

**PUTNAM SPECIAL SERVICES DISTRICT  
DISTRICT AUTHORITY MEETING**

**MONDAY JULY 14, 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:**
  - (A) LETTER FROM FIRE CHIEF TO MAYOR SENEY**

**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

July 14, 2025

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

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

**Approval of Minutes:** Motion – A/VC Brian Maynard, Second A/M Steven Gagnon to approve minutes of the District Authority Meeting held on June 9, 2025. UV

**Public Participation:** None

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

To: Toyota Lease Trust – Chandler, AZ – G/L10-23MV-Vehicle Returned Lease - \$160.34  
ACAR Leasing Ltd – Forth Worth, TX – GL/10-23MV-Vechilce Sold - \$231.44  
Total Amount - \$391.78

Motion-A/M Michael Vassar, Second A/VC Brian Maynard. UV

**Reports of Departments:**

**Police Department:** Police Chief Christopher Ferace gave the report.

Dispatch Center handled 803 calls for service in June 2025, which includes Police & Fire.

Officers initiated investigations with 76 investigations with 43 criminal offenses reported. A total of 19 arrests were affected, including 9 by warrant & 10 on site. Officers responded to 13 incidents of domestic violence, 16 motor vehicle accidents, which include private lots & 11 alarm activations.

The department received a total income of \$34,219.50, which included \$32,744.50 for outside work. The remaining balance of \$1,475.00 was generated from fingerprints (\$675), records (\$65), parking tickets (\$40), vendor permits (\$350), pistol permits (\$145). Other miscellaneous incomes were a \$100 donation to the PD & \$100 contractual refund.

June 7, 2025, Officer Justin Le completed his Field Training Program and subsequently received his permanent POSTC Certification. He has been assigned to the Midnight Shift.

June 19, 2025, Officer Nick Ustin received the Putnam Police Officer of the Year award at the Mayotte Veins Post #13 American Legion Installation of Officers Dinner. This is a great morale builder, and I appreciate that Post #13 takes the time to support the department with his award.

Preliminary numbers indicate as of June 30<sup>th</sup>, the end of the Fiscal year 2024-2025 I expect a budget surplus in both the Police and Dispatch annual budgets.

A request from the Mayor's Office and Highway Department Director has been received. They would like to install a crosswalk on Kennedy Drive at the intersection with Arch Street. I support this request, and I also believe it is warranted. The town will cover the cost of the signs and marking the roadway associated with creating this crosswalk. Motion to Approve- A/M Michael Vassar, Second A/M Kathleen Hayes. UV

July 11<sup>th</sup>, Police Officer Richard Stringer was promoted to the rank of Sergeant at the Putnam Municipal Complex. He was surrounded by friends, family and colleagues. His wife, Jamie pinned his new sergeant badge just before he took the oath of his new position.

July 12<sup>th</sup>, the Putnam Police Department was recognized by the American Legion as the 2024-2025 Police Department of the Year for the entire State of Connecticut. I received the prestigious award at the American Legion Department of Connecticut's 106<sup>th</sup> Annual Convention in Trumbull, CT. The award was presented by John DeBisschop, the Commander of the Department of Connecticut.

**Fire Department:** Fire Chief Bob Campbell gave the report. The department responded to 13 calls in June 2025 with a total of 126 man hours.

Firefighter Mike Ciramacolli is on medical leave till further notice.

We have received this years \$5,000.00 donation from Win Waste for the Tanker.

The 150<sup>th</sup> Anniversary dinner is all set for July 26<sup>th</sup> at the Putnam Elks. I would like to thank the entire committee for doing a great job of setting everything up.

We are having issues with the heat / AC unit for the firehouse. 72 Degrees, our repairmen are trying to keep it running but they notified me that it is 23 years old and might need to be replaced. I asked them to give me a quote to replace the unit.

We had 4 members attend the Putnam Middle School field day.

We had 5 members assist Dayville Fire Department with their annual fireworks show, requesting a crew and UTV. We had 13 members attend the monthly department training.

**Unfinished Business:** None

**New Business:**

**(A) Letter from Fire Chief to Mayor Seney**

Chief Bob Campbell wrote a formal complaint to Mayor Barney Seney against Fire Marshal Scott Belleville for overstepping his duties. He will keep the board updated.

**Executive Session :**

Motion A/M Michael Vassar, Second A/M Steven Gagnon to go into executive session at 6:25 PM to review resumes for the District Clerk job posting. Out of executive session at 7:15 PM. No action was taken.

Motion to Adjourn: Motion- A/VC Brian Maynard, Second-A/M Kathleen Hayes. UV at 7:15 PM

Respectfully Submitted,



Julie Quinn

Assistant District Clerk