Putnam Special Services District

District Authority Meeting Minutes

Tuesday, October 13, 2026

Revised 11/9/2026

The meeting was held at the Putnam Fire Department meeting room and called to order at 6:00 PM by Chair Anne St. Onge.

The meeting began with The Pledge of Allegiance.

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

Approval of Meeting Minutes:
Motion made by Member Brian Maynard to approve September 14, 2026, Monthly Meeting Minutes. Second by Member Normand Perron. Motion carried unanimously.

Public Participation:
Eric Robbins, at 390 Woodstock Ave spoke to the board about traffic concerns at Woodstock Ave and Rt. 171. Eric stated the stop sign is continuously being ignored creating safety concerns for those who live on the extension. He stated that he has been working on a petition proposing the extension to be become a dead end or one way. Chair Anne St. Onge acknowledged the traffic concerns stating that others have contacted her about, and that the board would need to work with Chief Ferace to explore possible options to increase safety in that area.

Steve Sudal, at 104 Pomfret Street and 251 Providence Street, thanked the Board for its positive impact on the community. He also inquired about potential property tax relief. Board members advised him to contact the Tax Collector for additional information.

Petitions & Communications:
There were no revenue collector's requests for tax refunds.

Reports of Departments:
Fire Chief Campbell gave the Fire Department report. Report is provided as attachment.

Police Chief Chris Ferace gave Police Department report. Report is provided as attachment.

Unfinished Business:
The Board discussed the three 457(b) service providers who presented plans at previous meetings. Vice Chair Joseph Carvalho made a motion to appoint Eric Quinn of Cetera Wealth Partners as the District's 457(b) service provider. Member Ross Johnson seconded the motion. Member Brian Maynard recused himself from the vote. The motion carried.

The Chair of the Building Committee, Norm Perron, provided the Board with an update on his research efforts. He noted that substantial preliminary work remains to be completed, including

the use of outside professional services. Norm stated he is also working to identify potential properties within the district for consideration. He also emphasized the importance of expanding the Building Committee to include additional community members who can contribute expertise related to building/property needs and potential funding opportunities. Vice Chair Joseph Carvalho expressed that committee members should be defined separately to include voting members and stakeholders who will contribute expert advice only.

New Business:
The District Clerk provided the Board with an update regarding the transition from ECHIP, a self-insured health insurance plan, to the State Partnership Plan, effective July 1, 2026. Under the terms of ECHIP's termination, a portion of the plan's funds must be held in reserve for one year to cover claims incurred on or before June 30, 2026. Effective October 1, 2026, the required reserve will decrease from 16.5% to 8%, allowing an excess of 8.5% to be released to the district. Since the funds represent both employer and employee contributions, the separate fund would promote transparency while ensuring the money is preserved to offset future health insurance costs. The District Clerk will continue coordinating with the Town of Putnam to determine the appropriate use and administration of the funds. The Board was asked to approve the establishment of a Special Revenue Fund for this purpose.

Vice Chair Joseph Carvalho made a motion to approve District Clerks request to create a Special Fund for the purpose of offsetting future healthcare costs. Member Norm Perron second. Motion carried unanimously.

Adjournment:
Vice Chair Joseph Carvalho made the motion to adjourn the meeting at 6:59 PM. Second by Member Brian Maynard. 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

October 13 2026

To : Putnam Special Services District
Subject : Fire report for September 2026
From : Bob Campbell Fire Chief

The Officers voted unanimously to promote Lieutenant Assistant engineer Louis Thorstenson to Captain Engineer.

We are having members from DKH coming to talk about lung cancer screening for firefighters.

We had 4 members assist Woodstock Volunteers at the annual Woodstock Fair .

On September 7th 11:48 pm the department was dispatched to 40 Woodstock Avenue for a reported porch fire. When I arrived there was a active fire on the porch. I would like to commend SGT. Stringer and Officer Olsen for there quick work of using a fire extinguisher and buckets of water to knock the fire down till the truck arrived on scene. Their quick work saved the fire from extending into the dwelling which was a 2 family house.

We have 2 members taking the Fire Safety Officer course

The department responded to 20 calls of service in September 2026 with a total of 154 man hours

Respectfully
Bob Campbell
Bob Campbell Fire Chief

PUTNAM FIRE DEPARTMENT

INCIDENT DATA SHEET

MONTH/ YEAR

CALL NO.	INCIDENT NO.	DATE	DAY	50	63	54	CLR	TOTAL MH	TOTAL/MONTH NO MEN	LOCATION	TOTAL/ YEARLY DESCRIPTION
191	260168	9/1/26	TUES	9:08	9:21	9:29	1:29	21	5	Putnam Elementary	FALSE
192	260169	9/1/26	TUES	11:27	11:31	23:58	23:58	31	7	58 Woodstock Ave	M/A EMS
193	260170	9/3/26	THURS	15:16	15:23	15:30	15:30	14	5	66 Wilkinson	Child Stuck in Toy
194	260171	9/3/26	THURS	23:31	23:48	23:49	23:49	18	8	97 School St	False
195	260172	9/4/26	FRI	23:04	23:14	23:21	23:21	17	5	118 Powhatten St.	Smoke Investigation
196	260173	9/6/26	SUN	17:44	17:46	18:07	18:07	23	7	218 Woodstock Ave	Oven Issue
197	260174	9/6/26	SUN	20:22	20:24	20:36	20:36	14	7	Wicker St.	LZ Life Star
198		9/7/26	MON	8:00			21:00	13H	4	Woodstock Fair	M/A fair coverage
199	260175	9/7/26	MON	23:48	23:52	0:00	0:00	12	12	40 Woodstock Ave	Porch Fire
200	260176	9/10/26	THURS	16:23	16:33	16:33	16:33	10	4	65 Ballou St	M/A EMS
201		9/11/26	FRI	12:56	13:10	13:36	13:36	40	8	309 Church St	Gas Investigation
202		9/11/26	FRI	9:00			11:00	2H	8	downtown	Flag set up
203	260178	9/12/26	SAT	16:26	16:36	16:37	16:37	11	9	132 Main St	False
204	260179	9/12/26	SAT	21:26	21:34	3:52	3:52	3H34	10	Grove and Tatum	Motor Cycle Accident
205	260180	9/18/26	FRI	6:20	6:31	6:52	6:52	42	7	Myers St	Water leak
206	260181	9/23/26	WED	9:14	9:19	9:25	9:25	11	8	33 Wicker	False
207	260182	9/23/26	WED	9:26	9:46	9:47	9:47	21	5	Price Chopper	Gas Investigation
208	260183	9/26/26	SAT	20:29	20:39	20:44	20:44	15	5	207 Sabin St #24	C/O call
209	260184	9/26/26	SAT	20:51	20:54	20:54	20:54	3	5	Cumberland Farms	Wires Down
210	260185	9/28/26	MON	13:21	13:26	13:48	13:48	27	7	38 Perry St	M/A EMS
211	260186	9/28/26	MON	13:20	13:49	14:00	14:00	40	7	207 SABIN ST	C/O Call
212	260187	9/28/26	MON	18:36	18:43	19:12	19:12	36	9	45 Addison St	Furnace Issue
213	260188	9/30/26	WED	11:29	11:37	11:50	11:50	21	3	Shopers Guide	Smoke Investigation

MONTHLY INCIDENT TOTALS

TYPE	TOTAL	MAN HRS
STRUCTURE	1	2.4
VEHICLE	1	35.6
RESCUE	1	1.16
MUTUAL AID	4	65.36
UNINTENTIONAL		
INVESTAGATIONS	10	27.09
FALSE	3	5.51
MISC.	2	17.63

REMARKS

Total Calls 20

2 Misc.

TOTAL MH 154.75

PUTNAM POLICE DEPARTMENT
MONTHLY REPORT TO
THE PUTNAM SPECIAL SERVICES DISTRICT AUTHORITY
October 13, 2026

During the month of **September 2026**, the Putnam Emergency Dispatch Center handled **796** calls for service for Police & Fire.

Officers initiated **93** investigations with **61** criminal offenses reported. A total of **25** arrests were affected, including **7** by Warrant, and **14** on site and **4** Juvenile Arrests.

A breakdown of the offense type is below:

Robbery	0
Kidnapping-Abduction/Restraint	0/ 2
Sexual Assaults/Offenses	1
Threatening/Intimidation/Harassment	1
Assault / Aggravated Assault	4 / 1
Arson	0
Burglary	1
Larceny/ Theft/ False pretenses	8
MV Theft	1
Counterfeiting/ Forgery	1
Impersonation/ Identity Theft	0
Bad Checks	0
Credit Card Crimes	0
Criminal Mischief	3
Narcotics	5
Weapons	1
Pornography/Obscene Material	0
Disorderly Conduct	9
DUI	3
Trespass	0
All other Offenses (Crim & MV)	20
Total	**61**

Officers responded to **13** incidents of Domestic Violence, **16** Motor Vehicle Accidents which included private lots, **10** Alarm activations and **9** incidents involving a Mental Health Crisis.

Monthly Revenue Report:

$82,432.25 in revenue was received, of that $80,579.25 was for "outside work" payments and the remaining balance of $1,853.00 was generated from Fingerprints ($1,100), Records ($83), Parking Tickets ($430), Pistol Permits ($140), and Vendor Permits ($100). Refer to the attached report.

Notables:

Occupied Residence Shooting: No injuries

On September 10, 2026, at approximately 5:10 pm., the department responded to a 911 call reporting a gunshot fired inside a residence at 174 David Circle. The caller reported that no one was injured and that the individual who fired the shot was no longer in possession of the handgun which had been rendered safe. Officers arrived and took the accused into custody without incident and seized the handgun as evidence. The investigation determined that the accused, who was suspected of being under the influence of alcohol, was handling the firearm when it discharged. This was a lengthy investigation into the overnight hours, requiring the issuance of a Search & Seizure Warrant to process the crime scene at the residence and a separate Risk Protection Warrant to seize additional firearms and ammunition from the home.

Fatal Motorcycle Accident:

On September 12, 2026, at approximately 9:27 pm, the department responded to a motorcycle accident in the area of Grove Street at Tatem Street. Officers located two individuals with life-threatening injuries lying in the roadway. Putnam Fire and Putnam EMS also responded to the scene. The 24-year-old male operator and his 24-year-old female passenger were transported to Day Kimbal Hospital for treatment. The 24-year-old male died from his injuries at the hospital. The 24-year-old female who was in critical but stable condition, was flown by Lifestar to Hartford Hospital for further treatment. The female is recovering slowly however suffered permanent and disabling injuries. No charges are anticipated as the operator is deceased.

Narcotics Search & Seizure Warrant:

On September 29, 2026, at approximately 4:22 pm, members of the Putnam Police Department's Detective and Patrol Divisions, assisted by the Connecticut Department of Consumer Protection (DCP), Cannabis Control Division, and the Department of Revenue Services (DRS), executed a Search and Seizure Warrant for the unlawful sale of cannabis at MJ Smoke Shop, located at 82 Providence Street, Putnam, Connecticut. Subsequently seized were quantities of cannabis/cannabis products and Kratom (a synthetic narcotic) that had been prepackaged for sale. Additional items seized during the investigation included packaging materials, scales, and U.S. currency. Arrest warrants for the suspects are pending.

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Respectfully submitted,

Christopher D. Ferace
Chief of Police