

THE PUTNAM COUNTY LEGISLATURE

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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  
REGULAR MEETING  
OF THE  
PUTNAM COUNTY LEGISLATURE  
TO BE HELD IN THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512**

**Tuesday August 6, 2024**  
(Immediately following Agr. Dist. Public Hearing starting @ 6:45 P.M.)

- 1. Pledge of Allegiance**
- 2. Legislative Prayer**
- 3. Roll Call**

**PROCLAMATION**

**Overdose Awareness Day – August 31, 2024**

- 4. Acceptance of Minutes – Regular Mtg. – June 4, 2024**
- 5. Correspondence**
  - a) County Auditor**
- 6. Pre-filed resolutions:**

**PERSONNEL COMMITTEE**  
(Chairman Jonke, Legislators Castellano & Nacerino)

- 6a. Approval - Budgetary Amendment (24A061) – District Attorney – NYS Division of Criminal Justice Services (DCJS) Grant Funding – Reclassification – Assistant District Attorney to Appellate Attorney and Assistant District Attorney to Assistant District Attorney Bureau Chief**
- 6b. Approval – Fund Transfer (24T177) – Health Department – Rabies Vaccines & Co-Pay**

- 6c. **Approval – Fund Transfer (24T178) – Health Department – Tuberculosis Lab Analysis & Tuberculosis Co-Pay**
- 6d. **Approval – Fund Transfer (23T179) – Health Department – Administrative Temporary**
- 6e. **Approval – Fund Transfer (24T180) – Health Department – Nursing Overtime**
- 6f. **Approval – Fund Transfer (24T181) – Sheriff’s Department – Corrections Cook Overtime**
- 6g. **Approval – Fund Transfer (24T182) – Sheriff’s Department – Corrections Cook Temporary**
- 6h. **Approval – Budgetary Transfer (24T183) – Social Services - Reclassification – Senior Data Entry Operator to Principal Office Assistant**
- 6i. **Approval – Standard Work Day and Reporting Resolution**

**HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE  
(Chairwoman Sayegh, Legislators Crowley & Gouldman)**

- 6j. **Approval – Budgetary Amendment (24A063) – Social Services – MH LGU County Contributions**

**RULES, ENACTMENTS & INTERGOVERNMENTAL RELATIONS COMMITTEE  
(Chairwoman Addonizio, Legislators Ellner & Nacerino)**

- 6k. **Approval – Budgetary Amendment (24A059) – Sheriff’s Department – Boiler Replacement & Life Safety Systems (County ARPA Funding School Safety)**
- 6L. **Approval – Town of Philipstown ARPA Funding Reallocation**
- 6m. **Approval – Budgetary Amendment (24A060) – Town of Philipstown ARPA Funding Reallocation**

**PHYSICAL SERVICES COMMITTEE  
(Chairman Ellner, Legislators Castellano & Crowley)**

- 6n. **Approval – Budgetary Amendment (24A065) – DPW – Insurance Recovery – Guardrail Damages – Croton Falls Rd & Sandy St, Cornwall Hill Rd, Oscawana Lake Rd and Crane Rd & Route 6**
- 6o. **Approval – Budgetary Amendment (24A074) – Planning – Maybrook Bikeway II Phase A Bridge 5 Project PIN 8756.84**

- 6p. **Approval – Inclusion of Parcels in Putnam County Agricultural District**
- 6q. **Approval – Appointments – Putnam County Soil & Water Conservation District Board**
- 6r. **Approval – SEQRA – Negative Declaration – County Office Building ADA Ramp and Entry Door Project – Town of Carmel**
- 6s. **Authorizing the Implementation and Funding of 100% of the Costs of a Transportation Project, of which Qualified Costs may be Reimbursed from Bridge NY Funds (*Croton Falls Road/Mud Pond Outlet Culvert Rehabilitations, Town of Carmel, Putnam County, PIN 8763.29*)**
- 6t. **Approval – Budgetary Amendment (24A069) – DPW – Croton Falls Road / Mud Pond Outlet Culvert Rehabilitations PIN 8763.29**
- 6u. **Authorizing the Implementation, and Funding in the First Instance 100% of the Federal-Aid and State “Marchiselli” Program-Aid Eligible Costs, of a Transportation Federal-Aid Project, and Appropriating Funds Therefore (Fair Street Reconstruction Project PIN 8756.09)**
- 6v. **Approval – Budgetary Amendment (24A070) – DPW – Fair Street Reconstruction Project PIN 8756.09**
- 6w. **Authorizing the Implementation and Funding of 100% of the Costs of a Transportation Project, of which Qualified Costs May Be Reimbursed from Bridge NY Funds (*Peekskill Hollow Road/Peekskill Hollow Creek Culvert Replacement, Town of Kent, Putnam County, PIN 8815.12*)**
- 6x. **Approval- Budgetary Amendment (24A072) – DPW – Peekskill Hollow Road / Peekskill Hollow Creek Culvert Replacement – PIN 8815.12**
- 6y. **Approval – Ratification of the 2024 Real Property Tax Sale**

**PROTECTIVE SERVICES COMMITTEE**  
**(Chairwoman Nacerino, Legislators Addonizio & Sayegh)**

- 6z. **Approval – Budgetary Amendment (24A051) – Sheriff’s Department, Emergency Services and Social Services, Mental Health – Domestic Terrorism Prevention (DTP) Grant Program – Threat Assessment & Management Teams (TAM) – Amendment to Resolution #60 of 2024**
- 6aa. **Approval – Budgetary Amendment (24A066) – Sheriff’s Department – Outside Donations – Green Chimneys Children’s Services Inc. – K9 Program**
- 6bb. **Approval – Budgetary Amendment (24A067) – Sheriff’s Department – Overtime Reimbursement – NYS Stop-DWI Foundation Inc.**

- 6cc. Approval – Budgetary Amendment (24A071) – Sheriff’s Department – NYS Division of Criminal Justice Services (DCJS) Law Enforcement Technology (LETECH) Grant Program**
- 6dd. Approval – Confirmation – Appointments – Putnam County Emergency Services Safety Advisory Board**
- 6ee. Authorization for Intermunicipal Agreement with Westchester County to Effectuate the Installation of Mobile Radios for the Police Departments Participating in a Mutual Aid and Rapid Response Plan**
- 6ff. Approval – Resolution Advocating Against OSHA Reforms in New York State for Firefighters**

**AUDIT & ADMINISTRATION COMMITTEE**  
**(Chairman Castellano, Legislators Ellner & Gouldman)**

- 6gg. Approval – Budgetary Amendment (24A068) – Finance – Vacancy Control Factor 2024**
- 7. Other Business**
- 8. Recognition of Public on Agenda Items**
- 9. Recognition of Legislators**
- 10. Adjournment**

# Proclamation

## Overdose Awareness Day

**WHEREAS**, Putnam County does affirm and acknowledge the harm and hardship caused by drug overdose; and

**WHEREAS**, we recognize the purpose of International Overdose Awareness Day as remembering loved ones lost to overdose and ending the stigma of drug-related deaths; and

**WHEREAS**, we resolve to play our part in reducing the toll of overdose in our community, which claimed the lives of 14 Putnam County Residents last year together with countless more affected forever; and

**WHEREAS**, we affirm that the people affected by overdose are our sons and daughters, our mothers and fathers, our brothers and sisters, and deserving of our love, compassion and support; now therefore be it

**RESOLVED**, that the Putnam County Executive and the Putnam County Legislature do hereby proclaim August 31, 2024, as International Overdose Awareness Day in Putnam County.

Kevin Byrne, Putnam County Executive

  
Paul E. Jonke, Chair, Putnam County Legislature

#4

REGULAR MEETING  
OF THE  
PUTNAM COUNTY LEGISLATURE  
HELD IN THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512

Tuesday                      June 4, 2024                      7:00 P.M.

The meeting was called to order at 7:00 P.M. by Chairman Jonke who requested Legislator Gouldman lead in the Pledge of Allegiance and Legislator Sayegh lead in the Legislative Prayer. Upon roll call, Legislators Montgomery, Gouldman, Castellano, Sayegh, Crowley and Chairman Jonke were present. Legislators Addonizio, Nacerino and Ellner were absent. Also present was Legislative Counsel Firriolo.

PROCLAMATION

Chairman Jonke recognized Legislator Crowley who presented the Putnam County Youth Bureau High School Senior Recognition Day to Executive Director of the Putnam County Youth Bureau Janeen Cunningham, the Youth Bureau Staff and several High School Seniors present at the meeting who were involved in the program.

PUTNAM COUNTY YOUTH BUREAU HIGH SCHOOL SENIOR RECOGNITION DAY  
JUNE 4, 2024

WHEREAS, Putnam County Youth Bureau Senior Recognition is an opportunity to celebrate the contributions young people make to our community every day of the year through volunteer service and service-learning; and

WHEREAS, Putnam County recognizes our youth as important community members, and values their unique skills, perspectives, and ideas, as they lead awareness, service, and advocacy activities; and

WHEREAS, Youth Bureau volunteers donate their time to programs such as Youth Court, Youth Forum, Youth Board, Teen-N-Kids Mentoring and a wide variety of service activities throughout Putnam County; and

WHEREAS, realizing the need for community involvement, the citizens of Putnam County are proud to unite in assisting our youth to achieve their goals and help them to develop good citizenship; and

WHEREAS, the accomplishments and achievements of these young citizens deserve the recognition and commendation of their community leaders; now therefore be it

RESOLVED, that the Putnam County Executive and the Putnam County Legislature do hereby proclaim June 4, 2024 as Putnam County Youth Bureau High School Senior Recognition Day and thank these high school seniors for their long-standing dedication and commitment to the Putnam County community.

- Item #4 – Correspondence
  - a) County Auditor was duly noted.

Item #5 – Pre-filed resolutions:

**HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE  
(Chairwoman Sayegh, Legislators Crowley & Gouldman)**

**Item #5a – Approval/ Budgetary Amendment (24A041)/ Historian/ Outside Donations/ Society for the Preservation of Putnam County Antiquities & Greenways Inc./ Purchase Civil War Plaque was next. Chairman Jonke recognized Legislator Sayegh, Chairwoman of the Health, Social, Educational & Environmental Committee. On behalf of the members of the Committee, Legislators Crowley and Gouldman, Legislator Sayegh moved the following:**

**Legislator Sayegh stated that this plaque will recognize the service of Civil War Veteran Frank O. Myers from Patterson, NY buried in the Milltown Rural Cemetery in Brewster, NY. She stated that he was an African American who joined the Union army and enlisted with the 54<sup>th</sup> Massachusetts Regiment. She stated that the plaque will be unveiled at the Juneteenth Ceremony at Veterans Memorial Park in Carmel. She thanked Ellen Cassidy, a local Brewster High School graduate and daughter of County Historian Jennifer Cassidy, for her research on this local Civil War hero. She also thanked George Whipple for his generous donation.**

**RESOLUTION #114**

**APPROVAL/ BUDGETARY AMENDMENT (24A041)/ HISTORIAN/ OUTSIDE DONATIONS/ SOCIETY FOR THE PRESERVATION OF PUTNAM COUNTY ANTIQUITIES & GREENWAYS INC./ PURCHASE CIVIL WAR PLAQUE**

**WHEREAS, in December 2023, the Putnam County Historian received a donation from George Whipple via the Society for the Preservation of Putnam County Antiquities & Greenways Inc. which was deferred to 2024; and**

**WHEREAS, the County Historian has requested a budgetary amendment (24A041) to utilize these funds for the purchase of a Civil War memorial plaque to be placed at Putnam County Veterans Memorial Park; and**

**WHEREAS, the Health, Social, Educational & Environmental Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it**

**RESOLVED, that the following budgetary amendment be made:**

**Increase Revenues:**

<b>10751000 427051</b>	<b>Historian – Outside Donations</b>	<b>1,500</b>
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**Increase Expenses:**

<b>10751000 52110</b>	<b>Historian – Furniture &amp; Furnishings</b>	<b>1,500</b>
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**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**PERSONNEL COMMITTEE**

(Chairman Jonke, Legislators Castellano & Nacerino)

Item #5b – Approval/ Budgetary Transfer (24T090)/ District Attorney/ Salary Increase was next. On behalf of the members of the Personnel Committee, Legislators Castellano and Nacerino, Chairman Jonke moved the following:

RESOLUTION #115

APPROVAL/ BUDGETARY TRANSFER (24T090)/ DISTRICT ATTORNEY/ SALARY INCREASE

WHEREAS, the Commissioner of Finance has requested a budgetary transfer (24T090) to increase the District Attorney Salary to \$223,700 as of April 1, 2024 pursuant to Judiciary Law 183-a regarding statewide compensation of all District Attorneys in New York State; and

WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said budgetary transfer; now therefore be it

RESOLVED, that the following budgetary transfer be made:

GENERAL FUND:

Increase Appropriations:

10116500 51000 (101)	Pers. Services – District Attorney	20,900
10116500 58002 (101)	FICA	<u>1,599</u>
		22,499

Decrease Appropriations:

10199000 54980	Contingency	22,499
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And be it further

RESOLVED, that Resolution # 274 of 2023, setting the Salaries of Officers and Employees Paid from County Funds, is hereby amended to reflect revised salary of the District Attorney to \$223,700 as of April 1, 2024.

2024 Fiscal Impact \$22,499

2025 Fiscal Impact \$22,499

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

Item #5c – Approval/ Budgetary Transfer (24T120)/ IT/GIS / Personnel Restructuring / New Position Request / IT Systems Specialist was next. On behalf of the members of the Personnel Committee, Legislators Castellano and Nacerino, Chairman Jonke moved the following:

RESOLUTION #116

APPROVAL/ BUDGETARY TRANSFER (24T120)/ IT/GIS / PERSONNEL RESTRUCTURING / NEW POSITION REQUEST / IT SYSTEMS SPECIALIST

WHEREAS, the Director of IT/GIS has submitted a request to create a requested a new position of IT Systems Specialist at a starting salary of \$52,000; and

WHEREAS, the County Executive and Personnel Director support the creation of this position; and

WHEREAS, said position will be effective 6/3/24; and

WHEREAS, the Director of IT/GIS has requested a budgetary transfer (24T120) to utilize money from the computer line to the newly created position, therefore requesting no additional funding; and

WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said budgetary transfer; now therefore be it

RESOLVED, that Resolution #274 of 2023 setting the Salaries for Officers and Employees paid from County Funds is hereby amended to add the following new position:

Budget Line:	Position:	Salary:
10168000 51000 (121)	IT Systems Specialist	\$52,000

And be it further

RESOLVED, that the following budgetary transfer be made:

GENERAL FUND:

Increase Appropriations:

10168000 51000 (121)	Pers. Serv. – IT Systems Specialist	30,168
10168000 58001 (121)	State Retirement	2,494
10168000 58002 (121)	Social Security	2,308
10168000 58003 (121)	Disability Insurance	48
10168000 58004 (121)	Workers Compensation	72
10168000 58006 (121)	Dental Benefits	835
10168000 58007 (121)	Life Insurance	200
10168000 58008 (121)	Health Insurance	12,627
10168000 58009 (121)	Vision	107
10168000 58011 (121)	Flex Plan	<u>901</u>
		49,760

Decrease Appropriations:

10168000 54382	Computer	49,760
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2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

Item #5d – Approval/ Fund Transfer (24T127)/ IT & GIS/ Personnel Restructuring / Reclassification was next. On behalf of the members of the Personnel Committee, Legislators Castellano and Nacerino, Chairman Jonke moved the following:

RESOLUTION #117

**APPROVAL/ FUND TRANSFER (24T127)/ IT & GIS/ PERSONNEL RESTRUCTURING/  
RECLASSIFICATION**

**WHEREAS, the Director of IT/GIS has requested a restructuring / reclassification due a retirement on April 26, 2024, of a long-term employee; and**

**WHEREAS, the Director of IT/GIS has requested to establish two (2) positions; one (1) GIS Technician Part-Time and one (1) GIS Aid Full-Time; and**

**WHEREAS, said retiree held the position of Real Property System Supervisor and has offered to come back as a temporary employee as needed; and**

**WHEREAS, with the savings that will be realized, the Director of IT/GIS has requested approval of a new permanent Full-time position for a GIS Aid; and**

**WHEREAS, said position would be effective June 1, 2024; and**

**WHEREAS, the Director of IT/GIS has requested a fund transfer (24T127) to cover said restructuring / reclassification; and**

**WHEREAS, the Audit & Administration Committee has reviewed and approved said fund transfer; now therefore be it**

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

<b>10168000 51000 10101</b>	<b>IT/GIS – Personnel Real Property System Supervisor</b>	<b>40,827</b>
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**Increase:**

<b>10168000 51094</b>	<b>Temporary Services</b>	<b>12,500</b>
<b>10168000 51000 10112</b>	<b>IT/GIS – Personnel GIS Aid</b>	<b><u>28,327</u> 40,827</b>

**2024 Fiscal Impact – (26,474)**

**2025 Fiscal Impact – (43,371)**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5e – Approval/ Replace Resolution #141 of 2021/ Personnel/ Military Leave Policy was next. On behalf of the members of the Personnel Committee, Legislators Castellano and Nacerino, Chairman Jonke moved the following:**

**RESOLUTION #118**

**APPROVAL/ REPLACE RESOLUTION #141 OF 2021/ PERSONNEL/ MILITARY LEAVE POLICY**

**WHEREAS, it is the policy of the County of Putnam to support those of its employees who volunteer to protect the United States against threats to our Country and vital national interests; and**

**WHEREAS, as a consequence of the terrorist attacks on September 11, 2001, the County of Putnam passed resolution #50 of 2002 and subsequently passed resolution #141 of 2021, in support of employees of the County of Putnam who are members of the**

Armed Forces, Reserves or National Guard that may be on or called to active military duty; and

WHEREAS, under New York State Military Law Section 242, such employees are eligible for paid leave of thirty (30) calendar days or twenty-two (22) days, whichever provides the greater benefit to the employee, in any calendar year or continuous period of absence, while performing ordered military duty; and

WHEREAS, the period of ordered, active military duty may exceed the paid military leave provided for under the New York State Military Law; and

WHEREAS, it is the intent of the County of Putnam to amend Putnam County resolution #141 of 2021, ensuring a clear path for access to the extended benefits provided by Putnam County; now therefore be it

RESOLVED, that this resolution shall replace resolution #141 of 2021 passed on August 3, 2021; and be it further

RESOLVED, that the Personnel Officer and the Commissioner of Finance and their respective departments are hereby directed to undertake such administrative acts and tasks as are necessary and proper for carrying out the intention of this resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BY ROLL CALL VOTE: FIVE AYES. ONE NAY – LEGISLATOR CROWLEY.  
LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

**RULES, ENACTMENTS & INTERGOVERNMENTAL RELATIONS COMMITTEE**  
(Chairwoman Addonizio, Legislators Ellner & Nacerino)

Item #5f – Approval/ Town of Carmel/ American Rescue Plan Act (ARPA) & Sales Tax Funding Reallocation was next. On behalf of the Rules, Enactments & Intergovernmental Relations Committee, Chairwoman Addonizio and Legislators Ellner and Nacerino, Chairman Jonke moved the following:

**RESOLUTION #119**

**APPROVAL/TOWN OF CARMEL AMERICAN RESCUE PLAN ACT (ARPA) & SALES TAX FUNDING REALLOCATION**

WHEREAS, the Town of Carmel was allocated a total of \$3,437,770 of American Rescue Plan Act (ARPA) and sales tax funding pursuant to Resolutions # 133 & # 134 of 2022; and

WHEREAS, the Town of Carmel has requested that the use of a portion of these funds originally approved for the various sewer projects, culvert rehabilitation and repaving of local roads pursuant to Resolutions #133 and #134 of 2022 be modified to provide that the entirety of the ARPA funding of \$1,718,885, and the remaining sales tax funding of \$861,745 be reallocated to other projects; and

WHEREAS, the Town has requested that \$465,000 be reallocated to the Carmel Water District #2- Land Acquisition for a New Plant; and

WHEREAS, the Town has requested that \$800,000 be reallocated to the Carmel Sewer District #5- Construction of a Water Treatment Plant Project and

WHEREAS, the Commissioner of Finance and the County Auditor have confirmed that the Carmel Sewer District #5-Construction of a Water Treatment Plant Project and the

Carmel Water District #2 – Land Acquisition for a New Plant are existing, approved projects.

WHEREAS, the Town of Carmel has requested that \$1,315,630 be reallocated to various Surface and Paving Projects; and

WHEREAS, the County consultant has indicated that the attached list of Surface and Paving Projects is an allowable use of ARPA funds; and

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

WHEREAS, the *Rules, Enactments and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it

RESOLVED, that the Putnam County Legislature approves and authorizes the Town of Carmel ARPA funding of \$1,718,885 originally allocated pursuant to Resolution #133 of 2022 to be expended as follows: \$403,255 to Carmel Water District #2- Land Acquisition for a New Plant, and \$1,315,630 to various Surface and Paving Projects; and be it further

RESOLVED, the Putnam County Legislature approves and authorizes the remaining Town of Carmel sales tax funding of \$861,745 originally allocated pursuant to Resolution #134 of 2022 to be expended as follows: \$800,000 to the Carmel Sewer District #5- Construction of a Water Treatment Plant Project, and \$61,745 to the Carmel Water District #2- Land Acquisition for a New Plant.

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

Item #5g – Approval/ Town of Kent/ American Rescue Plan Act (ARPA) & Sales Tax Funding Reallocation was next. On behalf of the Rules, Enactments & Intergovernmental Relations Committee, Chairwoman Addonizio and Legislators Ellner and Nacerino, Chairman Jonke moved the following:

#### RESOLUTION #120

#### APPROVAL/ TOWN OF KENT / AMERICAN RESCUE PLAN ACT (ARPA) & SALES TAX FUNDING REALLOCATION

WHEREAS, the Town of Kent was allocated a total of \$1,320,801 of American Rescue Plan Act (ARPA) and sales tax funding pursuant to Resolutions # 133 & # 134 of 2022; and

WHEREAS, the Town of Kent has requested that the use of a portion of these funds originally approved for the Food Security Program pursuant to Resolutions #133 and #134 of 2022 be modified to provide that \$50,000 of the ARPA funding and \$50,000 of the sales tax funding from the Food Security Program be reallocated to other projects; and

WHEREAS, the Town has requested that \$30,000 be reallocated to the Ryan's Field Improvements Project; and

WHEREAS, the County consultant has indicated that the Ryan's Field Improvements Project is an allowable use of ARPA funds; and

WHEREAS, the Town has requested that \$70,000 be reallocated to the Town Hall Renovation Project; and

WHEREAS, the Commissioner of Finance and the County Auditor have confirmed that the Town Hall Renovation Project is an existing, approved project.

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

**WHEREAS, the *Rules, Enactments and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it**

**RESOLVED, that the Putnam County Legislature approves and authorizes the Town of Kent ARPA funding of \$50,000 originally allocated pursuant to Resolution #133 to expended as follows: \$15,000 to the Ryan’s Field Improvement Project and \$35,000 to the Town Hall Renovation Project; and be it further**

**RESOLVED, the Putnam County Legislature approves and authorizes the Town of Kent sales tax funding of \$50,000 originally allocated pursuant to Resolution #134 to expended as follows: \$15,000 to the Ryan’s Field Improvement Project and \$35,000 to the Town Hall Renovation Project.**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5h – Approval/ Town of Philipstown/ Sales Tax Funding Reallocation was next. On behalf of the Rules, Enactments & Intergovernmental Relations Committee, Chairwoman Addonizio and Legislators Ellner and Nacerino, Chairman Jonke moved the following:**

**RESOLUTION #121**

**APPROVAL/TOWN OF PHILIPSTOWN SALES TAX FUNDING REALLOCATION**

**WHEREAS, the Town of Philipstown was allocated a total of \$739,341 of American Rescue Plan Act (ARPA) and sales tax funding pursuant to Resolutions # 133 & # 134 of 2022; and**

**WHEREAS, the Town of Philipstown has requested that the use of these funds originally approved for the Garrison Landing Water District Project pursuant to Resolutions #133 & #134 of 2022 be modified to provide that the sales tax funding of \$369,670 be reallocated to a different project in the Garrison Landing Water District, that would include a new well (“Well 8”); and**

**WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and**

**WHEREAS, the County Executive has reviewed and recommended said reallocation; and**

**WHEREAS, the *Rules, Enactments and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it**

**RESOLVED, that the Town of Philipstown sales tax funding of \$369,670 originally allocated pursuant to Resolution # 134 of 2022 is hereby authorized to be expended on the Garrison Landing Water District -Well 8 Project; and be it further**

**RESOLVED, that the distribution of said funds shall be contingent upon the receiving municipality executing an intermunicipal agreement with Putnam County, as prepared by the Putnam County Attorney, and executed by the Putnam County Executive including such terms as described further in Resolution #133 and #134 of 2022.**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**PHYSICAL SERVICES COMMITTEE  
(Chairman Ellner, Legislators Castellano & Crowley)**

Item #5i – Approval/ Budgetary Amendment (24A035)/ DPW/ State and Municipal (SAM) CREST Facilities Grant Award/ Solar Carport was next. Chairman Jonke recognized Legislator Crowley, member of the Physical Services Committee. On behalf of the members of the Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:

**RESOLUTION #122**

**APPROVAL/ BUDGETARY AMENDMENT (24A035)/ DPW/ STATE AND MUNICIPAL (SAM) CREST FACILITIES GRANT AWARD/ SOLAR CARPORT**

WHEREAS, by Resolution #190 of 2023, the Putnam County Legislature authorized and approved a grant application for a State and Municipal (SAM) Crest Grant in the amount of \$100,000 administered by the Dormitory Authority of the State of New York (DASNY) for municipal electrification and renewable energy projects; and

WHEREAS, has been awarded a Community Resiliency, Economic Sustainability, and Technology Program (CREST) grant in the amount of \$100,000 for the installation of a Solar Carport and EV Charging Stations; and

WHEREAS, a small Solar Carport will be installed at the Donald B. Smith Campus; and

WHEREAS, the intent is to install between three (3) or four (4) Charging Stations; and

WHEREAS, there is a County Match of 15% totaling \$15,284; and

WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:

**CAPITAL FUND:**

**Increase Appropriations:**

55197000 53000 52415	Capital Exp – SAM Grant – Solar Carport	115,284
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**Increase Estimated Revenues:**

55197000 437897 52415	State Aid – SAM Grant – Solar Carport	100,000
55197000 428601 52415	Transfer In – General	15,284

**GENERAL FUND:**

**Increase Appropriations:**

10199000 59020	Transfer Out – Capital	15,284
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**Decrease Appropriations:**

10199000 54980	General Contingencies	15,284
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2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

Item #5j – Approval/ Budgetary Amendment (24A038)/ DPW/ Amend 2024 Consolidated Local Street & Highway Improvement Program (CHIPS) was next. On behalf of the members of the Physical Services Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:

**RESOLUTION #123**

**APPROVAL/ BUDGETARY AMENDMENT (24A038)/ DPW/ AMEND 2024 CONSOLIDATED LOCAL STREET & HIGHWAY IMPROVEMENT PROGRAM (CHIPS)**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (24A038) to amend the 2024 CHIPS County Capital Project Budget to equal the adopted NYS Budget; and**

**WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:**

**Increase Appropriations:**

<b>55112000 53000 52412</b>	<b>CHIPS 2024</b>	<b>735,692</b>
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**Increase Estimated Revenues:**

<b>55112000 435011 52412</b>	<b>State Aid – CHIPS 2024</b>	<b>735,692</b>
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**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

Item #5k – Approval/ Budgetary Amendment (24A040)/ DPW/ Risk Manager/ Guide Rail Damage/ Insurance Recoveries was next. On behalf of the members of the Physical Services Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:

**RESOLUTION #124**

**APPROVAL/ BUDGETARY AMENDMENT (24A040)/ DPW/ RISK MANAGER/ GUIDE RAIL DAMAGE/ INSURANCE RECOVERIES**

**WHEREAS, the Risk Manager has requested a budgetary amendment (24A040) to recognize reimbursement for guide rail damages from the following Insurance Companies:**

- **USAA - \$6,906.08 – Stoneleigh Avenue**
- **Allstate - \$7,723.40 – Peekskill Hollow Rd & Jeanne Drive**
- **United Farm Family Ins. Co. - \$6,991.95 – Croton Falls Road**

**And**

**WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it**

RESOLVED, that the following budgetary amendment be made:

**Increase Revenues:**

10511000 426801	DPW Rd/Bridges – Insurance Recoveries	21,621.43
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**Increase Expenses:**

10511000 54410	DPW Rd/Bridges – Supplies & Materials	5,933.43
10511000 54647	DPW Rd/Bridges – Sub-Contractors	<u>15,688.00</u>
		21,621.43

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

Item #5L – Approval/ Budgetary Transfer (24T092)/ DPW/ Close Out Capital Projects was next. On behalf of the members of the Physical Services Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:

**RESOLUTION #125**

**APPROVAL/ BUDGETARY TRANSFER (24T092)/ DPW/ CLOSE OUT CAPITAL PROJECTS**

WHEREAS, the Commissioner of the Department of Public Works has requested a budgetary transfer (24T092) to close out various CP Projects and transfer funds to the Capital Project Reserve for future projects; and

WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary transfer; now therefore be it RESOLVED, that the following budgetary transfer be made:

**CAPITAL FUND:**

**Decrease Estimated Appropriations:**

55197000 532005 51509	20CP05 – COB Exterior Rehabilitation	41.76
55197000 532301 51509	23CP01 – 6N Highway Garage	1,903.57
55197000 532302 51509	23CP02 – Tilly Foster Barn Bldg #9	17.38
55197000 532303 51509	23CP03 – Law Department	66.81
55197000 532304 51509	23CP04 – Koehler Senior Center	3,361.14
55197000 532307 51509	23CP07 – District Attorney’s Office	4,088.85
55197000 532308 51509	23CP08 – Personnel Department	18.74
55197000 532309 51509	23CP09 – DSS Legal	116.91
55197000 532310 51509	23CP10 – Nelsonville Substation	56.80

**Increase Estimated Appropriations:**

55197000 53000 51509	County Facility Renovations	9,671.96
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2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5m – Approval/ Putnam County’s Proposed Public Transportation Agency Safety Plan in Conformance with an as Required by the U.S. Department of Transportation’s Final Rule (49 C.F.R. PART 673) was next. On behalf of the members of the Physical Services Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:**

**RESOLUTION #126**

**APPROVAL/ PUTNAM COUNTY’S PROPOSED PUBLIC TRANSPORTATION AGENCY SAFETY PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION’S FINAL RULE (49 C.F.R. PART 673)**

**WHEREAS, the U.S. Department of Transportation, by and through the Federal Transit Administration (“FTA”), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and**

**WHEREAS, the County of Putnam (“County”) is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 *et seq.* (“Final Rule”); and**

**WHEREAS, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 and operate a public transportation system must develop a Public Transportation Agency Safety Plan (“Safety Plan”) that includes the processes and procedures necessary for implementing Safety Management Systems (“SMS”); and**

**WHEREAS, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance, and safety promotion; and**

**WHEREAS, the Bipartisan Infrastructure Law amends FTA’s final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee by July 31, 2022. As such, the County will be utilizing MV Transportation’s previously established Committee consisting of three management and three frontline employee representatives; and**

**WHEREAS, the County, as a transit operator, is required to certify on/before July 1, 2024, that it has developed its Safety Plan and such Plan meets all of the requirements of the Final Rule; and**

**WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 *et seq.*, has drafted its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit “A;” now therefore be it**

**RESOLVED, that the County Executive, together with the Putnam County Legislature, support the County’s continued participation in approved FTA services, programs and activities, as well as continue to be a recipient of FTA funding and/or financial assistance therefor; and be it further**

**RESOLVED, that the County Executive, together with the Putnam County Legislature, support and approve for submission by the Department of Planning, Development and Public Transportation to the FTA the County’s Safety Plan for review and approval, which Safety Plan is attached hereto as “Exhibit A;” and be it further**

**RESOLVED, that this resolution shall take effect immediately.**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5n – Approval/ Department of Public Works/ Use of Capital Facility Reserve/ (24CP03) (Park Director’s House Repairs & Improvement – State of Good Repair) was next. On behalf of the members of the Physical Services Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:**

**RESOLUTION #127**

**APPROVAL/ DEPARTMENT OF PUBLIC WORKS/ USE OF CAPITAL FACILITY RESERVE/ (24CP03) (Park Director’s House Repairs & Improvement – State of Good Repair)**

**WHEREAS, the Commissioner of Public Works has proposed the use of \$15,000 from the Capital Facility Reserve to fund Project #24CP03 – Park Director’s House Repairs & Improvements – State of Good Repair; and**

**WHEREAS, in continuance with the facility improvement program established in 2023, an assessment was made of the Park Director’s house; and**

**WHEREAS, it was determined that elements of the building envelope such as siding, soffit/fascia, gutters and windows need replacement; and**

**WHEREAS, the front entry stairs are also in need of structural repair or replacement; and**

**WHEREAS, the estimate reflects the plan to utilize department staff to accomplish this work in-house; and**

**WHEREAS, these repairs and improvements will not only improve the aesthetics but will also harden the building envelope and increase energy efficiency; and**

**WHEREAS, the Physical Services Committee has reviewed and approved this request; now therefore be it**

**RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$15,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**24CP03 – Park Director’s House Repairs & Improvements – State of Good Repair**

**Project cost not to exceed \$15,000**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5o – Approval/ Department of Public Works/ Use of Capital Facility Reserve/ (24CP04) (Stockpile Building & Grounds Improvements – State of Good Repair) was next. On behalf of the members of the Physical Services Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:**

**RESOLUTION #128**

**APPROVAL/ DEPARTMENT OF PUBLIC WORKS/ USE OF CAPITAL FACILITY RESERVE/  
(24CP04) (Stockpile Building & Grounds Improvements – State of Good Repair)**

**WHEREAS, the Commissioner of Public Works has proposed the use of \$200,000 from the Capital Facility Reserve to fund Project #24CP04 – Stockpile Building & Grounds Improvements – State of Good Repair; and**

**WHEREAS, the County’s stockpiles (Putnam Lake, Sodom Road, 6N, Cold Spring, Putnam Valley, Fair Street) are critical to DPW’s operations year round and must be kept in a state of good repair; and**

**WHEREAS, in continuance with the facility improvement program established in 2023, an assessment was made on the condition of the County’s stockpiles; and**

**WHEREAS, it was determined that various repairs and improvements are necessary at all locations; and**

**WHEREAS, attached is a list of intended repairs and estimated costs per stockpile location; and**

**WHEREAS, the Physical Services Committee has reviewed and approved this request; now therefore be it**

**RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$200,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**24CP04 – Stockpile Building & Grounds Improvements – State of Good Repair**

**Project cost not to exceed \$200,000**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5p – Approval/ Department of Public Works/ Use of Capital Facility Reserve/ (24CP05) (New Courthouse Boiler Replacements) was next. On behalf of the members of the Physical Services Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:**

**RESOLUTION #129**

**APPROVAL/ DEPARTMENT OF PUBLIC WORKS/ USE OF CAPITAL FACILITY RESERVE/  
(24CP05) (New Courthouse Boiler Replacements)**

**WHEREAS, the Commissioner of Public Works has proposed the use of \$300,000 from the Capital Facility Reserve to fund Project #24CP05 – New Courthouse Boiler Replacements; and**

**WHEREAS, two (2) existing boilers at the New Courthouse have been deemed irreparable; and**

**WHEREAS, DPW has undertaken efforts to repair the boilers in the past and kept them operational, however, recent cracking is too large and extensive to repair; and**

**WHEREAS, DPW is proposing to replace the two (2) cast iron boilers with a single steel commercial boiler; and**

**WHEREAS, although redundancy will be lost, the steel boiler will provide the same energy output as was being supplied by the two (2) failed boilers, and will not be prone to cracking which caused the recent failure, and**

**WHEREAS, DPW is proposing to do the work with County forces and was advised that replacement costs may be upward of \$300,000; and**

**WHEREAS, DPW is awaiting a firm quote and will update the Board when it is received; and**

**WHEREAS, the Physical Services Committee has reviewed and approved this request; now therefore be it**

**RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$300,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**24CP05 – New Courthouse Boiler Replacements**

**Project cost not to exceed \$300,000**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5q – Approval/ Confirmation of Appointments/ Putnam County Veterans Memorial Park Advisory Board was next. On behalf of the members of the Physical Services Committee, Chair Ellner and Legislators Castellano and Crowley, Legislator Crowley moved the following:**

**Chairman Jonke thanked all the individuals for volunteering to serve on this board.**

**RESOLUTION #130**

**APPROVAL/ CONFIRMATION OF APPOINTMENTS/ PUTNAM COUNTY VETERANS MEMORIAL PARK ADVISORY BOARD**

**WHEREAS, Section 25-28 of the Putnam County Code provides for the appointment of members to the Putnam County Veterans Memorial Park Advisory Board by the County Executive subject to confirmation by the Putnam County Legislature; and WHEREAS, the County Executive has appointed the following:**

**Chris Ruthven, Parks and Recreation Director, for the remainder of a three (3) year term, said term to expire December 31, 2024.**

**Karl Rohde, Veterans Service Agency Director, for a three (3) year term, said term to expire December 31, 2026.**

**Brennan Mahoney, Veteran and Joint Veterans Council Member, for the remainder of a three (3) year term, said term to expire December 31, 2025.**

**Anthony DeDuco, Veteran and Joint Veterans Council Member, for the remainder of three (3) year term, said term to expire December 31, 2025.**

**Bruce Cortalano, Veteran of the Armed Services, for a three (3) year term, said term to expire December 31, 2026.**

**James Gilchrist, Parks and Open Space Experience, for a three (3) year term, said term to expire December 31, 2026.**

**Nina Kallmeyer, Parks and Open Space Experience, for the remainder of a three (3) year term, said term to expire December 31, 2025.**

**Jim Hoffman, Parks and Open Space Experience, for the remainder of a three (3) year term, said term to expire December 31, 2024.**

**Richard Buck, Not a Veteran or Parks and Open Space Experience, for the remainder of a three (3) year term, said term to expire December 31, 2025.**

**WHEREAS, the Physical Services Committee of the Putnam County Legislature has reviewed and approved said appointments; now therefore be it**

**RESOLVED, that pursuant to Section 25-28(B) of the Putnam County Code, the Putnam County Legislature hereby confirms the above appointments to the Putnam County Veterans Memorial Park Advisory Board made by the County Executive; and be it further**

**RESOLVED, that these appointments comply with any requirements to file an Oath of Office pursuant to the New York State Public Officers Law.**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**PROTECTIVE SERVICES COMMITTEE  
(Chairwoman Nacerino, Legislators Addonizio & Sayegh)**

**Item #5r – Approval/ Grant Application/ State and Municipal Facilities (SAM) Grant Program/ Putnam County Fire Training Center was next. Chairman Jonke recognized Legislator Sayegh, member of the Protective Services Committee. On behalf of the members of the Committee, Chair Nacerino and Legislators Addonizio and Sayegh, Legislator Sayegh moved the following:**

**RESOLUTION #131**

**APPROVAL/ GRANT APPLICATION/ STATE AND MUNICIPAL FACILITIES (SAM) GRANT PROGRAM/ PUTNAM COUNTY FIRE TRAINING CENTER**

**WHEREAS, Section 5-2(E) of the Putnam County Code provides that an applicant of any grant application that does not require local Putnam County (“the County”) matching funds shall notify the Putnam County Legislature (“the Legislature”) of the submission of a grant application and, further, if the Legislature objects to such grant application, the applicant shall not apply for said grant; and**

**WHEREAS, by and through the State of New York and the Office of Senator Peter Harckham, the County has the opportunity to apply for a State and Municipal (“SAM”) Crest Grant in the amount of \$100,000 administered by the Dormitory Authority of the State of New York (“DASNY”) for Renovations to the Putnam County Fire Training Center; and**

**WHEREAS, the purpose of the grant funds is to subsidize the costs associated with the Project; and**

**WHEREAS, there is no matching fund requirement by the County to accept the SAM Crest grant for the Project; now therefore be it**

**RESOLVED, that the Putnam County Legislature authorizes and approves the County's submission, by the Department of Planning, Development and Public Transportation, of its application for a \$100,000 grant administered through DASNY and awarded by the SAM Crest Facilities Grant Program for the Project; and be it further**

**RESOLVED, that this resolution shall take effect immediately.**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5s – Approval/ Budgetary Amendment (24A036)/ Emergency Services/ Fire Training Center 23CP14 / ARPA Funding / State and Municipal (SAM) Crest Facilities Grant Program Award was next. On behalf of the members of the Protective Services Committee, Chair Nacerino and Legislators Addonizio and Sayegh, Legislator Sayegh moved the following:**

**RESOLUTION #132**

**APPROVAL/ BUDGETARY AMENDMENT (24A036)/ EMERGENCY SERVICES/ FIRE TRAINING CENTER 23CP14/ ARPA FUNDING / STATE AND MUNICIPAL (SAM) CREST FACILITIES GRANT PROGRAM AWARD**

**WHEREAS, by Resolution #180 of 2023, the Putnam County Legislature authorized and approved the repurposing of \$1 million of ARPA funding from Resolution #135 of 2022 for the procurement and installation of the Fire Training Center; and**

**WHEREAS, by Resolution #178 of 2023, the Putnam County Legislature authorized and approved \$1.3 million from the Capital Facility Reserve (23CP14) for the Fire Training Facility; and**

**WHEREAS, by Resolution #179 of 2023, the Putnam County Legislature authorized and approved an additional \$300,000 to be earmarked for the demolition, site work, and foundation preparation of the new Fire Training Center Project; and**

**WHEREAS, by Resolution #191 of 2023, the Putnam County Legislature authorized and approved the County's submission, by the Department of Planning, Development and Public Transportation, of its application for a State and Municipal (SAM) Crest Grant in the amount of \$200,000 administered by the Dormitory Authority of the State of New York (DASNY); and**

**WHEREAS, with the current budget of \$1.3 million, the Commissioner of Emergency Services stated that it has been estimated that an additional \$300,000 will be needed to award all phases of the project due to construction market price increases since the summer of 2023, and the entire scope of work was not clearly and fully defined until our consultants began surveying and developing the site plans in February/March; and**

**WHEREAS, on November 20, 2023, the Commissioner of Planning received notice that the State awarded the County of Putnam a Community Resiliency, Economic Sustainability, and Technology Program (CREST) grant for the Fire Training Center Project in the amount of \$200,000; and**



**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (24A039) to recognize the funds received for this program currently run by the Sheriff's Youth and Community Services Division; and**

**WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:**

**Increase Estimated Revenues:**

16311000 427051	Community & Youth – Outside Donation	300.00
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**Increase Appropriations:**

16311000 54410	Community & Youth – Supplies/ Materials	300.00
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2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5u – Approval/ Budgetary Amendment (24A042)/ Sheriff's Department / NYS Stop-DWI Foundation Inc. was next. On behalf of the members of the Protective Services Committee, Chair Nacerino and Legislators Addonizio and Sayegh, Legislator Sayegh moved the following:**

**Legislator Sayegh explained that a DRE callout is a Drug Recognition Expert who is a law enforcement officer trained to recognize a driver under the influence other than alcohol.**

**RESOLUTION #134**

**APPROVAL/ BUDGETARY AMENDMENT (24A042)/ SHERIFF'S DEPARTMENT / NYS STOP-DWI FOUNDATION INC.**

**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (24A038) to recognize the revenue received from the NYS Stop-DWI Foundation Inc to reimburse the Sheriff's BCI and Patrol divisions for overtime expenses associated with DRE Callouts; and**

**WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:**

**Increase Estimated Revenues:**

32311000 443890	Sheriff BCI – Public Safety Other	329.94
17311000 443890	Sheriff Patrol - Public Safety Other	<u>265.28</u>
		595.22

**Increase Appropriations:**

32311000	Sheriff BCI	
51093	Overtime	306.50
58002	Social Security	23.44
17311000	Sheriff – Patrol	

51093	Overtime	246.43
58002	Social Security	<u>18.85</u>
		595.22

2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

Item #5v – Approval/ Budgetary Amendment (24A045)/ Sheriff’s Department/ T-Commission Funds/ Computer Equipment was next. On behalf of the members of the Protective Services Committee, Chair Nacerino and Legislators Addonizio and Sayegh, Legislator Sayegh moved the following:

Legislator Sayegh explained that the Sheriff stated during the Protective Services Committee meeting that we are required by State Law to provide internet access to incarcerated individuals in the Putnam County Jail.

**RESOLUTION #135**

**APPROVAL/ BUDGETARY AMENDMENT (24A045)/ SHERIFF’S DEPARTMENT/ T-COMMISSION FUNDS/ COMPUTER EQUIPMENT**

WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (24A045) to utilize T-Commission Reserve Funds to purchase five (5) Laptop Computers for the Correctional Facility; and

WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:

<b>Increase Revenue:</b>		
10315000 426605	Jail – Inmate T-Com Use of Reserve	4,613.35

<b>Increase Appropriations:</b>		
10315000 52130	Jail – Computer Equipment	4,613.35

2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

Item #5w – Approval/ Budgetary Amendment (24A046)/ Sheriff’s Department/ T-Commission Funds/ Audio Visual Equipment was next. On behalf of the members of the Protective Services Committee, Chair Nacerino and Legislators Addonizio and Sayegh, Legislator Sayegh moved the following:

**RESOLUTION #136**

**APPROVAL/ BUDGETARY AMENDMENT (24A046)/ SHERIFF'S DEPARTMENT/ T-COMMISSION FUNDS/ AUDIO VISUAL EQUIPMENT**

**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (24A046) to utilize T-Commission Reserve Funds to purchase two (2) New Computer Network Video Recorders (NVRs) to replace the current equipment which pose retention issues; and**

**WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:**

**Increase Revenue:**

<b>10011000 426605</b>	<b>Jail Maintenance – Inmate T-Com Use of Reserve</b>	<b>205,146.11</b>
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**Increase Appropriations:**

<b>10011000 52640</b>	<b>Jail Maintenance – Audio Visual Equipment</b>	<b>205,146.11</b>
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**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5x – Approval/ Confirmation/ Appointments/ Putnam County Emergency Services Safety Advisory Board was next. On behalf of the members of the Protective Services Committee, Chair Nacerino and Legislators Addonizio and Sayegh, Legislator Sayegh moved the following:**

**Chairman Jonke thanked all the volunteers.**

**RESOLUTION #137**

**APPROVAL/ CONFIRMATION/ APPOINTMENTS/ PUTNAM COUNTY EMERGENCY SERVICES SAFETY ADVISORY BOARD**

**WHEREAS, Section 25-38 of the Putnam County Code provides for the appointment of members to the Putnam County Emergency Services Safety Advisory Board by the County Executive subject to confirmation by the Putnam County Legislature; and**

**WHEREAS, the County Executive has appointed the following:**

**Robert Cuomo, Putnam County Bureau of Emergency Services Representative, for the remainder of a three (3) year term; said term to expire December 31, 2025.**

**Frank DiMarco, Putnam County Chief's Association Representative, for the remainder of a three (3) year term; said term to expire December 31, 2024.**

**Nat Prentice, Putnam County Community Representative, for the remainder of a three (3) year term, said term to expire December 31, 2024.**

**William Walters, Experience or familiarization with the New York State Uniformed Building and Fire Code, for a three (3) year term, said term to expire December 31, 2026.**

**Eileen Barrett, Putnam County Community Representative, for a three (3) year term, said term to expire December 31, 2026.**

**WHEREAS, the Protective Services Committee of the Putnam County Legislature has reviewed and approved said appointments; now therefore be it**

**RESOLVED, that pursuant to Section 25-38(B) of the Putnam County Code, the Putnam County Legislature hereby confirms the above appointments to the Putnam County Emergency Services Safety Advisory Board made by the County Executive; and be it further**

**RESOLVED, that these appointments comply with any requirements to file an Oath of Office pursuant to the New York State Public Officers Law.**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**AUDIT & ADMINISTRATION COMMITTEE  
(Chairman Castellano, Legislators Ellner & Gouldman)**

**Item #5y – Approval/ Budgetary Amendment (24A044)/ Finance/ Independent Auditors/ PKF O’Connor Davies LLP/ American Rescue Plan Act (ARPA) was next. Chairman Jonke recognized Legislator Castellano, Chairman of the Audit & Administration Committee. On behalf of the members of the Committee, Legislators Ellner and Gouldman, Legislator Castellano moved the following:**

**RESOLUTION #138**

**APPROVAL/ BUDGETARY AMENDMENT (24A044)/ FINANCE/ INDEPENDENT AUDITORS/ PKF O’CONNOR DAVIES LLP/ AMERICAN RESCUE PLAN ACT (ARPA)**

**WHEREAS, on January 10, 2024, the County amended their engagement with PKF O’Connor Davies LLP to assist the County with grant compliance and subrecipient monitoring in connection with the American Rescue Plan Act (ARPA); and**

**WHEREAS, the County’s ARPA consultant and her team have provided the County and its subrecipients with effective management and oversight with continuous meetings with both the Administration and our local Towns and Villages; and**

**WHEREAS, pursuant to the U.S. Treasury’s 2022 Final Rule, recipients may elect up to 10% of their ARPA allocation to administer these projects; and**

**WHEREAS, the Commissioner of Finance is recommending a budgetary amendment (24A044) to cover an additional \$70,000 to adhere to the current U.S. Treasury Guidelines of obligating the County and subrecipient projects through the end of 2024; and**

**WHEREAS, the Audit & Administration Committee has reviewed and approved said budgetary amendment; now therefore be it**

**RESOLVED, that the following budgetary amendment:**

**CAPITAL FUND:**

**Increase Appropriations:**  
58989000 53000 52228      Capital – ARPA Administrative Costs      70,000

**Increase Estimated Revenues:**  
58989000 428601 52228      Transfer In – General      70,000

**Decrease Appropriations:**  
55197000 53000 52229      Capital – ARPA Highway Infrastructure Studies (70,000)

**Decrease Estimated Revenues:**  
55197000 428601 5229      Transfer In – General      (70,000)

**GENERAL FUND:**

**Increase Appropriations:**  
10990100 59020 52228      Transfer Out – Capital (ARPA Adm. Costs)      70,000

**Increase Estimated Revenues:**  
10131000 449898 52228      Federal Aid – ARPA CFDA 21.027      70,000

**Decrease Appropriations:**  
10990100 59020 52229      Transfer Out – Capital (ARPA Highway  
Infrastructure Studies)      (70,000)

**Decrease Estimated Revenues:**  
10131000 449898 52229      Federal Aid – ARPA CFDA 21.027      (70,000)

2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**

**Item #5z – Approval/ Budgetary Amendment (24A047)/ DPW/ Sheriff’s Correctional Facility Boiler Replacements & Gate Improvements/ Amend Capital Projects (County ARPA Funding) was next. On behalf of the members of the Audit & Administration Committee, Legislators Ellner and Gouldman, Legislator Castellano moved the following:**

**RESOLUTION #139**

**APPROVAL/ BUDGETARY AMENDMENT (24A047)/ DPW/ SHERIFF’S CORRECTIONAL FACILITY BOILER REPLACEMENTS & GATE IMPROVEMENTS/ AMEND CAPITAL PROJECTS (County ARPA Funding School Safety)**

**WHEREAS, the Department of Public Works Commissioner has requested a budgetary amendment (24A047) to amend Capital Projects 52403 – Correctional Facility Boiler Replacements, 52404 – Correctional Facility Gate Improvements and 52405 – Correctional Facility Life Safety Systems; and**

WHEREAS, this funding will allow for DPW to proceed with these projects and the accelerated completion goal before the next heating season specific to the Boiler Replacement Project; and

WHEREAS, DPW in conjunction with the Capital Committee has identified a budgetary savings in Capital Project 53405 – Correctional Facility Life Safety Systems which will cover the shortfall for the Boiler Project; and

WHEREAS, \$125,000 from the PCSO School Safety – ARPA funding will cover the Gate Improvements Project; and

WHEREAS, the Audit & Administration Committee has reviewed and approved said budgetary amendment; now therefore be it

RESOLVED, that the following budgetary amendment be made:

**CAPITAL FUND:**

**Increase Appropriations:**

53097000 53000 52403	Capital – PCSO Boiler Project	130,000
53097000 53000 52404	Capital – PCSO Gate Improvements	125,000

**Increase Estimated Revenues:**

53097000 428601 52403	Transfer In – General	130,000
53097000 428601 52404	Transfer In – General	125,000

**Decrease Appropriations:**

53097000 53000 52405	Capital – PCSO Life Safety	130,000
53097000 53000 52223	Capital – PCSO School Safety – ARPA	125,000

**Decrease Estimated Revenues:**

53097000 428601 52405	Transfer In – General	130,000
53097000 428601 52223	Transfer In – General	125,000

**GENERAL FUND:**

**Increase Appropriations:**

10990100 59020 52204	Transfer Out – Capital – ARPA – PCSO Gate Improvements	125,000
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**Increase Estimated Revenues:**

10131000 449898 52204	Federal Aid – ARPA CFDA 21.027	125,000
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**Decrease Appropriations:**

10990100 59020 52223	Transfer Out – Capital – ARPA – PCSO School Safety	125,000
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**Decrease Estimated Revenues:**

10131000 449898 52223	Federal Aid – ARPA CFDA 21.027	125,000
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2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

• BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

**Item #6 – Other Business**

**There was no other business submitted to the meeting.**

**Item #7 – Recognition of Public on Agenda Items**

**There were no members of the public wishing to comment.**

**Item #8 - Recognition of Legislators**

**There were no members of the Legislature wishing to comment.**

**There being no further business, at 7:22 P.M., Chairman Jonke made a motion to adjourn; seconded by Legislator Sayegh. All in favor.**

**Respectfully submitted by Diane Schonfeld, Clerk.**

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

**AGENDA  
REGULAR MEETING  
OF THE  
PUTNAM COUNTY LEGISLATURE  
TO BE HELD IN THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512**

**Tuesday                      June 4, 2024                      7:00 P.M.**

- 1. Pledge of Allegiance**
- 2. Legislative Prayer**
- 3. Roll Call**

**PROCLAMATION**

**Putnam County Youth Bureau High School Senior Recognition Day**

- 4. Correspondence**
  - a) County Auditor**
- 5. Pre-filed resolutions:**

**HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE  
(Chairwoman Sayegh, Legislators Crowley & Gouldman)**

- 5a. Approval/ Budgetary Amendment (24A041)/ Historian/ Outside Donations/ Society for the Preservation of Putnam County Antiquities & Greenways Inc./ Purchase Civil War Plaque**

**PERSONNEL COMMITTEE  
(Chairman Jonke, Legislators Castellano & Nacerino)**

- 5b. Approval/ Budgetary Transfer (24T090)/ District Attorney/ Salary Increase**

- 5c. **Approval/ Budgetary Transfer (24T120)/ IT/GIS / Personnel Restructuring / New Position Request / IT Systems Specialist**
- 5d. **Approval/ Fund Transfer (24T127)/ IT & GIS/ Personnel Restructuring / Reclassification**
- 5e. **Approval/ Replace Resolution #141 of 2021/ Personnel/ Military Leave Policy**

**RULES, ENACTMENTS & INTERGOVERNMENTAL RELATIONS COMMITTEE  
(Chairwoman Addonizio, Legislators Ellner & Nacerino)**

- 5f. **Approval/ Town of Carmel/ American Rescue Plan Act (ARPA) & Sales Tax Funding Reallocation**
- 5g. **Approval/ Town of Kent/ American Rescue Plan Act (ARPA) & Sales Tax Funding Reallocation**
- 5h. **Approval/ Town of Philipstown/ Sales Tax Funding Reallocation**

**PHYSICAL SERVICES COMMITTEE  
(Chairman Ellner, Legislators Castellano & Crowley)**

- 5i. **Approval/ Budgetary Amendment (24A035)/ DPW/ State and Municipal (SAM) CREST Facilities Grant Award/ Solar Carport**
- 5j. **Approval/ Budgetary Amendment (24A038)/ DPW/ Amend 2024 Consolidated Local Street & Highway Improvement Program (CHIPS)**
- 5k. **Approval/ Budgetary Amendment (24A040)/ DPW/ Risk Manager/ Guide Rail Damage/ Insurance Recoveries**
- 5L. **Approval/ Budgetary Transfer (24T092)/ DPW/ Close Out Capital Projects**
- 5m. **Approval/ Putnam County's Proposed Public Transportation Agency Safety Plan in Conformance with an as Required by the U.S. Department of Transportation's Final Rule (49 C.F.R. PART 673)**
- 5n. **Approval/ Department of Public Works/ Use of Capital Facility Reserve/ (24CP03) (Park Director's House Repairs & Improvement – State of Good Repair)**
- 5o. **Approval/ Department of Public Works/ Use of Capital Facility Reserve/ (24CP04) (Stockpile Building & Grounds Improvements – State of Good Repair)**
- 5p. **Approval/ Department of Public Works/ Use of Capital Facility Reserve/ (24CP05) (New Courthouse Boiler Replacements)**

- 5q. **Approval/ Confirmation of Appointments/ Putnam County Veterans Memorial Park Advisory Board**

**PROTECTIVE SERVICES COMMITTEE**  
(Chairwoman Nacerino, Legislators Addonizio & Sayegh)

- 5r. **Approval/ Grant Application/ State and Municipal Facilities (SAM) Grant Program/ Putnam County Fire Training Center**
- 5s. **Approval/ Budgetary Amendment (24A036)/ Emergency Services/ Fire Training Center 23CP14 / ARPA Funding / State and Municipal (SAM) Crest Facilities Grant Program Award**
- 5t. **Approval/ Budgetary Amendment (24A039)/ Sheriff's Department/ Outside Donations/ Howard Stern, Esq. "Project Lifesaver" Program**
- 5u. **Approval/ Budgetary Amendment (24A042)/ Sheriff's Department / NYS Stop-DWI Foundation Inc.**
- 5v. **Approval/ Budgetary Amendment (24A045)/ Sheriff's Department/ T-Commission Funds/ Computer Equipment**
- 5w. **Approval/ Budgetary Amendment (24A046)/ Sheriff's Department/ T-Commission Funds/ Audio Visual Equipment**
- 5x. **Approval/ Confirmation/ Appointments/ Putnam County Emergency Services Safety Advisory Board**

**AUDIT & ADMINISTRATION COMMITTEE**  
(Chairman Castellano, Legislators Ellner & Gouldman)

- 5y. **Approval/ Budgetary Amendment (24A044)/ Finance/ Independent Auditors/ PKF O'Connor Davies LLP/ American Rescue Plan Act (ARPA)**
- 5z. **Approval/ Budgetary Amendment (24A047)/ DPW/ Sheriff's Correctional Facility Boiler Replacements & Gate Improvements/ Amend Capital Projects (County ARPA Funding School Safety)**
6. **Other Business**
7. **Recognition of Public on Agenda Items**
8. **Recognition of Legislators**
9. **Adjournment**

**Michele Alfano- Sharkey**  
*County Auditor*

**Francine Romeo**  
*Deputy County Auditor*



**COUNTY AUDITOR**

#50

**County Office Building**  
**40 Gleneida Avenue**  
**Carmel, New York 10512**  
**Main (845)808-1040**  
**Fax (845)808-1900**

**TO:** Putnam County Legislature

**FROM:** Michele Alfano-Sharkey  
County Auditor 

**DATE:** July 30, 2024

**RE:** Refund of Taxes

This is the report for July 30, 2024 provided by Real Property Tax Law- Section 556, Paragraph (c).

There was no activity during this reporting period.

#60

Committee Mtg _____	Resolution # _____
Introduced By _____	Regular Mtg _____
Seconded By _____	Special Mtg _____

**APPROVAL- BUDGETARY AMENDMENT (24A061) – DISTRICT ATTORNEY – NYS DIVISION OF CRIMINAL JUSTICE SERVICES (DCJS) GRANT FUNDING – RECLASSIFICATION – ASSISTANT DISTRICT ATTORNEY TO APPELLATE ATTORNEY AND ASSISTANT DISTRICT ATTORNEY TO ASSISTANT DISTRICT ATTORNEY BUREAU CHIEF**

**WHEREAS, the 2024 budget earmarked \$19,706 to be utilized to transition to a full-time entry level Assistant District Attorney if and when the part-time Assistant District Attorney position, account #116510115, at a salary of \$65,294 became vacant; and**

**WHEREAS, the full-time entry level Assistant District Attorney salary would then be \$85,000; and**

**WHEREAS, based on the needs of the District Attorney’ office, which was discussed during the Personnel Committee meeting on July 9, 2024, the District Attorney has requested an additional \$45,000 to bring the salary to \$130,000 with the intent of hiring an experienced full-time Appellate Attorney to fill the vacant position; and**

**WHEREAS, the Personnel Department recently conducted a job analysis review of a current full-time Assistant District Attorney position, account #116510105, which resulted in a title change of Assistant District Attorney Bureau Chief, increasing current salary by \$22,112 from \$107,888 to \$130,000; and**

**WHEREAS, the District Attorney is requesting that the reclassification and salary increase for position #116510105 be effective retroactively to January 1, 2024; and**

**WHEREAS, the newly created full-time Appellate Attorney position will be effective upon the hiring of a qualified candidate; and**

**WHEREAS, the NYS Division of Criminal Justice Services (DCJS) provided funding to support local law enforcement agencies with expenses related to the discovery and pretrial reforms that took effect January 1, 2020; and**

**WHEREAS, all funding provided is intended to support estimated costs during the SFY 2023-24; and**

**WHEREAS, the salary increases and the change in classification will be covered by the Discovery Grant funds; and**

**WHEREAS, the District Attorney has requested a budgetary amendment (24A061) to accommodate these requests; and**

**WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it**

Legislator Addonizio \_\_\_\_\_  
 Legislator Castellano \_\_\_\_\_  
 Legislator Crowley \_\_\_\_\_  
 Legislator Ellner \_\_\_\_\_  
 Legislator Gouldman \_\_\_\_\_  
 Legislator Montgomery \_\_\_\_\_  
 Legislator Nacerino \_\_\_\_\_  
 Legislator Sayegh \_\_\_\_\_  
 Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
 Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
 Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**RESOLVED, that Resolution #274 of 2023 setting the Salaries for Officers and Employees paid from County Funds is hereby amended for the following positions:**

<b>Budget Line:</b>	<b>Positions:</b>	<b>Salary:</b>
10116500 51000 116510115	<b>Part-Time Assistant District Attorney</b>	<b>65,294 to 0</b>
10116500 51000 116510133	<b>New Full-Time Appellate Attorney</b> (65,294 + 19,706 + 45,000)	<b>0 to 130,000</b>
10116500 51000 116510105	<b>Assistant District Attorney</b>	<b>107,888 to 0</b>
10116500 51000 116510134	Reclassify to: <b>Assistant District Attorney Bureau Chief</b>	<b>0 to 130,000</b>

And be it further

**RESOLVED, that the following budgetary amendment be made:**

**GENERAL FUND:**

**Increase Appropriations:**

10116500 54936 10171	<b>Partnership Initiative</b>	<b>92,990</b>
32311000 51093 10171	<b>PCSO – Overtime (BCI)</b>	<b>48,437</b>
32311000 58002 10171	<b>PCSO – Social Security (BCI)</b>	<b>3,705</b>
10116500 51000 (134)	<b>Pers. Serv. – ADA Bureau Chief</b>	<b>22,112</b>
10116500 51000 (133)	<b>Pers. Serv. – Appellate Attorney</b>	<b>18,721</b>

**Decrease Appropriations:**

10116500 51000 (999)	<b>Pers. Serv. – Reserve for Reclass</b>	<b>19,706</b>
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**Increase Estimated Revenues:**

10116500 430890 10171	<b>State Aid – Criminal Justice Discovery Reform Grant FY 23-24</b>	<b>145,132</b>
10131000 424011	<b>Interest Earnings</b>	<b>21,127</b>

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
 Legislator Castellano \_\_\_\_\_  
 Legislator Crowley \_\_\_\_\_  
 Legislator Ellner \_\_\_\_\_  
 Legislator Gouldman \_\_\_\_\_  
 Legislator Montgomery \_\_\_\_\_  
 Legislator Nacerino \_\_\_\_\_  
 Legislator Sayegh \_\_\_\_\_  
 Chairman Jonke \_\_\_\_\_

MICHAEL J. LEWIS  
Commissioner of Finance



cc: all  
Pers.  
ATA

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – MJL  
RE: Budgetary Amendment – 24A061  
DATE: July 2, 2024

2024 JUL -2 AM 11:56  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the District Attorney's Office, the following budgetary amendment is requested.

General Fund:

Increase Appropriations:

10116500 54936 10171	Partnership Initiative	\$	92,990
32311000 51093 10171	PCSO - Overtime (BCI)		48,437
32311000 58002 10171	PCSO - Social Security (BCI)		3,705
10116500 51000 (105) now (134)	Personnel Services (Effective 1/1/2024) FDA Bureau Chief		22,112
10116500 51000 (133)	Personnel Services (Effective 8/1/2024) Appellate Attorney		18,721

Decrease Appropriations:

10116500 51000 (999)	Personnel Services - Reserve for Reclasse	\$	19,706
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Increase Estimated Revenues:

10116500 430890 10171	State Aid - Criminal Justice Discovery Reform Grant FY 23-24	\$	145,132
10131000 424011	Interest Earnings		21,127

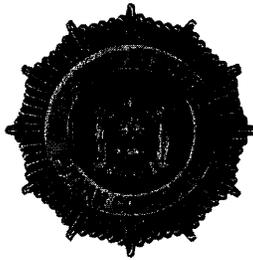
Fiscal Impact - 2024 - \$ 0  
Fiscal Impact - 2025 - \$ 0

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 2023-24.

In addition, please refer to DA Tandy's memorandums referencing the 2023-24 Discovery Reform Funding Plan and proposed personnel reclassifications respectively.

**CHIEF ASSISTANT DISTRICT ATTORNEY**  
Chana Krauss

**FIRST ASSISTANT DISTRICT ATTORNEY**  
Breanne Smith



**ASSISTANT DISTRICT ATTORNEYS**  
Nicole Camillone  
Todd Carpenter  
Joseph Charbonneau  
Mackenzie Ferguson  
Melissa Lynch  
Jason Marquard  
Luciana Savone

**ROBERT V. TENDY**  
**District Attorney**

**MEMORANDUM**

July 1, 2024

**TO:** Diane Schonfeld, Clerk to the Legislature  
**FROM:** Christina Rizzo, Chief of Staff to the District Attorney  
**SUBJECT:** Reclassification

The Putnam County District Attorney's Office is requesting salary increases for two budget lines as follows:

First, salary line 116510115 is currently a part-time Assistant District Attorney position with a salary of \$65,294. In the 2024 budget, \$19,706. was earmarked to be used if and when this position became vacant (see line 116510999) to transition this to a full-time position at an entry level Assistant District Attorney salary of \$85,000. Based upon the needs of the office that have been previously discussed and will further be outlined at the legislative meeting, the District Attorney is requesting an additional \$45,000 for salary line 116510115, bringing the salary to \$130,000, with the intent to hire an experienced full-time Appellate Attorney to fill the vacant position.

Second, the Personnel Department recently conducted a job analysis review of line 116510105 which is currently a full-time Assistant District Attorney position within our department. The review was initiated on May 28, 2024, and after all information was considered, the Personnel Department concluded that the position should be properly titled "Assistant District Attorney – Bureau Chief." This change in classification is accompanied by a request for a salary increase of \$22,112, increasing the current salary of \$107,888 to \$130,000.

The salary increases and the change in classification will be covered by the Discovery Grant funds in 10115400 430890. The District Attorney is requesting that the re-classification for position 116510105 take place immediately and the salary increase be retroactive to January 1, 2024. The salary increase for the newly-created full-time Appellate Attorney position will take effect upon the hiring of a qualified candidate.

Please refer this request to the Personnel committee for their review. A budgetary transfer will be provided by the Finance Department under separate cover.

Thank you for your consideration of this request. The District Attorney intends to address these requests at the personnel committee meeting scheduled for July 9, 2024, and is open to any questions at any time.

cc: Robert V. Tendy, District Attorney  
Kevin Byrne, County Executive  
James Burpoe, Deputy County Executive  
Michael Lewis, Commissioner of Finance  
Paul Eldridge, Personnel Officer  
Patricia Rau, Senior Personnel Specialist

attachments:  
Reclassification Letters from the Personnel Department

PAUL ELDRIDGE  
Personnel Officer



ADRIENE IASONI  
Deputy Personnel Officer

May 30, 2024

Classification/Reclassification Notice

Robert Tendy  
Putnam County District Attorney

Via email

Dear Mr. Tendy

Our office has completed a review of the below referenced form and documentation that you submitted for a job classification evaluation or re-evaluation:

- Job Classification Questionnaire (Form 220) Dated 5/28/2024
- New Position Duties Statement (Form 222) Dated \_\_\_\_\_
- Request for Additional Position(s) in an Already Established Classification (Form 222A)

Please be advised that, pursuant to Civil Service Law, Section 22, we have classified this position as Assistant District Attorney- Bureau Chief in the Exempt jurisdictional classification. I have attached a draft job specification, which is subject to final approval by the Personnel Officer. Please see requirements below.

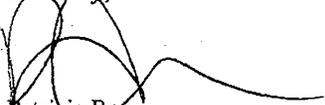
Please Note:

- Competitive Jurisdictional Classification requires:  
Permanent appointment from an appropriate eligible list, now or subsequent to an approved provisional appointment, should this position be adopted as a position in your department or agency.
- Non-Competitive Jurisdictional Classification requires:  
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Labor Jurisdictional Classification requires:  
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Exempt Jurisdictional Classification requires:  
Appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.

In order to best assess next steps, we will need some information from your department/agency. Please have a supervisor or department head complete page two (2) and return to me as soon as possible. This will ensure that the process is handled as quickly as possible.

If you have any questions regarding this notice, please contact our office.

Sincerely,

  
Patricia Rau  
Senior Personnel Specialist

PAUL ELDRIDGE  
Personnel Officer



ADRIENE IASONI  
Deputy Personnel Officer

**Classification/Reclassification Checklist**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Municipality: \_\_\_\_\_ Department: \_\_\_\_\_

Preferred contact information: \_\_\_\_\_

**For employee title re-classification:**

- We plan on requesting and funding approval for this classification
- We have financial approval for this classification, please send the current eligible list/order exam
- We do not plan on moving forward with this classification, please advise as to how/if this will affect the subject employee
- We do not agree with this re-classification decision. Please advise as to next steps

**For new titles:**

- We plan on moving forward with this classification
- We have financial approval for this classification, please send the current eligible list/order exam
- We have a provisional/internal applicant we would like to place in this position.  
The name of the employee is \_\_\_\_\_.
- We do not have an internal applicant and/or we would like to hold an Open Competitive Exam if there is no list.

The approved salary for this title is : \_\_\_\_\_.

**Important Notes:**

- Position(s) titles listed as PJC (pending jurisdictional classification) will require a request by our office to the New York State Civil Service Commission for approval to add such titles to the Putnam County Civil Service Rules and Appendices. Please contact our office for further guidance.
- Before appointing a provisional- **please be sure that they meet the minimum qualifications.** They will not be allowed to take the test if they do not meet the minimum qualifications.
- Provisional appointments will affect your employee probationary period. As per recent NYS legislation, *all* concurrent time spent as a provisional in the title an employee becomes permanent in, directly before their permanent appointment, must count as part of the probationary period. Therefore, if an employee is provisional longer than the probationary period, once they receive their permanent appointment, they will be permanent and will have completed their probationary period.

**PUTNAM COUNTY PERSONNEL DEPARTMENT**

110 Old Route Six, Building Three  
Carmel, NY 10512

Tel: 845-808-1650 Fax: 845-808-1921

[www.putnamcountyny.com/personneldept](http://www.putnamcountyny.com/personneldept)

PAUL ELDRIDGE  
Personnel Officer



ADRIENE IASONI  
Deputy Personnel Officer

June 28, 2024

Classification/Reclassification Notice

Robert Tendy  
Putnam County District Attorney

Via email

Dear Mr. Tendy

Our office has completed a review of the below referenced form and documentation that you submitted for a job classification evaluation or re-evaluation:

- Job Classification Questionnaire (Form 220) Dated \_\_\_\_\_  
 New Position Duties Statement (Form 222) Dated 5/29/2024  
 Request for Additional Position(s) in an Already Established Classification (Form 222A)

Please be advised that, pursuant to Civil Service Law, Section 22, we have classified this position as Assistant District Attorney- Appeals in the Exempt jurisdictional classification. I have attached a draft job specification, which is subject to final approval by the Personnel Officer. Please see requirements below.

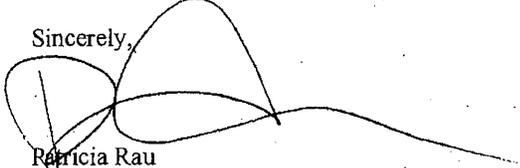
Please Note:

- Competitive Jurisdictional Classification requires:  
Permanent appointment from an appropriate eligible list, now or subsequent to an approved provisional appointment, should this position be adopted as a position in your department or agency.
- Non-Competitive Jurisdictional Classification requires:  
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Labor Jurisdictional Classification requires:  
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Exempt Jurisdictional Classification requires:  
Appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.

In order to best assess next steps, we will need some information from your department/agency. Please have a supervisor or department head complete page two (2) and return to me as soon as possible. This will ensure that the process is handled as quickly as possible.

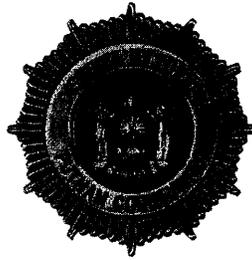
If you have any questions regarding this notice, please contact our office.

Sincerely,

  
Patricia Rau  
Senior Personnel Specialist

**CHIEF ASSISTANT DISTRICT ATTORNEY**  
Chana Krauss

**FIRST ASSISTANT DISTRICT ATTORNEY**  
Breanne Smith



**ASSISTANT DISTRICT ATTORNEYS**  
Nicole Camillone  
Todd Carpenter  
Joseph Charbonneau  
Mackenzie Ferguson  
Melissa Lynch  
Jason Marquard  
Luciana Savone

**ROBERT V. TENDY**  
**District Attorney**

**MEMORANDUM**

July 1, 2024

**TO:** Michael Lewis, Commissioner of Finance  
**FROM:** Christina Rizzo, Chief of Staff to the District Attorney  
**SUBJECT:** Criminal Justice Discovery Reform Grant Agency Disbursement  
(April 1, 2023, to March 31, 2024 submission)

Enclosed is the documentation for this year's Discovery Reform Grant. We were awarded \$264,132

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 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 - \$51,912  
Town of Carmel Police Department - \$41,079

To county agencies:

District Attorney's Office - \$119,000  
Sheriff's Department - \$52,141

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.

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

Cc: Robert V. Tendy, District Attorney  
Kevin Byrne, County Executive  
James Burpoe, Deputy County Executive  
Diane Schoenfeld, Clerk to the Legislature

### **ATTACHMENT: 2023-24 Discovery Reform Funding Plan**

*Instructions: Indicate each Sub-Grantee using this attachment. If additional lines are needed, please submit additional attachments. Completed form(s) must be attached in GMS as part of the submitted Application. The total amount requested by the county cannot exceed the total county allocation provided on the award notice.*

**County:** Putnam

<b>Sub-Grantee</b>	<b>Sub-Grantee Name (if applicable) :</b>	<b>Expense</b>	<b>Activities</b>	<b>Describe how this expenditure supports implementation of the discovery and/or bail reform efforts.</b>
Police Dept	KENT PD	\$ 1,852	Computers (Hard/Software)	360 OSCR SOFTWARE
Police Dept	KENT PD	\$ 4,300	Computers (Hard/Software)	Evidence tracker software
Police Dept	KENT PD	\$ 6,728	Computers (Hard/Software)	Body camera
Police Dept	KENT PD	\$ 3,719	Data Connectivity	Wireless devices (10 mobile devices)
Police Dept	KENT PD	\$ 1,517	Data Connectivity	Wireless device (radio for new hire)
Police Dept	KENT PD	\$ 33,796	Overtime Costs	Arresting officer overtime
Police Dept	CARMEL PD	\$ 31,380	Overtime Costs	Arresting officer overtime
Police Dept	CARMEL PD	\$ 9,699	Computers (Hard/Software)	Cloud storage for digital media
District Attny		\$ 107,000	Litigation Readiness	ADA time spent complying with discovery reform statute
District Attny		\$ 12,000	Overtime Costs	ADA on call stipends to comply with bail reform statute
Police Dept	PCSO	\$ 52,141	Overtime Costs	Costs relating to arrest/bail and discovery reform
	<b>TOTAL:</b>	\$ 264,132		

**NOTE: The total amount requested by the county cannot exceed the total county allocation provided on the award notice.**

## ASSISTANT DISTRICT ATTORNEY- BUREAU CHIEF

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision of the District Attorney, the incumbent is responsible for the direction, coordination and administration of a bureau within the District Attorney's Office. This is an internal promotional position in which supervision is exercised over a number of professional, paraprofessional, and clerical personnel. Does related work as required.

### TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Directs, coordinates and administers the processing of cases in area of assignment, the preparing of statistical reports on the status of litigation, and performs record keeping duties in connection with various cases;
- Interviews, trains and supervises personnel in assigned bureau, evaluates performances and monitors the overall progress of subordinates on a frequent basis;
- Supervises and directs the prosecution of criminal cases in Putnam County and various municipalities to ensure the fair and expeditious administration of the law;
- Exercises discretion with regards to the method in which cases are prosecuted and to alternative pre-trial disposition (e.g., plea before trial);
- Authors, reviews, edits or critiques material on complex and sensitive issues and cases (e.g., appellate briefs);
- Evaluates and screens cases (e.g., felony cases) in assigned area to determine appropriate action;
- Coordinates and supervises events of the office, plea negotiation and criminal disposition of criminal cases;
- Represents people of the State of New York as a trial counsel in the prosecution of defendants charged with felony cases, utilizing legal training and courtroom techniques to effectively prosecute and secure convictions;
- Manages the daily operation of assigned bureau including the monitoring of transactions for each case to effectively use the resources of the office;
- Reviews correspondence in the bureau, in addition to all pre-trial motions/violations of sentences, and responds to inquires from general public;
- Directs and coordinates investigations into organized or syndicated crime and cooperates with other law enforcement agencies;
- Provides professional expertise in assisting local police departments and local public officials in a community relations capacity by delivering speeches, facilitating meetings with local interest groups, the academia, and civil or merchant associations;
- Coordinates the steady flow of trial cases or activities on the trial and hearing calendars of County Court, the scheduling of all adversarial proceedings, and the assignment of cases to the appropriate Assistant District Attorney;
- Directs and coordinates all Grand Jury investigations and the presentation of cases to the Grand Jury, the prosecution of all criminal cases in the County and Local Courts, the processing of all appeals in the State and Federal Courts, and investigations into commercial or consumer fraud;
- Assists in the formulation of policy in relation to assigned bureau;

BUREAU CHIEF – ASSISTANT DISTRICT ATTORNEY (CONT'D)

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; May perform other incidental tasks, as needed.

*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.*

SUGGESTED KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Thorough knowledge of criminal law and procedure; thorough knowledge of modern investigative techniques and scientific methods of crime detection; thorough knowledge of the methodology used in case preparation and presentation; ability to organize, plan, direct and coordinate the work of others; ability to speak and write effectively and present clear and logical arguments; ability to understand, issue and execute complex written and/or oral instructions; ability to communicate effectively with others even in the face of adversity; ability to work overtime if required to complete a case; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; tactfulness; good judgment; personal and professional integrity; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Possession of a license and current registration to practice law in the State of New York and other qualifications as the District Attorney may prescribe.

RESIDENCY NOTE: Pursuant to Public Officers Law §3.55, the Assistant District Attorney may be a resident of Putnam County or an adjoining county within the state of New York. However, pursuant to County Law §702.4 and §702.5, if the holder of the Assistant District Attorney office is designated by the District Attorney to assume the duties of the District Attorney upon the District Attorney's absence from the County, or upon the District Attorney's inability to perform his or her duties, Putnam County residency is required.

#6b

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – FUND TRANSFER (24T177) – HEALTH DEPARTMENT – RABIES VACCINES & CO-PAY**

**WHEREAS, June through September is typically “bat’ season; and  
WHEREAS, the Commissioner of Health has requested a fund transfer (24T177) to fund the Rabies Medical Supplies line to purchase vaccines, and fund the Rabies Co-Pay line to cover patient bills to be paid; and  
WHEREAS, this fund transfer will utilize funding from a vacant Public Health Nurse position to cover both accounts through end of season; and  
WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said fund transfer; now therefore be it  
RESOLVED, that the following fund transfer be made:**

<b>Decrease:</b>		
<b>11401000 51000 (120)</b>	<b>Pers. Serv. – Public Health Nurse</b>	<b>17,000</b>
<b>Increase:</b>		
<b>11024000 54330</b>	<b>Rabies – Medical Supplies</b>	<b>12,000</b>
<b>11024000 54488</b>	<b>Rabies – Co-Pay</b>	<b><u>5,000</u></b>
		<b>17,000</b>

**2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

cc: all  
Pers  
ATA

Reso

**COUNTY OF PUTNAM  
FUND TRANSFER REQUEST # 41**

**TO:** Commissioner of Finance

**FROM:** William A. Orr, Jr., Senior Fiscal Manager

**DEPT:** Health

**DATE:** July 2, 2024

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

2024 JUL - 2 PM 2:50

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT	PURPOSE
11401000-51000 Nursing-Vacant Public Health Nurse Position #401011120	11024000-54330 Rabies-Medical Supplies	\$12,000.00	See verbiage.
11401000-51000 Nursing-Vacant Public Health Nurse Position #401011120	11024000-54488 Rabies-Co-Pay	<u>\$ 5,000.00</u>	See verbiage.
		<b>Total: <u>\$17,000.00</u></b>	

**Medical Supplies:** Fund the Rabies Medical Supplies (vaccines purchases). We currently have four people awaiting pre-exposure vaccine. We currently have nine people awaiting post-exposure vaccines (already exposed). June through September is typically "bat" season; bats are more active. It is very difficult to anticipate necessary number of vaccines for any given year. Transfer will cover current and remaining vaccines through end of season.

**Rabies Co-Pay:** Fund the Rabies Co-Pay Line. Currently have \$2,100.00 in patient bills to be paid. Transfer will fund through end of season.

2024 Fiscal Impact \$ 0.00

2025 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

24T177

#62

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – FUND TRANSFER (24T178) – HEALTH DEPARTMENT – TUBERCULOSIS  
LAB ANALYSIS & TUBERCULOSIS CO-PAY**

**WHEREAS, the Commissioner of Health has requested a fund transfer (24T178) to  
utilize funding from a vacant Public Health Nurse position to cover both the Tuberculosis  
Lab Analysis line and the Tuberculosis Co-Pay line; and**

**WHEREAS, the Personnel Committee and the Audit & Administration Committee  
have reviewed and approved said fund transfer; now therefore be it  
RESOLVED, that the following fund transfer be made:**

<b>Decrease:</b>		
<b>11401000 51000 (120)</b>	<b>Pers. Serv. – Public Health Nurse</b>	<b>14,000</b>
<b>Increase:</b>		
<b>11018000 54445</b>	<b>Tuberculosis – Lab Analysis</b>	<b>4,000</b>
<b>11018000 54488</b>	<b>Tuberculosis – Co-Pay</b>	<b><u>10,000</u></b>
		<b>14,000</b>

**2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –**

- Legislator Addonizio \_\_\_\_\_
- Legislator Castellano \_\_\_\_\_
- Legislator Crowley \_\_\_\_\_
- Legislator Ellner \_\_\_\_\_
- Legislator Gouldman \_\_\_\_\_
- Legislator Montgomery \_\_\_\_\_
- Legislator Nacerino \_\_\_\_\_
- Legislator Sayegh \_\_\_\_\_
- Chairman Jonke \_\_\_\_\_

**COUNTY OF PUTNAM  
FUND TRANSFER REQUEST # 42**

*cc:all  
Pers  
A+H* *Reso*

**TO:** Commissioner of Finance  
**FROM:** William A. Orr, Jr., Senior Fiscal Manager  
**DEPT:** Health  
**DATE:** July 2, 2024

2024 JUL -2 PM 2:50  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT	PURPOSE
11401000-51000 Nursing-Vacant Public Health Nurse Position #401011120	11018000-54445 Tuberculosis-Lab Analysis	\$ 4,000.00	See verbiage.
11401000-51000 Nursing-Vacant Public Health Nurse Position #401011120	11018000-54488 Tuberculosis-Co-Pay	<u>\$10,000.00</u>	See verbiage.
		<b>Total: <u>\$14,000.00</u></b>	

**Lab Analysis:** Fund the Tuberculosis (TB) Lab Analysis Line. We currently have two patients with active TB – one is being treated through July 2024, and the other will be treated into early 2025. Patients with active TB are required to go for monthly chest x-rays, CAT scans, and bloodwork as part of their treatment, which can last anywhere from six to nine months. One elderly patient has not responded to treatment and needed to restart a nine-month regimen in Spring 2024. We also treat patients with latent TB infection (LTBI, also known as “sleeping TB”, as the germs are present but inactive), they are sent for a chest x-ray and blood work. On average, we treat one to five LTBI patients each month.

**Co-Pay:** Fund the TB Co-Pay Line. We currently have over \$6,500.00 in patient bills to pay and are expecting another hospital bill for a patient who was treated for a TB-related illness earlier this year.

2024 Fiscal Impact \$ 0.00

2025 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

**24T178**

#6d

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – FUND TRANSFER (23T179) – HEALTH DEPARTMENT – ADMINISTRATIVE TEMPORARY**

**WHEREAS, the Commissioner of Health has requested a fund transfer (24T179) to utilize funding from a vacant Office Assistant position to cover part-time Temporary person training Fiscal Staff person and part-time Temporary person providing clerical support to all Health Department programs, including vacant Environmental Office Assistant and vacant Receptionist; and**

**WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said fund transfer; now therefore be it**

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

**10401000 51000 (915)                      Pers. Serv. – Office Assistant                      10,000**

**Increase:**

**10401000 51094                      Admin. – Temporary                      10,000**

**2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

cc:all  
Pers  
A+A

RCSO

COUNTY OF PUTNAM  
FUND TRANSFER REQUEST # 45

TO: Commissioner of Finance  
FROM: William A. Orr, Jr., Senior Fiscal Manager  
DEPT: Health  
DATE: July 2, 2024

2024 JUL -2 PM 2:50  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT	PURPOSE
10401000-51000 Admin-Vacant Office Asst. Position #401011915	10401000-51094 Admin-Temp	\$10,000.00	See verbiage.

PURPOSE  
To cover part-time Temp person (T. Nemeth) currently training Fiscal Staff person on Nursing and Health Education Time and Effort reporting, for purposes of calculating quarterly State Aid Claim.  
To cover part-time Temp person (D. Camarotta), serving as clerical support (floater). Due to vacancies, this person is providing support to all Health Department Programs, including vacant Environmental Office Assistant and vacant Receptionist.

2024 Fiscal Impact \$ 0.00  
2025 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

24T179

#6e

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – FUND TRANSFER (24T180) – HEALTH DEPARTMENT – NURSING OVERTIME**

**WHEREAS, the Commissioner of Health has requested a fund transfer (24T180) to cover Nursing Overtime which is higher than anticipated due to three (3) vacancies (two (2) resignations and one (1) retirement in 2024; and**

**WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said fund transfer; now therefore be it**

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

**11401000 51000 (120)                      Pers. Serv. – Public Health Nurse                      10,000**

**Increase:**

**11401000 51093                                      Nursing – Overtime                                      10,000**

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

cc: all  
Pers  
A+A

Reso

### COUNTY OF PUTNAM FUND TRANSFER REQUEST # 50

TO: Commissioner of Finance  
FROM: William A. Orr, Jr., Senior Fiscal Manager  
DEPT: Health  
DATE: July 2, 2024

2024 JUL -2 PM 2:50  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT	PURPOSE
11401000-51000 Nursing-Vacant Public Health Nurse Position #401011120	11401000-51093 Nursing-Overtime	\$10,000.00	See verbiage.

**PURPOSE**  
Nursing Overtime is higher than anticipated due to three vacancies (two resignations and one retirement in 2024). Difficulty filling positions due to low starting salary. Nursing Overtime has increased this year to allow Nursing staff to cover mandated services.

2024 Fiscal Impact \$ 0.00

2025 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

# 24T180

# 6f

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – FUND TRANSFER (24T181) – SHERIFF’S DEPARTMENT – CORRECTIONS  
COOK OVERTIME**

**WHEREAS, the Putnam County Sheriff has requested a fund transfer (24T181) to cover projected Full-Time Cook position Overtime in the Correctional Facility for the months of May and June, due to Cook out on extended sick leave; and**

**WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said fund transfer; now therefore be it**

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

<b>10315000 51000 10129</b>	<b>Jail General Pers. – Sr Office Asst.</b>	<b>11,051</b>
<b>10315000 58002</b>	<b>Jail General – FICA</b>	<b><u>847</u></b>
		<b>11,898</b>

**Increase:**

<b>10010000 51093</b>	<b>Jail Food Overtime</b>	<b>11,051</b>
<b>10010000 58002</b>	<b>Jail Food FICA</b>	<b><u>847</u></b>
		<b>11,898</b>

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

**COUNTY OF PUTNAM  
FUND TRANSFER REQUEST**

*cc: all  
Pers.  
A+A*

*Reso*

**TO: Commissioner of Finance**  
**FROM: Sheriff Kevin J. McConville**  
**DEPT: Sheriff/Corrections**  
**DATE: July 2, 2024**

**I hereby request approval for the following transfer of funds:**

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10315000.51000.10129 (Jail General: Personnel) <i>Sr. Office Asst.</i>	10010000.51093 (Jail Food: Overtime)	\$5,911.00	cover projected OT Month of May
10315000.58002 (Jail General: FICA)	10010000.58002 (Jail Food: FICA)	\$ 452.00	cover related FICA Month of May
10315000.51000.10129 (Jail General: Personnel) <i>Sr. Office Asst.</i>	10010000.51093 (Jail Food: Overtime)	\$5,140.00	cover projected OT Month of June
10315000.58002 (Jail General: FICA)	10010000.58002 (Jail Food: FICA)	\$ 395.00	cover related FICA Month of June

**Total**                      **\$11,898.00** ✓

2024 Fiscal Impact \$   0    
2025 Fiscal Impact \$   0  

2024 JUL - 3 AM 10: 26  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

\_\_\_\_\_  
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

P-1

**PUTNAM COUNTY SHERIFF'S DEPARTMENT  
INTER-OFFICE MEMORANDUM**

July 1, 2024

**TO:** Sheriff Kevin J. McConville

**FROM:** Undersheriff Thomas Lindert 

**SUBJECT: BUDGET TRANSFERS CORRECTIONS**

Fund Transfers to Cover **Full-Time Corrections Cooks** Overtime. These funds would also be from the vacant Sr. Office Assistant Line for the **Month of May**.

- 1) Reduce Open Personnel Line: 10315000.10129 by \$5,911.00
  - 2) Increase Jail Food Overtime Line: 10010000.51093 by \$5,911.00
  - 3) Reduce Jail General FICA Line: 10315000.58002 by \$452.00
  - 4) Increase FICA Line: 10010000.58002 by \$452.00
- 

Fund Transfers to Cover **Full-Time Corrections Cooks** Overtime. These funds would also be from the vacant Sr. Office Assistant Line for the **Month of June**. This would cover the projected overtime for the remainder of the year.

- 1) Reduce Open Personnel Line: 10315000.10129 by \$5,140.00
  - 2) Increase Jail Food Overtime Line: 10010000.51093 by \$5,140.00
  - 3) Reduce Jail General FICA Line: 10315000.58002 by \$395.00
  - 4) Increase FICA Line: 10010000.58002 by \$395.00
- 

**Each Budget Transfer will have no Fiscal Impact on the County Budget**

24T181

#69

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – FUND TRANSFER (24T182) – SHERIFF’S DEPARTMENT – CORRECTIONS  
COOK TEMPORARY**

**WHEREAS, the Putnam County Sheriff has requested a fund transfer (24T182) to cover an increase in Temporary Part-Time Cook hours due to Full-Time Correctional Facility Cook out on extended sick leave; and**

**WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said fund transfer; now therefore be it**

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

<b>10315000 51000 10129</b>	<b>Jail General Pers. Sr. Office Asst.</b>	<b>9,509</b>
<b>10315000 58002</b>	<b>Jail General FICA</b>	<b><u>731</u></b>
		<b>10,240</b>

**Increase:**

<b>10010000 51094</b>	<b>Jail Food Temporary</b>	<b>9,509</b>
<b>10010000 58002</b>	<b>Jail FICA</b>	<b><u>731</u></b>
		<b>10,240</b>

**2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

**COUNTY OF PUTNAM  
FUND TRANSFER REQUEST**

*cc: all  
Pers  
A+A*

*Reso*

**TO: Commissioner of Finance**  
**FROM: Sheriff Kevin J. McConville**  
**DEPT: Sheriff/Corrections**  
**DATE: July 2, 2024**

**I hereby request approval for the following transfer of funds:**

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10315000.51000.10129 (Jail General: Personnel) <i>Sr. Office Asst.</i>	10010000.51094 (Jail Food: Temp)	\$3,855.00	cover projected OT Month of March
10315000.58002 (Jail General: FICA)	10010000.58002 (Jail Food: FICA)	\$ 296.00	cover related FICA Month of March
10315000.51000.10129 (Jail General: Personnel) <i>Sr. Office Asst.</i>	10010000.51094 (Jail Food: Temp)	\$5,654.00	cover projected OT Month of April
10315000.58002 (Jail General: FICA)	10010000.58002 (Jail Food: FICA)	\$ 435.00	cover related FICA Month of April

**Total** **\$10,240.00** ✓

2024 JUL - 3 AM 10: 26  
 LEGISLATURE  
 PUTNAM COUNTY  
 CARMEL, NY

2024 Fiscal Impact \$ 0  
 2025 Fiscal Impact \$ 0

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

**24T182**

P-1

**PUTNAM COUNTY SHERIFF'S DEPARTMENT  
INTER-OFFICE MEMORANDUM**

July 1, 2024

**TO:** Sheriff Kevin J. McConville

**FROM:** Undersheriff Thomas Lindert 

**SUBJECT:** BUDGET TRANSFERS CORRECTIONS

The following details the requested BUDGET TRANSFERS for the Corrections Division.

As you know one of our Full-Time Correctional Facility Cooks has been out on extended sick leave since March 4, 2024, and is expected to return on July 12, 2024. This has caused an increase in Corrections Cook Overtime as well as Part-Time Cook Hours. This unforeseen illness will require budget transfers into the Part-Time Cook line. The open line transfers are for the Salary of the Sr. Office Assistant for the month of March.

- 1) Open Personnel Line: (Sr. Office Assistant)  
10315000.10129 to be reduced by \$3,855.00
  - 2) Increase: Part-Time Cook Temporary Line: 10010000.51094 by \$3,855.00
  - 3) Reduce Jail General FICA Line :10315000.58002 by \$296.00
  - 4) Increase Line: 10010000.58002 FICA by \$296.00
- 

Request the following be transferred to cover for the Part-Time Cooks for the month of April. This funding would also come from the vacant Sr. Office Assistant Position for the month of April.

- 1) Open Personnel Line: (Sr. Office Assistant) 10315000.10129 to be reduced by \$5,654.00
  - 2) Increase Temporary Line: 10010000.51094 by \$5,654.00
  - 3) Reduce Jail General FICA Line: 10315000.58002 by \$435.00
  - 4) Increase Line: 10010000.58002 by \$435.00
- 

24T182

#6h

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY TRANSFER (24T183) – SOCIAL SERVICES -  
RECLASSIFICATION – SENIOR DATA ENTRY OPERATOR TO PRINCIPAL OFFICE  
ASSISTANT**

**WHEREAS, the Commissioner of Social Services and the Personnel Officer have requested an upgrade/reclassification of the current Senior Data Entry Operator position (WMS) to Principal Office Assistant; and**

**WHEREAS, effective 1/01/24, this position absorbed all the Staff Development (NYS mandated) duties vacated by previous incumbent on 12/30/23; and**

**WHEREAS, the employee will transition from a Grade 11, Step 4 plus 2 longevities to a Grade 12, Step 4 plus 2 longevities; and**

**WHEREAS, under 2023 CSEA pay rates, the upgrade will result in an increased pay rate of \$2,614; and**

**WHEREAS, by repurposing funds in the 2024 budget originally budgeted in the temporary line, this upgrade will have zero fiscal impact for 2024; and**

**WHEREAS, the Commissioner of Social Services has requested a budgetary transfer (24T183) to account for this reclassification effective 1/01/24; and**

**WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said budgetary transfer; now therefore be it**

**RESOLVED, that the following budgetary transfer be made:**

**GENERAL FUND:**

**Increase Appropriations:**

**10106000 51000 (102)      Pers. Serv. – Principal Office  
Assistant (Staff Development)      42,250**

**Decrease Appropriations:**

**10116000 51000 (101)      Pers. Serv. – Sr Data Entry  
Operator (Welfare Mgmt Systems)      36,246**

**10110000 51000 (101)      Pers. Serv. – Sr Data Entry  
Operator (Fraud Abuse)      3,390**

**10116000 51094      Temporary (Welfare Mgmt Systems)      1,307**

**10106000 51094      Temporary (Staff Development)      1,307  
42,250**

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

- Legislator Addonizio \_\_\_\_\_
- Legislator Castellano \_\_\_\_\_
- Legislator Crowley \_\_\_\_\_
- Legislator Ellner \_\_\_\_\_
- Legislator Gouldman \_\_\_\_\_
- Legislator Montgomery \_\_\_\_\_
- Legislator Nacerino \_\_\_\_\_
- Legislator Sayegh \_\_\_\_\_
- Chairman Jonke \_\_\_\_\_

cc: all  
Pers  
A+A

Reso

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

2024 JUL -5 PM 1:40  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24T183** *-Revised*  
DATE: July 5, 2024

At the request of the Commissioner of the Department of Social Services, Mental Health and Youth Bureau, the following budgetary amendment is requested.

<u>General Fund:</u>		
<u>Increase Appropriations:</u>		
10106000 51000 (102)	Personnel Services - Principal Office Assistant (Staff Development)	\$ 42,250
<u>Decrease Appropriations:</u>		
10116000 51000 (101)	Personnel Services - Sr Data Entry Operator (WMS)	\$ 36,246
10110000 51000 (101)	Personnel Services - Sr Data Entry Operator (Fraud Abuse)	3,390
10116000 51094	Temporary (WMS)	1,307
10106000 51094	Temporary (Staff Development)	1,307
	Fiscal Impact - 2024 - \$ 0	
	Fiscal Impact - 2025 - \$ 0	

Please refer to the attached memorandum from Commissioner Servadio requesting for the upgrade of the current Senior Data Entry Operator to Principal Office Assistant. Attached is the job specification as well as fiscal analysis.

cc:all  
Pers  
A+IA

Reso

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: Budgetary Amendment – 24T183  
DATE: July 3, 2024

2024 JUL -3 PM 12: 14  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of the Department of Social Services, Mental Health and Youth Bureau, the following budgetary amendment is requested.

<b>General Fund:</b>		
<b>Increase Appropriations:</b>		
10106000 51000 (102)	Personnel Services - Principal Office Assistant (Staff Development)	\$ 42,250
<b>Decrease Appropriations:</b>		
10116000 51000 (101)	Personnel Services - Sr Data Entry Operator (WMS)	\$ 36,246
10110000 51000 (101)	Personnel Services - Sr Data Entry Operator (Fraud Abuse)	3,390
10116000 51094	Temporary (WMS)	1,307
10110000 51094	Temporary (Fraud Abuse)	1,307
Fiscal Impact - 2024 - \$ 0		
Fiscal Impact - 2025 - \$ 0		

Please refer to the attached memorandum from Commissioner Servadio requesting for the upgrade of the current Senior Data Entry Operator to Principal Office Assistant. Attached is the job specification as well as fiscal analysis.

KEVIN BYRNE  
*County Executive*

SARA SERVADIO  
*Commissioner*

NICOLLE MCGUIRE  
*Deputy Commissioner*



DEPARTMENTS OF MENTAL HEALTH  
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

July 1, 2024

TO: Michael Lewis, Commissioner of Finance

FROM:  Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: DSS 2024 Budgetary Amendment

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Together with Personnel Officer Paul Eldridge, your approval is requested for the upgrade of the current **Senior Data Entry Operator** position to **Principal Office Assistant**. Effective 01/01/2024, this position has absorbed all the Staff Development (NYS mandated) duties vacated by previous incumbent on 12/30/2023. A classification form was submitted to Personnel and based upon the work duties performed, the new title has been classified as Principal Office Assistant.

Employee will transition from a Grade 11; Step 4 + 2 longevities to a Grade 12; Step 4 + 2 longevities. Under 2023 CSEA pay rates, the upgrade will result in an increased pay rate of \$2,614. By repurposing funds in the 2024 budget originally booked under 51094 for the incumbent to continue in a part time manner, this upgrade will have \$0 fiscal impact for 2024 (10106000 & 10116000).

It is respectfully requested this matter be placed on the agenda for the next meeting of the appropriate committee. Thank you for your time and consideration.

Attachments:

Personnel Job Specification Principal Office Assistant  
Senior Data Entry Operator Upgrade Fiscal Analysis

cc: Paul Eldridge, Personnel Officer  
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau  
 Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau



Putnam County

## Personnel Department

[< Return to Previous Page](#)

# PRINCIPAL OFFICE ASSISTANT

**DISTINGUISHING FEATURES OF THE CLASS:** This class is characterized by high degree of responsibility calling for mature office judgment and knowledge of the policies, laws and regulations relating to the program of the agency in which the position is located. Responsibilities are varied and difficult, and will include planning and administering activities on a moderately large scale, independently performing difficult and complex tasks, and exercise of higher level independent judgment in the handling of non-routine situations and information. Secretarial duties may also be involved. The Principal Office Assistant is distinguished from the Senior Office Assistant by the greater complexity of related duties, by supervision of a number of subordinate office employees, or by a combination of those factors. Performs related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

- Provides support to administrator(s);
- Receives telephone calls, answers questions and refers calls to proper person;
- Makes referrals according to office policies and procedures, and regulations and policies relating to program or department;
- Keeps administrator(s) informed and up-to-date on any changes in regulations and policies relating to the program or department;

- Makes appointments and schedules for school officials, and establishes priorities for submission to administrator(s);
- Receives and directs visitors to the office;
- Coordinates clerical processing functions involving considerable internal and external communication by letter, telephone;
- Operates a computer or other word processing related equipment to produce routine correspondence, reports, spreadsheets, databases, charts and other work documents;
- Collects, compiles, records and files a variety of records, reports, statistics and other related information;
- Maintains and/or coordinates the maintenance of related office files and records;
- Maintains alphabetic, numeric and/or chronological files of correspondence, documents and materials as appropriate;
- Operates a variety of business office machines such as computers, copying machines, calculators, scanners, etc.;
- Reviews data for completeness, accuracy and conformity with established procedure and answers difficult questions related thereto;
- Instructs new employees in the routine and specialized work of the department, and assigns and reviews work;
- Conducts correspondence independently or composes with administrative judgment for official signature, as required;
- May collect fees and accounts for monies received;
- May issue permits and licenses;
- 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.*

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL**

**CHARACTERISTICS:** Thorough knowledge of office terminology, procedures and equipment; thorough knowledge of the policies, laws, rules and regulations relating to the program of the agency in which the business is located insofar as it is necessary for the proper acknowledgment of the duties; thorough knowledge of business arithmetic and

English; ability to plan and direct the work of others; ability to operate an alphanumeric keyboard at an acceptable rate of speed; ability to use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to set up appropriate forms, charts and other tabular listings; ability to prepare correspondence, reports and other materials; ability to follow complex oral and written instructions; ability to prepare correspondence, reports and other materials; ability to communicate effectively, both orally and in writing; ability to establish and maintain effective working relationships; good judgment; accuracy; resourcefulness; initiative; tact; courtesy; neat appearance.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a comparable diploma and four (4) years of progressively responsible clerical experience which included use of computer word processing software, one (1) year of which shall have been in a supervisory or responsible capacity.

**SUBSTITUTION NOTE:** Post-secondary level education may be substituted for the required experience indicated above on the basis of thirty (30) college credits per year of experience.

**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.

**SPECIAL REQUIREMENT:** Depending on assignment, an incumbent of this class may be required to obtain and maintain appointment as a New York State Notary Public.

4/07; 5/09; 7/11; 4/21

Competitive Class

**Contact Us**

**Personnel Committee Meeting - July 9, 2024**  
**Senior Data Entry Operator Upgrade Fiscal Analysis**

<u>Title</u>	<u>Position Number</u>	<u>Salary Allocations</u>			<u>Total</u>
		<u>10106000</u>	<u>10110000</u>	<u>10116000</u>	
		<u>Staff</u>	<u>Fraud Abuse</u>	<u>WMS</u>	
Senior Data Entry Operator (Current)	601016101	\$ -	\$ 3,390.00	\$ 64,413.00	\$ 67,804.00
Principal Office Assistant (Proposed)	TBD	\$ 42,250.80	\$ -	\$ 28,167.20	\$ 70,418.00
				<b>Variance</b>	<b>\$ 2,614.00</b>

#6i 2

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - STANDARD WORK DAY AND REPORTING RESOLUTION**

**WHEREAS, the New York State and Local Employees' Retirement System requires the County to file the Standard Work Days for elected and appointed employees based on time and attendance records or the records of activities maintained and submitted by these officials to the Clerk of the Legislature, and**

**WHEREAS, a copy of this report was contained in the following:**

- Resolution #195 of 2010 and Resolution #286 of 2010 (one employee only).
- Resolution #338 of 2011 correcting Resolution #190 of 2011.
- Resolution #218 of 2012 correcting Resolution #155 of 2012.
- Resolution #143 of 2013.
- Resolution #168 of 2014.
- Resolution #150 of 2015.
- Resolution #148 of 2016.
- Resolution #156 of 2017.
- Resolution #244 of 2017 reflecting change made on Resolution #226 of 2014 which corrected Resolution #143 of 2013 (one employee only).
- Resolution #170 of 2018.
- Resolution #141 of 2019.
- Resolution #266 of 2019 correcting Resolution #141 of 2019.
- Resolution #115 of 2020.
- Resolution #176 of 2020 correcting Resolution #115 of 2020.
- Resolution #125 of 2021.
- Resolution #209 of 2021 correcting Resolution #125 of 2021.
- Resolution #131 of 2022.
- Resolution #266 of 2022.
- Resolution #155 of 2023.

**And**

**WHEREAS, it is now time to file the report for 2024; now therefore be it**

**RESOLVED that the County of Putnam hereby established the following as standard work days for the listed elected officials in schedule "A" and will report the following days worked to the New York State and Local Employees' Retirement system based upon time and attendance records or on the record of activities maintained and submitted by these officials to the Clerk of this body.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

# Standard Workday and Reporting Resolution 2024

## Elected Officials

Department	Description	Employee Name	Original Hire Date	Current Position Hire	Standard Work Day (Hrs/Day)	Current Term Begins/Ends	Days/ Month
1010	Legislator	Toni Addonizio	1/1/2015	1/1/2015	6	1/1/2024 - 12/31/2026	23.67
1010	Legislator	Joseph Castellano	1/1/2013	1/1/2013	6	1/1/2022 - 12/31/2024	11.30
1010	Legislator	Erin Crowley	1/1/2023	1/1/2023	6	1/1/2023 - 12/31/2025	6.04
1010	Legislator	Greg Ellner	1/1/2023	1/1/2023	6	1/1/2023 - 12/31/2025	2.72
1010	Legislator	William Gouldman	1/1/2015	1/1/2015	6	1/1/2024 - 12/31/2026	33.23
1010	Legislator	Nancy Montgomery	1/1/2019	1/1/2019	6	1/1/2022 - 12/31/2024	22.68
1010	Legislator	Amy E. Sayegh	1/1/2018	1/1/2018	6	1/1/2024 - 12/31/2026	18.14
1165	District Attorney	Robert Tendy	1/1/2016	1/1/2016	7	1/1/2024 - 12/31/2027	21.94
1185	Coroner	Wendy Erickson	1/1/2021	1/1/2021	6	1/1/2021 - 12/31/2024	2.23
1230	County Executive	Kevin Byrne	1/1/2023	1/1/2023	7	1/1/2023 - 12/31/2026	30.17
1410	County Clerk	Michael Bartolotti	2/11/2002	1/1/2015	7	1/1/2023 - 12/31/2026	27.77

**Please Note: There are no officials reported on this Resolution who are member(s) of Tier 1.**

#6j

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A063) – SOCIAL SERVICES – MENTAL HEALTH LOCAL GOVERNMENT UNIT (MH LGU) COUNTY CONTRIBUTIONS**

**WHEREAS, the Commissioner of Social Services has requested a budgetary amendment (24A063) to cover projected expenses for 730 examinations, Court Ordered Guardianships, and Court Order placements in Office of Mental Health (OMH)/ Office of People with Developmental Disabilities (OPWDD) Facilities; and**

**WHEREAS, as of 7/1/24, there is one (1) court ordered Guardianship at \$562.75 per month, one (1) court ordered placement in OMH / OPWDD facility at \$1,352.13 per day, and one (1) court ordered placement in OMH / OPWDD facility at \$1,588.54 per day; and**

**WHEREAS, the Health, Social, Educational & Environmental Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it**

**RESOLVED, that the following budgetary amendment be made:**

**GENERAL FUND:**

**Increase Appropriations:**

**10431000 54950                      MH LGU – County Contribution                      309,609**

**Increase Estimated Revenues:**

**10131000 424011                      Interest Earnings                      309,609**

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

cc All Health Audit

Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A063**  
DATE: July 3, 2024

2024 JUL -3 AM 11:35  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Fiscal Manager at the Department of Social Services and Mental Health, the following budgetary amendment is requested.

<b>General Fund:</b>			
<b>Increase Appropriations:</b>			
10431000 54950	MH LGU - County Contribution	\$	309,609
<b>Increase Estimated Revenues:</b>			
10131000 424011	Interest Earnings	\$	309,609
	Fiscal Impact - 2024 - \$ 0		
	Fiscal Impact - 2025 - \$ 0		

Please refer to the attached memorandum from Fiscal Manager Kristen Wunner requesting additional monies to support projected expenses for 730 examinations, court ordered Guardianships, and court order placements in OMH/OPWDD facilities.

KEVIN BYRNE  
County Executive

SARA SERVADIO  
Commissioner

NICOLLE MCGUIRE  
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH  
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

July 1, 2024

TO: Michael Lewis, Commissioner of Finance

FROM:  Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: Mental Health 2024 Budgetary Amendment

Your approval is requested to amend the 2024 Mental Health budget to reflect 50% of the variance in adopted vs. projected expenses for 730s, court ordered Guardianships, and court ordered placements in OMH / OPWDD facilities for 2024. Supporting documentation attached.

**Increase Appropriations:**

10431000		MH LGU	
	54950	COUNTY CONTRIBUTION	\$309,609
		Total Appropriations	\$309,609
		Fiscal Impact (24)	- \$309,609 -
		Fiscal Impact (25)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

730s, GUARDIANSHIPS, OMH / OPWDD FACILITIES – 2024 ANALYSIS

cc: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau

730s, GUARDIANSHIPS, OMH / OPWDD FACILITIES - 2024 ANALYSIS

10431000-54950

	<u>2024</u>	<u>2024</u>	<u>2024</u>	
	<u>REQUESTED</u>	<u>ADOPTED</u>	<u>PROJECTED</u>	<u>VARIANCE</u>
730s	\$ 5,820.00	\$ 5,820.00	\$ 5,820.00	\$ -
GUARDIANSHIPS (1)	\$ 26,797.00	\$ 26,797.00	\$ 26,797.00	\$ -
OMH / OPWDD FACILITIES (2)	\$ 267,383.00	\$ 252,383.00	\$ 871,601.00	\$ 619,218.00
	<u>\$ 300,000.00</u>	<u>\$ 285,000.00</u>	<u>\$ 904,218.00</u>	<u>\$ 619,218.00</u>

*Variance*

619218

619218

NOTE: As of 7/1/2024, 1 court ordered Guardianship at \$562.75 per month; 1 court ordered placement in OMH / OPWDD facility at \$1,352.13 per day + 1 court ordered placement in OMH / OPWDD facility at \$1,588.54 per day

#6K

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A059) – SHERIFF’S DEPARTMENT –  
BOILER REPLACEMENT & LIFE SAFETY SYSTEMS (County ARPA Funding School Safety)**

**WHEREAS, by Resolution #135 of 2022, the Sheriff’s Department was granted \$2 million of ARPA funding designated for School Safety – Infrastructure Upgrades; and**

**WHEREAS, it was determined that all the Sheriff’s Capital Projects that were approved as part of the 2024 Capital Plan are also eligible under Expenditure Category 6.1 – Provision of Government Services; and**

**WHEREAS, as the County approaches the 12/31/2024 ARPA deadline set forth by the US Treasury to commit funds, it is the Administration’s and Sheriff’s belief that reallocating \$875,000 from the School Safety program to the Sheriff’s Capital Projects is the best way to utilize the ARPA funding; and**

**WHEREAS, the recommended projects are: Boiler Replacements, Gate Improvements, and Life Safety Systems Modernization; and**

**WHEREAS, by Resolution #139 of 2024, \$125,000 of the \$2 million designated for School Safety was reallocated to cover the Gate Improvements Project; and**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (24A059) to transfer an additional \$875,000 from the School Safety towards the recommended projects; and**

**WHEREAS, the Rules, Enactments & Intergovernmental Relations Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it**

**RESOLVED, that the following budgetary amendment be made:**

**CAPITAL FUND:**

**Decrease Appropriations:**

**53097000 53000 52223      Capital – PCSO School Safety – ARPA      875,000**

**Decrease Estimated Revenues:**

**53097000 428601 52223      Transfer In – General      875,000**

**GENERAL FUND:**

- Legislator Addonizio \_\_\_\_\_
- Legislator Castellano \_\_\_\_\_
- Legislator Crowley \_\_\_\_\_
- Legislator Ellner \_\_\_\_\_
- Legislator Gouldman \_\_\_\_\_
- Legislator Montgomery \_\_\_\_\_
- Legislator Nacerino \_\_\_\_\_
- Legislator Sayegh \_\_\_\_\_
- Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
 Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
 Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**Increase Appropriations:**

<b>10990100 59020 52403</b>	<b>Transfer Out – Capital – ARPA PCSO Boiler Replacement</b>	<b>155,000</b>
<b>10990100 59020 52405</b>	<b>Transfer Out – Capital – ARPA PCSO Life Safety</b>	<b>720,000</b>

**Increase Estimated Revenues:**

<b>10131000 449898 52403</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>155,000</b>
<b>10131000 449898 52405</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>720,000</b>

**Decrease Appropriations:**

<b>10990100 59020 52223</b>	<b>Transfer Out – Capital – ARPA PCSO School Safety</b>	<b>875,000</b>
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**Decrease Estimated Revenues:**

<b>10131000 449898 52223</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>875,000</b>
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**2024 Fiscal Impact – 0 –**  
**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
 Legislator Castellano \_\_\_\_\_  
 Legislator Crowley \_\_\_\_\_  
 Legislator Ellner \_\_\_\_\_  
 Legislator Gouldman \_\_\_\_\_  
 Legislator Montgomery \_\_\_\_\_  
 Legislator Nacerino \_\_\_\_\_  
 Legislator Sayegh \_\_\_\_\_  
 Chairman Jonke \_\_\_\_\_

cc:all  
Rules  
A+A

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A059**  
DATE: July 3, 2024

2024 JUL -3 AM 10:38  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

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

<u>Capital Fund:</u>		
<b><u>Decrease Appropriations:</u></b>		
53097000 53000 52223	Capital - PCSO School Safety - ARPA	\$ 875,000
<b><u>Decrease Estimated Revenues:</u></b>		
53097000 428601 52223	Transfer in - General	\$ 875,000
<b><u>General Fund:</u></b>		
<b><u>Increase Appropriations:</u></b>		
10990100 59020 52403	Transfer Out - Capital (ARPA PCSO Boiler Replacement)	\$ 155,000
10990100 59020 52405	Transfer Out - Capital (ARPA PCSO Life Safety)	\$ 720,000
<b><u>Increase Estimated Revenues:</u></b>		
10131000 449898 52403	Federal Aid - ARPA CFDA 21.027	\$ 155,000
10131000 449898 52405	Federal Aid - ARPA CFDA 21.027	\$ 720,000

**Decrease Appropriations:**

10990100 59020 52223	Transfer Out - Capital (ARPA PCSO School Safety -ARPA)	\$ 875,000
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**Decrease Estimated Revenues:**

10131000 449898 52223	Federal Aid - ARPA CFDA 21.027	\$ 875,000
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Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

The Administration has worked closely with the Sheriff's Department that was granted ARPA funds pursuant to Resolution #135 of 2022 by the Legislature to ensure compliance with applicable rules and regulations set forth by the US Treasury. This has included efforts from our own internal ARPA Committee, as well as review and assistance by the County's outside ARPA consultant. As a result of these reviews, it has come to our attention that all the Sheriff's capital projects that were approved as part of the 2024 Capital Plan are also eligible under Expenditure Category 6.1 – Provision of Government Services (see attached). As the County approaches the 12/31/2024 deadline set forth by the US Treasury to commit funds, it is the Administration's and the Sheriff's belief that reallocating \$875,000 towards these projects is the best way to use the ARPA funds.

**A. FACILITIES:**

No	Project Name	Description	Recommended Expenditure Category
1	Capital Reserve- Minor Reservations	Includes minor facility renovation capital projects (i.e. 6N, Koehler Center, Board of Elections). Also includes previously adopted CP's which are replenished when funding is drawn down (i.e. Flooring @ various County facilities, Sidewalks & Stair Safety, & Doors/Frames/Hardware).	6.1 - Provision of Government Services
2	Generator Replacement Program	Replace in kind the two generators at the Koehler Senior Center. They are both aging out of service.	6.1 - Provision of Government Services
3	DPW Stockpile Modernization (A. Operations Building/Pole Barn, B. Salt Storage Shed)	DPW Fair Street Operations Hub. The pre-engineered structure will be the main hub for DPW Operations. It will house the plow truck fleet, Brine Operations, other equipment storage, an office (for admin, scheduling, dispatch and salt tracking) and a bunk room for overnight road maintenance. The Pre-engineering plans will meet the requirements of New York State Building Code. The new building will be located adjacent to the previous structure. There is minimal sitework required to prep the site. The long sides of the building will be the north/south faces. The south face will have 6 bay doors for truck and 1 bay door for brine operations. There will also be man door access to the office and bunk area	6.1 - Provision of Government Services
4	Sheriff's Department Boiler Replacements	Putnam County is requesting funding for the replacement of the existing hot water boilers serving the Putnam County Sheriff's Department and Correctional Facility located in Carmel, NY. The County has conducted an existing conditions assessment to develop a scope of work. A consulting engineering firm has been contracted to develop plans and specifications for a public bid. <ul style="list-style-type: none"> <li>• Metal Building</li> <li>• Approximately 200 x 45 (roughly 9,000 square feet)</li> <li>• Footing and foundation Design and Install</li> <li>• Automated garage door openers</li> <li>• LED overhead lighting</li> <li>• Electrical outlets</li> <li>• Concrete floors that are resistant to High Salt environment</li> <li>• Provisions for future wash bay</li> <li>• Provisions for water/sewer connections</li> <li>• Provisions for electrical connection</li> <li>• Office and bunking quarters</li> <li>• Designed and insulated for heat and air (climate controlled)</li> <li>• The South side of the building will have (6) garage doors for truck storage and (1) bay for Road Brine Operations</li> <li>• Bay doors shall be 10' wide x 16' high with windows</li> </ul>	6.1 - Provision of Government Services
5	Sheriff's Department Gate Improvements	To replace the existing Correctional Facility gate with a new, functional automatic gate to allow for access through the lower lot area. This gate has not been operational for quite some time and is in dire need of replacement.	6.1 - Provision of Government Services
6	Sheriff's Department Life Safety Systems Modernization	Upgrades to the two existing fire alarm systems (Fire Alarm and Lighting Control) and intercom system which are severely outdated and no longer compatible with modern replacement parts rendering certain elements obsolete.	6.1 - Provision of Government Services
7	ADA Improvements @ Various County Facilities	This funding will cover upgrades at the County Office Building including the installation of a main entrance access ramp and automatic door along with bathroom renovations on the 1st and 3rd floors.	6.1 - Provision of Government Services
8	Countywide Elevator Modernization Program	This 4 to 5 year program will aim to fully replace outdated elevators including their controls, hardware, electrical and mechanical components at the following sites: County Office Building 121 Main St. Sheriff's Department Historic Courthouse	6.1 - Provision of Government Services
9	New Courthouse HVAC Rooftop Unit Assessment & Replacements	This project will aim to replace 4 rooftop units which are approaching the end of their useful life (20 years). As a result of this, The County is experiencing ongoing maintenance issues and the costs associated as such.	6.1 - Provision of Government Services
10	DBS Building 3 Needs Assessment	Generator backup power should be prioritized if a newer IT server room is to be constructed. County is considering transitioning to cloud-based backup and storage. Additionally, Department movement/expansion should be finalized prior to any improvement commitments.	6.1 - Provision of Government Services

**B. ENVIRONMENTAL**

No	Project Name	Description	Recommended Expenditure Category
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1	Repairs and Improvements to Various Dams	This program will aim to inventory and perform periodic inspections on County-owned dams while prioritizing and performing the required repairs based on inspection reports. Lake MacGregor Dam Town of Kent Middle and Upper Dams	5.18 - Water and Sewer: Other
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**C. TRANSPORTATION**

No	Project Name	Description	Recommended Expenditure Category
1	Repair and Replacement of Various Bridges & Culverts/BRIDGENY Local Match	NYS DOT triennial solicitations for various bridge and culvert work.	Surface transportation project
2	Pavement Maintenance & Rehabilitation	County road and parking lot pavement rehabilitation funding. The County DPW Engineering Dept. has identified certain roads and parking lots in need of repair through our asset management software.	Surface transportation project
3	NYS Capital Highway Improvement Program Funding (CHIPS)	CHIPS provides State funds to municipalities to support the construction and repair of highways, bridges, highway-railroad crossings, and other facilities that are not on the State highway system.	Surface transportation project
4	PIN 8757.67 Farmers Mills Rd.	Farmers Mills Road (CR 42) over Seven Hills Lake Outlet is a bridge replacement project that will replace the existing structure with a wider bridge that will be supported on piles. (BIN 3345630). Town of Kent	Surface transportation project
5	PIN 8756.09 Fair Street Reconstruction	Fair St. from Route 52 to Hill & Dale Rd. improvements. The project includes pavement rehabilitation, drainage, road realignment, sidewalks, culvert replacements and intersection improvements at the Hill & Dale intersection. Town of Carmel.	Surface transportation project
6	PIN 8761.97 Stoneleigh Drewville Intersection	Stoneleigh Avenue @ Drewville Road intersection improvements will include the construction of a roundabout at the intersection of Stoneleigh Avenue and Drewville road to improve traffic flow and safety. This project will also provide safe access through the intersection to the hospital. Project will also treat road runoff. Town of Carmel.	Surface transportation project
7	PIN Bikeway II, Stage 4-	Completion of the construction of a 3 meter (10 ft) wide asphalt shared use path, beginning at Putnam Avenue in the Town of Southeast running approximately 0.58 km (0.36 miles) easterly to the Village of Brewster, ending at North Main Street. The project begins at the terminus of the recently completed section of Putnam Bikeway II Stage 4 at Putnam Avenue and ends at the proposed Maybrook Bikeway II at North Main Street. The Putnam Bikeway Pedestrian Bridge over MNRD project includes the construction of a multi-span bridge over the Metro-North Railroad Brewster Yard and the Metro-North Railroad Harlem Line, retaining wall systems, new closed drainage, storm water management facilities, railing, drainage and pavement marking and signs.	Surface transportation project
8	PIN 8762.97 Ludingtonville Rd. @52	This project at the intersection of Ludingtonville Rd. and Rt. 52 will provide safer access through the intersection. The road will be improved from the Rt. 52 intersection to the eastbound exit ramp of I-84. This project will also include stormwater runoff mitigation and bridge rehabilitation (BIN 3345620). Town of Kent.	Surface transportation project
9	PIN 8762.97 Culvert Replacement Program	The Putnam County Culvert Replacement Program has identified through asset management and condition assessment programs, several culverts including but not limited to: Croton Falls 34-3 & 34-4, and Peekskill Hollow Rd 21-9, that are in need of replacement. Based on the assessment, additional culverts with the lowest rating will be added.	Surface transportation project
10	Transit Section 5307 Funds-	Program administration to maintain operations and meet requirements for continued operations of Putnam area rapid transit (part) bus service.	Surface transportation project

**D. EQUIPMENT**

No	Project Name	Description	Recommended Expenditure Category
1	Highway Equipment-	General equipment purchases for DPW operations including but not limited to the following: Dump trucks Pickups Mowers Paving equipment Tractors	6.1 - Provision of Government Services

PUTNAM COUNTY LEGISLATURE

Resolution #139

Introduced by Legislator: Joseph Castellano on behalf of the Audit & Administration Committee at a Regular Meeting held on June 4, 2024.

page 1

**APPROVAL/ BUDGETARY AMENDMENT (24A047)/ DPW/ SHERIFF'S CORRECTIONAL FACILITY BOILER REPLACEMENTS & GATE IMPROVEMENTS/ AMEND CAPITAL PROJECTS (County ARPA Funding School Safety)**

**WHEREAS, the Department of Public Works Commissioner has requested a budgetary amendment (24A047) to amend Capital Projects 52403 – Correctional Facility Boiler Replacements, 52404 – Correctional Facility Gate Improvements and 52405 – Correctional Facility Life Safety Systems; and**

**WHEREAS, this funding will allow for DPW to proceed with these projects and the accelerated completion goal before the next heating season specific to the Boiler Replacement Project; and**

**WHEREAS, DPW in conjunction with the Capital Committee has identified a budgetary savings in Capital Project 53405 – Correctional Facility Life Safety Systems which will cover the shortfall for the Boiler Project; and**

**WHEREAS, \$125,000 from the PCSO School Safety – ARPA funding will cover the Gate Improvements Project; and**

**WHEREAS, the Audit & Administration Committee has reviewed and approved said budgetary amendment; now therefore be it**

**RESOLVED, that the following budgetary amendment be made:**

**CAPITAL FUND:**

**Increase Appropriations:**

<b>53097000 53000 52403</b>	<b>Capital – PCSO Boiler Project</b>	<b>130,000</b>
<b>53097000 53000 52404</b>	<b>Capital – PCSO Gate Improvements</b>	<b>125,000</b>

**Increase Estimated Revenues:**

<b>53097000 428601 52403</b>	<b>Transfer In – General</b>	<b>130,000</b>
<b>53097000 428601 52404</b>	<b>Transfer In – General</b>	<b>125,000</b>

**Decrease Appropriations:**

<b>53097000 53000 52405</b>	<b>Capital – PCSO Life Safety</b>	<b>130,000</b>
<b>53097000 53000 52223</b>	<b>Capital – PCSO School Safety – ARPA</b>	<b>125,000</b>

**Decrease Estimated Revenues:**

<b>53097000 428601 52405</b>	<b>Transfer In – General</b>	<b>130,000</b>
<b>53097000 428601 52223</b>	<b>Transfer In – General</b>	<b>125,000</b>

State of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on June 4, 2024.

Dated: June 7, 2024

Signed: \_\_\_\_\_

**Diane Schonfeld**  
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #139

Introduced by Legislator: Joseph Castellano on behalf of the Audit & Administration Committee at a Regular Meeting held on June 4, 2024.

page 2

GENERAL FUND:

**Increase Appropriations:**

10990100 59020 52204      Transfer Out – Capital – ARPA – PCSO Gate Improvements      125,000

**Increase Estimated Revenues:**

10131000 449898 52204      Federal Aid – ARPA CFDA 21.027      125,000

**Decrease Appropriations:**

10990100 59020 52223      Transfer Out – Capital – ARPA – PCSO School Safety      125,000

**Decrease Estimated Revenues:**

10131000 449898 52223      Federal Aid – ARPA CFDA 21.027      125,000

2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

**APPROVED**

  
\_\_\_\_\_  
COUNTY EXECUTIVE      DATE

State of New York  
ss:  
County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on June 4, 2024.

Dated: June 7, 2024

Signed: 

Diane Schonfeld  
Clerk of the Legislature of Putnam County



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

2024 JUL 11 PM 2:24

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Rules  
Add'l  
#4

The Honorable Kevin Byrne  
Putnam County Executive  
40 Gleneida Avenue  
Carmel, New York 10512

April 29, 2024

Dear County Executive Byrne,

The purpose of this letter is to provide you with an update regarding the \$2 Million appropriation and allocation of ARPA funding to the Sheriff's Office. I am requesting a funding source change that I believe most efficiently uses the funding, meets my Office's goals, and will be beneficial for the County.

The Sheriff's Office was given oversight of \$2 Million of the County's ARPA funding for School Safety - Infrastructure Upgrades pursuant to Resolution #135 of 2022. The initial intent of the ARPA funding was to provide an opportunity for my Office to work collaboratively with the County's schools to identify and fund various school safety and infrastructure improvements. However, the full development and completion of the school projects currently contemplated will not likely meet the ARPA compliance deadlines because of delayed responses from vendors and manufacturers.

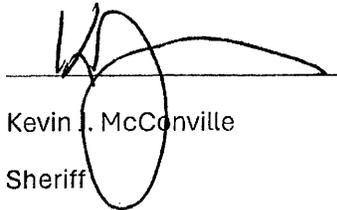
We have a revised plan for how we would like to allocate the entire \$2 Million and will need your cooperation to do so. In the 2024 Capital Budget, the Legislature authorized three projects that are critically important to the Putnam County Sheriff's Office and Correctional Facility: Boiler replacements -\$700,000; Perimeter Security Improvements- \$125,000; and Life Safety Systems Modernization -\$850,000. Attached is a brief explanation of each project as originally presented for consideration. I have discussed the timing of these Capital Projects with DPW, Purchasing, and Finance and they are on schedule to be completed within the timeline required for ARPA compliance.

Therefore, I am asking that \$1 Million of ARPA funding earmarked for School Safety and Infrastructure projects be equally exchanged with the Sheriff's Office facility Capital Projects general fund sources. We will be able to continue to explore the originally planned school safety projects, but without the ARPA timing constraints. Finally, the remaining \$1 Million in ARPA funds can then be used to pursue additional projects that support our County's school children.

Thank you for your anticipated support in this matter.

**Sheriff's Department/ Correctional Facility – Various Capital Projects (2024)**

- 1) Sheriff's Department Boiler Replacements (current est. \$700,000) Putnam County is requesting funding for the replacement of the existing hot water boilers serving the Putnam County Sheriff's Department and Correctional Facility located in Carmel, NY. The County has conducted an existing conditions assessment to develop a scope of work. A consulting engineering firm has been contracted to develop plans and specifications for a public bid.
- 2) Sheriff's Department Perimeter Security Improvements (\$125,000) To replace the existing Correctional Facility gate with a new, functional automatic gate to allow for access through the lower lot area. This gate has not been operational for quite some time and is in dire need of replacement.
- 3) Sheriff's Department Life Safety Systems Modernization (\$850,000) Upgrades to the two existing fire alarm systems (Fire Alarm and Lighting Control) and intercom system which are severely outdated and no longer compatible with modern replacement parts rendering certain elements obsolete.



Kevin J. McConville  
Sheriff

#62

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - TOWN OF PHILIPSTOWN ARPA FUNDING REALLOCATION**

**WHEREAS, the Town of Philipstown was allocated a total of \$739,341 of American Rescue Plan Act (ARPA) and sales tax funding pursuant to Resolutions # 133 & # 134 of 2022; and**

**WHEREAS, the Town of Philipstown these funds were originally approved for the Garrison Landing Water District Project pursuant to Resolutions #133 & #134 of 2022; and**

**WHEREAS, the Legislature approved the Sales Tax portion of the funds (\$369,670) to be expended on the Garrison Landing Water District – Well 8 Project pursuant to Resolution #121 of 2024; and**

**WHEREAS, the Town of Philipstown wishes to expend the ARPA portion of the funds on further costs associated with the Garrison Landing Water District; and**

**WHEREAS, it has been determined by the County’s consultant that these costs are not eligible ARPA expenses and/or will not likely comply with ARPA rules; and**

**WHEREAS, the County, in order to support the Town of Philipstown as originally contemplated and according to the intent contained in Resolutions \$133 & #134, while also seeking to preserve the ARPA funds granted to it by the U.S. Treasury, wishes to assist the Town of Philipstown with the amount of \$184,835 from the General Fund; and**

**WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and**

**WHEREAS, the County Executive has reviewed and recommended said reallocation; and**

**WHEREAS, the *Rules, Enactments and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it**

**RESOLVED, that the Town of Philipstown ARPA funding of \$369,670 originally allocated pursuant to Resolution # 133 of 2022 is hereby authorized to be expended on ARPA-eligible County capital project(s), with efforts to focus on a Department of Public Works project located in the Town of Philipstown; and be it further**

**RESOLVED, that the Town of Philipstown shall receive \$184,835 from the County’s General Fund which shall be expended on expenses associated with and costs incurred related to the Garrison Water District repairs.**

**RESOLVED, that the distribution of said funds shall be contingent upon the receiving municipality executing an intermunicipal agreement with Putnam County, as prepared by the Putnam County Attorney, and executed by the Putnam County Executive including such terms as contained herein.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

ATTACHMENT B - TOWN OF PHILIPSTOWN - ARPA AND SALES TAX FUNDING

PROJECT DESCRIPTION	ARPA EXPENDITURE CATEGORY	EC CODE	DESCRIPTION	APPROVED ALLOCATION	APRA Allocation Res#133-2022	Sales Tax Allocation Res#134-2022	Request	Proposed Allocation	YTD Actual	Available	Revised ARPA Available Funds	Revised Sales Tx Available Funds
Garrison Landing Water District	Water and Sewer	5.2	Clean Water: Centralized Wastewater Collection and Conveyance	739,342.00	369,671.00	369,671.00	(369,671.00)	554,506.50	-	554,506.50	-	554,506.50
							184,835.50					
Highway Infrastructure	Revenue Replacement	6.1	Revenue Replacement	n/a	n/a	n/a	369,671.00	369,671.00	-	369,671.00	369,671.00	-
50% County Contribution				n/a	n/a	n/a	(184,835.50)	(184,835.50)		(184,835.50)		(184,835.50)
				\$ 739,342.00	\$ 369,671.00	\$ 369,671.00	\$ -	\$ 739,342.00	\$ -	\$ 739,342.00	\$ 369,671.00	\$ 369,671.00



DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Town of Philipstown – ARPA Funds Reallocation**

DATE: July 1, 2024

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The Administration has worked closely with all the Towns and Villages granted ARPA funds pursuant to Resolutions #133 of 2022 by the Legislature to ensure compliance with applicable rules and regulations for use of ARPA funding by the County's subrecipients. This has included efforts from our own internal ARPA Committee, as well as review and assistance by the County's outside ARPA consultant. As a result of these reviews, it has come to our attention that the Town of Philipstown's costs associated with the Garrison Landing Water District may not be in compliance with standards set forth by the US Treasury. It is our understanding that this project for drinking water was essential for Philipstown residents. However, despite valiant efforts from both the County and the Town, the expenses would likely not be eligible for ARPA and/or not be in compliance with rules for procurement using ARPA funds.

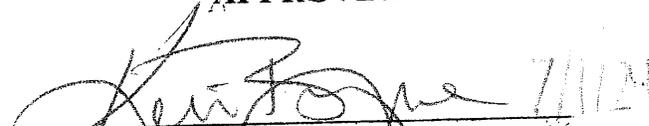
As such, the Administration is seeking to reallocate the \$369,670 of APRA funds originally allocated to the Town of Philipstown pursuant to Resolution #133 of 2022 to a County ARPA-eligible project to ensure ARPA compliance and retention of ARPA dollars. More specifically, the County intends to expend the funds on an ARPA-eligible DPW project located in the Town of Philipstown.

Further, on behalf of the Town of Philipstown, the Administration is requesting approval to provide \$184,835 in funds from the General Fund, which was originally allocated to County capital projects, to the Town of Philipstown to support the Town in this much-needed project and its related costs.

It is the Administration's belief that this amount assists the Town in accordance with the intent contemplated by Resolution #133 of 2022, helping the Town with an essential need, while also recognizing other, County towns and villages' efforts to comply with the ARPA requirements.

Attached is a proposed resolution for consideration by the Legislature.

Approved:

**APPROVED**  
  
**COUNTY EXECUTIVE**      **DATE** 7/1/24

Kevin M. Byrne  
County Executive

## APPROVAL/TOWN OF PHILIPSTOWN ARPA FUNDING REALLOCATION

WHEREAS, the Town of Philipstown was allocated a total of \$739,341 of American Rescue Plan Act (ARPA) and sales tax funding pursuant to Resolutions # 133 & # 134 of 2022; and

WHEREAS, the Town of Philipstown these funds were originally approved for the Garrison Landing Water District Project pursuant to Resolutions #133 & #134 of 2022; and

WHEREAS, the Legislature approved the Sales Tax portion of the funds (\$369,670) to be expended on the Garrison Landing Water District – Well 8 Project pursuant to Resolution #121 of 2024; and

WHEREAS, the Town of Philipstown wishes to ~~extend~~ the ARPA portion of the funds on further costs associated with the Garrison Landing Water District; and

WHEREAS, it has been determined by the County's consultant that these costs are not eligible ARPA expenses and/or will not likely comply with ARPA rules; and

WHEREAS, the County, in order to support the Town of Philipstown as originally contemplated and according to the intent contained in Resolutions #133 & #134, while also seeking to preserve the ARPA funds granted to it by the U.S. Treasury, wishes to assist the Town of Philipstown with the amount of \$184,835 from the General Fund; and

WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

WHEREAS, the *Rules, Enactments and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it

RESOLVED, that the Town of Philipstown ARPA funding of \$369,670 originally allocated pursuant to Resolution # 133 of 2022 is hereby authorized to be expended on ARPA-eligible County capital project(s), with efforts to focus on a Department of Public Works project located in the Town of Philipstown; and be it further

RESOLVED, that the Town of Philipstown shall receive \$184,835 from the County's General Fund which shall be expended on expenses associated with and costs incurred related to the Garrison Water District repairs.

RESOLVED, that the distribution of said funds shall be contingent upon the receiving municipality executing an intermunicipal agreement with Putnam County, as prepared by the Putnam County Attorney, and executed by the Putnam County Executive including such terms as contained herein.

#6m

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A060) – TOWN OF PHILIPSTOWN ARPA FUNDING REALLOCATION**

**WHEREAS, by Resolution # \_\_\_ of 2024, the Putnam County Legislature reviewed and approved the Town of Philipstown ARPA Funding Reallocation; and**

**WHEREAS, the Commissioner of Finance provided the following budgetary amendment (24A060) to accommodate said change; and**

**WHEREAS, the Rules, Enactments & Intergovernmental Relations Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it**

**RESOLVED, that the following budgetary amendment be made:**

**CAPITAL FUND:**

**Increase Appropriations:**

56989000 53000 52218      Capital – Town of Philipstown      184,835  
55197000 53000 52202      Capital – ARPA (Highway Infrastructure) 369,670

**Increase Estimated Revenues:**

56989000 428601 52218      Transfer In – General      184,835  
55197000 428601 52202      Transfer In – General      369,670

**Decrease Appropriations:**

56989000 53000 52218      Capital – ARPA (Town of Philipstown)      369,670

**Decrease Estimated Revenues:**

56989000 428601 52218      Transfer In – General      369,670

**GENERAL FUND:**

**Increase Appropriations:**

10990100 59020 52218      Transfer Out – Capital      184,835  
10990100 59020 52202      Transfer Out – Capital      369,670

- Legislator Addonizio \_\_\_\_\_
- Legislator Castellano \_\_\_\_\_
- Legislator Crowley \_\_\_\_\_
- Legislator Ellner \_\_\_\_\_
- Legislator Gouldman \_\_\_\_\_
- Legislator Montgomery \_\_\_\_\_
- Legislator Nacerino \_\_\_\_\_
- Legislator Sayegh \_\_\_\_\_
- Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**Increase Estimated Revenues:**

<b>10131000 424011</b>	<b>Interest Earnings</b>	<b>184,835</b>
<b>10131000 449898 52202</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>369,670</b>

**Decrease Appropriations:**

<b>10990100 59020 52218</b>	<b>Transfer Out – Capital (ARPA Town of Philipstown)</b>	<b>369,670</b>
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**Decrease Estimated Revenues:**

<b>10131000 449898 52218</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>369,670</b>
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**2024 Fiscal Impact – 0 –**  
**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

MICHAEL J. LEWIS  
Commissioner of Finance



cc:all  
Rules  
A+A

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – MJL  
RE: Budgetary Amendment – 24A060  
DATE: July 1, 2024

2024 JUL -2 AM 11:01  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

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

Capital Fund:

Increase Appropriations:

56989000 53000 52218	Capital - Town of Philipstown	\$	184,835
55197000 53000 52202	Capital - ARPA (Highway Infrastructure)	\$	369,670

Increase Estimated Revenues:

56989000 428601 52218	Transfer in - General	\$	184,835
55197000 428601 52202	Transfer in - General	\$	369,670

Decrease Appropriations:

56989000 53000 52218	Capital - ARPA (Town of Philipstown )	\$	369,670
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Decrease Estimated Revenues:

56989000 428601 52218	Transfer in - General	\$	369,670
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**General Fund:**

**Increase Appropriations:**

10990100 59020 52218	Transfer Out - Capital	\$	184,835
10990100 59020 52202	Transfer Out - Capital	\$	369,670

**Increase Estimated Revenues:**

10131000 424011	Interest Earnings	\$	184,835
10131000 449898 52202	Federal Aid - ARPA CFDA 21.027	\$	369,670

**Decrease Appropriations:**

10990100 59020 52218	Transfer Out - Capital (ARPA Town of Philipstown)	\$	369,670
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**Decrease Estimated Revenues:**

10131000 449898 52218	Federal Aid - ARPA CFDA 21.027	\$	369,670
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Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

Please refer to attached memorandum regarding the Request for Reallocation of ARPA funds for the Town of Philipstown.



DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Town of Philipstown – ARPA Funds Reallocation**

DATE: July 1, 2024

---

The Administration has worked closely with all the Towns and Villages granted ARPA funds pursuant to Resolutions #133 of 2022 by the Legislature to ensure compliance with applicable rules and regulations for use of ARPA funding by the County's subrecipients. This has included efforts from our own internal ARPA Committee, as well as review and assistance by the County's outside ARPA consultant. As a result of these reviews, it has come to our attention that the Town of Philipstown's costs associated with the Garrison Landing Water District may not be in compliance with standards set forth by the US Treasury. It is our understanding that this project for drinking water was essential for Philipstown residents. However, despite valiant efforts from both the County and the Town, the expenses would likely not be eligible for ARPA and/or not be in compliance with rules for procurement using ARPA funds.

As such, the Administration is seeking to reallocate the \$369,670 of APRA funds originally allocated to the Town of Philipstown pursuant to Resolution #133 of 2022 to a County ARPA-eligible project to ensure ARPA compliance and retention of ARPA dollars. More specifically, the County intends to expend the funds on an ARPA-eligible DPW project located in the Town of Philipstown.

Further, on behalf of the Town of Philipstown, the Administration is requesting approval to provide \$184,835 in funds from the General Fund, which was originally allocated to County capital projects, to the Town of Philipstown to support the Town in this much-needed project and its related costs.

It is the Administration's belief that this amount assists the Town in accordance with the intent contemplated by Resolution #133 of 2022, helping the Town with an essential need, while also recognizing other, County towns and villages' efforts to comply with the ARPA requirements.

---

Attached is a proposed resolution for consideration by the Legislature.

Approved:

**APPROVED**  
  
\_\_\_\_\_  
**COUNTY EXECUTIVE**      **DATE**      7/1/21

Kevin M. Byrne  
County Executive

APPROVAL/TOWN OF PHILIPSTOWN ARPA FUNDING REALLOCATION

WHEREAS, the Town of Philipstown was allocated a total of \$739,341 of American Rescue Plan Act (ARPA) and sales tax funding pursuant to Resolutions # 133 & # 134 of 2022; and

WHEREAS, the Town of Philipstown these funds were originally approved for the Garrison Landing Water District Project pursuant to Resolutions #133 & #134 of 2022; and

WHEREAS, the Legislature approved the Sales Tax portion of the funds (\$369,670) to be expended on the Garrison Landing Water District – Well 8 Project pursuant to Resolution #121 of 2024; and

WHEREAS, the Town of Philipstown wishes to ~~expend~~ the ARPA portion of the funds on further costs associated with the Garrison Landing Water District; and

WHEREAS, it has been determined by the County's consultant that these costs are not eligible ARPA expenses and/or will not likely comply with ARPA rules; and

WHEREAS, the County, in order to support the Town of Philipstown as originally contemplated and according to the ~~intent~~ contained in Resolutions #133 & #134, while also seeking to preserve the ARPA funds granted to it by the U.S. Treasury, wishes to assist the Town of Philipstown with the amount of \$184,835 from the General Fund; and

WHEREAS, the ~~Commissioner of Finance, and the County Auditor~~ have reviewed and recommended said reallocation; and

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

WHEREAS, the *Rules, Enactments and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it

RESOLVED, that the Town of Philipstown ARPA funding of \$369,670 originally allocated pursuant to Resolution # 133 of 2022 is hereby authorized to be expended on ARPA-eligible County capital project(s), with efforts to focus on a Department of Public Works project located in the Town of Philipstown; and be it further

RESOLVED, that the Town of Philipstown shall receive \$184,835 from the County's General Fund which shall be expended on expenses associated with and costs incurred related to the Garrison Water District repairs.

RESOLVED, that the distribution of said funds shall be contingent upon the receiving municipality executing an intermunicipal agreement with Putnam County, as prepared by the Putnam County Attorney, and executed by the Putnam County Executive including such terms as contained herein.

60

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A065) – DPW – INSURANCE RECOVERY – GUARDRAIL DAMAGES – CROTON FALLS RD & SANDY ST, CORNWALL HILL RD, OSCAWANA LAKE RD AND CRANE RD & ROUTE 6**

**WHEREAS**, the Department of Public Works has been compensated a total of \$28,385.43 for guardrail damages resulting from four (4) separate accidents; and  
**WHEREAS**, compensation has been received in the amount of \$15,699.32 from Geico Insurance Co., for damages on Croton Falls Rd & Sandy St and Cornwall Hill Road; \$8,092.56 from USAA Insurance for damages on Oscawana Lake Road and \$4,593.55 from Progressive Insurance for damages on Crane Rd & Route 6; and  
**WHEREAS**, Risk Manager Mat Bruno requested a budgetary amendment (24A065 to proceed with the repair of said guardrails; and  
**WHEREAS**, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it **RESOLVED**, that the following budgetary amendment be made:

<b>Increase Revenues:</b>		
<b>10511000 426801</b>	<b>DPW Rd/Bridges – Insurance Recoveries</b>	<b>28,385.43</b>
 <b>Increase Expenses:</b>		
<b>10511000 54410</b>	<b>DPW Rd/Bridges – Supplies &amp; Materials</b>	<b>9,157.55</b>
<b>10511000 54647</b>	<b>DPW Rd/Bridges – Sub-Contractors</b>	<b><u>19,227.88</u></b>
		<b>28,385.43</b>

**2024 Fiscal Impact – 0 –**  
**2025 Fiscal Impact – 0 –**

- Legislator Addonizio \_\_\_\_\_
- Legislator Castellano \_\_\_\_\_
- Legislator Crowley \_\_\_\_\_
- Legislator Ellner \_\_\_\_\_
- Legislator Gouldman \_\_\_\_\_
- Legislator Montgomery \_\_\_\_\_
- Legislator Nacerino \_\_\_\_\_
- Legislator Sayegh \_\_\_\_\_
- Chairman Jonke \_\_\_\_\_

MICHAEL LEWIS  
Commissioner Of Finance



cc: all  
Phys  
A+A

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

July 5, 2024

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

2024 JUL 10 AM 10:35  
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 2024 Department of Public Works budget:

**Increase Revenues:**

**10511000 426801                      DPW Rd/Bridges – Insurance Recoveries                      \$28,385.43**

**Increase Expenses:**

**10511000 54410                      DPW Rd/Bridges – Supplies & Materials                      \$ 9,157.55**

**10511000 54647                      DPW Rd/Bridges – Sub-Contractors                      19,227.88**

**\$28,385.43**

2024 Fiscal Impact - 0

2025 Fiscal Impact - 0

The PC DPW has been compensated for guardrail damages resulting from four accidents. This amendment is required for the County to proceed with the repairs.

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                      **24A065**

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

Progressive – Ck# 6009762409 - \$4,593.55; Geico Indemnity Co. – Ck #251274147 - \$7,863.36;  
Geico General Insurance Co – Ck# N251272194 - \$7,835.96 and USSA – Ck #0039774695 – 8,092.56

**JOHN B. CHERICO**  
*First Deputy County Attorney*

**ANNA M. DIAZ**  
*Senior Deputy County Attorney*

**CONRAD J. PASQUALE**  
*Senior Deputy County Attorney*



**CONOR McKIERNAN**  
*Senior Deputy County Attorney*

**HEATHER M. ABISSI**  
*Senior Deputy County Attorney*

**MAT C. BRUNO, SR.**  
*Risk Manager*

**C. COMPTON SPAIN**  
*County Attorney*

**DEPARTMENT OF LAW**

**TO:** Michael Lewis, Finance  
**FROM:** Mat C Bruno, Risk Manager  
**DATE:** June 11, 2024  
**RE:** Property Damage Reimbursement

Enclosed please find Geico check # 251272194, dated 06/07/2024, in the amount of \$7835.96 made payable to Putnam County representing payment for the property damage claim below:

AP

Claim Number	Date of Accident	Reimbursement	Ins. Co
0452727810101034	4/10/2024	\$7835.96	Geico

Please credit the Department of Public Works for this payment.

Thank you.

MCB/da

**48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512**

Tel. (845) 808-1150 / Fax (845) 808-1903\*  
*\*This office will not accept service via facsimile*

**JOHN B. CHERICO**  
*First Deputy County Attorney*

**ANNA M. DIAZ**  
*Senior Deputy County Attorney*

**CONRAD J. PASQUALE**  
*Senior Deputy County Attorney*



**CONOR McKIERNAN**  
*Senior Deputy County Attorney*

**HEATHER M. ABISSI**  
*Senior Deputy County Attorney*

**MAT C. BRUNO, SR.**  
*Risk Manager*

**C. COMPTON SPAIN**  
*County Attorney*

**DEPARTMENT OF LAW**

**TO:** Michael Lewis, Finance  
**FROM:** Mat C Bruno, Risk Manager  
**DATE:** June 11, 2024  
**RE:** Property Damage Reimbursement

Enclosed please find Geico check # 251274147, dated 06/07/2024, in the amount of \$7863.36 made payable to Putnam County representing payment for the property damage claim below:

#10

Claim Number	Date of Accident	Reimbursement	Ins. Co
0426132320101056	4/20/2024	\$7863.36	Geico

Please credit the Department of Public Works for this payment.

Thank you.

MCB/da

**48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512**

Tel. (845) 808-1150 / Fax (845) 808-1903\*  
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**JOHN B. CHERICO**  
*First Deputy County Attorney*

**ANNA M. DIAZ**  
*Senior Deputy County Attorney*

**CONRAD J. PASQUALE**  
*Senior Deputy County Attorney*



**CONOR McKIERNAN**  
*Senior Deputy County Attorney*

**HEATHER M. ABISSI**  
*Senior Deputy County Attorney*

**MAT C. BRUNO, SR.**  
*Risk Manager*

**C. COMPTON SPAIN**  
*County Attorney*

**DEPARTMENT OF LAW**

**TO:** Michael Lewis, Finance  
**FROM:** Mat C Bruno, Risk Manager  
**DATE:** June 5, 2024  
**RE:** Property Damage Reimbursement

A handwritten signature in black ink, appearing to be "Mat C Bruno", is written over the "FROM:" line of the memo.

Enclosed please find USAA check # 0039774695, dated 5/30/2024, in the amount of \$8092.56 made payable to Putnam County representing payment for the property damage claim below:

#9

Claim Number	Date of Accident	Reimbursement	Ins. Co	Driver
041367652-801	03/26/2024	\$8092.56	USAA	

Please credit the Department of Public Works for this payment.

Thank you.

10511000 - 426801

MCB/da

**48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512**

Tel. (845) 808-1150 / Fax (845) 808-1903\*

*\*This office will not accept service via facsimile*



**JOHN B. CHERICO**  
*First Deputy County Attorney*

**ANNA M. DIAZ**  
*Senior Deputy County Attorney*

**CONRAD J. PASQUALE**  
*Senior Deputy County Attorney*



**CONOR McKIERNAN**  
*Senior Deputy County Attorney*

**HEATHER M. ABISSI**  
*Senior Deputy County Attorney*

**MAT C. BRUNO, SR.**  
*Risk Manager*

**C. COMPTON SPAIN**  
*County Attorney*

**DEPARTMENT OF LAW**

**TO:** Michael Lewis, Finance  
**FROM:** Mat C Bruno, Risk Manager  
**DATE:** June 10, 2024  
**RE:** Property Damage Reimbursement

Enclosed please find Progressive check # 6009762409, dated 5/30/2024, in the amount of \$4593.55 made payable to Putnam County representing payment for the property damage claim below:

#11

Claim Number	Date of Accident	Reimbursement	Ins. Co	Driver
24-5522722	08/01/2023	\$4593.55	Progressive	

Please credit the Department of Public Works for this payment.

Thank you.

MCB/da

**48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512**

Tel. (845) 808-1150 / Fax (845) 808-1903\*  
*\*This office will not accept service via facsimile*

## PC DPW INSURANCE CLAIM RECEIPT 2024

NAME OF ROAD	Description	TOTAL PAYMENT TO BE RECEIVED				ACCOUNT
CRANE RD & RT 6	REIMBURSEMENT FOR GUIDERAIL REPAIR	\$4,593.55				
	INCREASE EXPENSES:		LABOR	\$2,840.00		5110 54647
			MATERIALS	\$1,403.55		5110 54410
			ADMIN	\$350.00		5110 54647
				\$4,593.55		

TRANSMITTAL DATE

7/3/24

#60

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A074) – PLANNING – MAYBROOK  
BIKEWAY II PHASE A BRIDGE 5 PROJECT PIN 8756.84**

**WHEREAS, the County conducted a bid solicitation for the Bridge 5 Project, which is the final outstanding project along Putnam County’s section of the Maybrook Bikeway portion of the Empire State Trail in the Village of Brewster; and**

**WHEREAS, the bids exceeded the anticipated project costs; and**

**WHEREAS, the Commissioner of Planning has requested a budgetary amendment (24A074) to provide the requisite funds for a bid award; and**

**WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:**

**CAPITAL FUND:**

**Increase Appropriations:**

**55997000 53000 50309 Capital Expenditures – Maybrook Bikeway II  
Phase A Bridge 5 PIN 8756.84 1,719,402**

**Increase Estimated Revenues:**

**55997000 428601 50309 Transfer In – Capital 1,719,402**

**GENERAL FUND:**

**Increase Appropriations:**

**10990100 59020 50309 Transfer Out – General Fund 1,719,402**

**Increase Estimated Revenues:**

**10131000 427112 Use of Capital Project Reserve 1,175,000**

**10564000 445894 Federal Aid – CARES ACT 544,402**

**2024 Fiscal Impact – 1,175,000**

**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

cc: all  
Add'l #7  
Phgs  
7/23/24  
Audit  
Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A074**  
DATE: July 23, 2024

2024 JUL 23 AM 11:46  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Planning, the following budgetary amendment is requested.

**Capital Fund:**

**Increase Appropriations:**

55997000 53000 50309 Capital Expenditures - Maybrook Bikeway II Phase A (Bridge 5) PIN 8756.84 \$ 1,719,402

**Increase Estimated Revenues:**

55997000 428601 50309 Transfer In - Capital \$ 1,719,402

**General Fund:**

**Increase Appropriations:**

10990100 59020 50309 Transfer Out - General Fund \$ 1,719,402

**Increase Estimated Revenues:**

10131000 427112 Use of Capital Project Reserve \$ 1,175,000

10564000 445894 Federal Aid - CARES ACT \$ 544,402

Fiscal Impact - 2024 - \$ 1,175,000

Fiscal Impact - 2025 - \$ 0

This budgetary amendment is recommended to cover the bids that exceeded the anticipated project costs. Please refer to Commissioner Barbosa's memorandum to Chairman Ellner dated July 11, 2024 which is item #7 for the Physical Services Committee meeting held on July 23, 2024.

**BARBARA BAROSA, AICP**  
COMMISSIONER



*cc:all  
Phys.*

**KEVIN M. BYRNE**  
PUTNAM COUNTY EXECUTIVE

## MEMORANDUM

To: Chairman Greg Ellner, Physical Services Committee  
From: Barbara Barosa AICP, Commissioner  
Date: July 11, 2024  
**Re: Budgetary Amendment Request for Maybrook Bikeway II Phase A (Bridge 5)**

Recently, the County conducted a bid solicitation for the Bridge 5 project, which is the final outstanding project along Putnam County's section of the Maybrook Bikeway portion of the Empire State Trail in the Village of Brewster. Unfortunately, the bids came in exceeding anticipated project costs. In order to make an award and complete this project, a budgetary amendment would be required to provide the requisite funds. The Department of Planning, Development & Public Transportation, Department of Public Works, and Purchasing Department have been working with the Commissioner of Finance to develop a funding plan, of which we anticipate utilizing Transit ARPA funding along with other sources recommended by the Commissioner of Finance.

I respectfully request placement on your next Physical Services Committee Meeting for discussion purposes. If our plan is deemed acceptable, the Commissioner of Finance will prepare a budgetary amendment that will be brought forth at the Audit Committee.

2024 JUL 11 AM 11:50  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

#6P

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - INCLUSION OF PARCELS IN PUTNAM COUNTY AGRICULTURAL DISTRICT**

**WHEREAS, by Resolution #81 of 2003, the Putnam County Legislature created an Agricultural District in the County of Putnam; and**

**WHEREAS, by Resolution #193 of 2011, after the 8<sup>th</sup> year anniversary of the formation of the district, the Putnam County Legislature modified said Putnam County Agricultural District #1, and**

**WHEREAS, by Resolution #244 of 2003, the Putnam County Legislature established the month of November in which a landowner may request inclusion in the Putnam County Agricultural District; and**

**WHEREAS, by Resolution #154 of 2015, the Putnam County Legislature changed the annual thirty-day inclusion request period, from the month of November to April 1<sup>st</sup> through April 30<sup>th</sup>, commencing in the year 2016 and each year thereafter; and**

**WHEREAS, November 19, 2019 marked the second 8-Year Anniversary of the formation of this district requiring the Putnam County Legislature to review this district and either continue, terminate or modify the district created; and**

**WHEREAS, by Resolution #204 of 2019 the Putnam County Legislature determined that the Putnam County Agricultural District No. 1 remained the same in accordance with the recommendations of the Putnam County Agriculture and Farmland Protection Board to consist of 157 parcels with a total acreage of 5,113.9 acres; and**

**WHEREAS, in 2024, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcels in the District:**

**Town of Carmel:**

**Kascade Enterprises (Eric Hasbrouck) – Tax Map #54.-1-36 (28.32 acres) Total Acreage: 28.32**

**Town of Kent:**

**Angry Goose Farm (Robert Lena/Tofo Realty LLC) – Tax Map #10.-2-6.-1 (115.26 acres)  
Tax Map #10.-1-38.-1 (39.66 acres) Total Acreage: 154.92**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**Town of Patterson:**

**Ridge Ranch (Daniel Honovich) – Tax Map #15.-1-46 (68.04 acres) Tax Map #15.-1-49 (45.03 acres) Tax Map #15.1-48 (.45 acres) Total Acreage: 113.52**

**Lobster Hill Farm (Jessica & Andrew Jarrett) – Tax Map #35.-4-56 (22.49 acres) Total Acreage 22.49**

**Mother Farm (Peter Clarke & Martha Cotto) – Tax Map #34.-3-1.41 (15.5 acres) Total Acreage 15.5**

**Town of Philipstown:**

**Pine View Farm (George Whipple) – Tax Map #71.-1-34 (2.60 acres) Tax Map #71.-1-35 (2.21 acres) Tax Map #71.-1-27 (15.08 acres) Tax Map #71.-1-24 (17.40 acres) Total Acreage: 37.29**

**Town of Putnam Valley:**

**Francis W. Rush III – Tax Map #83.20-1-6 (33 acres) Total Acreage: 33**

**Big Red Barn Farm (Joey Mancuso) – Tax Map #72.16-1-1 (67.05 acres) Total Acreage: 67.05**

**Town of Southeast:**

**Lobster Hill Farm (Jessica & Andrew Jarrett) – Tax Map #35.-1-10 (56.13 acres) Total Acreage: 56.13**

**Hidden Hope (Shannon & Eric Nitti) – Tax Map #24.-1-62 (18.61 acres) Total Acreage: 18.61**

**Total acreage in petitions: 546.83**

**WHEREAS, pursuant to Article 25 AA of the Agriculture and Market Law, section 303-b, a public hearing on the requests was conducted by the Putnam County Legislature on August 6, 2024; and**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**WHEREAS, the Putnam County Agriculture and Farmland Protection Board considered the requests for inclusion and reported that certain parcels applying for inclusion would serve the public interest by assisting in maintaining a viable agricultural industry within the District and recommended the inclusion of said parcels in the Putnam County Agricultural District; and**

**WHEREAS, the Physical Services Committee of the Putnam County Legislature reviewed and considered the recommendations made by the Putnam County Agriculture & Farmland Protection Board; and**

**WHEREAS, the Putnam County Legislature has considered the comments of the speakers at the public hearing, the recommendations of the Putnam County Agricultural and Farmland Protection Board, the recommendations of the Physical Services Committee, the various letters in support and in opposition to the inclusion of these parcels in the modification of the Agricultural District; now therefore be it**

**RESOLVED, that the Putnam County Legislature hereby declines to include any of the parcels requested for inclusion in the Putnam County Agricultural District.**

**\*Copy of Applications on file in the Legislative Office for review.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

*Call  
Days*

**Putnam County  
Agriculture & Farmland Protection Board**  
842 Fair Street, Carmel, NY 10512  
Phone: 845-878-7918 ~ Fax: 845-808-1908  
Email: neal.tomann@putnamcountyny.gov

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

2024 JUN 20 PM 4: 32

**MEMORANDUM**

**Date:** June 20, 2024  
**To:** Diane Schonfeld, Putnam County Clerk of the Legislature  
**From:** The Putnam County Agriculture & Farmland Protection Board (*Neal Tomann*)  
**Re:** 2024 Agricultural District Inclusion Recommendations

During April 2024, the Putnam County Agriculture and Farmland Protection Board (PCAFPB) received nine (9) applications for inclusion into the Putnam County Agricultural District. Application review and site visits were conducted during the month of May 2024. On May 29, 2024, the PC AFPB voted on the applications. All eleven (11) voting members were present. The results are as follows:

1.

**Town of Kent; 169 Dean Road.  
Robert Lena / Angry Goose Farm**  
-Parcel #10.-2-6.-1 (115.26 acres)  
-Parcel #10.-1-38.-1 (39.66 acres):

Total Acreage: 154.92

Applicant seeks inclusion as a commercial horse boarding operation.

In 2001 the Agriculture and Markets Law (AML) was amended to include commercial horse boarding operations in the definition of a “farm operation” under AML §301(11). This amendment recognized that commercial horse boarding operations are farm operations and as such should receive AML §305(a) protection from unreasonably restrictive local laws. In 2011 AML §301(11) was amended to include commercial equine operations in the definition of a “farm operation.”

Both parcels in this application are subject to an easement by the DEP that prevented the board from recommending inclusion in the agricultural district.

Under AML §301(13) the term “commercial horse boarding operation” is defined as “...an agricultural enterprise, consisting of at least seven acres and boarding at least ten horses.”

The parcels seeking to be included in the Agricultural district are subject to ‘The City of New York Department of Environmental Protection Conservation Easement Deed’ dated October 19, 2001, between (former owner) Michael and Rosemary Fossati and The City of New York. The present owner / applicant took the property subject to this easement.

§3.4(B) of this document limits the allowable number of ‘horses or other livestock’ to 6 (six).

Given this conflict between the conditions of the easement and the requirements of AML §301, the AFPB voted to not recommend this application for inclusion to the Agricultural District.

**(x) The PCAFPB voted (0 yes; 11 no) to not recommend this parcel for inclusion in 2024.**

2.

**Town of Putnam Valley; Rush Drive.**

**Frank Rush**

-Parcel #83.20-1-6 (33 acres)

Total acreage: 33

Applicant Frank Rush seeks inclusion in the Putnam County Agricultural District as a Christmas tree farm.

NYS Article 25AA - Agricultural Districts, Section 303-b requires the county agricultural and farmland protection board develop recommendations as to whether the land that has petitioned to be included in the agricultural district consists of predominantly of "viable agricultural land" and the inclusion of such land would serve the public interest by assisting in maintaining a viable agricultural industry within the district.

Under Putnam County Legislature Resolution #139 (July 12,2007), one of the factors to be considered when determining the 'viability' of the parcel(s) is, "Are the parcels currently being farmed".

In reviewing Parcel # 83.20-1-6, the Putnam County Agricultural and Farmland Protection Board felt the property showed potential as a Christmas tree farm but had not been sufficiently developed for inclusion into the Agricultural district.

Due to the requirements stated above the PCAFPB does not recommend the property for inclusion into the Putnam County Agricultural District .

**(x) The PCAFPB voted (3 yes, 8 no) to not recommend this parcel for inclusion in 2024.**

3.

**Town of Patterson; 276 Quaker Road**

**Daniel Honovich / Ridge Ranch**

-Parcel # 15.-1-46 (68.04 acres)

-Parcel # 15.-1-49 (45.03 acres)

-Parcel # 15.1-48 (.45)

Total acreage: 113.52

Applicants are operating a breeding program for Scottish Highland breeds and crosses, donkeys, goats, and rabbits.

Under Putnam County Legislature Resolution #139 (July 12,2007), one of the factors to be considered when considering the inclusion of a parcel into the Agricultural District 'Each Parcel must be free and clear of Town, State and Federal violations.'

The applicant currently has an outstanding violation with the Town of Patterson.  
The application was not voted on.

**(x) The PCAFPB did not vote on this application and does not recommend inclusion in the Agricultural District.**

4.

**Town of Carmel, 241 Washington Road  
Eric Hadbrouck / Cascade Enterprises**

-Parcel # 54.-1-36

Total acreage: 28.32 acres

Applicant seeks inclusion as a commercial horse boarding operation.

A majority of the board supported the application siting a use consistent with the neighboring parcel(s) and the reputation of the applicant.

Other members of the board cited concerns over the absence of existing infrastructure or horse boarding activity.

**(+) The PCAFPB voted (6 yes, 5 no) to recommend this parcel for inclusion in 2024.**

5.

**Town of Southeast, 300 Foggintown Road.  
Jessica & Andrew Jarrett / Lobster Hill Farm**

-Parcel #35.-1-10 (56.13 acres) (Southeast)

- Parcel #35.-4-56 (22.49) (Patterson).

Total acreage: 78.62

Applicant seeks inclusion to the Agricultural District as a farm raising 'free range pasture raised protein.' The application has two parcels, one in Patterson and one in Southeast.

Under Putnam County Legislature Resolution #139 (July 12,2007), the 'agricultural viability' of the parcel is gauged by several factors. (see page 2 of the resolution)

Here the board felt that the parcels "Are currently being farmed" and were satisfied that the farm operations were 'following agricultural best management practices.'

Opposition to the application was based primarily on the (Resolution #139) consideration that the parcel was 'adjacent to a sensitive natural resource' without a storm water protection plan on file.

This was a reference to the parcel containing a class 'c' stream tributary to the Bog Brook Reservoir.

**(+) The PCAFPB voted (9 yes, 2 no) to recommend both parcels for inclusion in 2024.**

6.

**Town of Putnam Valley, 221 Oscawanna Lake Rd.  
Joey Mancuso / Big Red Barn Farm**

-Parcel # 72.16-1-1 (67.05 acres)

Total acreage: 67.05

Applicant seeks inclusion as a commercial horse boarding operation.

The board was generally supportive of the application citing use consistent with the previous owner and the neighboring parcels and having demonstrated an adequate boarding capacity of ten (10) horses.

Questions were raised about the proposed development being inconsistent with existing zoning laws and inadequate turn – out area for the horses. There were 3 horses being boarded at the time of the site visit.

**(+) The PCAFPB voted (9 yes, 2 no) to recommend both parcels for inclusion in 2024.**

7.

**Town of Patterson, 550 Route 164.**

**Shannon & Eric Nitti / Hidden Hope Farm**

-Parcel #24.-1-62 (18.61 acres)

Total acreage: 18.61

Applicant seeks inclusion with a combination of agricultural activities including vegetable gardening, orchards, horticulture, and beekeeping.

Under Resolution #139 (1<sup>st</sup> bullet point), one of the factors to be considered when determining the ‘viability’ of the parcel(s) is, “Are the parcels currently being farmed”.

The parcel contains a working garden area however much of the property has yet to be developed. The majority voted the property was not sufficiently developed for inclusion in the agricultural district.

Citing Resolution #139 (2<sup>nd</sup> bullet point) other board members felt the enterprise qualified as a start-up farm and should be recommended for inclusion.

**(x) The PCAFPB voted (4 yes, 7 no) to not recommend both parcels for inclusion in 2024.**

8.

**Town of Patterson, 187 Tammany Hall Road**

**Peter Clarke / Mother Farm**

- Parcel #34.-3-1.41 (15.5 acres)

Total acreage: 15.5

Applicant seeks inclusion as a tree farm. The business plan stating the applicant is growing seedling out to larger trees and supplying them to clients.

The area identified in the application for the grow operation was 3 acres. Under AML Art.25AA §301(4) ‘land used in agricultural production’ means an area of not less than seven (7) acres of land used for the preceding two (2) years for the production for sale of crops.

A majority of board members felt the area was too small to be considered ‘viable agricultural land’ and that it lacked adequate scale to be included in the agricultural district.

Some board members felt the scale was sufficient.

**(x) The PCAFPB voted (4 yes, 7 no) to not recommend this parcel for inclusion in 2024.**

9.

**Town of Philipstown, 250 Old Stone Road**

**George Whipple / Pine View Farm**

-Parcel # 71.-1-34 (2.60 acres)

-Parcel #71.-1-35 (2.21 acres)

-Parcel #71.-1-27 (15.08 acres)

-Parcel #71.-1-24 (17.40 acres)

Total acreage: 37.29

Applicant seeks to incorporate four (4) new parcels into an existing agricultural enterprise.

Board members were satisfied with the scale of the existing agricultural activity and voted to recommend

inclusion into the agricultural district.

**(+) The PCAFPB voted (9 yes: 2 no) to recommend this parcel for inclusion in 2024.**

**Total acreage in petitions: 546.83**  
**Total Acreage Recommended: 211.28**

Cc:

Neal Tomann, Interim Director PCSWD  
Barbara Barosa Commissioner of Planning  
Patricia McLoughlin  
Members of the PCAFPB

*cc: Neal  
Phy's*

*Received #3  
2024-06-27  
By: Neal Tomann  
Clerk of Board  
06/27/24*

**Putnam County  
Agriculture & Farmland Protection Board**

842 Fair Street, Carmel, NY 10512  
Phone: 845-878-7918 ~ Fax: 845-808-1908  
Email: neal.tomann@putnamcountyny.gov

**MEMORANDUM**

**Date:** June 27, 2024  
**To:** Diane Schonfeld, Putnam County Clerk of the Legislature  
**From:** The Putnam County Agriculture & Farmland Protection Board *- Neal Tomann*  
**Re:** 2024 Agricultural District Inclusion Recommendations

During April 2024, the Putnam County Agriculture and Farmland Protection Board (PCAFPB) received nine (9) applications for inclusion into the Putnam County Agricultural District. Application review and site visits were conducted during the month of May 2024. On May 29, 2024, the PC AFPB voted on the applications.

At that time, application #3 submitted by Honovich / Ridge Ranch of 276 Quaker Road was not voted on and not recommended for inclusion due to an outstanding violation with the Town of Patterson.

Under Putnam County Legislature Resolution #139 (July 12,2007), one of the factors to be considered when considering the inclusion of a parcel into the Agricultural District is 'Each Parcel must be free and clear of Town, State and Federal violations.'

On June 20, 2024, notice was received from the Town of Patterson that the violation had been lifted. On June 26, 2024, the Putnam County Agricultural and Farmland Protection Board held a regular meeting and voted on the Honovich / Ridge Ranch application. The results are offered here as an update to the original memorandum.

3.

**Town of Patterson; 276 Quaker Road  
Daniel Honovich / Ridge Ranch**

- Parcel # 15.-1-46 (68.04 acres)
- Parcel # 15.-1-49 (45.03 acres)
- Parcel # 15.1-48 (.45)

Total acreage: 113.52

Applicants are operating a breeding program for Scottish Highland breeds and crosses, donkeys, goats, and rabbits.

Under Putnam County Legislature Resolution #139 (July 12,2007), the 'agricultural viability' of the parcel is gauged by several factors. (see page 2 of the resolution)

Here, a majority of the board felt that the parcels "Are currently being farmed" and were satisfied that the farm operations were 'following agricultural best management practices.'

Questions were raised concerning the applicability of the (Resolution #139) requirement that 'Each parcel must contain at least 50% of Prime Farmland and / or Statewide important soils which are in the NYS Agriculture & Markets agricultural land soil groups 1-6.'

**(+) The PCAFPB voted (9 yes; 2 no) to recommend inclusion in the Agricultural District.**

**2024 JUN 27 PM 3:37  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY**

## Diane Schonfeld

---

**From:** Neal Tomann  
**Sent:** Thursday, June 27, 2024 3:30 PM  
**To:** Diane Schonfeld  
**Subject:** Honovich violation scan  
**Attachments:** scan\_neal.tomann\_2024-06-27-15-25-34.pdf

Here's the notice that the violation had been lifted.

Thank you.

NT

**From:** Neal Tomann <Neal.Tomann@putnamcountyny.gov>  
**Sent:** Thursday, June 27, 2024 3:26 PM  
**To:** Neal Tomann <Neal.Tomann@putnamcountyny.gov>  
**Subject:** Your scan (Scan to My Email)



TOWN OF PATTERSON  
CODE ENFORCEMENT OFFICE  
PUTNAM COUNTY  
P.O. Box 470  
Patterson, NY 12563

ROBERT MCCARTHY  
Director of Codes Enforcement

Tel (845) 878-6319  
Fax (845) 878-2019

June 12, 2024

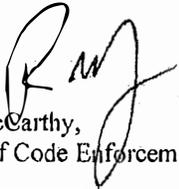
Daniel and Arielle Honovich  
Ridge Ranch  
276 Quaker Road  
Patterson, NY 12563

RE: TM - 15.-1-49  
Ridge Ranch  
276 Quaker Road  
Patterson, NY 12563

Dear Mr. and Mrs. Honovich,

Pursuant to Patterson Town Code Chapter 154, Section 154-17: Construction trailers and our conversation on June 6, 2024, the shipping containers on your property will be permitted to remain on the site for up to 18 months from today's date (December 10, 2025), after which they will need to be removed from the site or otherwise legalized.

Sincerely,

  
Robert McCarthy,  
Director of Code Enforcement

# Putnam County Agricultural District Enrollment Form

Enrollment Form to be completed by landowners who wish to include parcel(s) of predominantly viable agricultural land within a certified New York State Agricultural District.  
Annual Enrollment period is April 1 through April 30.

*diane.schanfeld@putnamcountyny.gov*

## Part I - Landowner Identification

### Landowner Contact

Owner Name: Robert Lena / Toro Realty LLC Farm name: Angry Goose Farm  
 Mailing Address: 169 Veau Rd  
Stormville NY 12582  
 Town farm is located in Kent, N.Y. Email: BLena420@AOL.com  
 Daytime Phone: - Cell Phone: 914-497-6538

### Emergency Contact:

Landline Phone: \_\_\_\_\_ Cell Phone: 914-497-6538  
 (This is needed for any natural or "other" disaster that might occur. This is extremely important for animal and food safety).

## Part II - Farm Operation Description

Number of Acres Owned: <span style="font-size: 1.5em;">155</span>	Number of Acres Farmed: <span style="font-size: 1.5em;">10</span>	Number of Acres Rented: <span style="font-size: 1.5em;">10</span>
Principal Farm Operation (check all that apply)	Estimated Annual Gross Farm Income (check one)	Capital Investment over Past 5 Years (check one)
<input type="checkbox"/> Dairy (goat or cow) <input type="checkbox"/> Cash Crop (grain) <input type="checkbox"/> Cash Crop (vegetable) <input type="checkbox"/> Orchard (fruit) <input type="checkbox"/> Vineyard <input type="checkbox"/> Poultry (eggs) <input type="checkbox"/> Poultry (meat) <input type="checkbox"/> Livestock (type: _____) <input checked="" type="checkbox"/> Equine <input type="checkbox"/> Horticulture/Greenhouse <input type="checkbox"/> Sugarbush <input type="checkbox"/> Christmas Trees <input type="checkbox"/> Hay <input type="checkbox"/> Apiary <input type="checkbox"/> Aquaculture <input type="checkbox"/> Other _____	<input type="checkbox"/> Below \$10,000 <input checked="" type="checkbox"/> \$10,000 to \$49,999 <input type="checkbox"/> \$50,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> \$200,000 to \$499,999 <input type="checkbox"/> Over \$500,000	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$39,999 <input type="checkbox"/> \$40,000 to \$99,999 <input checked="" type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> Over \$200,000

2024 APR -5 PM 2:23  
 LEGISLATURE  
 PUTNAM COUNTY  
 CARHEL NY

### Part III - Parcel Identification

Please list the tax map parcel numbers, acreage, town/rent and town it is located in for each parcel that you wish to be included in the Agricultural District. Please note there will be a site inspection of the farm operation. The owner is required to be available to meet with representatives of the County during the inspection. (Attach additional sheet if needed).

Parcel ID #	Town	Acreage	Own/Rent
37220010-2-6-1	Kent	115.26	Own
37220010-1-33-1	Kent	39.66	Own

### Part IV - Business Description

Please briefly describe the business that is operated or will be operated on the property that is proposed to be added to the Agricultural District. (Please attach a business plan describing in detail the operation, realized or anticipated gross sales value for each major element of the operation and future plans).

Equine, Horse lessons, Boarding

- \* Is this property currently receiving Agricultural Assessment?  Yes  No
- \* Identify any outstanding Town/County/State Violations: NA
- \* List any Deed Restrictions or Easements: ZEP
- \* Has the property been subdivided or is proposed to be subdivided?  Yes  No
- \* If the farm operation is being proposed, new operation, or is in the construction phase, please provide a copy of the site plan maps and if recently subdivided or is proposed, please provide the subdivision map.

### Part V - Signature

I hereby certify that I am either the owner of record or am duly authorized by the owner of record to file an application to include additional land within the Putnam County Agricultural District for the subject property as described above, and I hereby swear that all information submitted as part of this Enrollment Form is, to the best of my knowledge, correct and complete.

Signature:  Date: 10/17/23  
 Print Name: Robert Lena Are you the landowner?  Yes  No

**Return this Enrollment Form and attachments during the month of April to:**  
 Putnam County Legislature  
 40 Gleneida Avenue  
 Carmel, NY 10512

**New York State  
Department of Agriculture and Markets**

**AGRICULTURAL DISTRICT CREATION WORKSHEET**

This form is to be completed by agricultural landowners whose lands are proposed for inclusion within an agricultural district. The information obtained from this form will be utilized by the County and State in determining the significance and viability of agriculture within the proposed district.

**PART I LANDOWNER DESCRIPTION**

Name FRANCIS W. RUSH III Telephone No. (4) 845 578 9379 (C) 808 8639 <sup>914</sup>

Address RUSH DR City PUTNAM VALLEY State NY Zip Code 10579

CHECK ONE  Farmer (If checked, please proceed to Parts II and III)  Non farmer (If checked, please proceed to C of Part III)

**PART II FARM DESCRIPTION**

No. of Acres Owned <u>33</u>	No. Of Acres Cropped <u>18</u>	No. of Acres Rented (from another landowner as part of subject farm) <u>—</u>
---------------------------------	-----------------------------------	----------------------------------------------------------------------------------

Principal Farm Enterprise (Check one)	Estimated Annual Gross Farm Sales (Check one)	Capital Investment over Past 7 Years (Check One)
Dairy	Below \$10,000	Below \$10,000
Cash Crop (Grain)	\$10,000 to \$39,999 <input checked="" type="checkbox"/>	\$10,000 to \$49,999
Cash Crop (Vegetable)	\$40,000 to \$99,999	\$50,000 to \$99,999
Orchard	\$100,000 to \$199,999	\$100,000 to \$199,999 <input checked="" type="checkbox"/>
Vineyard	\$200,000 to \$499,999	Over \$200,000
Livestock (Other than Dairy)	Over \$500,000	
Poultry		
<del>Apiculture</del> <u>Apiculture</u> <input checked="" type="checkbox"/>		
<del>Maricultural Specialties</del>		
Sugarbush		
Christmas Tree <input checked="" type="checkbox"/>		
Aquaculture		
Other (Please specify)		

**PART III BOUNDARY DESCRIPTION**

List Tax Identification Numbers for all parcels within farm unit

- A. 83-20-1-5
- B. List Tax Identification Numbers for all parcels rented FROM another landowner
- C. List Tax Identification Numbers for all parcels rented TO farmers

2024 APR -5 PM 2:23  
 LEGISLATURE  
 PUTNAM COUNTY  
 CARMEL, NY

Putnam County N.Y. Soil & Water Conservation District  
842 Fair St.  
Carmel, N.Y. 10512

April 4, 2024

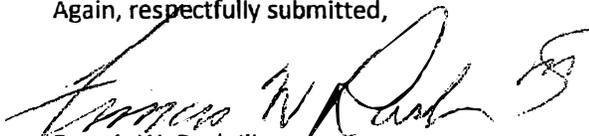
Dear Putnam County N.Y. Soil & Water Conservation District Board members.

My name is Francis W. Rush III and I am the owner of 33 acres, T.M. # 83.20-1-6 in the town of Putnam Valley, N.Y. The above mentioned property has been in my family continuously since 1845. It has supported crops and livestock through the years.

I respectfully request the Agricultural District designation for this property to move forward with farming to include Christmas Trees on the property. Currently there is established pasture to support the start of and would continue with silvo-pasture and apiculture to continue to grow.

My contact information is below and I thank you for this consideration, as it will allow the property support itself through hard work, for the next generation to continue to carry on The Rush Family Farm.

Again, respectfully submitted,



Francis W. Rush III



**Putnam County  
Soil and Water Conservation District**

842 Fair Street, Carmel, NY 10512  
Phone: (845) 878-7918 E-mail: joseph.raguzin@putnamcountyny.gov

**Soil Group Worksheet Request Form**  
**\$50.00 PER TAX PARCEL MUST BE PAID IN FULL AT TIME OF REQUEST**

(Please make check payable to "Commissioner of Finance" and mail to address above)

Name (Please Print) FRANCIS W RUSH III Date 4/1/2004  
 Farm Name RUSH Family Farm  
 Address RUSH DR PUTNAM VALLEY NY 10579  
 Phone (home) 845 5089379 (work) 914 804 2639 Fax 845 526 1958  
 Email: FRANKRUSHIII@optonline.NET

**\*\* ALL FIELDS MUST BE COMPLETED ~ IF ANY ARE BLANK ~ THE REQUEST CAN NOT BE PROCESSED \*\***

Check one:  Ag District  Individual Commitment

Check one:  New Worksheet  Revised Worksheet

OWNERS NAME: FRANCIS W RUSH III  
 OWNERS ADDRESS: 15 RUSH DR PUTNAM VALLEY NY 10579  
 PROPERTY ADDRESS: RUSH DR. PUTNAM VALLEY NY 10579  
 TOWN OF: PUTNAM VALLEY  
 PARCEL #: 83.20-1-6  
 TOTAL PROPERTY ACRES: 33

**IF YOU DO NOT FARM THE TOTAL PARCEL, DO NOT PUT TOTAL AG ACRES THE SAME AS TOTAL PROPERTY ACRES**

Property description ~ Answer all questions ~ Do not leave any blanks

FARM TYPE (S):  
 Crops  Hay  Livestock  Horse  Sheep  Other: Apiculture

OWNER'S HOUSE ACRES +/-:       
 TOTAL AG ACRES +/-: 33  
 TOTAL FARM WOODLAND ACRES +/-: 15  
 CLEARED LAND OR NEWLY FENCED ACRES +/-: 18  
 ANY OTHER BUILDINGS? 2 BARN

**Notice:** We will contact you when your packet is ready. You will need to come in and sign the document in person.

Updated February 2018

*Official Use Only:*

Amount Collected: \$                      Assisted by:

# Putnam County Agricultural District Enrollment Form

Enrollment Form to be completed by landowners who wish to include parcel(s) of predominantly viable agricultural land within a certified New York State Agricultural District.  
Annual Enrollment period is **April 1 through April 30.**

## Part I - Landowner Identification

### Landowner Contact

Owner Name: Daniel Honorich Farm Name: Ridge Ranch  
 Mailing Address: 276 Quaker Rd Farm Address: 276 Quaker Rd  
Patterson NY 12563 Patterson NY 12563  
 Town farm is located in Patterson/Putnam Email: ridgeranchny@gmail.com  
 Daytime Phone: 914 907 9082 Cell Phone: 914 907 9082

### Emergency Contact:

Landline Phone: 914 447 2600 Cell Phone: 914 907 9082  
 (This is needed for any natural or "other" disaster that might occur. This is extremely important for animal and food safety).

Number of Acres Owned: <b>114</b>	Number of Acres Farmed:	Number of Acres Rented: <b>0</b>
Principal Farm Operation (check all that apply)	Estimated Annual Gross Farm Income (check one)	Capital investment over Past 8 Years (check one)
<input checked="" type="checkbox"/> Dairy (goat or cow) <input type="checkbox"/> Cash Crop (grain) <input type="checkbox"/> Cash Crop (vegetable) <input type="checkbox"/> Orchard (fruit) <input type="checkbox"/> Vineyard <input checked="" type="checkbox"/> Poultry (eggs) <input type="checkbox"/> Poultry (meat) <input checked="" type="checkbox"/> Livestock (type: <u>cattle</u> ) <input checked="" type="checkbox"/> Equine <u>donkeys</u> <input type="checkbox"/> Horticulture/Greenhouse <input type="checkbox"/> Sugarbush <input type="checkbox"/> Christmas Trees <input type="checkbox"/> Hay <input type="checkbox"/> Apiary <input type="checkbox"/> Aquaculture <input type="checkbox"/> Other _____	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$49,999 <input type="checkbox"/> \$50,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> \$200,000 to \$499,999 <input type="checkbox"/> Over \$500,000	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$39,999 <input type="checkbox"/> \$40,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> Over \$200,000  <div style="text-align: center;"> <p>2024 APR -4 AM 10:40                      LEGISLATURE                      PUTNAM COUNTY                      CARMEL, NY</p> </div>

### Part III - Parcel Identification

Please list the tax map parcel numbers, acreage, town/rent and town it is located in for each parcel that you wish to be included in the Agricultural District. Please note there will be a site inspection of the farm operation. The owner is required to be available to meet with representatives of the County during the inspection. (Attach additional sheet if needed).

Parcel ID #	Town	Acreage	Own/Rent
15.1.46 178 Brimstone Rd	Patterson	68.04	own
15.1.49 276 Quaker Rd	Patterson	43.41	own
15.1.48 226 Quaker Rd	Patterson	.45	own

### Part IV - Business Description

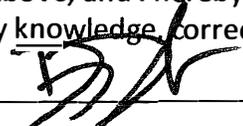
Please briefly describe the business that is operated or will be operated on the property that is proposed to be added to the Agricultural District. (Please attach a business plan describing in detail the operation, realized or anticipated gross sales value for each major element of the operation and future plans).

We breed and sell mix a variety of scottish Highland cows, mini donkeys, various goat breeds and Lionhead rabbits.  
Business plan attached.

- \* Is this property currently receiving Agricultural Assessment?  Yes  No
- \* Identify any outstanding Town/County/State Violations: N/A
- \* List any Deed Restrictions or Easements: N/A
- \* Has the property been subdivided or is proposed to be subdivided?  Yes  No
- \* If the farm operation is being proposed, new operation, or is in the construction phase, please provide a copy of the site plan maps and if recently subdivided or is proposed, please provide the subdivision map.

### Part V- Signature

I hereby certify that I am either the owner of record or am duly authorized by the owner of record to file an application to include additional land within the Putnam County Agricultural District for the subject property as described above, and I hereby swear that all information submitted as part of this Enrollment Form is, to the best of my knowledge, correct and complete.

Signature:  Date: 3/26/24

Print Name: Daniel Honovich Are you the landowner?  Yes  No

**Return this Enrollment Form and attachments during the month of April to:**

**Putnam County Legislature  
40 Gleneida Avenue  
Carmel, NY 10512**

## **1. Executive Summary:**

- Ridge Ranch has a focus on quality breeding programs for micro, mini and mid sized Scottish Highlands and crosses, mini donkeys, micro and mini Zebus, Nigerian dwarfs, mini Nubian, Nubian goats and Lionhead rabbits.

## **2. Business Description:**

- Ridge Ranch keeps a breeding male for each species to help with biosecurity of the farm and allow for natural breeding. Males are kept with females to ensure breeding occurs during natural heat cycles. Each species has a different plan for management of new babies. Babies are sold after appropriate time with mom and review their first round of vaccinations and are castrated upon request.

## **3. Products and Services:**

- Micro, mini and mid sized Scottish Highlands
- Micro, mini and mid sized Highlands crossed with high Highland percentage crosses.  
Micro and mini Zebus with future plans to crossbreed Zebus with Brahmans.  
Mini donkeys.  
Nigerian Dwarfs and Mini Nubian and Nubian Goats.  
Lionhead rabbits

## **4. Market Analysis:**

- There is an expanding market for the production of these animals. While we mainly focus on selling livestock within our area we do have transportation services across the country and some of our animals have gone as far as Oklahoma.
- These animals are all sold as pet breeds.

## **5. Sustainability and Community Impact:**

- We would like to bring farming back to communities hoping that more families within the community move towards a farming lifestyle specifically regarding livestock.

Since we keep males for breeding we can sustainably breed all of our species.

## **6. Financial Projections:**

- Our projections are to increase the sale of livestock each year. In 2023 livestock sales came out to about \$66,000 which was a major increase from 2022 at about \$15,000. Given this growth we are working hard towards our goal of \$75,000 for 2024. We also project to add more of a variety of species to our farm to better be able to produce and sell livestock to the community.

# Putnam County Agricultural District Enrollment Form

Enrollment Form to be completed by landowners who wish to include parcel(s) of predominantly viable agricultural land within a certified New York State Agricultural District.  
Annual Enrollment period is **April 1 through April 30.**

## Part I - Landowner Identification

### Landowner Contact

Owner Name: Eric Hasbrouck Farm Name: Kascade Enterprises  
~~South Street Farm~~  
 Mailing Address: PO Box 254 Farm Address: 241 Washington Road  
North Salem, NY 10560 Carmel, NY 10512  
 Town farm is located in Putnam County Email: Meghankunz89@gmail.com  
 Daytime Phone: 914 649 1437 Cell Phone: 253 651 1046

### Emergency Contact:

Landline Phone: 914 649 1437 Cell Phone: 253 651 1046  
 (This is needed for any natural or "other" disaster that might occur. This is extremely important for animal and food safety).

## Part II - Farm Operation Description

Number of Acres Owned: <u>28.32</u>	Number of Acres Farmed: <u>20</u>	Number of Acres Rented:
Principal Farm Operation (check all that apply)	Estimated Annual Gross Farm Income (check one)	Capital investment over Past 8 Years (check one)
<input type="checkbox"/> Dairy (goat or cow) <input type="checkbox"/> Cash Crop (grain) <input type="checkbox"/> Cash Crop (vegetable) <input type="checkbox"/> Orchard (fruit) <input type="checkbox"/> Vineyard <input type="checkbox"/> Poultry (eggs) <input type="checkbox"/> Poultry (meat) <input type="checkbox"/> Livestock (type: _____) <input checked="" type="checkbox"/> Equine <input type="checkbox"/> Horticulture/Greenhouse <input type="checkbox"/> Sugarbush <input type="checkbox"/> Christmas Trees <input type="checkbox"/> Hay <input type="checkbox"/> Apiary <input type="checkbox"/> Aquaculture <input type="checkbox"/> Other _____	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$49,999 <input checked="" type="checkbox"/> \$50,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> \$200,000 to \$499,999 <input type="checkbox"/> Over \$500,000	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$39,999 <input type="checkbox"/> \$40,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> Over \$200,000  <div style="text-align: center;"> <p>2024 APR 15 PM 3:44</p> <p>LEGISLATURE PUTNAM COUNTY CARMEL, NY</p> </div>

### Part III - Parcel Identification

Please list the tax map parcel numbers, acreage, town/rent and town it is located in for each parcel that you wish to be included in the Agricultural District. Please note there will be a site inspection of the farm operation. The owner is required to be available to meet with representatives of the County during the inspection. (Attach additional sheet if needed).

Parcel ID #	Town	Acreage	Own/Rent
372000 54.-1-36	Carmel, NY	28.32	Own

### Part IV - Business Description

Please briefly describe the business that is operated or will be operated on the property that is proposed to be added to the Agricultural District. (Please attach a business plan describing in detail the operation, realized or anticipated gross sales value for each major element of the operation and future plans).

Boarding Facility for retired Horses, Pasture Living with Small Run in Sheds. Plan is to have Natural environment for Horses to share. Our goal is to have 6-8 Horses Maximum

- \* Is this property currently receiving Agricultural Assessment?  Yes  No
- \* Identify any outstanding Town/County/State Violations: None
- \* List any Deed Restrictions or Easements: \_\_\_\_\_
- \* Has the property been subdivided or is proposed to be subdivided?  Yes  No
- \* If the farm operation is being proposed, new operation, or is in the construction phase, please provide a copy of the site plan maps and if recently subdivided or is proposed, please provide the subdivision map.

### Part V- Signature

I hereby certify that I am either the owner of record or am duly authorized by the owner of record to file an application to include additional land within the Putnam County Agricultural District for the subject property as described above, and I hereby swear that all information submitted as part of this Enrollment Form is, to the best of my knowledge, correct and complete.

Signature: Eric Hasbrouck Date: 3/25/24

Print Name: Eric Hasbrouck Are you the landowner?  Yes  No

**Return this Enrollment Form and attachments during the month of April to:**

**Putnam County Legislature  
40 Gleneida Avenue  
Carmel, NY 10512**

# Table of Contents

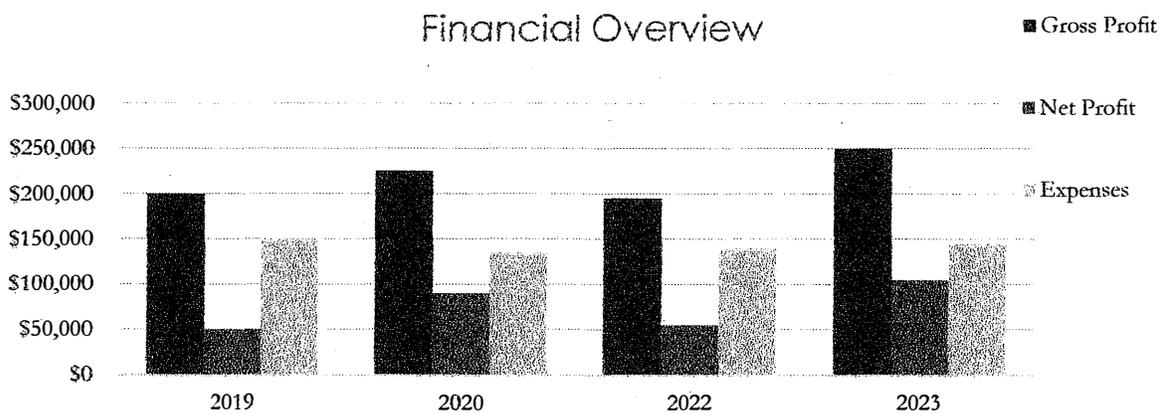
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	Company Ownership/Legal Entity	
	Hours of Operation	
	Products and Services	

# Executive Summary

*Kascade Enterprises, located in Carmel, NY is a horse boarding facility that focuses on providing high-quality, full care horse boarding for retired horses and ponies.*

## Highlights

*Our most valuable asset is the expertise and experience of its founder, Eric Hasbrouck. Eric has been in the horse boarding and training industry for over 45 years. Eric works along side with his partner, Meghan Kanz, who has over 20 years of experience in the equine industry. The combined experience between these two, allows them to give the best care possible to insure healthy happy horses.*



## Objectives

*To preserve the natural beauty of this land while utilizing its assets and productivity.*

## Description of Business

*We offer a wonderful retirement home to horses that are at the end of their competitive years, while still maintaining the high level of care that they have been accustomed to in their years of showing.*

## Company Ownership/Legal Entity

*Kascade Enterprises is an S Corp that has been established since 1986 with Eric Hasbrouck being the President.*

## Hours of Operation

7:00AM – 4:00PM Daily

## Products and Services

- *Individual stalls with ample bedding (dust free shavings)*
- *Daily turnout*
- *Stall cleaning at least two times daily*
- *Individualized feeding schedule (up to 5 times per day)*
- *Assistance with vet and blacksmith as needed.*
- *Supplements and medication administration*
- *Blanketing as needed*

# Putnam County Agricultural District Enrollment Form

Enrollment Form to be completed by landowners who wish to include parcel(s) of predominantly viable agricultural land within a certified New York State Agricultural District.  
Annual Enrollment period is April 1 through April 30.

## Part I - Landowner Identification

### Landowner Contact

Owner Name: Jessica & Andrew Jarrett Farm Name: LOBSTER HILL FARM  
 Mailing Address: 300 FOGGINTOWN RD Farm Address: SAME  
BREWSTER, NY 10509  
 Town farm is located in BREWSTER/PATTERSON Email: JESSICA@LOBSTERHILLFARM.COM  
 Daytime Phone: Cell only Cell Phone: 845-656-8897

### Emergency Contact:

Landline Phone: \_\_\_\_\_ Cell Phone: 845-656-8897  
 (This is needed for any natural or "other" disaster that might occur. This is extremely important for animal and food safety).

## Part II - Farm Operation Description

Number of Acres Owned: <u>75</u>	Number of Acres Farmed: <u>75</u>	Number of Acres Rented:
Principal Farm Operation (check all that apply)	Estimated Annual Gross Farm Income (check one)	Capital investment over Past 8 Years (check one)
<input checked="" type="checkbox"/> Dairy ( <u>goat</u> or cow) <input type="checkbox"/> Cash Crop (grain) <input type="checkbox"/> Cash Crop (vegetable) <input type="checkbox"/> Orchard (fruit) <input type="checkbox"/> Vineyard <input checked="" type="checkbox"/> Poultry (eggs) <input checked="" type="checkbox"/> Poultry (meat) <input checked="" type="checkbox"/> Livestock (type: <u>Goat hog</u> ) <input type="checkbox"/> Equine <input type="checkbox"/> Horticulture/Greenhouse <input type="checkbox"/> Sugarbush <input type="checkbox"/> Christmas Trees <input type="checkbox"/> Hay <input type="checkbox"/> Apiary <input type="checkbox"/> Aquaculture <input type="checkbox"/> Other _____	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$49,999 <input checked="" type="checkbox"/> \$50,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> \$200,000 to \$499,999 <input type="checkbox"/> Over \$500,000	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$39,999 <input checked="" type="checkbox"/> \$40,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> Over \$200,000

2024 APR - 8 AM 11:57  
 LEGISLATURE  
 PUTNAM COUNTY  
 CARMEL, NY

### Part III - Parcel Identification

Please list the tax map parcel numbers, acreage, town/rent and town it is located in for each parcel that you wish to be included in the Agricultural District. Please note there will be a site inspection of the farm operation. The owner is required to be available to meet with representatives of the County during the inspection. (Attach additional sheet if needed).

Parcel ID #	Town	Acreage	Own/Rent
35. - 1 - 10	SOUTHEAST	56.1	OWN
35. - 4 - 56	PATTERSON	22.4	OWN

### Part IV - Business Description

Please briefly describe the business that is operated or will be operated on the property that is proposed to be added to the Agricultural District. (Please attach a business plan describing in detail the operation, realized or anticipated gross sales value for each major element of the operation and future plans).

LOBSTER HILL FARM FOCUSES ON RAISING FREE RANGE PASTURE RAISED PROTEIN FOR THEIR COMMUNITY. PASTURED POULTRY FOR MEAT AND EGGS, FORESTED PORK AND FORESTED GOATS FOR BOTH MEAT AND DAIRY PRODUCTION. WE PRIORITIZE ROTATIONAL GRAZING AND UNCAGED HABITATS TO RAISE OUR LIVESTOCK WITHOUT CHEMICAL INPUTS. WE SELL VIA CSA, DIRECT TO CONSUMER, AS WELL AS WHOLESALE.

- \* Is this property currently receiving Agricultural Assessment?  Yes  No
- \* Identify any outstanding Town/County/State Violations: N/A
- \* List any Deed Restrictions or Easements: N/A
- \* Has the property been subdivided or is proposed to be subdivided?  Yes  No
- \* If the farm operation is being proposed, new operation, or is in the construction phase, please provide a copy of the site plan maps and if recently subdivided or is proposed, please provide the subdivision map.

### Part V- Signature

I hereby certify that I am either the owner of record or am duly authorized by the owner of record to file an application to include additional land within the Putnam County Agricultural District for the subject property as described above, and I hereby swear that all information submitted as part of this Enrollment Form is, to the best of my knowledge, correct and complete.

Signature: Jessica J. Jarrett Date: 4/1/24  
 Print Name: JESSICA JARRETT Are you the landowner?  Yes  No

**Return this Enrollment Form and attachments during the month of April to:**

**Putnam County Legislature  
 40 Gleneida Avenue  
 Carmel, NY 10512**

Presented By  
Jessica Jarrett

# LOBSTER HILL FARM BUSINESS PLAN

2024



300 Foggintown Rd Brewster, NY

845-656-8897

[www.LobsterHillFarm.com](http://www.LobsterHillFarm.com)

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# EXECUTIVE SUMMARY

Lobster Hill Farm, located in Brewster, NY, is a first-generation regenerative farm dedicated to prioritizing land stewardship and animal welfare. Specializing in pastured poultry, dairy goats, and forest-raised pork, the farm provides the community with high-quality protein choices.

## Problem Statement:

Existing farming practices often prioritize profit over land stewardship and animal welfare, resulting in unsustainable agriculture methods. The community lacks access to high-quality, ethically raised protein options. A regenerative farm specializing in pastured poultry, dairy goats, and forest-raised pork is needed to address these environmental and ethical concerns while providing the community with healthier protein choices.

## Proposed Solution:

Lobster Hill Farm is a family-owned regenerative farm in Brewster, NY, focusing on pastured poultry, dairy goats, and forest-raised pork. Emphasizing land stewardship and animal husbandry, the farm provides premium options. With a community-focused approach, it offers high-quality, sustainable products.

## Value Proposition:

Lobster Hill Farm offers premium, regeneratively farmed poultry, dairy, and pork, prioritizing land stewardship and animal welfare. With a community-focused approach, the farm ensures quality, sustainable products for customers seeking ethically produced protein.

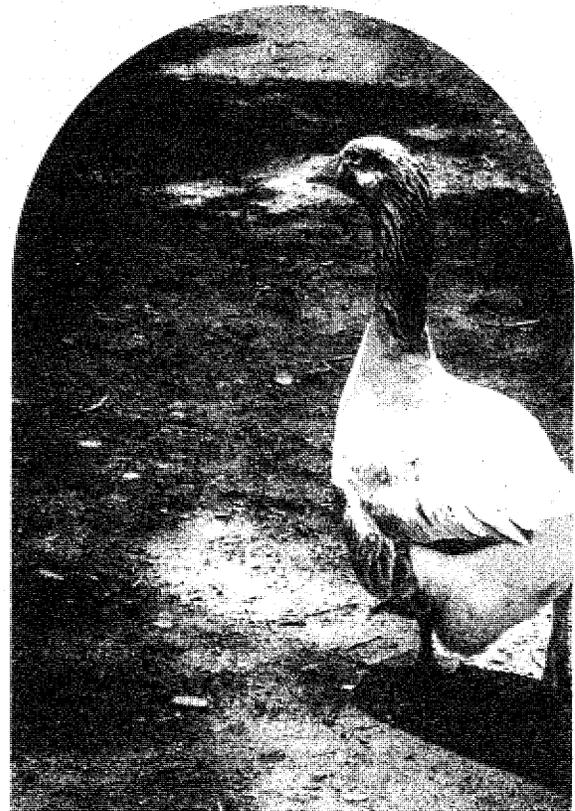
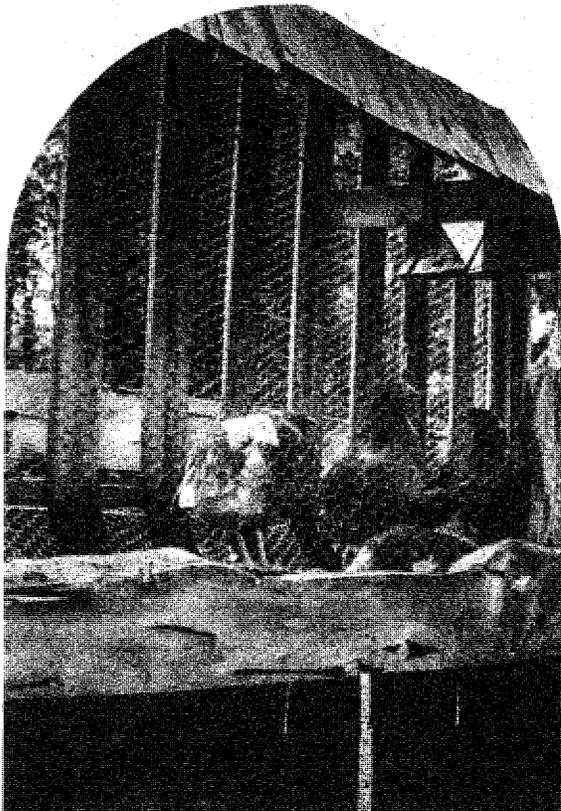


## BUSINESS DESCRIPTION

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### What Lobster Hill Farm is all about

What sets Lobster Hill Farm apart is its commitment to small-scale farming practices, allowing for daily personalized interaction with the animals to ensure their safety and well-being. Through proper animal husbandry and rotational grazing techniques, the farm maintains healthier animals with less chemical inputs. The emphasis on rotational grazing not only benefits the animals but also improves soil health, leading to the growth of better forage and the production of superior livestock. This holistic approach distinguishes Lobster Hill Farm as a leader in sustainable farming practices within the community.



# THREE YEAR OBJECTIVE

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## Lobster Hill Farm's three-year objectives focus on:

- Establishing the farm as a trusted source for premium, sustainable protein in the community.
- Expanding the product offerings to include a wider range of regenerative farm products.
- Enhancing customer experiences through educational events, farm tours, and community engagement.
- Increasing revenue by attracting more customers and expanding distribution channels.
- Building customer loyalty through transparent practices, high-quality products, and personalized customer service.

## Key's to Success:

- **Regenerative farming practices:** Implementing sustainable methods to enhance soil health and ecosystem resilience.
- **Animal welfare focus:** Prioritizing the well-being of poultry, dairy goats, and pork raised on the farm for premium quality protein.
- **Community engagement:** Foster strong relationships with the local community through events, education, and outreach.
- **High-quality products:** Offer premium, sustainable protein options to meet the demands of discerning customers.
- **Land stewardship:** Demonstrate a commitment to preserving and improving the land for future generations.
- **Diversified product line:** Provide a variety of pastured poultry, dairy, and forest-raised pork products to cater to different preferences.
- **Strong brand and marketing:** Build a recognizable brand that is known throughout the community for its standards in animal welfare and quality products.
- **Online presence:** Enhance visibility and reach a wider audience through an engaging website and active social media presence.

# PRODUCTS/ SERVICES

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## Community Supported Agriculture (CSA)

Pricing varies

The family-owned regenerative farm offers a unique Community Supported Agriculture (CSA) program that provides customers with a personalized experience akin to receiving a care package from home each week. The CSA includes a delightful assortment of pastured poultry, dairy products, freshly made items, farm-fresh produce, flowers, herbs, eggs, and more, all reflecting the farm's commitment to quality and sustainability.

## Pasture Raised Poultry

Pricing varies

The farm specializes in pasture-raised poultry, ensuring the highest quality and most flavorful poultry products for customers. By allowing the poultry to roam freely on pasture and supplementing with locally grown and milled non-GMO feed, the farm promotes animal welfare and produces healthier, more delicious poultry without the need for chemical inputs.

## Forest Raised Pork

Pricing varies

The farm's forest-raised pork is a testament to their dedication to sustainable farming practices. By raising the pigs in a forested environment and practicing proper rotational grazing, the farm ensures that the animals are healthy and the meat is of exceptional quality. This approach not only benefits the animals but also contributes to the farm's commitments to land stewardship.

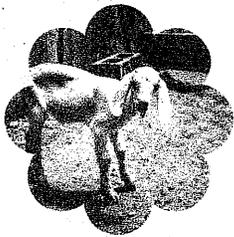


# MARKET NEEDS

The customer needs for our family-owned regenerative farm focusing on pastured poultry, dairy goats, and forest-raised pork are as follows:

- **Animal Welfare:** Customers seek premium protein products from animals raised in a manner that prioritizes their safety, well-being, and overall health
- **Sustainability:** Customers are increasingly conscious of sustainable farming practices, including proper animal husbandry and rotational grazing, which results in healthier animals and minimal chemical inputs.
- **Quality:** Customers value high-quality products derived from small scale farming that allows for better interaction with the animals, leading to premium protein offerings.
- **Community Engagement:** Customers are drawn to community-focused farms that emphasize land stewardship, resulting in better soil quality, improved forage growth, and ultimately superior livestock.

## Market Trends



The following are the primary market trends relevant to the company:

- **Sustainable Agriculture:** Increasing consumer demand for regenerative farming practices that prioritize land stewardship and animal welfare.
- **Locally Sourced Products:** Growing trend towards supporting local farms that provide high-quality protein options to the community.
- **Animal Welfare Focus:** Heightened awareness and preference for farms that prioritize proper animal husbandry and interaction for the well-being of the animals.
- **Chemical-Free Production:** Rising interest in products from farms that use little to no chemical inputs, ensuring healthier and more natural food options.
- **Soil Health Importance:** Growing recognition of the impact of proper rotational grazing on soil health, leading to better forage growth and ultimately, healthier livestock.

# MARKET SEGMENTATION

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Lobster Hill Farm strategically segments its market based on the following criteria:

- **Demographics:** Health-conscious individuals and families seeking high-quality protein choices, with a preference for locally sourced and sustainably raised products. This includes consumers who prioritize animal welfare and sustainable farming practices.
- **Lifestyle:** Customers who value knowing where their food comes from and are willing to support small-scale farms that prioritize land stewardship and animal well-being. These individuals are likely to be interested in the story behind their food and the farming practices used.
- **Behavioral:** Consumers who actively seek out products that are produced using proper animal husbandry practices and rotational grazing methods. These customers are likely to be loyal to brands that prioritize animal welfare, sustainable farming, and minimal chemical inputs.
- **Psychographics:** Individuals who are environmentally conscious and are looking to support regenerative farming practices that focus on improving soil health, animal welfare, and overall ecosystems sustainability. These consumers are interested in the holistic approach to farming that Lobster Hill Farm provides.

By aligning its product offerings and services with the needs and preferences of these specific market segments, Lobster Hill Farm aims to enhance customer satisfaction and loyalty. The company leverages its target market segmentation to effectively tailor its marketing strategies, ensuring that it attracts customers who value the unique features and values that the farm embodies.

## Competitive Advantage

Lobster Hill Farm's competitive advantage stems from its dedication to regeneration farming practices that prioritize land stewardship and animal welfare. Specializing in pastured poultry, dairy goats, and forest-raised pork, the farm offers high-quality protein options to the community. The unique features of small-scale farming enable better interaction with the animals, ensuring their safety and well-being. Through proper animal husbandry and rotational grazing techniques, Lobster Hill Farm maintains healthier animals with minimal chemical inputs. The emphasis on rotational grazing not only benefits the livestock but also improves soil quality, leading to better forage growth and ultimately, superior livestock. These practices differentiate Lobster Hill Farm in the market by providing sustainable, high-quality products while promoting environmental and animal welfare.

# MARKETING PLAN

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## **Localized Community Events**

Lobster Hill Farm will organize and host a series of community events such as farm tours, workshops on regenerative farming practices, and educational sessions on the benefits of pastured poultry and forest-raised pork. These events will not only attract local residents but also serve as a platform to showcase the farm's commitment to sustainable agriculture and animal welfare.

## **Educational Content Creation**

To position Lobster Hill Farm as a thought leader in regenerative farming, the company will create and share education content on its website and social media platforms. This content will include blog posts, videos, and infographics that highlight the benefits of small-scale farming, proper animal husbandry, and rotational grazing. By providing valuable information, Lobster Hill Farm will engage with its audience and build credibility within the community.

## **Partnerships with Local Restaurants and Markets**

Lobster Hill Farm will establish partnerships with local restaurants, farmers' markets, and grocery stores to supply them with high-quality pastured poultry, dairy goat products, and forest-raised pork. These partnerships will not only expand the farm's reach but also allow customers to access its premium protein choices conveniently. By collaborating with local businesses, Lobster Hill Farm can tap into existing customer bases and attract new clientele.

## **Interactive Social Media Campaigns**

Lobster Hill Farm will engage with its audience through interactive social media campaigns that showcase behind-the-scenes glimpses of daily farm life, introduce the animals, and share stories of sustainable farming practices. By creating a connection between consumers and the farm, Lobster Hill Farm can humanize its brand and differentiate itself in the market.

# MANAGEMENT TEAM

## Jessica Jarrett | Owner/Farmer

Jessica Jarrett is a self-taught farmer with a passion for land stewardship, animal husbandry, and waste reduction. Her commitment to sustainable farming practices and community-focused approach sets Lobster Hill Farm apart in the industry.

**Key Responsibilities:**

- Managing the day-to-day operations of the regenerative farm to ensure smooth functioning.
- Implementing sustainable farming practices for pastured poultry, dairy goats, and forest-raised pork.
- Overseeing animal husbandry practices to ensure the well-being of the livestock.
- Developing and maintaining relationships with the local community and customers.
- Ensuring that Lobster Hill Farm delivers high-quality, premium protein options to its customers.



### Mission:

Lobster Hill Farm's mission is to lead the way in regenerative agriculture, placing a strong emphasis on land stewardship and animal welfare. Specializing in pastured poultry, dairy goats, and forest-raised pork, the company is dedicated to providing the community with high-quality protein options. By prioritizing sustainable practices and ethical treatment of animals, Lobster Hill Farm aims to contribute to a healthier ecosystem and promote responsible farming methods.

### Vision:

Lobster Hill Farm is dedicated to revolutionizing the agricultural industry by championing regenerative farming practices that prioritize land stewardship and animal welfare. Specializing in pastured poultry, dairy goats, and forest-raised pork, the company aims to provide the community with high-quality protein choices while promoting sustainability and ethical farming methods. Lobster Hill Farm envisions a future where farming harmonizes with nature, creating a healthier ecosystem for generations to come.

### Values:

Lobster Hill Farm is guided by the values of regenerative agriculture, animal welfare, and community nourishment, emphasizing sustainable land management practices and ethical animal care. The company is committed to providing the community with high-quality, locally sourced protein options while prioritizing the least of the land and animals.

# SWOT ANALYSIS

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## Strengths

- Unique value proposition centered on regenerative farming practices prioritizing land stewardship and animal welfare.
- High-quality protein choices provided to the community, meeting the increasing demand for sustainable and ethically sourced food products.
- Small scale farming operations allowing for better interaction with animals, ensuring their safety and well-being.

## Weaknesses

- Limited scalability due to the small-scale farming approach, potentially restricting the ability to meet high demand.
- Reliance on weather conditions and other external factors impacting crop yields and livestock production.
- Higher production costs associated with proper animal husbandry and rotational grazing practices.

## Opportunities

- Growing consumer interest in sustainable and ethically produced food products, creating opportunities for marketing expansion.
- Potential partnerships with local restaurants, markets, and community-supported agriculture programs to increase brand visibility.
- Diversification of product offerings or expansion into value-added products like charcuterie or apothecary products.

## Threats

- Competition from larger industrial farms offering lower-priced products.
- Regulatory challenges related to food safety standards and animal welfare regulations.
- Market fluctuations and consumer preferences shifting towards alternative protein sources.

# PESTLE ANALYSIS

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## **Social:**

- The trend towards sustainable and ethical food production is on the rise, with consumers showing a preference for products that prioritize animal welfare and environmental stewardship. According to Impact Analytix, the global market for organic, regenerative, and grass-fed products is projected to reach \$1.2 trillion by 2027.
- There is a growing interest in supporting local agriculture and knowing where food comes from, with consumers increasingly valuing transparency in the food supply chain.

## **Technological:**

- Technological advancements in agriculture, such as precision farming tools, can enhance farm management practices, improve animal welfare monitoring, and optimize grazing patterns for better land stewardship.
- Innovation in alternative energy sources, such as solar panels and wind turbines, can help reduce the farm's carbon footprint and operational costs.

## **Environmental:**

- Climate change and environmental degradation are driving the need for regenerative farming practices that focus on soil health, biodiversity, and carbon sequestration. Proper rotational grazing and holistic land management at Lobster Hill Farm can contribute to carbon sequestration and biodiversity conservation.
- Regenerative farming practices can help mitigate the negative impacts of conventional agriculture, such as soil erosion, water pollution, and greenhouse emissions, by promoting soil regeneration and ecosystem resilience.

## **Political:**

- Governmental policies and initiatives that support sustainable agriculture, such as conservation programs, organic farming subsidies, and carbon offset markets can create opportunities for Lobster Hill Farm to access funding, resources, and market incentives.
- Regulations related to animal welfare, food safety, and environmental protection may influence the farm's operations and marketing strategies, requiring compliance with standards and certifications to meet consumer expectations.

## **Economics:**

- The demand for high-quality, ethically produced food products is creating market opportunities for regenerative farms like Lobster Hill Farm, as consumers are willing to pay premium prices for products that align with their values.
- Local food systems and direct-to-consumer sales channels can help the farm capture a larger share of the market value by reducing distribution costs, increasing price transparency, and fostering community engagement.

# FINANCIALS

## 2023 - \$17,000 (actual)

\$6,000 - CSA program: 10 members  
 \$5,000 - On-farm activities: Baby goat snuggling, Hiking with goats, Cheesemaking classes  
 \$6,000 - Direct to consumer sales: Farmers Markets, On-farm sales

## 2024 - \$64,200 (projected)

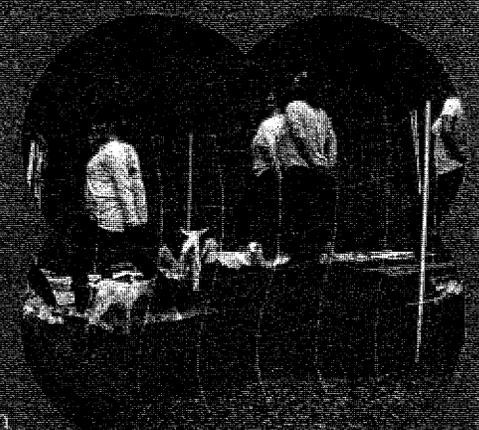
\$18,000 - CSA program: 20 members  
 \$13,700 - On-farm activities: Baby goat snuggling, Hiking with goats, Goat Yoga, Cheesemaking classes, Farm Camp  
 \$32,500 - Direct to consumer sales: Farmers Markets, On-farm sales

## 2025 - \$126,500 (projected)

\$18,000 - CSA program: 20 members  
 \$43,500 - On-farm activities: Baby goat snuggling, Hiking with goats, Goat Yoga, Cheesemaking classes, Farm Camp, Farm Stays  
 \$65,000 - Direct to consumer sales: Farmers Markets, On-farm sales

## 2026 - \$171,500 (projected)

\$18,000 - CSA program: 20 members  
 \$63,500 - On-farm activities: Baby goat snuggling, Hiking with goats, Goat Yoga, Cheesemaking classes, Farm Camp, Farm Stays  
 \$90,000 - Direct to consumer sales: Farmers Markets, On-farm sales



# Putnam County Agricultural District Enrollment Form

Enrollment Form to be completed by landowners who wish to include parcel(s) of predominantly viable agricultural land within a certified New York State Agricultural District.  
Annual Enrollment period is April 1 through April 30.

## Part I - Landowner Identification

### Landowner Contact

Owner Name: Joey Mancuso Farm Name: Big Red Barn Farm  
 Mailing Address: 221 Oscawana UK Rd Farm Address: Same  
Putnam Valley, NY 10579  
 Town farm is located in Putnam Valley Email: Jmmomo2@aol.com  
 Daytime Phone: \_\_\_\_\_ Cell Phone: 631-807-5569

### Emergency Contact:

Landline Phone: \_\_\_\_\_ Cell Phone: 845-490-1190 Stephanie Pelluc  
 (This is needed for any natural or "other" disaster that might occur. This is extremely important for animal and food safety).

## Part II - Farm Operation Description

Number of Acres Owned: <u>67.05</u>	Number of Acres Farmed: <u>6</u>	Number of Acres Rented: <u>0</u>
Principal Farm Operation (check all that apply)	Estimated Annual Gross Farm Income (check one)	Capital Investment over Past 8 Years (check one)
<input type="checkbox"/> Dairy (goat or cow) <input type="checkbox"/> Cash Crop (grain) <input type="checkbox"/> Cash Crop (vegetable) <input type="checkbox"/> Orchard (fruit) <input type="checkbox"/> Vineyard <input type="checkbox"/> Poultry (eggs) <input type="checkbox"/> Poultry (meat) <input type="checkbox"/> Livestock (type: _____) <input checked="" type="checkbox"/> Equine <input type="checkbox"/> Horticulture/Greenhouse <input type="checkbox"/> Sugarbush <input type="checkbox"/> Christmas Trees <input type="checkbox"/> Hay <input type="checkbox"/> Apilary <input type="checkbox"/> Aquaculture <input type="checkbox"/> Other _____	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$49,999 <input type="checkbox"/> \$50,000 to \$99,999 <input checked="" type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> \$200,000 to \$499,999 <input type="checkbox"/> Over \$500,000	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$39,999 <input type="checkbox"/> \$40,000 to \$99,999 <input checked="" type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> Over \$200,000

2014 APR - 5  
 DEPARTMENT OF AGRICULTURE  
 STATE OF NEW YORK  
 2-17

### Part III - Parcel Identification

Please list the tax map parcel numbers, acreage, town/rent and town it is located in for each parcel that you wish to be included in the Agricultural District. Please note there will be a site inspection of the farm operation. The owner is required to be available to meet with representatives of the County during the inspection. (Attach additional sheet if needed).

Parcel ID #	Town	Acreage	Own/Rent
72.16-1-1	Putnam Valley	67.05	Own

### Part IV - Business Description

Please briefly describe the business that is operated or will be operated on the property that is proposed to be added to the Agricultural District. (Please attach a business plan describing in detail the operation, realized or anticipated gross sales value for each major element of the operation and future plans).

please see attachment

- Is this property currently receiving Agricultural Assessment?  Yes  No
- Identify any outstanding Town/County/State Violations: \_\_\_\_\_
- List any Deed Restrictions or Easements: \_\_\_\_\_
- Has the property been subdivided or is proposed to be subdivided?  Yes  No
- If the farm operation is being proposed, new operation, or is in the construction phase, please provide a copy of the site plan maps and if recently subdivided or is proposed, please provide the subdivision map.

### Part V - Signature

I hereby certify that I am either the owner of record or am duly authorized by the owner of record to file an application to include additional land within the Putnam County Agricultural District for the subject property as described above, and I hereby swear that all information submitted as part of this Enrollment Form is, to the best of my knowledge, correct and complete.

Signature: \_\_\_\_\_

Date: 4/1/24

Print Name: Joey Mancuso

Are you the landowner?  Yes  No

**Return this Enrollment Form and attachments during the month of April to:**  
**Putnam County Legislature**  
**40 Gleneida Avenue**  
**Carmel, NY 10512**

**BUSINESS PLAN**

**Big Red Barn Farm, LLC**

221 OSCAWANA LAKE RD, Putnam Valley NY 10579

February 19, 2024

## **Executive Summary**

### ***The Company***

Small, private equine facility catering to equestrians and their love for horses.

### ***The Ownership***

The Company will be structured as a limited liability company (L.L.C.).

### ***The Management***

The company will be managed by Joey Melissa Mancuso.

### ***The Goals and Objectives***

BRB aims to accomplish the following goals: erect an indoor arena, complete the outdoor arena, expand and develop paddock sites and landscaping to attract equestrians to the facility.

### ***The Services***

BRB is a full service boarding facility that offers access to trails, indoor and outdoor arenas. Specialty services such as grooming and clipping will also be available.

### ***The Target Market***

The Company 's target market has the following characteristics:

- Occupation: Equestrian.

### ***Pricing Strategy***

The Company will use a premium pricing strategy.

### ***The Competitors***

There are several equestrian facilities within the area that offer boarding and other services in a standard fashion.

## **Business Plan - Big Red Barn Farm, LLC**

### **The Company**

#### *Business Sector*

The Member would like to start a business in the art, entertainment, and recreation sector.

#### *Company Background*

Small, private equine facility catering to equestrians and their love for horses.

#### *Company Goals and Objectives*

BRB aims to accomplish the following goals: erect an indoor arena, complete the outdoor arena, expand and develop paddock sites and landscaping to attract equestrians to the facility.

#### *Company Ownership Structure*

The Company will be structured as a limited liability company (L.L.C.).

#### *Ownership Background*

- Member: Joey Melissa Mancuso

Experience and training: Joey Melissa Mancuso is an anesthesiologist by trade but avid horse enthusiast who has been enamored with horses since childhood. Upon her first encounter with horses she knew this was to be a part of her life forever. Life circumstances at that period of time did not enable Joey to pursue her love of horses. However, as Joey completed her training as a physician she became able to realize her dream in a way she never thought possible. The development of Big Red Barn Farm is her dream come true and wishes to help others achieve their equestrian dream as well.

#### *Company Management Structure*

The Company will be managed by Joey Melissa Mancuso.

Other management details: Stephanie Pellicci will be co-manager of the business with Joey Mancuso as an employee.

#### *Company Assets*

The Company has the following assets:

- Real Property, with an estimated value of \$1,500,000.00.
- Equipment, with an estimated value of \$25,000.00.

## **The Services**

### *The Services*

BRB is a full service equine boarding facility that offers access to trails, indoor and outdoor arenas. Specialty services such as grooming and clipping will also be available.

## **Marketing Plan**

### *The Target Market*

The Company 's target market has the following characteristics:

- Occupation: Equestrian.

### *Location Analysis*

BRB is located in the heart of Putnam Valley and is just minutes from the parkway and stores.

### *Pricing*

The Company will use a premium pricing strategy.

### *Advertising*

The Company will promote the business through:

- Online channels (website, Google ads, etc.);
- Social media; and
- Print (magazines, flyers, etc.).

## **Competitor Analysis**

### *The Competitors*

There are several equestrian facilities within the area that offer boarding and other services in a standard fashion.

## **SWOT Analysis**

### *Strengths*

BRB offers a unique opportunity for the equestrian to truly engage with their equine companion in a semi-private facility where there is ample support. The staff are life-long horse owners and recognize the value and importance of facilitating that bond.

### *Weaknesses*

Though situated on 66 acres, we are currently limited to 10 stalls. There is need for development of more paddocks that can hopefully be achieved as the company grows.

### *Opportunities*

As the company grows there will be opportunities to expand our range of services to include lesson programs and possibly horse rescue services.

### *Threats*

BRB is not a traditional barn and may not appeal to every equestrian. However, we are confident that we have a market for like minded individuals. Additionally, as inflation continues to rise, the cost of hay, feed and shavings has the potential to become challenging.

## **Operations**

### *Daily Operations*

The barn manager, Stephanie Pelicci arrives to the farm at 8 am to begin caring for each horse. The horses are provided their breakfast which includes grain, hay and refilling water. Weather permitting the horse is then turned out to the paddock for the day. Each stall is thoroughly mucked (cleaned and refilled with shavings) and hay nets and water buckets refilled. For evening care the horses are brought back to their stall fed grain, hay and water. Blanketing will be provided as needed. Stephanie will also ensure that each horse is of a sound nature and will report any concerns to the clients in a prompt manner.

The paddocks and arenas will be groomed and maintained by Stephanie on a daily basis. Any additional maintenance or repairs will be the responsibility of the owner, Joey Mancuso. Business hours are from 9am - 5 pm and clients are able to visit the facility and engage with their horses as deemed appropriate. Stephanie is available during all business hours to assist in any manner. Night check of the horses and facility will be done by the Joey and/or Stephanie.

### *Operational Facilities*

BRB is situated on 66 beautiful acres. There are 10 individualized horse stalls, large paddocks an outdoor arena, and plans for an indoor arena. There are also trails located within the wooded area of the farm and a lovely pond.

### *Suppliers*

There are several suppliers for the farm. Tristate Hay provides hay and shavings, Sweet Peat provides manure management system, Tractor Supply supplies grain and supplements.

**Financials**

**Big Red Barn Farm, LLC**

**Projected Income Statement:**

For the year ending the 31st day of December: (USD - US Dollars)

	2024
<b>Revenues:</b>	
Gross Sales:	120,000.00
Less Cost of Goods Sold:	(0.00)
<b>Gross Profit:</b>	<b>\$120,000.00</b>
<b>Expenses:</b>	
Marketing/R and D	0.00
Insurance	10000.00
Legal and Professional Services 0.00	1200.00
Rent / Utilities	0.00
Repairs and Maintenance	5,000.00
Licenses/Permits	3000.00
Bank Fees	0.00
Miscellaneous Expenses (hay, grain etc.)	54,600.00
<b>Total Expenses:</b>	<b>73,800.00</b>
<hr/>	
NET INCOME (Before Tax):	<b>\$46,200.00</b>

# Putnam County Agricultural District Enrollment Form

Enrollment Form to be completed by landowners who wish to include parcel(s) of predominantly viable agricultural land within a certified New York State Agricultural District.  
Annual Enrollment period is **April 1 through April 30.**

## Part I - Landowner Identification

### Landowner Contact

Owner Name: Shannon + Eric Nitti Farm name: Hidden Hope

Mailing Address: 550 Route 164  
Brewster, NY 10509

Town farm is located in above address Email: NittiFam5@gmail.com

Daytime Phone: 914-584-2175 Cell Phone: 914-584-2175

### Emergency Contact:

Landline Phone: \_\_\_\_\_ Cell Phone: 914-584-2175

(This is needed for any natural or "other" disaster that might occur. This is extremely important for animal and food safety).

## Part II - Farm Operation Description

Number of Acres Owned: <u>18.7</u>	Number of Acres Farmed: <u>17</u>	Number of Acres Rented: <u>0</u>
Principal Farm Operation (check all that apply)	Estimated Annual Gross Farm Income (check one)	Capital investment over Past 8 Years (check one)
<input type="checkbox"/> Dairy (goat or cow) <input type="checkbox"/> Cash Crop (grain) <input checked="" type="checkbox"/> Cash Crop (vegetable) <input checked="" type="checkbox"/> Orchard (fruit) <input type="checkbox"/> Vineyard <input type="checkbox"/> Poultry (eggs) <input type="checkbox"/> Poultry (meat) <input type="checkbox"/> Livestock (type: _____) <input type="checkbox"/> Equine <input checked="" type="checkbox"/> Horticulture/Greenhouse <input type="checkbox"/> Sugarbush <input type="checkbox"/> Christmas Trees <input type="checkbox"/> Hay <input type="checkbox"/> Apiary <input type="checkbox"/> Aquaculture <input checked="" type="checkbox"/> Other: <u>Bees, tree tapping</u> <u>Animal sanctuary</u>	<input type="checkbox"/> Below \$10,000 <input checked="" type="checkbox"/> \$10,000 to \$49,999 <input type="checkbox"/> \$50,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> \$200,000 to \$499,999 <input type="checkbox"/> Over \$500,000	<input type="checkbox"/> Below \$10,000 <input checked="" type="checkbox"/> \$10,000 to \$39,999 <input type="checkbox"/> \$40,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> Over \$200,000

2021 APR 22 AM 11:02  
 LEGISLATURE  
 PUTNAM COUNTY  
 CARNEL, NY

### Part III - Parcel Identification

Please list the tax map parcel numbers, acreage, town/rent and town it is located in for each parcel that you wish to be included in the Agricultural District. Please note there will be a site inspection of the farm operation. The owner is required to be available to meet with representatives of the County during the inspection. (Attach additional sheet if needed).

Parcel ID #	Town	Acreage	Own/Rent
372400 24-1-62	Brewster	18.7	own

### Part IV - Business Description

Please briefly describe the business that is operated or will be operated on the property that is proposed to be added to the Agricultural District. (Please attach a business plan describing in detail the operation, realized or anticipated gross sales value for each major element of the operation and future plans).

*Hidden Apple is a Homestead style farm allowing the land to dictate the usage. Currently entering its third year we have completed the traditional crop fields, and orchard and mushrooms are currently being started this spring. Wild-flower fields will also be cleaned and starting planting this spring to get a growing cycle in prior to introducing the bees next year. We aim to provide our produce in a*

- \* Is this property currently receiving Agricultural Assessment?  Yes  No
- \* Identify any outstanding Town/County/State Violations: none
- \* List any Deed Restrictions or Easements: decommissioned old Rt 22 section through property.
- \* Has the property been subdivided or is proposed to be subdivided?  Yes  No
- \* If the farm operation is being proposed, new operation, or is in the construction phase, please provide a copy of the site plan maps and if recently subdivided or is proposed, please provide the subdivision map.

### Part V- Signature

I hereby certify that I am either the owner of record or am duly authorized by the owner of record to file an application to include additional land within the Putnam County Agricultural District for the subject property as described above, and I hereby swear that all information submitted as part of this Enrollment Form is, to the best of my knowledge, correct and complete.

Signature: *[Handwritten Signature]* Date: \_\_\_\_\_

Print Name: Shannon Nitti Are you the landowner?  Yes  No

**Return this Enrollment Form and attachments during the month of April to:**  
**Putnam County Legislature**  
**40 Gleneida Avenue**  
**Carmel, NY 10512**

PREPARED FOR: ELENA KARAN HILL

②  
(F.M. 1915)

crops  
cucumbers  
asparagus

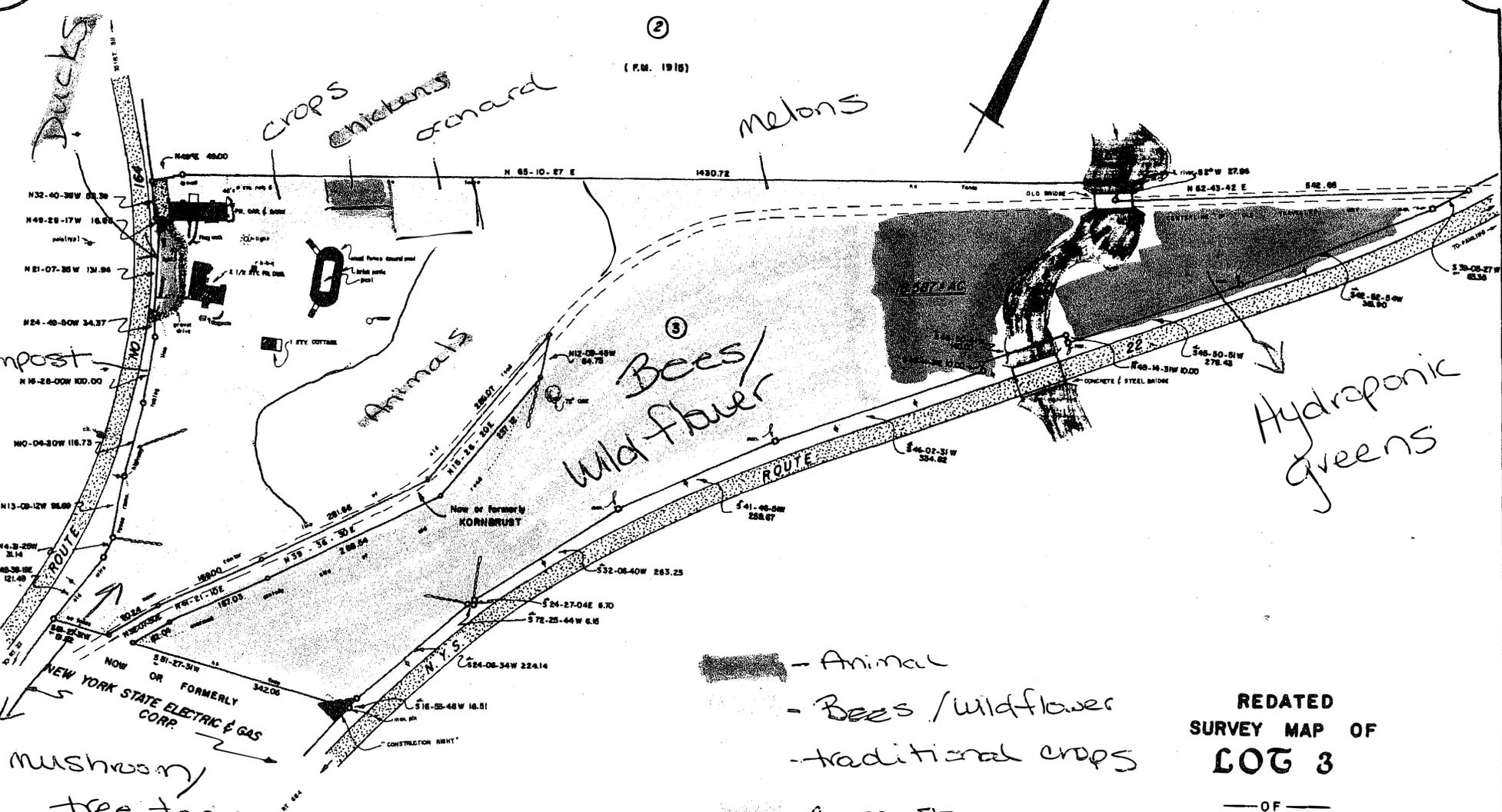
melons

Bees/  
wild flower

Hydroponic  
greens

Animals

Compost



-  - Animal
-  - Bees / wildflower
-  - traditional crops
-  - Compost
-  - Hydroponic crops

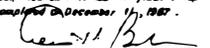
REDATED  
SURVEY MAP OF  
**LOT 3**

— OF —  
**FILED MAP 1915'**

TOWN OF PATTERSON PUTNAM CO., N.Y.  
SCALE: 1"=100' DECEMBER 11, 1987

\* FILED MAP 1915 IS THE SUBDIVISION  
OF PROPERTY PREPARED FOR HERBERT  
YELLEN & VIBRKE KNUSEN.

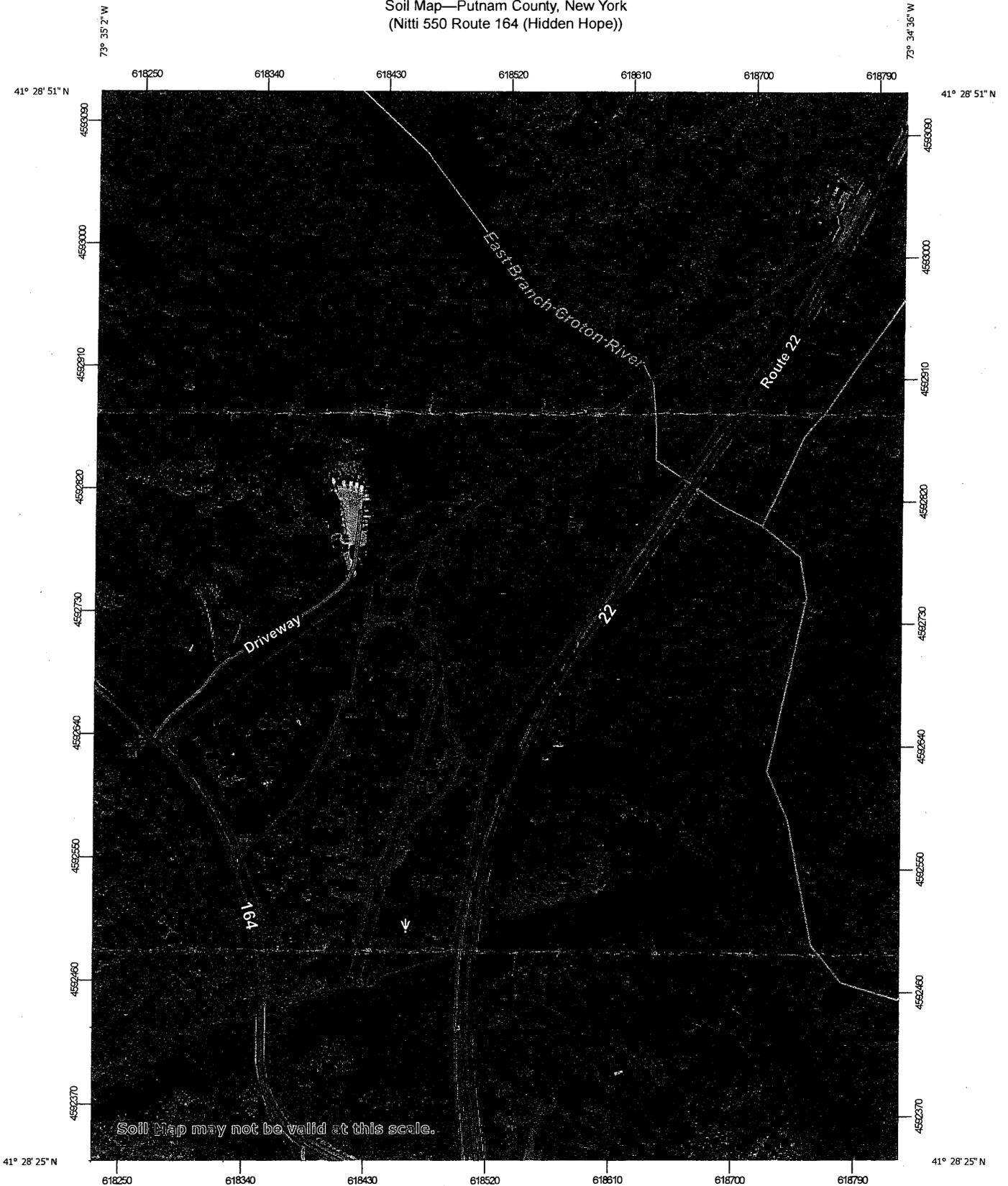
I certify that this map was made from  
an actual survey of the property. Survey  
completed on December 11, 1987. Map  
completed on December 11, 1987.

  
L.L.S. No. 37707  
**BURGESS & BEHR**  
PROFESSIONAL LAND SURVEYING  
HORSBOND RD. - CARMEL, N.Y.

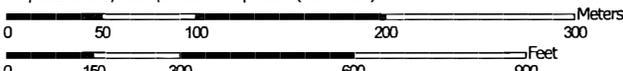
- NOTES**
1. Underground improvements, easements, encroachments, if any, not shown.
  2. Surveyed in accordance with existing minimum standards as adopted by the New York State Association of Professional Land Surveyors.
  3. Refer to Liber 981 sp. 219.
  4. Refer to town of Patterson 1st map no. 15-2-16.3
  5. All notes, annotations, restrictions, etc. on filed map 1915 apply.
  6. Errorlessly shown as filed map 1915 at 30".
  7. Subject to easements, encroachments, restrictions, etc. of record, if any.

1116 - 484

Soil Map—Putnam County, New York  
(Nitti 550 Route 164 (Hidden Hope))



Map Scale: 1:3,820 if printed on A portrait (8.5" x 11") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 18N WGS84



Natural Resources  
Conservation Service

Web Soil Survey  
National Cooperative Soil Survey

4/11/2024  
Page 1 of 3

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
ChC	Charlton fine sandy loam, 8 to 15 percent slopes	3.2	17.0%
ChD	Charlton fine sandy loam, 15 to 25 percent slopes	0.3	1.8%
CsD	Chatfield-Charlton complex, 15 to 35 percent slopes, very rocky	5.3	28.2%
Ff	Fluvaquents-Udifuvents complex, frequently flooded	8.0	43.0%
SbC	Stockbridge silt loam, 8 to 15 percent slopes	1.9	10.0%
<b>Totals for Area of Interest</b>		<b>18.7</b>	<b>100.0%</b>

New York State  
Department of Agriculture and Markets  
Division of Land and Water Resources  
10B Airline Drive  
Albany, NY 12235

SECTION A: WORKSHEET  
INFORMATION

Page \_\_\_\_\_ of \_\_\_\_\_  
 New Worksheet  
 Revised Worksheet

SOIL GROUP WORKSHEET

SECTION B. LANDOWNER NAME AND PROPERTY IDENTIFICATION						
Landowner Name	Last <b>Nitti</b>	First <b>Shannon &amp; Eric</b>	Middle Initial			
Mailing Address	Street/Road No. and Name <b>550 Route 164</b>	City, Town, Village <b>Brewster</b>	State	Zip Code <b>10509</b>		
Property Location Same as Mailing Address	<input checked="" type="checkbox"/>		Street/Road No. and Name			
County	Town/City		Village			
Filing Status: <input type="checkbox"/> Agricultural District <input type="checkbox"/> Individual Commitment			SECTION D: PARCEL ACREAGE SUMMARY *			ACRES
SWIS Code (six digits) <b>373001</b>			(1) Agricultural and Silvopasture Land			<b>6.7</b>
Tax Map Identifier section block lot <b>24.-1-62</b>			(2) Farm Woodland (up to 50 acres)			<b>11</b>
Roll Identifier (if different)			(3) Excess Farm Woodland			
Total Parcel Acres <b>18.7</b>			(4) Non-Agricultural Land			<b>1</b>
			TOTAL ACREAGE			<b>18.7</b>
SECTION E: SOIL MAP BREAKDOWN OF AGRICULTURAL AND SILVOPASTURING LAND				SECTION F: AGRICULTURAL AND SILVOPASTURING LAND SOIL GROUP SUMMARY		
SOIL MAP SYMBOL	SOIL MAP UNIT NAME	SOIL GROUP	Scale: 1" = _____ No. of Grid Points	NUMBER ACRES		
ChC	Charlton fine sandy loam, 8 to 15 percent slopes	5		3.2	Mineral Soil Group	Acres
					1	a
ChD	Charlton fine sandy loam, 15 to 25 percent slopes	6		.3		b
					2	a
CsD	Chatfield-Charlton complex to 35 percent slopes, very rocky	8		5.3		b
					3	a
Ff	Fluvaquents-Udfluvents complex, frequently flooded	9		8		b
					4	a
SbC	Stockbridge silt loam, 8 to 15 percent slopes	5		1.9		b
					5	a
						b
					6	a
						b
					7	
					8	5.3
					9	8
					10	
					Organic (muck) Soil Group	
					A	
					B	
					C	
					D	
* SEE EXPLANATION OF TERMS ON BACK				Total group 1-6 acres	SOIL GROUP	5.4
SECTION G: DATE AND SIGNATURES				TOTAL ACRES	18.7	
Jointly Reviewed and Concurred:						
Landowner Signature _____			Date: 4/11/2024			
Completed by: _____			Signature: <i>Neal A. Tomann</i>			

Distribution: Submit Original Copy to the Assessor and copies to SWCD and Landowner

4/11/24

# Putnam County Agricultural District Enrollment Form

Enrollment Form to be completed by landowners who wish to include parcel(s) of predominantly viable agricultural land within a certified New York State Agricultural District.  
Annual Enrollment period is **April 1 through April 30.**

## Part I - Landowner Identification

### Landowner Contact

Owner Name: Peter Clarke MARTHA B. HERR Farm Name: MOTHER  
 Mailing Address: 187 TAMMANY HALL RD Farm Address: \_\_\_\_\_  
CARMEL NY 10512  
 Town farm is located in PATTERSON N.Y. Email: \_\_\_\_\_  
 Daytime Phone: 845 222 8073 Cell Phone: 845 225 0268

### Emergency Contact:

Landline Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 (This is needed for any natural or "other" disaster that might occur. This is extremely important for animal and food safety).

## Part II - Farm Operation Description

Number of Acres Owned: <u>15.5 ACRES</u>	Number of Acres Farmed: <u>3</u>	Number of Acres Rented: <u>0</u>
Principal Farm Operation (check all that apply)	Estimated Annual Gross Farm Income (check one)	Capital investment over Past 8 Years (check one)
<input type="checkbox"/> Dairy (goat or cow) <input type="checkbox"/> Cash Crop (grain) <input type="checkbox"/> Cash Crop (vegetable) <input type="checkbox"/> Orchard (fruit) <input type="checkbox"/> Vineyard <input type="checkbox"/> Poultry (eggs) <input type="checkbox"/> Poultry (meat) <input type="checkbox"/> Livestock (type: _____) <input type="checkbox"/> Equine <input type="checkbox"/> Horticulture/Greenhouse <input type="checkbox"/> Sugarbush <input type="checkbox"/> Christmas Trees <input type="checkbox"/> Hay <input type="checkbox"/> Apiary <input type="checkbox"/> Aquaculture <input checked="" type="checkbox"/> Other <u>TREE FRUIT</u> <u>(C.V. FILES)</u>	<input type="checkbox"/> Below \$10,000 <input checked="" type="checkbox"/> \$10,000 to \$49,999 <input type="checkbox"/> \$50,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> \$200,000 to \$499,999 <input type="checkbox"/> Over \$500,000	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$39,999 <input checked="" type="checkbox"/> \$40,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> Over \$200,000  <div style="text-align: center;">                     2024 APR 30 PM 4:36                      LEGISLATURE                      PUTNAM COUNTY                      CARMEL, NY                 </div>

### Part III - Parcel Identification

Please list the tax map parcel numbers, acreage, town/rent and town it is located in for each parcel that you wish to be included in the Agricultural District. Please note there will be a site inspection of the farm operation. The owner is required to be available to meet with representatives of the County during the inspection. (Attach additional sheet if needed).

Parcel ID #	Town	Acreage	Own/Rent
34.-3-1.41	Patterson	1.565	OWN

### Part IV - Business Description

Please briefly describe the business that is operated or will be operated on the property that is proposed to be added to the Agricultural District. (Please attach a business plan describing in detail the operation, realized or anticipated gross sales value for each major element of the operation and future plans).

BUYING TREE SLIPS GROWING THEM OUT TO 36 INCH AND SELLING  
 ALSO USING PROPAGATION TO INCREASE STOCK ECONOMY  
 WIFE AND TWO ADULT CHILDREN HELP OUT

- \* Is this property currently receiving Agricultural Assessment?  Yes  No
- \* Identify any outstanding Town/County/State Violations: 0
- \* List any Deed Restrictions or Easements: 0
- \* Has the property been subdivided or is proposed to be subdivided?  Yes  No
- \* If the farm operation is being proposed, new operation, or is in the construction phase, please provide a copy of the site plan maps and if recently subdivided or is proposed, please provide the subdivision map.

### Part V- Signature

I hereby certify that I am either the owner of record or am duly authorized by the owner of record to file an application to include additional land within the Putnam County Agricultural District for the subject property as described above, and I hereby swear that all information submitted as part of this Enrollment Form is, to the best of my knowledge, correct and complete.

Signature: Peter A. Clarke Date: 4.10.2024  
 Print Name: Peter A. Clarke Are you the landowner?  Yes  No

**Return this Enrollment Form and attachments during the month of April to:**  
 Putnam County Legislature  
 40 Gleneida Avenue  
 Carmel, NY 10512

---

Mother Daughter Farm business plan.

Starting a tree farm (fourth year of having one, actively)

Grossing \$11-12 thousand per year.

Specialize in arborvitae and apple trees.

Tree slips bought at wholesale, using propagation to keep cost down.

Each year, variety will be added to stock to challenge and keep up with consumer interest.

Growing and creating additional space on my property to grow stock.

Brief sales plan.

Slips bought- then grown out to 36 inches and sold market value.

# Putnam County Agricultural District Enrollment Form

Enrollment Form to be completed by landowners who wish to include parcel(s) of predominantly viable agricultural land within a certified New York State Agricultural District.  
Annual Enrollment period is **April 1 through April 30.**

## Part I - Landowner Identification

### Landowner Contact

Owner Name: GEORGE WILKINSON Farm Name: PINE VIEW FARM  
 Mailing Address: 250 OLD STONE ROAD Farm Address: MAN FARM ALREADY IN  
AG DISTRICT  
PINE VIEW FARM  
520 GIPSY TRAIL ROAD  
ON CORNELL, NY 10512  
 Town farm is located in KENT / PHILPSTON Email: GEORGE@GEORGEWILKINSON.COM  
 Daytime Phone: 212-333-7333 Cell Phone: 212 333 2666

### Emergency Contact:

Landline Phone: 212-333 7333 Cell Phone: 212 333 2666  
 (This is needed for any natural or "other" disaster that might occur. This is extremely important for animal and food safety).

## Part II - Farm Operation Description

Number of Acres Owned: <u>51</u>	Number of Acres Farmed: <u>96</u>	Number of Acres Rented: <u>45</u>
Principal Farm Operation (check all that apply)	Estimated Annual Gross Farm Income (check one)	Capital investment over Past 8 Years (check one)
<input checked="" type="checkbox"/> Dairy (goat or cow) <input type="checkbox"/> Cash Crop (grain) <input type="checkbox"/> Cash Crop (vegetable) <input checked="" type="checkbox"/> Orchard (fruit) <input type="checkbox"/> Vineyard <input checked="" type="checkbox"/> Poultry (eggs) <input type="checkbox"/> Poultry (meat) <input checked="" type="checkbox"/> Livestock (type: <u>COWS</u> ) <input checked="" type="checkbox"/> Equine <input type="checkbox"/> Horticulture/Greenhouse <input type="checkbox"/> Sugarbush <input type="checkbox"/> Christmas Trees <input type="checkbox"/> Hay <input type="checkbox"/> Apiary <input type="checkbox"/> Aquaculture <input type="checkbox"/> Other _____	<input type="checkbox"/> Below \$10,000 <input checked="" type="checkbox"/> \$10,000 to \$49,999 <input type="checkbox"/> \$50,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input type="checkbox"/> \$200,000 to \$499,999 <input type="checkbox"/> Over \$500,000	<input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 to \$39,999 <input type="checkbox"/> \$40,000 to \$99,999 <input type="checkbox"/> \$100,000 to \$199,999 <input checked="" type="checkbox"/> Over \$200,000

2024 APR 22 AM 11:00  
 LEGISLATURE  
 PUTNAM COUNTY  
 CARNEL, NY

### Part III - Parcel Identification

Please list the tax map parcel numbers, acreage, town/rent and town it is located in for each parcel that you wish to be included in the Agricultural District. Please note there will be a site inspection of the farm operation. The owner is required to be available to meet with representatives of the County during the inspection. (Attach additional sheet if needed).

Parcel ID #	Town	Acreage	Own/Rent
71.-1-34	PHILPSTOWN	3	OWN
71.-1-35	PHILPSTOWN	3	OWN
71.-1-27	PHILPSTOWN	13	OWN
71.-1-24	PHILPSTOWN	17	OWN

### Part IV - Business Description

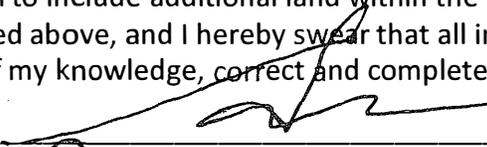
Please briefly describe the business that is operated or will be operated on the property that is proposed to be added to the Agricultural District. (Please attach a business plan describing in detail the operation, realized or anticipated gross sales value for each major element of the operation and future plans).

COW OPERATION BREEDING CRITICALLY ENDANGERED  
 RANDOLPH LINZBACH COWS FOR CONTINUITY OF THIS  
 GENETICAL CRITICALLY ENDANGERED COW AND FOR  
 MEAT AND MILK

- \* Is this property currently receiving Agricultural Assessment?  Yes  No
- \* Identify any outstanding Town/County/State Violations: NONE
- \* List any Deed Restrictions or Easements: NONE
- \* Has the property been subdivided or is proposed to be subdivided?  Yes  No
- \* If the farm operation is being proposed, new operation, or is in the construction phase, please provide a copy of the site plan maps and if recently subdivided or is proposed, please provide the subdivision map.

### Part V - Signature

I hereby certify that I am either the owner of record or am duly authorized by the owner of record to file an application to include additional land within the Putnam County Agricultural District for the subject property as described above, and I hereby swear that all information submitted as part of this Enrollment Form is, to the best of my knowledge, correct and complete.

Signature:  GEORGE WHIPPLE Date: APRIL 17 2017

Print Name: GEORGE WHIPPLE Are you the landowner?  Yes  No  
 + LEASE HOLD

Return this Enrollment Form and attachments during the month of April to:

Putnam County Legislature  
 40 Gleneida Avenue  
 Carmel, NY 10512

#69

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
 Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
 Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – APPOINTMENTS – PUTNAM COUNTY SOIL & WATER CONSERVATION DISTRICT BOARD**

**RESOLVED, that the following be appointed to the Putnam County Soil & Water Conservation District Board:**

**Frederick T. Finger, Town of Putnam Valley, to fill the unexpired term of Ervin Raboy, said term to expire December 2024.**

**David Vickery, Town of Philipstown, to fill the unexpired term of Brian Bergen, said term to expire December 31, 2025.**

**Max Emerson Garfinkle, Hopewell Junction, for a three (3) year term, said term to expire December 31, 2026.**

**And be it further**

**RESOLVED, that these appointments comply with any requirements to file an Oath of Office pursuant to the New York State Public Officers Law.**

Legislator Addonizio \_\_\_\_\_  
 Legislator Castellano \_\_\_\_\_  
 Legislator Crowley \_\_\_\_\_  
 Legislator Ellner \_\_\_\_\_  
 Legislator Gouldman \_\_\_\_\_  
 Legislator Montgomery \_\_\_\_\_  
 Legislator Nacerino \_\_\_\_\_  
 Legislator Sayegh \_\_\_\_\_  
 Chairman Jonke \_\_\_\_\_

**THOMAS FEIGHERY**  
COMMISSIONER OF PUBLIC WORKS



*cc:all  
Phys*

**KEVIN M. BYRNE**  
PUTNAM COUNTY EXECUTIVE

**MEMORANDUM**

To: Diane Schoenfeld, Clerk of the Legislature  
From: Neal Tomann, Putnam County Soil & Water District *NT*  
Date: July 16, 2024  
Re: Physical Services Meeting – July 17, 2024

I would like to request an additional agenda item for the July 17, 2024, Physical Services meeting. I apologize for the late notice.

The Putnam County Soil & Water District has a five-member board comprised of two legislators and three volunteers. Over the past few months two of the three volunteer board members have resigned and the third will be leaving as of July 31, 2024.

Three of the (remaining) board members held a special meeting on July 10, 2024, and approved the nominations of three new board members. Two of the three nominees currently serve on the Putnam County Agriculture and Farmland Protection Board and a third sits on the Philipstown Conservation Board.

We were hoping to have the nominees confirmed at the full meeting of the legislature on August 6, 2024, and get back to full board membership.

2024 JUL 15 PM 3:20  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

# 65

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - SEQRA - NEGATIVE DECLARATION/ COUNTY OFFICE BUILDING ADA RAMP AND ENTRY DOOR PROJECT - TOWN OF CARMEL**

**WHEREAS, the Putnam County Legislature is considering the approval of a Putnam County Department of Public Works project to install an ADA ramp and entry door for public visitor, elected official and county employee access to the main entrance of the Putnam County David D. Bruen County Office Building located at 40 Gleneida Avenue, Carmel, New York; and**

**WHEREAS, the proposed ramp will consist of a switchback design with a minimum of 42 inches unobstructed width at all points, a maximum 1:12 grade on sloped areas, a 60-inch unobstructed radius on both platforms and a safety railing where required. The entry door will be a 3/0 x 6/8 steel frame full glass outswing design complete with a handicap access sill and automatic opener/closer activated by push buttons located on both the interior and exterior walls of the building. The ramp and entry door will be constructed using applicable ADA & NYS Building Code compliant practices; and**

**WHEREAS, the proposed action is subject to review under the State Environmental Quality Review Act and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and**

**WHEREAS, on May 7, 2024, as part of Resolution #24-106, the County Legislature issued a Type I Action determination for the above referenced project, and declared its intent to serve as Lead Agency with respect to SEQRA; and**

**WHEREAS, a Full Environmental Assessment form (EAF) was prepared for the Project; and**

**WHEREAS, the EAF and associated documentation was circulated to all involved and interested agencies for the requisite 30 days with a Notice of the Putnam County Legislature's Intent to Serve as Lead Agency and no objections were received thereto; and**

**WHEREAS, the Putnam County Legislature, acting as Lead Agency, conducted a coordinated environmental review in accordance with §617.6, and**

**WHEREAS, based upon a careful review of the action as a whole, of the EAF, and the criteria set forth in 6 NYCRR Part 617.7I, it has been determined that the proposed Project will not result in any potential significant adverse environmental impacts; now therefore be it**

**RESOLVED, that the Putnam County Legislature, as Lead Agency, determines that the proposed Project will not have any potential significant adverse impacts and a Draft Environmental Impact Statement will not be prepared; and be it further**

**RESOLVED, that in accordance with 6 NYCRR Part 617, the Putnam County Legislature, as Lead Agency, hereby accepts and adopts the Negative Declaration prepared in connection with the County Office Building ADA Ramp and Entry Door project, a copy of which is annexed hereto and made a part hereof; and be it further**

**RESOLVED, that this Resolution shall take effect immediately.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

cc:all  
Phys

**Diane Schonfeld**

---

**From:** Barbara Barosa  
**Sent:** Wednesday, July 10, 2024 10:11 AM  
**To:** Diane Schonfeld; Diane Trabulsy  
**Subject:** SEQR Negative Declaration for COB ADA Ramp  
**Attachments:** NegDec - COB ADA Ramp - revised.docx; COB ADA Ramp SEQR Negative Declaration RESO.docx; delmar-joliver\_5-24-2024\_15-29-20.pdf

Good Morning,

Attached please find a proposed Resolution and supporting documentation for the SEQR Negative Declaration for the COB ADA Ramp & Entry Door Project. It is respectfully requested that this be placed on the next Physical Services Meeting agenda for the Legislature's review/consideration.

Thank you,  
Barbara



**Barbara Barosa, AICP**

Commissioner • Department of Planning, Development & Public Transportation •

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**APPROVAL/ SEQRA / NEGATIVE DECLARATION/ COUNTY OFFICE BUILDING ADA RAMP AND ENTRY DOOR PROJECT/ TOWN OF CARMEL**

**WHEREAS, the Putnam County Legislature is considering the approval of a Putnam County Department of Public Works project to install an ADA ramp and entry door for public visitor, elected official and county employee access to the main entrance of the Putnam County David D. Bruen County Office Building located at 40 Gleneida Avenue, Carmel, New York; and**

**WHEREAS, the proposed ramp will consist of a switchback design with a minimum of 42 inches unobstructed width at all points, a maximum 1:12 grade on sloped areas, a 60-inch unobstructed radius on both platforms and a safety railing where required. The entry door will be a 3/0 x 6/8 steel frame full glass outswing design complete with a handicap access sill and automatic opener/closer activated by push buttons located on both the interior and exterior walls of the building. The ramp and entry door will be constructed using applicable ADA & NYS Building Code compliant practices; and WHEREAS, the proposed action is subject to review under the State Environmental Quality Review Act and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and**

**WHEREAS, on May 7, 2024, as part of Resolution #24-106, the County Legislature issued a Type I Action determination for the above referenced project, and declared its intent to serve as Lead Agency with respect to SEQRA; and**

**WHEREAS, a Full Environmental Assessment form (EAF) was prepared for the Project; and**

**WHEREAS, the EAF and associated documentation was circulated to all involved and interested agencies for the requisite 30 days with a Notice of the Putnam County Legislature's Intent to Serve as Lead Agency and no objections were received thereto; and**

**WHEREAS, the Putnam County Legislature, acting as Lead Agency, conducted a coordinated environmental review in accordance with §617.6, and**

**WHEREAS, based upon a careful review of the action as a whole, of the EAF, and the criteria set forth in 6 NYCRR Part 617.7(c), it has been determined that the proposed Project will not result in any potential significant adverse environmental impacts; now therefore be it**

**RESOLVED, that the Putnam County Legislature, as Lead Agency, determines that the proposed Project will not have any potential significant adverse impacts and a Draft Environmental Impact Statement will not be prepared; and be it further**

**RESOLVED, that in accordance with 6 NYCRR Part 617, the Putnam County Legislature, as Lead Agency, hereby accepts and adopts the Negative Declaration prepared in connection with the County Office Building ADA Ramp and Entry Door project, a copy of which is annexed hereto and made a part hereof; and be it further**

**RESOLVED, that this Resolution shall take effect immediately.**

**RESPONSE TO REQUEST THAT  
THE PUTNAM COUNTY LEGISLATURE  
SERVE AS LEAD AGENCY FOR**

**David D. Bruen County Office Building ADA Ramp & Entry Door**

**Located at 40 Gleneida Avenue, Town of Carmel**

On behalf of DASNY (Involved or Interested Agency), I  
acknowledge receipt of the Lead Agency notice in this matter.

The above named agency hereby: (Please check one)

CONSENTS to the Putnam County Legislature serving as lead agency in this application, and requests that the undersigned continue to be notified of SEQR determinations, proceedings and hearings in this matter.

DOES NOT CONSENT to the Putnam County Legislature serving as lead agency in this application and wishes that \_\_\_\_\_ serve as lead agency.

To contest lead agency designation, the undersigned intends to follow the procedures outlined in 6 NYCRR 617.6(e).

TAKES NO POSITION on lead agency designation.

Date 5/24/24

Signature: \_\_\_\_\_

Printed: \_\_\_\_\_

Agency: \_\_\_\_\_

Joanna Oliver  
JOANNA OLIVER  
DASNY

PLEASE RETURN TO: Barbara Barosa, AICP, Commissioner  
Putnam County Department of Planning, Development & Public Transportation  
841 Fair Street, Carmel, NY 10512  
845-878-3480  
[barbara.barosa@putnamcountyny.gov](mailto:barbara.barosa@putnamcountyny.gov)

**State Environmental Quality Review  
NEGATIVE DECLARATION  
Notice of Determination of Non-Significance**

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Putnam County Legislature, acting as Lead Agency, has determined that the proposed action described below will not have a significant environmental impact and a Draft Environmental Impact Statement will not be prepared.

**Name of Action:** County Office Building ADA Ramp and Entry Door Project

**SEQRA Status:**   X   Type I  
       Unlisted Action

**Conditioned Negative Declaration:**        Yes  
  X   No

**Coordinated Review:**   X   Yes  
       No

**Description of Action:** The Putnam County Legislature is considering the approval of a Putnam County Department of Public Works project to install an ADA ramp and entry door for public visitor, elected official and county employee access to the main entrance of the Putnam County David D. Bruen County Office Building located at 40 Gleneida Avenue, Carmel, New York. The proposed ramp will consist of a switchback design with a minimum of 42 inches unobstructed width at all points, a maximum 1:12 grade on sloped areas, a 60-inch unobstructed radius on both platforms and a safety railing where required. The entry door will be a 3/0 x 6/8 steel frame full glass outswing design complete with a handicap access sill and automatic opener/closer activated by push buttons located on both the interior and exterior walls of the building. The ramp and entry door will be constructed using applicable ADA & NYS Building Code compliant practices.

**Location:** The proposed project is located in the Town of Carmel, County of Putnam, New York.

**Reasons Supporting This Determination:** The Putnam County Legislature has compared the proposed action with the Criteria for Determining Significance in 6 NYCRR 617.7 (c), and found that:

- 1.) The proposed action will not result in a substantial adverse change in the existing air quality, traffic or noise levels, or subsurface water quality or quantity, or a substantial increase in solid waste production.

*The proposed project is not expected to result in any adverse air quality, noise or traffic impacts, or to result in any changes to the site's subsurface water quality or quantity or result in any solid waste production.*

- 2.) The proposed action will not result in the removal; or destruction of large quantities of vegetation or fauna; substantial interference with the movement of any resident or migratory fish or wildlife species; impact a significant habitat area; result in substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such species; and will not result in other significant adverse impacts to natural resources.

*The proposed project does not require any vegetation removal and therefore is not expected to result in any significant adverse impacts to natural resources.*

- 3.) The proposed action will not result in the impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to 6NYCRR Part 617.14(g).

*The proposed action is not expected to occur near any Critical Environmental Areas; therefore, no impacts will occur.*

- 4.) The proposed action will not result in a material conflict with the Town's officially approved or adopted plans or goals.

*The proposed action is compliant with the Town of Carmel's Comprehensive Plan and zoning requirements.*

- 5.) The proposed project will not result in the impairment of the character or quality of important historical, archaeological, architectural, aesthetic resources, or the existing character of the community or neighborhood.

*The proposed ramp will be located at the County Office Building, which is adjacent to the Putnam County Historic Courthouse, which is listed on the National Register of Historic Places. The proposed project will not directly impact this historic structure, so as a result, the proposed project is not expected to result in adverse archeological or historic impacts.*

- 6.) The proposed action will not result in a major change in the use of either the quantity or type of energy.

*The proposed project, once constructed, will not require any major energy usage.*

- 7.) The proposed project will not create a hazard to human health.

*The proposed project will not result in any adverse impacts to human health.*

- 8.) The proposed action will not create a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses.

*The proposed project will not create any substantial changes in land use at the site.*

- 9.) The proposed action will not encourage or attract a large number of people to a place or place for more than a few days, compared to the number of people who would come to such place absent the action.

*The proposed project will not result in any large gatherings at the site.*

- 10.) The proposed action will not create a material demand for other actions that would result in one of the above consequences.

*The proposed project will not result in any additional material demand.*

- 11.) The proposed action will not result in changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment.

*The proposed project will not result in any adverse impacts to the environment.*

- 12.) When analyzed with two or more related action, the proposed action will not have a significant impact on the environment and when considered cumulatively, will not meet one or more of the criteria under 6 NYCRR 617.7(c).

*The proposed project will not result in any adverse cumulative impacts to the environment.*

- 13.) The Putnam County Legislature has considered reasonably related long-term, short-term, direct and indirect cumulative impacts, including simultaneous or subsequent actions.

*The proposed project will not result in any long-term, short-term, direct or indirect cumulative impacts.*

**This notice is being filed with:**

New York State Department of Environmental Conservation. Attn: Regional Director  
21 South Putt Corners  
New Paltz, NY 12561

New York State Department of Environmental Conservation. Attn: Commissioner  
625 Broadway  
Albany, NY 12233

New York State Department of Transportation  
Attn: Regional Director  
4 Burnett Boulevard  
Poughkeepsie, NY 12603

Ruth L. Pierpont, Deputy Commissioner for Historic Preservation/ Deputy SHPO  
New York State Division for Historic Preservation  
Peebles Island State Park  
P.O. Box 189  
Waterford, NY 12188-0189

DASNY, Office of Environmental Affairs  
ATTN: Joanna Oliver  
28 Liberty Street, 55<sup>th</sup> Fl  
New York, NY 10005-1445

Town of Carmel, Supervisor's Office  
60 McAlpin Avenue,  
Mahopac, NY 10541

Putnam County Department of Planning, Development & Transportation  
841 Fair Street  
Carmel, NY 10512

Putnam County Department of Public Works  
842 Fair Street  
Carmel, NY 10512

#65

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**AUTHORIZING THE IMPLEMENTATION AND FUNDING OF 100% OF THE COSTS OF A TRANSPORTATION PROJECT, OF WHICH QUALIFIED COSTS MAY BE REIMBURSED FROM BRIDGE NY FUNDS (*Croton Falls Road/Mud Pond Outlet Culvert Rehabilitations, Town of Carmel, Putnam County, PIN 8763.29*)**

**WHEREAS, a project for Croton Falls Road/Mud Pond Outlet Culvert Rehabilitations, Town of Carmel, Putnam County, PIN 8763.29 (the "Project") is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the post-reimbursement apportionment of the qualified costs to be borne at the ratio of 100% Bridge NY funds; and**

**WHEREAS, the County of Putnam will design, let, and administer all phases of the Project.**

**WHEREAS, The County of Putnam desires to advance the Project by making a commitment of 100% of the costs of the Preliminary Engineering, ROW Incidentals, ROW Acquisition, Construction, and Construction Inspection work for the Project or portions thereof.**

**NOW, THEREFORE, the Putnam County Legislature, duly convened does hereby**

**RESOLVE, that the Putnam County Legislature hereby approves the Project; and it is hereby further**

**RESOLVED, that the Putnam County Legislature hereby authorizes the County of Putnam to pay 100% of the cost of the Preliminary Engineering, ROW Incidentals, ROW Acquisition, Construction, and Construction Inspection work for the Project or portions thereof, with the understanding that qualified costs will be reimbursed from Bridge NY funding; and it is further**

**RESOLVED, that the sum of \$2,632,924 is hereby appropriated from the Putnam County capital budget line number 05 55997000 53000 52417 and made available to cover the cost of participation in the above phases of the Project; and it is further**

**RESOLVED, that the Putnam County Legislature hereby agrees that the County of Putnam shall be responsible for all costs of the Project, including costs that exceed the amount of reimbursement available from the NY Bridge Funding awarded to the County of Putnam; and it is further**

**RESOLVED, that in the event the costs of the Project exceed the amount appropriated above, the Putnam County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Putnam County Executive thereof, and it is further**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**RESOLVED**, that the Putnam County Legislature hereby agrees that the County of Putnam hereby commits that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further

**RESOLVED**, that the County of Putnam will be responsible for all maintenance of the Project; and it is further

**RESOLVED**, that the Putnam County Executive be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding on behalf of the County of Putnam in connection with the advancement or approval of the Project and providing for the administration of the Project and the Putnam County's funding of the Project costs, and it is further

**RESOLVED**, that the County Executive, with the advice and assistance of the County Attorney, is authorized to finalize and execute all necessary documents, including, without limitation, the State/Local Agreement, in connection with the Project; and it is further

**RESOLVED**, that in addition to the Putnam County Executive, the Commissioner of the Department of Public Works and the Commissioner of Finance are also authorized, with the consent of the County Executive, to execute any necessary Agreements or certifications on behalf of Putnam County with the New York State Department of Public Transportation in connection with the advancement or approval of the project identified in the State/Local Agreement; and be it further

**RESOLVED**, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

**RESOLVED**, this Resolution shall take effect immediately.

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

cc: all  
phys

**AUTHORIZING THE IMPLEMENTATION AND FUNDING OF 100% OF THE COSTS OF A TRANSPORTATION PROJECT, OF WHICH QUALIFIED COSTS MAY BE REIMBURSED FROM BRIDGE NY FUNDS.**

**WHEREAS, a project for Croton Falls Road/Mud Pond Outlet Culvert Rehabilitations, Town of Carmel, Putnam County, PIN 8763.29 (the "Project") is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the post-reimbursement apportionment of the qualified costs to be borne at the ratio of 100% Bridge NY funds; and**

**WHEREAS, the County of Putnam will design, let, and administer all phases of the Project.**

**WHEREAS, The County of Putnam desires to advance the Project by making a commitment of 100% of the costs of the Preliminary Engineering, ROW Incidentals, ROW Acquisition, Construction, and Construction Inspection work for the Project or portions thereof.**

**NOW, THEREFORE, the Putnam County Legislature, duly convened does hereby**

**RESOLVE, that the Putnam County Legislature hereby approves the Project; and it is hereby further**

**RESOLVED, that the Putnam County Legislature hereby authorizes the County of Putnam to pay 100% of the cost of the Preliminary Engineering, ROW Incidentals, ROW Acquisition, Construction, and Construction Inspection work for the Project or portions thereof, with the understanding that qualified costs will be reimbursed from Bridge NY funding; and it is further**

**RESOLVED, that the sum of \$2,632,924 is hereby appropriated from the Putnam County capital budget line number 05 55997000 53000 52417 and made available to cover the cost of participation in the above phases of the Project; and it is further**

**RESOLVED, that the Putnam County Legislature hereby agrees that the County of Putnam shall be responsible for all costs of the Project, including costs that exceed the amount of reimbursement available from the NY Bridge Funding awarded to the County of Putnam; and it is further**

**RESOLVED, that in the event the costs of the Project exceed the amount appropriated above, the Putnam County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Putnam County Executive thereof, and it is further**

**RESOLVED, that the Putnam County Legislature hereby agrees that the County of Putnam hereby commits that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further**

**RESOLVED, that the County of Putnam will be responsible for all maintenance of the Project; and it is further**

**RESOLVED, that the Putnam County Executive be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding on behalf of the County of Putnam in connection with the advancement or approval of the Project and providing for the administration of the Project and the Putnam County's funding of the Project costs, and it is further**

CARMEL, NY  
PUTNAM COUNTY  
LEGISLATURE

2024 JUL 10 PM 2:51

**RESOLVED, that the County Executive, with the advice and assistance of the County Attorney, is authorized to finalize and execute all necessary documents, including, without limitation, the State/Local Agreement, in connection with the Project; and it is further**

**RESOLVED, that in addition to the Putnam County Executive, the Commissioner of the Department of Public Works and the Commissioner of Finance are also authorized, with the consent of the County Executive, to execute any necessary Agreements or certifications on behalf of Putnam County with the New York State Department of Public Transportation in connection with the advancement or approval of the project identified in the State/Local Agreement; and be it further**

**RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further**

**RESOLVED, this Resolution shall take effect immediately.**

**Vote:**

**State of New York**

**ss:**

**County of Putnam**

**I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on \_\_\_\_\_.**

**Dated: \_\_\_\_\_**

**Signed: \_\_\_\_\_**

**Diane Schonfeld**

**Clerk of the Legislature of Putnam County**

## Diane Schonfeld

---

**From:** Alexis Hawley  
**Sent:** Wednesday, July 10, 2024 11:16 AM  
**To:** Diane Schonfeld  
**Cc:** Thomas Feighery; Joseph Bellucci; Michael Lewis  
**Subject:** July Physical Services Committee Meeting Submissions for Consideration  
**Attachments:** RESOLUTION authorizing the implementation of additional funding for PIN 8756.09 – Fair Street Reconstruction.doc; PIN 8815.12 - Peekskill Hollow Road over Peekskill Hollow Creek - Project Authorization Resolution.docx; PIN 8763.29 - Croton Falls Road over Mud Pond Outlet Culvert Rehabilitations - Project Authorization Resolution.docx

Diane:

Please find attached the requisite information for the following three items for consideration by the Physical Services Committee this month:

1. Resolution authorizing the implementation of additional funding for the Construction and Construction Inspection phases for PIN 8756.09 – Fair Street Reconstruction
2. Resolution authorizing the implementation and funding of 100% of the costs of PIN 8815.12 – Peekskill Hollow Road over Peekskill Hollow Creek Culvert Rehabilitation (BRIDGENY)
3. Resolution authorizing the implementation and funding of 100% of the costs of PIN 8763.29 – Croton Falls Road over Mud Pond Outlet Culvert Rehabilitations (BRIDGENY)

Please don't hesitate to contact Tommy, Joe or I with any questions you may have.

Thank you.



### Alexis M. Hawley

Assistant Supervisor of Planning & Design • Putnam County Department of Purchasing and Central Services

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cc:all  
Phys  
AHA

Reso

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A069**  
DATE: July 9, 2024

2024 JUL 10 PM 3:49  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Public Works, the following budgetary amendment is requested.

**Capital Fund:**

**Increase Appropriations:**

55997000 53000 52417 Capital Expenditures - Croton Falls Rd-Mud Pond Culvert PIN 8763.29 \$ 2,632,924

**Increase Estimated Revenues:**

55997000 430971 52417 State Aid - Croton Falls Rd-Mud Pond Culvert PIN 8763.29 \$ 2,632,924

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

This budgetary amendment is authorizing the implementation and funding of 100% of the costs of the Croton Falls Road/Mud Pond Outlet Culvert Rehab transportation project, in the Town of Carmel using NYS DOT/Bridge NY funds.

#64

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**AUTHORIZING THE IMPLEMENTATION, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID PROJECT, AND APPROPRIATING FUNDS THEREFORE (Fair Street Reconstruction Project PIN 8756.09)**

**WHEREAS, a Project for Fair Street (C.R. 60) Reconstruction is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs, such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and**

**WHEREAS, Resolution No. 54 adopted by the Putnam County Legislature on March 5, 2024 approved and agreed to advance the Project by making a commitment of one hundred (100%) percent of the non-federal share of the cost of Construction and Construction Inspection work; and**

**WHEREAS, it has been found necessary to increase the federal and non-federal share of costs for the Construction and Construction Inspection work for the Project not contemplated in the original agreement authorized by the previous Resolution;**

**NOW, THEREFORE, the Putnam County Legislature, duly convened does hereby**

**RESOLVE, that the Putnam County Legislature hereby approves the above-subject project; and it is hereby further**

**RESOLVED, that the Putnam County Legislature hereby authorizes Putnam County to pay in the first instance one hundred (100%) percent of the federal and non-federal share of the cost of Construction and Construction Inspection work for the Project or portions thereof; and it is further**

**RESOLVED, that the sum of \$3,707,500 (\$30,212,500 minus the previous \$26,505,000) is hereby appropriated from the Putnam County capital budget line number 05 55197000 53000 51622 and made available to cover the cost of participation in the above phases of the Project; and it is further**

**RESOLVED, that in the event the full federal and non-federal share costs of the Project exceeds the amount appropriated above, the Putnam County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Putnam County Executive thereof, and it is further**

**RESOLVED, that the Putnam County Executive, on behalf of Putnam County, be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or applicable Marchiselli Aid on behalf of Putnam County with the New York State Department of Transportation in connection with the advancement or**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**approval of the Project and providing for the administration of the Project and Putnam County's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further**

**RESOLVED, that the County Executive, with the advice and assistance of the County Attorney, is authorized to finalize and execute all necessary documents, including, without limitation, the State/Local Agreement, in connection with the Project; and it is further**

**RESOLVED, that in addition to the Putnam County Executive, the Commissioner of the Department of Public Works and the Commissioner of Finance are also authorized, with the consent of the County Executive, to execute any necessary Agreements or certifications on behalf of Putnam County with the New York State Department of Public Transportation in connection with the advancement or approval of the project identified in the State/Local Agreement; and be it further**

**RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further**

**RESOLVED, this Resolution shall take effect immediately.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

*cc:all  
Phys*

**AUTHORIZING THE IMPLEMENTATION, AND FUNDING IN THE FIRST INSTANCE 100% OF THE FEDERAL-AID AND STATE "MARCHISELLI" PROGRAM-AID ELIGIBLE COSTS, OF A TRANSPORTATION FEDERAL-AID PROJECT, AND APPROPRIATING FUNDS THEREFORE (Fair St Reconstruction)**

**WHEREAS, a Project for Fair Street (C.R. 60) Reconstruction is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs, such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and**

**WHEREAS, Resolution No. 54 adopted by the Putnam County Legislature on March 5, 2024 approved and agreed to advance the Project by making a commitment of one hundred (100%) percent of the non-federal share of the cost of Construction and Construction Inspection work; and**

**WHEREAS, it has been found necessary to increase the federal and non-federal share of costs for the Construction and Construction Inspection work for the Project not contemplated in the original agreement authorized by the previous Resolution;**

**NOW, THEREFORE, the Putnam County Legislature, duly convened does hereby**

**RESOLVE, that the Putnam County Legislature hereby approves the above-subject project; and it is hereby further**

**RESOLVED, that the Putnam County Legislature hereby authorizes Putnam County to pay in the first instance one hundred (100%) percent of the federal and non-federal share of the cost of Construction and Construction Inspection work for the Project or portions thereof; and it is further**

**RESOLVED, that the sum of \$3,707,500 (\$30,212,500 minus the previous \$26,505,000) is hereby appropriated from the Putnam County capital budget line number 05 55197000 53000 51622 and made available to cover the cost of participation in the above phases of the Project; and it is further**

**RESOLVED, that in the event the full federal and non-federal share costs of the Project exceeds the amount appropriated above, the Putnam County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Putnam County Executive thereof, and it is further**

**RESOLVED, that the Putnam County Executive, on behalf of Putnam County, be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or applicable Marchiselli Aid on behalf of Putnam County with the New York State Department of Transportation**

LEGISLATURE  
PUTNAM COUNTY

2024 JUL 10 PM 2:50



## Diane Schonfeld

---

**From:** Alexis Hawley  
**Sent:** Wednesday, July 10, 2024 11:16 AM  
**To:** Diane Schonfeld  
**Cc:** Thomas Feighery; Joseph Bellucci; Michael Lewis  
**Subject:** July Physical Services Committee Meeting Submissions for Consideration  
**Attachments:** RESOLUTION authorizing the implementation of additional funding for PIN 8756.09 – Fair Street Reconstruction.doc; PIN 8815.12 - Peekskill Hollow Road over Peekskill Hollow Creek - Project Authorization Resolution.docx; PIN 8763.29 - Croton Falls Road over Mud Pond Outlet Culvert Rehabilitations - Project Authorization Resolution.docx

Diane:

Please find attached the requisite information for the following three items for consideration by the Physical Services Committee this month:

1. Resolution authorizing the implementation of additional funding for the Construction and Construction Inspection phases for PIN 8756.09 – Fair Street Reconstruction
2. Resolution authorizing the implementation and funding of 100% of the costs of PIN 8815.12 – Peekskill Hollow Road over Peekskill Hollow Creek Culvert Rehabilitation (BRIDGENY)
3. Resolution authorizing the implementation and funding of 100% of the costs of PIN 8763.29 – Croton Falls Road over Mud Pond Outlet Culvert Rehabilitations (BRIDGENY)

Please don't hesitate to contact Tommy, Joe or I with any questions you may have.

Thank you.



### Alexis M. Hawley

Assistant Supervisor of Planning & Design • Putnam County Department of Purchasing and Central Services

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#64

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
 Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
 Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A070) – DPW – FAIR STREET RECONSTRUCTION PROJECT PIN 8756.09**

**WHEREAS, the Commissioner of DPW has requested a budgetary amendment (24A070) to adjust the Capital Budget for the Fair Street Reconstruction Project based on the most recent Transportation Improvement Program (TIP) Amendment: MHS23-39; and WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:**

**CAPITAL FUND:**

**Increase Appropriations:**

**55197000 53000 51622      Capital Expenditures – Fair St. PIN 8756.09      3,707,500**

**Increase Estimated Revenues:**

**55197000 445971 51622      Federal Aid – Fair Street PIN 8756.09      2,966,000**  
**55997000 428601 51622      Transfer In – General Fund      741,500**

**Decrease Appropriations:**

**55197000 53000 52210      Capital Expenditures – Farmers Mills Rd Bridge – PIN 8757.67      506,000**

**Decrease Estimated Revenues:**

**55197000 445971 52210      Federal Aid – Farmers Mills Rd Bridge PIN 8757.67      404,800**  
**05000 45710M 52210      Bond Proceeds – FY2022      101,200**

**GENERAL FUND:**

**Increase Appropriations:**

**10990100 59020 51622      Transfer Out – Capital Fund      741,500**

**Increase Estimated Revenues:**

**10131000 424011      Interest Earnings      741,500**

**2024 Fiscal Impact – 0 –  
 2025 Fiscal Impact – 0 –**

- Legislator Addonizio \_\_\_\_\_
- Legislator Castellano \_\_\_\_\_
- Legislator Crowley \_\_\_\_\_
- Legislator Ellner \_\_\_\_\_
- Legislator Gouldman \_\_\_\_\_
- Legislator Montgomery \_\_\_\_\_
- Legislator Nacerino \_\_\_\_\_
- Legislator Sayegh \_\_\_\_\_
- Chairman Jonke \_\_\_\_\_

MICHAEL J. LEWIS  
Commissioner of Finance



cc:all  
Phys  
A+A

Res.O

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – M/JL  
RE: **Budgetary Amendment – 24A070**  
DATE: July 10, 2024

2024 JUL 10 PM 3:07  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Public Works, the following budgetary amendment is requested.

**Capital Fund:**

**Increase Appropriations:**

55197000 53000 51622 Capital Expenditures - Fair Street PIN 8756.09 3,707,500

**Increase Estimated Revenues:**

55197000 445971 51622 Federal Aid - Fair Street PIN 8756.09 2,966,000

55997000 428601 51622 Transfer In - General Fund 741,500

**Decrease Appropriations:**

55197000 53000 52210 Capital Expenditures - Farmers Mills Rd Bridge PIN 8757.67 \$ 506,000

**Decrease Estimated Revenues:**

55197000 445971 52210 Federal Aid - Farmers Mills Rd Bridge PIN 8757.67 \$ 404,800

05000 45710M 52210 Bond Proceeds - FY2022 \$ 101,200

**General Fund:**

**Increase Appropriations:**

10990100 59020 51622	Transfer Out - Capital Fund	\$	741,500
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**Increase Estimated Revenues:**

10131000 424011	Interest Earnings	\$	741,500
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Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

This budgetary amendment is to adjust the capital budget for Fair Street based on the most recent TIP. Please refer to the attached memorandum.

Joseph Bellucci  
Deputy Commissioner



Thomas Feighery  
Commissioner

DEPARTMENT OF PUBLIC WORKS

842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

Mr. Mohseni,

The Putnam County Department of Public Works is requesting the consideration of the repurposing of the Farmers Mills Road (8757.67) Bridge Project funds to the Fair St. Reconstruction Project (8756.09). Currently, and as indicated on the most recent TIP, the Farmers Mills Rd. Project includes \$551,000 for DETLDES/PRELDES/ROWINCD obligating this FFY, \$138,000 for ROWACQU obligating in FFY 2025 and \$4.793M for CONST/CONINSP obligating in FFY 2026. After thorough evaluation and consideration of alternative immediate needs, the Department feels as if the Farmers Mills Rd. Bridge is not of immediate nor short term concern. The bridge currently lacks any significant visible structural deficiencies and has not been flagged by NYSDOT Inspectors as of now.

The Fair St. Reconstruction Project is scheduled to be let this Spring/Summer with \$24.705M obligated for CONST & CONINSP this FFY. Due to the industry-wide construction market trend increases since the last estimate and programming of funds, the Department anticipates a potential shortfall upon opening of bids. To avoid any delays associated with the potential for a funding shortfall and subsequent impacts to the project schedule, we feel as if the Farmers Mills funds would be better utilized if they were to be repurposed to the Fair St. Reconstruction Project.

We respectfully request your consideration for the reappropriation of funds as outlined above.

Best,



Joseph Bellucci, Deputy Commissioner

cc: Robert Mortell

**\*\* MID-HUDSON SOUTH TRANSPORTATION COORDINATING COMMITTEE \*\***  
**TIP AMENDMENT: MHS23-39**

Monday, May 13, 2024

Page 1 of 2

AGENCY PIN WORKTYPE <AQ STATUS>	PROJECT DESCRIPTION		FUND SOURCES & OBLIGATION DATE	TOTAL 5-YEAR PROGRAM  in millions of dollars	PHASE						
	AQ CODE	COUNTY				TOTAL PROJECT COST	PRE FFY 2023				

**From**

PUTNAM CO  875609 RECON <Exempt>	FAIR STREET FROM ROUTE 52 TO JOHN SIMPSON ROAD IMPROVEMENTS. THE PROJECT INCLUDES PAVEMENT REHABILITATION, DRAINAGE, AND INTERSECTION IMPROVEMENTS AT SIMPSON ROAD, HILL, AND DALE, AND CR 60 BRIDGE REPLACEMENT OVER MIDDLE BRANCH CROTON (PIN 8756.03). TOWN OF CARMEL, PUTNAM COUNTY.	CMAQ 04/2023	2.500	CONST		2.500					
		LOCAL 04/2023	0.625	CONST		0.625					
		STBG LG URB 04/2023	2.640	CONINSP		2.640					
		LOCAL 04/2023	0.660	CONINSP		0.660					
		STBG LG URB 04/2023	14.624	CONST		14.624					
		LOCAL 04/2023	3.656	CONST		3.656					
AQC:A10P	PUTNAM	TPC : \$26-\$40 M	TOTAL5YR COST :	24.705		0.000	24.705	0.000	0.000	0.000	0.000

**To**

PUTNAM CO  875609 RECON <Exempt>	FAIR STREET FROM ROUTE 52 TO JOHN SIMPSON ROAD IMPROVEMENTS. THE PROJECT INCLUDES PAVEMENT REHABILITATION, DRAINAGE, AND INTERSECTION IMPROVEMENTS AT SIMPSON ROAD, HILL, AND DALE, AND CR 60 BRIDGE REPLACEMENT OVER MIDDLE BRANCH CROTON (PIN 8756.03). TOWN OF CARMEL, PUTNAM COUNTY.	CMAQ 04/2023	2.500	CONST		2.500					
		LOCAL 04/2023	0.625	CONST		0.625					
		STBG LG URB 04/2023	2.640	CONINSP		2.640					
		LOCAL 04/2023	0.660	CONINSP		0.660					
		STBG LG URB 04/2023	14.624	CONST		14.624					
		LOCAL 04/2023	3.656	CONST		3.656					
		STBG FLEX 05/2024	2.966	CONST			2.966				
		LOCAL 05/2024	0.741	CONST			0.741				
AQC:A10P	PUTNAM	TPC : \$26-\$40 M	TOTAL5YR COST >	28.412		0.000	24.705	3.707	0.000	0.000	0.000

**Ballot Comment:** MHS23-39 TO ADD STBG FLEX TO FFY 2024 FOR CONSTRUCTION USING FUNDING FROM PIN 875767.

**\*\* MID-HUDSON SOUTH TRANSPORTATION COORDINATING COMMITTEE \*\***

**TIP AMENDMENT: MHS23-39**

Monday, May 13, 2024

Page 2 of 2

AGENCY PIN WORKTYPE <AQ STATUS>	PROJECT DESCRIPTION	FUND SOURCES & OBLIGATION DATE	TOTAL 5-YEAR PROGRAM  in millions of dollars	PHASE	PRE FFY 2023						POST FFY 2027
					AQ CODE	COUNTY	TOTAL PROJECT COST				

**From**

PUTNAM CO  875767 BRIDGE <Exempt>	FARMERS MILLS ROAD (CR 42)/SEVEN HILLS LAKE OUTLET DECK REPLACEMENT WITH A WIDER BRIDGE THAT WILL BE SUPPORTED ON PILES. (BIN 3345630). TOWN OF KENT, PUTNAM COUNTY	STBG FLEX 04/2026	0.402	CONINSP						0.402		
		LOCAL 04/2026	0.100	CONINSP						0.100		
		LOCAL 04/2026	0.187	CONINSP						0.187		
		STBG FLEX 04/2026	2.224	CONST						2.224		
		LOCAL 04/2026	0.556	CONST						0.556		
		LOCAL 04/2026	1.324	CONST						1.324		
		STBG FLEX 05/2025	0.039	ROWACQU				0.039				
		LOCAL 05/2025	0.010	ROWACQU				0.010				
		LOCAL 05/2025	0.089	ROWACQU				0.089				
		STBG FLEX 10/2023	0.138	DETLDES			0.138					
		LOCAL 10/2023	0.034	DETLDES			0.034					
		LOCAL 10/2023	0.088	DETLDES			0.088					
		STBG FLEX 10/2023	0.138	PRELDES			0.138					
		LOCAL 10/2023	0.034	PRELDES			0.034					
		LOCAL 10/2023	0.088	PRELDES			0.088					
		STBG FLEX 10/2023	0.025	ROWINCD			0.025					
LOCAL 10/2023	0.006	ROWINCD			0.006							
AQC:A19P	PUTNAM	TPC : \$4.6-\$7.5 M	TOTAL5YR COST :	5.482		0.000	0.000	0.551	0.138	4.793	0.000	0.000

**To**

PUTNAM CO  875767 BRIDGE <Exempt>	FARMERS MILLS ROAD (CR 42)/SEVEN HILLS LAKE OUTLET DECK REPLACEMENT WITH A WIDER BRIDGE THAT WILL BE SUPPORTED ON PILES. (BIN 3345630). TOWN OF KENT, PUTNAM COUNTY											
AQC:A19P	PUTNAM	TPC : \$4.6-\$7.5 M	TOTAL5YR COST >	0.000		0.000	0.000	0.000	0.000	0.000	0.000	0.000

**Ballot Comment:** MHS23-39 DELETING PROGRAMMED FUNDING AND REPROGRAMING FUNDING TO PIN 875609.

#6W

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**AUTHORIZING THE IMPLEMENTATION AND FUNDING OF 100% OF THE COSTS OF A TRANSPORTATION PROJECT, OF WHICH QUALIFIED COSTS MAY BE REIMBURSED FROM BRIDGE NY FUNDS (*Peekskill Hollow Road/Peekskill Hollow Creek Culvert Replacement, Town of Kent, Putnam County, PIN 8815.12*)**

**WHEREAS, a project for Peekskill Hollow Road/Peekskill Hollow Creek Culvert Replacement, Town of Kent, Putnam County, PIN 8815.12 (the "Project") is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the post-reimbursement apportionment of the qualified costs to be borne at the ratio of 100% Bridge NY funds; and**

**WHEREAS, the County of Putnam will design, let, and administer all phases of the Project; and**

**WHEREAS, The County of Putnam desires to advance the Project by making a commitment of 100% of the costs of the Preliminary Engineering, ROW Incidentals, ROW Acquisition, Construction, and Construction Inspection work for the Project or portions thereof.**

**NOW, THEREFORE, the Putnam County Legislature, duly convened does hereby**

**RESOLVE, that the Putnam County Legislature hereby approves the Project; and it is hereby further**

**RESOLVED, that the Putnam County Legislature hereby authorizes the County of Putnam to pay 100% of the cost of the Preliminary Engineering, ROW Incidentals, ROW Acquisition, Construction, and Construction Inspection work for the Project or portions thereof, with the understanding that qualified costs will be reimbursed from Bridge NY funding; and it is further**

**RESOLVED, that the sum of \$1,840,000 is hereby appropriated from the Putnam County capital budget line number 05 55997000 53000 52418 and made available to cover the cost of participation in the above phases of the Project; and it is further**

**RESOLVED, that the Putnam County Legislature hereby agrees that the County of Putnam shall be responsible for all costs of the Project, including costs that exceed the amount of reimbursement available from the NY Bridge Funding awarded to the County of Putnam; and it is further**

**RESOLVED, that in the event the costs of the Project exceed the amount appropriated above, the Putnam County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Putnam County Executive thereof, and it is further**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**RESOLVED, that the Putnam County Legislature hereby agrees that the County of Putnam hereby commits that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further**

**RESOLVED, that the County of Putnam will be responsible for all maintenance of the Project; and it is further**

**RESOLVED, that the Putnam County Executive be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding on behalf of the County of Putnam in connection with the advancement or approval of the Project and providing for the administration of the Project and the Putnam County's funding of the Project costs, and it is further**

**RESOLVED, that the County Executive, with the advice and assistance of the County Attorney, is authorized to finalize and execute all necessary documents, including, without limitation, the State/Local Agreement, in connection with the Project; and it is further**

**RESOLVED, that in addition to the Putnam County Executive, the Commissioner of the Department of Public Works and the Commissioner of Finance are also authorized, with the consent of the County Executive, to execute any necessary Agreements or certifications on behalf of Putnam County with the New York State Department of Public Transportation in connection with the advancement or approval of the project identified in the State/Local Agreement; and be it further**

**RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further**

**RESOLVED, this Resolution shall take effect immediately.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

cc: all  
Phys

**AUTHORIZING THE IMPLEMENTATION AND FUNDING OF 100% OF THE COSTS OF A TRANSPORTATION PROJECT, OF WHICH QUALIFIED COSTS MAY BE REIMBURSED FROM BRIDGE NY FUNDS.**

**WHEREAS, a project for Peekskill Hollow Road/Peekskill Hollow Creek Culvert Replacement, Town of Kent, Putnam County, PIN 8815.12 (the "Project") is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the post-reimbursement apportionment of the qualified costs to be borne at the ratio of 100% Bridge NY funds; and**

**WHEREAS, the County of Putnam will design, let, and administer all phases of the Project.**

**WHEREAS, The County of Putnam desires to advance the Project by making a commitment of 100% of the costs of the Preliminary Engineering, ROW Incidentals, ROW Acquisition, Construction, and Construction Inspection work for the Project or portions thereof.**

**NOW, THEREFORE, the Putnam County Legislature, duly convened does hereby**

**RESOLVE, that the Putnam County Legislature hereby approves the Project; and it is hereby further**

**RESOLVED, that the Putnam County Legislature hereby authorizes the County of Putnam to pay 100% of the cost of the Preliminary Engineering, ROW Incidentals, ROW Acquisition, Construction, and Construction Inspection work for the Project or portions thereof, with the understanding that qualified costs will be reimbursed from Bridge NY funding; and it is further**

**RESOLVED, that the sum of \$1,840,000 is hereby appropriated from the Putnam County capital budget line number 05 55997000 53000 52418 and made available to cover the cost of participation in the above phases of the Project; and it is further**

**RESOLVED, that the Putnam County Legislature hereby agrees that the County of Putnam shall be responsible for all costs of the Project, including costs that exceed the amount of reimbursement available from the NY Bridge Funding awarded to the County of Putnam; and it is further**

**RESOLVED, that in the event the costs of the Project exceed the amount appropriated above, the Putnam County Legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Putnam County Executive thereof, and it is further**

**RESOLVED, that the Putnam County Legislature hereby agrees that the County of Putnam hereby commits that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further**

**RESOLVED, that the County of Putnam will be responsible for all maintenance of the Project; and it is further**

**RESOLVED, that the Putnam County Executive be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding on behalf of the County of Putnam in connection with the advancement or approval of the Project and providing for the administration of the Project and the Putnam County's funding of the Project costs, and it is further**

2024 JUL 10 PM 2:50

**RESOLVED, that the County Executive, with the advice and assistance of the County Attorney, is authorized to finalize and execute all necessary documents, including, without limitation, the State/Local Agreement, in connection with the Project; and it is further**

**RESOLVED, that in addition to the Putnam County Executive, the Commissioner of the Department of Public Works and the Commissioner of Finance are also authorized, with the consent of the County Executive, to execute any necessary Agreements or certifications on behalf of Putnam County with the New York State Department of Public Transportation in connection with the advancement or approval of the project identified in the State/Local Agreement; and be it further**

**RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further**

**RESOLVED, this Resolution shall take effect immediately.**

**Vote:**

**State of New York**

**ss:**

**County of Putnam**

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on \_\_\_\_\_.

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_

**Diane Schonfeld**

Clerk of the Legislature of Putnam County

## Diane Schonfeld

---

**From:** Alexis Hawley  
**Sent:** Wednesday, July 10, 2024 11:16 AM  
**To:** Diane Schonfeld  
**Cc:** Thomas Feighery; Joseph Bellucci; Michael Lewis  
**Subject:** July Physical Services Committee Meeting Submissions for Consideration  
**Attachments:** RESOLUTION authorizing the implementation of additional funding for PIN 8756.09 – Fair Street Reconstruction.doc; PIN 8815.12 - Peekskill Hollow Road over Peekskill Hollow Creek - Project Authorization Resolution.docx; PIN 8763.29 - Croton Falls Road over Mud Pond Outlet Culvert Rehabilitations - Project Authorization Resolution.docx

Diane:

Please find attached the requisite information for the following three items for consideration by the Physical Services Committee this month:

1. Resolution authorizing the implementation of additional funding for the Construction and Construction Inspection phases for PIN 8756.09 – Fair Street Reconstruction
2. Resolution authorizing the implementation and funding of 100% of the costs of PIN 8815.12 – Peekskill Hollow Road over Peekskill Hollow Creek Culvert Rehabilitation (BRIDGENY)
3. Resolution authorizing the implementation and funding of 100% of the costs of PIN 8763.29 – Croton Falls Road over Mud Pond Outlet Culvert Rehabilitations (BRIDGENY)

Please don't hesitate to contact Tommy, Joe or I with any questions you may have.

Thank you.



**Alexis M. Hawley**

Assistant Supervisor of Planning & Design • Putnam County Department of Purchasing and Central Services

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cc: all  
Phys  
ATA

Reso

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A072**  
DATE: July 10, 2024

2024 JUL 10 PM 3:49  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Public Works, the following budgetary amendment is requested.

**Capital Fund:**

**Increase Appropriations:**

55997000 53000 52418 Capital Expenditures - Peekskill Hollow Rd/Creek Culvert PIN 8815.12 \$ 1,840,000

**Increase Estimated Revenues:**

55997000 430971 52418 State Aid - Peekskill Hollow Rd/Creek Culvert PIN 8815.12 \$ 1,840,000

Fiscal Impact - 2024 - \$0  
Fiscal Impact - 2025 - \$0

This budgetary amendment is authorizing the implementation and funding of 100% of the costs of the Peekskill Hollow Road/Peekskill Hollow Creek Culvert Rehab transportation project, in the Town of Kent using NYS DOT/Bridge NY funds.

6  
#64

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - RATIFICATION OF THE 2024 REAL PROPERTY TAX SALE**

**WHEREAS, on July 10, 2024, the County of Putnam held a public auction for its 2024 Real Property Tax Sale; and**

**WHEREAS, the County received bids on the parcels offered, as indicated by the listing attached hereto and made a part hereof as Schedule "A"; now therefore be it**

**RESOLVED, that the Putnam County Legislature, on behalf of the County of Putnam, hereby accepts the bid of the highest bidder on the parcels listed on the attached Schedule "A"; and be it further**

**RESOLVED, that the County Attorney is authorized to prepare a deed for each parcel to the highest bidder, said deed to be executed on behalf of the County by the County Executive; and be it further**

**RESOLVED, that upon delivery of the balance of the purchase price as indicated in the bid, along with the appropriate transfer tax, fees, and any property taxes due, as specified in the promulgated Terms and Conditions of the auction, the County Attorney is hereby authorized to deliver said deed to the highest bidder; and be it further**

**RESOLVED, that in the event any of the highest bidders fail to complete the transaction as specified in the promulgated Terms and Conditions of the auction, the County Attorney is authorized to complete the transaction with the second highest bidder in the same manner as set for the above.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

**MICHAEL J. LEWIS**  
COMMISSIONER OF FINANCE



*cc: all  
Phys*

**KEVIN M. BYRNE**  
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Ratification of the 2024 Real Property Tax Sale**

DATE: July 12, 2024

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Please accept this memorandum for the Legislature to consider the enclosed ratification of the 2024 Real Property Tax Sale at the July 17 Physical Committee Meeting.

We are requesting that the Legislature ratify the results of the sale so we can process the sales and deeds in the names of the new owners in time for the 2025 County/Town tax bills to be issued in their name. This will result in efficiencies in the tax collection process and result in increased tax collections as they'll be put back on the Tax Roll.

I thank the Legislature for their consideration in this matter, and if there are any questions regarding the above, please don't hesitate to contact me.

2024 JUL 12 AM 11:52  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**APPROVAL/RATIFICATION OF THE 2024 REAL PROPERTY TAX SALE**

**WHEREAS, on July 10, 2024, the County of Putnam held a public auction for its 2024 Real Property Tax Sale; and**

**WHEREAS, the County received bids on the parcels offered, as indicated by the listing attached hereto and made a part hereof as Schedule "A"; now therefore be it**

**RESOLVED, that the Putnam County Legislature, on behalf of the County of Putnam, hereby accepts the bid of the highest bidder on the parcels listed on the attached Schedule "A"; and be it further**

**RESOLVED, that the County Attorney is authorized to prepare a deed for each parcel to the highest bidder, said deed to be executed on behalf of the County by the County Executive; and be it further**

**RESOLVED, that upon delivery of the balance of the purchase price as indicated in the bid, along with the appropriate transfer tax, fees, and any property taxes due, as specified in the promulgated Terms and Conditions of the auction, the County Attorney is hereby authorized to deliver said deed to the highest bidder; and be it further**

**RESOLVED, that in the event any of the highest bidders fail to complete the transaction as specified in the promulgated Terms and Conditions of the auction, the County Attorney is authorized to complete the transaction with the second highest bidder in the same manner as set for the above.**

LotNumber	LotTitle	Town/City	Tax Map #	LotPrice
2	Peekskill Hollow Rd , Town of Carmel, Lot Size: 1.87 Acres +/-	Carmel	52.-1-15	\$ 2,000.00
3	79 Hillside Dr, Town of Carmel, Lot Size: .5 Acres +/-	Carmel	53.16-1-45	\$ 23,000.00
4	145 West Trl , Town of Carmel, Lot Size: .32 Acres +/-	Carmel	54.20-1-45	\$ 1,100.00
6	18 Sylvan Dr, Town of Carmel, Lot Size: 144 x 90 +/-	Carmel	64.11-2-2	\$ 13,000.00
7	LANDLOCKED PARCEL: Jackson Rd, Town of Carmel, Lot Size: 101 x 110 +/-	Carmel	64.15-1-30	\$ 700.00
8	331 West Lake Blvd, Town of Carmel, Lot Size: 1.33 Acres +/-	Carmel	64.15-1-45	\$ 23,000.00
9	19 Clearbrook Dr, Town of Carmel, Lot Size: .44 Acres +/-	Carmel	74.12-2-48	\$ 6,000.00
10	649 Rt 6N , Town of Carmel, Lot Size: 200 x 60 +/-	Carmel	75.6-2-69	\$ 1,000.00
11	Baldwin Place Rd, Town of Carmel, Lot Size: 3.17 Acres +/-	Carmel	75.15-1-43	\$ 13,000.00
12	118 Stillwater Rd , Town of Carmel, Lot Size: 1.2 Acres +/-	Carmel	75.18-1-1	\$ 5,000.00
13	9 Crecco Pl, Town of Carmel, Lot Size: .82 Acres +/-	Carmel	75.20-1-21	\$ 7,000.00
14	47 Mount Hope Rd, Town of Carmel, Lot Size: 100 x 116 +/-	Carmel	76.9-2-8	\$ 20,000.00
15	122 Archer Rd, Town of Carmel, Lot Size: 1.36 Acres +/-	Carmel	85.8-2-1	\$ 25,000.00
16	250 Hortontown Rd , Town of Kent, Lot Size: .37 Acres +/-	Kent	9.-1-56	\$ 1,200.00
17	LANDLOCKED PARCEL: Dean Rd, Town of Kent, Lot Size: 3.85 Acres +/-	Kent	10.-1-41	\$ 1,100.00
18	Dean Rd, Town of Kent, Lot Size: 1.2 Acres +/-	Kent	10.-2-14	\$ 16,000.00
19	LANDLOCKED PARCEL: Cemetary Rd , Town of Kent, Lot Size: 2.67 Acres +/-	Kent	10.-2-17	\$ 17,000.00
20	Rambler Rd, Town of Kent, Lot Size: .77 Acres +/-	Kent	10.19-1-31	\$ 3,000.00
21	116 Ressique St, Town of Kent, Lot Size: .28 Acres +/-	Kent	11.-2-19	\$ 700.00
22	Southlake Rd, Town of Kent, Lot Size: .24 Acres +/-	Kent	11.11-1-5	\$ 1,000.00
23	Laurie Ct, Town of Kent, Lot Size: .63 Acres +/-	Kent	11.16-1-4	\$ 2,000.00
24	Schrade Rd, Town of Kent, Lot Size: 2.02 Acres +/-	Kent	11.20-1-28	\$ 4,000.00
25	Ludingtonville Rd, Town of Kent, Lot Size: .47 Acres +/-	Kent	12.-3-36	\$ 2,000.00
26	157 Kent View Dr, Town of Kent, Lot Size: .91 Acres +/-	Kent	20.8-1-26	\$ 17,000.00
27	Chief Nimham Cir , Town of Kent, Lot Size: .57 Acres +/-	Kent	21.17-1-35	\$ 16,000.00
28	Deer Hill Ct, Town of Kent, Lot Size: 11.3 Acres +/-	Kent	22.-1-1	\$ 36,000.00
29	Route 311, Town of Kent, Lot Size: .23 Acres +/-	Kent	22.-2-49	\$ 1,300.00
30	Knollcrest Rd, Town of Kent, Lot Size: 49 x 98 +/-	Kent	22.42-1-6	\$ 700.00
31	Stuyvesant Rd, Town of Kent, Lot Size: 100 x 180 +/-	Kent	22.57-1-45	\$ 14,000.00
32	Homestead Dr, Town of Kent, Lot Size: 80 x 100 +/-	Kent	22.65-2-46	\$ 600.00
33	LANDLOCKED PARCEL: Philipse Rd, Town of Kent, Lot Size: .96 Acres +/-	Kent	22.71-1-8	\$ 600.00
34	Autumn Ct, Town of Kent, Lot Size: .71 Acres +/-	Kent	22.73-1-20	\$ 3,000.00
35	Clarkson Rd, Town of Kent, Lot Size: 100 x 110 +/-	Kent	22.73-1-27	\$ 1,000.00
36	North Terry Hill Rd, Town of Kent, Lot Size: 112 x 96 +/-	Kent	22.74-1-4	\$ 9,000.00
37	Tuxedo Rd, Town of Kent, Lot Size: 100 x 100 +/-	Kent	22.74-1-35	\$ 8,000.00
38	Route 311, Town of Kent, Lot Size: 80 x 100 +/-	Kent	22.75-1-5	\$ 600.00
39	25 Brentwood Rd, Town of Kent, Lot Size: 120 x 100 +/-	Kent	22.75-1-58	\$ 17,000.00
40	LANDLOCKED PARCEL: Philipse Rd, Town of Kent, Lot Size: 1.02 Acres +/-	Kent	22.79-1-11	\$ 500.00
41	LANDLOCKED PARCEL: Philipse Rd, Town of Kent, Lot Size: 60 x 100 +/- NOTE: L	Kent	22.79-1-14	\$ 500.00
42	LANDLOCKED PARCEL: Philipse Rd, Town of Kent, Lot Size: 201 x 94 +/- NOTE: L	Kent	22.79-1-16	\$ -
43	LANDLOCKED PARCEL: Philipse Rd, Town of Kent, Lot Size: .14 Acres +/- NOTE: L	Kent	22.79-1-17	\$ -
45	Montrose Dr, Town of Kent, Lot Size: 40 x 173 +/-	Kent	22.83-1-21	\$ 900.00
46	Beechmont Rd, Town of Kent, Lot Size: 100 x 100 +/- NOTE: LOTS 46 AND 47 ARE	Kent	22.83-1-32	\$ 5,000.00
47	Beechmont Rd, Town of Kent, Lot Size: 60 x 100 +/- NOTE: LOTS 46 AND 47 ARE B	Kent	22.83-1-33	\$ -
48	Tibet Dr, Town of Kent, Lot Size: 1.05 Acres +/-	Kent	30.16-1-6	\$ 5,000.00
49	Richardsville Rd, Town of Kent, Lot Size: 93 x 111 +/-	Kent	31.-2-12	\$ 1,300.00
50	Richardsville Rd, Town of Kent, Lot Size: .75 Acres +/-	Kent	31.5-1-15	\$ 10,000.00
51	2713 Route 301, Town of Kent, Lot Size: .23 Acres +/-	Kent	31.11-1-12	\$ 1,900.00
52	481 Route 52, Town of Kent, Lot Size: 19.4 Acres +/-	Kent	33.14-1-8	\$ 10,000.00
53	Barrett Hill Rd, Town of Kent, Lot Size: 205 x 100 +/-	Kent	33.23-1-7	\$ 3,000.00
54	Quaker Rd, Town of Kent, Lot Size: 80 x 90 +/-	Kent	33.24-1-38	\$ 700.00
55	109 Terry Hill Rd, Town of Kent, Lot Size: 100 x 100 +/-	Kent	33.27-1-16	\$ 100,000.00
56	LANDLOCKED PARCEL: Spring Paper rd, Town of Kent, Lot Size: 125 x 100 +/-	Kent	33.32-1-10	\$ 500.00
57	Holland Dr, Town of Kent, Lot Size: 40 x 100 +/-	Kent	33.32-1-82	\$ 800.00
58	55 Worthington Ct, Town of Kent, Lot Size: .6 Acres +/-	Kent	33.40-1-35	\$ 231,000.00
59	East Croton Dr, Town of Kent, Lot Size: 86 x 100 +/-	Kent	33.50-1-62	\$ 4,000.00
60	Hawthorne Rd, Town of Kent, Lot Size: 140 x 100 +/-	Kent	33.58-1-24	\$ 6,000.00
61	Crestwood Rd, Town of Kent, Lot Size: .33 Acres +/-	Kent	33.59-1-9	\$ 1,500.00
62	Crestwood Rd, Town of Kent, Lot Size: 100 x 100 +/-	Kent	33.59-1-13	\$ 1,900.00
63	Mamaroneck Rd, Town of Kent, Lot Size: 80 x 100 +/-	Kent	33.59-1-29	\$ 700.00
64	Jay Ct, Town of Kent, Lot Size: 69 x 93 +/-	Kent	33.72-1-27	\$ 600.00
65	Towners Rd, Town of Kent, Lot Size: 37 x 100 +/-	Kent	33.72-1-39	\$ 700.00
66	5 Harriman Rd, Town of Kent, Lot Size: 120 x 107 +/-	Kent	33.74-1-12	\$ 30,000.00
67	8 Heathcote Rd, Town of Kent, Lot Size: 60 x 100 +/-	Kent	33.74-1-36	\$ 151,000.00
68	LANDLOCKED PARCEL: Inland Paper Rd , Town of Kent, Lot Size: .53 Acres +/-	Kent	33.82-1-4	\$ 800.00
69	Gordon Rd, Town of Kent, Lot Size: 8.5 Acres +/-	Kent	42.-2-33	\$ 72,000.00
71	Marion Way, Town of Kent, Lot Size: .91 Acres +/-	Kent	44.5-1-42	\$ 10,000.00

LotNumber	LotTitle	Town/City	Tax Map #	LotPrice
72	Rt 22, Town of Patterson, Lot Size: 48.91 Acres +/-	Patterson	4.14-1-5	\$ 25,000.00
73	Rt 164, Town of Patterson, Lot Size: .23 Acres +/-	Patterson	23.7-1-6	\$ 500.00
74	RT 164, Town of Patterson, Lot Size: .11 Acres +/-	Patterson	23.11-1-40	\$ 500.00
75	36 Mountain View Rd, Town of Patterson, Lot Size: .99 Acres +/-	Patterson	23.12-1-7	\$ 8,000.00
76	893 East Branch Rd, Town of Patterson, Lot Size: .26 Acres +/-	Patterson	24.7-1-21	\$ 700.00
77	111 Slater Rd, Town of Patterson, Lot Size: .15 Acres +/-	Patterson	25.39-1-18	\$ 600.00
78	54 Sanborn Rd, Town of Patterson, Lot Size: 300 x 200 +/-	Patterson	25.39-1-54	\$ 6,000.00
79	40 Homer Dr, Town of Patterson, Lot Size: .22 Acres +/-	Patterson	25.40-2-12	\$ 1,400.00
81	LANDLOCKED PARCEL: 15 Newton Rd, Town of Patterson, Lot Size: 60 x 100 +/-	Patterson	25.46-1-82	\$ 500.00
82	6 Flint Rd, Town of Patterson, Lot Size: .3 Acres +/-	Patterson	25.55-2-29	\$ 600.00
83	3 Fairville Rd, Town of Patterson, Lot Size: .27 Acres +/-	Patterson	25.62-1-40	\$ 500.00
84	8 Roanoke Rd, Town of Patterson, Lot Size: .22 Acres +/-	Patterson	25.62-1-55	\$ 1,300.00
85	40 Sullivan Dr, Town of Patterson, Lot Size: .18 Acres +/-	Patterson	25.62-1-61	\$ 500.00
86	32 Victory Rd, Town of Patterson, Lot Size: .23 Acres +/-	Patterson	25.70-1-48	\$ 3,000.00
87	Watkins & Hazel, Town of Patterson, Lot Size: .22 Acres +/-	Patterson	25.78-1-9	\$ 600.00
88	LANDLOCKED PARCEL: Bullet Hole Rd, Town of Patterson, Lot Size: .56 Acres +/-	Patterson	34.13-1-67	\$ 500.00
91	9 Ripley Rd, Town of Patterson, Lot Size: .09 Acres +/-	Patterson	36.23-1-15	\$ 700.00
92	173 Haviland Dr, Town of Patterson, Lot Size: .86 Acres +/-	Patterson	36.23-1-32.-106	\$ 111,000.00
95	Canopus Hill Rd, Town of Philipstown, Lot Size: .91 Acres +/-	Philipstown	61.-4-41	\$ 1,000.00
96	Rt 9, Town of Philipstown, Lot Size: .43 Acres +/-	Philipstown	71.20-1-8	\$ 1,500.00
97	8 Cliffside Ct, Town of Philipstown, Lot Size: 1 Acres +/-	Philipstown	82.20-2-25	\$ 7,000.00
98	57 Upland Dr, Town of Philipstown, Lot Size: 1.04 Acres +/-	Philipstown	82.20-3-1	\$ 1,100.00
99	45 Upland Dr, Town of Philipstown, Lot Size: 1.18 Acres +/-	Philipstown	82.20-3-11	\$ 4,000.00
100	474 Sprout Brook Rd, Town of Philipstown, Lot Size: 97 x 504 +/-	Philipstown	83.10-2-40	\$ 8,000.00
101	470 Sprout Brook Rd, Town of Philipstown, Lot Size: 97 x 457 +/-	Philipstown	83.10-2-42	\$ 16,000.00
102	106 Upland Dr, Town of Philipstown, Lot Size: 2.43 Acres +/-	Philipstown	83.13-1-7	\$ 20,000.00
103	Ridge Rd, Town of Philipstown, Lot Size: 2.56 Acres +/- NOTE: LOTS 103 AND 124	Philipstown	83.14-1-21	\$ 10,000.00
104	Ridge Rd, Town of Philipstown, Lot Size: 1.08 Acres +/-	Philipstown	83.18-1-13	\$ 1,300.00
106	32 Winston Lane, Town of Philipstown, Lot Size: 1.05 Acres +/-	Philipstown	90.8-2-9	\$ 1,700.00
107	43 Winston Lane, Town of Philipstown, Lot Size: 1.05 Acres +/-	Philipstown	90.8-2-20	\$ 8,000.00
108	81 Steuben Rd, Town of Philipstown, Lot Size: 65 x 223 +/-	Philipstown	90.8-2-49	\$ 800.00
109	57 Steuben Rd, Town of Philipstown, Lot Size: 60 x 220 +/-	Philipstown	91.5-1-30	\$ 1,000.00
110	13 Ethan Dr, Town of Philipstown, Lot Size: 67 x 232 +/-	Philipstown	91.6-1-45	\$ 2,000.00
111	Lake Shore Rd, Town of Putnam Valley, Lot Size: .57 Acres +/-	Putnam Valley	41.9-1-2	\$ 4,000.00
112	Arbutus St, Town of Putnam Valley, Lot Size: .52 Acres +/-	Putnam Valley	41.10-2-48	\$ 1,800.00
113	Arbutus St, Town of Putnam Valley, Lot Size: .56 Acres +/-	Putnam Valley	41.10-2-55	\$ 1,900.00
114	Brookside Ave, Town of Putnam Valley, Lot Size: 1.11 Acres +/-	Putnam Valley	41.15-1-3	\$ 13,000.00
115	Wicopee Rd, Town of Putnam Valley, Lot Size: 10.35 Acres +/-	Putnam Valley	52.-2-3	\$ 21,000.00
116	148 Oscawana Heights Rd, Town of Putnam Valley, Lot Size: 80.73 Acres +/-	Putnam Valley	52.-2-40	\$ 160,000.00
117	82 Wicopee Rd, Town of Putnam Valley, Lot Size: 14.71 Acres +/-	Putnam Valley	52.-3-12	\$ 36,000.00
118	Peekskill Hollow Rd, Town of Putnam Valley, Lot Size: 1.48 Acres +/-	Putnam Valley	52.-3-71	\$ 2,000.00
119	Wenonah Rd, Town of Putnam Valley, Lot Size: .97 Acres +/-	Putnam Valley	62.25-1-7	\$ 7,000.00
120	Sprout Brook Rd, Town of Putnam Valley, Lot Size: 1 Acres +/-	Putnam Valley	72.19-1-1	\$ 2,000.00
121	Peekskill Hollow Rd, Town of Putnam Valley, Lot Size: .28 Acres +/-	Putnam Valley	73.-1-73	\$ 600.00
122	LANDLOCKED PARCEL: Shamrock Drive Rear, Town of Putnam Valley, Lot Size: 4	Putnam Valley	74.14-1-18	\$ 3,000.00
123	Tanglewyde Rd, Town of Putnam Valley, Lot Size: 1.13 Acres +/-	Putnam Valley	83.50-1-28	\$ 2,000.00
124	Nova St, Town of Putnam Valley, Lot Size: .97 Acres +/- NOTE: LOTS 103 AND 124	Putnam Valley	83.56-1-4	\$ -
125	157 Tanglewyde Rd, Town of Putnam Valley, Lot Size: .16 Acres +/-	Putnam Valley	83.58-1-5	\$ 111,000.00
127	Pleasant Rd, Town of Putnam Valley, Lot Size: .29 Acres +/-	Putnam Valley	83.65-1-21	\$ 500.00
130	Nardin Rd, Town of Putnam Valley, Lot Size: .51 Acres +/-	Putnam Valley	83.72-1-54	\$ 900.00
131	Nardin Rd, Town of Putnam Valley, Lot Size: .63 Acres +/-	Putnam Valley	83.72-1-58	\$ 5,000.00
132	Tanglewyde Rd, Town of Putnam Valley, Lot Size: .11 Acres +/-	Putnam Valley	83.73-1-21	\$ 600.00
133	Pleasant Rd, Town of Putnam Valley, Lot Size: .48 Acres +/-	Putnam Valley	83.73-1-41	\$ 1,600.00
134	Walnut Rd, Town of Putnam Valley, Lot Size: .26 Acres +/-	Putnam Valley	83.73-2-13	\$ 1,400.00
135	Lake Dr, Town of Putnam Valley, Lot Size: .06 Acres +/-	Putnam Valley	83.73-2-44	\$ 500.00
136	Walnut Rd, Town of Putnam Valley, Lot Size: .54 Acres +/-	Putnam Valley	83.73-2-48	\$ 1,300.00
137	Hewitt St, Town of Putnam Valley, Lot Size: .22 Acres +/-	Putnam Valley	83.74-2-60	\$ 700.00
138	Hewitt St, Town of Putnam Valley, Lot Size: .1 Acres +/-	Putnam Valley	83.75-1-49	\$ 600.00
139	Traverse Rd, Town of Putnam Valley, Lot Size: .2 Acres +/-	Putnam Valley	83.80-1-20	\$ 800.00
140	Traverse Rd, Town of Putnam Valley, Lot Size: .23 Acres +/-	Putnam Valley	83.80-1-38	\$ 600.00
141	Enloe St, Town of Putnam Valley, Lot Size: .16 Acres +/-	Putnam Valley	83.82-2-25	\$ 700.00
143	288 Peekskill Hollow Rd, Town of Putnam Valley, Lot Size: 1 Acres +/-	Putnam Valley	84.7-1-50	\$ 16,000.00
145	LANDLOCKED PARCEL: Parkway, Town of Putnam Valley, Lot Size: .23 Acres +/-	Putnam Valley	85.13-1-31	\$ 500.00
146	LANDLOCKED PARCEL: Summer St, Town of Putnam Valley, Lot Size: 75 x 100 +/-	Putnam Valley	85.13-1-32	\$ 1,200.00
147	Walnut Rd, Town of Putnam Valley, Lot Size: .98 Acres +/-	Putnam Valley	91.24-1-35	\$ 1,100.00
148	Avon Rd, Town of Putnam Valley, Lot Size: .23 Acres +/-	Putnam Valley	91.25-1-20	\$ 600.00
149	Ash St, Town of Putnam Valley, Lot Size: .32 Acres +/-	Putnam Valley	91.25-2-11	\$ 600.00
151	Hollowbrook Rd, Town of Putnam Valley, Lot Size: .2 Acres +/-	Putnam Valley	91.27-1-7	\$ 600.00

LotNumber	LotTitle	Town/City	Tax Map #	LotPrice
153	327 Brewster Hill Rd, Town of Southeast Valley, Lot Size: 100 x 175 +/-	Southeast Valley	46.17-1-3	\$ 6,000.00
154	12 Settlers Hill Rd , Town of Southeast Valley, Lot Size: .12 Acres +/-	Southeast Valley	47.-4-13	\$ 500.00
155	2100 Route 6, Town of Southeast Valley, Lot Size: 8.17 Acres +/-	Southeast Valley	55.-1-37	\$ 35,000.00
156	35 Independent Way , Town of Southeast Valley, Lot Size: 136 x 75 +/-	Southeast Valley	56.-1-29	\$ 600.00
157	300 Tonetta Lake Rd, Town of Southeast Valley, Lot Size: 170 x 140 +/-	Southeast Valley	56.12-1-2	\$ 8,000.00
158	60 Tonetta Lake Way, Town of Southeast Valley, Lot Size: 2.8 Acres +/-	Southeast Valley	56.12-3-41	\$ 50,000.00
159	LANDLOCKED PARCEL: 24 Putnam Terr, Town of Southeast Valley, Lot Size: 54 x	Southeast Valley	56.81-1-9	\$ 500.00
160	95 Deans Corner Rd, Town of Southeast Valley, Lot Size: 6.86 Acres +/-	Southeast Valley	78.-1-66	\$ 20,000.00
161	LANDLOCKED PARCEL: 179 Peach Lake Rd , Town of Southeast Valley, Lot Size:	Southeast Valley	79.6-1-23	\$ 1,100.00





PUTNAM COUNTY LEGISLATURE

Resolution #60

Introduced by Legislator: Ginny Nacerino on behalf of the Protective Services Committee at a Regular Meeting held on March 5, 2024.

page 1

APPROVAL/ BUDGETARY AMENDMENT (24A010)/ SHERIFF'S DEPARTMENT, EMERGENCY SERVICES AND SOCIAL SERVICES, MENTAL HEALTH/ DOMESTIC TERRORISM PREVENTION (DTP) GRANT PROGRAM/ THREAT ASSESSMENT AND MANAGEMENT TEAMS (TAM)

WHEREAS, at the September 21, 2022 Protective Services Committee meeting, Putnam County Sheriff McConville and Bureau of Emergency Services Deputy Commissioner Lipton informed the Committee of the New York State Department of Homeland Security and Emergency Services (DHSES) award of \$172,413 to Putnam County under the Domestic Terrorism Prevention (DTP) Grant Program; and

WHEREAS, the Putnam County Sheriff and Commissioner of Social Services has requested a budgetary amendment (24A010) to account for said grant award; and

WHEREAS, the funding is earmarked to be used to support the County's capability to prevent targeted violence and domestic terrorism through the utilization of Threat Assessment and Management (TAM) teams; and

WHEREAS, the County submitted their application by the September 16, 2022 deadline, and submitted their comprehensive development plan to the DHSES by December 31, 2022 as indicated by Executive Order 18 of the Governor's office; and

WHEREAS, this is a reimbursable grant which covers a period from September 1, 2022 through August 31, 2024; and

WHEREAS, the Protective Services Committee and the Audit & Administration Committee reviewed and approved said budgetary amendment; now therefore be it

RESOLVED, that the following budgetary amendment be made:

GENERAL FUND:

Increase Estimated Revenues:

10033000 440891 10218	Federal Aid – NYSDHSES TAM Grant	50,000
10398901 440891 10218	Federal Aid – NYSDHSES TAM Grant	5,000
13311000 440891 10218	Federal Aid – NYSDHSES TAM Grant	117,413
		172,413

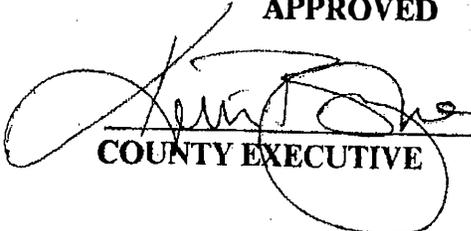
Increase Appropriations:

10033000 54783 10218	MH LGU – Licensing Software	50,000
10398901 54646 10218	BES – Contracts	5,000
13311000 54646 10218	Sheriff Communications – Contracts	25,000
13311000 51093 10218	Sheriff Communications – Overtime	85,845
13311000 58002 10218	Sheriff Communications – Social Sec.	6,568
		172,413

2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –

BY ROLL CALL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

APPROVED

  
\_\_\_\_\_  
COUNTY EXECUTIVE      3/13/24  
DATE

State of New York  
ss:  
County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on March 5, 2024.

Dated: March 7, 2024

Signed: 

Diane Schonfeld  
Clerk of the Legislature of Putnam County

#6aa

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A066) – SHERIFF’S DEPARTMENT –  
OUTSIDE DONATIONS – GREEN CHIMNEYS CHILDREN’S SERVICES INC. – K9  
PROGRAM**

**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment  
(24A066) to recognize a donation made to the Sheriff’s Department from Green Chimneys  
Children’s Services Inc. for the K9 Program; and**

**WHEREAS, the Protective Services Committee and the Audit & Administration  
Committee have reviewed and approved said budgetary amendment; now therefore be it  
RESOLVED, that the following budgetary amendment be made:**

**Increase Revenues:**  
**17311000 427051                      Sheriff Patrol – Outside Donations                      200.00**

**Increase Expenses:**  
**17311000 54150                      Sheriff Patrol – Canine                      200.00**

**2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

MICHAEL LEWIS  
Commissioner of Finance



cc: all  
Post  
AVA

SHEILA BARRETT  
First Deputy Commissioner of Finance

Reso

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

July 5, 2024

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

2024 JUL - 8 AM 11:43  
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 2024 Putnam County Sheriff Department's budget.

Increase Revenues:

17311000 427051 Sheriff Patrol – Outside Donations \$ 200

Increase Expenses:

17311000 54150 Sheriff Patrol - Canine \$ 200

2024 Fiscal Impact - 0  
2025 Fiscal Impact - 0

This amendment will recognize a donation made to the PC Sheriff's Department from Green Chimneys Children's Services Inc.

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 **24A066**

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

Green Chimney Children's Services, Inc – ck #101294 - \$200



**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

June 26, 2024

Mr. Michael Lewis  
Commissioner of Finance  
County Office Building  
40 Gleneida Avenue  
Carmel, N.Y. 10512

Dear Commissioner Lewis:

I am advising you of the following request to amend the 2024 Putnam County Sheriff's Department budget:

**Increase Revenues:**

**17311000 427051 Sheriff Patrol-Outside Donations \$200.00**

**Increase Appropriations:**

**17311000 54150 Sheriff Patrol-Canine \$200.00**

2024 Fiscal Impact -0-

2025 Fiscal Impact -0-

This amendment recognizes funds presented to the Putnam County Sheriff's Department, from Green Chimneys Children's Services, Inc to use at our discretion towards the K9 program.

Sincerely,

Thomas H. Lindert  
Undersheriff

**GREEN CHIMNEYS CHILDREN'S SERVICES, INC.**  
**PLEASE NOTE: NO ORDERS ARE VALID WITHOUT PO.**

101294

Payee Putnam County Sheriff's Office

Vendor ID pucosh512

Account #: BOP honorarium

101294  
05/23/2024

Invoice	Invoice Date	Description	Amount
PO 112088	5/14/2024	PO 112088 - 2024 BOP HONORARIUM K9 PRESE...	\$200.00

\$200.00

#666

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A067) – SHERIFF’S DEPARTMENT – OVERTIME REIMBURSEMENT – NYS STOP-DWI FOUNDATION INC.**

**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (24A067) to recognize reimbursement of overtime from the NYS Stop-DWI Foundation Inc. for DRE callouts on April 14, 2024; and**

**WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:**

**Increase Revenues:**

**14311000 443890 Sheriff Narcotics – Public Safety Other 282.11**

**Increase Expenses:**

**14311000 51093 Sheriff Narcotics – Overtime 282.11**

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

MICHAEL LEWIS  
Commissioner Of Finance



*Cc: all  
Prot  
A+A*

*Reso*

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

July 5, 2024

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

2024 JUL - 8 AM 11:44  
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 2024 Putnam County Sheriff Department's budget.

Increase Revenues:

14311000 443890 Sheriff Narcotics – Public Safety Other \$ 282.11

Increase Expenses:

14311000 51093 Sheriff Narcotics - Overtime \$ 282.11

2024 Fiscal Impact - 0  
2025 Fiscal Impact - 0

This amendment will recognize reimbursement of overtime from the NYS Stop-DWI Foundation Inc. for DRE callouts on April 14, 2024.

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

**24A067**

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

NYS Stop DWI Foundation, Inc – Ck # 9187 - \$282.11



**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

**Deputy Outside Services**

DATE: 6/26/2024

Mr. Michael Lewis  
Commissioner of Finance  
County Office Building  
40 Gleneida Avenue  
Carmel, N.Y. 10512

Dear Commissioner Lewis:

Check #9187 in the amount of \$282.11

From: NYS STOP-DWI FOUNDATION INC.

Is reimbursement for hours of service of a DRE call on April 14, 2024. This was a grant through NYS Governor's Traffic Safety Committee.

Please apply to corresponding revenue account # 14311000.443890 \$ 282.11

Additionally, please increase expenditure lines:

14311000.51093 \$ 282.11

Very truly yours,

Kristin Van Tassel  
Fiscal Manager

06/13/2024

Putnam County Sheriff's Office

Date	Type	Reference	Original Amount	Balance Due	Payment
06/13/2024	Bill	DRE 4/14	282.11	282.11	282.11
			Check Amount		282.11

Checking

282.11



Community Focused. Saving Lives.

*Must to  
Prohibit  
4/22/24*

New York State STOP-DWI Foundation, Inc.

### DRE CALLOUT

For each DRE callout (not during the DRE's regular shift) you must submit the following information to your County STOP-DWI Coordinator with a properly completed, signed and dated PS-1 form. Reimbursement for **up to 4 hours** for each callout will be made *directly to the Police Agency*. (Incomplete forms will not be processed).

DRE Name & DRE Number: Robert J. DRE#039041

Police Agency (as you'd like the check written): Putnam County Sheriff's Office

Agency Address (complete & readable): 3 County Center Carmel NY 10512

County of Callout:	Putnam 1	Pre-Screen/BAC result:	0.00
Date of Callout:	04/14/2024	Defendant Age:	49
Time of Callout:	11:00am	Male/Female:	Female
Arrest Charges: (check all that apply)	<input checked="" type="checkbox"/> VTL 1192.4 <input type="checkbox"/> VTL 1192 (alcohol only) <input type="checkbox"/> VTL 1192 (alc & drugs) <input type="checkbox"/> VTL 511 <input type="checkbox"/> PL 220 <input type="checkbox"/> Rule Out or Medical		

#### DRE Call-Out Requirements:

1. To be reimbursed for this portion of the funding the callout must be a certified DRE (and NOT a member of the New York State Police). DRE call outs are **eligible for anytime during the entire grant period** October 1, 2023 – September 30, 2024.
2. GTSC will reimburse the actual hourly rate and hours that the officer was called out up to a maximum of 4 hours per call out. Use the PS-1 sheet signed by a supervisor.
3. Before a DRE can be called out, the following must occur.
  - o The arresting officer must have completed his entire SFST field test and see signs of impairment.
  - o The officer must administer a breathalyzer or pre-screen test to determine the subject's BAC.
  - o If the subject has a BAC of .16 or higher there is no reason to call a DRE. If the subject refuses the test and you think drugs may be involved you should consult with a DRE.
  - o The only exception to the above is a crash with serious injuries or a fatality.

*Reimbursement for DRE Callout is at a first come first served basis and reimbursement is directly to the police agency.*



#600

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A071) – SHERIFF’S DEPARTMENT – NYS  
DIVISION OF CRIMINAL JUSTICE SERVICES (DCJS) LAW ENFORCEMENT  
TECHNOLOGY (LETECH) GRANT PROGRAM**

**WHEREAS, at the November 15, 2023 Protective Services Committee meeting, the Sheriff’s Department informed the Committee of the NYS Division of Criminal Justice Services (DCJS) of a non-matching grant opportunity to support law enforcement technology purchases; and**

**WHEREAS, this grant opportunity is aimed at enhancing public safety through the application of emerging technologies by law enforcement agencies; and**

**WHEREAS, on May 31, 2024, DCJS notified the Putnam County Sheriff’s Department that they would receive funding in the amount of \$119,411.51 under the State’s Law Enforcement Technology (LETECH) Program for Fiscal Year 2024-2025; and**

**WHEREAS, the term dates are from April 1, 2024 through March 31, 2025; and  
WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:**

**Increase Revenues:**

<b>13311000 10222</b>	<b>Sheriff Comm – SFY 2024-2025 LETECH Grant</b>	
<b>433890</b>	<b>Other Public Safety</b>	<b>119,411.51</b>

**Increase Expenses:**

<b>13311000 10222</b>	<b>Sheriff Comm – SFY 2024-2025 LETECH Grant</b>	
<b>52680</b>	<b>Other Equipment</b>	<b>81,655.00</b>
<b>52130</b>	<b>Computer Equipment</b>	<b><u>37,756.51</u></b>
		<b>119,411.51</b>

**2024 Fiscal Impact – 0 –  
2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

MICHAEL LEWIS  
Commissioner Of Finance



cc: all  
Prot  
A+A

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

July 9, 2024

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

2024 JUL 10 AM 10:35  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Dear Ms. Schonfeld

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the 2024 Putnam County Sheriff Department's budget.

Increase Revenues:

13311000 10222	Sheriff Comm – SFY 2024-25 LETECH Grant	
433890	Other Public Safety	<u>\$119,411.51</u>

Increase Expenses:

13311000 10222	Sheriff Comm – SFY 2024-25 LETECH Grant	
52680	Other Equipment	\$ 81,655.00
52130	Computer Equipment	<u>37,756.51</u>
		<u>\$119,411.51</u>

2024 Fiscal Impact - 0  
2025 Fiscal Impact – 0

The NYS Division of Criminal Justice Services recognizes law enforcement agencies and departments increasing reliance on emerging technologies to perform their jobs and enhance public safety. Funds have been made available through the Law Enforcement Technology Program to assist with these purchases. The PC Sheriff has been notified by the NYS DCJS that they will receive a one-time award of \$119,411.51.

non matching funds

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 **24A071**

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

**PUTNAM COUNTY SHERIFF'S OFFICE  
INTER-OFFICE MEMORANDUM**

July 8, 2024

**TO:** Sheriff Kevin J. McConville

**FROM:** First Sergeant Timothy Keith

**SUBJECT: DCJS LAW ENFORCEMENT TECHNOLOGY (LETECH) GRANT**

The Putnam County Sheriff's Office has been notified by the NYS Division of Criminal Justice Services of a non-matching grant award in the amount of \$119,411.51 to support law enforcement technology purchases. The below items were included in the grant solicitation budget however, the awarded funding can be utilized for a variety of other pre-approved items outlined on the award notice. It is respectfully requested that once funding is received, it is then appropriated to the accounts itemized below:

13311000-52680-10222 (\$67,855.00)

- (1) Axon Air Fotokite UAV with integrated camera systems for the protracted monitoring of mass-gathering events, disaster areas, and active crime or search scenes

13311000-52680-10222 (\$13,800.00)

- (1) Fixed, 2-Lane License Plate Reader (LPR) system to enhance crime prevention activities, intelligence gathering, and investigative lead generation. LPR will be installed in a high crime area of community concern

13311000-52130-10222 (\$37,756.51)

- Panasonic Toughbook Cf-33 Mobile Data Terminals for patrol vehicle CAD/RMS integration
- Brother PocketJet 8 thermal printers for patrol vehicles



# Division of Criminal Justice Services

KATHY HOCHUL  
Governor

ROSSANA ROSADO  
Commissioner

CILLIAN FLAVIN  
Deputy Commissioner

## Grant Award Notice

Friday, May 31, 2024

The Division of Criminal Justice Services (DCJS) is pleased to advise you that your agency will receive funding under the State's Law Enforcement Technology (LETECH) Program for State Fiscal Year (FY) 2024-2025.

Project Name	Award Amount <sup>1</sup>
PUTNAM COUNTY SHERIFF'S OFFICE Law Enforcement Technology (LETECH) Program	\$119,411.51
Budget	Term Dates
SFY 2024-25	April 1, 2024 to March 31, 2025

### Additional Information:

We are pleased to inform you that Governor Kathy Hochul secured additional funding in the SFY 2024-2025 Budget to assist in the acquisition of law enforcement technology and equipment.

Please note that you will not receive a DCJS grant contract for this funding; instead you must sign and return an online attestation form, located at the following weblink:

<https://survey.alchemer.com/s3/7859407/NYS-DCJS-LETECH-2425-AttestationForm>

Upon completion of the attestation form, funds will be sent to your agency in one payment by the DCJS Office of Budget and Finance.

You may use the funds on any previously approved item within your application, or on any of the following items:

- Surveillance Cameras (Mobile/Fixed)
- License Plate Readers (Mobile/Fixed)
- Acoustic Gunshot Detection Systems
- Unmanned Aerial Vehicles (UAVs, also known as "drones")
- 3-D Crime Scene Laser Scanner
- Scanners/Readers/Radios
- Software Applications, Development and Deployment
- Patrol Vehicle Equipment (PC/Tablet, Scanners, Printer, etc.)
- Body Worn Equipment
- Lighting Systems

Funds may not be used to support the following purchases or expenses:

- a) Firearms
- b) Conductive Energy Devices (e.g., Tasers and Stingers)

In addition to any county or municipal procurement restrictions, awardees must adhere to all current state and federal guidance, as it relates any of the specific equipment supported through this award. These restrictions include, but are not limited to, entities that appear on the OGS Debarment list (<https://ogs.ny.gov/debarred-and-non-responsible-entities>) or on the state's Prohibited Entities List and which have been identified in the National Defense Authorization Act (NDAA) Section 889 - Prohibition on Contracting with Entities Using Certain Telecommunications and Video Surveillance Services or Equipment (<https://researchcompliance.caltech.edu/export/national-defense-authorization-act-ndaa-section-889#:~:text=NDAA%20Section%20889%20%2D%20Prohibition%20on,Video%20Surveillance%20Services%20or%20Equipment>).

If you have any questions, please email [dcjs.sm.letechquestions@dcjs.ny.gov](mailto:dcjs.sm.letechquestions@dcjs.ny.gov)

Thank you for your continued partnership. We look forward to working with you in our continued efforts to keep New Yorkers safe and build stronger communities.

**New York State Division of Criminal Justice Services (DCJS)**  
**Law Enforcement Technology (LETECH) Grants**  
**Awarded Grantees by County and Agency, as of May 13, 2024**

Orange	Village of Maybrook Police Department	\$22,339
Orange	Village of Tuxedo Park Police Department	\$14,326
Orange	Village of Washingtonville Police Department	\$99,500
Orange	Walden Village Police Department	\$360,000
Orange	Deerpark Town Police Department	\$184,600
Orange	Town of Goshen	\$461,407
Orange	Town of Montgomery Police Department	\$119,521
Orange	City of Newburgh Police Department	\$1,710,482
Orange	Orange County Sheriff's Office	\$172,100
Orange	City of Port Jervis Police Department	\$256,848
Orange	Town of Tuxedo	\$135,300
Orange	Town of Walkkill Police Department	\$709,000
Orleans	Albion Police Department	\$44,256
Orleans	Holley Police Department	\$15,845
Orleans	Orleans County Sheriff	\$536,900
Orleans	<del>Medina Police Department</del>	\$75,857
Oswego	City of Fulton Police Department	\$191,900
Oswego	Oswego Police Department	\$105,944
Oswego	Phoenix Village Police Department	\$18,088
Oswego	Pulaski Police Department	\$43,400
Oswego	Central Square Police Department	\$15,500
Oswego	Oswego County Emergency Management	\$650,000
Oswego	Oswego County Sheriff's Office	\$140,474
Otsego	City of Oneonta Police Department	\$142,777
Putnam	Brewster Police Department	\$81,500
Putnam	Carmel Police Department	\$408,840
Putnam	Putnam County Sheriff's Office	\$119,412
Putnam	Town of Kent Police	\$150,290
Putnam	Putnam County 911	\$255,000
Putnam	Village of Cold Spring Police Department	\$46,265
Rensselaer	East Greenbush Police Department	\$387,000
Rensselaer	Hoosick Falls Police Department	\$292,698
Rensselaer	North Greenbush Police Department	\$240,969
Rensselaer	Rensselaer City Police Department	\$406,119
Rensselaer	Rensselaer County Sheriff's Office	\$152,000
Rensselaer	Schodack Police Department	\$96,200
Rensselaer	Troy New York Police Department	\$362,000
Rockland	Rockland County Sheriff's Office	\$180,000
Rockland	Suffern Village Police Department	\$74,500
Rockland	Town of Orangetown Police Department	\$100,000
Rockland	Clarkstown Police Department	\$807,588
Rockland	Town of Haverstraw Police Department	\$185,000
Rockland	Village of Piermont Police Department	\$168,000
Rockland	Ramapo Police Department	\$177,000



**Division of Criminal  
Justice Services**

# **Law Enforcement Technology (LETECH) Application for Funding September 2023**

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**IMPORTANT DATES:**

<b>Application Release Date:</b>	Monday, September 25, 2023
<b>Application Due to DCJS:</b>	Wednesday, November 8, 2023 by 12:00 PM (Noon)
<b>Questions regarding the application:</b>	<a href="mailto:Dcjs.sm.LEtechquestions@dcjs.ny.gov">Dcjs.sm.LEtechquestions@dcjs.ny.gov</a> (Include "LE Technology" in the Subject Line)
<b>Questions regarding an SFS number:</b>	<a href="mailto:sfs.sm.HelpDesk@sfs.ny.gov">sfs.sm.HelpDesk@sfs.ny.gov</a>
<b>Notification of Awards:</b>	On or about Wednesday, January 17, 2024

---

**Applications are to be submitted to DCJS using the Attached Form by November 8, 2023.**



**Division of Criminal  
Justice Services**

## **2023-2024 Law Enforcement Technology (LETECH) Application for Funding**

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<b>IV. APPLICATION/FORM INFORMATION.....</b>	<b>4</b>
<b>V. NOTIFICATION OF AWARDS .....</b>	<b>4</b>
<b>VI. PAYMENT INFORMATION.....</b>	<b>4</b>

**ATTACHMENT:** Law Enforcement Technology Funding Application Form

## **I. INTRODUCTION**

The New York State Division of Criminal Justice Services (DCJS) seeks applications from law enforcement agencies to fund law enforcement technologies (LETECH) and applicable software/equipment – such as license plate readers, mobile and fixed surveillance cameras, unmanned aerial vehicles, gunshot detection devices, smart equipment for patrol vehicles and officers, technology or software and other kinds of public safety equipment – to help keep New Yorkers and our law enforcement partners safe. Approximately (fifty million dollars) \$50,000,000 is expected to be available to fund LETECH and applicable equipment/ software for local law enforcement agencies outside of New York City.

Law enforcement technology is intended to help local law enforcement agencies prevent and solve crimes, particularly violent crimes by firearms and crimes of community concern (e.g., motor vehicle thefts). As well as serve as an integrated part of an agency's problem-solving and community-engagement strategy, helping to increase public trust and communication.

DCJS enhances public safety by providing resources and services that inform decision making and improve the quality of the criminal justice system. DCJS is a multi-function criminal justice support agency with a variety of responsibilities, including collection and analysis of statewide crime data; operation of the DNA databank and criminal fingerprint files; administration of federal and state criminal justice funds; identifying and funding programs that reduce crime, recidivism, and victimization. Additionally, DCJS administers the state's Sex Offender Registry. DCJS conducts research on critical criminal justice issues and provides training, legal guidance and regulation to the State's law enforcement, community corrections and prosecutorial communities.

DCJS is committed to providing programs that improve the effectiveness of New York's criminal justice system. Applications will be selected for funding consistent with the best interest of the state.

## **II. LAW ENFORCEMENT TECHNOLOGY PROGRAM INFORMATION**

Throughout New York and the United States, law enforcement agencies and departments are increasingly relying on emerging technologies to perform their duties and to enhance public safety, as well as to collect potentially useful evidence.

LETECH also is proving to be an important tool to assist broader law enforcement, problem-solving, and community engagement strategies within jurisdictions across the state and country.

This deployment of LETECH is intended to help prevent and solve crimes, particularly violent crimes by firearms, and serve as an integrated part of a law enforcement agency's problem-solving and community-engagement strategy, helping to increase public trust and communication.

Awards will be granted to each individual applicable department/agency that is selected for an award. There will be no contracts executed between DCJS and individual award recipients. Payment will be issued directly to award recipients in the amounts approved by DCJS.

### **III. FUNDING INFORMATION AND ELIGIBILITY**

#### **A. Funding**

Approximately \$50,000,000 will be made available to support the law enforcement technology program. Funding under this program must supplement, not supplant, non-grant funds that would otherwise be available for expenditure on the programs proposed.

##### **1. Availability and Approved Use of State Funds**

All awards are subject to the availability of funds. Applicants should anticipate that awards under this initiative are one-time awards and should propose project activities and deliverables that can be accomplished without additional and/or subsequent funding. Agencies receiving awards should plan for the institutionalization of the project after grant funds are no longer available, including any prerequisite training requirements. This is a one-time payment for law enforcement technologies and applicable software/equipment, not for the continued maintenance of such.

##### **2. Eligible Items for Consideration**

Law enforcement agencies and departments are increasingly relying on emerging technologies to perform their duties and to enhance public safety. In their daily work, law enforcement agencies are also using technology to reduce the risk of injury and bodily harm to officers and the public. Through this RFA, law enforcement agencies may indicate on the attached form their need for any of the following items:

- Surveillance Cameras (Mobile/Fixed)
- License Plate Readers (Mobile/Fixed)
- Acoustic Gunshot Detection Systems
- Unmanned Aerial Vehicles (UAVs, also known as “drones”)
- 3-D Crime Scene Laser Scanner
- Handheld Scanners/Readers/Radios
- Software Applications, Development and Deployment
- Patrol Vehicle Equipment (PC/Tablet, Scanners, Printer, etc.)
- Body Worn Equipment (Cameras)
- Lighting Systems
- Other Equipment (specify)

## **B. Applicant Eligibility and Requirements**

Eligible applicants include local law enforcement agencies (e.g., police departments and sheriff's offices) in jurisdictions in New York State outside of New York City.

Funding requests must be submitted on the attached Law Enforcement Technology Application Form.

Awardees must be current with the required submission to DCJS of their Uniform Crime Reports (UCR) or Incident-Based Reports (IBR).

Awardees must have a State Financial Services (SFS) vendor ID registered with New York State or must have an SFS number by the time payment is issued.

## **IV. APPLICATION/FORM INFORMATION**

Applicants must electronically submit the attached Law Enforcement Technology Application as instructed. If DCJS does not receive the attached form, the applicant will not receive funding. Please be sure all fields are complete before submission. If you have any questions on the application, please contact [Dcjs.sm.LEtechquestions@dcjs.ny.gov](mailto:Dcjs.sm.LEtechquestions@dcjs.ny.gov) and include "LE Technology" in the subject line of the message.

## **V. NOTIFICATION OF AWARDS**

Applicants approved for funding will be notified in writing by DCJS via email to the email address provided in the attached application form.

## **VI. PAYMENT**

If selected for funding, each individual agency/department shall receive a one-time payment for their entire award as determined by DCJS.

It is expected that \$50 million dollars will be available to provide commodities and technology, including those available through centralized contracts established by the NYS Office of General Services (OGS). If selected to receive an award, please visit the OGS website at <https://ogs.ny.gov/procurement/ogs-centralized-contracts> for the availability of a centralized contract before seeking procurement.



**Axon Enterprise, Inc.**  
 17800 N 85th St.  
 Scottsdale, Arizona 85255  
 United States  
 VAT: 86-0741227  
 Domestic: (800) 978-2737  
 International: +1.800.978.2737

**Q-520784-45455.874CA**

Issued: 06/12/2024

Quote Expiration: 07/31/2024

Estimated Contract Start Date: 09/01/2024

Account Number: 131884

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Putnam County Sheriff's Office - NY 3 County Ctr Carmel, NY 10512-1323 USA	Putnam County Sheriff's Office - NY 3 County Ctr Carmel NY 10512-1323 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Joe Kwiatek Phone: Email: jkwiatek@axon.com Fax:	Tim Keith Phone: (845) 225-4300 Email: timothy.keith@putnamcountyny.gov Fax: (845) 225-4399

**Quote Summary**

Program Length	60 Months
<b>TOTAL COST</b>	<b>\$67,855.00</b>
<b>ESTIMATED TOTAL W/ TAX</b>	<b>\$67,855.00</b>

**Discount Summary**

Average Savings Per Year	\$0.00
<b>TOTAL SAVINGS</b>	<b>\$0.00</b>

**Payment Summary**

<b>Date</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Aug 2024	\$67,855.00	\$0.00	\$67,855.00
<b>Total</b>	<b>\$67,855.00</b>	<b>\$0.00</b>	<b>\$67,855.00</b>

Quote Unbundled Price:	\$67,855.00
Quote List Price:	\$67,855.00
Quote Subtotal:	\$67,855.00

**Pricing**

*All deliverables are detailed in Delivery Schedules section lower in proposal*

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>A la Carte Hardware</b>									
100379	AXON AIR - FOTOKITE SIGMA ROOF-MOUNT	1			\$44,095.00	\$44,095.00	\$44,095.00	\$0.00	\$44,095.00
<b>A la Carte Software</b>									
12344	AXON AIR - FOTOKITE CONNECT LICENSE	1	60		\$275.00	\$275.00	\$16,500.00	\$0.00	\$16,500.00
<b>A la Carte Warranties</b>									
100776	AXON AIR - FOTOKITE SIGMA 4YR EXTENDED WARRANTY	1			\$7,260.00	\$7,260.00	\$7,260.00	\$0.00	\$7,260.00
<b>Total</b>							<b>\$67,855.00</b>	<b>\$0.00</b>	<b>\$67,855.00</b>

## Delivery Schedule

### Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
A la Carte	100379	AXON AIR - FOTOKITE SIGMA ROOF-MOUNT	1		08/01/2024

### Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	12344	AXON AIR - FOTOKITE CONNECT LICENSE	1	09/01/2024	08/31/2029

### Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	100776	AXON AIR - FOTOKITE SIGMA 4YR EXTENDED WARRANTY	1		

## Shipping Locations

Location Number	Street	City	State	Zip	Country
	3 County Ctr	Carmel	NY	10512-1323	USA

## Payment Details

Aug 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Upfront	100379	AXON AIR - FOTOKITE SIGMA ROOF-MOUNT	1	\$44,095.00	\$0.00	\$44,095.00
Upfront	100776	AXON AIR - FOTOKITE SIGMA 4YR EXTENDED WARRANTY	1	\$7,260.00	\$0.00	\$7,260.00
Upfront	12344	AXON AIR - FOTOKITE CONNECT LICENSE	1	\$16,500.00	\$0.00	\$16,500.00
<b>Total</b>				<b>\$67,855.00</b>	<b>\$0.00</b>	<b>\$67,855.00</b>

**Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.**

Contract Sourcwell #101223-AXN is incorporated by reference into the terms and conditions of this Agreement. In the event of conflict the terms of Axon's Master Services and Purchasing Agreement shall govern.

## Standard Terms and Conditions

### Axon Enterprise Inc. Sales Terms and Conditions

#### Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

#### ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

#### Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

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Signature

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Date Signed

6/12/2024





Keith Puhekker

Putnam County Sheriff's Department  
3 County Center  
Carmel, NY 10512

11/22/2023

Dear Keith Puhekker,

**Warranty:**

1. Equipment warranty is established by the manufacturers unless specified otherwise in the scope of work.
2. Should any defects develop during the warranty period due to equipment failure, Digital Surveillance Solutions shall send to the manufacturer to revert to working order at no expense to Putnam County Sheriff's Department.
3. Any painted over serial numbers will not be accepted for warranty claim by the manufacturer.

**Warranty exclusions:**

1. System abuse or misuse.
2. Floods, fires, earthquakes, lightning strikes, or other events beyond the control of Digital Surveillance Solutions.
3. Environmental conditions required by hardware manufacturers will be maintained by Putnam County Sheriff's Department for the term of the system warranty. If environmental conditions required by manufacturer are not maintained, repairing damage to equipment will be at the expense of the Putnam County Sheriff's Department.

**Exchange Return Policy**

1. Return Product(s) are subject to a ten percent (10%) restocking fee if not returning for the following reasons - return of defective items and/or delivery of the wrong items.
2. Please email Jessica Pitarresi a confirmation that you have received your order correctly or report any errors in the delivery. If email is not received within 60 days no returns or exchanges will be accepted.

I appreciate the opportunity to submit this proposal. If you have any questions, or comments, or require further details, feel free to contact me.

Best Regards,

Jessica Pitarresi  
Digital Surveillance Solutions  
485 Cayuga Road  
Buffalo, NY 14225



**Updated 2 Lane LPR System**

**Prepared For:**

Keith Puhekker  
 Putnam County Sheriff's Department  
 3 County Center  
 Carmel, NY 10512  
 United States  
 Keith.Puhekker@putnamcountyny.gov

**Prepared By:**

Jessica Pitarresi  
 Digital Surveillance Solutions, Inc.  
 485 Cayuga Road  
 Buffalo, NY 14225  
 jessicap@dssvideo.com  
 716-597-0369

Quote #	Sales Rep	Payment Terms	Due Date
DSSQ5510	Jessica Pitarresi	30	12/22/2023

Item Number	Description	QTY	Unit Price	Total Price
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**Camera Hardware for LPR Lanes**

Mx-M73A-RJ45	Mobotix	M73 Body with RJ45 Connector Box (white)	2	\$1,067.40	\$2,134.80
Mx-O-M7SA-8D280	Mobotix	15° 4K Day Sensor Module TELE	2	\$306.00	\$612.00
Mx-O-M7SA-8L280	Mobotix	15° 4K LPF Sensor Module TELE	2	\$398.70	\$797.40
Mx-M-PM-M73	Mobotix	Pole mount for M73 models	2	\$110.70	\$221.40
MX-OPT-CBL-LAN-10	Mobotix	Ethernet Patch Cable, 10 m	4	\$45.00	\$180.00
MX-Overvoltage-Protection-Box-L	Mobotix	Network Connector with Surge Protection, LSA Version	4	\$63.90	\$255.60
MX-Overvoltage-Protection-Box-	Mobotix	Network Connector with Surge Protection, RJ45 Version	2	\$63.90	\$127.80
Mx-F-IRA-T	Mobotix	M73 IR Light Module for Tele Lens (15° - 30°)	2	\$184.50	\$369.00

**Camera for Overview of Scene**

Mx-S74A	Mobotix	S74 Body for 4 Sensor- and Functional Modules	1	\$789.30	\$789.30
Mx-F-S7A-RJ45	Mobotix	S74 Network slide in board with RJ45 socket	1	\$110.70	\$110.70
Mx-O-M7SA-8D080	Mobotix	60° 4K Day Sensor Module WIDE	2	\$306.00	\$612.00
Mx-A-S7A-CBL02-AN	Mobotix	Sensor cable 2m for S7x straight-angled	2	\$54.90	\$109.80
Mx-M-PTMA	Mobotix	PTMount S7x, white	2	\$73.80	\$147.60

Item Number		Description	QTY	Unit Price	Total Price
<b>Rack and Components</b>					
SVP-18168	DDB Unlimited	Pole/Wall Small Box 18" H x 16" W x 8"D	1	\$739.20	\$739.20
F15-115T	DDB Unlimited	110 VOLTS, SINGLE FAN KIT WITH ADJUSTABLE THERMOSTAT	1	\$142.08	\$142.08
NBE-5AC-Gen2	Ubiquiti	NanoBeam 5AC Gen2	2	\$98.95	\$197.90
UISP-CABLE-PRO	Ubiquiti	Category 5e cable. 24 AWG solid copper conductor pairings Insulated, weatherproof cable jacket Internal foil shielding and drain wire for increased ESD damage protection.	1,000	\$0.14	\$140.00
MAA1-0900600M-NA	Cradlepoint	1-yr NetCloud Mobile Essentials Plan, Advanced Plan, and IBR900 router with WiFi (600Mbps modem), no AC power supply or antennas, North America	1	\$1,108.65	\$1,108.65
170704-002	Cradlepoint	Cellular Antenna, Black mini, 600MHz - 6GHz, SMA, 140mm, Used with 600M, 150M, 10M modems	1	\$15.19	\$15.19
<b>Not on State Contract</b>					
ER7212PC	TP-LINK	Gigabit VPN Router with PoE+ Ports and Controller Ability	1	\$267.29	\$267.29
EAP225	TP-LINK	EAP225 Omada AC1350 Gigabit Wireless Access Point Business WiFi Solution w/ Mesh Support, Seamless Roaming & MU-MIMO PoE Powered SDN Integrated Cloud Access & Omada App White	1	\$59.39	\$59.39
CT4000P3PSSD8	Micron	Crucial P3 Plus 4000GB 3D NAND NVMe PCIe M.2 SSD	1	\$297.59	\$297.59
110991666	Nvidia	Jetson AGX Xavier H01 Kit with Jetson Xavier AGX processor, 32 TOPs, Wi-Fi, Aluminum case with cooling fan, pre-installed JetPack System	1	\$1,937.50	\$1,937.50
8NR835	Sandisk	SanDisk Ultra 1 TB UHS-I microSDXC - 120 MB/s Read - 10 Year Warranty U1 A1 CARD+ADAP	4	\$293.56	\$1,174.24
TPDIN-POE-Relay	Tycon Systems	TPDIN PoE Powered Relay up to 10A	1	\$68.45	\$68.45
NDR-120-12	ANTAIRA	120 Watt Industrial Single Output DIN Rail Power Supply - 12 VDC / 10.0 Amps	1	\$92.59	\$92.59
Shipping	Shipping	Shipping/Freight	1	\$469.00	\$469.00

Item Number	Description	QTY	Unit Price	Total Price
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<b>SUBTOTAL</b>	\$13,176.47
<b>SALES TAX</b>	\$0.00
<b>Optional Item Total</b>	\$0.00
<b>TOTAL</b>	\$13,176.47

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

To accept this proposal, sign here and return: \_\_\_\_\_

Signature

Date



# SALES QUOTE

GovConnection, Inc.  
732 Milford Road  
Merrimack, NH 03054

**Account Executive:** Timothy Vanasse  
**Phone:** (800) 800-0019 ext. 33011  
**Fax:** (603) 683-1204  
**Email:** tim.vanasse@connection.com

**# 25645922.01**

PLEASE REFER TO THE ABOVE  
QUOTE # WHEN ORDERING

**Date:** 6/25/2024  
**Valid Through:** 7/25/2024  
**Account #:**

**Customer Contact:** William Rossiter  
**Email:** william.rossiter@putnamcountyny.g

**Phone:** (845) 225-4300 x42209  
**Fax:** (845) 225-1421

<b>QUOTE PROVIDED TO:</b> AB#: 13250684 <b>PUTNAM COUNTY SHERIFFS DEPT</b> ACCOUNTS PAYABLE 3 COUNTY CTR CARMEL, NY 10512 US (845) 225-4300	<b>SHIP TO:</b> AB#: 23400033 <b>Putnam County Sheriffs Dept</b> William Rossiter 3 County Ctr Carmel, NY 10512 US (845) 225-4300 x42209
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DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
		Small Pkg Ground Service Level	80.00 lbs	Net 30	NCPA 01-144

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-144. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext	
1	11	41813258	3000178292100.1	Cust. Putnam County Dept of IT / GIS Latitude 5430 Intel i7-1185G7 14" Touch 7 / 19 Dell Direct CTO/Systems	Dell Direct CTO/Systems	\$ 3,250.00	\$ 35,750.00	
<b>Subtotal</b>							\$	35,750.00
<b>Fee</b>							\$	0.00
<b>Shipping and Handling</b>							\$	0.00
<b>Tax</b>								Exempt!
<b>Total</b>							\$	35,750.00



**ORDERING INFORMATION**

**GovConnection, Inc. DBA Connection  
NCPA Contract # NCPA 01-144**

**Please contact your account manager with questions.**

**Ordering Address**  
GovConnection, Inc.  
732 Milford Road  
Merrimack, NH 03054

**Remittance Address**  
GovConnection, Inc.  
PO Box 536477  
Pittsburgh, PA 15253-5906

**Please reference the Contract # on all purchase orders.**

**TERMS & CONDITIONS**

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
Delivery Time:	1-30 DAYS ARO
FEIN:	52-1837891
DUNS Number:	80-967-8782
Cage Code:	OGTJ3
Business Size:	LARGE

**WARRANTY:** Manufacturer's Standard Commercial Warranty

**NOTE:** It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

*Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-144. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.*

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one: <https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm>

<b>Please forward your Contract or Purchase Order to:</b> <a href="mailto:SLEDOPS@connection.com">SLEDOPS@connection.com</a>
<b>QUESTIONS: Call 800-800-0019</b>
<b>FAX: 603.683.0374</b>

#6dd

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
 Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
 Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – CONFIRMATION – APPOINTMENTS – PUTNAM COUNTY EMERGENCY SERVICES SAFETY ADVISORY BOARD**

**WHEREAS, Section 25-38 of the Putnam County Code provides for the appointment of members of the Putnam County Emergency Services Safety Advisory Board by the County Executive subject to confirmation by the Putnam County Legislature; and**

**WHEREAS, the County Executive has appointed the following:**

**Michael Mocuiski, Emergency Medical Services Council Representative, for the remainder of a three (3) year term, said term to expire December 31, 2026.**

**Catherine Lewis, Emergency Medical Services Council Representative, for the remainder of a three (3) year term, said term to expire December 31, 2024.**

**WHEREAS, the Protective Services Committee of the Putnam County Legislature has reviewed and approved said appointments; now therefore be it**

**RESOLVED, that pursuant to Section 25-38(B) of the Putnam County Code, the Putnam County Legislature hereby confirms the above appointments to the Putnam County Emergency Services Safety Advisory Board made by the County Executive; and be it further**

**RESOLVED, that these appointments comply with any requirements to file an Oath of Office pursuant to the New York State Public Officers Law.**

Legislator Addonizio \_\_\_\_\_  
 Legislator Castellano \_\_\_\_\_  
 Legislator Crowley \_\_\_\_\_  
 Legislator Ellner \_\_\_\_\_  
 Legislator Gouldman \_\_\_\_\_  
 Legislator Montgomery \_\_\_\_\_  
 Legislator Nacerino \_\_\_\_\_  
 Legislator Sayegh \_\_\_\_\_  
 Chairman Jonke \_\_\_\_\_



PUTNAM COUNTY EXECUTIVE  
KEVIN M. BYRNE

**Memorandum**

**Date:** July 9, 2024

**To:** Paul Jonke  
Chairman, Putnam County Legislature

**CC:** Diane Schoenfeld  
Clerk, Putnam County Legislature

**From:** Kevin M. Byrne  
Putnam County Executive

A blue ink handwritten signature of Kevin M. Byrne.

2024 JUL 10 AM 10:33  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

In accordance with (§) 35-38 of the Putnam County Code, and upon recommendation of the members of the board, it is my privilege to appoint Mr. Michael Mocolski and Ms. Catherine Lewis to the Putnam County Emergency Services Safety Advisory Board as representatives to the EMS Council. Both candidates are well-qualified and knowledgeable in the field and will be a great asset to the board.

I respectfully ask the Legislature to place the appointments of Mr. Mocolski and Ms. Lewis on the next appropriate legislative committee meeting with the intention they be confirmed during the next full legislative meeting afterwards.

Listed below are the positions and terms they will serve.

- **Michael Mocolski**  
EMS Council Representative  
Term Expires December 31, 2026
- **Catherine Lewis**  
EMS Council Representative  
Term Expires December 31, 2024

Attached for your review are the resumes of all candidates and a memo from Commissioner Lipton on behalf of the board requesting Mr. Mocolski and Ms. Lewis' appointments.



# PUTNAM COUNTY BUREAU OF EMERGENCY SERVICES



Kevin M. Byrne  
County Executive

Robert A. Lipton  
Commissioner of Emergency Services

J. Ralph Falloon  
Deputy Commissioner of Emergency Services

Christopher E. Shields  
Director of Emergency Management

Robert Cuomo  
Director of Emergency Medical Services

## **MEMORANDUM**

**To:** Kevin M. Byrne, County Executive  
**From:** Robert A. Lipton, Commissioner  
**Re:** Emergency Services Safety Advisory Board  
**Date:** June 3, 2024

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Per Article 3 of the ESSAB By-Laws:

"Appointment Procedure of the Putnam County Emergency Services Safety Advisory Board Rules and Regulations";

"The Putnam County Emergency Services Safety Advisory Board will make recommendations to the County Executive who will appoint members. Consummation is then needed by the Putnam County Legislature. All members shall serve without compensation."

The Board respectfully requests the appointment of Catherine Lewis, representing the EMS Council, who is replacing Patricia Frische's three-year term which expires on December 31, 2024.

The Board respectfully requests the appointment of Michael Moculski, representing the EMS Council, who is replacing David Jacobsen for a three-year term commencing January 1, 2024 to expire December 31, 2026.

Thank you.

RAL/hz

# 6 ee

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**AUTHORIZATION FOR INTERMUNICIPAL AGREEMENT WITH WESTCHESTER COUNTY TO EFFECTUATE THE INSTALLATION OF MOBILE RADIOS FOR THE POLICE DEPARTMENTS PARTICIPATING IN A MUTUAL AID AND RAPID RESPONSE PLAN**

**WHEREAS, pursuant to Article 5-G of the general Municipal Law, the County of Putnam and the County of Westchester (collectively the "Parties") created and entered into a Mutual Aid and Rapid Response Plan (the "Plan") to formalize operational procedures for law enforcement assistance to participating agencies; and**

**WHEREAS, the Plan provides that each member law enforcement agency agrees to make available its police personnel and equipment to the others upon the occurrence of a condition which is beyond the scope of its police resources; and**

**WHEREAS, the County of Westchester operates public safety radio communication systems for its Department of Public Safety, Department of Emergency Services, and Department of Public Works and Transportation Bee-Line transit operations; and**

**WHEREAS, the County of Putnam is in need of mobile radios for its municipal police vehicles programmed with radio communication systems that will allow it to communicate with the County of Westchester, law enforcement, fire, EMS and other first responders for purposes of carrying out the Plan; and**

**WHEREAS, the County of Westchester wishes to furnish the mobile radios to the County of Putnam for installation in its municipal polices vehicles; and**

**WHEREAS, the County of Westchester wishes to provide the mobile radios to the County of Putnam, as well as the initial radio programming services, at no charge to the County of Putnam; and**

**WHEREAS, the Parties desire to enter into an intermunicipal agreement to provide for the installation and operation of mobile radios (the "Radio Agreement"); and**

**WHEREAS, entry into such intermunicipal agreement is permitted under Article 5-G of the General Municipal Law; and**

**WHEREAS, due to prevailing world, national, and local security situations, the ever-increasing flow of intelligence, and actual threats directed against once benign sites and facilities, the parties desire that the Radio Agreement be flexible and subject to review and revision as necessary in a timely manner; and**

**RESOLVED, that the County of Putnam be and hereby is authorized to enter into an intermunicipal agreement ("IMA") with the County of Westchester, in order to effectuate the installation and operation of mobile radios in municipal police vehicles; and be it further**

**RESOLVED, that such IMA shall be substantially similar in form and content to the draft items accompanying this resolution; and be it further**

**RESOLVED, that the term of the IMA will be five (5) years commencing in January, 2024, and continuing through January, 2029; and be it further**

**RESOLVED, that the County Executive is authorized to execute said IMA on behalf of the County of Putnam; and be it further**

**RESOLVED, that this resolution shall take effect immediately.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

From: PC Sheriff  
+ Law Dept.

cc: all  
Prot. 7-17-24

**AUTHORIZATION FOR INTERMUNICIPAL AGREEMENT WITH WESTCHESTER COUNTY TO EFFECTUATE THE INSTALLATION OF MOBILE RADIOS FOR THE POLICE DEPARTMENTS PARTICIPATING IN A MUTUAL AID AND RAPID RESPONSE PLAN**

WHEREAS, pursuant to Article 5-G of the general Municipal Law, the County of Putnam and the County of Westchester (collectively the "Parties") created and entered into a Mutual Aid and Rapid Response Plan (the "Plan") to formalize operational procedures for law enforcement assistance to participating agencies; and

WHEREAS, the Plan provides that each member law enforcement agency agrees to make available its police personnel and equipment to the others upon the occurrence of a condition which is beyond the scope of its police resources; and

WHEREAS, the County of Westchester operates public safety radio communication systems for its Department of Public Safety, Department of Emergency Services, and Department of Public Works and Transportation Bee-Line transit operations; and

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WHEREAS, the County of Westchester wishes to provide the mobile radios to the County of Putnam, as well as the initial radio programming services, at no charge to the County of Putnam; and

WHEREAS, the Parties desire to enter into an intermunicipal agreement to provide for the installation and operation of mobile radios (the "Radio Agreement"); and

WHEREAS, entry into such intermunicipal agreement is permitted under Article 5-G of the General Municipal Law; and

WHEREAS, due to prevailing world, national, and local security situations, the ever-increasing flow of intelligence, and actual threats directed against once benign sites and facilities, the parties desire that the Radio Agreement be flexible and subject to review and revision as necessary in a timely manner; and

RESOLVED, that the County of Putnam be and hereby is authorized to enter into an intermunicipal agreement ("IMA") with the County of Westchester, in order to effectuate the installation and operation of mobile radios in municipal police vehicles; and be it further

RESOLVED, that such IMA shall be substantially similar in form and content to the draft items accompanying this resolution; and be it further

RESOLVED, that the term of the IMA will be five (5) years commencing in January, 2024, and continuing through January, 2029; and be it further

RESOLVED, that the County Executive is authorized to execute said IMA on behalf of the County of Putnam; and be it further

RESOLVED, that this resolution shall take effect immediately.

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

2024 JUL 11 AM 9:12

**THIS LICENSE AGREEMENT** (the "Agreement"), made the \_\_\_\_\_ day of \_\_\_\_\_, 2023 by and between:

**THE COUNTY OF WESTCHESTER**, a municipal corporation of the State of New York, having an office and place of business in the Michaelian Office Building, 148 Martine Avenue, White Plains, New York 10601 (hereinafter referred to as the "County")

and

**THE COUNTY OF PUTNAM**, a municipal corporation of the State of New York having an office and place of business at 40 Gleneida Avenue, Carmel, New York 10512 (hereinafter referred to as the "Licensee").

**WITNESSETH:**

**WHEREAS**, the Licensee participates in the Mutual Aid and Rapid Response Plan for the Police Departments of Westchester County, New York (the "Mutual Aid Plan"); and

**WHEREAS**, the County operates public safety radio communication systems (the "County Radio Systems") for the County Department of Public Safety ("DPS"), the Department of Emergency Services ("DES"), and the Department of Public Works and Transportation ("DPWT") Bee-Line transit operations, as well as for communication between the County and emergency first responders throughout Westchester County and the surrounding jurisdictions; and

**WHEREAS**, in 2007, the County installed a control station radio and associated equipment, at the Licensee's police headquarters located at 112 Old Route 6, Carmel, New York 10512 (the "Site") for mutual aid purposes; and

**WHEREAS**, in 2021, the County replaced the control station radio with an APX 8500 control station radio as set forth in Schedule "A" (the "Control Station Radio"), which, along with the associated and appurtenant equipment, are referred to herein as the "Radio Equipment"; and

**WHEREAS**, the County has obtained a Statewide Interoperable Communications Grant from the New York State Division of Homeland Security and Emergency Services ("NYS DHSES"), being Contract No. 197794, as may be renewed, amended or extended from time to time, a copy of which is on file with the Commissioner of the County Department of Emergency Services and available upon request (the "State Grant Agreement"), which the County wishes to use to replace the single band VHF antenna at the Site with a Sinclair SC2340 Tri-band Omni Antenna or similar antenna (the "Tri-Band Antenna) to connect the Control Station Radio to the County's P25 Trunked Radio System, which is one of the newly installed County Radio Systems; and

**WHEREAS**, the Radio Equipment and Tri-Band Antenna are collectively referred to herein as the "Equipment";

**WHEREAS**, the Licensee desires to permit the installation of the Equipment according to the terms set forth herein.

**NOW, THEREFORE**, in consideration of the terms and conditions herein contained, the parties agree as follows:

**ARTICLE I**  
**GENERAL PROVISIONS**

**Section 1.1.** The recitals are hereby incorporated by reference.

**Section 1.2.** The Licensee acknowledges that the Radio Equipment was properly installed by the County and is in proper and good working condition.

**Section 1.3.** The County, acting by and through the Westchester County Commissioner of Department of Public Safety or his designee (the "Commissioner"), shall furnish and install the Tri-Band Antenna to replace the current single band antenna at the Site according to the terms set forth in Schedule "A".

**Section 1.4.** The Licensee agrees to provide the County with reasonable access to the Site, equipment and information necessary for the County or its vendor to install the Tri-Band Antenna.

**Section 1.5.** The Licensee acknowledges and agrees that the Equipment is intended to enhance the ability of Licensee, the County and other first responders to safely and reliably communicate with each other during mutual aid events.

**Section 1.6.** The Licensee acknowledges that the distribution, installation and use of the Tri-Band Antenna is subject to the State Grant Agreement.

**Section 1.7.** Once installed by the County, Licensee shall not uninstall, change or reassign the location or unit assignment of the Equipment without obtaining the prior written consent of the County.

**Section 1.8.** The County will furnish and install the Tri-Band Antenna at no charge to Licensee.

**Section 1.9.** The parties recognize and acknowledge that the ability of the County to furnish the Tri-Band Antenna is subject to the availability of funding and the County's receipt of funds under the State Grant Agreement. No liability shall be incurred by the County to install the Tri-Band Antenna if the County is unable to obtain such funding. It shall be within the County's sole discretion whether it installs the Tri-Band Antenna and, if it does install the Antenna, how much and what type of antenna to furnish Licensee.

If, for any reason, the full amount of said funds is not paid over or made available to the County, the County may terminate the Agreement immediately. The County shall give prompt notice of any such termination.

This Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to terminate this Agreement.

**Section 1.10.** The license granted hereunder shall include the County's officers, employees, agents, and contractors ("Permitted Persons") provided they comply with each and every term of this Agreement. The County shall be responsible to ensure that all Permitted Persons comply with each and every term of this Agreement. All Permitted Persons are neither employees of the Licensee nor under contract with the Licensee, and County alone is responsible for their work, direction, compensation and personal conduct while so engaged.

**Section 1.11.** The Licensee agrees, that after the installation of the Additional Equipment, it shall not be permitted to use the control station radio on the County Trunked Radio System until it receives written notification from the County that the Trunked Radio System is ready for use. During this time period, the F3 Radio System will still be operational and may be used by the Municipality.

## **ARTICLE II**

### **TERMS OF USE OF THE EQUIPMENT AND THE COUNTY RADIO SYSTEM**

**Section 2.1.** The Licensee agrees that the Equipment, as well as all of the radio communication systems programmed into the Equipment, shall be used only for public safety communication and mutual aid purposes.

**Section 2.2.** The County hereby grants to the Licensee, its officers, employees and agents, a non-exclusive, royalty-free, personal and non-assignable license to utilize the Equipment and County Radio Systems in accordance with the terms of this Agreement. The County shall retain control and responsibility for the County Radio Systems.

**Section 2.3.** The parties acknowledge and agree that the County is going to obtain and hold the FCC licenses for the County Radio Systems. Licensee shall take no action that causes the County to be in violation of its FCC licenses.

**Section 2.4.** The County Radio Systems shall remain County property. It is expressly understood that this Agreement does not constitute a lease and that no ownership or property rights whatsoever are being transferred under this Agreement.

**Section 2.5.** The Licensee shall be responsible for the operation, maintenance, repair, and use of the Equipment, including all costs and expenses associated thereto.

**Section 2.6.** The Licensee shall, at its sole cost and expense, maintain the Equipment in good working order and condition, and shall be responsible for the repair or replacement of the Equipment if damaged following the Equipment warranty period, if any.

**Section 2.7.** The County has established mandatory user guidelines and operating procedures for all users of the County Radio Systems, which the County may change and update from time to time (“User Guidelines”). The Licensee agrees to abide by the User Guidelines. If Licensee fails to abide by the User Guidelines, the Licensee acknowledges and agrees that the County may immediately disconnect, suspend or terminate the Licensee’s use of the County Radio Systems. A copy of the User Guidelines will be supplied to Licensee upon its request.

**Section 2.8.** The Licensee shall not add any new equipment to the County Radio Systems, modify the Equipment or the County Radios Systems, or reassign the location or unit assignment of the Equipment, without the prior written consent of the County. Once approved, all of the terms of this Agreement shall apply to such new equipment, modification or reassignment.

**Section 2.9.** The Licensee shall ensure that only qualified persons with appropriate training utilize the Equipment. The Licensee shall ensure that all qualified persons comply with all applicable laws, rules and regulations, including, those promulgated by the FCC, when utilizing the Equipment. The Licensee shall participate in any testing and training on the Equipment that may be required by the County.

**Section 2.10.** The Licensee shall maintain custody and control of the Equipment and shall not transfer custody and control of the Equipment except as provided in this Agreement.

**Section 2.11.** The County Radio Systems shall be available to the Licensee for only as long as the County, in its sole discretion, makes the County Radio Systems available. The County retains sole and absolute discretion in determining whether to continue to make the County Radio Systems available and, if so, to what person(s) and/or entity/ies, in what geographic area(s), for what purpose(s), and under what terms of use. The County may cease making the County Radio Systems available to one or more users, or all users, at any time, for any reason or no reason, either temporarily or permanently. For as long as the County Radio Systems are made available to users, each user will have access to the County Radio Systems, in their then-current form. The County in its sole discretion may change the County Radio Systems as it deems necessary and proper.

**Section 2.12.** The Licensee understands and acknowledges that the County has the right to reissue, remotely disable or retake possession and use of the Equipment upon notice to the Licensee. In the event the County notifies Licensee of such a reissuance, the Licensee will promptly return possession of the Equipment to the County as directed by the Commissioner.

The Licensee agrees to relinquish any claim in law or equity it may have concerning the Equipment in the event of Equipment redeployment or reissuance.

**ARTICLE III**  
**EQUIPMENT PURCHASED WITH STATE GRANT FUNDS**

**Section 3.1. STATE GRANT EQUIPMENT:** (a) This Article III shall apply to any Equipment paid for by the County with funds provided under the State Grant Agreement. Such Equipment for purposes of this Article III shall be referred to as the “State Grant Equipment”.

(b) The Licensee agrees to comply with all terms, conditions and provisions in the State Grant Agreement applicable to the State Grant Equipment.

**Section 3.2. OWNERSHIP OF STATE GRANT EQUIPMENT:** The Licensee agrees that title to the State Grant Equipment shall be governed by the terms of the State Grant Agreement. The Licensee will not sell or otherwise transfer the State Grant Equipment. The Licensee agrees that the NYSDHSES retains ultimate control over and ownership of the State Grant Equipment pursuant to the terms of the State Grant Agreement. The Licensee may dispose of the State Grant Equipment only pursuant to the terms in the State Grant Agreement.

**Section 3.3. REPORTING:** The Licensee shall submit to the County Department of Emergency Services (“DES”) all documentation, information or forms that DES needs in order to comply with the reporting requirements under the State Grant Agreement.

**Section 3.4. NON-DISCRIMINATION REQUIREMENT:** The Licensee will not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex (including gender identity or expression), national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, and shall also follow the requirements of the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest. The Licensee shall not by reason of race, creed, color disability, sex, or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this Agreement.

**Section 3.5. AUDIT:** The Licensee will allow the NYSDHSES and/or DES to conduct periodic visits for the purposes of inspection, inventory of the Equipment and auditing the records required hereunder. This Agreement may be subject to fiscal and program audits by NYSDHSES, Office of State Comptroller, pertinent federal agencies, and other designated entities to ascertain financial compliance with federal and/or State laws, regulation, and guidelines applicable to the State Grant Agreement.

**ARTICLE IV**  
**EQUIPMENT PURCHASED WITH BIT 32 COUNTY BOND FUNDS**

**Section 4.1. BIT32 EQUIPMENT:** (a) This Article IV shall apply to Radio Equipment paid for by the County with County bond funds authorized pursuant to County Bond Act Nos. 2018-108, 2018-109, 2018-110, 2018-111, 2018-112, 2018-113, 2018-114, and 2019-115, as amended. Such Radio Equipment for purposes of this Articles IV shall be referred to as the "BIT32 Radio Equipment". In addition to the provisions in Articles I, II and V, the parties agree that the provisions in this Article IV shall apply to the BIT32 Radio Equipment.

(b) The parties acknowledge that the County entered into an agreement, dated December 27, 2018, with Motorola Solutions, Inc. ("Agreement IT- 1559") through which the County purchased the BIT32 Radio Equipment. For purposes of this Article II, the terms and conditions of Agreement IT-1559 that pertain to the use of the BIT32 Radio Equipment are hereby made a part hereof and incorporated herein by reference. A copy of Agreement IT-1559 is on file with the Chief Information Officer of the County Department of Information and Technology and the terms that pertain to the use of the BIT32 Equipment are available upon request.

**Section 4.2. AUTHORIZED USER:** The Licensee acknowledges and understands that through this License Agreement it is an Authorized User (as the term Authorized User is defined in Agreement IT-1559) of the BIT32 Radio Equipment. The Licensee agrees to use the BIT32 Radio Equipment in a manner that does not violate the terms of Agreement IT-1559.

**Section 4.3. OWNERSHIP OF RADIO EQUIPMENT:** Title to the BIT32 Equipment shall remain with the County unless, at the end of the Term, (a) the period of probable usefulness of the County bonds issued to finance the BIT32 Equipment, which is ten (10) years, has passed, and (b) the County has not sooner terminated the License Agreement pursuant to Section 5.4. If at the end of the Term both Section 4.3 (a) and (b) are satisfied, then title to BIT32 Equipment shall pass to the Licensee at the end of the Term.

The Licensee agrees that it will not sell or otherwise transfer custody and control of the BIT32 Equipment during the Term of the Agreement.

**Section 4.4. USE OF SOFTWARE:** (a) The Licensee may use the Software (as defined in Agreement IT-1559) for BIT32 Radio Equipment only for the Municipality's internal business purposes and only in accordance with the Documentation (as defined in Agreement IT-1559). Any other use of the Software is strictly prohibited. Without limiting the general nature of these restrictions, Municipality will not make the Software available for use by third parties on a "time sharing," "application service provider," or "service bureau" basis or for any other similar commercial rental or sharing arrangement.

(b) The Licensee will take reasonable efforts to ensure it and any third party under the Licensee's direction or control will not (i) reverse engineer, disassemble, peel components, decompile, reprogram or otherwise reduce the Software or any portion to a human perceptible form or otherwise attempt to recreate the source code; (ii) modify, adapt, create derivative works of, or merge the Software; (iii) copy, reproduce, distribute, lend, or lease the Software or Documentation to any third party, grant any sublicense or other rights in the Software or Documentation to any third party, or take any action that would cause the Software or

Documentation to be placed in the public domain; (iv) intentionally remove, or in any way alter or obscure, any copyright notice or other notice of Motorola Solution Inc.'s proprietary rights; (v) provide, copy, transmit, disclose, divulge or make the Software or Documentation available to, or permit the use of the Software by any third party or on any machine except as expressly authorized by Agreement IT-1559; or (vi) use, or permit the use of, the Software in a manner that would result in the production of a copy of the Software solely by activating a machine containing the Software.

## **ARTICLE V** **MISCELLANEOUS**

**Section 5.1. AUTHORIZED USE OF RADIO EQUIPMENT:** The Licensee agrees that the Radio Equipment shall be used for emergency response situations, such as responding to a fire, medical or other emergency, or law enforcement matters, or to fulfill mutual aid requests in accordance with applicable law.

**Section 5.2. TERM:** The term of this Agreement shall commence retroactively on January 1, 2007 and continue in full force and effect to the end of the useful life of the Radio Equipment and through the proper disposal of the Radio Equipment, unless the Agreement is terminated sooner as provided for in this Agreement.

**Section 5.3. AUDIT:** The Licensee will allow the County conduct periodic visits for the purposes of inspection, inventory of the Radio Equipment and auditing any records required hereunder.

### **Section 5.4. TERMINATION:**

(a) The County on thirty (30) days notice to Licensee may terminate this Agreement in whole or in part when it deems it to be in its best interest.

(b) The Licensee on thirty (30) days notice to the County may terminate this Agreement in whole or in part when it deems it to be in its best interest.

(c) In the event the Licensee defaults in the performance of any term, condition or covenant herein contained, the County at its option and in addition to any other remedy it may have to seek damages, judicial enforcement or other lawful remedy, may terminate this Agreement upon forty-eight (48) hours written notice to the Licensee.

(d) Upon termination, all rights of the Licensee to the use of the Radio Equipment shall absolutely cease and terminate; and thereupon the Licensee shall within ten (10) days of the effective date of the termination, return the Radio Equipment to the County or the County may, by its agents, enter upon the premises where any of the Radio Equipment may be and retake possession of all or any such Radio Equipment.

**Section 5.5. ASSIGNMENT:** The Licensee shall not assign, sublet or transfer or otherwise dispose of its interest in this Agreement or the Radio Equipment without the prior written consent of the County. Any purported delegation of duties, assignment of rights or subletting of this Agreement without the prior written consent of the County is void.

**Section 5.6. COMPLIANCE WITH LAW:** The Licensee shall comply, at its own expense, with the provisions of all applicable local, state and federal laws, rules and regulations and Executive Orders.

**Section 5.7. INSURANCE:** In connection with accessing the Site, the County agrees to self-insure liability for bodily injury and death and/or property damage under the County's self-insurance program in accordance with Local Law 6-1986 and Chapter 295 of the Laws of Westchester County. Further, if the County changes from a self-insurance program to a traditional insurance program then the County shall forward certificates of General Liability coverage naming the Licensee as an additional insured.

**Section 5.8. INDEMNIFICATION:**

The Licensee agrees, (a) that except for the amount, if any, of damage contributed to, caused by, or resulting from the sole negligence of the County, the Licensee shall indemnify and hold harmless the County, its officers, employees, agents, and elected officials from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorney's fees or loss arising directly or indirectly out of the performance or failure to perform hereunder by the Licensee or third parties under the direction or control of the Licensee; and

(b) to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of this Agreement and to bear all other costs and expenses related thereto; and

(c) In the event the Licensee does not provide the above defense and indemnification to the County, and such refusal or denial to provide the above defense and indemnification is found to be in breach of this provision, then the Licensee shall reimburse the County's reasonable attorney's fees incurred in connection with the defense of any action, and in connection with enforcing this provision of the Agreement.

**Section 5.9. ANTI-DISCRIMINATION:** The Licensee expressly agrees that neither it nor any contractor, subcontractor, employee, or any other person acting on its behalf shall discriminate against or intimidate any employee or other individual on the basis of race, creed, religion, color, gender, age, national origin, ethnicity, alienage or citizenship status, disability, marital status, sexual orientation, familial status, genetic predisposition or carrier status during the term of or in connection with this Agreement, as those terms may be defined in Chapter 700 of the Laws of Westchester County. The Licensee acknowledges and understands that the County maintains a zero tolerance policy prohibiting all forms of harassment or discrimination against its employees by co-workers, supervisors, vendors, contractors, or others.

**Section 5.10. WAIVER:** Failure of either party to insist, in any one or more instances, upon strict performance of any term or condition herein contained shall not be deemed a waiver or relinquishment of such term or condition, but the same shall remain in full force and effect.

**Section 5.11. INDEPENDENT CONTRACTOR:** The Licensee is an independent contractor and shall not make any claim, demand or application to or for any right based upon any different status.

**Section 5.12. SEVERABILITY:** If any term or provision of this Agreement is held by a court of competent jurisdiction to be invalid or void or unenforceable, the remainder of the terms and provisions of this Agreement shall in no way be affected, impaired, or invalidated, and to the extent permitted by applicable law, any such term, or provision shall be restricted in applicability or reformed to the minimum extent required for such to be enforceable. This provision shall be interpreted and enforced to give effect to the original written intent of the parties prior to the determination of such invalidity or unenforceability.

**Section 5.13. HEADINGS:** The headings in this Agreement shall be for references purposes only.

**Section 5.14. NOTICES:** All notices of any nature referred to in this Agreement shall be in writing and either sent by registered or certified mail postage pre-paid, or sent by hand or overnight courier, or sent by facsimile (with acknowledgment received and a copy of the notice sent by overnight courier), to the respective addresses set forth below or to such other addresses as the respective parties hereto may designate in writing. Notice shall be effective on the date of receipt.

To the County:

Commissioner/Sheriff  
Department of Public Safety  
1 Saw Mill River Parkway  
Hawthorne, New York 10532

With a copy to:

County Attorney  
Michaelian Office Building, Room 600  
148 Martine Avenue  
White Plains, New York 10601

To the Licensee:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section 5.15. ENTIRE AGREEMENT:** This Agreement and its attachments constitute the entire Agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments and writings. It shall not be released, discharged, changed or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.

**Section 5.16. ENFORCEMENT:** This Agreement shall be construed and enforced in accordance with the laws of the State of New York. This Agreement shall not be enforceable until signed by both parties and approved by the Office of the County Attorney.

**Section 5.17. COUNTERPARTS:** This Agreement may be executed simultaneously in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

[INTENTIONALLY LEFT BLANK.  
SIGNATURES TO FOLLOW.]

**IN WITNESS WHEREOF**, the County of Westchester and the Licensee have caused this Agreement to be executed.

**COUNTY OF WESTCHESTER:**

By: \_\_\_\_\_  
Terrance Raynor  
Acting Commissioner/Sheriff  
Department of Public Safety

**COUNTY OF PUTNAM:**

By: \_\_\_\_\_  
Name:  
Title:

Authorized by the Westchester County Board of Acquisition and Contract on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Approved:

\_\_\_\_\_  
Associate County Attorney  
The County of Westchester

**LICENSEE'S ACKNOWLEDGEMENT**

STATE OF NEW YORK            )  
                                          ) ss.:  
COUNTY OF WESTCHESTER)

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023, before me personally came  
\_\_\_\_\_, to me known, and known to me to be the  
\_\_\_\_\_ of \_\_\_\_\_,  
the municipal corporation described in and which executed the within instrument, who being by me  
duly sworn did depose and say that he, the said \_\_\_\_\_ resides at  
\_\_\_\_\_ and that he is \_\_\_\_\_ of said municipal corporation.

\_\_\_\_\_  
Notary Public            County

**CERTIFICATE OF AUTHORITY**  
**(Licensee)**

I, \_\_\_\_\_,  
(Officer other than officer signing contract)

certify that I am the \_\_\_\_\_ of the  
(Title)

\_\_\_\_\_  
(Name of Licensee)

(the "Licensee") a corporation duly organized in good standing under the

\_\_\_\_\_  
(Law under which organized, e.g., the New York Village Law, Town Law, General Municipal Law)

named in the foregoing agreement that \_\_\_\_\_  
(Person executing agreement)

who signed said agreement on behalf of the Licensee was, at the time of execution  
\_\_\_\_\_ of the Licensee,  
(Title of such person),

that said agreement was duly signed for on behalf of said Licensee by authority of its

\_\_\_\_\_  
(Town Board, Village Board, City Council)

thereunto duly authorized, and that such authority is in full force and effect at the date hereof.

\_\_\_\_\_  
(Signature)

STATE OF NEW YORK        )  
                                          ss.:  
COUNTY OF WESTCHESTER)

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023, before me personally came \_\_\_\_\_  
\_\_\_\_\_ whose signature appears above, to me known, and know to be the  
\_\_\_\_\_ of \_\_\_\_\_,  
(title)

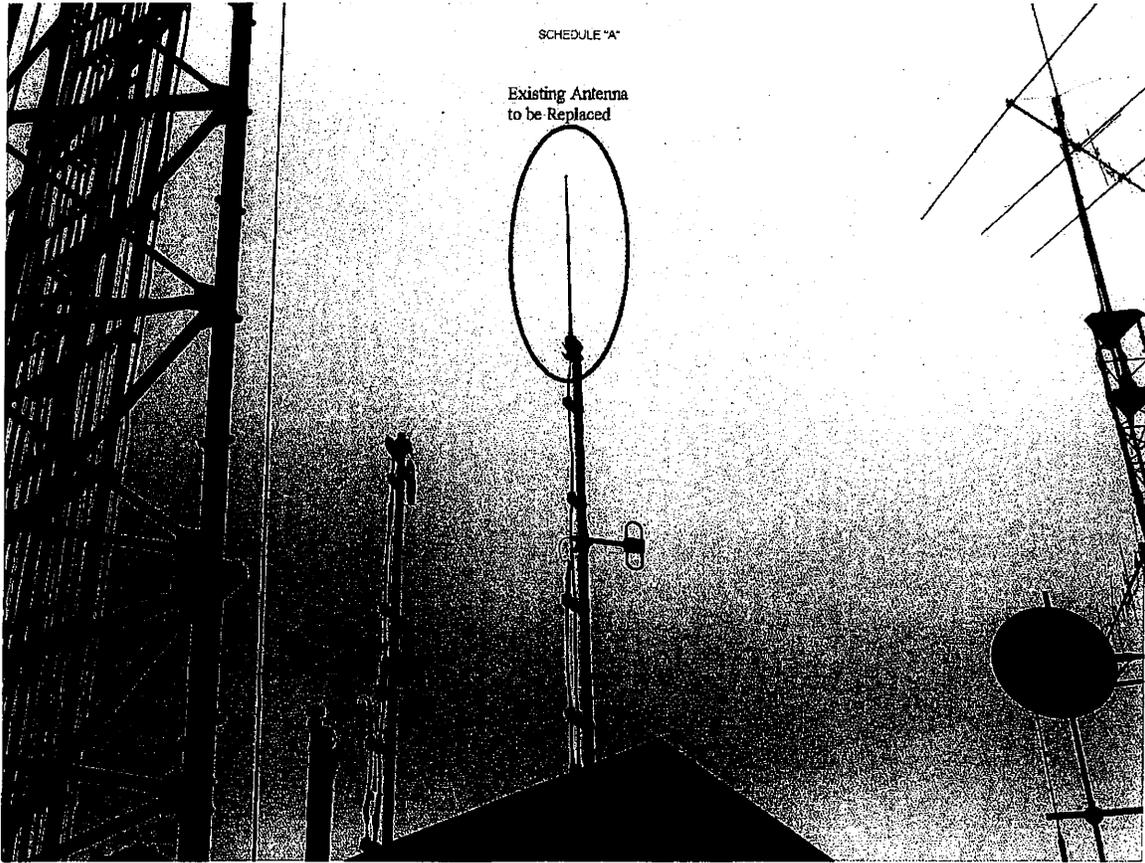
the municipal corporation described in and which executed the above certificate, who being by  
me duly sworn did depose and say that he, the said \_\_\_\_\_  
resides at \_\_\_\_\_, and that he is  
the \_\_\_\_\_ of said municipal corporation.  
(title)

\_\_\_\_\_  
Notary Public                      County

**SCHEDULE "A"**  
**RADIO EQUIPMENT AND LOCATION OF INSTALLATION**

Agency:	Putnam County Bureau of Emergency Services
Address:	112 Old Routh 6, Carmel NY 10512
Radio Serial Number:	681CWT7737
Radio Location:	Console 5 Emergency Dispatch Center





SCHEDULE "A"

Existing Antenna  
to be Replaced

# 6ff

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL/RESOLUTION ADVOCATING AGAINST OSHA REFORMS IN NEW YORK STATE FOR FIREFIGHTERS**

**WHEREAS, the County of Putnam is the home to 13 all-volunteer fire companies, that have served the County and its towns and villages faithfully for decades; and**

**WHEREAS, the personnel of these companies form the backbone of our emergency response apparatus, tirelessly working to ensure the safety, security, and well-being of our residents, often at great personal sacrifice; and**

**WHEREAS, the County of Putnam acknowledges, with gratitude, the commendable efforts of the Occupational Safety and Health Administration (OSHA) in initiating measures aimed at enhancing the safety and welfare of our invaluable emergency responders; and**

**WHEREAS, notwithstanding the strides made in bolstering emergency responder safety, the County of Putnam harbors legitimate concerns regarding the future accessibility, affordability, and efficacy of emergency services within our jurisdiction; and**

**WHEREAS, OSHA has published significant changes to OSHA Rule 1910.156, the Fire Brigades Standard, on February 5, 2024, converting the current Fire Brigades Standard to the proposed Emergency Response Standard, which has the potential to dramatically change the face of the fire service in the United States, the State of New York, and the County of Putnam; and**

**WHEREAS, the County of Putnam has serious concerns that the proposed changes will have major implications for every firefighter in the County of Putnam through unfunded mandates and possible fines for noncompliance, along with the imposition of additional liabilities upon fire service organizations and municipalities; and**

**WHEREAS, the County of Putnam believes the proposed changes are not economically and technically feasible for the volunteer fire service in present form and will cause our volunteer fire departments significant financial burden and hardships through increased costs for administration, training, equipment inspection and replacement, and facility renovations; and**

**WHEREAS, the County of Putnam believes the best service to taxpayers and the fire service community at large is for OSHA to start this rule making process over from the beginning; and**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**WHEREAS, this matter has been duly considered by the Legislature of the County of Putnam and the Putnam County Executive; now therefore be it**

**RESOLVED, that the County of Putnam, mindful of its responsibility to safeguard the interests and welfare of its residents, hereby expresses its reservations to the proposed changes to OSHA Rule 1910.156 and respectfully requests that OSHA, in conjunction with our state and national officials, give due consideration to the following:**

- 1. Extend the public comment period beyond the deadline of July 22, 2024, so all fire service organizations and governmental bodies have adequate time to review the 608 page document and formulate comprehensive, fact based comments;**
- 2. OSHA and the Congress of the United States of America should hold in-person public hearings on the proposed changes;**
- 3. Remove the National Fire Protection Association (NFPA) standards (Twenty-one (21) being incorporated in whole or in part, and fourteen (14) other standards contributing to new requirements to varying degrees) from the proposed rule and continue these standards as voluntary consensus standards;**
- 4. Reevaluate the intended audience and scope of the standard to accommodate the varying regulatory frameworks and classifications of volunteer firefighters across different states, ensuring equitable treatment and compliance with applicable laws and regulations;**
- 5. Transform the proposed standard into a dynamic, adaptive “living document” capable of evolving in tandem with emerging national needs, technological advancements, and best practices, thereby obviating the need for periodic overhauls and updates to address obsolescence and inefficiency;**
- 6. Identify and prioritize additional safety measures and protocols that can be expeditiously implemented with minimal resource expenditure and manpower requirements, thereby augmenting the resilience and effectiveness of our emergency response infrastructure;**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

7. **Collaborate closely with stakeholders to develop a standardized framework that strikes a judicious balance between economic feasibility and technical efficacy, thereby ensuring the sustainability and viability of our emergency response initiatives in the long run;**
8. **OSHA should provide clear definitions of “volunteer” and “employee” factoring in the various definitions found in the first responder community across the country to provide consistency in implementation of the proposed rule;**
9. **OSHA should start the rule making process on 1910.156 over giving the volunteer fire service who provide sixty-five (65) percent of firefighting services in the United States a formal seat at the rule making table;**
10. **Significant changes to OSHA Rule 1910.156, the Fire Brigade Standard, should be phased in over time to allow fire companies to come into compliance and to budget for the fiscal impacts caused by the changes; and be it further**

**RESOLVED, that Clerk of the Legislature is directed to forward copies of this resolution to OSHA, United States Senators Charles E. Schumer and Kirsten Gillibrand, United States Representative Michael Lawler, Governor Kathy Hochul, Senator Peter Harckham, Assembly Members Matthew Slater and Dana Levenberg, and any others deemed necessary and proper.**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

#699

Committee Mtg \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg \_\_\_\_\_  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (24A068) – FINANCE – VACANCY CONTROL FACTOR 2024**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (24A068) to provide for the Vacancy Control Factor for 2024; and**

**WHEREAS, the Audit & Administration Committee has reviewed and approved said budgetary amendment; now therefore be it**

**RESOLVED, that the following budgetary amendment be made:**

**Decrease Estimated Appropriations:**

10131000 51000	Personnel Services	49,620
10131000 58002	FICA	3,796
10134500 51000	Personnel Services	30,813
10134500 58002	FICA	2,357
10141000 51000	Personnel Services	19,110
10141000 58002	FICA	1,462
10141100 51000	Personnel Services	23,382
10141000 58002	FICA	1,789
10142000 51000	Personnel Services	29,771
10142000 58002	FICA	2,277
10143000 51000	Personnel Services	26,070
10143000 58002	FICA	1,994
10314000 51000	Personnel Services	30,552
10314000 58002	FICA	2,337
10431000 51000	Personnel Services	1,737
10431000 58002	FICA	133
10641000 51000	Personnel Services	32,901
10641000 58002	FICA	2,517
10677200 51000	Personnel Services	46,219
10677200 58002	FICA	3,536

**Decrease Estimated Revenues:**

10131000 427705	Vacancy Control Factor	312,373
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**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_

cc:all  
A+A

Reso.

**MICHAEL LEWIS**  
COMMISSIONER OF FINANCE



**KEVIN M. BYRNE**  
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

**MEMORANDUM**

To: Diane Schonfeld, Legislative Clerk  
From: Sheila M. Barrett, First Deputy Commissioner of Finance *SYMB*  
Re: Budgetary Amendment - **24A068**  
Date: July 5, 2024

2024 JUL -8 PM 1:23  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

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

**Decrease estimated appropriations:**

10131000.51000	Personnel Services	49,620
10131000.58002	FICA	3,796
10134500.51000	Personnel Services	30,813
10134500.58002	FICA	2,357
10141000.51000	Personnel Services	19,110
10141000.58002	FICA	1,462
10141100.51000	Personnel Services	23,382
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10431000.51000	Personnel Services	1,737
10431000.58002	FICA	133
10641000.51000	Personnel Services	32,901
10641000.58002	FICA	2,517
10677200.51000	Personnel Services	46,219
10677200.58002	FICA	3,536

**Decrease estimated revenue**

10131000.427705	Vacancy Control Factor	\$ 312,373
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Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

This Resolution is required to provide the Vacancy Control Factor for 2024.  
Please forward to the appropriate committee.

Approved:

Kevin M. Byrne  
County Executive

VACANCY CONTROL FACTOR

January - June 2024

Org Code	Object Code	Project Code	Title	51000	58002	Total
10131000	51000		Deputy Commissioner of Finance	49,620.00	3,796.00	53,416.00
10134500	51000		Asset Manager	30,813.00	2,357.00	33,170.00
10141000	51000		Records Clerk/Typist	19,110.00	1,462.00	20,572.00
10141100	51000		MV CASHIER - EXAMINER	11,691.00	895.00	12,586.00
10141100	51000		MV CASHIER - EXAMINER (SP)	11,691.00	894.00	12,585.00
10142000	51000		Senior Deputy County Attorney	29,771.00	2,277.00	32,048.00
10143000	51000		Personnel Specialist	26,070.00	1,994.00	28,064.00
10314000	51000		Probation Assistant	30,552.00	2,337.00	32,889.00
10431000	51000		Principal Office Assistant	1,737.00	133.00	1,870.00
10641000	51000		Director of Tourism	32,901.00	2,517.00	35,418.00
10677200	51000		Fiscal Manager	46,219.00	3,536.00	49,755.00
				<u>290,175.00</u>	<u>22,198.00</u>	<u>312,373.00</u>