

**DISTRICT AUTHORITY MEETING  
MAY 13, 2024**

**MEETING CALLED TO ORDER AT 6:00 P.M. WITH THE PLEDGE OF ALLEGIANCE.**

**MEMBERS PRESENT: A/C NORMAND PERRON, A/VC BRIAN MAYNARD, A/M STEVEN GAGNON, A/M KATHLEEN HAYES**

**MEMBERS ABSENT: A/M MICHAEL VASSAR**

**MOTION A/VC MAYNARD, SECOND A/M GAGNON TO ADD AN EXECUTIVE SESSION TO THE AGENDA TO DISCUSS POLICIES & PROCEDURES. UV**

**APPROVAL OF MINUTES: MOTION-A/VC MAYNARD, SECOND A/M GAGNON TO APPROVE MINUTES OF THE PUBLIC HEARING AND THE DISTRICT AUTHORITY MEETING THAT WERE HELD ON APRIL 08, 2024, AS PRESENTED. UV**

**PUBLIC PARTICIPATION: DAVID BELLEVILLE, POWHATTAN ST. QUESTIONED THE AVAILABILITY OF DISTRICT AUTHORITY MEETINGS BEING VISUALLY RECORDED. MEETINGS ARE RECORDED ON TAPE AND THEN MANUALLY TRANSCRIBED. COPY OF TRANSCRIPTIONS POSTED ON PUTNAM POLICE DEPARTMENT'S WEB SITE. COPY ALSO SENT TO PUTNAM TOWN CLERK.**

**PETITIONS & COMMUNICATIONS: PROPERTY TAX REFUNDS: TO: MATTHEW W DUNNACK, BROOKLN CT—G/L10-22MV-\$15.94-VETERANS EXEMPTION. MOTION A/VC MAYNARD, SECOND A/M HAYES TO APPROVE TAX REFUND. UV**

**REPORTS OF DEPARTMENTS:**

**FIRE DEPARTMENT: ASSISTANT FIRE CHIEF RICK DIVINCENZO GAVE THE REPORT. IN APRIL 2024 DEPARTMENT MEMBERS RESPONDED TO 18 CALLS FOR A TOTAL OF 240 MAN HOURS. 11 MEMBERS ATTENDED AN INCIDENT COMMAND TRAINING CLASS. 9 MEMBERS ATTENDED A TANKER SHUTTLE TRAINING CLASS. CHIEF CAMPBELL RECEIVED A REQUEST FROM THE AMERICAN LEGION TO NOMINATE ONE OF THE VOLUNTEER FIREFIGHTERS AS "FIREFIGHTER OF THE YEAR". CHIEF CAMPBELL STATED HE WAS HONORED TO NOMINATE ZACHARY BELLEVILLE WHO HAS DONE A LOT FOR THE DEPARTMENT. HE BECAME LIEUTENANT A LITTLE OVER A YEAR AGO AND HAS BEEN DOING EVERYTHING ASKED OF HIM, PLUS HE IS ALWAYS DOING WORK AT THE FIRE STATION AND TRAINING OTHER VOLUNTEERS AS WELL. CHIEF CAMPBELL HAS SENT A THANK YOU LETTER TO DON MISIAL AND WIN WASTE FOR THEIR SECOND \$5,000.00 DONATION TOWARDS THE TANKER PURCHASE. DEPARTMENT IS STARTING TO MAKE PLANS TO CELEBRATE THE 150<sup>TH</sup> ANNIVERSARY OF THE PUTNAM FIRE DEPARTMENT NEXT YEAR. CHIEF CAMPBELL HAS REWRITTEN THE VOLUNTEER FIREFIGHTERS PENSION PLAN. HE WILL MEET WITH DISTRICT AUTHORITY CHAIRMAN NORMAND PERRON AND VICE-CHAIRMAN BRIAN MAYNARD TO REVIEW. VOTE ON REVISED PENSION PLAN TO BE TAKEN AT THE JUNE 10<sup>TH</sup> DISTRICT AUTHORITY MEETING.**

**POLICE DEPARTMENT: POLICE CAPTAIN JUSTIN LUSSIER GAVE THE REPORT. DISPATCH CENTER RECEIVED 1216 CALLS FOR SERVICE IN APRIL 2024. OFFICERS INITIATED 59 INVESTIGATIONS WITH 50 CRIMINAL OFFENSES REPORTED INCLUDING 14 FELONIES. A TOTAL OF 15 ARRESTS WERE MADE THAT INCLUDED 6 BY WARRANT, 9 ON SITE. OFFICERS RESPONDED TO 11 DOMESTIC VIOLENCE INCIDENTS, 18 MOTOR VEHICLE ACCIDENTS, THAT INCLUDES PRIVATE LOTS, & 10 ALARM ACTIVATIONS. POLICE DEPARTMENT RECEIVED TOTAL INCOME OF \$19,342.00 THAT INCLUDED \$18,055.00 FOR OUTSIDE POLICE WORK. ON APRIL 26,2024, CHIEF FERACE WAS NOTIFIED BY THE POST COUNCIL ACCREDITATION SUBCOMMITTEE OF THEIR RECOMMENDATION OF THE PUTNAM POLICE DEPARTMENT TO BE AWARDED TIER 1 STATE ACCREDITATION. CHIEF FERACE STATED THAT THIS COULD NOT HAVE BEEN DONE WITHOUT THE TIRELESS EFFORTS OF CAPTAIN JUSTIN LUSSIER, WHO SERVES AS THE DEPARTMENT'S ACCREDITATION MANAGER. CAPTAIN LUSSIER DESERVES THE CREDIT FOR THIS ACCOMPLISHMENT. THE TIER 1 ACCREDITATION LETTER WAS FORMALLY ISSUED AT A CEREMONY ON MAY 9<sup>TH</sup> AT THE CT POLICE ACADEMY. IN THE COMING YEARS, THE DEPARTMENT WILL CONTINUE TO MOVE FORWARD TO REACH TIER 11 AND TIER 111 AS REQUIRED BY THE CT POLICE ACCOUNTABILITY BILL. AS A RESULT OF THE SURPRISE "SPOT CHECK" FROM CONN OSHA, THE DEPARTMENT WAS OFFICIALLY CITED FOR 11 VIOLATIONS AND FINED FOR 5 VIOLATIONS FOR A TOTAL OF \$1,590.00. THE MOST SIGNIFICANT FINE WAS \$640.00 FOR NOT HAVING A MANDATORY BODY ARMOR WEAR POLICY. MOST OF THE VIOLATIONS HAD ALREADY BEEN CORRECTED, HOWEVER, THERE ARE 4 VIOLATIONS THAT REQUIRE PROOF THAT THOSE VIOLATIONS WERE REMEDIATED BY JULY 25<sup>TH</sup>, 2024. CHIEF FERACE IS IN THE PROCESS OF COMPLETING THOSE REQUIREMENTS. UPON COMPLETION OF THE COMPETITIVE TESTING PROCESS, OFFICER HAILEY GRIFFIN WILL BE THE NEWEST DETECTIVE, REPLACING BART RAMOS. CHIEF FERACE ANTICIPATES A DATE OF JULY 1<sup>ST</sup> WHEN SHE WILL START HER NEW ASSIGNMENT, POSSIBLY SOONER. IN THE MEANTIME, SHE MAY ASSUME SOME DUAL DUTIES IN PATROL AND INVESTIGATIONS AS THE NEED ARISES.**

**UNFINISHED BUSINESS: NONE**

**NEW BUSINESS: ACT ON REVENUE COLLECTOR'S SUSPENSE TAX LIST FY 2023/2024:**  
MOTION A/M GAGNON, SECOND A/VC MAYNARD TO APPROVE TRANSFER OF  
UNCOLLECTIBLE PROPERTY TAXES IN THE TOTAL AMOUNT OF \$12,130.08 TO THE  
SUSPENSE TAX BOOK AS RECOMMENDED BY THE REVENUE COLLECTOR. UV

**SET MILL RATE FOR FISCAL YEAR 2024/2025:**

MOTION A/VC MAYNARD, SECOND A/M GAGNON TO SET A MILL RATE OF 8.8 MILLS FOR  
MOTOR VEHICLES, AND A MILL RATE OF 9.5 MILLS FOR REAL ESTATE & PERSONAL  
PROPERTY. UV

MOTION A/M GAGNON, SECOND A/VC MAYNARD TO GO INTO EXECUTIVE SESSION AT 6:15  
PM AND INVITE CLERK JULIE QUINN INTO SESSION. UV  
OUT OF EXECUTIVE SESSION AND MEETING CLOSED AT 6:40PM

**RESPECTFULLY SUBMITTED,**

**LUCILLE HERRICK  
DISTRICT CLERK**