

**Putnam Special Services District
District Authority Meeting
Tuesday, November 10, 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:**
 - I. Recap of Board of Selectman Meeting on 11/3/2025**
 - II. All other business which may lawfully come before such meeting**
- 10. Adjournment**

Meeting will be held:

**Town of Putnam Municipal Complex
Room 201
200 School Street
Putnam, CT 06260**

Putnam Special Services District

District Authority Meeting

November 10, 2025

Meeting Called to Order at 6:00 P.M. by A/C Normand Perron

Meeting opened with Pledge of Allegiance

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

Members Absent: 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 October 14, 2025. UV

Public Participation: None

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

To: ACAR Leasing- PO Box 1990, Fort Worth, TX 76101- GL/10-23MV-Turned in Lease- \$84.04
Motion to approve- A/VC Brian Maynard, Second A/M Steven Gagnon. UV

Reports of Departments:

Police Department: Police Captain Justin Lussier gave the report.

Dispatch Center handled 1207 calls for service in October 2025, which includes Police & Fire.

Officers initiated investigations with 96 investigations with 34 criminal offenses reported. There was a result of 25 arrests: including 6 by warrant & 19 on site. Officers responded to 10 incidents of domestic violence, 19 motor vehicle accidents, which included private lots & 15 alarm activations.

The department received a total income of \$5,557.74, which included \$4,319.50 for outside work. The remaining balance of \$1,238.24 was generated from fingerprints (\$550), records (\$128.24), and parking tickets (\$560).

On 10/28 & 10/29/2025 members of the Putnam Police Dept participated in a joint training session with Plainfield Police Department in building clearing and response to active aggressor(s). Chief Ferace provided the training instruction.

Fire Department: Fire Chief Bob Campbell gave the report. The department responded to 30 calls in October 2025 with a total of 101-man hours.

One member has resigned during the month of October.

Engine 378 required mechanical service relating to fuel injection pump. Total cost with service & parts totaled \$6,928.30. CDLS provided the towing to Waterford free of charge. A "thank you" card will be sent on behalf of fire department, as towing was previously quoted at \$1294.

SCBA bottles were hydro-tested, with all passing. Members also participated in the town Trick-or-Treat event and Fire Prevention at schools.

Unfinished Business: None

New Business: Recap of Board of Selectman Meeting on 11/3/25- It was discussed to table conversations after the public hearing regarding the Flock License Plate Readers on December 15th at 6:30PM. Motion made by A/M Steven Gagnon, Second A/VC Brian Maynard. UV

Police Captain Justin Lussier has requested a special meeting to take place immediately following the regular Special Services meeting on December 8, 2025. The purpose of the meeting is to obtain approval for the use of up to \$20,000 from reserve funds to purchase new equipment (pistols) for the Police Department. Motion made to accept this request by A/M Steven Gagnon, Second A/VC Brian Maynard. UV

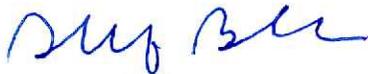
Fire Chief Bob Campbell requested an executive session to discuss personnel issue.

Executive Session:

Motion was made by A/M Steven Gagnon, Second A/VC Brian Maynard. UV to go into executive session at 6:15 PM. Fire Chief Bob Campbell, District Clerk, and three Assistant Fire Chiefs were invited to participate. No action was taken. Executive session ended at 6:51 PM.

Motion to Adjourn: Motion- A/M Steven Gagnon, Second A/VC Brian Maynard. UV at 06:55 PM

Respectfully Submitted,



Stefanie Bellavance
District Clerk