

AUDIT & ADMINISTRATION COMMITTEE MEETING
Held In Room 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Members: Chairman Castellano, Legislators Nacerino & Tartaro

Monday June 23, 2014
(Immediately following Economic Development Mtg. starting @ 5:30 P.M.)

The meeting was called to order at 6:45 P.M. by Chairman Castellano who requested Legislator Albano lead in the Pledge of Allegiance. Chairman Castellano stated Legislator Nacerino was unable to attend the meeting and requested Legislator Albano sit in in her absence. Upon roll call, Legislators Albano and Tartaro, and Chairman Castellano were present.

Item #3 - Approval of Minutes – May 19, 2014

The minutes were approved as submitted.

Item #4 - Correspondence/County Auditor

- a) **Sales Tax Report – Duly Noted**
- b) **Board In Revenue Report - Duly Noted**
- c) **Transfer/Revenue Report - Duly Noted**
- d) **Contingency/Sub-Contingency Report - Duly Noted**
- e) **OTB Report - Duly Noted**

Item #5 - Correspondence/Commissioner of Finance

- a. **Overtime/Temporary Report - Duly Noted**
- b. **Approval/ Budgetary Amendment (14A035)/ Finance/ Capital Projects (also reviewed by Physical Services Committee)**

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

- c. **Approval/ Bond Resolution/ Serial Bonds for Putnam Bikeway (also reviewed by Physical Committee)**

Legislator Oliverio stated he would like to use immediate cash rather than the bond. He stated he supports and believes in the Bikeway; however he would like to offset even a portion of the cost by using some immediate cash. He stated the County has over \$12 million in bonds to date. He stated the County does have a surplus, which by the end of the year will be an excess of \$1 million.

Legislator Gross stated there is some serious litigation coming up and the immediate cash may be needed.

Legislator Tartaro questioned if the annual debt service on the bond is \$411,000.

First Deputy Commissioner of Finance Anita Gilbert stated the principle is \$411,870.

Legislator Tartaro questioned if this amount is to be issued annually.

First Deputy Commissioner Gilbert stated it is not the yearly dollar amount. She stated there is no schedule yet for the debt payment.

Legislator Wright questioned if the independent auditors address the extent of bonding in regards to total amount and annual cost.

Legislator LoBue stated that information may be requested.

Legislator Albano stated Commissioner of Finance Bill Carlin addressed the bond rating, and the way the County is rated is based on the bonds it has out. He stated bonds have historically low rates and Legislator Gross brought up a vital factor regarding the upcoming litigation. He stated he would rather have more money in the bank.

Legislator LoBue stated the overall debt of the County impacts the tax levy. She stated she prefers to err of the side of caution.

Legislator Albano stated with bonding, it is a fixed expense and the County can be sure how much money they owe in the future. He stated if there is excess money, the highest debt can be paid off. He stated this puts the tools in the County's hands.

Legislator Wright questioned if it is customary for the annual audit to include this input.

Chairman Castellano stated the independent auditors will be asked to come in to speak with the Committee in either July or August.

Legislator Tartaro questioned if the auditors are currently in the process of performing the audit.

First Deputy Commissioner Gilbert stated the audit was recently finalized.

Legislator LoBue stated previous audits can be looked at as well.

First Deputy Commissioner Gilbert stated Putnam County has a great rating compared to nearby Counties.

Legislator Oliverio stated the concern he has with bonds is that they have hidden costs. He stated the tax levy for three (3) or four (4) years in a row was in the double digits. He stated they have gotten the tax levy down to single digits and would like to keep it that way.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

Legislative Counsel Clem Van Ross stated the Legislature is still awaiting the SEQRA from the Planning Department.

Chairman Castellano stated that is included in the motion.

d. Approval/Budgetary Amendment (14A044)/Finance/Update Capital Project Estimated Costs/ Bikeway II Phase B PIN 8761.05 (also reviewed by Physical Committee)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

e. Approval/Budgetary Amendment (14A049)/Finance/Vacancy Control, March through May 2014

Legislator Albano made a motion to pre-file the necessary resolution; Seconded by Chairman Castellano. All in favor.

f. Approval/ Budgetary Amendment (14A051)/ Planning Department/ PILOT Intern Program (also reviewed by the Personnel Committee)

Legislator Tartaro made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

g. Approval/ Budgetary Amendment (14A052)/ Probation Department/ DWI Public Safety Officer/ DWI Partnership Initiative

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

h. Approval/Budgetary Amendment (14A053)/ Emergency Services/ 2013 Homeland Security Grant

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

i. Approval/ Budgetary Amendment (14A057)/ Sheriff's Department/ T-Commission Reserve Funds for Inmate Work Program

Chairman Castellano made a motion to approve Budgetary Amendment 14A057; Seconded by Legislator Tartaro. All in favor.

j. Approval/ Budgetary Transfer (14T086)/ Putnam County/ Sheriff's Department Police Benevolent Association/ Settlement (also reviewed by the Personnel Committee)

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

Item #6 - Approval/ Fund Transfer (14T083)/ Emergency Services/ Windows Licensing for EOC Computers

Legislator Albano made a motion to approve Fund Transfer 14T083; Seconded by Legislator Tartaro. All in favor.

Item #7 - Approval/ Fund Transfer (14T092)/ Emergency Services/ Tower Hill Lease Agreement

Legislator Albano stated he was not supportive of the lease agreement. He stated he understands it is necessary, but hoped to have a more permanent home.

Legislator LoBue questioned if this transfer was to purchase radios.

Legislator Albano stated it is for the Tower Lease.

Legislator Tartaro stated this is vital to communication and he believes the Legislature has no choice but to pass it.

Chairman Castellano made a motion to approve Fund Transfer 14T092; Seconded by Legislator Tartaro. All in favor.

By Roll Call Vote: Two Ayes – Chairman Castellano and Legislator Tartaro
One Nay – Legislator Albano

Motion carries.

Item #8 - Approval/ Fund Transfer (14T098)/ Sheriff's Department/ Purchase Maintenance Agreement for Arbitrator Software

Undersheriff Peter Convery stated the software is for the upgraded Arbitrator system in the cars. He stated the cars with the upgraded system are the best equipped police vehicles in the State. He stated technology changes so rapidly and it is vital to keep up with the changes.

Chairman Castellano made a motion to approve Fund Transfer 14T098; Seconded by Legislator Tartaro. All in favor.

**Item #9 - Approval/ Fund Transfer (14T109)/ Office for Senior Resources/
Misc./Cover Special Events July-September 2014**

Legislator Oliverio questioned if the money being transferred from the food budget line is from Federal funding.

Director of Office for Senior Resources Pat Sheehy stated the money is Federal, State, and County funds. She stated it is being transferred to fund events for the seniors.

Legislator Oliverio questioned why the food is being prepared at the Putnam County Golf Course, where the events are being held, rather than the County preparing the food.

Director Sheehy stated the food is prepared by the County, except when there is an event at the Golf Course. She stated the Putnam County Golf Course does a great job at a fair cost.

Legislator Oliverio stated he is still upset about the closing of the Putnam Valley Kitchen. He stated it concerns him that money is going to the Golf Course, while another kitchen was closed.

Director Sheehy stated the Putnam Valley Kitchen is not closed.

Legislator Oliverio stated a great deal of money was spent to put in new appliances and they are not being used.

Director Sheehy stated she checked on Legislator Oliverio's concerns regarding the new equipment and found that there was no record of things being replaced. She stated this Fund Transfer will enable the office to hold events at the Golf Course for the seniors to enjoy.

Legislator LoBue questioned how many activities were planned at the Golf Course from July through September.

Director Sheehy stated there is a picnic in July. She stated the picnic that was held recently was originally supposed to be outdoors at Veteran's Memorial Park, however due to inclement weather it was moved indoors at the Golf Course.

Legislator LoBue questioned how many events have been held by the Office for Senior Resources at the Golf Course thus far into the year.

Legislator Oliverio stated General Manager of Putnam County Golf Course Mike McCall would address that matter later in the agenda.

Legislator LoBue stated she attended that Senior Picnic and was surprised to see more of an extravaganza being held inside at the Golf Course.

Chairman Castellano questioned if the seniors enjoy going to the Golf Course.

Director Sheehy stated a majority of the seniors have responded positively to the events held at the Golf Course.

Legislator Oliverio stated it is difficult for seniors in Philipstown and Putnam Valley to attend these events as they have a longer trip.

Chairman Castellano stated the Office for Senior Resources have a responsibility to hold events for the seniors.

Legislator LoBue stated her concern is the County Department using the facility. She stated the County invested in Putnam County Golf Course and it should be bringing in private citizens.

Legislator Oliverio stated historically, such events were held at the Senior Centers themselves.

Director Sheehy stated their food cost is equal whether they are cooking in the Center or having an event at the Golf Course. She stated in order to accomplish this; they bring their own staff to handle the food. She stated the times when they have the events at the Golf Course are when it is not being utilized by private citizens. She stated the seniors enjoy it. She stated it is a trip for the seniors in Cold Spring to commute to Mahopac, however accommodating Putnam residents is important to them, therefore public transportation is available.

Legislator Gross stated the venue can handle the number of attendees to these events. He stated the Golf Course has enough room for all of the seniors, and the seniors get to socialize with those from other areas.

Director Sheehy stated the seniors enjoy the change of scenery and the different people they get to interact with.

Legislator Tartaro questioned if when an event is held at the Golf Course, the cost to the taxpayer is the same as if the event was held at the Park or the Senior Center.

Director Sheehy stated yes, the cost is the same.

Legislator LoBue stated the cost cannot be the same because other County Departments such as Highways and Facilities are responsible for the Golf Course. She stated the picnic held at the Golf Course compared to what would have been held at the Park was night and day. She stated the event was taped and the County Executive handed out political trinkets.

Chairman Castellano stated if the change of venue had no impact on the cost, having the event be an extravaganza is even better.

Director Sheehy stated trinkets have always been handed out at the senior picnic and the seniors love it. She stated it is always a big event.

Legislator Scuccimarra stated she attended the picnic, and although it was indoors, it was a barbecue. She stated the Office for Senior Resources staff served the food.

Legislator Oliverio stated he is glad the County has the Golf Course. He stated the constant interface with government and business concerns him. He stated the County has a 70/30 split with the Golf Course. He stated the County is not seeing that money, it is spending it. He stated the Golf Course should be a private sector institution.

Director Sheehy stated the event in August is to have the Hudson Valley Players come and perform at the Putnam County Golf Course. She stated it is a better venue and it brings exposure to the Golf Course.

Chairman Castellano stated if there was a conflict with another party who was paying the whole 100%, the Office for Senior Resources or any County Department would not be using the facility on that day.

Legislator Albano stated the healthier the Golf Course is, the more it will produce. He stated it is common sense business to work together. He stated he doubts the Golf Course is cancelling events to hold a reduced-rate event for the County. He stated the County should not go out of their way to avoid using the facility.

Putnam County Golf Course General Manager Michael McCall stated an event would never be cancelled to accommodate a County event.

Legislator Oliverio questioned if General Manager McCall would hold a date open for a County event.

General Manager McCall stated the event would be penciled in and as it got closer, they would then make the decision on whether to make it official or not. He stated if the County has an event penciled in and a good event opportunity comes along, the Golf Course will reschedule the County event to accommodate the private event. He stated many times the Office for Senior Resources is holding events during the week in the daytime, when other events are not scheduled. He stated these events are not subject to the 70/30 split. He stated it is not costing a lot more to hold the event at the Golf Course.

Legislator Oliverio stated he is concerned with government being involved with business.

General Manager McCall stated the books are always open and the Legislature can look at the books at any time. He stated he works with Commissioner of Finance Bill Carlin and First Deputy Commissioner of Finance Anita Gilbert. He stated he approves payment to the caterer. He stated when the Office for Senior Resources holds an event at the Golf Course, the service charge is taken out, as per the contract, and they pay 70% of that. He stated the service charge is then added back in. He stated this process is done with First Deputy Commissioner of Finance Gilbert twice a month. He stated County Auditor Michele Sharkey sees those numbers as well. He stated the caterer does not get paid until this process is done.

Legislator LoBue questioned if a contract is signed when a private citizen books a party at the Golf Course. She also questioned if an invoice is given to Commissioner Carlin.

General Manager McCall stated yes, a contract is signed and is given to Commissioner Carlin.

Deputy County Executive Bruce Walker stated he would like to address Legislator Oliverio's concerns. He addressed the concern regarding the comingling of government and business. He stated by virtue of the way the County bonded, it was subjected to WQIP fund requirements. He stated six (6) months later, the DEP notified the County the WQIP funds could not be used. He stated the Legislature at the time decided to bond for \$6 million. He stated a great deal of time has been spent with bond counsel when attempting to get RDC off the property. He stated when this was bonded; Putnam County Golf Course was then tied to the County.

Legislator Oliverio stated his concern is the utilization of the Golf Course by County Government.

Deputy County Executive Walker stated he encourages the Golf Course to be used in order to keep taxpayer dollars in the County. He stated spending the taxpayer money at the Golf Course is money that is going to be spent either way, and this way it keeps the Golf Course running.

Legislator Oliverio stated when there are government meetings taking place at the Golf Course, it is denying public use of the space.

Legislator Albano stated his hope is that Tilly Foster Farm is utilized as much as the Golf Course. He stated he would like to see the facilities used by the residents. He stated if it does not cost the County any extra money, he believes it is a good use of the property.

Chairman Castellano made a motion to approve Fund Transfer 14T109; Seconded by Legislator Tartaro. All in favor.

Item #10 - Approval/ Purchasing/ Accepting Credit Card Payments from the Public

Chairman Castellano stated that Putnam County does not currently accept credit cards as a type of payment.

Director of Purchasing Alex Mazzotta stated that is correct. He stated as of right now, the only acceptable payments are cash and check. He stated this program would allow the County to accept payment by credit card. He stated payment by cash and check would still be available. He stated this is authorized by the General Municipal Law. He stated an RFP was done and a contract was awarded.

Legislator Gross stated the 2.65% transaction fee is charged to the person paying by credit card, rather than the County.

Director Mazzotta stated this is correct, the law allows the charge to go to the individual.

Legislator Gross questioned why the Department of Motor Vehicles does not charge the fee when using a credit card.

Director Mazzotta stated payments submitted to the DMV are done through the State rather than the County.

Chairman Castellano questioned how the convenience fee would work.

Director Mazzotta stated the credit card company makes money from the percentage fee based on each dollar spent. He stated in the public sector, the store owner is charged based on the amount of transactions. He stated in the County, the credit card company will still make that money, however rather than the County being charged the fee, the individual will be charged the fee at the time of payment.

Chairman Castellano questioned if the fee is added on to the amount charged by the County.

Director Mazzotta stated when the person pays with their credit card; their statement will show two transactions: one is the amount of the payment and the other is 2.65% of that amount. He gave the example of someone paying \$100 to the County. He stated on their statement, they would see \$100 being paid to the County and \$2.65 to the credit card company.

Legislator Tartaro questioned if the 2.65% fee would be made clear to the payer.

Director Mazzotta stated in order to pay by credit card; the individual must sign a document stating the conditions prior to swiping the card.

Legislator Tartaro questioned why there was a difference in the credit card (2.65%) and debit card (1%) charge.

Director Mazzotta stated debit cards cost the credit card company less.

Legislator LoBue questioned when an individual enters into a payment program, if the credit card fee is still charged.

Director Mazzotta stated the fee will still be charged.

Chairman Castellano stated in Westchester County no convenience fee is charged. He stated the Westchester County Clerk's Office has an agreement with New York State, who covers the fee therefore there is no fee to the resident.

Director Mazzotta stated along with the documentation that must be signed, a sign will be up stating the 2.65% fee.

Legislator LoBue questioned if anyone had information on Dutchess or Rockland Counties in this regard.

Chairman Castellano stated one advantage of accepting credit cards is a reduction in the amount of bounced checks.

President of the Putnam County Chambers of Commerce Bill Nulk questioned if the County finds a high volume of individuals choosing to pay via credit card, if the fee will reduce.

Director Mazzotta stated for the current contract term, the fee is 2.65%. He stated when it is time for the next RFP, there may be some competition and the fee rate may go down.

Legislator Albano questioned what the contract period was.

Director Mazzotta stated the current contract is for three (3) years.

Director of Consumer Affairs Jean Noel stated she supports this initiative as she transacts a lot of cash. She stated she receives many complaints regarding the inability to pay with a credit card.

Legislator LoBue stated she has a concern regarding the fee.

Chairman Castellano stated this is just an option, and paying by check or cash are still available options as well. He stated he prefers payment by credit card. He stated in his office, it makes it much easier to conduct business with a large amount of money coming in.

Chairman Castellano made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

Item #11 - Approval/ Renewal of Lease Agreement Between Putnam County and American Legion Post #275/ Town of Philipstown

Legislator Gross questioned if the lease was for \$14,000.

Legislator Tartaro stated it is \$1,200 per month, which works out to \$14,000 per year.

Chairman Castellano stated this is a slight increase.

Legislator Oliverio clarified that the County is leasing from the American Legion.

Legislator Tartaro made a motion to pre-file the necessary resolution; Seconded by Legislator Albano. All in favor.

Item #12 - Approval/ (3) Resolutions/ Sheriff's Department (also reviewed by the Personnel Committee)

- a. Approval/Resolution To Amend the Salary of Captain Assigned to The Correctional Facility of the Putnam County Sheriff's Department**
- b. Approval/Resolution To Amend the Salary of Lieutenant Assigned To the Correctional Facility of the Putnam County Sheriff's Department**
- c. Approval/Resolution To Amend the Salaries of Captains In the Putnam County Sheriff's Department**

Chairman Castellano stated the with the PBA contract being passed, there is an issue with management in the Sheriff's Department making less money than those under them.

Legislator Oliverio requested that all three (3) resolutions be passed as one (1). He stated he views the Sheriff's Department as a leg in the triangle of government. He stated incentive to move up is needed.

Legislator Gross stated he was concerned that management was making less money than people under them. He stated it is a problem and the adjustments must be made. He stated his only concern is the budget that is rapidly approaching. He stated these are big numbers. He stated the Lieutenants and Captains deserve the raise.

Chairman Castellano stated the fiscal impact for 2015 is \$21,196 and for 2014 it is \$0.

Legislative Counsel Van Ross stated there were amended resolutions submitted as additional to the meeting.

Legislator Albano made a motion to waive the rules and accept the additional; Seconded by Legislator Tartaro. All in favor.

Legislator Tartaro questioned if that \$21,000 covered all positions.

Chairman Castellano stated yes, there are four (4) captains and one (1) lieutenant.

Chairman Castellano made a motion to pre-file the necessary resolutions; Seconded by Legislator Albano. All in favor.

Item #13 - Update/ Sheriff's Department/ Status Report of Damage to Putnam County Sheriff's Office and Correctional Facility due to Lightning Strike

Captain Patrick O'Malley stated the Sheriff's Department sustained a lightning strike on June 3, 2014. He stated since then, the department has used their own resources for the repairs. He stated they lost their security system for the entire correctional facility, which controls all gates and doors for the entire building. He stated because of this, they had to switch over to manual key which is very labor intensive. He stated their fire alarm system for the entire Sheriff's office was down, which meant there was no fire protections for the inmates or the whole building. He stated the lighting control system crashed and the inmate law library and computer systems crashed. He stated that night, several officers with IT experience responded. He stated they were able to get the fire protection back for the 24 hour period. He stated there are still long range things that must be attended to such as cards in the panel that were burnt out. He stated the smoke detection in the Jail was running, so there was no life safety issue. He stated the total cost for the damage is around \$16,000.

Undersheriff Convery stated the Sheriff initiated an in service IT department. He stated the Jail is a 24 hour a day operation.

Legislator Gross questioned how the inmates reacted to the strike and the systems being down.

Captain O'Malley stated the inmates were unaware of the strike as it happened during lockdown.

Undersheriff Convery stated this was not the first time the Sheriff's Department was hit.

Item #14 - Discussion/ Revenue Generated from Events at Putnam County Golf Course/ General Manager Mike McCall

General Manager McCall addressed this item under agenda item #9.

Legislator Oliverio thanked General Manager McCall for being transparent. He clarified that he does not have an issue with the Golf Course. He stated he appreciates the fact that General Manager McCall is available to answer any questions and comes before the Legislature personally.

Chairman Castellano stated he would like General Manager McCall to come back in the next few months for a report of the Golf Course.

Item #15 - Discussion/ Update on Events and Financial Commitment for July 3, 4, 5, & 6th plans at Tilly Foster Farm

Deputy County Executive Walker stated he brought an aerial map of Tilly Foster Farm with the placing of the Fair rides and booths attached. He stated an incident action plan has been put together with the cooperation of the Sheriff's Department and the Bureau of Emergency Services. He stated there will be two (2) parking facilities, both on the north side of Route 312. This was done so people would not be crossing the road to get to the Tilly Foster Country Fair ("Fair"). He stated a plan similar to the 4H fair will be used. He stated there will be handicapped parking up at the top, which provides an easier route to the Fair. He stated on the main field there will be 20 – 30 rides and game booths. He stated by the visitor center there will be live music from 6:00p.m. - 9:00p.m. each night and a beer and wine tent. He stated there will also be a tent with renderings of the work to be done on the Farm. He stated the main purpose of the event is to reintroduce what is going to be done on the Farm. He stated the caterer from the Golf Course has offered to fund the event with the net proceeds being donated back to the County. He stated everything is progressing as planned.

Legislator Oliverio questioned when it was decided to make this event four (4) days. He stated when the Fair was first brought before the Legislature, it was explained that the event was happening in conjunction with the Fourth of July Fireworks display by the Town of Southeast.

Deputy County Executive Walker stated the initial plan was to have the Fair as a three (3) day event. He stated the Southeast Fourth of July Fireworks display is what triggered the idea. He stated the Fair takes at least five (5) days to set up so to have it as a one (1) day event would not make sense. He stated the Fair was extended to a four (4) day event, ending on Sunday, July 6th.

Legislator Oliverio stated his concern with the Highway & Facilities workers preparing the site. He stated he supports the idea of the Fair, however he would like to see it in another location as the grass may be ripped up as a result at Tilly Foster Farm. He stated he would like to preserve this land as it is a historic site. He stated the Farm has never been utilized for such a large event before. He stated perhaps Veteran's Park would be a better venue.

Deputy County Executive Walker stated there have been events held at Tilly Foster Farm, including an event as large as the planned Country Fair. He stated that event was used as the baseline for parking and large amount of people. He stated Tilly Foster Farm is a County facility and the County has every right and responsibility to use County employees to make sure the Farm is accessible to the public. He stated there are issues that must be addressed at the Farm whether there is a Fair held there or not.

Legislator Oliverio stated his concern is the preparation that is taking place solely for the Fair. He stated he believes Veteran's Park is a more appropriate venue for such an event.

Deputy County Executive Walker stated holding the Fair at Veteran's Park would take away the intended purpose of reintroducing the Farm. He stated this is not destroying the historical value of the Farm.

Legislator Oliverio stated his concern is holding the Fair at the Farm and what the Farm will look like after it leaves. He stated this is going to be a huge event. He stated he believes it may have been better to introduce Tilly Foster Farm on the night of the Southeast Fireworks, without the Fair. He stated the Legislature was never told this was a consideration.

Deputy County Executive Walker stated he came to the May 15th Physical Services Meeting in May and presented the idea.

Legislator Oliverio stated at that Physical Services Meeting the idea was presented with no information.

Deputy County Executive Walker stated there was no objection from the Board.

Chairman Castellano stated this was mentioned during a public hearing on Tilly Foster Farm in the winter.

Legislator Oliverio stated the Legislature heard about it when there was no real structure to the idea. He stated it was presented as a Fair that would coincide with the Southeast Fireworks. He stated he would like to be kept more in the loop.

Deputy County Executive Walker stated due to the security and safety involved, he was unable to submit everything to the Legislature.

Legislator LoBue stated usually, large events such as the Country Fair take about a year to plan. She stated this is not her vision for the Farm. She stated 30 rides is a lot. She stated there were safety issues with the Fireworks show in Southeast and there was intent to stop it. She questioned why this would be done on the same date as a competing event. She stated she would prefer to hold the Fair in September rather than in conjunction with the Fireworks. She stated she would have preferred to avoid the overtime needed from the Sheriff's Department which is \$20,000. She stated she believes the cost of \$31,000 that is being presented is not accurate. She stated she is disappointed with the sale of liquor at the event as well. She stated the Legislature was not told of this. She stated the event was announced at the Small Business Expo she attended and prior to the expo, she was unaware it was going to be four (4) days. She stated she was asked questions pertaining to the event and she was unable to provide answers.

Deputy County Executive Walker stated he appreciates Legislator LoBue's view of the emergency management at the Fair and the Fireworks. He stated the incident action plan was worked on extensively with the MTA police as well as the State police. He

stated it is a solid plan which addresses and compliments the fact that there are two (2) events in close proximity to one another.

Legislator LoBue questioned if literature would be handed out at the Fair.

Deputy County Executive Walker stated there would be literature handed out regarding the future of Tilly Foster Farm.

Legislator LoBue questioned if the Highway Department would be responsible for the set up and take down of the Fair.

Deputy County Executive Walker stated the Fair workers would be responsible for setting up and taking down the Fair. He stated the work that is being done by the Highway Department is work that needed to be done either way.

Legislator LoBue questioned if the Highway Department is doing anything in the week leading up to the Fair and/or once it is over.

Deputy County Executive Walker stated any work being done currently is involving the safety of the people. He stated it is a temporary event and no permanent changes are being done to the property.

Legislator LoBue questioned if the gravel that is being laid down will be removed.

Deputy County Executive Walker stated the gravel may or may not be removed. He stated some areas are too wet for tractor usage.

Legislator Gross stated he compliments the hard work that went into the organization of this event. He stated he saw the flyer for the Fair and had a concern when he saw that it said "MaryEllen Odell invites you..." He questioned if the Legislature was a partner in this Fair and if so, the Legislature should be included on the flyer. He stated this is a County event.

Deputy County Executive Walker stated he agreed that it is a County event. He stated he has not seen the flyer in question.

Legislator Oliverio stated there are two (2) roads in Putnam Valley with issues, which he believes should take precedence over a County Fair.

Deputy County Executive Walker stated the roads are important as well. He stated the funding was lost for Peekskill Hollow Road due to negligence of the people involved. He stated everything is being worked on despite the Fair.

Legislator LoBue stated the entire Legislature must be notified of anything taking place rather than notifying Legislators separately.

Deputy County Executive Walker stated the Legislature approved the Tilly Foster Farm lease.

Legislator Albano stated many meetings have taken place, which the Legislature could be involved in. He stated he is impressed by the meeting he attended and the 17 knowledgeable people on the team working on the Fair.

Legislator Oliverio stated he did not know about the meeting Legislator Albano is referencing.

Legislator Albano stated he knew about it because he happened to call the County Executive's Office and was told about the meeting being held the next day.

Ann Fanizzi, Southeast Resident, stated the flyer for the Fair states there is free admission to the Fair. She stated there is currently a Carnival down in the old A&P parking lot on Route 6. She stated she spoke to a worker and learned it is the same company who will be at Tilly Foster Farm from July 3rd to the 6th.

Deputy County Executive Walker stated there is a breakdown of the ticket costs.

Ms. Fanizzi stated she felt misled by the "free admission" statement on the flyer.

Chairman Castellano stated the admission to the fair is free, however the rides cost extra.

Ms. Fanizzi questioned if the costs were calculated for the potential damage to the grounds once the Fair leaves.

Deputy County Executive Walker stated there is no calculation, however the grounds have been gone through and prepared for the structures.

Ms. Fanizzi questioned if anything would be put down to counteract the weight of the rides.

Chairman Castellano stated he believes the amusement company would be responsible for that.

Ms. Fanizzi stated she is concerned with the grassy ground that is not level.

Ms. Erin Meagher, member of the Fireworks Committee, stated last year, there were 10,000+ people that attended the show. She questioned what the plan is for the Fair if it rains. She stated the rain date for the fireworks is Sunday, July 6th. She stated last year she spoke with Meredith Whipple who stated the fireworks could only be viewed from the furthest back portion of the property. She questioned if a balloon test would be done.

Chairman Castellano stated the location of where the fireworks are being set off is better and more visible from the Farm.

Legislator Tartaro stated he raised the same concern regarding the balloon test and Southeast Town Councilman Alvarez stated a balloon test was not needed.

Chairman Castellano stated it is great that those leaving the fireworks can go right to the Fair once the show is over.

Ms. Meagher stated the event will be simulcast through 90.1 FM.

Legislator LoBue questioned what the cost for the liquor is.

Deputy County Executive Walker stated he is unaware of the cost per drink.

Legislator LoBue questioned who receives the revenue.

Deputy County Executive Walker stated any net income will be donated to the County.

Legislator LoBue questioned if there will be various food vendors at the Fair.

Deputy County Executive Walker stated there will be the food that comes from the amusement company as well as the beer and wine tent. He stated by the beer and wine tent, Home-style Caterers would be cooking as well. He stated the two (2) would be kept separate.

Chairman Castellano questioned if there will be a parking fee.

Deputy County Executive Walker stated there will be free parking.

Item #16 - Discussion/ Property Tax Card Program – Fincredit Inc./ Law Department

Chairman Castellano stated a legal opinion was requested regarding the Property Tax Card Program, however upon further consideration it does not seem like a program that would be beneficial for Putnam County. He stated the request to the County Attorney's office will be rescinded and this matter would not be passed.

Item #17 - Other Business

a. Discussion/ Tilly Foster Farm Country Fair Advertisement

Chairman Castellano made a motion to waive the rules and accept the other business; Seconded by Legislator Tartaro. All in favor.

Legislator Oliverio stated the flyer being distributed promoting the Tilly Foster Country Fair is contrary to Putnam County Resolution #375 passed in 2011. He stated the

advertisement reads “Putnam County Executive MaryEllen Odell invites you to the Tilly Foster Country Fair.” He stated this Fair is the taxpayer’s Fair, not the County Executive’s.

Legislator LoBue stated the law states that no elected official’s name should be on an advertisement such as this one. She questioned who paid for the flyer.

Legislator Oliverio stated he believes Tourism is paying for it. He stated this is disheartening. He stated it is an election year and money is being spent on advertisements displaying names of those running. He stated the flyer is a blatant political ad.

Legislator Albano stated it does not look out of character, however there is a law forbidding it. He stated Legislator Gross had a point in saying the Legislature could be on the flyer as well. He stated if it wasn’t political season, the flyer would not draw any extra attention.

Legislator Oliverio stated the distribution should cease and desist. He stated any political advertisements going out should be done so personally.

Legislator Albano stated the law must be followed.

Chairman Castellano stated a letter will be sent addressing all the questions and concerns.

Legislator LoBue stated she would like to know how many advertisements went out and where the funding is coming from.

Chairman Castellano states perhaps the flyer should read “Putnam County invites you...”

Item #18 - Adjournment

There being no further business, at 8:49 P.M., Chairman Castellano made a motion to adjourn, seconded by Legislator Albano. All in favor.

Respectfully submitted by Administrative Assistant, Beth Green.