

**DISTRICT AUTHORITY MEETING  
NOVEMBER 09, 2020**

**MEETING CALLED TO ORDER AT 7:02 PM. ON ZOOM**

**MEMBERS PRESENT: A/C NORMAND PERRON, A/VC BRIAN MAYNARD, A/M STEVEN GAGNON  
A/M GLORIA MARION, A/M SEAN SULLIVAN**

**APPROVAL OF MINUTES: A/M MARION STATED THAT UNDER UNFINISHED BUSINESS, DETAIL IN PARENTHESIS BE DELETED. DISCUSSION. MOTION-A/M MARION, SECOND A/M SULLIVAN TO APPROVE MINUTES WITH EXCEPTION. UV**

**PUBLIC PRICIPATION: NONE**

**PETITIONS & COMMUNICATIONS: REVENUE COLLECTOR'S REQUEST FOR TAX REFUNDS  
TO: SANDY CORTES, THOMPSON, CT--\$9.11 ON G/L10-18MV-VEHICLE JUNKED.  
KAITLIN M SULLIVAN, EDEN STREET--\$45.76 ON G/L10-19MV-VEHICLE SOLD.  
JAMES T THERIAULT, DANIELSON, CT--\$18.05 ON G/L10-19MV-VEHICLE SOLD.  
TOYOTA LEASE TRUST, WOBURN, MA--\$182.33 ON G/L10-19MV-2 VEHICLES SOLD  
MOTION-A/VC MAYNARD, SECOND AM GAGNON TO APPROVE TAX REFUNDS. UV**

**REPORTS OF DEPARTMENTS:**

**POLICE DEPARTMENT: DISPATCH CENTER RECEIVED 1493 CALLS IN OCTOBER 2020. OFFICERS INVESTIGATED 54 CRIMINAL OFFENSES INCLUDING 9 FELONIES. 28 ARRESTS WERE MADE THAT INCLUDED 15 BY WARRANT, 13 ON SITE, AND OF THOSE, 3 WERE JUVENILE ARRESTS.**

**OFFICERS RESPONDED TO 11 DOMESTIC VIOLENCE INCIDENTS, 15 MOTORVEHICLE ACCIDENTS, AND 21 ALARM ACTIVATIONS. POLICE DEPARTMENT RECEIVED TOTAL INCOME OF \$1786.25.**

**CHIEF FERACE INFORMED THE DISTRICT AUTHORITY THAT, ALTHOUGH ALL FIGURES ARE NOT FINALIZED THROUGH THE ANNUAL AUDIT, IT APPEARS THE POLICE DEPARTMENT HAD A SURPLUS OF 5.64% IN THE OVERALL ANNUAL BUDGET LEAVING A BALANCE OF \$161,234, AND THE DISPATCH CENTER HAD A 8.27% SURPLUS, LEAVING A BALANCE OF \$26,951.00.**

**CHIEF FERACE REPORTED THAT HE RECEIVED AN EXEMPLARY PERFORMANCE OBSERVATION REPORT FROM SGT. SEZENIAS REGARDING THE LIFE SAVING PERFORMANCE OF DISPATCHER MICHAEL RIVERS WHILE DISPATCHING A MEDICAL EMERGENCY OF A CHOKING VICTIM ON 10/31/20. DISPATCHER RIVERS FOLLOWED EMD PROTOCOL PROCEDURES WITH INSTRUCTIONS TO THE CALLER, AND THE ABILITY TO KEEP THE CALLING PARTY CALM AND ON TASK, RESULTED IN THE VICTIM BEING SUCCESSFULLY TRANSPORTED TO DKH AND SURVIVING THE INCIDENT. CHIEF FERACE WILL BE DOING A FORMAL LETTER OF COMMENDATION FOR DISPATCHER RIVERS' LIFE SAVING EFFORTS.**

**DEPARTMENT HAS ONE LATERAL CANDIDATE IN THE MIDDLE OF THE HIRING PROCESS WHO WILL RETIRE FROM HIS CURRENT DEPARTMENT EARLY AND TAKE A PATROL OFFICER POSITION HERE. HIS ANTICIPATED DATE OF HIRE WILL DEPEND ON HIS DATE OF RETIREMENT, NO LATER THAN THE FIRST WEEK OF JANUARY 2021. ADDITIONALLY, 3 CANDIDATES ARE GOING THROUGH THE BACKGROUND PROCESS RIGHT NOW, OF WHICH 2 WILL BE HIRED IN THE FIRST WEEK OF JANUARY, FOR THE START OF THE NEXT CT POLICE ACADEMY CLASS ON JANUARY 8, 2021.**

**ALTHOUGH FINAL SALES OF ALL PATCHES, KEYCHAINS, AND T-SHIRTS ARE NOT COMPLETE, THE POLICE DEPT. WILL BE MAKING A DONATION OF NO LESS THAN \$3600.00 TO THE DKH CANCER CENTER AS A RESULT OF THE DEPARTMENT'S FUND RAISING AND SALES EFFORTS IN OCTOBER.**

**OFFICERS WILL BE DONATING BETWEEN \$30.00-\$50.00 FOR THE MONTH, THE EQUIVALENT TO THE AMOUNT YOU WOULD SPEND ON SHAVING SUPPLIES, AND WILL DONATE TO THE CT CANCER FOUNDATION. THE GOAL IS FOR THE POLICE DEPARTMENT TO RAISE AT LEAST \$500.00, AS HAS BEEN DONE IN THE PAST.**

**REQUEST FOR STOP SIGN TO BE PLACED AT THE INTERSECTION OF FLORENCE & GEORGE STREETS. CHIEF FERACE STATED THAT ALTHOUGH IT DOES NOT APPEAR TO BE A LOCATION OF REGULAR COLLISIONS, HE WOULD AGREE THAT ANYTIME THERE IS AN UNREGULATED FOUR-WAY INTERSECTION, IT WOULD BE BENEFICIAL TO HAVE SOME FORM OF TRAFFIC CONTROL. THERE ARE SEVERAL INTERSECTING STREET LOCATIONS THAT DO NOT HAVE ANY FORM OF TRAFFIC CONTROL. FROM THIS POINT FORWARD, CHIEF FERACE WOULD BE IN FAVOR OF ATTEMPTING TO REGULATE THESE LOCATION AS THEY ARE IDENTIFIED.**

**FIRE DEPARTMENT:** DEPARTMENT RESPONDED TO 23 CALLS IN OCTOBER 2020 FOR A TOTAL OF 200 MAN HOURS. UPDATE ON FIRE ALARM ISSUES AS FOLLOWS: FIRE CHIEF CAMPBELL SPOKE WITH MARY FROM HERITAGE PINES CONDO ASSOC. AND WAS TOLD THAT SHE IS STILL WAITING TO HEAR FROM THEIR ASSOCIATION BOARD. SHE WAS GOING TO EMAIL THEM TO GET AN UPDATE. CHIEF CAMPBELL ALSO CONTACTED PAULINE FROM LITTLE RIVER ACRES AND WAS TOLD THAT THE NEW BUILDING SIGNS WERE IN AND SHE WAS GOING TO PICK THEM UP AND HAVE THEM INSTALLED. CHIEF CAMPBELL ASKED HER ABOUT THE ALARM PANEL PROBLEM, AND SHE STATED THAT TO THE BEST OF HER KNOWLEDGE, IT WAS TAKEN CARE OF. SHE WOULD CHECK AND LET CHIEF CAMPBELL KNOW.

FIRE DEPARTMENT HAS BEEN RESPONDING TO MANY FIRE CALLS AT THE RIVER MILLS APARTMENTS ON POMFRET ST. FOR BURNED FOOD. THE ALARM COMPANY IS TRYING TO ADJUST THE SENSITIVITY OF THE SMOKE DETECTORS WITHOUT JEOPARDIZING THE RESIDENTS. FIRE DEPT. ALSO TESTED THE DRY HYDRANT BEHIND THE APARTMENTS THAT HAD ISSUES WITH INSTALLATION. IT IS NOT WORKING. THE FIRE MARSHALL'S OFFICE IS WORKING WITH THEM TO REPLACE IT. THE FIRE DEPT IS ALSO RECEIVING MANY ALARMS FOR THE ST. MARY SCHOOL BUILDING THAT IS UNDER NEW MANAGEMENT. CHIEF CAMPBELL HAS SPOKEN TO THE CONTACT PERSON ABOUT THE PROBLEM, AND WAS TOLD HE WAS WORKING ON GETTING THE ALARM PANEL CORRECTED TO STOP THE UNNECESSARY ALARMS. THE ALARM PANEL IS BEING MONITORED BY VENTURE COMMUNICATIONS. CHIEF CAMPBELL SPOKE WITH VENTURE COMMUNICATIONS AND STATED THAT VENTURE COMM. WAS TOLD ON 11/02/2020, TO SHUT DOWN THE MONITORING. CHIEF CAMPBELL CONTACTED THE PUTNAM FIRE MARSHALL TO LET HIM KNOW THAT THE BUILDINGS WERE BEING RENOVATED WITH NO ACTIVE ALARMS. A PUTNAM RESIDENT CONTACTED THE FIRE CHIEF TO ADVISE HIM OF HER WISH TO DONATE UP TO \$5,000.00 TO PURCHASE A DRONE FOR THE FIRE DEPT THAT WILL BE USED IN PARTNERSHIP WITH THE POLICE DEPT. SHE IS ALSO PURCHASING A DRONE FOR THE EAST PUTNAM FIRE DEPT. THE DONOR STATED THAT THIS DONATION IS TO BE ANONYMOUS AND DOES NOT WANT HER NAME MENTIONED.

**UNFINISHED BUSINESS:** MOTION-A/M GAGNON, SECOND A/M MARION TO APPROVE SPENDING UP TO \$200.00 TO EXPAND ZOOM UV

**NEW BUSINESS: TOWN ENTITY FINANCIAL MANAGEMENT ASSISTANCE:** PROPOSED AGREEMENT SENT TO DISTRICT AUTHORITY CHAIRMAN NORMAN PERRON BY PUTNAM TOWN ADMINISTRATOR, ELAINE SISTARE TO APPROVE CHANGING THE BILLING PROCESS FOR THE REVENUE COLLECTOR AND TREASURER'S SERVICES. PROPOSAL IS FOR THREE FISCAL YEARS, FY2020, FY2021, & FY2022 FOR A TOTAL COST OF \$216,000.00. PAYMENT SCHEDULE PROPOSED IS FOR FY 2020-\$108,000.00, FY 2021-\$54,000.00, AND FY 2022-\$54,000.00. DISCUSSION FOLLOWED. MOTION-A/M MARION, SECOND A/M SULLIVAN TO GET CLARIFICATION ON AGREEMENT FROM SPECIAL SERVICES DISTRICT'S LEGAL ATTORNEY AND MOVE ISSUE TO DECEMBER 2020 AGENDA. UV

**REQUEST FOR STOP SIGN AT INTERSECTION OF GEORGE & FLORENCE STREETS:** MOTION-A/M MARION, SECOND A/M GAGNON TO APPROVE THE RECOMMENDATION OF POLICE CHIEF FERACE TO INSTALL ONE STOP SIGN ON GEORGE ST, AND ONE STOP SIGN ON FLORENCE ST. UV

MOTION MADE AND SECONDED TO GO INTO EXECUTIVE SESSION AT 7:38 PM AND INVITE POLICE CHIEF FERACE INTO SESSION TO DISCUSS PERSONNEL ISSUES. UV

MOTION-AM SULLIVAN, SECOND A/M MARION TO COME OUT OF EXECUTIVE SESSION AT 8:06 PM UV. REGULAR MEETING REOPENED AT 8:08 PM.

MOTION MADE AND SECONDED TO ACCEPT MOTIONS MADE IN EXECUTIVE SESSION AS FOLLOWS: 1. ACCEPT SETTLEMENT AGREEMENT. 2. MOVE ON COMPLAINT. UV

MOTION-A/M MARION, SECONDED BY A/M GAGNON TO ADJOURN MEETING AT 8:09 PM UV

RESPECTFULLY SUBMITTED,

LUCILLE HERRICK  
DISTRICT CLERK



