

**DISTRICT AUTHORITY MEETING  
JULY 10, 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.**

**MEMBERS ABSENT: A/M SHARON STEWART.**

**APPROVAL OF MINUTES: MOTION A/VC MAYNARD, SECOND A/M NOEL-JOHNSON TO APPROVE MINUTES OF THE 06/12/2023 DISTRICT AUTHORITY MEETING AND THE 06/19/2023 DISTRICT AUTHORITY SPECIAL MEETING AS PRESENTED. UV**

**PUBLIC PARTICIPATION: JAMES FROST, MANAGER OF COURTHOUSE BAR & GRILLE ADDRESSED THE DISTRICT AUTHORITY BOARD MEMBERS WITH HIS REQUEST TO CHANGE THE CURRENT “NO PARKING” ZONE IN FRONT OF COURTHOUSE BAR & GRILLE TO A TIME LIMITED “PICK UP/DROP OFF” ZONE. (ACTION TAKEN UNDER NEW BUSINESS)**

**PETITIONS & COMMUNICATIONS: PROPERTY TAX REFUNDS: NONE**

**REPORTS OF DEPARTMENTS:**

**FIRE DEPARTMENT: FIRE CHIEF ROBERT CAMPBELL JR. GAVE THE REPORT. DEPARTMENT RESPONDED TO 23 CALLS IN JUNE 2023 WITH A TOTAL OF 289 MAN HOURS. 2 VOLUNTEERS RESIGNED DUE TO FAMILY OBLIGATIONS, AND 2 APPLICANTS WERE INTERVIEWED TO JOIN THE DEPARTMENT ON A 6 MONTH PROBATION PERIOD. 11 VOLUNTEERS ATTENDED A TRAINING SESSION AT THE HOUSE FROM WIN WASTE. AT LEAST 2 MORE TRAINING SESSIONS WILL BE HELD BEFORE THE BUILDING IS DEMOLISHED ON 06/22/2023, THE DEPARTMENT RESPONDED TO A FULLY INVOLVED SHED FIRE ON DFAULT ST. THE FIRST CREW ON THE SCENE AND ASSISTANT FIRE CHIEF RICK DIVINENZO KNOCKED DOWN THE FIRE VERY QUICKLY. THE HOUSES ON EACH SIDE OF THE SHED HAD MELTED VINYL SIDING FROM THE HEAT, BUT THE CREW WAS ABLE TO CONTAIN THE FIRE TO THE SHED. THE FIRE MARSHALL DETERMINED THE HOMEOWNER HAD RAGS TO WASH PAINT TOOLS IN A BUCKET WHICH SELF IGNITED. GREAT JOB BY EVERYONE ON THE SCENE.**

**CHIEF CAMPBELL REPORTED THAT HE RECEIVED NOTICE FROM AN EMPLOYEE OF PUTNAM SCIENCE ACADEMY THAT THE REASON THE FINES HAVEN'T BEEN PAID IS THAT AN “INVOICE” WASN'T PROVIDED. INVOICE DETAILING THE FINES ASSESSED WILL BE SENT BY THE DISTRICT CLERK'S OFFICE.**

**THE EMERGENCY GENERATOR AT THE POLICE AND FIRE STATION HAD AN ISSUE WITH A 225 AMP BREAKER TRIPPING UNDER LOAD WHEN THE POWER WENT OUT. AN ELECTRICIAN WAS HIRED WHO FOUND AND INSTALLED A REPLACEMENT BREAKER. THE GENERATOR IS BACK UP AND RUNNING. CHIEF CAMPBELL STATED THAT IN DISCUSSING THIS ISSUE WITH DISTRICT AUTHORITY CHAIRMAN NORMAND PERRON AND POLICE CHIEF CHRIS FERACE, THE DECISION WAS MADE THAT BECAUSE OF A 45 WEEK ORDER TIME, A NEW GENERATOR NEEDED TO BE ORDERED IMMEDIATELY.**

**POLICE DEPARTMENT: POLICE CHIEF CHRISTOPHER FERACE GAVE THE REPORT. DISPATCH CENTER RECEIVED 1329 CALLS IN JUNE 2023.**

**OFFICERS INITIATED 55 INVESTIGATIONS WITH 50 CRIMINAL OFFENSES REPORTED INCLUDING 13 FELONIES. A TOTAL OF 19 ARRESTS WERE MADE THAT INCLUDED 9 BY WARRANT, 8 ON SITE AND 2 JUVENILE SUMMONS. OFFICERS RESPONDED TO 18 DOMESTICS VIOLENCE INCIDENTS, 19 MOTOR VEHICLE ACCIDENTS, THAT INCLUDES PRIVATE LOTS, AND 19 ALARM ACTIVATIONS.**

**POLICE DEPARTMENT RECEIVED TOTAL INCOME OF \$2,832.98 THAT INCLUDED \$1,912.00 FOR OUTSIDE POLICE WORK.**

**POLICE CHIEF FERACE INTRODUCED RETIRED SERGEANT THOMAS OLSEN, FORMERLY OF THE LEDYARD POLICE DEPARTMENT, WHO WILL POTENTIALLY FILL THE CURRENT POLICE DEPARTMENT VACANCY ONCE THE BACKGROUND AND SELECTION PROCESS IS COMPLETE. RETIRED SERGEANT OLSEN IS A 25 YEAR VETERAN OF THE LEDYARD POLICE DEPARTMENT, AND IS ONE OF THE MOST DECORATED OFFICERS IN DEPARTMENT HISTORY. AMONGST HIS STRENGTHS AND EXPERIENCE: HE IS A CERTIFIED POLICE INSTRUCTOR AND A FIELD TRAINING OFFICER. CHIEF FERACE IS HOPING TO SWEAR HIM IN AS A PUTNAM POLICE OFFICER AS SOON AS POSSIBLE, HOPEFULLY WITHIN A MONTH.**

**UNFINISHED BUSINESS: NONE**

**NEW BUSINESS: ACT ON REQUEST TO WAIVE BID PROCESS AND APPROVE PURCHASE OF EMERGENCY GENERATOR FOR POLICE/FIRE/ANNEX BUILDINGS TO CUMMINS MOTION, A/VC MAYNARD, SECOND A/M GAGNON TO WAIVE BID PROCESS, AND PURCHASE EMERGENCY GENERATOR FROM CUMMINS. UV**

**REQUEST TO CHANGE “NO PARKING” ZONE IN FRONT OF COURTHOUSE BAR & GRILLE TO A TIME LIMITED “PICK UP/DROP OFF” ZONE**

**DISCUSSION ON VERBAGE OF NEW SIGN THAT WILL REPLACE CURRENT “NO PARKING” IN FRONT OF COURTHOUSE BAR & GRILLE TO TIME LIMITED “PICK UP/DROP OFF.**

**MOTION A/M GAGNON, SECOND A/VC MAYNARD TO APPROVE CHANGE OF “NO PARKING” ZONE IN FRONT OF COURTHOUSE BAR & GRILLE TO A NO PARKING-TIME LIMITED PICK UP/DROP OFF ZONE. UV**

**REQUEST LINE- ITEM TRANSFER FROM 4203-529009 (OTHEREMPLOYEE BENEFITS) – \$17,000.00, 4203-54203-\$9,000.00 (REP & MAINTENANCE OF RADIOS) \$9,000.00, 4203-58310 (LONG-TERM DEBT PRINCIPAL) \$30,000.00), 4203-58320 (LONG TERM DEBT INTESREST) \$8,000.00 4311-53323 (CONTRACTUAL SERVICES) \$10,000.00 TO 4123-53323 (CONTRACTUAL SERVICES) TO FUND FINANCIAL MANAGEMENT ASSISTANCE COSTS FOR FY 2022/2023.**

**DISTRICT CLERK STATED TO THE DISTRICT AUTHORITY BOARD THAT THE FINANCIAL MGT. ASSISTANCE COSTS ARE FOR THE TOWN’S REVENUE COLLECTOR AND TREASURER SERVICES TO THE SPECIAL SERVICES DISTRICT. THESE COSTS WERE PREVIOUSLY BILLED TO THE DISTRICT IN NOVEMBER OR DECEMBER OF THE NEW FISCAL YEAR. THE NEW FINANCIAL MANAGEMENT AGREEMENT THAT WAS SIGNED BETWEEN THE TOWN AND SPECIAL SERVICES DISTRICT CHANGED THE PREVIOUS BILLING PRACTICE. THE TOWN NOW BILLS THE SPECIAL SERVICES DISTRICT IN DECEMBER FOR THE PERIOD OF JULY THROUGH DECEMBER, AND IN JUNE FOR THE PERIOD OF JANUARY THROUGH JUNE OF THE CURRENT FISCAL YEAR. THIS RESULTED IN 2 YEARS PAYMENTS CHARGED IN THE CURRENT FISCAL YEAR**

**MOTION A/M GAGNON, SECOND A/M NOEL-JOHNSON TO APPROVE LINE-ITEM TRANSFERS. AS REQUESTED TO FUND FINANCIAL MGT ASSISTANCE COSTS FOR FY 22/23. UV**

**MOTION A/M NOEL-JOHNSON, SECOND A/VC MAYNARD TO CLOSE MEETING AT 7:30 PM UV**

**RESPECTFULLY SUBMITTED,**

**LUCILLE HERRICK  
DISTRICT CLERK**