

**PUTNAM SPECIAL SERVICES DISTRICT  
ANNUAL DISTRICT MEETING**

**The Electors and Citizens qualified to vote in the Putnam Special Services District, Town of Putnam, Connecticut are hereby notified and warned that the Annual District Meeting of said District will be Held at the Putnam Board of Education Conference Room #12, Putnam High School, 152 Woodstock Avenue, Putnam, CT. on the Seventh Day of May 2024 at 7:30 P.M. for the following purposes:**

- 1. To choose a Moderator.**
- 2. To Consider and Act upon the recommendations of the District Authority Board that Appropriations Be made for the Fiscal Year Budget in the total amount of \$5,226,938 for the period beginning July 1, 2024, and ending June 30, 2025, and to make such Appropriations as are advisable.**
- 3. To do any other business proper to come before such Meeting.**

**Dated at Putnam, Connecticut this 08<sup>th</sup> Day of April 2024**

**DISTRICT AUTHORITY BOARD**

**Normand Perron  
Brian Maynard  
Steven Gagnon  
Michael Vassar  
Kathleen Hayes**

**REPORT OF THE  
PUTNAM SPECIAL SERVICES DISTRICT AUTHORITY  
TOWN OF PUTNAM, CONNECTICUT**

	<b>ADOPTED FY2023/2024</b>	<b>PROPOSED FY2024/2025</b>
GENERAL GOVERNMENT	197,160	202,680
STREET LIGHTS	128,000	135,000
POLICE DEPARTMENT	3,470,639	3,566,218
FIRE DEPARTMENT	367,561	444,749
DISPATCH DEPARTMENT	458,175	463,738
RESOURCE/SECURITY OFFICERS	277,942	294,553
CAPITAL & NON-RECURRING EXPENSES	0	0
<b>TOTAL DEPARTMENTAL BUDGET</b>	<b>4,899,477</b>	<b>5,106,938</b>
TRANSFER TO CAPITAL RESERVE FUND	155,000	120,000
<b>TOTAL EXPENSES</b>	<b>5,054,477</b>	<b>5,226,938</b>
LESS ESTIMATED REVENUE	853,097	927,129
<b>NET EXPENSES</b>	<b>4,201,380</b>	<b>4,299,809</b>
USE OF POLICE DEPT RESERVE FUND	0	0.00
USE OF FIRE DEPT RESERVE FUND	0	0.00
USE OF DISPATCH RESERVE FUND	0	0.00
USE OF SURPLUS FUNDS	225,000	350,000
<b>TOTAL USE OF OTHER FUNDS</b>	<b>225,000</b>	<b>350,000</b>
<b>AMOUNT TO BE RAISED BY TAXATION</b>	<b>3,976,380</b>	<b>3,949,809</b>

NOTE: ALL FIGURES ARE FURNISHED BY PUTNAM SPECIALSERVICES DISTRICT OFFICIALS  
AND ARE SUBJECT TO CHANGE UPON COMPLETION OF AUDIT

DATED AT PUTNAM CONNECTICUT THIS 8TH DAY OF APRIL 2024

**EXPENDITURES**

	<b>FY2022/2023</b>	<b>FY2023/2024</b>	<b>FY2023/2024</b>	<b>FY2024/2025</b>
	<b><u>ACTUAL</u></b>	<b><u>ADOPTED</u></b>	<b><u>ESTIMATED</u></b>	<b><u>PROPOSED</u></b>
<b>GENERAL GOVERNMENT</b>				
SALARIES	76,609	72,000	72,000	73,500
EMPLOYEE BENEFITS	19,919	20,795	20,359	21,470
OPERATING EXPENSES	6,512	6,965	5,640	7,210
OUTSIDE EXPENSES	152,438	97,200	96,367	100,300
OTHER EXPENSES	0	200	0	200
<b>TOTAL</b>	<b>255,478</b>	<b>197,160</b>	<b>194,366</b>	<b>202,680</b>
<b>POLICE DEPARTMENT</b>				
SALARIES	1,386,959	1,516,496	1,418,041	1,557,029
OVERTIME SALARIES	284,846	259,775	354,126	291,000
EMPLOYEE BENEFITS	1,097,290	1,263,246	1,017,781	1,245,601
OPERATING EXPENSES	161,219	192,685	171,101	191,480
OUTSIDE EXPENSES	105,548	128,597	113,719	141,137
OTHER EXPENSES	23,086	29,840	27,864	29,971
DEBT SERVICE	0	0	0	0
CAPITAL EXPENSES	105,532	80,000	77,500	110,000
<b>TOTAL</b>	<b>3,164,480</b>	<b>3,470,639</b>	<b>3,180,132</b>	<b>3,566,218</b>
<b>FIRE DEPARTMENT</b>				
SALARIES	45,510	48,210	48,210	50,620
EMPLOYEE BENEFITS	103,161	117,479	114,931	120,730
OPERATING EXPENSES	193,986	183,222	176,483	182,867
OUTSIDE EXPENSES	8,246	7,650	8,097	7,650
OTHER EXPENSES	4,630	11,000	11,000	11,000
DEBT SERVICE	160,454	0	0	71,882
CAPITAL EXPENSES	0	0	0	0
<b>TOTAL</b>	<b>515,987</b>	<b>367,561</b>	<b>358,721</b>	<b>444,749</b>
<b>DISPATCH DEPARTMENT</b>				
SALARIES	208,170	214,211	207,397	219,615
OVERTIME SALARIES	65,128	75,866	64,245	74,000
EMPLOYEE BENEFITS	114,917	125,394	103,262	124,918
OPERATING EXPENSES	12,412	27,954	23,784	27,955
OUTSIDE EXPENSES	559	3,000	1,600	3,000
OTHER EXPENSES	700	1,750	750	4,250
CAPITAL EXPENSES	9,406	10,000	10,000	10,000
<b>TOTAL</b>	<b>411,292</b>	<b>458,175</b>	<b>411,038</b>	<b>463,738</b>
<b>RESOURCE/SECURITY OFFICERS</b>				
<b>CONTRACTUAL SERVICES</b>	<b>279,999</b>	<b>277,942</b>	<b>280,000</b>	<b>294,553</b>
<b>STREET LIGHTS</b>				
<b>CONTRACTUAL SERVICES</b>	<b>119,606</b>	<b>128,000</b>	<b>130,000</b>	<b>135,000</b>
<b>TOTAL ALL DEPARTMENTS</b>	<b>4,746,842</b>	<b>4,899,477</b>	<b>4,554,257</b>	<b>5,106,938</b>
<b>CAP/NON-RECURRING EXPENSES</b>				
POLICE DEPT EQUIPMENT		0	0	0
FIRE DEPT BLDG, GRNDS & EQUIP	0	0	0	0
FIRE DEPT VEHICLES		463,380	463,380	0
DISPATCH DEPT EQUIPMENT	30,000	0	0	0
HEART/HYPENTENSION CLAIMS	0	0	0	0
<b>TOTAL</b>	<b>30,000</b>	<b>463,380</b>	<b>463,380</b>	<b>0</b>
<b>TRANSFERS TO RESERVE FUNDS</b>				
POLICE DEPT BLDG, GRNDS & EQUIP	20,000	40,000	40,000	20,000
FIRE DEPT BLDG, GRNDS & EQUIP	0	0	0	0
FIRE DEPT VEHICLES	65,000	1,620	1,620	50,000
DISPATCH DEPT EQUIPMENT	10,000	10,000	10,000	10,000
HEART/HYPENTENSION CLAIMS	46,404	40,000	40,000	40,000
ACCRUED SICK TIME BENEFITS	0	0	0	0
<b>TOTAL</b>	<b>141,404</b>	<b>91,620</b>	<b>91,620</b>	<b>120,000</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>4,918,246</b>	<b>5,454,477</b>	<b>5,109,257</b>	<b>5,226,938</b>



*	FY2022/2023	FY2023/2024	FY2023/2024	FY2024/2025
	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
GENERAL FUND TRNSFR TO RSRVE	10,000	0	0	0
TOTAL	<u>80,000</u>	<u>80,000</u>	<u>80,000</u>	<u>0</u>
<b>USE OF RESERVE FUND</b>				
FIRE DEPT CAPITAL IMPROVEMENTS	0	0	0	
<b>RES BAL FOR FD LAND,BLDS,&amp;EQUIP</b>	<b><u>80,000</u></b>	<b><u>80,000</u></b>	<b><u>80,000</u></b>	<b><u>0</u></b>
BALANCE FOR PD LAND, BLDG&EQUIP	121,745	129,936	129,936	
GENERAL FUND TRNSFR TO RSRVE	38,191	40,000	40,000	20,000
TOTAL	<u>159,936</u>	<u>169,936</u>	<u>169,936</u>	<u>20,000</u>
<b>USE OF RESERVE FUND</b>				
POLICE DEPT CAPITAL IMPROVEMENT	30,000	0	0	
<b>RES BAL FOR POLICE DPT CAP IMPRV</b>	<b><u>129,936</u></b>	<b><u>169,936</u></b>	<b><u>169,936</u></b>	<b><u>20,000</u></b>
BALANCE FOR DISPATCH DEPT EQUIP	30,000	10,000	10,000	
GENERAL FUND TRNSFR TO RSRVE	10,000	10,000	10,000	10,000
TOTAL	<u>40,000</u>	<u>20,000</u>	<u>20,000</u>	<u>10,000</u>
<b>USE OF RESERVE FUND</b>				
DISPATCH DEPT CAPITAL IMPRVMNTS	30,000	0	0	
<b>RES BAL FOR DISPATCH DPT IMPRV</b>	<b><u>10,000</u></b>	<b><u>20,000</u></b>	<b><u>20,000</u></b>	<b><u>10,000</u></b>
<b>LIABILITIES &amp; CLAIMS RESERVE</b>				
BALANCE FOR H/HYPERTEN FUND	116,472	162,876	162,876	
GENERAL FUND TRNSFR TO RSRVE	46,404	40,000	40,000	40,000
TOTAL	<u>162,876</u>	<u>202,876</u>	<u>202,876</u>	<u>40,000</u>
<b>USE OF RESERVE FUND</b>				
H/HYPERTENSION CLAIMS	0	0	0	
<b>RES BAL FOR H/HYPERTENSION CLMS</b>	<b><u>162,876</u></b>	<b><u>202,876</u></b>	<b><u>202,876</u></b>	<b><u>40,000</u></b>