

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
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Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

AGENDA
AUDIT & ADMINISTRATION COMMITTEE MEETING
TO BE HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Members: Chairman Castellano and Legislators Ellner & Gouldman

Monday **6:30pm** **April 24, 2023**

1. Pledge of Allegiance
2. Roll Call
3. Acceptance of Minutes – February 23, 2023 & March 27, 2023
4. Update/ Catskill Regional OTB
5. Correspondence/County Auditor
 - a. Sales Tax Report
 - b. OTB Report
 - c. 2023 Contingency/Subcontingency Report
 - d. Transfer/Revenue Report
6. Correspondence/ Commissioner of Finance
 - a. Overtime/Temporary Report
 - b. Approval/ Budgetary Amendment 22A093/ Finance/ Record ARPA Revenue in General Fund per the Accounting Bulletin by NYS Comptroller's Office
 - c. Approval/ Budgetary Amendment 23A014/ Sheriff's Dept./ Corrections/ Use Federal SCAAP Funds to Upfit 2023 Chevrolet Tahoe (Also reviewed in Protective)

- d. **Approval/ Budgetary Amendment 23A015/ Youth Bureau/ Increased State Funding from Office of Children and Family Services for Sport Funding (Also reviewed in Health)**
 - e. **Approval/ Budgetary Amendment 23A017/ Sheriff/ Corrections/ Use Inmate Commissary Account Funds to Purchase 7 TVs for Inmate Use (Also reviewed in Protective)**
 - f. **Approval/ Budgetary Amendment 23A018/ Sheriff/ Corrections/ Use of Inmate Commissary Account Funds to Purchase 5 Microwaves for Inmate Use (also reviewed in Protective)**
 - g. **Approval/ Budgetary Amendment 23A019/ Sheriff/ Corrections/ Use of Inmate Commissary Account Funds to Reimburse Jail's Education & Training Line (Also reviewed in Protective)**
 - h. **Approval/ Budgetary Amendment 23A020/ District Attorney/ Funding from NYS Division of Criminal Justice Services for Discovery and Pretrial Reforms (Also reviewed in Protective)**
 - i. **Approval/ Bond Resolution/ Authorizing Acquisition of Various Pre-K/EI Vehicles & Related Equipment/ \$350,000**
 - j. **Approval/ Bond Resolution/ Authorizing Acquisition of Vehicles & Heavy Highway Dept. Equipment/ \$600,000**
 - k. **Approval/ Budgetary Amendment 23A021/ Bond/ Highway/ Adjust 2023 Capital Budget/ Increased Costs (Also reviewed in Physical)**
 - l. **Approval/ Budgetary Amendment 23A022/ Finance/ Account for State Aid from NYS Office of Court Administration/ Courthouse Painting Project**
 - m. **Approval/ Budgetary Amendment 23A023/ Finance/ Account for State Aid from NYS Office of Indigent Legal Services**
7. **Approval/ Fund Transfer 22T421/ Finance/ Record ARPA Revenue in General Fund per the Accounting Bulletin by NYS Comptroller's Office**
8. **Approval/ Fund Transfer 23T079/ Health Dept./ Use Grant Funding to Cover Overtime rather than to Purchase Traffic Board Sign (Also reviewed in Health)**
9. **Approval/ Fund Transfer 23T084/ Health Dept./ Repair Damage to 2021 Jeep Compass (Also reviewed in Health)**

- 10. Approval/ Fund Transfer 23T088/ County Attorney/ Abolish Position of Vacant DSS Attorney and Create Additional Deputy County Attorney to be Assigned to DSS (Also reviewed in Personnel)**
- 11. Approval/ Budgetary Transfer 23T089/ Dept. of Social Services/ Mental Health/ Create Position of Office for People with Developmental Disabilities Coordinator (Also reviewed in Personnel)**
- 12. Approval/ Fund Transfer 23T090/ Highway/ Reclassifications (Also reviewed in Personnel)**
- 13. Approval/ Fund Transfer 23T091/ Office for Senior Resources/ Restructure Kitchen Personnel (Also reviewed in Personnel)**
- 14. Approval/ Fund Transfer 23T101/ Finance/ Reclassifying Purchasing of Rescue Equipment for Individual Items under \$5,000 Using SHSP 2021 Monies**
- 15. Approval/ Semi-Annual Mortgage Tax Payments/ October 1, 2022 – March 31, 2023**
- 16. Other Business**
- 17. Adjournment**

#301

**AUDIT & ADMINISTRATION COMMITTEE MEETING
HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Members: Chairman Castellano and Legislators Ellner & Gouldman

Thursday

6:30pm

February 23, 2023

The meeting was called to order at 6:33pm by Chairman Castellano who requested Legislator Gouldman lead in the Pledge of Allegiance. Upon roll call Legislator Gouldman and Chairman Castellano were present. Legislator Ellner was absent. Castellano stated Legislator Nacerino would sit on the Committee in the absence of Legislator Ellner.

Item #3 – Acceptance of Minutes – December 20, 2022 & January 30, 2023

The minutes were accepted as submitted.

Item #4 – Correspondence/County Auditor

a. Sales Tax Report

Legislator Gouldman stated the numbers for January are higher than they were last year, which is a positive sign.

Legislator Montgomery requested that the numbers be stated for the record.

Chairman Castellano stated the sales tax revenue for January 2023 is \$6,673,020.

b. Board In Revenue Report – Duly Noted

c. Transfer/Revenue Report – Duly Noted

d. 2023 Contingency/Subcontingency Report – Duly Noted

Item #5 – Correspondence/ Commissioner of Finance

a. Overtime/Temporary Report – Duly Noted

b. Approval/ Budgetary Amendment 22A089/ Highway/ Adjust Capital Budget/ Stoneleigh/Drewville Intersection Project (Also reviewed in Physical)

Commissioner Carlin stated this amendment will match the books to the supplemental agreement previously approved.

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

c. Approval/ Budgetary Amendment 22A090/ Highway/ Adjust Capital Budget/ Drewville Road Bridge Replacement Project (Also reviewed in Physical)

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

d. Approval/ Budgetary Amendment 22A091/ Finance/ Year End Journal Entry #2

Commissioner Carlin stated this budgetary amendment corrects year end accounts.

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

e. Approval/ Budgetary Amendment 23A004/ Bureau of Emergency Services/ Grant Award/ FY2022 State Homeland Security Program (SHSP) (Also reviewed in Protective)

Legislator Nacerino made a motion to waive the rules and accept the additional; Seconded by Chairman Castellano. All in favor.

Chief Deputy Commissioner of Finance Michael Lewis stated this is comprised of two (2) components, one (1) is a Chevy Tahoe to be used as an emergency response vehicle for \$56,731. He stated both current emergency response vehicles are 11 years old and both have over 75,000 miles and are used 24/7/365.

Legislator Montgomery questioned if this vehicle is for the not-for-profit organization REACT.

Commissioner Carlin stated he does not believe so. He stated these vehicles are used by the Bureau of Emergency Services.

Legislator Montgomery questioned if the County is purchasing a vehicle for REACT.

Commissioner Carlin stated yes, the County is purchasing a vehicle for REACT, but this vehicle is for the Bureau of Emergency Services.

Legislator Gouldman questioned if the vehicle price includes being fit with all the necessary equipment.

Chief Deputy Commissioner Lewis stated he would defer to Interim Commissioner of the Bureau of Emergency Services Bob Lipton, but he believes the vehicle will come with all equipment installed.

Legislator Gouldman stated it was mentioned that these vehicles have been used to transport doctors to work during weather events. He questioned how residents can utilize this service.

Commissioner Carlin stated that is a question for the Bureau of Emergency Services.

Sheriff Kevin McConville stated in a situation where medical professionals need to get to their workplace, emergency responders will chip in to transport them.

Chairman Castellano stated there have been a few storms in the past couple of years where the roads were difficult to travel on. He stated he believed contacting the Bureau of Emergency Services would be the best way to arrange travel for medical personnel.

Commissioner Carlin stated the approval of this expenditure needs to be approved by both the County and the State.

Chairman Castellano stated the \$121,731 includes the Chevrolet Tahoe, 2 UTVs (utility task vehicle), and 1 trailer to transport the UTVs.

Legislator Montgomery stated in May 2022 the Protective Services Committee considered a 2021 SHSP Grant. She questioned if this is the same thing.

Commissioner Carlin stated yes, but it is a different program year. He stated there may be different expenditures.

Legislator Montgomery stated the grant considered last year states that it is for vehicles.

Chief Deputy Commissioner Lewis stated there is always a lag, the award letter was not received until September 26, 2022

Commissioner Carlin stated the Federal fiscal year begins on October 1st.

Legislator Montgomery questioned what contracts the \$70,000 will be for.

Chief Deputy Commissioner Lewis stated the contracts are for the ERT (Emergency Response Team) training in the Sheriff's Department, the Town of Kent and Town of Carmel.

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

f. Approval/ Budgetary Amendment 23A005/ Finance/ Account for State Aid from NYS Office of Indigent Legal Services/ Pass Through to Legal Aid Society (Also reviewed in Protective)

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

g. Approval/ Budgetary Amendment 23A006/ Sheriff's Dept./ Grant Award from NYS Dept. of Criminal Justice/ 20 BWC (Also reviewed in Protective)

Legislator Nacerino made a motion to waive the rules and accept the additional; Seconded by Chairman Castellano. All in favor.

Legislator Nacerino stated the additional material is in response to her inquiry regarding the maintenance and installation.

Chief Deputy Commissioner Lewis stated the Sheriff's Department was awarded a one (1) time grant of \$40,000 to purchase the body worn cameras (BWC). He stated this will cover the cost of an additional 20 body cameras at \$2,000 each. He stated although the grant will only cover the purchase this year, the vendor has agreed to honor the same cost for years 2, 3, and 4.

Legislator Montgomery stated in the past a policy has been required prior to any purchase of equipment like this, for example the license plate readers (LPR). She stated a policy for the BWC has not been presented to the Legislature. She stated footage captured on the BWC is sensitive and it is important to have the policy in place. She provided an example of an officer entering a school and possibility having to go into a restroom where students might be.

Legislator Jonke questioned if the BWC are on at all times.

Sheriff Kevin McConville stated no, they have to be activated. He stated the Sheriff's Department met with all the school Superintendents and one (1) requested to see the policy however they are not entitled to see it because it is an operational policy. He stated the industry standards are followed and they worked very closely with the PBA and incorporated their recommendations into the policy. He stated the policy is very thorough and fair and articulates the law enforcement activity that would be documented when a member of the Sheriff's Department is engaging with the public. He stated there are restrictions on use of the BWC for certain interactions to ensure privacy and security.

Legislator Jonke stated the main reason to use the BWC is for the safety of both the officers and the public.

Sheriff McConville stated since using BWC there has been a reduction in personnel complaints. He stated the BWC have already proven to be invaluable and they were fortunate that were in use during a recent deputy involved shooting incident. He stated there have been no complaints about the operation of the cameras.

Chairman Castellano stated the presence of the camera might dissuade a member of the public from exaggerating what occurred.

Legislator Nacerino stated in terms of the policy for the LPR, there were many issues to consider such as privacy, the chain of command within the department and who had authority over the information. She stated with regard to the BWC policy, the PBA (Police Benevolent Association) was adamant about having structure to this. She stated the fact that they have agreed to implement this and wear the cameras is really an indication of how they feel about it.

Legislator Montgomery stated she does not understand the difference between having a policy for the LPR and not having a policy for the BWC. She stated it is her understanding that the PBA has not yet signed onto this.

Legislator Nacerino stated the PBA has agreed to wear the cameras.

Legislator Montgomery stated she would like to see the document signed by the PBA that they have agreed to wear them. She questioned why the policy for the LPR was so important that it held up the use of them for almost a year and why there is no policy for the BWC. She stated the reason for the Police Policy Review Panel was to have these policies available. She stated she does not want to misrepresent her position; she is in favor of the BWC. She stated this is not a discussion about the importance of using a BWC, it is about the importance of policy. She stated there is a difference between operational procedures and policy. She stated operational procedures are for the department only where the policy is something the Legislature has a say in. She questioned if the Sheriff and/or his command staff wears a BWC.

Legislator Jonke stated the purchase of the LPR through grant funding required the policy to be in place. He stated in this case, the Sheriff's Department already has the BWC. He stated he believes comparing the two is like comparing apples or oranges.

Chairman Castellano stated this is the Sheriff's policy to develop with the PBA. He stated is in support of utilizing the BWC as they are a vital tool that benefit everyone. He stated the LPR could record information on a much broader scale, involving the entire public. He stated the Sheriff stated that the PBA has agreed to wear these cameras.

Sheriff McConville stated the LPRs that were in place prior to his administration taking office had no agreements with the pole owner, cable company, or NYS DOT (New York State Department of Transportation), which are all mandated in order to put an LPR on a telephone pole. He stated over the course of three and a half months they secured

those agreements. He stated there were three (3) LPRs and were in Garrison, Nelsonville, and Cold Spring. He stated there was no documentation authorizing the use of those LPRs so they stopped utilizing them until the agreements were all in place. He stated once that was complete, they worked with NYSEG. He stated the Sheriff's Department is the first law enforcement agency in New York State that NSYEG has given approval to for LPRs to be installed on their poles. He stated as far as BWC, there is a clear delineation of what law enforcement activity can and cannot be documented. He stated in the policy it is articulated that whenever the officer is engaging in public interaction, they are required to inform the individuals that they are wearing a BWC. He stated the policy also speaks to confidentiality and restrictions on viewing the footage. He stated the PBA and its membership has the ability to review incidents as they write the report so it is more factual.

Legislator Montgomery questioned if the Legislature will see the policy for the BWC.

Chairman Castellano stated at this point he does not believe its necessary.

Sheriff McConville stated they met with CEPAB (Community Engagement & Police Advisory Board) and discussed the use of the BWC but the policy was not shared with them.

Legislator Nacerino stated the explanation of why a policy is not being provided is clear.

Legislator Montgomery stated it is not transparent.

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

Item #6 – Approval/ Fund Transfer 22T418/ Dept. of Social Services/ NYS Office of Children & Family Services Chargeback for Placement in State Facility from 4/8/21-12/31/21 (Also reviewed in Health)

Commissioner Carlin stated this fund transfer is not necessary as it was included in the Year End Entry (Budgetary Amendment 22A091).

Item #7 – Approval/ Fund Transfer 23T017/ Office for Senior Resources/ Building Rental (Also reviewed in Health)

Legislator Montgomery questioned if this rent has been being paid from three (3) different budget lines.

Chief Deputy Commissioner of Finance Michael Lewis stated the 2023 budget allocated these funds amongst 3 programs.

Commissioner Carlin stated in the beginning it was in one line, but as it has evolved they found it easier to put it into lines that the federal claims were against for each

program. He stated \$165,000 is the annual rent that is being spread out among the budget lines.

Legislator Montgomery stated she thought the rent was \$11,000 per month, although that may have been the amount from 2019.

Commissioner Carlin stated the rent increases each year.

Chairman Castellano stated the monthly rent is currently \$13,296.

Legislator Montgomery stated it would be great to use the building for more purposes.

Chairman Castellano agreed. He stated he spoke with the County Clerk and he is willing to operate services from that building. He stated right now, the County leases it but it can only be used by the Office for Senior Resources.

Legislator Montgomery stated she approached the previous administration with an idea for a program in the building and she was turned down.

Chairman Castellano stated he believes the town has the final say. He stated he would like to see more services being provided from that location.

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

Item #8 – Approval/ Fund Transfer 23T033/ Planning/ Reclass Position from Planner II to Principal Planner Effective 1/1/2023 (Also reviewed in Personnel)

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

Item #9 – Approval/ Application for Correction of Assessment Rolls & Tax Rolls/ Town of Carmel Tax Map #54.8-1-55.1, 55.2, & 55.3

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

Item #10 – Approval/ Authorization/ County Auditor to Attend March New York Government Finance Officers' Association Annual Conference

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

Item #11 – Approval/ Town of Putnam Valley American Rescue Plan Act (ARPA) & Sales Tax Funding Reallocation

Legislator Gouldman stated the Town of Putnam Valley has requested that some of their ARPA funding be reallocated for needed projects: phosphorus reduction in Watershed area (\$483,120) and the replacement of Bell Hollow Bridge (\$1,000,000). He stated this reallocation would be greatly appreciated by the Town. He stated he will be supporting this request and he hopes his colleagues will as well.

Legislator Nacerino stated her support for Legislator Montgomery's previous request for the executive summaries for grants to be included in the backup material. She stated it will be helpful to understand what is being approved.

Legislative Counsel Firriolo when the procedure for requests for modifications to the funding is for the town to check with Commissioner Carlin that the projects are in compliance with the APRA guidelines. He stated the request would then go to the County Executive and then to the Legislature for approval.

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

Item #12 – Other Business – None

Item #13 – Adjournment

There being no further business at 7:25pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Administrative Assistant Beth Robinson.

#3(2)

**AUDIT & ADMINISTRATION COMMITTEE MEETING
HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Members: Chairman Castellano and Legislators Ellner & Gouldman

**Monday March 27, 2023
(Immediately following the Personnel Committee Meeting beginning at 6:30pm)**

The meeting was called to order at 6:50pm by Chairman Castellano who requested Legislator Gouldman lead in the Pledge of Allegiance. Upon roll call Legislators Ellner and Gouldman and Chairman Castellano were present.

**Item #3 – Correspondence/County Auditor
a. Sales Tax Report**

Legislator Gouldman stated the County has collected about \$1 million more in sales tax revenue as compared to the same time period in 2022.

Legislator Ellner questioned if the revenue on the spreadsheet for January and February 2023 were estimates or actual numbers.

Commissioner Carlin stated the spreadsheet lists the actual numbers.

Legislator Montgomery requested that the numbers be read into the record.

Chairman Castellano stated the sales tax revenue collected in February 2023 is \$5,979,925 which is up \$932,334 over February 2022.

b. Board In Revenue Report – Duly Noted

c. OTB Report

Commissioner Carlin stated Putnam County Representative to the Catskill Regional OTB Board Vincent Tamagna has been invited to the April 24, 2023 Audit & Administration Committee Meeting to provide an update to the Committee.

d. Transfer/Revenue Report – Duly Noted

e. 2022 & 2023 Contingency/Subcontingency Report – Duly Noted

Item #4 – Correspondence/ Commissioner of Finance

a. Overtime/Temporary Report – Duly Noted

b. Approval/ Budgetary Amendment 22A092/ Finance/ Year End Entry #3

Commissioner Carlin stated this is the last Year End Entry and it mainly closes out a lot of capital projects. He stated that included in this budgetary amendment is the \$2 million infusion into the capital reserve, which County Executive Byrne spoke about in his State of the County address. He stated this is money that cannot be spent until it is brought before the Legislature for approval. He stated these funds are recommended by the necessary department to the Legislature and they are approved via a CP (capital projects) resolution. He stated there are projects coming up that will request this funding at the Kohler Center and the 6N Highway Garage.

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

c. Approval/ Budgetary Amendment 23A009/ Dept. of Social Services & Mental Health/ Utilize Opioid Settlement Trust Monies to Fund Prevention Programs (Also reviewed in Health)

Legislator Montgomery stated she is happy to see funding going to the Prevention Council of Putnam so they can keep a position that had been funded through a grant. She stated she is looking forward to seeing what kind of proposals come in for the remainder of the Opioid Settlement money.

Commissioner Carlin stated the National Settlement Agreement has a list of approved uses for the funding. He stated the County has committed to using everything in the Settlement Funds for the approved uses.

Legislator Montgomery stated the approved uses are not restrictive; they leave a lot of room for interpretation.

Commissioner Carlin agreed, there are extensive approved uses.

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

Item #5 – Approval/ Fund Transfer 23T048/ Finance/ Tilly’s Table Insurance

Commissioner Carlin stated a post-audit was done. He stated Tilly’s Table has had lots of activity and successful years and the insurance bill increases accordingly.

Chairman Castellano stated Tilly’s Table is a great facility and he would like to see the continuation of its success.

Legislator Gouldman questioned if the County is indemnified on the insurance of the operator of Tilly’s Table and the Putnam County Golf Course.

Commissioner Carlin suggested contacting Risk Manager Mat Bruno for the detailed insurance information. He stated the operators of the facilities have their own insurance as well.

Legislator Gouldman questioned why the County needs insurance if the operators' insurance indemnifies the County. He stated in the event of something happening, the business owner should be responsible for making the owner of the property whole.

Legislator Nacerino stated both the operator and the County each have an insurance policy.

Legislator Ellner stated the increased premium is due to increased sales and questioned what the increase was.

Commissioner Carlin stated there is a chart attached to the backup material showing the estimated exposure and audited exposure. He stated the bill is for both the Putnam County Golf Course and Tilly's Table.

Legislator Montgomery questioned how often the County shops around to change our insurance carrier.

Chief Deputy Commissioner of Finance Mike Lewis suggested directing that question to Risk Manager Bruno.

Commissioner Carlin stated the County's basic insurance policies are through NYMIR (New York Municipal Insurance Reciprocal).

Legislator Montgomery questioned if the insurance is renewed each year.

Commissioner Carlin stated that is correct.

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

Item #6 – Approval/ Fund Transfer 23T054/ Finance/ Office for Senior Resources/ Reclassification (Also reviewed in Personnel)

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

Item #7 – Approval/ Fund Transfer 23T058/ Health Dept./ Correctly Allocate Funding for McGuinness Software (Also reviewed in Health)

Chairman Castellano made a motion to approve Fund Transfer 23T058; Seconded by Legislator Ellner. All in favor.

Item #8 – Approval/ Fund Transfer 23T065/ District Attorney/ Reclassification (Also reviewed in Personnel)

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

Item #9 – Approval/ Fund Transfer 23T067/ Sheriff's Dept./ Move Funds from Vehicle Purchase Line to Vehicle Lease Line (Also discussed in Protective)

Chairman Castellano stated leasing vehicles will result in a cost savings and provide the County with a better product in the long run.

Legislator Nacerino stated at the Protective Services Committee Meeting it was made clear that leasing vehicles is the best option for the County on a multitude of levels. She stated there is no cap on the mileage and the vehicles will be traded in, keeping the fleet in good condition. She stated she hopes the County begins utilizing electric vehicles as well.

Legislator Ellner stated the fleet will also be more fuel efficient.

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

Item #10 – Approval/ County Auditor to Attend Association of Local Government Auditors 2023 Annual Conference held Virtually

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

Item #11 – Local Law to Amend Chapter 41, Section 41-5 of the Code of Putnam County Entitled "Deposit & Investment Policy"

Item #12 – FYI/ Signature Bank Update

Commissioner Carlin addressed items #11 & #12 together. He stated on March 12, 2023 Signature Bank was closed by the Federal Government due to a part of their bank being involved in a cryptocurrency which caused a run on the bank. He stated the funds Putnam County had in Signature Bank were safe for two (2) reasons: the Federal Government announced they would make all depositors whole and our investment policy requires that every bank we do business with collect collateral at 102% of market value. He stated the County had about \$36 million in the bank and the money was moved out. He stated moving the money was a swift and easy process. He stated the employees who service our accounts were great through the whole process. He stated the County is looking for new alternatives, one of which is a product called "Muninvest", a municipal pool endorsed by NYSAC (New York State Association of Counties). He stated Signature

Bank has been removed from the list of depositories and funding levels have been adjusted accordingly.

Legislator Gouldman thanked Commissioner Carlin for his fast response to this issue.

Legislator Jonke thanked Commissioner Carlin for handling this situation well and putting him at ease when the news broke.

Commissioner Carlin stated Signature Bank was a good partner to work with.

Chairman Castellano questioned if there was a local branch of Signature Bank.

Commissioner Carlin stated there was one in Westchester.

Legislative Counsel Firriolo stated the final version of this local law may look a little different in format to comply with E-Code but will be substantially identical.

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

Legislator Ellner questioned if the County would consider going back to Signature Bank now that it has been purchased.

Commissioner Carlin stated yes, once the sale is fully finalized and the County is able to go through all of the collateral and agreements.

Legislator Montgomery thanked Commissioner Carlin.

Item #13 – FYI/ County’s Deposit & Investment Policies/ Fourth Quarter Ending 12/31/2022 – Duly Noted

Item #14 – Other Business – None

Item #15 – Adjournment

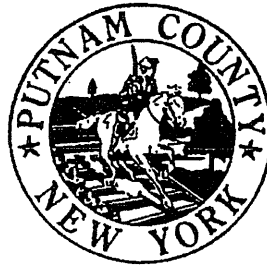
There being no further business at 7:20pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Ellner. All in favor.

Respectfully submitted by Administrative Assistant Beth Robinson.

THE PUTNAM COUNTY LEGISLATURE

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- 11. Local Law to Amend Chapter 41, Section 41-5 of the Code of Putnam County Entitled "Deposit & Investment Policy"**
- 12. FYI/ Signature Bank Update**
- 13. FYI/ County's Deposit & Investment Policies/ Fourth Quarter Ending 12/31/2022**
- 14. Other Business**
- 15. Adjournment**

#21



Putnam County
Department of Planning, Development,
and Public Transportation

www.putnamcountyny.com/planning

Vincent M. Tamagna
Putnam County
Representative
OTB Board

841 Fair Street
Carmel, NY 10512

Phone: (845) 878-3480
Fax: (845) 808-1948

Memorandum

TO: Joseph Castellano
Chairman, Audit & Administration Committee

FROM: Vincent Tamagna
Putnam Representative, Catskill OTB Board

CC: Kevin Byrne
County Executive

Wanda Williams
OTB, Executive Director

Don Groth
OTB Board, Executive Director Emeritus

DATE: March 30, 2023

RE: Update – Catskill OTB

I am in receipt of the request and confirmed on March 22 that I will attend the April 24, Audit and Administration Committee meeting to provide an update on the sum and substance of the Catskill Region OTB, the resolution in the NYS Executive Budget and the future of Catskill OTB to expand and grow a product in the region.

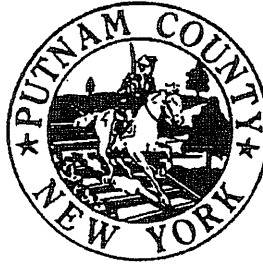
I look forward to introducing Wanda Williams, the new Executive Director of the Catskill Region OTB board who may be able to shed light post passage of the State Budget. If there are any questions in advance, or if you would like to speak with me at any time please do not hesitate to call. Thank you again.

2023 MAR 31 PM 3:34
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1020 Fax (845) 808-1933

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

DATE: March 28, 2023

TO: Vincent Tamagna
Putnam County Representative, Catskill Regional OTB Board

FROM: Joseph Castellano
Chairman, Audit & Administration Committee

RE: Update - Catskill Regional OTB

As a follow up to my previous memorandum dated March 21, 2023, please confirm with the Legislative Office your availability to attend the April 24, 2023 Audit & Administration Committee Meeting to provide an update on the Catskill Regional OTB.

Thank you for your attention to this request.

cc: Kevin Byrne, Putnam County Executive

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Sales Tax	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	+or(-) Same Period
January**	\$ 3,910,113	\$ 4,117,955	\$ 4,235,351	\$ 4,472,651	\$ 4,699,597	\$ 4,966,930	\$ 5,536,978	4,810,372	6,071,784	6,673,020	601,236
February	3,270,383	3,234,919	3,828,416	3,797,974	4,062,844	4,228,841	4,573,894	4,483,277	5,047,591	5,979,925	932,334
March	5,708,091	4,670,041	5,932,547	5,174,049	5,383,664	5,792,011	5,949,514	8,065,989	8,250,002	7,952,761	(297,241)
April**	4,077,701	4,248,878	4,354,716	4,344,286	4,696,971	4,674,670	3,538,226	5,264,056	6,424,074		
May	5,793,860	6,075,331	5,946,190	6,367,505	6,807,221	7,425,730	5,011,290	7,975,256	9,113,026		
June	4,053,988	3,621,035	4,666,527	3,983,941	4,182,456	4,557,885	5,146,439	6,789,670	4,685,857		
July**	4,320,542	4,558,502	4,372,322	4,952,664	4,835,632	5,266,612	4,871,906	6,094,635	6,393,098		
August	4,179,098	4,312,904	4,286,170	4,754,633	4,815,929	5,368,556	4,918,555	6,017,886	6,254,546		
September	5,997,983	5,347,273	6,377,884	5,821,648	7,067,806	7,331,396	9,125,106	8,508,962	8,459,469		
October	4,179,344	4,311,976	4,555,008	4,449,271	4,840,611	5,244,815	4,917,403	5,730,039	6,397,048		
November*	4,513,878	4,190,564	4,407,709	4,616,873	4,715,091	4,959,534	4,492,906	5,514,058	6,265,506		
December	5,881,014	5,264,022	6,092,242	6,056,492	7,037,269	6,186,904	8,678,973	8,798,537	8,601,579		
Actual	\$ 55,885,996	\$ 53,953,400	\$ 59,055,082	\$ 58,791,988	\$ 63,145,092	\$ 66,003,884	\$ 66,761,192	78,052,738	81,963,580	20,605,706	
Budget/(Rev)	\$ 52,495,824	\$ 53,953,400	\$ 54,739,000	\$ 57,366,282	\$ 58,513,608	\$ 60,484,333	65,705,798	60,404,887	65,000,000	74,750,000	
Over/(Under)Budget	3,390,172	(0)	4,316,082	1,425,706	4,631,484	5,519,551	1,055,394	17,647,851	16,963,580	(54,144,294)	1,236,329

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2023 Contingency Report

<u>Beginning Balance 1/1/23</u>		\$ 1,382,685.00
Res30	County Executive changes	104,724.00
23T090	Highway reclassification	14,428.00
23A020	Criminal Justice Discovery Reform Grant FY22-23	101,157.00
Subtotal General Contingency		\$ 1,602,994.00

Deductions:

Res69	OSR- reclass to Fiscal Technician	(2,700.00)
Res72	To cover Insurance bill	(15,877.00)

		<u>(18,577.00)</u>
Total		\$ 1,584,417.00

Proposed Deductions:

23T084	To repair Health Department vehicle	(6,724.35)
23T089	OPWDD Coordinator	(20,951.00)

		<u>(27,675.35)</u>
Pending Balance 4/24/23		<u><u>\$1,556,741.65</u></u>

Note:

R= resolution

A= proposed budgetary amendment

2023 Subcontingency Report

4985- Maintenance & Repairs

Beginning Balance 1/1/23 \$ 35,000.00

Subtotal Subcontingency \$ 35,000.00

Deductions:

23LT01 for nails, paint, plumbing supplies, cleaning supplies- Park (10,000.00)

23LT02 for nails, paint, plumbing supplies, cleaning supplies- Tilly (10,000.00)

23LT03 for nails, paint, plumbing supplies, cleaning supplies- Park (5,000.00)

23LT04 for nails, paint, plumbing supplies, cleaning supplies- Tilly (10,000.00)

(35,000.00)

Total \$ -

Proposed Deductions:

Pending Balance 4/24/23 \$0.00

Maintenance & Repairs Breakdown

Tilly Foster 20,000.00

Park 15,000.00

Total Subcontingency 35,000.00

Note:

R= resolution

A= proposed budgetary amendment

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023	3 23A010	Adult St Aid	10038000	54647		SUB CONTRACTORS	84,647.00	D	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Mental Health Housing	10034000	434903		MH ST AID SUPPORTED HOUSING	266,544.00	C	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Adult St Aid	10038000	434944		MH STATE AID ENHANCEMENTS/COLA	84,647.00	C	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Mental Health Case Mgmt	10040000	434981		MH ST AID	2,088.00	C	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Mental Health Case Mgmt	10041000	434981		MH ST AID	32.00	C	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Mental Health Housing	10034000	54647		SUB CONTRACTORS	266,544.00	D	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Mental Health Case Mgmt	10040000	54647		SUB CONTRACTORS	2,088.00	D	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Mental Health Case Mgmt	10041000	54647		SUB CONTRACTORS	32.00	D	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Mental Health Case Mgmt	10052000	54647		SUB CONTRACTORS	1,244.00	D	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A010	Mental Health Case Mgmt	10052000	434981		MH ST AID	1,244.00	C	ADJ TO '23 APPRVD ST AID LEVEL
2023	3 23A011	HEAP	10078000	51093		OVERTIME	9,222.00	D	INITIAL HEAP FUNDING-23-LCM-05
2023	3 23A011	HEAP	10078000	54989		MISCELLANEOUS	62,508.00	D	INITIAL HEAP FUNDING-23-LCM-05
2023	3 23A011	HEAP	10078000	58002		SOCIAL SECURITY	706.00	D	INITIAL HEAP FUNDING-23-LCM-05

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YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2023 3 23A011	HEAP	10078000	446412		FED AID HEAP	72,436.00 C	INITIAL HEAP FUNDING-23-LCM-05
2023 3 23A012	DSS Overhead	10120000	436101	10130	ADM SOCIAL SERVICES	31,594.00 C	INCREASE TO ST APPROVED BDGT
2023 3 23A012	DSS Overhead	10120000	51093	10130	OVERTIME	937.00 D	INCREASE TO ST APPROVED BDGT
2023 3 23A012	DSS Overhead	10120000	54646	10130	CONTRACTS	26,936.00 D	INCREASE TO ST APPROVED BDGT
2023 3 23A012	DSS Overhead	10120000	54989	10130	MISCELLANEOUS	3,650.00 D	INCREASE TO ST APPROVED BDGT
2023 3 23A012	DSS Overhead	10120000	58002	10130	SOCIAL SECURITY	71.00 D	INCREASE TO ST APPROVED BDGT
2023 3 23A013	Probation DWI	10331500	54936		PARTNERSHIP INITIATIVE	10,000.00 D	ADDTL HVEC FUNDS FOR STOP DWI
2023 3 23A013	Probation DWI	10331500	443890		PUBLIC SAFETY OTHER	10,000.00 C	ADDTL HVEC FUNDS FOR STOP DWI
2023 3 23T050	Law	10142000	54313		BOOKS AND SUPPLEMENTS	1,000.00 D	TO COVER BOOKS & SUPPLEMENTS
2023 3 23T050	Law	10142000	54682		SPECIAL SERVICES	1,000.00 C	TO COVER BOOKS & SUPPLEMENTS
2023 3 23T051	Finance	10131000	54646		CONTRACTS	1,150.00 C	DOUBLE IMAGE EVENT PRODUCTIONS
2023 3 23T051	IT	10168000	54646		CONTRACTS	1,150.00 D	DOUBLE IMAGE EVENT PRODUCTIONS
2023 3 23T052	Purchasing	10134500	54675		TRAVEL	56.00 C	COVER HOTEL COST
2023 3 23T052	Purchasing	10134500	54640		EDUCATION AND TRAINING	56.00 D	COVER HOTEL COST

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 3 23T053	Board of Elections	10145000	54510		MACHINE MAINTENANCE	223.00	C	UPDATE TO ELECTION SOFTWARE
2023 3 23T053	Board of Elections	10145000	54782		SOFTWARE ACCESSORIES	223.00	D	UPDATE TO ELECTION SOFTWARE
2023 3 23T055	Health - Education State	21401000	54329		PROMOTIONAL MATERIALS	50.00	D	PURCHASE TICK KITS
2023 3 23T055	Health - Education State	21401000	54311		PRINTING AND FORMS	50.00	C	PURCHASE TICK KITS
2023 3 23T056	EMS Dispatch	13398900	54989		MISCELLANEOUS	200.00	C	ADDITIONAL FUNDS FOR CONSOLES
2023 3 23T056	EMS Dispatch	13398900	52610		FURNITURE AND FURNISHINGS	200.00	D	ADDITIONAL FUNDS FOR CONSOLES
2023 3 23T057	Real Property	10135500	54783		LICENSING SOFTWARE	2,800.00	D	TO PAY SYSTEMS DEVELOPEMENT
2023 3 23T057	Real Property	10135500	51093		OVERTIME	2,800.00	C	TO PAY SYSTEMS DEVELOPEMENT
2023 3 23T058	Preschool	10296000	54783		LICENSING SOFTWARE	25,000.00	D	MCGUINNESS SOFTWARE PAYMENT
2023 3 23T058	Preschool	10296000	54782		SOFTWARE ACCESSORIES	25,000.00	C	MCGUINNESS SOFTWARE PAYMENT
2023 3 23T059	Emergency Services	10398900	54410		SUPPLIES AND MAT	1,000.00	D	HAZMAT TEAM SUPPLIES
2023 3 23T059	EMS Indian Point	10014000	54989		MISCELLANEOUS	1,000.00	C	HAZMAT TEAM SUPPLIES
2023 3 23T060	Probation	10314000	54445		LAB ANALYSIS	400.00	C	REPLACE BROKEN CHAIR
2023 3 23T060	Probation	10314000	52110		FURNITURE AND FURNISHINGS	400.00	D	REPLACE BROKEN CHAIR

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2023 3 23T061	Mental Health Legal	10431000	54646	10115	CONTRACTS	195.00 C	PRINTING FOR CIT CLASS TRAININ
2023 3 23T061	Mental Health Legal	10431000	54311	10115	PRINTING AND FORMS	195.00 D	PRINTING FOR CIT CLASS TRAININ
2023 3 23T062	Health - Nursing	11401000	54510		MACHINE MAINTENANCE	200.00 C	FUND ATTENDANCE FOR NYSPPHC
2023 3 23T062	Health - Nursing	11401000	54640		EDUCATION AND TRAINING	500.00 D	FUND ATTENDANCE FOR NYSPPHC
2023 3 23T062	Health - Nursing	11401000	54330		MEDICAL SUPPLIES	300.00 C	FUND ATTENDANCE FOR NYSPPHC
2023 3 23T063	District Attorney	10001000	52130		COMPUTER EQUIPMENT	1,152.00 C	SUPPLIES FOR BROKEN CABINETS
2023 3 23T063	District Attorney	10001000	52110		FURNITURE AND FURNISHINGS	1,152.00 D	SUPPLIES FOR BROKEN CABINETS
2023 3 23T064	Legislature	10101001	54989		MISCELLANEOUS	1,544.00 C	TO PURCHASE 2 LAPTOPS
2023 3 23T064	Legislature	10101001	52130		COMPUTER EQUIPMENT	1,544.00 D	to purchase 2 Laptops
2023 3 23T066	DSS Admin	10102000	54310		OFFICE SUPPLIES	12.00 C	XFER TO CORRECT OBJ LINE
2023 3 23T066	DSS WMS	10116000	54782		SOFTWARE ACCESSORIES	70.00 D	XFER TO CORRECT OBJ LINE
2023 3 23T066	DSS Overhead	10120000	54310		OFFICE SUPPLIES	133.00 C	XFER TO CORRECT OBJ LINE
2023 3 23T066	DSS Overhead	10120000	54782		SOFTWARE ACCESSORIES	133.00 D	XFER TO CORRECT OBJ LINE
2023 3 23T066	DSS WMS	10116000	54310		OFFICE SUPPLIES	70.00 C	XFER TO CORRECT OBJ LINE

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 3 23T066	DSS Medicaid	10104000	54782		SOFTWARE ACCESSORIES	25.00	D	XFER TO CORRECT OBJ LINE
2023 3 23T066	DSS Medicaid	10104000	54310		OFFICE SUPPLIES	25.00	C	XFER TO CORRECT OBJ LINE
2023 3 23T066	DSS Admin	10102000	54782		SOFTWARE ACCESSORIES	12.00	D	XFER TO CORRECT OBJ LINE
2023 3 23T069	Health - Recycling	10816000	54329		PROMOTIONAL MATERIALS	15.00	C	INCREASE IN SWANA DUES
2023 3 23T069	Health - Recycling	10816000	54313		BOOKS AND SUPPLEMENTS	15.00	D	INCREASE IN SWANA DUES
2023 3 23T070	Health - Nursing	11401000	54782		SOFTWARE ACCESSORIES	20.00	D	PRICE CHANGE FOR AMAZON ORDER
2023 3 23T070	Health - Nursing	11401000	54329		PROMOTIONAL MATERIALS	20.00	C	PRICE CHANGE FOR AMAZON ORDER
2023 3 23T071	Health - EHS	12401000	52110		FURNITURE AND FURNISHINGS	25.00	D	REPLACE A DESK
2023 3 23T071	Health - EHS	12401000	52130		COMPUTER EQUIPMENT	25.00	C	REPLACE A DESK
2023 3 23T072	District Attorney	10001000	54675		TRAVEL	1,299.00	C	ADVERTISING EXPENSE
2023 3 23T072	District Attorney	10001000	54664		ADVERTISING	1,299.00	D	ADVERTISING EXPENSE
2023 3 23T073	Personnel	10143000	52130		COMPUTER EQUIPMENT	500.00	D	PURCHASE 11 DESKTOP COMPUTERS
2023 3 23T073	Personnel	10143000	54640		EDUCATION AND TRAINING	500.00	C	PURCHASE 11 DESKTOP COMPUTERS
2023 3 23T074	Health - Education State	21401000	52130		COMPUTER EQUIPMENT	114.00	C	2023 PUTNAM PRIDE AD

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023 3 23T074	Health - Education State	21401000	54664		ADVERTISING	114.00	D	2023 PUTNAM PRIDE AD
2023 3 23T075	Finance	10131000	54646		CONTRACTS	250.00	C	MONEY COUNTER MACHINE
2023 3 23T075	Finance	10131000	52120		OFFICE EQUIPMENT	250.00	D	MONEY COUNTER MACHINE
2023 3 23T076	OSR	10677400	54631		ELECTRIC	1,601.00	D	ALLOC. ADJUSTMENT-SEE ATTACHED
2023 3 23T076	OSR	10677800	54631	10185	ELECTRIC	1,601.00	C	ALLOC. ADJUSTMENT-SEE ATTACHED
2023 3 23T076	OSR	10677400	54631		ELECTRIC	259.00	D	ALLOC. ADJUSTMENT-SEE ATTACHED
2023 3 23T076	OSR	10677400	54631	10185	ELECTRIC	259.00	C	ALLOC. ADJUSTMENT-SEE ATTACHED
2023 3 23T076	OSR	10677900	54631		ELECTRIC	440.00	D	ALLOC. ADJUSTMENT-SEE ATTACHED
2023 3 23T076	OSR	10677400	54631	10185	ELECTRIC	440.00	C	ALLOC. ADJUSTMENT-SEE ATTACHED
2023 3 23T077	Jail Fed	10315001	52650	10032	MOTOR VEHICLES	7,576.00	C	UPFIT 2023 CHEVY TAHOE
2023 3 23T077	Jail Fed	10315001	54370	10032	AUTOMOTIVE	7,576.00	D	UPFIT 2023 CHEVY TAHOE
2023 3 23T078	Highway Traffic	10331000	52180		OTHER EQUIPMENT	540.00	D	TO PROPERLY ALLOCATE EQUIPMENT
2023 3 23T078	Highway Traffic	10331000	54410		SUPPLIES AND MAT	540.00	C	TO PROPERLY ALLOCATE EQUIPMENT
2023 3 23T080	DSS Overhead	10120000	54989		MISCELLANEOUS	1,600.00	C	CVR DSS ADMIN VEH LEASE COST

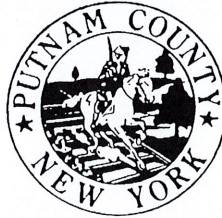
YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023	3 23T080	DSS Overhead	10120000	54210		VEHICLE LEASING/RENTAL	3,380.00	D	CVR DSS ADMIN VEH LEASE COST
2023	3 23T080	DSS Admin	10102000	54210		VEHICLE LEASING/RENTAL	3,380.00	C	CVR DSS ADMIN VEH LEASE COST
2023	3 23T080	DSS Overhead	10120000	54210		VEHICLE LEASING/RENTAL	1,600.00	D	CVR DSS ADMIN VEH LEASE COST
2023	3 23T081	Health - Nursing	11401000	54664		ADVERTISING	1,000.00	C	FUND NURSING TRAININGS
2023	3 23T081	Health - Nursing	11401000	54640		EDUCATION AND TRAINING	1,000.00	D	FUND NURSING TRAININGS
2023	3 23T082	Health - Nursing	11401000	54510		MACHINE MAINTENANCE	135.00	D	MONITOR & CALIBRATE VAX FRIDGE
2023	3 23T082	Health - Nursing	11401000	54664		ADVERTISING	135.00	C	MONITOR & CALIBRATE VAX FRIDGE
2023	3 23T083	OSR	10677800	54210		VEHICLE LEASING/RENTAL	2,021.00	C	FORD ESCAPE-SEE ATTACHED EMAIL
2023	3 23T083	OSR	10677200	54210		VEHICLE LEASING/RENTAL	2,021.00	D	FORD ESCAPE-SEE ATTACHED EMAIL
2023	3 23T083	OSR	10677400	54210	10185	VEHICLE LEASING/RENTAL	1,003.00	C	FORD ESCAPE-SEE ATTACHED EMAIL
2023	3 23T083	OSR	10677200	54210		VEHICLE LEASING/RENTAL	1,003.00	D	FORD ESCAPE-SEE ATTACHED EMAIL
2023	3 23T083	OSR	10677200	54210		VEHICLE LEASING/RENTAL	1,776.00	D	FORD ESCAPE-SEE ATTACHED EMAIL
2023	3 23T083	OSR	10677400	54210		VEHICLE LEASING/RENTAL	1,776.00	C	FORD ESCAPE-SEE ATTACHED EMAIL
2023	3 23T085	OEOP Crime Victims	22071000	54989		MISCELLANEOUS	686.00	D	REIMB CAC STAFF 4 BCKGRND CKS

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023	3 23T085	OEOP Crime Victims	22071000	54310		OFFICE SUPPLIES	686.00	C	REIMB CAC STAFF 4 BCKGRND CKS
2023	3 23T086	DSS Overhead	10120000	54782		SOFTWARE ACCESSORIES	27.00	D	TO PURCHASE CHGR CBLE FOR IPAD
2023	3 23T086	DSS Overhead	10120000	54310		OFFICE SUPPLIES	27.00	C	TO PURCHASE CHGR CBLE FOR IPAD
2023	3 KRIVAK	Finance	10131000	427161		USE OF FUND BALANCE	97,495.00	C	PURSUANT TO RES91-2022
2023	3 KRIVAK	District Attorney	10116500	54682		SPECIAL SERVICES	97,495.00	D	PURSUANT TO RES91-2022
2023	3 R#64/23	Mental Health Legal	10431000	427350	10202	OPIOID	85,000.00	C	PREVENTION COUNCIL
2023	3 R#64/23	Mental Health Legal	10431000	54646	10202	CONTRACTS	85,000.00	D	PREVENTION COUNCIL
2023	3 R#69/23	OSR	10677200	51000		PERSONNEL SERVICES	49,785.00	C	22T054 RECLASS TO FISCAL TECH.
2023	3 R#69/23	OSR	10677200	51000		PERSONNEL SERVICES	49,785.00	D	22T054 RECLASS TO FISCAL TECH.
2023	3 R#69/23	Contingency	10199000	54980		GENERAL CONTINGENCIES	2,508.00	C	22T054 RECLASS TO FISCAL TECH.
2023	3 R#69/23	OSR	10677200	51000		PERSONNEL SERVICES	2,508.00	D	22T054 RECLASS TO FISCAL TECH.
2023	3 R#69/23	Contingency	10199000	54980		GENERAL CONTINGENCIES	192.00	C	22T054 RECLASS TO FISCAL TECH.
2023	3 R#69/23	OSR	10677200	58002		SOCIAL SECURITY	192.00	D	22T054 RECLASS TO FISCAL TECH.
2023	3 R#70/23	District Attorney	10116500	51000		PERSONNEL SERVICES	2,485.00	D	SR OFF LEG ASST 10120 TO 10132

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2023	3 R#70/23	District Attorney	10116500	51000		PERSONNEL SERVICES	2,485.00	C	SR OFF LEG ASST 10120 TO 10132
2023	3 R#70/23	District Attorney	10116500	51000		PERSONNEL SERVICES	38,467.00	D	SR OFF LEG ASST 10117 TO 10132
2023	3 R#70/23	District Attorney	10116500	51000		PERSONNEL SERVICES	38,467.00	C	SR OFF LEG ASST 10117 TO 10132
2023	3 R#70/23	District Attorney	10116500	51000		PERSONNEL SERVICES	3,809.00	D	SR OFF LEG ASST 10120 TO 10131
2023	3 R#70/23	District Attorney	10116500	51000		PERSONNEL SERVICES	3,809.00	C	SR OFF LEG ASST 10120 TO 10131
2023	3 R#70/23	District Attorney	10116500	51000		PERSONNEL SERVICES	35,553.00	D	SR OFF LEG ASST 10121 TO 10131
2023	3 R#70/23	District Attorney	10116500	51000		PERSONNEL SERVICES	35,553.00	C	SR OFF LEG ASST 10121 TO 10131
2023	3 R#73/23	Sheriff	10311000	54210		VEHICLE LEASING/RENTAL	19,500.00	D	23T067 VEHICLE LEASING
2023	3 R#73/23	Sheriff - Patrol	17311000	54210		VEHICLE LEASING/RENTAL	86,900.00	D	23T067 VEHICLE LEASING
2023	3 R#73/23	BCI	32311000	54210		VEHICLE LEASING/RENTAL	21,800.00	D	23T067 VEHICLE LEASING
2023	3 R#73/23	Sheriff	10311000	52650		MOTOR VEHICLES	99,500.00	C	23T067 VEHICLE LEASING
2023	3 R#73/23	Sheriff - Patrol	17311000	52650		MOTOR VEHICLES	365,301.00	C	23T067 VEHICLE LEASING
2023	3 R#73/23	BCI	32311000	52650		MOTOR VEHICLES	85,500.00	C	23T067 VEHICLE LEASING
2023	3 R#73/23	Central Services	10161000	54210		VEHICLE LEASING/RENTAL	422,101.00	D	23T067 VEHICLE LEASING

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
					Debits	1,393,957.00	
					Credits	1,393,957.00	

WILLIAM J. CARLIN, Jr. CPA, CPFO
Commissioner Of Finance



#6a
MICHAEL LEWIS
Chief Deputy Commissioner Of Finance

SHEILA M. BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

2023 APR 10 PM 3:50
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

TO: Diane Schonfeld, Legislative Clerk

DATE: April 10, 2023

FROM: William J. Carlin, Jr., Commissioner of Finance *WJC*

SUBJECT: **Overtime/Temporary Help Recap for Audit and Administrative Committee Meeting**

Please include the attached report in the Audit and Administrative Committee Agenda for its next meeting.

Enclosure

Overtime Temporary - RECAP - 2023

As of Date: March 10, 2023

Org Description	Org	Object	Project	Acct. Description	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Actual	2022 Distributed Budget	2023 Available	2023 Percent
Corrections - Transportation	10009000	51093		OVERTIME	84,374.64	66,635.00	66,635.00	21,800.64	17,940.19	44,834.36	32.72%
Emergency Services - Dispatch	13398900	51093		OVERTIME	269,906.33	200,000.00	200,000.00	89,417.50	53,846.15	110,582.50	44.71%
Health - ATUPA	12023000	51094		TEMPORARY	246.87	800.00	800.00	283.80	215.38	516.20	35.48%
Health - ATUPA	12023000	51093		OVERTIME	2,829.20	4,000.00	4,000.00	3,005.75	1,076.92	994.25	75.14%
Health - EHS	12401000	51093		OVERTIME	38,400.76	32,000.00	32,000.00	19,228.34	8,615.38	12,771.66	60.09%
Highway - County Snow	10514200	51093		OVERTIME	249,472.15	276,000.00	276,000.00	108,418.58	74,307.69	167,581.42	39.28%
Highway - Facilities	10511100	51094		TEMPORARY	17,461.06	40,000.00	40,000.00	13,360.02	10,769.23	26,639.98	33.40%
Legislature	10101001	51093		OVERTIME	0.00	400.00	400.00	181.68	107.69	218.32	45.42%
Personnel	10143000	51093		OVERTIME	6,275.25	7,000.00	7,000.00	3,257.95	1,884.62	3,742.05	46.54%

** New departments in bold



cc: all
A+A #60 Rose

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 22A093
Date: April 15, 2023

2023 APR 17 PM 2:36
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is required.

GENERAL FUND:

Increase estimated appropriations:

SEE ATTACHED SHEET 18,825,807.00

Increase estimated revenues:

SEE ATTACHED SHEET 18,825,807.00

Fiscal Impact - 2023 - \$ 0
Fiscal Impact - 2024 - \$ 0

This Resolution is required to record ARPA revenue in the general fund as per the accounting bulletin released by the New York State Comptrollers Office. The County had recorded the ARPA revenue in the Capital Projects fund necessitating this change.

Approved:

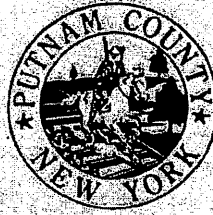
Kevin M, Byrne
County Executive

22A093

FUND	ORG	OBJ	PROJECT	DESCRIPTION	INCREASE APPROPRIATIONS	INCREASE ESTIMATED REVENUES	COMMENTS
01	10990100	59020	50245	TRANSFER TO CAPITAL	1,000,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	51622	TRANSFER TO CAPITAL	415,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	51912	TRANSFER TO CAPITAL	190,800.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52202	TRANSFER TO CAPITAL	1,000,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52204	TRANSFER TO CAPITAL	600,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52212	TRANSFER TO CAPITAL	400,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52224	TRANSFER TO CAPITAL	1,500,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52228	TRANSFER TO CAPITAL	30,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	51601	TRANSFER TO CAPITAL	2,500,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	51716	TRANSFER TO CAPITAL	211,300.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	51914	TRANSFER TO CAPITAL	520,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52201	TRANSFER TO CAPITAL	500,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52214	TRANSFER TO CAPITAL	1,718,885.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52215	TRANSFER TO CAPITAL	660,401.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52216	TRANSFER TO CAPITAL	602,142.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52217	TRANSFER TO CAPITAL	590,828.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52218	TRANSFER TO CAPITAL	369,670.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52219	TRANSFER TO CAPITAL	796,064.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52220	TRANSFER TO CAPITAL	128,394.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52221	TRANSFER TO CAPITAL	101,671.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52222	TRANSFER TO CAPITAL	31,945.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52223	TRANSFER TO CAPITAL	2,000,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52225	TRANSFER TO CAPITAL	2,500,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52226	TRANSFER TO CAPITAL	130,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52227	TRANSFER TO CAPITAL	25,000.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10990100	59020	52229	TRANSFER TO CAPITAL	303,707.00		RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	50245	FED AID - ARPA CFDA 21.027		1,000,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	51622	FED AID - ARPA CFDA 21.027		415,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	51912	FED AID - ARPA CFDA 21.027		190,800.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52202	FED AID - ARPA CFDA 21.027		1,000,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52204	FED AID - ARPA CFDA 21.027		600,000.00	RECLASS PER OSC ACCOUNTING BULLETIN

FUND	ORG	OBJ	PROJECT	DESCRIPTION	INCREASE APPROPRIATIONS	INCREASE ESTIMATED REVENUES	COMMENTS
01	10131000	449898	52212	FED AID - ARPA CFDA 21.027		400,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52224	FED AID - ARPA CFDA 21.027		1,500,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52228	FED AID - ARPA CFDA 21.027		30,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	51601	FED AID - ARPA CFDA 21.027		2,500,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	51716	FED AID - ARPA CFDA 21.027		211,300.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	51914	FED AID - ARPA CFDA 21.027		520,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52201	FED AID - ARPA CFDA 21.027		500,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52214	FED AID - ARPA CFDA 21.027		1,718,885.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52215	FED AID - ARPA CFDA 21.027		660,401.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52216	FED AID - ARPA CFDA 21.027		602,142.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52217	FED AID - ARPA CFDA 21.027		590,828.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52218	FED AID - ARPA CFDA 21.027		369,670.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52219	FED AID - ARPA CFDA 21.027		796,064.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52220	FED AID - ARPA CFDA 21.027		128,394.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52221	FED AID - ARPA CFDA 21.027		101,671.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52222	FED AID - ARPA CFDA 21.027		31,945.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52223	FED AID - ARPA CFDA 21.027		2,000,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52225	FED AID - ARPA CFDA 21.027		2,500,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52226	FED AID - ARPA CFDA 21.027		130,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52227	FED AID - ARPA CFDA 21.027		25,000.00	RECLASS PER OSC ACCOUNTING BULLETIN
01	10131000	449898	52229	FED AID - ARPA CFDA 21.027		303,707.00	RECLASS PER OSC ACCOUNTING BULLETIN

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



cc: all
Prot.
A+A

Reso

#60

MICHAEL LEWIS
Chief Deputy Commissioner of
Finance

SHEILA BARRETT
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

March 30, 2023

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, New York 10512

2023 APR - 3 PM 3: 28
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the Putnam County Sheriff Department's 2023 budget:

Increase Revenues:

10315001 44389F 10032 Jail Fed/Scaap - Crim Alien - Scaap Grant \$ 8,782

Increase Expenses:

10315001 54370 10032 Jail Fed/Scaap - Crim Alien - Automotive \$ 8,782

2023 Fiscal Impact -0-
2024 Fiscal Impact -0-

The PC Correctional Facility requests the use of Federal Scaap funds to upfit a new 2023 Chevrolet Tahoe. The total cost for this is \$16,358 - \$7,576 was transferred to the expense line on 3/28/23 (23T077). This amendment is required to complete the purchase. The funds will be a drawdown of unspent funds from previous Scaap awards that have been deferred until it was determined by the Sheriff as to how the funds would be used.

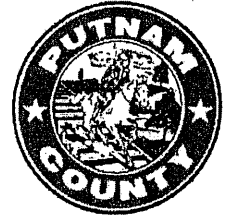
AUTHORIZATION:

_____	_____	Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00	
_____	_____	County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000.00	
_____	_____	Chairperson Audit/Designee: \$0 - \$10,000.00	23A014
_____	_____	Audit & Administration Committee: \$10,000.01 - \$25,000.00	



KEVIN J. MCCONVILLE
SHERIFF

PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300



THOMAS H. LINDERT
UNDERSHERIFF

March 23, 2023

Mr William Carlin
Commissioner of Finance
40 Gleneida Avenue
Carmel, N.Y. 10512

To Commissioner Carlin:

I hereby request the following regarding SCAAP funds.

Increase revenue line 10315001.44389F.10032 by \$8,782.00.
These funds will be out of the deferred revenue line.

Would also request to increase expenditure lines as follows:

10315001.54370.10032 Automotive by \$8,782.00.

Thank You for your attention to this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "James E. Greenough".

James E. Greenough
Captain

P-1

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: March 23, 2023

To: Sheriff Kevin McConville
Attn: Undersheriff Thomas Lindert

From: Captain James Greenough *James Greenough*

Subject: BUDGET LINE TRANSFER

Request the following funding and budget transfers:

/ From SCAAP
Reduce 10315001.52650 Project 10032 Motor Vehicle by \$7,576.00
Increase 10315001.54370 Project 10032 Automotive by \$7,576.00 *23T077*
Auto Eqpt.

These funds will be used to upfit a new 2023 Chevrolet Tahoe. The upfitting was originally included for a Ford Explorer but had to be changed because the original Ford Explorer ordered could not be filled and the type of vehicle was switched to an available Chevrolet Tahoe, resulting in a higher cost.

RECEIVED AND FORWARDED FOR ACTION

SGT _____
LT _____
LT _____
CAPT _____
US _____
SHERIFF _____

No Fiscal Impact SCAAP Funding 3/23/23

[Signature]



EMERGENCY VEHICLE SPECIALIST

(Physical) 1518 Rt. 9 Suite 1
Wappingers Falls, New York 12590
(Billing) 17 Spoor Ave.
Poughkeepsie, New York 12603

Estimate

Date	Estimate #
1/26/2023	705

Name / Address
PUTNAM COUNTY SHERIFF OFFICE 3 COUNTY CENTER CARMEL, NEW YORK 10512

Description	Qty	Rate	MPN	Project	Total
LAGUNA REAR PARTITION WITH REPLACEMENT SEAT/CENTER PULL BELTS	1	1,118.00	CT-6503-RB		1,118.00T
LAGUNA ELECTRONICS TRAY	1	518.00	CT6503-ITE		518.00T
SETINA WINDOW BARRIER	1	284.00	WK0514TAH21		284.00T
SETINA DOOR PANELS CHEVY TAHOE	1	259.00	DK0100TAH21		259.00T
SETINA SINGLE T RAIL MOUNT UNIVERSAL XL	1	309.00	GK10271UHKS SCAXL		309.00T
CONSOLE					
HAVIS 2021 TAHOE CONSOLE 9" WIDE BODY POLICE-PPV	1	604.82	C-VS-1012-TA H		604.82T
HAVIS ARM REST PRINTER	1	260.16	C-ARBP-1014		260.16T
HAVIS SELF ADJUSTING CUP HOLDER	1	52.00	CUP-1001		52.00T
HAVIS EQUIPMENT BRACKET WHELEN CARBIDE	1	0.00	C-BB40-CCS-1 P		0.00T
HAVIS EQUIPMENT BRACKET KENWOOD	1	0.00			0.00T
HAVIS 3" ACCESSORY POCKET	1	40.00	C-AP-0325		40.00T
HAVIS FACE PLATE 4 INCH	1	0.00	C-FP-4		0.00T
HAVIS MIC BRACKET	2	13.00	C-MCB		26.00T
HAVIS FILLER PLATE 3'	1	0.00	C-FP-3		0.00T
EVS ELECTRICAL PACKAGE	1	385.00	ELECTRICAL		385.00T
SHIPPING	1	200.00			200.00T
INSTALLATION OF EMERGENCY LIGHTING, CUSTOMER SUPPLIED EQUIPMENT	1	3,600.00			3,600.00T
				Subtotal	\$15,772.11
				Sales Tax (0.0%)	\$0.00
				Total	\$15,772.11

BA 23A 04H 8782. SCARP DEF
 REV
 AVAILABLE BAL 7576 TRANSFER FROM
 FROM RES 8/9/2022 10315001 52650
 1003



EMERGENCY VEHICLE SPECIALIST

(Physical) 1518 Rt. 9 Suite 1
Wappingers Falls, New York 12590
(Billing) 17 Spoor Ave.
Poughkeepsie, New York 12603

Estimate

Date	Estimate #
1/26/2023	705

Name / Address
PUTNAM COUNTY SHERIFF OFFICE 3 COUNTY CENTER CARMEL, NEW YORK 10512

				Project
Description	Qty	Rate	MPN	Total
2023 CHEVY TAHOE PPV (CORRECTIONS)				
WHELEN LEGACY 54 DUO LIGHT BAR	1	4,280.00	GB2DDDD	4,280.00T
WHELEN ADJUSTABLE LIGHTBAR MOUNT	1	0.00	MKAJ101	0.00T
WHELEN COMMON CORE WCX CONTROL CENTER	1	0.00	C399	0.00T
WHELEN CORE OBD II CANPORT KIT 2021+ TAHOE	1	0.00	C399K6	0.00T
WHELEN WCX CONTROL HEAD ROTARY KNOB	1		CCTL6	0.00T
WHELEN WCX LOW FREQUENCY SIREN SYSTEM (HOWLER)	1	580.15	CHOWLER	580.15T
WHELEN HOWLER BRACKET FOR 2021 TAHOE	1	0.00	HWLRB32	0.00T
WHELEN 100 WATT SPEAKER	1	190.00	SA315P	190.00T
WHELEN SPEAKER MOUNT 2021 TAHOE	1	33.00	SAK70	33.00T
SOUND OFF INTERSECTION 3 " SIDE MIRROR RED/WHITE	2	198.00	ENT3B3D	396.00T
SOUNDOFF MPOWER DRIVER BRACKET	1	22.00	PMP2BKUMB5-D	22.00T
SOUNDOFF MPOWER PASSENGER BRACKET	1	22.00	PMP2BKUMB5P	22.00T
WHELEN ION DUO RED/BLUE (REAR WINDOWS / SIDE WINDOWS)	4	115.00	I2J	460.00T
WHELEN ION REVERSED BRACKET	4	9.50	IONBKT5	38.00T
WHELEN ION T RED/BLUE DUO (INSIDE TAILGATE)	2	122.00	TLI2J	244.00T
WHELEN STRIP LITE COMPARTMENT LIGHT	1	86.00	PSCOMPH	86.00T
SETINA 4 LIGHT PUSHBUMPER WHELEN IONS	1	930.00	BK2019TAH21	930.00T
SETINA 10XL FRONT PARTITION CHEVY TAHOE	1	834.98	PK1156TAH15	834.98T
		Subtotal		
		Sales Tax (0.0%)		
		Total		

Estimate

Date	Estimate #
1/26/2023	4964

(845)225-0674 Fax (845)225-0837
www.extremedesignsny.com

Name / Address
Putnam County Sheriff's Dept. 3 County Center Carmel, NY 10512

Project

Description	Qty	Rate	Total
PRINTED REFLECTIVE LETTERING & ROOF NUMBER	1	585.00	585.00
		Subtotal	\$585.00
		Sales Tax (8.375%)	\$0.00
		Total	\$585.00

Purchase Order



Bill To
CORRECTIONAL FACILITY
3 COUNTY CENTER
CARMEL, NY 10512

Fiscal Year 2022 Page: 1 of 2

**THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.**

Purchase Order # **22002814 - 00**

Delivery must be made within doors of specified destination.

Vendor

NORTH SHORE CHEVROLET LLC
920-926 MIDDLE COUNTRY ROAD
ST. JAMES, NY 11780

Ship To

CORRECTIONAL FACILITY
3 COUNTY CENTER
CARMEL, NY 10512

VENDOR PHONE NUMBER	VENDOR FAX NUMBER	REQUISITION NUMBER	DELIVERY REFERENCE	
		3540	B. CARROLL 845.225.5255	
DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS	DEPARTMENT/LOCATION
12/12/2022	22523	12/16/2022		JAIL
NOTES				

No changes may be made to this order without the written consent of the Purchasing Agent.
AUTOMOBILES, SCHOOL BUSES, SUVs, AND VANS (INCLUD
NYS CONTRACT #PC69143
NYS CONTRACTOR VENDOR ID #1100057985
NYS VEHICLE MARKETPLACE MINI-BID #11882
REF #0007528
(SCAPP GRANT)

PLEASE EMAIL ATTACHED BACKUP WITH PO TO
THOMAS MAHONEY AT
Thomas@rockbustofleet.com

**CONTINUED ON
NEXT PAGE**



Bill To

CORRECTIONAL FACILITY
3 COUNTY CENTER
CARMEL, NY 10512

Purchase Order

Fiscal Year 2022

Page: 2 of 2

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **22002814 - 00**

Delivery must be made within doors of specified destination.

Vendor

NORTH SHORE CHEVROLET LLC
920-926 MIDDLE COUNTRY ROAD
ST. JAMES, NY 11780

Ship To

CORRECTIONAL FACILITY
3 COUNTY CENTER
CARMEL, NY 10512

VENDOR PHONE NUMBER	VENDOR FAX NUMBER	REQUISITION NUMBER	DELIVERY REFERENCE
		3540	B. CARROLL 845.225.5255

DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS	DEPARTMENT/LOCATION
12/12/2022	22523	12/16/2022		JAIL

ITEM #	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	Contract Number: PC69143 Contractor Business Name: North Shore Chevrolet d/b/a Chevrolet of Smithtown Contractor NYS Vendor ID #: 1100057985 NYS Vehicle Marketplace Mini-Bid Number: 11882 General Description of Vehicle: 2023 Chevy Tahoe SSV for Sheriff's Department Make, Model and Model Code for the Vehicle: Chevrolet Tahoe SSV CK10706 AWD Option Code(s) and descriptions, if applicable: See attached Make, Model, part numbers and descriptions of aftermarket components: n/a NYS Base Price for Vehicle: \$49,897.76 NYS Discount: 7.78% Quantity Ordered: 1 Total Price for Mini-Bid: \$46,015.71 Total Aftermarket Component Cost: n/a SEE ATTACHED FOR DETAILS	1.0	EACH	\$49,897.76	\$49,897.76

Discount: \$3882.05
 GL Account: 10315001 - 52650 - 10032 \$46,015.71

GL SUMMARY	
10315001 - 52650 - 10032	\$46,015.71

Purchase Order Total **\$46,015.71**

Purchasing Agent's Approval

This order is approved for issue subject to the availability of funds.

MaryEllen Odell

Date: _____ MaryEllen Odell County Executive

Certification of Funds

Funds are available and have been encumbered to meet this expenditure.

Michele Alfano-Sharkey

Date: _____ Michele Alfano-Sharkey County Auditor



cc: all
Health
ARA

Reso
#00

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

MICHAEL LEWIS
Chief Deputy Commissioner of
Finance

DEPARTMENT OF FINANCE

SHEILA BARRETT
Deputy Commissioner of Finance

March 31, 2023

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2023 APR - 3 PM 3: 24
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following **2023** budgetary amendment which was submitted for approval.

Increase Estimated Revenues:

10731000	438201	St. Aid Youth Programs	
	10182	Youth Sports & Education	<u>\$14,850</u>

Increase Appropriations:

10731000	54647	Youth Adm. -Sub-Contractors	
	10182	Youth Sports & Education	<u>\$14,850</u>

2023 Fiscal Impact -0-
2024 Fiscal Impact -0-

This request to amend the 2023 Youth Bureau budget is based on notification from the NYS Office of Children and Family Services of Putnam County's approved 2023 program year allocation for the period January 1, 2023 through September 30, 2023. Local Commissioners Memorandum, 23-OCFS-LCM-02, is attached for your reference.

AUTHORIZATION:

Date Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000.00

Date Chairperson Audit/Designee: \$0 - \$10,000.00 **23A015**

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

KEVIN BYRNE
County Executive

MICHAEL PIAZZA, JR.
Commissioner



SARA SERVADIO
Deputy Commissioner

JANEEN CUNNINGHAM
Executive Director

YOUTH BUREAU

TO: William Carlin
Commissioner of Finance

FROM: Janeen M. Cunningham
Youth Bureau Director

DATE: March 29, 2023

RE: 2023 Youth Bureau Budgetary Amendment

The Youth Bureau received an increase in State funding from the Office of Children and Family Services (OCFS) for the Sport Funding. These funds can be used from January 1, 2023 - September 30, 2023. The 2022 allocation was \$8,366 and the 2023 allocation is \$23,216. This is an additional \$14,850.
(Supporting documentation attached -23-OCFS-LCM-02)

Increase Estimated Revenues:		
10731000 438201 10182	ST AID YOUTH PROGRAMS	\$14,850
Increase Appropriations:		
10731000 54647 10182	SUB CONTRACTORS	\$14,850
	Fiscal impact (2023)	-0-

Should you have any questions or require additional information, please contact me.



Office of Children and Family Services

Kathy Hochul
Governor

52 WASHINGTON STREET
RENSELAER, NY 12144

Suzanne Miles-Gustave, Esq.
Acting Commissioner

Local Commissioners Memorandum

Transmittal:	23-OCFS-LCM-02
To:	Municipal Youth Bureau Directors
Issuing Division/Office:	Division of Youth Development and Partnerships for Success
Date:	January 18, 2023
Subject:	Youth Sports and Education Opportunity Funding
Contact Person(s):	See section V.
Attachments:	Funding Allocations for Program Year January 1, 2023- September 30, 2023

I. Purpose

The purpose of this Local Commissioner Memorandum (LCM) is to advise municipal youth bureaus on the availability of youth sports and education opportunity funding ("Sports Opportunity Funding").

This LCM provides notification of the 2023 program year allocation January 1, 2023, through September 30, 2023, for Sports Opportunity Funding.

II. Background

Part Y of Chapter 59 of the Laws of 2021 legalized mobile sports wagering in New York State. Subdivision 8 of section 1367 of the Racing, Pari-Mutuel Wagering and Breeding Law provides that \$5 million of state tax proceeds from mobile sports wagering are to be used to support annual grants for sports activities and education for youth. A grantmaking fund was created under the New York State Office of Children and Family Services (OCFS) in the SFY 2022-2023 budget to provide awards to support sports programs for underserved children and youth younger than 18. The grants focus on supporting youth development via local nonprofit organizations and/or municipal-operated youth programs.

The allocation for this grant program provides \$3.75 million from the state tax imposed on mobile sports wagering for the period of January 1, 2023, through September 30, 2023.

III. Program Implications

Each municipal youth bureau will receive an allocation for the Sports Opportunity Funding to serve children and youth ages 6-17 based on the population of eligible youth in the county. These funds will be approved by OCFS and claimed in the same manner as the current Youth Development Program funding. Sports Opportunity Funding awards are guided by the following principles:

- Sports are effective tools in positive youth development and family engagement.
- Sports improve the lives of young people by promoting positive social, emotional, health and educational outcomes and have important life-long effects.
- Sports enable opportunities for young people to thrive through leadership roles.
- Coaching education greatly improves young people's sports experience and development outcomes.

Funded programs must provide a variety of sports for a broad range of youth in under-resourced communities. OCFS encourages a wide and flexible definition of sports that includes organized activities with movement, including physical fitness activities including but not limited to yoga, hiking, dance, and active outdoors pursuits.

To ensure that funding is going to the intended population, municipal youth bureaus must distribute funds based on local need,¹ giving consideration to factors including but not limited to the following:

- Historically under-resourced communities
- Public housing
- High rates of family homelessness
- Opportunity Zones or neighborhoods/cities/areas deemed "low-income" via externally available tools like the New York State Council on Children and Families Kids' Well-Being Indicator Clearinghouse, etc.
- Marginalized communities or groups with higher barriers to participation in sports (e.g., youth with disabilities, girls, transgender/gender non-binary youth, lesbian, gay, bisexual and questioning identified youth)
- Federally and/or New York State-recognized tribes and tribal organizations
- Neighborhoods that experience higher rates of crime and violence and poorer performing schools

Additionally, municipal youth bureaus should give priority consideration to programs that serve youth identifying as Black, indigenous persons, and people of color and/or providers of adaptive sports for youth with physical disabilities.

All funded programs must aim to foster the following:

- Educational connection and achievement – More youth attending and completing school with increased attainment, including programs that have collegiate placement success
- Physical health and well-being – Increasing physical activity and positive relationships to one's body and physical activity
- Mental health and well-being – Improving outcomes related to youth mental health and social and emotional skills development and connectedness
- Employment – Increasing qualifications and skills, such as collective problem solving, teamwork and dispute resolution, which help prepare youth for suitable employment
- Community cohesion – Breaking down barriers to reduce discrimination, crime and violence in communities and help young leaders emerge

¹ Data sources to consult in assessing local need include but are not limited to the New York State Kids' Well-being Indicators Clearinghouse, <https://www.ccf.ny.gov/council-initiatives/kids-well-being-indicators-clearinghouse-kwic/>; public data from the New York State Education Department, <https://data.nysed.gov/>; and youth arrests data from the New York State Division of Criminal Justice System, <https://www.criminaljustice.ny.gov/crimnet/ojsa/juvenilearrests/index.htm>.

Eligibility and Funding

Municipal youth bureaus will contract with local organizations, municipalities and/or local or municipal youth bureaus directly for up to \$50,000 per program. Organizations that serve multiple areas through different programs may be funded above \$50,000. Funding may provide general operating dollars to give programs flexibility to efficiently allocate resources for quality programming. Line-item budgets should focus on programming costs, including but not limited to the following:

- Coaches/instructors/direct service staff/mentors (including training/professional development)
- Equipment
- Educational programming costs
- Facility/field and/or space cost
- Maximum of 15% of funds for administrative/overhead costs for the implementing agency only

Programs eligible for funding must meet the criteria below:

- Provide structured sports activities for youth ages 6-17
- Serve youth in New York State
- Demonstrate basic competency in the areas of governance, monitoring and evaluation, partnership and financial stewardship
- Have a child protection policy in place that includes adherence to local city, agency, school district and state child protection guidelines
- Collect registration data, including participant demographic information, as required by OCFS in a manner that allows for accurate reporting of anonymized aggregate data

Organizations and activities not eligible for funding are the following:

- For-profit organizations or businesses
- Private foundations, as defined in section 509(a) of the U.S. Internal Revenue Code
- Organizations that discriminate based on age, ethnicity/race, political affiliation, religion, sexual orientation, gender, gender identity, physical or other disability, national origin or any protected characteristic under local, state and/or federal law
- Research or project planning activities
- Support for elite or private sports camps, programs, or teams
- Endowments, memorials, budget deficits, or fundraising activities
- Religious organizations whose sports programs do not have a secular and community focus
- Lobbying, political, or fraternal activities
- Capital projects

Touchstone Life Areas and Services, Opportunities and Supports (SOS) in the Quality Youth Development System (QYDS)

Municipal youth bureaus will be required to report demographics and outcomes through QYDS. The Life Area and SOS selections that will be required in QYDS for the Sports Opportunity Funding are as follows:

- Life Area: 2PEH Physical and Emotional Health
- SOS: 0232 Year-Round/Seasonal Activities
- Performance measures:
 - How Much: 0232A.1 # of youth participating (unduplicated)
 - How Well: 0232B.4 % of youth completing the program
 - Better Off: 0232C.1 #/% reporting they have improved their ability to socialize/interact with peers/family/other members of the community

IV. Effective Date

This directive is effective as of January 1, 2023, and relates to programs operating from January 1, 2023, through September 30, 2023. Claims for this period are due by March 31, 2024.

V. Contacts

For questions or technical assistance please use the subject line Youth Sports and Education Opportunity Funding and email YouthBureau@ocfs.ny.gov.

/s/ Nina Aledort, Ph.D.

Issued by:

Name: Nina Aledort, Ph.D.

Title: Deputy Commissioner

Division/Office: Division of Youth Development and Partnerships for Success

Attachment A

Youth Sports and Education Opportunity Allocations

January 2023- September 2023

Youth Bureau	January - September 2023 Allocation		Youth Bureau	January - September 2023 Allocation
Albany County	\$64,712		Onondaga County	\$90,155
Allegany County	\$16,651		Ontario County	\$25,596
Broome County	\$44,141		Orange County	\$87,257
Cattaraugus County	\$21,111		Orleans County	\$13,799
Cayuga County	\$19,513		Oswego County	\$28,316
Chautauqua County	\$29,135		Otsego County	\$18,435
Chemung County	\$21,416		Putnam County	\$23,216
Chenango County	\$14,994		Rensselaer County	\$33,983
Clinton County	\$21,540		Rockland County	\$79,051
Columbia County	\$15,458		Saratoga County	\$43,962
Cortland County	\$17,580		Schenectady County	\$34,781
Delaware County	\$13,953		Schoharie County	\$12,462
Dutchess County	\$56,719		Schuyler County	\$10,086
Erie County	\$162,234		Seneca County	\$13,075
Essex County	\$12,269		St. Lawrence County	\$28,156
Franklin County	\$15,782		Steuben County	\$23,244
Fulton County	\$15,836		Suffolk County	\$260,616
Genesee County	\$16,787		Sullivan County	\$20,318
Greene County	\$14,273		Tioga County	\$15,220
Hamilton County	\$7,964		Tompkins County	\$31,215
Herkimer County	\$17,548		Ulster County	\$34,439
Jefferson County	\$29,965		Warren County	\$16,716
Lewis County	\$12,061		Washington County	\$16,610
Livingston County	\$19,220		Wayne County	\$22,100
Madison County	\$20,340		Westchester County	\$176,583
Monroe County	\$136,949		Wyoming County	\$13,352
Montgomery County	\$16,208		Yates County	\$12,275
Nassau County	\$241,503		ROS Total	\$2,369,595
Niagara County	\$41,051		New York City	\$1,380,405
Oneida County	\$47,664		Total	\$3,750,000

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



DEPARTMENT OF FINANCE

Revenue 4/17
Audit 4/17
Resto

MICHAEL LEWIS
Chief Deputy Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner Of Finance

#ce

April 7, 2023

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2023 APR 10 PM 4:53
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following budgetary amendment 23A017 which was submitted for approval:

Increase Revenue:
10315000 427701

Sheriff-Jail – Unclassified

\$1,595.93

Increase Appropriations:
10315000 52140

Sheriff-Jail – Audio Visual Equipment

\$1,595.93

2023 Fiscal Impact -0-
2024 Fiscal Impact -0-

Sheriff McConville has authorized the use of Inmate Commissary Account funds to purchase 7 flat screen televisions for the inmates use in the PC Correctional Facility. He respectfully requests this amendment to his 2023 budget be approved. Please forward to the appropriate committee.

AUTHORIZATION:

Date Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000

Date Chairperson Audit/Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

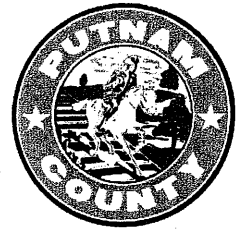
Putnam County Correctional Facility Inmate Commissary Acct check # 1012 ~ \$1,595.93

23 A017



KEVIN J. MCCONVILLE
SHERIFF

**PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300**



THOMAS H. LINDERT
UNDERSHERIFF

April 4, 2023

Mr. William Carlin
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, NY 10512

Dear Commissioner Carlin:

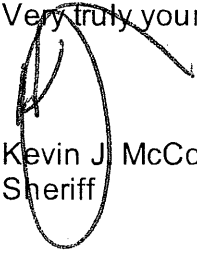
I have authorized the expenditure of Inmate Commissary Account Funds to purchase Televisions for the Incarcerated Individuals of the Sheriff's Office and Correctional Facility.

Accordingly, enclosed find check #1012 in the amount of one thousand five hundred ninety-five and 93/100 dollars (\$1,595.93). It is respectfully requested that \$1,595.93 be placed into Munis budget line #10315000, account code #52140, so that the purchase can be completed.

Please ensure that the necessary information is provided to the legislature to meet the seven (7) day notice for committee action.

Thank you for your attention to this matter.

Very truly yours,


Kevin J. McConville
Sheriff

KJM/jg
Enclosure

Hello Select your address All ▾ 32 led tv

Hello, sign in Account & Lists Returns & Orders

Subtotal \$649.99

All Clinic Customer Service Amazon Basics Best Sellers Prime ▾ New Releases Today's Deals Music Books Registry Shop Easter

All Electronics Deals Best Sellers TV & Video Audio & Home Theater Computers Camera & Photo Wearable Technology Car Electronics & GPS



Back to results



SAMSUNG 32-inch Class LED Smart FHD TV 1080P (UN32N5300AFXZA, 2018

1 ratings questions

Get \$50 off instantly: Pay \$177.99 upon approval for the Amazon Rewards Visa Card.

from other sellers that may shipping.

Size: 32 Inch (1080p)

32 Inch (720p) 32 Inch (1080p) 40 Inch

Style: TV Only

TV Only TV w/S50B Soundbar TV w/S60B Soundbar TV w/S61B Soundbar

Screen Size 32 Inches Brand SAMSUNG Supported Netflix,Prime Video, YouTube, HULU, Internet HBO Now Services Display LCD Technology

See more

About this item

- Full HD 1080p Resolution - Enjoy a viewing experience that is 2x the clarity of standard HD TVs..Power Supply (V) AC110-120V 50/60Hz
Smart TV - Get to your entertainment the faster, easier, and more intelligent way. Easily access your streaming services all in one place using the Samsung Remote Control.
Micro Dimming Pro - Reveal a more true-to-life picture with enhanced contrast.
Quad Core Processor: enjoy a Fluid browsing experience and faster control switching between apps, streaming content and other media effortlessly.
Dimensions: Without Stand 28.9" W x 17.3" H x 3.1" D | With Stand 28.9" W x 18.2" H x 6.4" D. Stand Size (WxHxD)-5.4 x 6.5 x 1.8 inches
Inputs Outputs: Two HDMI Input, One Component Video Input, One RF In (Satellite Input), One RF In (Terrestrial Cable Input), One USB Input, One



Enjoy fast, FREE delivery, exclusive deals and award-winning movies & TV shows with Prime

Try Prime and start saving today with Fast, FREE Delivery

Buy new:

\$227.99

FREE Returns

FREE delivery Tuesday, April 4

Or fastest delivery Friday, March 31. Order within 9 hrs 42 mins

Select delivery location

In Stock

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Amazon.com Sold by Amazon.com Returns Eligible for Return Support Free Amazon pro... Packaging Shows what's inside

Details

Add a Protection Plan:

- 4-Year Protection for \$31.99
3-Year Protection for \$23.99
Asurion Tech Unlimited for \$16.99/month
Add a gift receipt for easy returns

Save with Used - Good \$180.28

FREE delivery: Tuesday, April 4

Ships from: Amazon Sold by: Amazon Warehouse

Add to List

Product Energy Guide

13

Hello
Select your address

All Search Amazon

EN

Hello, sign in
Account & Lists

Returns
& Orders

7

All Clinic Customer Service Amazon Basics Best Sellers Prime New Releases Today's Deals Music Books Shop Mother's Day



Send an Easter eGift Card instantly

Shop now

Shopping Cart

Your order qualifies for FREE Shipping.
Choose this option at checkout. See details

Price

SAMSUNG 32-inch Class LED
Smart FHD TV 1080P

\$227.99

Subtotal (7 items): **\$1,595.93**

This order contains a gift

Proceed to checkout



In Stock

Eligible for FREE Shipping & FREE Returns

This is a gift [Learn more](#)

Size: 32 Inch (1080p)

Style: TV Only

Qty: 7

Delete

Save for later

[Compare with similar items](#)

[Share](#)

Subtotal (7 items): **\$1,595.93**

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



DEPARTMENT OF FINANCE

Reliance 4/7
add memo 4/24
Reed

MICHAEL LEWIS
Chief Deputy Commissioner of Finance

SHEILA BARRETT
Deputy Commissioner of Finance

#COF

April 7, 2023

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2023 APR 10 PM 4:53
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following budgetary amendment 23A018 which was submitted for approval:

Increase Revenue:
10010000 427701

Sheriff-Jail – Unclassified

\$876.50

Increase Appropriations:
10010000 52170

Sheriff-Jail – Kitchen Equip App

\$876.50

2023 Fiscal Impact -0-
2024 Fiscal Impact -0-

Sheriff McConville has authorized the use of Inmate Commissary Account funds to purchase 5 microwaves for the inmates use in the PC Correctional Facility. He respectfully requests this amendment to his 2023 budget be approved. Please forward to the appropriate committee.

AUTHORIZATION:

Date Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000

Date Chairperson Audit/Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

Putnam County Correctional Facility Inmate Commissary Acct check # 1013 ~ \$876.50

23 A018



Kevin J. McConville
SHERIFF

**PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300**



Thomas H. Lindert
UNDERSHERIFF

April 4, 2023

Mr. William Carlin
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, NY 10512

Dear Commissioner Carlin:

I have authorized the expenditure of Inmate Commissary Account Funds to purchase Microwaves for the Incarcerated Individuals of the Sheriff's Office and Correctional Facility.

Accordingly, enclosed find check #1013 in the amount of eight hundred seventy-six and 50/100 dollars (\$876.50). It is respectfully requested that \$876.50 be placed into Munis budget line #10010000, account code #52170, so that the purchase can be completed.

Please ensure that the necessary information is provided to the legislature to meet the seven (7) day notice for committee action.

Thank you for your attention to this matter.

Very truly yours,

A handwritten signature of Kevin J. McConville, consisting of a stylized 'K' and 'M' with a flourish, enclosed in a hand-drawn oval.

Kevin J. McConville
Sheriff

KJM/jg
Enclosure

Hello
Select your address

All ▾

Search Amazon

📧

Hello, sign in
Account & Lists

Returns
& Orders

5

All Clinic Customer Service Amazon Basics Best Sellers Prime New Releases Today's Deals Music Books Shop Mother's Day



Send an Easter eGift Card instantly

Shop now

Shopping Cart

Subtotal (5 items): **\$876.50**

Price

Proceed to checkout

Magic Chef MCM1611B 1100W
Oven, 1.6 cu. ft, Black Microwave

\$175.30



In Stock

Shipped from: KART IT

Gift options not available. [Learn more](#)

Qty: 5

Delete

Save for later

[Compare with similar items](#)

[Share](#)

Subtotal (5 items): **\$876.50**

Hello
Select your address

All ▾ microwave ovens 1100 watt countertop

EN ▾ Hello, sign in
Account & Lists ▾

Returns
& Orders 1

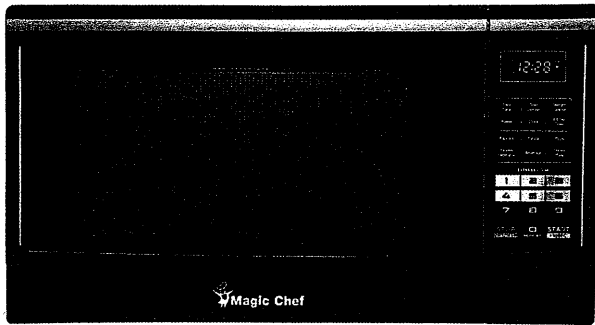
Subtotal
\$649.99

All Clinic Customer Service Amazon Basics Best Sellers Prime ▾ New Releases Today's Deals Music Shop women-owned businesses

Amazon Home Shop by Room Discover Shop by Style Home Décor Furniture Kitchen & Dining Bed & Bath Garden & Outdoor Home Improvement



Back to results



Magic Chef MCM1611B 1100W Oven, 1.6 cu. ft, Black Microwave

Brand: Magic Chef

162 ratings

-20% \$176⁴⁹

List Price: ~~\$221.78~~

Get 3% back on this item with
the Amazon Rewards Visa Card.

- Brand** Magic Chef
- Color** Black
- Capacity** 1.6 Cubic Feet
- Special Feature** Manual

Recommended Residential Uses For

See more

About this item

- 1.6 Cu. Ft. - 1100 Watts
- 11 Power Levels
- Black Front/Black Cabinet
- Auto Cook Menus
- Kitchen Timer
- Included components: Microwave
- Glass Turntable

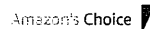
Show more

Customer ratings by feature

Easy to clean	4.7
Easy to use	4.5
Sheerness	4.3
Noise level	4.2

See all reviews

Consider this Amazon's Choice product that delivers quickly



\$176⁴⁹

FREE delivery April 3 - 6. Details

Select delivery location

In Stock

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from KART IT

Sold by KART IT

Returns Eligible for Return, Re...

Details

Add a Protection Plan:

- 4-Year Protection for \$29.99
- 3-Year Protection for \$21.99

Add to List

New (15) from
\$176⁴⁹ & FREE Shipping

Other Sellers on Amazon

\$178.80 & FREE Shipping
Sold by: OJCommerce

Add to Cart

\$178.82 & FREE Shipping
Sold by: stores123

Add to Cart

\$188.21 & FREE Shipping
Sold by: BisonOffice

Add to Cart

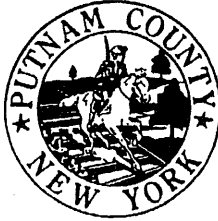
Have one to sell?

Sell on Amazon

Roll over image to zoom in



WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



Reso
MICHAEL LEWIS
Chief Deputy Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

#69

2023 APR 10 PM 4:53
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

April 7, 2023

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following budgetary amendment 23A019 which was submitted for approval:

Increase Revenue:
10315000 427701

Sheriff-Jail - Unclassified

\$3,800

Increase Appropriations:
10315000 54640

Sheriff-Jail - Education

\$3,800

2023 Fiscal Impact -0-
2024 Fiscal Impact -0-

Sheriff McConville has authorized the use of Inmate Commissary Account funds to reimburse the Jail's Education and Training line as detailed in the attached memo. He respectfully requests Legislative approval of this amendment. Please forward to the appropriate committee.

AUTHORIZATION:

Date Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000

Date Chairperson Audit/Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

Putnam County Correctional Facility Inmate Commissary Acct check # 1014 ~ \$3,800

23 A019



KEVIN J. MCCONVILLE
SHERIFF

**PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300**



THOMAS H. LINDERT
UNDERSHERIFF

April 4, 2023

Mr. William Carlin
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, NY 10512

Dear Commissioner Carlin:

I have authorized the expenditure of Inmate Commissary Account Funds to reimburse the Putnam County Training Account for Sergeant Richard Greagor having attended a Cleaning for Health Training Course on January 25th and 26th of this year. This course, given by the International Sanitary Supply Association, has enabled the Correctional Facility to provide invaluable training for incarcerated individuals and provide them with the skills and abilities to clean not only for appearance, but also for health. This train the trainer program enables Sgt. Greagor to teach incarcerated individuals the methodologies of the ISSA and upon completion of training, issue a certificate of completion which can be used by the individual to find gainful employment upon reentry to the community. It is my hope that giving valuable skills and certifications such as this one will assist in lowering the recidivism rate of our current incarcerated individuals.

Accordingly, enclosed find check #1014 in the amount of three thousand eight hundred dollars (\$3,800.00). It is respectfully requested that \$3,800.00 be placed into Munis budget line #10315000, account code #54640.

Please ensure that the necessary information is provided to the legislature to meet the seven (7) day notice for committee action.

Thank you for your attention to this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kevin J. McConville".

Kevin J. McConville
Sheriff

KJM/jg
Enclosure



NYSSA

Train the Trainer –Syllabus

Class Schedule

Daily: 8:30am – 4:00pm

Required Text & Materials:

CMI Custodial Technician Basic & Advanced Version 7

CMI Folder:

- Value of Clean Presentation
- ISSA Clean Standard
- Partner Supporting Documents
- CMM Subscription Form
- Issue of CMM Magazine

Pen

Highlighter

Course Objectives:

Course attendees will be able to:

1. Understand the core competencies for Custodial Technicians
2. Strategize, Plan and Implement Annual Training & Certification Plan
3. Identify personal trainer weaknesses and strategies to overcome
4. Define the impact of vocational custodial training and certifications in a jail setting

Class and Assignment Schedule

Day 1- Morning

- Custodial Technician Basic Review of Content
- Custodial Advanced Technician Hard Floor Care Review of Content

Day 1- Morning/Afternoon

- Custodial Technician Basic and Advanced Performance Based Training
 - Chemical Safety and Proper Usage
 - Basic & Advanced Hard Floor Care
 - Basic Carpet Care
 - Basic Restroom Care



Day 2- Morning

- ISSA Value of Clean and ISSA Clean Standards
- Instructor Skills for the Cleaning Industry
- Understanding Your Resources
 - Training Room Setup
 - Tools and Equipment
 - Checklists, Presentations etc.
- Understanding New Learning Habits

Day 2- Afternoon

- Training Schedules and Plans

James Greenough

From: nyssacovid@gmail.com
Sent: Tuesday, January 3, 2023 10:44 AM
To: James Greenough; Kevin McConville
Cc: 'Jon Greenwalt'; 'thomas mitchell'; 'Chuck Gallo'; 'Brant Insero'; 'Alex Wilson'
Subject: NYSSA COVID Cleaning for Health Program
Attachments: NYS Sheriff Order Form.xls

Colonel McConville and Captain Greenough;

I am pleased to announce the first of several Train the Trainer class for the **Cleaning for Health Program** will be hosted by **Ulster County Correctional Facility January 24 & 25, 2023**. We are keeping the classes regional and between 13-15 participates. During our COVID visit you expressed interest in this program. Once you signed up, we will start to make arrangements to get you the items you need to move forward for the course and help fulfill the recommendations from your COVID Detection and Mitigation on site Visit.

These Items Include:

1. **Portion controlled chemical system throughout the jail** – *Paid for by the Grant for initial purchase*
2. **Electrostatic Sprayer System & initial Chemical** – *Paid for by the Grant for initial purchase*
3. **Microfiber Mopping equipment** – *Paid for by Grant and or Commissary funding*
4. **Color Coded Microfiber system** – *Paid for my Grant and or Commissary funding*
5. **Auto Scrubbers** – *Paid for my Grant and or Commissary funding*
6. **No Touch Cleaning equipment** - *Paid for my Grant and or Commissary funding*
7. **iMop** – *Paid for my Grant and or Commissary funding*
8. **Backpack vacuum** – *Paid for my Grant and or Commissary funding*
9. **Tracking** – ATP Meter – *Paid for by Grant*
10. **Auditing** – *see below Additional Costs paid for by Commissary*

ISSA, the worldwide cleaning industry association, has partnered with the New York State Sheriffs' Association (NYSSA) to launch the first-ever statewide training and certification program for incarcerated individuals in New York's County jail system. Those incarcerated in the state's county jail system will now have the opportunity to be certified as experts on cleaning for health from ISSA's Cleaning Management Institute (CMI).

Training will roll out in a phased approach starting with "Train the Trainer" which will certify correctional employees as Certified Professional Trainers in the field of commercial cleaning. The second phase includes the deployment of a new cleaning for health initiative within correctional facilities, followed by vocational instruction of incarcerated individuals.

COSTS:

Train the Trainer Program Costs \$3,800.00 per agency (can be paid for by the incarcerated individuals Commissary Account)

1. \$1,500.00 per county for the certification of your staff as a train the trainer
2. Classroom Material and exams per facility \$2,300.00 includes:
 1. 10 CMI Custodial Technician Basic Handbooks
 2. 10 CMI Custodial Technician Basic Exams
 3. Classroom Instructional DVD Set
3. All checks are to be made payable to ISSA and the attached worksheet must be filled out and returned to me as soon as possible but no later than January 6, 2023.

Auditing:

Additional optional startup costs:

The following pricing is for the **Annual Cleaning for Health Program Startup Support**. Price is based on the physical setup, installation, and instruction on methodology for one housing custodial closet, one common area custodial closet and initial integration of new tools. Additional closet setup will be executed by jail. Based on each Jails unique needs and size increased start up support can be provided at additional cost. A customized quote will be provided to facility leadership:

1. ISSA Normal Rate: \$10,000 starting based on size of facility
2. **NYSSA Rate: \$5,000** for one onsite visit and virtual conference calls to discuss planning and execution of new program.

The following pricing is for the **Annual Cleaning for Health Ongoing Support**. Price based on monthly review of ATP scores collected by the staff at the jail, annual site visit to verify execution of cleaning program, and six-month virtual review of results from ATP trends and comparison to the ISSA Clean Standard. Based on each Jails unique needs and size, increased frequency and ongoing support can be provided to increase frequency of testing at the same rate below.

3. ISSA Normal Rate: \$10,000 starting based on size of facility
4. **NYSSA Rate: \$5,000** for onsite and virtual conference call to discuss planning and execution of new program.

In order to get ready for the class and to get your agency ready with the supplies you will need to move forward I need to know if you're interested in getting this training as soon as possible If interested please fill out the attached form and return it to me by weeks end

Thank you

If any of you have any questions please reach out to me

Bob

Bob Cuttita

NYSSA Detection and Mitigation Manager

NYS Sheriffs' Association

27 Elk Street



RETURN ORDERS TO:
 Cleaning Management Institute
 421 New Karner Road, Suite 6
 Albany NY 12205
 Phone: 847.982.3485 ▪ Fax: 847.982.1012
 deanm@issa.com ▪ http://www.issa.com

Payment:
 Check _____ PO # _____ Credit Card: ___ Visa ___ MasterCard ___ American Express
 Card Number _____ Exp. Date _____ Security Code: _____

ISSA Cleaning for Health

Name: _____ CMI Member #: _____
 Company: _____
 Address: _____
 City, State, Zip: _____
 Country: _____
 Phone: _____ Fax: _____
 E-mail: _____

Quantity	Item #	Product Title	Price	Total
1	CMI-CUST	1 Registration for Train the trainer	1500.00	\$ 1,500.00
1	CMI-MAT	10 CMI Custodial Technician Basic Handbooks	2300.00	\$ 2,300.00
		10 CMI Custodial Technician Advanced Handbooks		\$ -
		1 Classroom Instructional DVD Set		\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Additional Comments: (R. Cuttita NYSSA)			Sub Total:	\$ 3,800.00
			State Sales Tax*:	\$ -
			Shipping & Handling	\$ -
			Total (US):	\$ 3,800.00

ALL ORDERS ARE FINAL

This Form Will Expire On

5/11/2023



RETURN ORDERS TO:
 Cleaning Management Institute
 421 New Karner Road, Suite 6
 Albany NY 12205
 Phone: 847.982.3485 ▪ Fax: 847.982.1012
 deanm@issa.com ▪ http://www.issa.com

Payment:
 Check _____ PO # _____ Credit Card: Visa MasterCard American Express
 Card Number _____ Exp. Date _____ Security Code: _____

ISSA Cleaning for Health

Name: SGT. Richard Greagor CMI Member # _____
 Company: POTNAM COUNTY Correctional FACILITY
 Address: 3 COUNTY CENTER
 City, State, Zip: CARMEL, NY 10512
 Country: US
 Phone: 845-225-5255 Fax: 845-228-1681
 E-mail: richard.greagor@potnamcountyny.gov

Quantity	Item #	Product Title	Price	Total
1	CMI-CUST	1 Registration for Train the trainer	1500.00	\$ 1,500.00
1	CMI-MAT	10 CMI Custodial Technician Basic Handbooks	2300.00	\$ 2,300.00
		10 CMI Custodial Technician Advanced Handbooks		\$ -
		1 Classroom Instructional DVD Set		\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Additional Comments: (R. Cuffita NYSSA)			Sub Total:	\$ 3,800.00
			State Sales Tax*:	\$ -
			Shipping & Handling	\$ -
			Total (US):	\$ 3,800.00

ALL ORDERS ARE FINAL

This Form Will Expire On

1/27/2023



Bill To

CORRECTIONAL FACILITY
3 COUNTY CENTER
CARMEL, NY 10512

Purchase Order

Fiscal Year 2023

Page: 1 of 1

**THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.**

Purchase Order # **23000140 - 00**

Delivery must be made within doors of specified destination.

Vendor

CLEANING MANAGEMENT INSTITUTE
421 NEW KARNER ROAD
ALBANY, NY 12205

Ship To

CORRECTIONAL FACILITY
3 COUNTY CENTER
CARMEL, NY 10512

VENDOR PHONE NUMBER	VENDOR FAX NUMBER	REQUISITION NUMBER	DELIVERY REFERENCE	
		154	B. CARROLL 845.225.5255	
DATE ORDERED	VENDOR NUMBER	DATE REQUIRED	FREIGHT METHOD/TERMS	DEPARTMENT/LOCATION
01/17/2023	22560	01/13/2023		JAIL
NOTES				

No changes may be made to this order without the written consent of the Purchasing Agent.
 EDUCATIONAL/TRAINING SERVICES
 CLEANING FOR HEALTH TRAINER COURSE FOR SGT. GREAGOR - JANUARY 24 & 25, 2023
 ULSTER COUNTY SHERIFF'S OFFICE

TRAVEL REQUEST ATTACHED
 COUNTY EXECUTIVE APPROVAL ATTACHED

ITEM #	DESCRIPTION / PART #	QTY	UOM	UNIT PRICE	EXTENDED PRICE
1	CLEANING FOR HEALTH COURSE JANUARY 24, 2023 - JANUARY 25, 2023 GL Account: 10315000 - 54640	1.0	EACH	\$3,800.00	\$3,800.00
GL SUMMARY					
	10315000 - 54640				\$3,800.00

Purchase Order Total \$3,800.00

Purchasing Agent's Approval
 This order is approved for issue subject to the availability of funds.

[Signature]
 Date: _____ John Tully Purchasing Agent

Certification of Funds
 Funds are available and have been encumbered to meet this expenditure.

[Signature]
 Date: _____ Michele Alfano-Sharkey County Auditor



PUTNAM COUNTY REQUEST FOR EDUCATION/TRAINING

Name Richard Greagor Department Sheriff's/Corrections

Description of Education/Training Requested:
Dates: From 01/24/2023 To 01/25/2023

Destination: Ulster County Sheriff's Office

Purpose (supporting documentation must be attached): Cleaning for Health Train the Trainer Course Program to educate incarcerated individuals in cleaning methods

All of the following sections must be completed and submitted before any education/training occurs.

A) County Vehicle Requested: Yes No County Executive Approval: (Signature)

B) Mandated Education/Training: Yes No

C) Education/Training Expenses Requested (include estimates if necessary):

LODGING (NIGHTS) *			
BREAKFASTS * (overnight only)		\$8.00	
LUNCHES * (overnight only)		\$10.00	
DINNERS * (overnight only)		\$20.00	
PARKING/TOLLS *			
AIRFARE *			
BUS/TRAIN/TAXI *			
PERSONAL CAR (miles)			
REGISTRATION FEE **	1	3,800.00	3,800.00
OVERTIME/COMP TIME			
GAS (County Car) *			
TOTAL			3,800.00

D) List those job responsibilities which will be missed during absence and indicate arrangements:
No coverage required, 8 hours of overtime for member for both days.

E) Employee Signature: (Signature) Date: 12/15/2022

F) Appropriations:
- Budget Line _____ Org _____ Object _____ Project _____
- Education/Training Amount Budgeted for Department \$ _____
- Education/Training Amount Used to Date by Department \$ _____

Department Head/Elected Official: (Signature) Date: 12/22/22

County Executive Approval: (Signature) Date: 12.22.22

* Receipts required per Resolution #59-2012, no meals for same day travel.
** Receipts required as well as literature on conference showing registration costs.
** Registration includes webinars, online courses or any non-travel courses.

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



Podson 4/11/23
sub 4/24
MICHAEL J. LEWIS
Chief Deputy Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner Of Finance

#Ch

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Chief Deputy Commissioner of Finance
RE: Budgetary Amendment – 23A020
DATE: April 10, 2023

At the request of the District Attorney's Office, the following budgetary amendment is required:

Increase Appropriations:

10116500 54936 10171	Partnership Initiative	\$	41,647
10199000 54980	General Contingencies	\$	101,157

Increase Estimated Revenues:

10116500 430890 10171	State Aid - Criminal Justice Discovery Reform Grant FY 22-23	\$	142,804
	Fiscal Impact - 2023 - (\$101,157)		
	Fiscal Impact - 2024 - \$ 0		

The New York State Division of Criminal Justice Services (DCJS) is providing funding to support local law enforcement agencies with expenses related to the discovery and pretrial reforms that took effect January 1, 2020. All funding provided is intended to support estimated costs during the SFY 2022-23.

Please forward to the appropriate committee.

Approved:

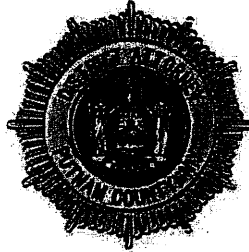
Kevin M. Byrne
County Executive

2023 APR 10 PM 4:53
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

23A020

CHIEF ASSISTANT DISTRICT ATTORNEY
Charia Krauss

FIRST ASSISTANT DISTRICT ATTORNEY
Breanne Smith



ASSISTANT DISTRICT ATTORNEYS
Todd Carpenter
Joseph Charbonneau
Mackenzie Ferguson
Larry Glasser
Melissa Lynch
Kerianne Morrissey

ROBERT V. TENDY
District Attorney

MEMORANDUM

March 7, 2023

TO: Kevin Byrne, County Executive
FROM: Robert V. Tendy, District Attorney
SUBJECT: Criminal Justice Discovery Reform Grant
(April 1, 2021, to March 31, 2022 submission)

Enclosed is the documentation for this year's Discovery Reform Grant. We were awarded \$267,804, which is \$19,527 more than the \$248,277 awarded to us last year.

This grant is intended to compensate:

- District Attorney's Offices
- Probation Departments
- Sheriff's Offices
- local police departments

for expenses these departments and agencies incurred as a result of the newly enacted bail and discovery reform laws.

While the grant funds are disbursed to the County, they are required to be shared by and distributed to the agencies and departments named above. Based on requests and documentation received by those agencies, upon receipt of the grant funds, it should be distributed as follows:

To non-county agencies:

Town of Kent Police Department - \$22,748
Town of Carmel Police Department - \$18,899

To county agencies:

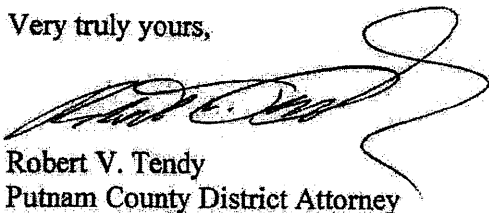
District Attorney's Office - \$118,985
Probation Department - \$35,596
Sheriff's Department - \$67,577

It is the intent of the grant that the funding be provided to these departments/agencies to compensate and reimburse them for the unforeseen and additional expenses imposed on them by the new laws.

It is required that the chief elected official of the county sign off on the grant and funding plan. Therefore, if you approve this year's grant application, please sign the letter that was submitted to you today and return it to us. We will then file the letter and necessary paperwork with the state.

If you have any questions in these regards, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert V. Tendy", with a large, stylized flourish extending from the end of the signature.

Robert V. Tendy
Putnam County District Attorney

Cc: James Burpoe, Deputy County Executive
Maria Donovan, Esq., Director of Compliance and Intergovernmental Relations
Matthew Covucci, Chief of Staff, County Executive Kevin Byrne



**Division of Criminal
Justice Services**

KATHY HOCHUL
Governor

ROSSANA ROSADO
Commissioner

YVONNE TURNER
Director of Funding

Grant Award Notice

Grantee/Contractor: Putnam County	Date: 6/28/2022
Program Name: Criminal Justice Discovery Reform Grant	Award Amount: \$267,804
Name of Official: MaryEllen Odell County Executive	SFY 2022-23 (April 1, 2022 to March 31, 2023)
Email: maryellen.odell@putnamcountyny.gov	Contract #: C460096

Criminal Justice Discovery Reform Grant - Additional Information:

The New York State Division of Criminal Justice Services (DCJS) is pleased to provide funding to your county to support local law enforcement agencies with expenses related to the implementation of discovery and pretrial reforms that took effect January 1, 2020. Your county's maximum award amount has been determined based on the prorated share of criminal court arraignments statewide.

Funding is contingent upon the submission by the county and subsequent DCJS approval of a Discovery Reform Funding Plan. Please see the attached *2022-23 Discovery Reform Application* and the *Discovery Reform Funding Plan* for additional information. All funding provided is primarily intended to support estimated costs during the state fiscal year 2022-23; however, this funding may also be used to cover any costs incurred in SFY 2021-22 (April 1, 2021 to March 31, 2022).

The county Discovery Reform Funding Plan should be submitted to DCJS using the DCJS Grants Management System (GMS). Additional information about GMS is provided in the attached Application document. Questions about the submission of the Plan should be emailed to DCJS at dcjsfunding@dcjs.ny.gov. Please include "Discovery Reform Question" in the subject line of your email. Any questions about GMS access or other technical assistance can also be directed to dcjsfunding@dcjs.ny.gov.

DCJS will assist counties in amending submitted Plans if needed. Once Plans are approved by DCJS, grantees will be notified and shall receive payment for their entire award. Thank you for all you do to enhance public safety. DCJS remains committed to working with you in our continued efforts to support the well-being and safety of all New York residents and visitors.

Attachment (2)

Cc: The Honorable Robert Tendy, Putnam County District Attorney
John Osterhout, Putnam County Probation Director



Phyp. 4-18-23 #609
C10.411
Approved

PHONE: 212-820-9300
FAX: 212-514-8425

7 WORLD TRADE CENTER
250 GREENWICH STREET
NEW YORK, NY 10007
WWW.HAWKINS.COM

NEW YORK
WASHINGTON
NEWARK
HARTFORD
LOS ANGELES
SACRAMENTO
SAN FRANCISCO
PORTLAND
ANN ARBOR
RALEIGH

(212) 820-9563

April 11, 2023

County of Putnam, New York
\$350,000 Serial Bonds for Pre-K/EI Vehicles
(Our File Designation: 4867/45710)

Mr. William J. Carlin, Jr.
Commissioner of Finance
County of Putnam
40 Gleneida Avenue
Carmel, New York 10512

2023 APR 12 AM 9:55
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Bill:

Pursuant to your request, I have prepared and enclose herewith a *draft* Extract of Minutes of the County Legislature meeting to be held on May 2, 2023, showing adoption of the above-referenced bond resolution and providing for publication, in summary.

Please note that the bond resolution is to be adopted by at least a two-thirds vote of the entire County Legislature membership.

A copy of the summary form of the bond resolution with the prescribed form of Clerk's statutory notice affixed in readiness for publication in the official County newspaper is also enclosed *as the last page of the attachment*. You will recall that publication of the bond resolution, in summary, commences a 20-day statute of limitations period pursuant to the provisions of Section 80.00 *et seq.* of the Local Finance Law.

Please obtain and forward to me a certified copy of the Extract of Minutes and original Affidavits of Publication, when available.

With all best wishes, I am

Very truly yours,

Daniel G. Birmingham

DGB:s
Enclosures

EXTRACT OF MINUTES

Meeting of the County Legislature of
the County of Putnam, New York

May 2, 2023

* * *

A regular meeting of the County Legislature of the County of Putnam, New York,
was held in said County on May 2, 2023, at _____ o'clock P.M. (Prevailing Time).

The following Legislators were present: Paul Jonke, Chair, and

There were absent:

Also present: Diane Schonfeld, Clerk of the County Legislature

* * *

Legislator _____ offered the following resolution
and moved its adoption:

**BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK,
ADOPTED MAY 2, 2023, AUTHORIZING THE ACQUISITION OF
VARIOUS PRE-K/EI VEHICLES AND RELATED EQUIPMENT;
STATING THE ESTIMATED TOTAL COST THEREOF IS \$350,000;
APPROPRIATING SAID AMOUNT THEREFOR; AND
AUTHORIZING THE ISSUANCE OF \$350,000 SERIAL BONDS OF
SAID COUNTY TO FINANCE SAID APPROPRIATION.**

THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Legislature) AS FOLLOWS:

Section 1. The County of Putnam, New York (herein called "County"), is hereby authorized to acquire Pre-K/EI vehicles and related equipment. The estimated total cost of said class of objects or purposes, including preliminary costs and costs incidental thereto and to the financing thereof, is \$350,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of \$350,000 serial bonds of the County to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the County to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Bonds of the County in the principal amount of \$350,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance said appropriation.

Section 3. The period of probable usefulness of the class of objects or purposes for which said bonds are authorized to be issued pursuant to this resolution, within the limitations of Section 11.00 a. 29 of the Law, is five (5) years.

Section 4. The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the County for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 5. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the County, payable as to both principal and interest by general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the County by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 6. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds having substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and Sections 50.00, 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the County Legislature relative to authorizing bond anticipation notes, or the renewals thereof, and relative to providing for substantially level or declining annual debt service, and prescribing the terms, form and contents, and as to the sale and issuance of the bonds herein authorized, and of any bond

anticipation notes issued in anticipation of said bonds, and the renewals of said notes, as well as to executing agreements for credit enhancements, are hereby delegated to the Commissioner of Finance, the chief fiscal officer of the County.

Section 7. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 8. This bond resolution shall take effect upon the approval of the Putnam County Executive, and the Clerk of the County Legislature is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in "*The Putnam Times*," a newspaper having a general circulation in the County and hereby designated as the official newspaper of the County for such publication.

* * *

The adoption of the foregoing resolution was seconded by Legislator

_____ and duly put to a vote on roll call, which resulted as follows:

AYES:

NOES:

The resolution was declared adopted.

Dated: _____

APPROVED: _____

Kevin M. Byrne
Putnam County Executive

Date of Approval: _____, 2023

CERTIFICATE

I, Diane Schonfeld, Clerk to the County Legislature of the County of Putnam, State of New York, HEREBY CERTIFY that the Resolution No. ____-2023 contained in the foregoing annexed extract from the minutes of a meeting of the County Legislature of said County of Putnam duly called and held on May 2, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said County Legislature and is a true, complete and correct copy thereof and of the whole of said original Resolution, which was duly adopted by the County Legislature of the County of Putnam on May 2, 2023 and approved by the County Executive on May __, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County of Putnam this ____ day of May, 2023.

(SEAL)

Diane Schonfeld
Clerk to the County Legislature

**PLEASE HAVE THE FOLLOWING
PAGE PUBLISHED IN THE
COUNTY'S OFFICIAL
NEWSPAPERS FOLLOWING
ADOPTION OF THE BOND
RESOLUTION**

NOTICE

The resolution, a summary of which is published herewith, has been adopted on May 2, 2023, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the COUNTY OF PUTNAM, New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the constitution.

Diane Schonfeld
Clerk to the County Legislature

BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK, ADOPTED MAY 2, 2023, AUTHORIZING THE ACQUISITION OF VARIOUS PRE-K/EI VEHICLES AND RELATED EQUIPMENT; STATING THE ESTIMATED TOTAL COST THEREOF IS \$350,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF \$350,000 SERIAL BONDS OF SAID COUNTY TO FINANCE SAID APPROPRIATION.

Object or purpose: the acquisition of various Pre-K/EI vehicles and related equipment.

Period of probable
usefulness: five (5) years

Amount of obligations
to be issued: \$350,000

A complete copy of the bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Clerk to the Legislature, at the County Office Building, 40 Gleneida Avenue, Carmel, New York.

Dated: May 2, 2023
 Carmel, New York

Hawkins
DELAFIELD & WOOD LLP

Plup.
4-18-23
Approved
#Gj

PHONE: 212-820-9300
FAX: 212-514-8425

7 WORLD TRADE CENTER
250 GREENWICH STREET
NEW YORK, NY 10007
WWW.HAWKINS.COM

NEW YORK
WASHINGTON
NEWARK
HARTFORD
LOS ANGELES
SACRAMENTO
SAN FRANCISCO
PORTLAND
ANN ARBOR
RALEIGH

(212) 820-9563

April 11, 2023

County of Putnam, New York

\$600,000 Serial Bonds for Highway Vehicles and Equipment

(Our File Designation: 4867/45710)

William J. Carlin, Jr., CPA
Commissioner of Finance
County of Putnam
40 Gleneida Avenue
Carmel, New York 10512

2023 APR 12 AM 9:55
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Bill:

Pursuant to your request, I have prepared and enclose herewith a draft Extract of Minutes of the County Legislature meeting to be held on May 2, 2023, showing adoption of the above-referenced bond resolution and providing for publication, in summary.

Please note that the bond resolution is to be adopted by at least a two-thirds vote of the entire County Legislature membership.

A copy of the summary form of the bond resolution with the prescribed form of Clerk's statutory notice affixed in readiness for publication in the official County newspaper is also enclosed *as the last page of the attachment*. You will recall that publication of the bond resolution, in summary, commences a 20-day statute of limitations period pursuant to the provisions of Section 80.00 et seq. of the Local Finance Law. Please obtain and forward to me a certified copy of the Extract of Minutes and an original Affidavits of Publication, when available.

With all best wishes, I am

Very truly yours,



Daniel G. Birmingham

DGB:s
Enclosures

EXTRACT OF MINUTES

Meeting of the County Legislature of
the County of Putnam, New York

May 2, 2023

* * *

A regular meeting of the County Legislature of the County of Putnam, New York, was held at the Historic County Courthouse, Gleneida Avenue, Carmel, New York, on May 2, 2023, at _____ o'clock P.M. (Prevailing Time).

The following Legislators were present: Paul Jonke, Chairman, and

There were absent:

Also present: Diane Schonfeld, Clerk of the County Legislature

* * *

Legislator _____ offered the following resolution
and moved its adoption:

BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK, ADOPTED MAY 2, 2023, AUTHORIZING THE ACQUISITION OF VARIOUS VEHICLES AND HEAVY EQUIPMENT FOR THE HIGHWAY DEPARTMENT; STATING THE ESTIMATED TOTAL COST THEREOF IS \$600,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF \$600,000 SERIAL BONDS OF SAID COUNTY TO FINANCE SAID APPROPRIATION.

THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Legislature) AS FOLLOWS:

Section 1. The County of Putnam, New York (herein called "County"), is hereby authorized to acquire various vehicles and heavy equipment for the highway department. The estimated total cost of such class of objects or purposes, including preliminary costs and costs incidental thereto and to the financing thereof, is \$600,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of \$600,000 serial bonds of the County to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the County to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Bonds of the County in the principal amount of \$600,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance said appropriation.

Section 3. The period of probable usefulness of the class of objects or purposes for which said bonds are authorized to be issued pursuant to this resolution, within the limitations of Section 11.00 a. 28 of the Law, is fifteen (15) years.

Section 4. The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the County for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 5. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the County, payable as to both principal and interest by general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the County by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 6. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds having substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and Sections 50.00, 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the County Legislature relative to authorizing bond anticipation notes, or the renewals thereof, and relative to providing for substantially level or declining annual debt service, and prescribing the terms, form and contents, and as to the sale and issuance of the bonds herein authorized, and of any bond

anticipation notes issued in anticipation of said bonds, and the renewals of said notes, as well as to executing agreements for credit enhancements, are hereby delegated to the Commissioner of Finance, the chief fiscal officer of the County.

Section 7. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 8. This bond resolution shall take effect upon the approval of the Putnam County Executive, and the Clerk of the County Legislature is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in "*The Putnam County Times*," a newspaper having a general circulation in the County and hereby designated as the official newspaper of the County for such publication.

* * *

The adoption of the foregoing resolution was seconded by Legislator

_____ and duly put to a vote on roll call, which resulted as follows:

AYES:

NOES:

The resolution was declared adopted.

Dated: _____

APPROVED: _____
Kevin M. Byrne
Putnam County Executive

Date of Approval: _____, 2023

CERTIFICATE

I, Diane Schonfeld, Clerk to the County Legislature of the County of Putnam, State of New York, HEREBY CERTIFY that the Resolution No. ____-2023 contained in the foregoing annexed extract from the minutes of a meeting of the County Legislature of said County of Putnam duly called and held on May 2, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said County Legislature and is a true, complete and correct copy thereof and of the whole of said original Resolution, which was duly adopted by the County Legislature of the County of Putnam on May 2, 2023 and approved by the County Executive on May __, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County of Putnam this ____ day of May, 2023.

(SEAL)

Diane Schonfeld
Clerk to the County Legislature

**PLEASE HAVE THE FOLLOWING
PAGE PUBLISHED IN THE
COUNTY'S OFFICIAL
NEWSPAPERS FOLLOWING
ADOPTION OF THE BOND
RESOLUTION**

NOTICE

The resolution, a summary of which is published herewith, has been adopted on May 2, 2023, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the COUNTY OF PUTNAM, New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the constitution.

Diane Schonfeld
Clerk to the County Legislature

BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK,
ADOPTED MAY 2, 2023, AUTHORIZING THE ACQUISITION OF
VARIOUS VEHICLES AND HEAVY EQUIPMENT FOR THE
HIGHWAY DEPARTMENT; STATING THE ESTIMATED TOTAL
COST THEREOF IS \$600,000; APPROPRIATING SAID AMOUNT
THEREFOR; AND AUTHORIZING THE ISSUANCE OF \$600,000
SERIAL BONDS OF SAID COUNTY TO FINANCE SAID
APPROPRIATION.

Object or purpose: the acquisition of various vehicles and heavy equipment for the highway department, at the aggregate estimated cost of \$600,000.

Period of probable
usefulness: fifteen (15) years

Amount of obligations
to be issued: \$600,000

A complete copy of the bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Clerk to the Legislature, at the County Office Building, 40 Gleneida Avenue, Carmel, New York.

Dated: May 2, 2023
 Carmel, New York

2023	CENTRAL	AUTOMOTIVE	BUDGET	EQUIPMENT			
	NEW	SNOW	DEPT	USAGE	REPLACING	CONDITION	PRICE/EST
	MACK DUMP	YES	HIGHWAY	SNOW/ROAD REPAIR	E-721	4+	\$365,000
	4WD DUMP	YES	PARKS	SNOW/PARK MTCE.	E-795	4	\$ 69,000
	VAN	NO	FACILITIES	FACILITIES REPAIR	E-729	4	\$ 38,000
	CREW CAB	YES	HIGHWAY	SNOW/ROAD REPAIR	E-850	3+	\$ 60,000
	DUMP BODY	YES	HIGHWAY	SNOW/ROAD REPAIR	E-744 BODY	4+	\$ 65,000

Note: 1 – New

5 – Taken out of use



- Prop. - 4/18
- audit
4/27

Resc

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

#OK

DEPARTMENT OF FINANCE

MEMORANDUM

2023 APR 11 PM 4:35
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance
Re: Budgetary Amendment - 23A021
Date: April 11, 2023

WJC

At the request of the Commissioner of Highways & Facilities, the following budgetary amendment is required.

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 52660 52304 Highway Equipment 100,000

Increase Estimated Revenues:

05000 45710N 52304 2023 Serial Bond Proceeds 100,000

Fiscal Impact - 2023 - \$ 0
Fiscal Impact - 2024 - Unknown Debt Service

This Resolution is required to adjust the 2023 adopted capital budget to include additional funding to address increasing costs. A proposed bond resolution will follow under separate cover.

Approved : _____
Kevin M. Byrne
County Executive

23 A021

2023	CENTRAL	AUTOMOTIVE	BUDGET	EQUIPMENT			
	NEW	SNOW	DEPT	USAGE	REPLACING	CONDITION	PRICE/EST
	MACK DUMP	YES	HIGHWAY	SNOW/ROAD REPAIR	E-721	4+	\$365,000
	4WD DUMP	YES	PARKS	SNOW/PARK MTCE.	E-795	4	\$ 69,000
	VAN	NO	FACILITIES	FACILITIES REPAIR	E-729	4	\$ 38,000
	CREW CAB	YES	HIGHWAY	SNOW/ROAD REPAIR	E-850	3+	\$ 60,000
	DUMP BODY	YES	HIGHWAY	SNOW/ROAD REPAIR	E-744 BODY	4+	\$ 65,000

Note: 1 – New

5 – Taken out of use



cc: all
AMA

Resc

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

#02.

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 23A022
Date: April 15, 2023

At the request of the Commissioner of Finance, the following budgetary amendment is required.

Increase estimated appropriations:

10116200 54408 Special Projects 60,000

Increase estimated revenues:

10116200 430211 State Aid - Court Facilities 60,000

Fiscal Impact - 2023 - 0

Fiscal Impact - 2024 - 0

This Resolution is necessary to adjust the 2023 budget to account for State Aid from the New York State Office of Court Administration to fund a courthouse painting project. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

2023 APR 18 AM 11:20
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

23A022

40 Gleneida Avenue
Carmel, New York 10512
Phone : 845-808-1075 X49325
Michael.Lewis@putnamcountyny.gov

From: Evelyn F. Leonard <efleonard@nycourts.gov>
Sent: Friday, April 14, 2023 11:02 AM
To: Michael Lewis <Michael.Lewis@putnamcountyny.gov>
Subject: RE: Courthouse hall painting

PUTNAM COUNTY NOTICE

THIS EMAIL IS FROM AN EXTERNAL SENDER! DO NOT click links, DO NOT open attachments, DO NOT forward if you were not expecting this email or if it seems suspicious in any way! REMEMBER: NEVER provide your user ID or password to anyone for any reason!

Good morning Michael,

I have reached out to Department of Financial Management and confirmed that the painting/tenant work will be a covered expense and can be included in the 2023-24 proposed budget.

Please include in your proposed budget for 2023-24 \$60,000 for tenant work.

Thank you.

Evelyn

From: Michael Lewis <Michael.Lewis@putnamcountyny.gov>
Sent: Wednesday, April 12, 2023 1:57 PM
To: Evelyn F. Leonard <efleonard@nycourts.gov>
Cc: Thomas Feighery <Thomas.Feighery@putnamcountyny.gov>; John Tully <John.Tully@putnamcountyny.gov>; James Dunn <James.Dunn@putnamcountyny.gov>; Joseph Bellucci <Joseph.Bellucci@putnamcountyny.gov>
Subject: FW: Courthouse hall painting
Importance: High

Hi Evelyn - Based on the reference check for A&J Construction (see below), the County would like to proceed with the Courthouse Hall Painting Project based on the walkthrough when you were here last. We'd like to know how to proceed. We couldn't get this project done under the 22-23 OCA grant (3/31/23) due to time constraints but will the County be granted the additional funds under the 23-24 OCA Grant if we were to move forward? We might need to go before the legislative board to get approval to move forward with the project, but it would also be helpful to let them know that the NYSUCS will obligate these funds as well.

Please advise.

Ty Mike

Michael Lewis
Chief Deputy Commissioner of Finance
Putnam County Finance Department
40 Gleneida Avenue
Carmel, New York 10512
Phone : 845-808-1075 X49325
Michael.Lewis@putnamcountyny.gov

From: James Dunn <James.Dunn@putnamcountyny.gov>
Sent: Wednesday, April 12, 2023 10:09 AM
To: Michael Lewis <Michael.Lewis@putnamcountyny.gov>; John Tully <John.Tully@putnamcountyny.gov>
Cc: Joseph Bellucci <Joseph.Bellucci@putnamcountyny.gov>; Thomas Feighery <Thomas.Feighery@putnamcountyny.gov>; Pete Pasquerello <pete.pasquerello@putnamcountyny.gov>
Subject: FW: Courthouse hall painting

From: James Dunn
Sent: Friday, March 31, 2023 7:34 AM
To: Alexis Hawley <Alexis.Hawley@putnamcountyny.gov>
Cc: Pete Pasquerello <pete.pasquerello@putnamcountyny.gov>
Subject: Courthouse hall painting

Good morning

I wanted to let you know that I completed checking the references for A & J Construction for the Courthouse Hall painting project.

All excellent reviews.

Please advise on how we proceed from here.

Thanks

James Dunn
Putnam County Highways and Facilities
842 Fair Street
Carmel, New York 10512
James.dunn@putnamcountyny.gov



cc: all
ATA

R...

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

#Com

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance
Re: Budgetary Amendment - 23A023
Date: April 15, 2023

WJC

At the request of the Commissioner of Finance, the following budgetary amendment is required.

Increase estimated appropriations:

25117000 54950 Legal Aid Society 47,282

Increase estimated revenues:

25117000 430251 State Aid - Indigent Legal Services 47,282

Fiscal Impact - 2023 - 0

Fiscal Impact - 2024 - 0

This Resolution is necessary to adjust the 2023 budget to account for State Aid from the New York State Office of indigent Legal Services as per the attached schedule. The County acts as a pass through for these funds. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

2023 APR 18 AM 11:20
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

23A023

SCHEDULE A - 1/1/23-12/31/23

<u>SOURCE OF FUNDS</u>	BUDGET LINE	AMOUNT
COUNTY FUNDS	25117000 54950	605,559
STATE AID - HURRELL HARRING	25117000 54950	788,929
STATE AID - DISTRIBUTION # 9	25117000 54950	47,282
STATE AID - DISTRIBUTION # 10	25117000 54950	47,282
STATE AID - THIRD UPSTATE QUALITY IMPROVEMENT AND CASELOAD REDUCTION	25117000 54950	100,000
STATE AID - DISTRIBUTION # 11	25117000 54950	189,128
STATE AID - DISTRIBUTION # 12	25117000 54950	47,282
STATE AID - DISTRIBUTION # 13	25117000 54950	47,282
STATE AID - 3RD CAFA	25117000 54950	<u>414,408</u>
SUB TOTAL	25117000 54950	2,287,152
FORENSIC FEES	25117000 54943	<u>11,000</u>
TOTAL - LEGAL AID SOCIETY FUNDING		2,298,152
MONTHLY ALLOCATION	25117000 54950	190,596.00
MONTHLY ALLOCATION	25117000 54943	<u>916.67</u>
TOTAL MONTHLY ALLOCATION		191,512.67

NOTE: Does not include parental representation contract in process



CC: all
ATA

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

#7

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 22T421
Date: April 15, 2023

2023 APR 17 PM 2:36
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is required.

CAPITAL FUND:

Increase estimated appropriations:

SEE ATTACHED SHEET 18,825,807.00

Increase estimated revenues:

SEE ATTACHED SHEET 18,825,807.00

Fiscal Impact - 2023 - \$ 0
Fiscal Impact - 2024 - \$ 0

This Resolution is required to record ARPA revenue in the general fund as per the accounting bulletin released by the New York State Comptrollers Office. The County had recorded the ARPA revenue in the Capital Projects fund necessitating this change.

Approved:

Kevin M, Byrne
County Executive

22T421

FUND	ORG	OBJ	PROJECT	DESCRIPTION	INCREASE		DECREASE		COMMENTS
					ESTIMATED REVENUES	ESTIMATED REVENUES	ESTIMATED REVENUES	ESTIMATED REVENUES	
05	55197000	449898	50245	FED AID - ARPA CFDA 21.027				1,000,000	PER OSC ACCOUNTING BULLETIN
05	55997000	449898	51622	FED AID - ARPA CFDA 21.028				415,000	PER OSC ACCOUNTING BULLETIN
05	55197000	449898	51912	FED AID - ARPA CFDA 21.029				190,800	PER OSC ACCOUNTING BULLETIN
05	55197000	449898	52202	FED AID - ARPA CFDA 21.030				1,000,000	PER OSC ACCOUNTING BULLETIN
05	55197000	449898	52204	FED AID - ARPA CFDA 21.031				600,000	PER OSC ACCOUNTING BULLETIN
05	57110000	449898	52212	FED AID - ARPA CFDA 21.032				400,000	PER OSC ACCOUNTING BULLETIN
05	53097000	449898	52224	FED AID - ARPA CFDA 21.033				1,500,000	PER OSC ACCOUNTING BULLETIN
05	58989000	449898	52228	FED AID - ARPA CFDA 21.034				30,000	PER OSC ACCOUNTING BULLETIN
05	53097000	449898	51601	FED AID - ARPA CFDA 21.035				2,500,000	PER OSC ACCOUNTING BULLETIN
05	55197000	449898	51716	FED AID - ARPA CFDA 21.036				211,300	PER OSC ACCOUNTING BULLETIN
05	55197000	449898	51914	FED AID - ARPA CFDA 21.037				520,000	PER OSC ACCOUNTING BULLETIN
05	55197000	449898	52201	FED AID - ARPA CFDA 21.038				500,000	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52214	FED AID - ARPA CFDA 21.039				1,718,885	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52215	FED AID - ARPA CFDA 21.040				660,401	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52216	FED AID - ARPA CFDA 21.041				602,142	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52217	FED AID - ARPA CFDA 21.042				590,828	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52218	FED AID - ARPA CFDA 21.043				369,670	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52219	FED AID - ARPA CFDA 21.044				796,064	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52220	FED AID - ARPA CFDA 21.045				128,394	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52221	FED AID - ARPA CFDA 21.046				101,671	PER OSC ACCOUNTING BULLETIN
05	56989000	449898	52222	FED AID - ARPA CFDA 21.047				31,945	PER OSC ACCOUNTING BULLETIN
05	53097000	449898	52223	FED AID - ARPA CFDA 21.048				2,000,000	PER OSC ACCOUNTING BULLETIN
05	58989000	449898	52225	FED AID - ARPA CFDA 21.049				2,500,000	PER OSC ACCOUNTING BULLETIN
05	58989000	449898	52226	FED AID - ARPA CFDA 21.050				130,000	PER OSC ACCOUNTING BULLETIN
05	58989000	449898	52227	FED AID - ARPA CFDA 21.051				25,000	PER OSC ACCOUNTING BULLETIN
05	55197000	449898	52229	FED AID - ARPA CFDA 21.052				303,707	PER OSC ACCOUNTING BULLETIN
05	55197000	428601	50245	TRANSFER FROM GEN FUND		1,000,000			PER OSC ACCOUNTING BULLETIN
05	55997000	428601	51622	TRANSFER FROM GEN FUND		415,000			PER OSC ACCOUNTING BULLETIN
05	55197000	428601	51912	TRANSFER FROM GEN FUND		190,800			PER OSC ACCOUNTING BULLETIN
05	55197000	428601	52202	TRANSFER FROM GEN FUND		1,000,000			PER OSC ACCOUNTING BULLETIN
05	55197000	428601	52204	TRANSFER FROM GEN FUND		600,000			PER OSC ACCOUNTING BULLETIN

FUND	ORG	OBJ	PROJECT	DESCRIPTION	INCREASE ESTIMATED REVENUES	DECREASE ESTIMATED REVENUES	COMMENTS
05	57110000	428601	52212	TRANSFER FROM GEN FUND	400,000		PER OSC ACCOUNTING BULLETIN
05	53097000	428601	52224	TRANSFER FROM GEN FUND	1,500,000		PER OSC ACCOUNTING BULLETIN
05	58989000	428601	52228	TRANSFER FROM GEN FUND	30,000		PER OSC ACCOUNTING BULLETIN
05	53097000	428601	51601	TRANSFER FROM GEN FUND	2,500,000		PER OSC ACCOUNTING BULLETIN
05	55197000	428601	51716	TRANSFER FROM GEN FUND	211,300		PER OSC ACCOUNTING BULLETIN
05	55197000	428601	51914	TRANSFER FROM GEN FUND	520,000		PER OSC ACCOUNTING BULLETIN
05	55197000	428601	52201	TRANSFER FROM GEN FUND	500,000		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52214	TRANSFER FROM GEN FUND	1,718,885		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52215	TRANSFER FROM GEN FUND	660,401		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52216	TRANSFER FROM GEN FUND	602,142		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52217	TRANSFER FROM GEN FUND	590,828		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52218	TRANSFER FROM GEN FUND	369,670		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52219	TRANSFER FROM GEN FUND	796,064		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52220	TRANSFER FROM GEN FUND	128,394		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52221	TRANSFER FROM GEN FUND	101,671		PER OSC ACCOUNTING BULLETIN
05	56989000	428601	52222	TRANSFER FROM GEN FUND	31,945		PER OSC ACCOUNTING BULLETIN
05	53097000	428601	52223	TRANSFER FROM GEN FUND	2,000,000		PER OSC ACCOUNTING BULLETIN
05	58989000	428601	52225	TRANSFER FROM GEN FUND	2,500,000		PER OSC ACCOUNTING BULLETIN
05	58989000	428601	52226	TRANSFER FROM GEN FUND	130,000		PER OSC ACCOUNTING BULLETIN
05	58989000	428601	52227	TRANSFER FROM GEN FUND	25,000		PER OSC ACCOUNTING BULLETIN
05	55197000	428601	52229	TRANSFER FROM GEN FUND	303,707		PER OSC ACCOUNTING BULLETIN
					\$ 18,825,807	\$ 18,825,807	

COUNTY OF PUTNAM

FUND TRANSFER REQUEST # 940

cc:all
Health-FY1
A+A - sign

Sign

#8

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: March 28, 2023

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2023 APR - 3 PM 3:35

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT	PURPOSE
26401001-54162-10170 Imm. COVID-Signs	26401001-51093-10170 Imm.-COVID-Overtime	\$15,375.00	Traffic board display sign originally in this grant budget will not be purchased. Funds will be transferred to cover Overtime for monthly evening migrant clinics for 2023.
26401001-54162-10170 Imm. COVID-Signs	26401001-58002-10170 Imm. COVID-FICA	\$ <u>1,176.00</u>	
Total		\$16,551.00	

2022 Fiscal Impact \$ 0.00

2023 Fiscal Impact \$ 0.00

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

Date Commissioner of Finance / Designee: Initiated by: \$0 - \$5,000.00

Date County Executive / Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date Chairperson Audit / Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

→

237079

cc: alle
Health
A+H

Reso
#9

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: Commissioner of Finance
 FROM: William Orr, Senior Fiscal Manager
 DEPT: Health
 DATE: March 28, 2023

2023 APR - 3 PM 3:32
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
10199000 54980 Contingency	12401000 54370 EHS Automotive	\$6,724.35	Repair damage to 2021 Jeep Compass Sport Vehicle. Should insurance cover the repair, contingency will be replenished.

2023_ Fiscal Impact \$ 6724.75

2024_ Fiscal Impact \$ 0.00

 Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

 Date Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00

 Date County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

 Date Chairperson Audit /Designee: \$0 - \$10,000.00

 Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

23T084



PUTNAM COUNTY DEPARTMENT OF HEALTH

1 Geneva Road, Brewster, NY 10509 ■ 845-808-1390
www.putnamcountyny.gov/health

A PHAB-ACCREDITED HEALTH DEPARTMENT

MaryEllen Odell
COUNTY EXECUTIVE

Michael J. Nesheiwat, MD
COMMISSIONER OF HEALTH

MEMORANDUM

TO: William J. Carlin, Jr., Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager *WAO*
DATE: March 28th, 2023
RE: Budgetary Amendment

Please process a Budgetary Amendment for the following accounts:

Decrease Contingency *10199000.54980* \$6724.35

TOTAL \$6724.35

Increase Expense: 12401000-54370 \$6724.35
EHS- Automotive

Fiscal Impact + \$6724.35

See attached invoice from Auto Craft Body Collision. Repairs to 2021 Jeep Compass,
VIN# 3C4NJDAB8MT588068, Lic BE8889

237084

AUTO CRAFT BODY & COLLISION

auto@autocraftbody.com
146 Hill and Dale Rd, CARMEL, NY 10512
Phone: (845) 225-4565
FAX: (845) 225-4856

Workfile ID: d0aac38d
PartsShare: 7fNcMv
Federal ID: 272558295
License Number: 7110711

Preliminary Estimate

54370

Customer: PUTNAM COUNTY DEPT OF HEALTH

Written By: Anibal Cuba

Insured: PUTNAM COUNTY DEPT OF HEALTH Policy #: Claim #:
Type of Loss: Date of Loss: Days to Repair: 0
Point of Impact: 12 Front

Owner: PUTNAM COUNTY DEPT OF HEALTH (845) 808-1390 x43159 Business
Inspection Location: AUTO CRAFT BODY & COLLISION
146 Hill and Dale Rd
CARMEL, NY 10512
Repair Facility
(845) 225-4565 Day
Date Inspected: 3/20/2023
Insurance Company:

VEHICLE

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

VIN: 3C4NJDA88MT588068 Interior Color: Mileage In: 12,161 Vehicle Out:
License: BE8889 Exterior Color: WHITE Mileage Out:
State: NY Production Date: Condition: Job #:

TRANSMISSION
Automatic Transmision
4 Wheel Drive
POWER
Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors
DECOR
Dual Mirrors
Tinted Glass
Console/Storage

Overhead Console
CONVENIENCE
Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Message Center
Steering Wheel Touch Controls
Rear Window Wiper
Telescopic Wheel
Climate Control
Backup Camera

RADIO
AM Radio
FM Radio
Stereo
Search/Seek
Auxiliary Audio Connection
SAFETY
Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags

Head/Curtain Air Bags
Hands Free Device
SEATS
Cloth Seats
Bucket Seats
Reclining/Lounge Seats
WHEELS
Styied Steel Wheels
PAINT
Clear Coat Paint
OTHER
Rear Spoiler
California Emissions

237084

Preliminary Estimate

Customer: PUTNAM COUNTY DEPT OF HEALTH

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER & GRILLE					
2		O/H front bumper				3.0	
3	Repl	Bumper cover w/o ft prk aid	68499103AA	1	434.00	Incl.	3.0
4		Add for Clear Coat					1.2
5		Add for fog lamps				0.4	
6	Repl	Lower cover w/o chrome accent	5UQ11RXFAB	1	323.00	Incl.	
7	Repl	Lower grille w/o adaptive cruise	5UP93RXFAC	1	89.40	Incl.	
8	Repl	Lower absorber	68243831AB	1	99.35	Incl.	
9	R&I	Impact bar w/o adaptive cruise (ALU)				Incl.	
10	Repl	Applique	5VN85SZ0AB	1	71.55	Incl.	
11	Repl	Air deflector	68248765AC	1	186.00	Incl.	
12	Repl	LT Trim bezel w/o fog lights	5UP99RXFAA	1	16.15	Incl.	
13	R&I	R&I grille assy				Incl.	
14	Repl	RT Side retainer	68244508AB	1	12.30	Incl.	
15	Repl	LT Side retainer	68244509AB	1	12.30	Incl.	
16	R&I	License bracket				0.2	
17		FRONT LAMPS					
18	R&I	RT Headlamp assy				Incl.	
19	R&I	LT Headlamp assy				Incl.	
20	R&I	RT Signal lamp				Incl.	
21	Repl	LT Signal lamp	55112721AB	1	77.55	Incl.	
22		RADIATOR SUPPORT					
23	R&I	Sight shield				Incl.	
24	Repl	Radiator support	68243736AF	1	844.00	7.0	
25		Refrigerant recovery				m 0.4	
26		Add for auto trans				m 0.4	
27		AC Service				m 1.4	
28	Repl	Lower tie bar	68244412AB	1	41.95	Incl.	
29	Repl	RT Bracket	68245452AA	1	20.15	Incl.	
30	Repl	LT Bracket	68245452AA	1	20.15	Incl.	
31	Repl	RT Support bracket	68244416AA	1	22.25	Incl.	
32	Repl	LT Support bracket	68244416AA	1	22.25	Incl.	
33	Repl	Front cover	68306725AB	1	163.00	Incl.	
34	Repl	Under cover w/o Trailhawk	68244401AB	1	264.00	Incl.	
35	#	RT Radiator closure bracket (68251091AA)		1	24.15	0.5	
36	#	LT Radiator closure bracket (68251090AA)		1	24.15	0.5	
37		COOLING					
38	Repl	Radiator	68273401AA	1	354.00 m	Incl.	
39	Repl	Lower shield w/o Trailhawk	68244643AB	1	35.95	Incl.	
40	Repl	Fan assy	68249185AD	1	373.00 m	Incl.	

23T084

Preliminary Estimate

Customer: PUTNAM COUNTY DEPT OF HEALTH

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

41	R&I	Trans cooler			m	Incl.
42	R&I	Reservoir			m	Incl.
43	Repl	RT Side shield w/o Trailhawk	68244560AD	1	37.95	Incl.
44	Repl	LT Side shield w/o Trailhawk	68244561AB	1	37.95	Incl.
45	Repl	Lower hose w/o Trailhawk 9 spd trans	68249896AC	1	88.80	m 0.7
46		Deduct for Overlap				-0.4
47	#	COOLANT		2	50.00	
48		AIR CONDITIONER & HEATER				
49	Repl	Condenser	68273402AB	1	295.00	m Incl.
50	#	Subl Recharge R-1234		1	250.00	
51		FENDER				
52	Repl	RT Wheel opng mldg	5UP10RXFAB	1	93.30	0.3
53	Repl	LT Wheel opng mldg	5UP11RXFAB	1	93.30	0.3
54		ENGINE / TRANSAXLE				
55	R&I	Air cleaner assy			m	0.5
56	#	Repl Transmission Oil Pan (4752951AA)		1	107.00	4.0
57	#	drain transmission fluid		1		
58	#	transmission fluid waste disposal		1	20.00	
59	#	Repl ZF 9 Speed Transmission fluid		7	252.00	
60		WINDSHIELD				
61	R&I	R&I washer reservoir				0.3
62		VEHICLE DIAGNOSTICS				
63	*	Pre-repair scan		1	<u>125.00</u>	m
64	*	In-proc repair scan		1	<u>125.00</u>	m
65	*	Post-repair scan		1	<u>125.00</u>	m
66		MISCELLANEOUS OPERATIONS				
67	#	Rpr Teardown for estimate - no reassembly				3.0
68	*	Repl Cover car/bag		1	<u>10.00</u>	0.2
69	#	SET/UP & MEASURE UNI-BODY		1		T 2.5
70	#	PULL & ALIGN UNI-BODY TO SPECKS		1		T 2.0 F
71	#	DENIB & POLISH TO MATCH FACTORY CLEARCOAT		1		T 1.0
72	#	CLEAN FOR DELIVERY		1	10.00	T 1.0
73	#	FLEX ADDITIVE		1	15.00	T 0.3
74	#	HAZARDOUS WASTE DISPOSAL (paint related)		1	5.00	T
75	#	D&R BATTERY		1		0.3
76	#	RESET ELECTRICAL COMPONENTS		1		0.5
77	#	Protect open electrical connectors		1		0.5
78	#	Support & Maintain Battery Voltage		1		0.5
79	#	ROAD TEST		1		0.5

23T084

Preliminary Estimate

Customer: PUTNAM COUNTY DEPT OF HEALTH

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

80	#			
81	#	**HIDDEN DAMAGE MAY BE FOUND**	1	
SUBTOTALS			5,270.90	31.8
				4.2

ESTIMATE TOTALS

Category	Basls	Rate	Cost \$
Parts			5,240.90
Parts Discount	\$ 4,513.60	-7.0 %	-315.95
Body Labor	29.8 hrs @	\$ 46.00 /hr	1,370.80
Paint Labor	4.2 hrs @	\$ 46.00 /hr	193.20
Frame Labor	2.0 hrs @	\$ 46.00 /hr	92.00
Paint Supplies	4.2 hrs @	\$ 27.00 /hr	113.40
Miscellaneous			30.00
Subtotal			6,724.35
Grand Total			6,724.35

THE ABOVE IS AND ESTIMATE BASED ON OUR INSPECTION AND DOES NOT INCLUDE ANY ADDITIONAL PARTS OR LABOR WHICH MAY BE FOUND AFTER WORK HAS BEEN STARTED.OCCASIONALLY WORN OR DAMAGED PARTS MAY BE DISCOVERED WHICH WERE NOT EVIDENT ON FIRST INSPECTION.PARTS PRICES ARE CURRENT AND SUBJECT TO CHANGE.
 ALL REPAIRS GUARANTEED FROM DATE OF REPAIRS FOR DURATION OF ORIGINAL OWNERSHIP.
 I HEREBY AUTHORIZE AUTO CRAFT AUTO BODY INC. TO MAKE ABOVE REPAIRS TO MY VEHICLE. I ALSO AGREE THAT YOU ARE NOT RESPOSIBLE FOR LOSS OR DAMAGE TO VEHICLE OR ARTICLESLEFT IN VEHICLE IN CASE OF FIRE,THEFT OR ANY OTHER CAUSE BEYOND YOUR CONTROL.I HEREBY GRANT YOU AND/OR YOUR EMPLOYEES PERMISSION TO OPERATE THE VEHICLE HEREIN DESCRIBED ON STREETS,HIGHWAYS OR ELSEWARE FOR THE PURPOSE OF TESTING AND/OR INSPECTION.
 X _____ DATE _____

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR COMMERCIAL INSURANCE OR A STATEMENT OF CLAIM FOR ANY COMMERCIAL OR PERSONAL INSURANCE BENEFITS CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, AND ANY PERSON WHO, IN CONNECTION WITH SUCH APPLICATION OR CLAIM, KNOWINGLY MAKES OR KNOWINGLY ASSISTS, ABETS, SOLICITS OR CONSPIRES WITH ANOTHER TO MAKE A FALSE REPORT OF THE THEFT, DESTRUCTION, DAMAGE OR CONVERSION OF ANY MOTOR VEHICLE TO A LAW ENFORCEMENT AGENCY, THE DEPARTMENT OF MOTOR VEHICLES OR AN INSURANCE COMPANY, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE VALUE OF THE SUBJECT MOTOR VEHICLE OR STATED CLAIM FOR EACH VIOLATION.

You are entitled to the return of all replaced parts, except warranty and exchange parts, but you must ask for them in writing before any work is done. If you authorize work by phone, the shop must keep any replaced parts, and make them available when you pick up the vehicle.

237084

Preliminary Estimate

Customer: PUTNAM COUNTY DEPT OF HEALTH

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR3WC17, CCC Data Date 03/09/2023, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by thlrd party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS Information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2023 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

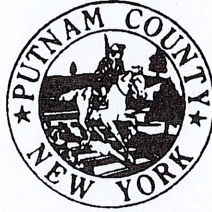
Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

237084



cc: all
P&R - 4/13
Audit - 4/24

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

#10

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 23T088
Date: April 6, 2023

2023 APR - 7 AM 11:34
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the County Attorney, the following budgetary transfer is required.

Increase estimated appropriations:

10142000 51000 (10118)	Personnel Services - Dep Cnty Attorney	102,511
10142000 58001	Retirement	15,112
10142000 58002	FICA	7,842
10142000 58003	Disability	171
10142000 58004	Workmans Comp	240
10142000 58006	Dental	1,228
10142000 58007	Life Insurance	706
10142000 58008	Health Insurance	34,299
10142000 58009	Vision	107
10142000 58011	Flex	2,166
		<hr/>
		164,382

Decrease Estimated Appropriations:

10120000 51000 (04114)	Personnel Services - Social Serv Attorney	102,511
10120000 58001	Retirement	15,112
10120000 58002	FICA	7,842
10120000 58003	Disability	171
10120000 58004	Workmans Comp	240
10120000 58006	Dental	1,228
10120000 58007	Life Insurance	706
10120000 58008	Health Insurance	34,299
10120000 58009	Vision	107
10120000 58011	Flex	2,166
		<hr/>
		164,382

Fiscal Impact - 2023 - \$ 0

Fiscal Impact - 2024 - \$ 0

This Resolution is required to abolish the position of vacant DSS attorney and create an additional Deputy County Attorney to be assigned to the Department of Social Services as per the attached correspondence.

Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

PAUL ELDRIDGE
Personnel Officer



ADRIENE IASONI
Deputy Personnel
Officer

CC: All
- Fees 4/13
- Audit 4/24

M · E · M · O · R · A · N · D · U · M

TO: Diane Schonfeld, Clerk to the Legislature
FROM: Paul Eldridge, Personnel Officer
DATE: April 6, 2023
SUBJECT: Item for Personnel Legislative Committee Meeting April 13, 2023

A request is hereby made to abolish one vacant position of DSS Attorney in the Department of Social Services (601004114) and create one additional Deputy County Attorney in the Law Department to be assigned to the Department of Social Services.

All parties affected by this change are supportive of it.

The appropriate budgetary transfer will follow under separate cover from the Finance Department.

Please place this item on the Personnel Committee agenda for April 13, 2023. Thank you.

Handwritten signature of Paul Eldridge in cursive.
Paul Eldridge
Personnel Officer

cc: Kevin M. Byrne, County Executive
Paul Jonke, Personnel Committee Chair
James Burpoe, Deputy County Executive
Michael Piazza, Commissioner of DSS and Mental Health
Compton Spain, County Attorney
William Carlin, Commissioner of Finance

2023 APR - 7 AM 11: 14
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY



CO: A11
- PERS
- Audit

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

#11

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance
Re: Budgetary Amendment - 23T089
Date: April 7, 2023

KJC

2023 APR - 7 PM 1:34
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of DSS/ Mental Health, the following budgetary transfer is required.

Increase estimated appropriations:

10198900 51000 (10102)	Personnel Svcs - OPWDD Coordinator	56,666
10198900 58001	Retirement	3,314
10198900 58002	FICA	4,335
10198900 58007	Life Insurance	390
10198900 58011	Flex	1,333
		<u>66,038</u>

Decrease Estimated Appropriations:

10198900 51000 (10101)	Personnel Services - Typist P/T	14,087
10198900 51094	Temporary	20,667
10431000 51094	Temporary	10,333
10199000 54980	Contingency	20,951
		<u>66,038</u>

Fiscal Impact - 2023 - \$ 20,951
Fiscal Impact - 2024 - Undetermined

This Resolution is required to create the position of OPWDD Coordinator. This is a management position with an annual salary of \$ 85,000. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

23T089

cc. All
Pres 4/13
Acct 4/24

PAUL ELDRIDGE
Personnel Officer



ADRIENE IASONI
Deputy Personnel
Officer

M · E · M · O · R · A · N · D · U · M

TO: Diane Schonfeld, Clerk to the Legislature
FROM: Paul Eldridge, Personnel Officer
DATE: April 7, 2023
SUBJECT: Item for Personnel Legislative Committee Meeting April 13, 2023

Our office has conducted and completed a classification review of the former position title of "Office for People with Developmental Disabilities (OPWDD) Coordinator" which is currently vacant. As a result of this review, we have reclassified this position as "Coordinator of the Office for Individuals with Disabilities".

A request is also made to abolish the vacant position of Typist (PT) in the Office for Disabilities (198910101) in the Department of Social Services. The funds from this abolished position combined with the reduction in the temporary line, from which the OPWDD Coordinator was paid, will be used in part, to cover this reclassification.

This proposed change was announced by County Executive Kevin Byrne at the State of the County held March 9, 2023. As was stated in his address, caregivers of someone who is differently abled is extraordinarily difficult. The creation of this position is an opportunity to make a positive impact on the lives of our most vulnerable residents.

Under separate cover, the Finance Department will provide the appropriate budgetary transfer.

Please place this item on the Personnel Committee agenda for April 13, 2023. Thank you.

Paul Eldridge
Paul Eldridge
Personnel Officer

- cc: Kevin M. Byrne, County Executive
- Paul Jonke, Personnel Committee Chair
- James Burpoe, Deputy County Executive
- Michael Piazza, Commissioner of DSS and Mental Health
- William Carlin, Commissioner of Finance

2023 APR - 7 AM 11:14
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

enclosure: Job Specification

COORDINATOR OF THE OFFICE FOR INDIVIDUALS WITH DISABILITIES

DISTINGUISHING FEATURES OF THE CLASS: Work involves responsibility for the planning, coordination and implementation of services provided to people with developmental disabilities and administration of the County Office of Individuals with Disabilities. Responsibilities include both planning and coordinating developmental disabilities services in the county, as well as working directly with individuals who have a variety of disabilities. Work is performed under general supervision of the Commissioner and Deputy Commissioner of Social Services/Mental Health, with wide leeway allowed for the exercise of independent judgment and initiative in the performance of duties and responsibilities. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Coordinates services provided by community agencies to ensure adequacy and effectiveness;
Serves as a community liaison in coalition building, program collaboration with hospitals, community agencies, schools, and other community groups as required;
Serves as the local government liaison with the New York State Office for People With Developmental Disabilities (OPWDD);
Plans and coordinates developmental disabilities services;
Writes, publishes and distributes a quarterly newsletter;
Develops and holds a yearly transition fair for students with disabilities ages 13-21;
Coordinates the delivery of joint services with mental health, health education, and alcohol and substance abuse providers;
Monitors and has fiscal oversight over contracts and grant programs for quality assurance;
Develops local government developmental disabilities plan and plans a yearly forum for community input;
Develops, maintains and updates developmental disabilities database of individuals and needs assessments;
Contacts families listed in the database to ascertain needs, and provides case management when necessary;
Develops and maintains resource inventory of referrals within the community;
Contacts school districts, doctors, libraries and churches for DDP4 for the Taconic Developmental Disabilities Services Office of the OPWDD;
Conducts parent support groups;
Prepares agenda and minutes for and facilitates monthly provider meetings and Community Services Board Developmental Disability Subcommittee meetings;
Attends Committee on Special Education meetings to help with educational programming;
Serves on educational task force;
Supports and provides back up to the Children's SPOA Coordinator;
Addresses and/or conducts parent/community support groups as required;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

COORDINATOR OF THE OFFICE FOR INDIVIDUALS WITH DISABILITIES (cont'd)

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles and techniques used in coordinating the delivery of developmental disability services; good knowledge of New York State rules and regulations as they apply to the administration of Developmental Disability services; good knowledge of the needs of individuals with developmental disabilities and corresponding treatment modalities; good knowledge of resources available to provide services for individuals with developmental disabilities; ability to read and understand contracts; ability to understand grants; ability to maintain effective working relationships with individuals and groups; ability to communicate effectively, both orally and in writing; initiative; tact; good judgment.

MINIMUM QUALIFICATIONS: Either

- a) Master's degree in a human services discipline, education, or mental health, and three (3) years of experience in the field of developmental disabilities, one (1) of which included the provision or coordination of services for the developmentally disabled; or
- b) Master's degree and five (5) years of experience in the field of developmental disabilities, one (1) of which included the provision or coordination of services for the developmentally disabled; or
- c) Bachelor's degree in a human services discipline, education or mental health, and five (5) years of experience in the field of developmental disabilities, two (2) of which included the provision or coordination of services for the developmentally disabled; or
- d) Bachelor's degree and seven (7) years of experience in the field of developmental disabilities, two (2) of which included the provision or coordination of services for the developmentally disabled

PLEASE NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education.

**51COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

#12

3000
CC: A11
Pers: 4/13
Audit 4/24

TO: Commissioner of Finance
FROM: Sheila Barrett, Deputy Commissioner of Finance
DEPT: Finance
DATE: April 6, 2023

I hereby request approval for the following transfer of funds all effective April 1, 2023

2023 APR - 7 AM 11:58
LEGISLATURE
PUTNAM COUNTY
CARMEL, IN

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10511100.51000.10101 Master Mechanic I (Retired)	10149000.51000.10112 Principal Account Clerk	\$ 4,228.00	Highway Reclassification from Senior Account Clerk
10511100.58002.10101 Master Mechanic I (Retired)	10149000.58002.10112 Principal Account Clerk	\$ 323.00	Highway Reclassification from Senior Account Clerk
10511100.51000.10101 Master Mechanic I (Retired)	10511100.51000.10132 HVAC Mechanic	\$ 2,354.00	Highway Reclassification from HVAC Technician
10511100.51000.10101 Master Mechanic I (Retired)	10511100.51000.10133 Maintenance Painter II	\$ 2,757.00	Highway Reclassification from Maintenance Painter
10511100.51000.10101 Master Mechanic I (Retired)	10511100.51000.10134 Building Maintenance Mechanic II	\$ 4,035.00	Highway Reclassification from Set Up Mechanic
10511100.51000.10101 Master Mechanic I (Retired)	10511100.51000.10135 Maintenance Electrician II	\$ 3,029.00	Highway Reclassification from Maint Electrician I
10511100.51000.10101 Master Mechanic I (Retired)	10511100.51000.10136 Building Maintenance Mechanic I	\$ 37,932.00	Highway Reclassification
10511100.58002.10101 Master Mechanic I (Retired)	10511100.58002 (for above) Positions 10132,10133,10134,10135,10136.	\$ 3,833.00	Highway Reclassifications
10511100.51000.10101 Master Mechanic I (Retired)	10711000.51000.10114 Assistant Maintenance Mason - CDL	\$ 6,470.00	Highway Reclassification from Laborer
10511100.51000.10101 Master Mechanic I (Retired)	10711000.51000.10122 Senior Park Ranger	\$ 2,881.00	Highway Reclassification from Park Ranger
10511100.51000.10101 Master Mechanic I (Retired)	10711000.51000.10123 Crew Chief	\$ 6,838.00	Highway Reclassification from Laborer

237090

10511100.58002.10101 Master Mechanic I (Retired)	10711000.58002 (for above) Positions 10114, 10122, 10123	\$ 1,239.00	Highway Reclassifications
10511100.51000.10101 Master Mechanic I (Retired)	10199000.54980 Contingency	\$ 14,428.00	Highway Reclassifications

Total \$ 90,347.00

23T090

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2023 Fiscal Impact (\$ 14,428.00)
 2024 Fiscal Impact undetermined

 Department Head Signature/Designee Date

AUTHORIZATION:

 Date Commissioner of Finance/Designee: Initiation and \$0-\$5,000.00

 Date County Executive/Designee: \$5,000.01 - \$10,000.00

 Date Chairperson Audit/Designee: \$0-\$10,000.00

 Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

23T090

First	Last	Unit	Current Title	Proposed Title	Current Salary	Proposed Salary	Annual Difference
Alana	Macaluso	Admin.	Senior Account Clerk	Principal Account Clerk	Grade 10, Step 1 \$48,827	Grade 13, Step 1 \$54,464	+ \$5,637
Ryan	Bay	Facilities	HVAC Tech	HVAC Mechanic	Grade 13, Step 4 \$66,380	Grade 15, Step 3 \$69,519	+ \$3,139
William	Christian	Facilities	Maintenance Painter	Maintenance Painter II	Grade 13, Step 4, 3 Longevities \$76,843	Grade 15, Step 3, 4 Longevities (Sept 2023) \$80,477 to \$82,891	+ \$6,048
Joseph	DiMattia	Facilities	Set Up Mechanic	Building Maintenance Mechanic II	Grade 11, Step 4, 2 Longevities \$67,803	Grade 13, Step 4, 2 Longevities \$73,184	+ \$5,381
Matthew	Erickson	Facilities	Laborer	HVAC Technician	Grade 7, Step 1 \$43,950	Grade 13, Step 1 \$54,464	Budgeted (Change of Title)
Richard	O'Connor	Facilities	Maintenance Electrician I	Maintenance Electrician II	Grade 17, Step 4 \$80,027	Grade 19, Step 3 \$84,065	+ \$4,038
Gennaro	Aceto	Parks	Laborer	Assistant Maintenance Mason II (w/o CDL)	Grade 7, Step 4, 2 Longevities \$58,593	Grade 13, Step 2, 3 Longevities (August 2023) \$67,024 to \$70,375	+ \$11,782
Ryan	Lepore	Parks	Park Ranger	Senior Park Ranger	Grade 8, Step 4, 1 Longevity \$57,852	Grade 11, Step 3, 1 Longevity \$61,694	+ \$3,842
Patrick	O'Sullivan	Parks	Laborer	Crew Chief	Grade 7, Step 4, 4 Longevities \$63,369	Grade 13, Step 2, 4 Longevities \$72,487	+ \$9,118
Michael	Calmey	Roads	RMEO II	Assistant Maintenance Mason II (w/CDL)	Grade 12, Step 4 \$63,871	Grade 14, Step 4 \$69,503	+ \$5,632*
Pete	Erickson	Roads	Supervising Crew Chief I	Supervising Crew Chief II	Grade 19, Step 4, 5 Longevities \$112,480	Grade 22, Step 2, 5 Longevities \$118,808	+ \$6,328*
David	Sblano	Roads	Assistant Maintenance Mason II (w/CDL)	Maintenance Mason	Grade 14, Step 4 \$69,503	Grade 17, Step 2 \$73,097	+ \$3,594*
Mark	Semo	Facilities	Master Mechanic I, Retirement February 28	Underfill as Building Maintenance Mechanic I	Grade 21, Step 4, 4 Longevities \$118,218 (\$84,953 after payout per KDF)	Grade 11, Step 1 \$50,576	\$34,377 Savings
							\$64,539
							Total Changes: + \$48,404**
							Net: - \$14,027

* There is an estimated \$14,162 in the Roads budget allocated to reclassifications

If \$14,162 from Roads is used, New Net:

** Changes to be made effective, 4/1. The total annual changes (\$64,539) has been reduced by 25% to account for the first quarter of the year, an estimated savings of \$16,135.

23T090



Thomas Feighery
Administrative Director

CC: x11
Pres.
4/13
Audit

DEPARTMENT OF
HIGHWAYS & FACILITIES
842 Fair Street
Carmel, New York 10512
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 AM 10:23
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

MEMORANDUM

TO: Diane Schonfeld, Clerk to Legislature

FROM: Thomas Feighery, Administrative Director

DATE: April 6, 2023

RE: Department of Highways and Facilities Reclassifications

In January of 2023, the Department of Highways & Facilities made a request to the Personnel Department to conduct job analysis reviews of several positions throughout our department.

For several years, a number of employees in divisions of the department (Roads, Facilities, Parks and Recreation) have been paid for assignments to higher grade positions for which they are qualified, pursuant to the CSEA agreement, Article IV, Section 8. When needed, these employees work in titles higher than their budgeted titles and are paid the differential rate for these hours. For many, this may be done on a daily basis. This submission seeks to correct that situation by many of these recommendations.

With the rise in the cost of goods and outside bids, having – and retaining – a skilled staff is significant in completing capital projects in-house, saving the County tens of thousands of dollars.

In many of the classifications delineated below, the incumbents have also acquired additional higher-level licenses or certifications of their own volition. This is in addition to training arranged and provided through Local 60.

After all classification documents were considered, including details provided by each incumbent, their supervisors, and myself, the Personnel Department has recommended the following reclassifications:

- Assistant Maintenance Mason II to Maintenance Mason, Roads
- Road Maintenance Equipment Operator II to Assistant Maintenance Mason II, Roads
- Supervising Crew Chief to Supervising Crew Chief II, Roads
- Laborer to Assistant Maintenance Mason II, Parks and Recreation
- Laborer to Crew Chief, Parks and Recreation
- Park Ranger to Senior Park Ranger, Parks and Recreation
- HVAC Technician to HVAC Mechanic, Facilities
- Laborer to HVAC Technician, Facilities
- Maintenance Electrician to Maintenance Electrician II, Facilities
- Maintenance Painter to Maintenance Painter II, Facilities
- Set Up Mechanic to Building Maintenance Mechanic II, Facilities
- Senior Account Clerk to Principal Account Clerk, Administration

A budgetary transfer will be provided by the Finance Department under separate cover.

Please refer this request to the Personnel committee for their review.

These recommendations have the support of County Executive Byrne. Thank you for your consideration of this request. I, along with Personnel Officer Paul Eldridge, will attend the Personnel Committee meeting on April 13th to answer any questions.

Thank you.

cc: Kevin Byrne, County Executive
James Burpoe, Deputy County Executive
Paul Eldridge, Personnel Officer
William Carlin, Commissioner of Finance



cc: All

- Pers - 4/13

Reso

- Audit - 4/24

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

#13

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance
Re: Budgetary Amendment - 23T091
Date: April 7, 2023

WJC

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2023 APR - 7 PM 1:34

At the request of the Director - OSR, the following budgetary transfer is required.

Increase estimated appropriations:

10677400 51000 (126)	Personnel Services	3,124
10677400 51000 10185 (126)	Personnel Services	1,765
10677800 51000 (126)	Personnel Services	3,554
10677400 51000 (114)	Personnel Services	1,120
10677400 51000 10185 (114)	Personnel Services	632
10677800 51000 (114)	Personnel Services	1,274
10677400 51000 (111)	Personnel Services	1,120
10677400 51000 10185 (111)	Personnel Services	632
10677800 51000 (111)	Personnel Services	1,274
10677400 51000 (130)	Personnel Services - F/T Cook	15,203
10677400 51000 10185 (130)	Personnel Services	8,588
10677800 51000 (130)	Personnel Services	17,299
		<hr/>
		55,585

Decrease Estimated Appropriations:

10677900 51094	Temporary	55,585
----------------	-----------	--------

Fiscal Impact - 2023 - \$ 0

Fiscal Impact - 2024 - \$ 0

This Resolution is required to fund the OSR kitchen personnel restructure as per the per the attached correspondence. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

23T091

Kevin M. Byrne
County Executive



cc: All
-Pees-4/13
Audit 4/24

Michael Cunningham
Director



MEMORANDUM

2023 APR -7 PM 1:07
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

DATE: April 7, 2023
TO: DIANE SCHONFELD
CLERK TO THE LEGISLATURE
CC: KEVIN M. BYRNE, COUNTY EXECUTIVE
JAMES BURPOE, DEPUTY COUNTY EXECUTIVE
WILLIAM CARLIN, COMMISSIONER OF FINANCE
PAUL ELDRIDGE, PERSONNEL OFFICER
FROM: MICHAEL CUNNINGHAM *Michael C Cunningham*
DIRECTOR, OFFICE FOR SENIOR RESOURCES
RE: PERSONNEL RESTRUCTURE PROPOSAL FOR OSR KITCHEN STAFF STAFFING

Putnam County Office for Senior Resources requests approval for a restructure of the kitchen staffing in our nutrition program. Staff of the nutrition team are essential to key deliverables and mission of the department.

OSR operates 4 kitchens, one in each of our 4 friendship centers. Our current staffing structure is heavily based on the use of **non"Cook" titled positions** functioning primarily in a cooking role and P/T **Food Service Helpers** in three of the four nutrition sites Carmel, Putnam Valley, and Philipstown. Our main kitchen at the Koehler Center in Mahopac includes a F/T **Cook** and 3 P/T **Food Service Helpers**. Overall kitchen operations are supervised by a F/T **Nutrition Services Coordinator/Head Cook**. Additionally, given the occurrence of vacancies as well sick, vacation and personal leave, and required staffing levels for kitchen operations, the use of substitutes for each of these positions is also necessary.

Recruiting for staff with sufficient cooking experience has been difficult; furthermore, **Food Service Helpers** job specifications indicate "Work is performed under direct supervision". Recruiting for substitutes has also been challenging.

We are requesting that 3 F/T **non "Cook" titled positions** (Grade 3) positions be converted to 3 F/T **Cook** (Grade 5) positions; each site would continue to have a P/T **Food Service Helper**. Staffing at the main

kitchen in Mahopac would remain same with a F/T **Cook** and 3 P/T **Food Service Helpers** as more complex dishes are routinely prepared and distributed to remaining sites from this location. We also request the addition of 1 new position - a F/T **Cook** as a "floater" to cover absences to reduce our dependency on substitutes. This type of "floater" position has worked well for our bus transportation services where we have a "floater" bus driver.

Functionality at each site will increase, allowing for additional time to be spent deep cleaning, future meal preparation and inventory reconciliation. The **Nutrition Services Coordinator's** role can resume more supervisory and quality assurance responsibilities, in turn, increasing efficiency and productivity from each kitchen.

Vacancies and absences year to date presents a savings opportunity (\$24,135) in 2023 to offset the annualized (\$4,822) fiscal impact of this restructure. Details as follows.

<u>Position</u>	<u>Period</u>	<u>Savings</u>	<u>Reason</u>
677410126	01/01/2023 – 03/31/2023	\$9,302	Vacancy
677410127	01/01/2023 – 03/17/2023	\$10,482	Medical Leave w/o pay
677810103	01/01/2023 – 02/27/2023	\$4,351	Medical Leave w/o pay

It is respectfully requested that this matter be placed on the agenda for the next meeting of the appropriate committees.

Thank you for your consideration.

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*cc: all
A+A*

*sign
#14*

TO: William Carlin Jr – Commissioner of Finance

FROM: Michael Lewis – Chief Deputy Finance Commissioner - MTL

DEPT: FINANCE

DATE: 4/14/2023

23T101

I hereby request approval for the following transfer of funds:

FROM	TO		
ACCOUNT#/NAME	ACCOUNT #/NAME	AMOUNT	PURPOSE
10364501 52695 10179	10364501 52195 10179	\$19,125.00	RECLASSIFYING THE PURCHASE OF RESCUE EQUIPMENT FOR INDIVIDUAL ITEMS UNDER \$5000.00 USING SHSP 2021 MONIES
RESCUE EQUIPMENT	RESCUE EQUIPMENT		

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2023 Fiscal Impact \$_0_
2024 Fiscal Impact \$_0_

Department Head Signature/Designee Date

AUTHORIZATION:

Date Commissioner of Finance/Designee: Initiation and \$0-\$5,000.00

Date County Executive/Designee: \$5,000.01 - \$10,000.00

Date Chairperson Audit/Designee: \$0-\$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

2023 APR 18 AM 11:20
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY



23T101

cc All
Audit

Reso

William J. Carlin Jr.
Commissioner of Finance



LISA A. JOHNSON
County Director- Real Property

#15

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2023 APR 19 PM 2:24

Memorandum

To: Hon. Paul E. Jonke, Chairman
Putnam County Legislature

From: Lisa A. Johnson, CCD - Real Property

Date: April 19, 2023

Subject: Mortgage Tax Apportionment of Payments – 10/1/2022 to 3/31/2023

Town of Carmel	\$418,352.35
Town of Kent	\$180,311.03
Town of Patterson	\$145,817.26
Town of Philipstown	
Village of Cold Spring	\$13,724.77
Village of Nelsonville	\$3,867.46
Town Outside	\$164,901.07
Town of Putnam Valley	\$169,077.58
Town of Southeast	
Village of Brewster	\$6,736.93
Town Outside	\$210,438.84
Total	<hr/> \$1,313,227.29

Mortgage Tax Apportionment
 2023 County/Town Roll Figures Total A/V
 10/01/2022 to 3/31/2023

	Philipstown		\$ 2,419,867,070
	Village of Cold Spring	Village of Nelsonville	Town of Philipstown
Total A/V	\$ 181,990,900	\$ 51,282,589	\$ 976,660,046.00
Percentage	0.075206982	0.021192317	0.903600701
Total Mtg. Tax	\$ 182,493.30	\$ 182,493.30	\$ 182,493.30
AppORTIONED	\$ 13,724.77	\$ 3,867.46	\$ 164,901.07
	Southeast		\$ 7,595,913,012
	Village of Brewster	Town of Southeast	
Total A/V	\$ 235,629,887	\$ 3,562,326,619	
Percentage	0.031020614	0.968979386	
Total Mtg. Tax	\$ 217,175.77	\$ 217,175.77	
AppORTIONED	\$ 6,736.93	\$ 210,438.84	

Distribution Statement
 (Columns 1 through 5) The "taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Taxation Department noted on the bottom of this part.

PART II

Credit Statement
 (Column 6) This column is the net amount due to each tax district for which the Board of Supervisors shall issue its warrant or warrants.

	2	3	4	5	6
MUNICIPALITY	Taxes Collected	*Additions	*Deductions	Taxes Adj. Corr	Amount Due Tax District
CARMEL	445,187.95	0.00	0.00	445,187.95	\$418,352.35
KENT	191,877.24	0.00	0.00	191,877.24	\$180,311.03
PATTERSON	155,170.84	0.00	0.00	155,170.84	\$145,817.26
PHILIPSTOWN	194,199.50	0.00	0.00	194,199.50	\$182,493.30
PUTNAM VALLEY	179,923.21	0.00	0.00	179,923.21	\$169,077.58
SOUTHEAST	231,106.71	0.00	0.00	231,106.71	\$217,175.77
Total Tax Districts 6	1,397,465.45	0.00	0.00	1,397,465.45	1,313,227.29

*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers



PUTNAM COUNTY CLERK'S OFFICE
County Office Building
40 Gleneida Avenue
Carmel, New York 10512
Tel. (845) 808 ~1142
Fax (845) 225-3953

cc All
Audit
Reso

MICHAEL C. BARTOLOTTI
County Clerk

JAMES J. MCCONNELL
First Deputy County Clerk

April 18, 2023

2023 APR 18 AM 11:20
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

VIA HAND DELIVERY

Hon. Paul Jonke, Chairman
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

Re: Semi-Annual Mortgage Tax Report, October 1, 2022 through March 31, 2023

Dear Chairman Jonke:

Enclosed you will find our Semi-Annual Mortgage Tax Report for the period from October 1, 2022 through March 31, 2023.

The report has been approved by the New York State Department of Taxation and Finance.

If you have any questions or concerns regarding this matter please do not hesitate to contact me. Thank you very much.

Sincerely,

Michael C. Bartolotti
Putnam County Clerk

MCB;jm

Enc. (2)



**Department of
Taxation and Finance**

2023 APR 19 11:16
PUTNAM COUNTY
CLERK

April 17, 2023

Michael C. Bartolotti
Putnam County Clerk
40 Gleneida Avenue
Carmel, NY 10512

Re: Semi-Annual Report for the period October 1, 2022, through March 31, 2023.

Dear Mr. Bartolotti,

Your joint Semi-Annual Report, NY Form AU-202, which we received on April 17, 2023, is approved. The net amount of \$1,313,227.29 due to the respective tax districts is recognized. The report may be submitted to your County Legislative Body for their action, pursuant to Section 261 of the Tax Law.

Sincerely yours,

Joseph Mayer

Joseph Mayer
Excise Tax Technician 2
Telephone: (518) 862-6074




COUNTY OF Putnam FOR THE PERIOD OF October 2022 THROUGH March 2023
 CASH STATEMENT FOR TAXES COLLECTED PURSUANT TO ARTICLE 11

NEW YORK STATE MORTGAGE TAX SEMI-ANNUAL REPORT

TAX RATE: 0.9397207566

Months	BASIC TAX DISTRIBUTED					TREASURER			ALL OTHER TAXES DISTRIBUTED			
	1 Basic Tax Collected	2 Interest Received by Recording Officer	3 Recording Officer's Expense	4 Refunds or Adjustments	5 Amount Paid Treasurer (Col 1 + Col 2 - Col 3 - Col 4)	6 Interest Received by Treasurer	7 Treasurers Expense	8 Tax Districts Share (Col 5 + Col 6 - Col 7)	9 Local Tax	10 Additional Tax CNY	11 Special Assistance Fund	12 Special Additional Tax SONYMA
Oct	233,445.59	10.16	14,439.71	0.00	\$219,016.04	0.00	0.00	\$219,016.04	0.00	126,911.30	95,895.01	3,118.81
Nov	293,383.50	0.00	14,415.13	0.00	\$278,968.37	0.00	0.00	\$278,968.37	0.00	162,594.66	117,150.97	8,989.49
Dec	201,336.07	0.00	14,345.75	0.00	\$186,990.32	0.00	0.00	\$186,990.32	0.00	108,237.74	82,971.50	4,168.03
Jan	264,806.70	5.53	14,364.47	0.00	\$250,447.76	0.00	0.00	\$250,447.76	0.00	146,182.90	99,709.55	15,121.20
Feb	230,917.09	0.00	14,262.73	0.00	\$216,654.36	0.00	0.00	\$216,654.36	0.00	126,581.22	79,452.75	22,916.66
Mar	173,576.50	0.00	12,426.06	0.00	\$161,150.44	0.00	0.00	\$161,150.44	0.00	148,015.20	68,139.16	3,133.86
Apr												
May												
Jun												
Jul												
Aug												
Sep												
Totals	1,397,465.45	\$15.69	84,253.85	0.00	\$1,313,227.29	0.00	0.00	\$1,313,227.29	0.00	818,523.02	543,318.94	57,448.05


 Recording Officer


 Treasurer

PART II

Distribution Statement
 (Columns 1 through 5) The "Taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Taxation Department noted on the bottom of this part.

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SOUTHEAST	231,106.71	0.00	0.00	231,106.71	\$217,175.77
Total Tax Districts	1,397,465.45	0.00	0.00	1,397,465.45	1,313,227.29

*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers

SEMI ANNUAL MORTGAGE TAX BREAKDOWN

	04/01/2020-09/30/2020	10/1/2020-3/31/2021	4/1/2021-9/30/2021	10/1/2021-3/31/2022	04/01/2022-09/30/2022	10/01/2022-03/31/2023
CARMEL	705,589.05	1,177,622.60	988,585.62	1,007,307.15	729,087.12	418,352.35
KENT	176,981.83	350,439.84	307,275.62	355,494.50	237,019.45	180,311.03
PATTERSON	174,497.21	420,341.98	337,610.24	296,338.35	245,465.63	145,817.26
PHILIPSTOWN	185,409.80	391,527.16	362,493.08	293,147.35	247,752.66	164,901.07
COLD SPRING - VILLAGE	15,460.50	32,474.14	30,168.04	24,386.89	20,599.08	13,724.77
NELSONVILLE - VILLAGE	4,349.98	9,197.54	8,480.62	6,854.73	5,806.79	3,867.46
PUTNAM VALLEY	225,114.12	334,525.72	340,296.27	301,681.72	253,178.54	169,077.58
SOUTHEAST	318,375.12	499,142.13	485,039.12	1,461,233.22	459,140.39	210,438.84
BREWSTER - VILLAGE	10,551.43	16,552.83	16,016.92	48,278.54	14,933.26	6,736.93
TOTAL	1,816,329.04	3,231,823.94	2,875,965.53	3,794,722.45	2,212,982.92	1,313,227.29