

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

Members: Chairman Castellano, Legislators Albano & Gouldman

Monday **September 27, 2021**

Immediately following Personnel Meeting beginning at 6:30pm

The meeting was called to order at 8:23pm by Chairman Castellano who requested Legislator Albano lead in the Pledge of Allegiance. Upon roll call Legislators Albano and Chairman Castellano were present. Legislator Gouldman was absent.

Item #3 – Approval of Minutes – August 30, 2021

The minutes were approved as submitted.

Item #4 – Correspondence/County Auditor

a. Sales Tax Report

Chairman Castellano questioned when we will have a better idea of what these numbers truly are.

Commissioner of Finance William Carlin stated after October 15, 2021.

- b. Board In Revenue Report – Duly Noted**
- c. Transfer/Revenue Report – Duly Noted**
- d. 2021 Contingency/Sub-Contingency Report – Duly Noted**

Item #5 – Correspondence/Commissioner of Finance

a. Overtime/Temporary Report – Duly Noted

b. Approval/ Budgetary Amendment 21A073/ Planning Dept./ Complete Maybrook Bikeway Phase A Project (Also reviewed in Physical)

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

c. Approval/ Budgetary Amendment 21A075/ Sheriff's Dept./ Use State Seized Asset Account Funds to Purchase Lifesaving Medical Kits (Also reviewed in Protective)

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

d. Approval/ 21A076/ Sheriff's Dept./ Reimbursement from Rental Claims Service to Offset Cost of Repairing Patrol Vehicle Involved in Accident (Also reviewed in Protective)

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

e. Approval/ Budgetary Amendment 21A078/ Youth Bureau/ NYS Office of Children & Family Services 2021 Allocation (Also reviewed in Health)

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

f. Approval/ Budgetary Amendment 21A082/ Veterans/ Peer to Peer Program Funding (Also reviewed in Rules)

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

g. Approval/ Budgetary Amendment 21A083/ Planning Dept./ Purchase 4 PART Transit Buses Utilizing Federal CARES Act Funds (Also reviewed in Physical)

Legislator Montgomery questioned why the purchase of these buses was not included in the Capital Projects Committee budget. She stated these buses are different than the Early Intervention buses being purchased for the same amount.

Commissioner Carlin stated these buses are being purchased with funding from the CARES Act, which has a deadline of the end of this year. He stated to stay within the deadline, the money is being spent now for these buses.

Legislator Montgomery stated since this purchase was not planned for in the Capital Projects budget, she questioned if there is an immediate need for these buses or if the County will have four (4) extra buses.

Commissioner Carlin stated the buses will be replacing older buses.

Legislator Montgomery stated she is unaware why this was not discussed in Capital Projects. She stated if the County is going to have four (4) more buses, service should be expanded to the west side of the County.

Legislator Albano stated these buses may not have been priority, therefore they were not included in the Capital Projects budget at this time.

Commissioner Carlin stated the federal buses have a minimum mileage that they run.

Legislator Montgomery stated her point is that four (4) buses are being purchased that were not originally planned for, which could be resulting in an excess of buses. She stated with the excess of buses, the service could be expanded, especially with this excess of funding from the CARES Act, which covers transportation costs.

Chairman Castellano stated the concerns raised by Legislator Montgomery will be looked into.

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

h. Approval/ Budgetary Transfer 21T230/ County Attorney/ Increase Part Time Paralegal Position to Full Time Effective 10/25/2021

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

Item #6 – Approval/ Fund Transfer 21T189/ Sheriff’s Dept./ Overtime Costs – March (Also reviewed in Protective & Personnel)

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

Item #7 – Approval/ Fund Transfer 21T190/ Sheriff’s Dept./ Overtime Costs – April (Also reviewed in Protective & Personnel)

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

Item #8 – Approval/ Fund Transfer 21T191/ Sheriff’s Dept./ Road Patrol Overtime from Sub-Contingency (Also reviewed in Protective & Personnel)

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

Item #9 – Approval/ Fund Transfer 21T193/ Sheriff’s Dept./ Overtime Costs – May (Also reviewed in Protective & Personnel)

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

Item #10 – Approval/ Fund Transfer 21T194/ Sheriff’s Dept./ Overtime Costs – June (Also reviewed in Protective & Personnel)

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

**Item #11 – Approval/ Fund Transfer 21T195/ Sheriff’s Dept./ Overtime Costs – July
(Also reviewed in Protective & Personnel)**

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

**Item #12 – Approval/ Fund Transfer 21T196/ Sheriff’s Dept./ Overtime Costs – August
(Also reviewed in Protective & Personnel)**

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

**Item #13 – Approval/ Fund Transfer 21T210/ Emergency Services/ Purchase Estimate for Vehicle at Auction
(Also reviewed in Protective)**

Chairman Castellano made a motion to approve Fund Transfer 21T210; Seconded by Legislator Albano. All in favor.

**Item #14 – Approval/ Fund Transfer 21T211/ Emergency Services/ Audio Log
(Also reviewed in Protective)**

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

Item #15 – Approval/ Fund Transfer 21T218/ Finance/ Tilly Foster Farm & Putnam County Golf Course/ Increased Insurance Premium for 2021

Commissioner Carlin stated an audit was done of the activity in both locations are they are both having a lot of visitors, which is a good thing. He stated the premiums were increased accordingly.

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

**Item #16 – Approval/ Fund Transfer 21T226/ Planning/ COVID Cleaning of Buses
(Also reviewed in Physical)**

Commissioner Carlin stated these costs are chargeable to the CARES Act funding.

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

Item #17 – Approval/ Fund Transfer 21T229/ Sheriff’s Dept./ Cover Food Expenses through End of Year from Funds in Sub-Contingency

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

Item #18 – Other Business – None

Item #19 – Adjournment

There being no further business, at 8:44pm Chairman Castellano made a motion to adjourn; Seconded by Legislator Albano. All in favor.

Respectfully submitted by Administrative Assistant, Beth Robinson.