

**DISTRICT AUTHORITY MEETING
SEPTEMBER 11, 2023**

MEETING CALLED TO ORDER AT 7:00 P.M. WITH THE PLEDGE OF ALLEGIANCE.

MEMBERS PRESENT: A/C NORMAND PERRON, A/VC BRIAN MAYNARD, A/M KATHY NOEL-JOHNSON, A/M STEVEN GAGNON, A/M SHARON STEWART.

APPROVAL OF MINUTES: MOTION A/VC MAYNARD, SECOND A/M GAGNON TO APPROVE MINUTES OF THE 08/14/2023 DISTRICT AUTHORITY MEETING AS PRESENTED. UV

PUBLIC PARTICIPATION: NONE

PETITIONS & COMMUNICATIONS: PROPERTY TAX REFUNDS:

TO: HYUNDAI LEASE TITLING, IRVINE, CA—G/L10-20--\$31.45-VEH. LEASE PURCHASED TOYOTA LEASE TRUST, WOBURN, MA—G/L10-21--\$214.07-(2) VEHICLES SOLD. MOTION, A/M GAGNON, SECOND A/M NOEL-JOHNSON TO APPROVE TAX REFUNDS. UV

REPORTS OF DEPARTMENTS:

POLICE DEPARTMENT: POLICE CHIEF CHRISTOPHER FERACE GAVE THE REPORT. DISPATCH CENTER RECEIVED 934 CALLS IN AUGUST 2023.

OFFICERS INITIATED 68 INVESTIGATIONS WITH 57 CRIMINAL OFFENSES REPORTED INCLUDING 6 FELONIES. A TOTAL OF 30 ARRESTS WERE MADE THAT INCLUDED 12 BY WARRANT, 13 ON SITE, AND 5 JUVENILES. OFFICERS RESPONDED TO 20 DOMESTIC VIOLENCE INCIDENTS, 21 MOTOR VEHICLE ACCIDENTS, THAT INCLUDES PRIVATE LOTS, AND 13 ALARM ACTIVATIONS.

POLICE DEPARTMENT RECEIVED TOTAL INCOME OF \$9,868.00 THAT INCLUDED \$9,242.00 FOR OUTSIDE POLICE WORK.

OFFICER THOMAS OLSEN WAS SWORN IN ON AUGUST 08, 2023, FILLING THE 16TH POSITION IN THE POLICE DEPARTMENT. OFFICER OLSEN HAS COMPLETED HIS FIELD ORIENTATION PERIOD AND IS ASSIGNED TO THE PATROL DIVISION. THE POLICE DEPARTMENT STILL HAS ONE VACANCY THAT THEY ARE IN THE PROCESS OF TRYING TO FILL.

ON 08/17/2023, A MEETING WITH POLICE AND TOWN OFFICIALS WAS HELD REGARDING THE STATUS OF THE APPARENT HOMELESS GROUP OF SUBJECTS THAT SPEND A LARGE AMOUNT OF TIME IN ROTARY PARK. THE MEETING WAS TO CREATE SOME OPEN DIALOGUE AND POTENTIAL ASSISTANCE SOLUTIONS FOR THEM. CHIEF FERACE ANTICIPATES FUTURE COMMUNICATION AMONGST THE GROUP WILL CONTINUE IN AN EFFORT TO FIND A SOLUTION TO THIS ISSUE.

FIRE DEPARTMENT: FIRE CHIEF ROBERT CAMPBELL GAVE THE REPORT.

DEPARTMENT RESPONDED TO 17 CALLS IN AUGUST 2023 WITH A TOTAL OF 133 MANHOURS. 12 VOLUNTEERS ATTENDED THE BUSINESS ASSOCIATION/TOWN OF PUTNAM SUPERHERO DAY. 6 VOLUNTEERS ATTENDED A LIFE FLIGHT TRAINING AT THE WOODSTOCK FIRE DEPARTMENT STATION. 4 VOLUNTEERS ATTENDED AND FILLED THE DUNK TANK AT THE ANNUAL CAR CRUISE.

ALL HOSE TESTING HAS BEEN COMPLETED WITH ON 3 LENGTHS OF HOSE LOST.

ALL LADDER TESTING HAS BEEN DONE WITH ONLY A FEW MINOR REPAIRS NEEDED, NEW MOBILE RADIOS HAVE BEEN INSTALLED IN 3 TRUCKS. 2 RADIOS WERE PURCHASED THROUGH A STATE GRANT. CHIEF CAMPBELL HAS APPLIED FOR THIS YEAR'S STATE FORESTRY GRANT TO PURCHASE 2 MORE MOBILE RADIOS.

CHIEF CAMPBELL GAVE THE DISTRICT AUTHORITY BOARD THE AMENDED FIRE ALARM/NUISANCE ALARM REGULATION THAT, EFFECTIVE 09/11/2023, REVISES SERVICE FEES AS FOLLOWS:

“SERVICE FEES INVOICE SHALL BE PAID TO THE SPECIAL SERVICE DISTRICT EFFECTIVE UPON THIRTY (30) DAYS OF RECEIPT OF THE INVOICE. PAYMENT. UNLESS OTHERWISE SPECIFIED IN THIS AGREEMENT, PAYMENT FOR THE ABOVE DESCRIBED SERVICES SHALL BE DUE WITHIN THIRTY (30) DAYS FROM THE DATE OF THE FIRST BILLING PERIOD. IN THE EVENT THAT SAID ACCOUNT IS UNPAID AFTER THE THIRTIETH DAY SUBSEQUENT TO THE DATE OF THE FIRST BILLING, THE CLIENT SHALL BE SUBJECT TO A MONTHLY SERVICE CHARGE OF 1 ½ % ON THE THEN UNPAID BALANCE (18% ANNUAL RATE). IN THE EVENT THAT ANY PORTION OF ALL OF THIS ACCOUNT REMAINS UNPAID NINETY (90) DAYS SUBSEQUENT TO THE FIRST BILLING DATE, THE CLIENTS SHALL PAY ALL COST OF COLLECTION INCLUDING REASONABLE ATTORNEY FEE.”

MOTION A/M GAGNON, SECOND A/VC MAYNARD TO APPROVE AMENDED FALSE FIRE ALARM/NUISANCE ALARM REGULATION AS PRESENTED. UV

THE FIRE DEPARTMENT'S NEW TANKER TRUCK SHOULD BE READY BY THE END OF SEPTEMBER, THE BEGINNING OF OCTOBER. FIRE CHIEF CAMPBELL GAVE THE DISTRICT AUTHORITY BOARD 2 PROPOSALS, CENTREVILLE BANK AND JEWETT CITY SAVINGS BANK, TO PARTIALLY FINANCE THE COST OF THE TANKER TRUCK.

CENTREVILLE BANK-LOAN AMOUNT-\$400,000.00. 3 OPTIONS PROPOSED: OPTION 1- PRINCIPAL & INTEREST PAYMENTS DUE MONTHLY IN THE APPROXIMATE AMOUNT OF \$5,893.8-6.17% RATE. OPTION 2-PRINCIPAL & INTEREST PAYMENTS DUE MONTHLY IN THE APPROXIMATE AMOUNT OF \$5,862.14-6.01% RATE. OPTION 3-PRINCIPAL & INTEREST PAYMENTS DUE MONTHLY FOR THE INITIAL 5-YEAR PERIOD ARE IN THE APPROXIMATE AMOUNT OF \$4,460.43. A DECLINING PREPAYMENT PENALTY FOR 3 YEARS WILL APPLY. A PENALTY IN THE AMOUNT OF 3% IN YEAR 1, 2 PERCENT IN YEAR 2. AND 1% IN YEAR 1 WILL BE DUE. THERE WILL BE NO PREPAYMENT PENALTY AFTER 3 YARS, OR IF THE DEBT IS REFINANCED WITH CENTREVILLE BANK.

JEWETT CITY SAVINGS BANK-1 OPTION PROPOSED: LOAN AMOUNT-\$400,000.00. 6:00% INTEREST RATE PAYABLE OVER 7 YEARS. ANNUAL PAYMENTS OF PRINCIPLE AND INTEREST ARE BASED ON 7 YEAR AMORTIZATION. ORIGINATION FEE: WAIVED. PREPAYMENT FEE: WAIVED. THE BANK SHALL BE GRANTED A VALID FIRST POSITION LIEN ON THE TITLE OF THE VEHICLE WITH DMV. MONTHLY PAYMENT \$5,860.73. THE BORROWER WILL BE REQUIRED TO OPEN/MAINTAIN PROPERTY OPERATING ACCOUNT(S) OR AFFILIATED ACCOUNT(S) FOR THE PROPERTY(S) AT THE BANK. THE BANK WILL REQUIRE ADDITIONAL INFORMATION AND HAVE OTHER REQUIREMENTS AS PART OF ITS DUE DILIGENCE IN ANALYZING & APPROVING LOAN REQUEST. PROPOSAL DOESN'T CONTAIN ALL TERMS & CONDITIONS OF THE PROPOSED LOAN NOR IS IT A BINDING COMMITMENT OF THE BANK. PROPOSAL SHALL EXPIRE FRIDAY, OCTOBER 6, 2023, UNLESS IT HAS BEEN EXECUTED.

MOTION-A/VC MAYNARD, SECOND A/M GAGNON TO APPROVE FIRE TRUCK FINANCING WITH JEWETT CITY SAVINGS BANK. UV

DISTRICT AUTHORITY BOARD AGREED TO HOLD A PUTNAM SPECIAL SERVICES DISTRICT SPECIAL MEETING ON TUESDAY, OCTOBER 10, 2023, AT 6:45 PM IN THE PUTNAM FIRE DEPARTMENT'S MEETING ROOM, 189 CHURCH ST, PUTNAM.

UNFINISHED BUSINESS: NONE

NEW BUSINESS: NONE

MOTION A/VC MAYNARD, SECOND A/M NOEL-JOHNSON TO CLOSE MEETING AT 7:35 PM. UV

RESPECTFULLY SUBMITTED,

**LUCILLE HERRICK
DISTRICT CLERK**