about Building Committee membership definition. Second by Member Normand Perron. Motion carried unanimously.

Motion made by Member Normand Perron to approve October 13, 2026, Special Meeting Minutes Second by Member Ross Johnson. Motion carried unanimously.

Public Participation:
There was no public participation.

Petitions & Communications:
Motion was made by Member Ross Johnson to approve the Revenue Collector's request for tax refunds totaling $159.04. Second by Member Normand Perron. Motion carried unanimously.

Hyundai Lease Titling Trust	
Reference: 2025 03 53612	$26.58
Vehicle Asset Universal Leasing Trust	
Reference: 2025 03 57819	$82.53
Leigh A Bendall	
Reference: 2025 03 0050658	$49.93

Reports of Departments:
Fire Chief Campbell gave the Fire Department report. Report is provided as attachment.
Chief Campbell requested the board's approval to purchase 5 new portable radios for the Captains. Chief Campbell shared the quote received from D&R Communications for $20,108.20. The District Clerk provided the language in adopted resolution concerning purchases over $15,000. Member Normand Perron made the motion to approve the purchase as presented to the board. Member Ross Johnson seconded. Motion carried unanimously.

Police Chief Ferace presented the Police Department report to the Board. A copy of the report is included as an attachment. Following his report, Chief Ferace read a letter from State's Attorney, Robert Mullens, commending Officer Bernier for his professionalism and performance while recently testifying in a case.

Vice Chair Joseph Carvalho expressed interest in recognizing officers who have gone above and beyond their duties, as highlighted in the Police Chief's report, through the presentation of formal citations.

Reports of Special Committees
Chair of the Building Committee, Norm Perron, provided the Board with an update on the status of the South Main Street property, which is considered as a potential option. He also noted that expanding and upgrading the existing police station should be considered.

Chief Ferace identified three possible options for consideration: construction of a new facility, renovation of the existing Police Department, or renovation of another property within the district. Vice Chair Joseph Carvalho expressed concerns regarding potential funding sources and offered to reach out to local legislative representatives to gather information and initiate discussions about available funding opportunities. The Board agreed that this would be a sensible first step in pursuing funding. It was agreed that Vice Chair Carvalho would contact the appropriate legislative representatives.

Vice Chair Carvalho also recommended that committee membership be clearly defined, distinguishing between voting members and stakeholders who would serve in an advisory capacity by providing specialized knowledge and expertise.

Unfinished Business:
There was no unfinished business.

New Business:
The Board discussed the Town of Putnam's draft "Plan of Conservation and Development 2026." Chief Ferace provided a summary of his involvement in the process. Board members expressed a shared concern that the draft document contains some inaccurate or misleading information.
Vice Chair Carvalho suggested that all identified discrepancies and proposed corrections be submitted to the District Clerk by the end of the day Friday. The comments would then be compiled and forwarded to the Town's Planning and Zoning Office.

Vice Chair Carvalho stated that he would notify Chair Anne St. Onge of the discussion in her absence and asked Member Norman Perron to reach out to Member Brian Maynard regarding the matter.

The District Clerk agreed to compile the Board members' comments and prepare a document for the Board to review before sharing it with the Planning and Zoning Office.

The District Clerk presented the first edition of the District Finance Manual and explained the importance of establishing and implementing the manual. She noted that the document had been shared with all District employees involved in financial operations for review and feedback. She welcomed additional input and recommendations from Board members over the next month, with

the goal of bringing the manual forward for a formal vote of approval at the December 14, 2026 meeting.

The District Clerk updated the Board regarding the change in auditors for Fiscal Year 2027 to Costello & Co., LLC, of Hebron, Connecticut. She informed the Board that she had met with Chuck Costello, contacted the references provided, and was confident in the firm's ability to provide quality auditing services to the District.

Chief Ferace notified the Board of a request to install "No Parking" signs in the area of 14 Farrows Street. The request was submitted on behalf of SSD resident Mr.Neil, who has experienced difficulty safely entering and exiting his driveway, due to the current parking conditions in the area of 25-27 Farrows Street (125 ft in length).

Board members discussed the potential precedent that approving the request could establish but acknowledged the need to address the situation as a matter of public safety. Member Ross Johnson made a motion to approve the request as presented, which was seconded by Member Normand Perron. Motion carried unanimously.

Adjournment:
Vice Chair Joseph Carvalho made the motion to adjourn the meeting at 7:35 PM. Second by Member Normand Perron. Motion carried unanimously.

Respectfully Submitted,

Stefanie Bellavance
District Clerk

Putnam Fire Department

Town of Putnam Special Services District
189 Church St.
Putnam, CT 06260

Chief
C78 Bob Campbell, Jr
Ass't Chief's
C178 Rick DiVincenzo
C278 Kerry Farrell
C378 Scott Lefebvre

November 9 2026

To ; Putnam Special Services District
Subject ; Fire Report for October 2026
From ; Bob Campbell Fire Chief

Jashun Oates has been reinstated in the department as of October 17 2026

John Pytko was reinstated into the department as a Driver as of October 1 2026.

The representative from DKH oncology came to discuss the Lung cancer screening. She explained the process but really don't offer the screening to Volunteer Firefighters. They will assist individuals with expenses if needed through insurance . Stephanie and myself are going to meet with a Company that offers Lung screening and other medical assistance on Friday November 13 2026.

I am looking to get approval to purchase 5 new portable radios for the department Captains. The quote I received from D and R Communications for 5 radios totals $20,108.20 .

We had a department training on Hazmat refresher for the yearly training and will be having another soon for the members who couldn't attend.

The members hosted an open house on Saturday October 17 2026. The members demonstrated using our Rescue tools to cut up a vehicle and explain vehicle extrication.

I would like to Thank Lieutenant Mike Ciaramcoli and the members who assisted him doing 3 different schools and day cares for Fire prevention.

Assistant Chief Richard DiVincenzo has presented his letter of stepping down as Assistant Chief of the department as of December 31 2026. As of March 2027 Rick has given 49 Years of Dedicated Service to the Putnam Fire Department. He may be stepping down as Assistant Chief but Rick will still be with us as Liason Chief for the department . He will start as of July 1 2027 to collect on his department pension .I would like to Thank Rick for his dedication and knowledge that he has given all members of the department. We have posted the position and have 4 letters of intent .

The department responded to 25 calls for service in October 2026 with a total of 125 man hours.

Respectfully
Bob Campbell
Bob Campbell Fire Chief

PUTNAM FIRE DEPARTMENT

INCIDENT DATA SHEET				MONTH/ YEAR					TOTAL/MONTH		TOTAL/ YEARLY
ALL O.	INCIDENT NO.	DATE	DAY	50	63	54	CLR	TOTAL MH	NO MEN	LOCATION	DESCRIPTION
214	260199	10/1/26	THURS	18:00	18:08	18:23	18:23	23	10	89 Perry St. #25D	FALSE
215	260200	10/3/26	SAT	13:31	13:36	13:44	13:44	13	3	355 School St.	M/A LIFT ASSIST
216	260201	10/3/26	SAT	22:20	22:23	22:36	22:36	16	9	391 Pomfret St.	ELECTRICAL ISSUE
217	260202	10/5/26	MON	23:51	23:32	0:00	0:00	9	4	34 Phillips St.	M/A PD FORCE ENTF
218		10/6/26	TUES	9:30			11:00	90	2	Imagination Station	FIRE PREVENTION
219		10/7/26	WED	9:30			11:00	90	2	Little Explorers	FIRE PREVENTION
220		10/8/26	THURS	9:30			11:00	90	2	Pre School/Head Start	FIRE PREVENTION
221	260203	10/9/26	FRI	14:50	14:57	15:03	15:03	13	7	72 Perry St. #148	FALSE
222	260204	10/10/26	SAT	21:58	22:07	22:15	22:15	17	6	42 Bibeault St.	FALSE
223	260205	10/14	TUES	11:38	11:44	11:57	11:57	25	6	PMS 33 Wicker St	FALSE
224		10/14	TUES	12:47	13:00	13:11	13:11	23	4	PMS 33 Wicker St	FALSE
225	260207	10/14	TUES	15:06	15:09	15:09	15:09	3	1	49 Van Den Noort St.	M/A LIFT ASSIST
226	260208	10/15	WED	11:20	16:00	11:41	11:41	22	4	PMS 33 Wicker St	FALSE
227		10/17	SAT	10:00			14:00	4H	9	STA 78	OPEN HOUSE
228	260209	10/17	SAT	18:38	18:43	18:59	18:59	21	5	202 Providence St.	ODOR INVESTIGATIC
229	260210	10/18	SUN	1:52	1:59	2:00	2:00	8	6	South Main/Grove	MVA
230	260211	10/22	THURS	7:05	7:14	7:27	7:27	22	4	182 Main St.	FALSE
231		10/25	SUN	9:00			13:00	4H	12	STA 78	TRAINING
232	260212	10/26	MON	16:37	16:41	16:56	16:56	19	7	72 Perry St. #148	FALSE
233	260213	10/26	MON	19:27	19:44	19:52	19:52	25	7	24 Mill St.	M/A LIFT ASSIST
234	260214	10/27	TUES	18:02	18:03	18:58	18:58	56	9	Woodstock ave/Peak	MVA
235	260215	10/28	WED	8:15	8:16	8:20	8:20	7	4	248 Providence St.	FALSE
236	260216	10/28	WED	18:02	18:07	18:26	18:26	24	7	60 North St.	FALSE
237	260217	10/30	FRI	11:26	11:27	12:47	12:47	1H21	8	Massicottte Cir.	TREE/WIRES
238	260218	10/31	SAT	11:47	11:57	14:55	14:55	4H42	13	80 Chase Rd Killingly	M/A STRUCTURE FIR

MONTHLY INCIDENT TOTALS

TYPE	TOTAL	MAN HR
UCTURE		
HICLE	2	9.2
CUE		
TUAL AID	5	8.91
INTENTIONAL		
ESTAGATIONS	3	
SE	10	41.13
C.	5	93

REMARKS

20 Calls For Service

3 Fire Prevention Days

1 Open House

1 Training

25 total calls TOTAL MH: 152.23

PUTNAM POLICE DEPARTMENT
MONTHLY REPORT TO
THE PUTNAM SPECIAL SERVICES DISTRICT AUTHORITY
November 9, 2026

During the month of **October 2026**, the Putnam Emergency Dispatch Center handled **815** calls for service for Police & Fire.

Officers initiated **102** investigations with **55** criminal offenses reported. A total of **23** arrests were affected, including **9** by Warrant, and **14** on site.

A breakdown of the offense type is below:

Murder / Manslaughter	0/ 1
Robbery	0
Kidnapping-Abduction/ Restraint	0/ 1
Sexual Assaults/Offenses	1
Threatening/Intimidation/Harassment	2
Assault / Aggravated Assault	3/ 0
Arson	0
Burglary	1
Larceny/ Theft/ False pretenses	4
MV Theft	0
Counterfeiting/ Forgery	0
Impersonation/ Identity Theft	0
Bad Checks	0
Credit Card Crimes	0
Criminal Mischief	1
Narcotics	0
Weapons	0
Pornography/Obscene Material	0
Disorderly Conduct	9
DUI	4
Trespass	2
All other Offenses (Crim & MV)	26
Total	**55**

Officers responded to **21** incidents of Domestic Violence, **12** Motor Vehicle Accidents which included private lots, **12** Alarm activations and **11** incidents involving a Mental Health Crisis.

Monthly Revenue Report:

$73, 487.80 in revenue was received, of that $72,298.50 was for "outside work" payments and the remaining balance of $1,189.30 was generated from Fingerprints ($650), Records ($99.30), Parking Tickets ($230), and Pistol Permits ($210). Refer to the attached report.

Notables:

Homicide:

On October 18, 2026, at approximately 2:01am, Dispatch received a 911 call reporting a car versus pedestrian accident in the Riverfront Commons Parking lot in the area of The Quarterback Club in Riverfront Commons. Responding officers located a 29-year-old male victim with life-threatening injuries. He was transported to Day Kimball Hospital by Putnam EMS and subsequently transferred to UMASS Hospital by LifeFlight. The victim later succumbed to his injuries. The on scene investigation determined the suspect, Brandon Livingston, engaged in a physical altercation with the victim in the parking lot in Riverfront Commons. Other individuals on scene broke up the altercation. Livingston then got in his vehicle and recklessly fled from the scene, striking the victim with his vehicle and continued to drive away. A short time later, officers located and arrested Livingston and seized his vehicle involved in the incident. Brandon Livingston DOB: 7/9/2001 of 157 New Sweeden Rd. Woodstock, CT was charged Manslaughter 1st Degree, among additional offenses. This investigation was conducted with the assistance of The Windham County State's Attorney's office, the CT State Police Collision Analysis and Reconstruction Squad along with the CT State Police Eastern District Major Crime Squad.

Letter from Windham County State's Attorney Office;

Letter of praise complimenting the investigative efforts and court room testimony of Officer Kris Bernier in the October trial of Miguel Aponte-Cardozo. On October 27th, Aponte-Cardozo was found guilty of Sexual Assault 1st Degree, Sexual Assault in the 4th Degree, and 2 Counts of Risk of Injury to a Minor.

Mutual Aid sharing of Putnam Dispatch Center;

October 28, 2026. The Town of Plainfield's Municipal IT services were cyber breached which included the Police Department. Plainfield's malware worked as it was supposed to and quarantined the cyber breach before infecting the networks with a virus. Subsequently the State of CT has locked their Police Department out of certain IT portal access until the breach source has been identified and rectified. Plainfield PD has no access to COLLECT, IDEMIA, NEXGEN, CISS or any application/programs that interface or is controlled by the State. As a result, Plainfield Police Department is temporarily being Dispatched out of the Putnam Dispatch Center by their Dispatchers using our Dispatch Station #2. Our COLLECT Terminal #2 has been transferred to Plainfield, and our Radio Console has been re-programmed to now include Plainfield PD

frequency. This situation will continue until the breach source is identified and the State of CT services are restored to Plainfield PD.

9. New Business:

Request for No Parking Signs. Richard Neal of 10 Farrows St, Putnam requested through the Putnam Highway Department Superintendent, Travis Sirrine "No Parking" signs be placed across the street from his residence. Mr. Neal and his elderly neighbors of 14 Farrows struggle to get in and out of their driveway when cars are parked across from them on Farrows St. This area to be posted with no parking signs is approximately 125 feet in length between Brown Street and the private driveway of 25-27 Farrows Street. If approved, the Highway Dept. will install the signs. I have no objections to this request.

Respectfully submitted,

Christopher D. Ferace
Chief of Police

Putnam Police Department
Income Sheet
Date: 11/13/26

Parking tickets	Records	Fingerprints	Pistol Permits	Vendor Permits	Outside Work	other	Community Beat
$30.00	$14.00	$200.00	$70.00		$1,200.00		
$20.00	$28.00	$125.00	$70.00		$2,384.00		
$50.00	$56.30	$175.00	$70.00		$13,037.50		
$100.00	$1.00	$150.00			$40,906.00		
$30.00					$14,771.00		
$230.00	$99.30	$650.00	$210.00	$0.00	$72,298.50	$0.00	