

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
Phone (845) 808-1020 • Fax (845) 808-1933
putcoleg@putnamcountyny.gov

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Jake D'Angelo	Dist. 5
Thomas Regan, Jr.	Dist. 6
Daniel G. Birmingham	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

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

Tuesday July 7, 2026 7:00 P.M.
(Following the Agricultural District Public Hearing)

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

PROCLAMATIONS

Designating July 20-July 26, 2026 as "Putnam County 4-H Showcase Week"

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

BUDGET & FINANCE COMMITTEE (All Legislators)

- 5a. Approval – 2027 Decentralized Budget Review Process

PERSONNEL COMMITTEE (Chairwoman Addonizio, Legislators Russo & Sayegh)

- 5b. Approval – Budgetary Transfer (26T132) – Sheriff – Reallocate Monies to Fund Special Patrol Officers (SPO) to Move Personnel Resources to Security and Administrative Duties

- 5c. **Approval – Fund Transfer (26T137) – Sheriff – Funding to Cover 911 Dispatch Center Overtime**

RULES, ENACTMENTS & INTERGOVERNMENTAL RELATIONS COMMITTEE
(Chairwoman Sayegh, Legislators Birmingham & Gouldman)

- 5d. **Approval – Local Law To Amend Chapter 55, Section 55-12 Of The Putnam County Code Entitled “Board Of Ethics Establishment; Qualifications Of Members; Appointment Of Members; Term Of Office”**

- 5e. **Approval – Taxpayer Transparency Act**

HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE
(Chairwoman Montgomery, Legislators Addonizio & Russo)

- 5f. **Approval – Hudson Valley Public Health Collaborative NYASCHO Immunization Action Plan Award**

- 5g. **Approval – Budgetary Amendment (26A049) – Public Health Director – NYS Association of County Health Officials (NYSACHO) Immunization Action Plan Award**

- 5h. **Approval – Budgetary Transfer (26T139) – Public Health Director – Funding for Deputy Director Position - Prorated Effective June 1, 2026**

PROTECTIVE SERVICES COMMITTEE
(Chairman Regan, Legislators Addonizio & Montgomery)

- 5i. **Approval – Budgetary Amendment (26A046) – Sheriff – Use of T-Commission Reserve Funds – Purchase Furniture for Renovated Conference Room**

- 5j. **Approval – Budgetary Amendment (26A050) – Commissioner Bureau of Emergency Services account for the Statewide Interoperable Communications Targeted Grant Received**

- 5k. **Approval – No Match – Grant Application - Bureau Of Emergency Services - SFY2025 & SFY2026 Statewide Interoperable Communications Grant (SICG) Program**

- 5l. **Approval – No Match – Grant Application – Bureau Of Emergency Services - SFY2025 & SFY2026 Public Safety Answering Point (PSAP) Operations Grant Program**

- 5m. **Approval – Confirmation – Re-Appointments – Putnam County Emergency Services Safety Advisory Board – Cuomo, DiMarco, Prentice & Lewis**

- 5n. **Approval – Confirmation – Appointment – Putnam County Emergency Services Safety Advisory Board – Bradley**

PHYSICAL SERVICES COMMITTEE
(Chairman Gouldman, Legislators Regan & Sayegh)

- 5o. Approval – Budgetary Amendment (26A047) – Finance – Donation From Enoch Crosby Chapter NSDAR and Vincent T. Dacquino – Restoration Of Sybil Ludington Statue**
- 5p. Approval – Budgetary Amendment (26A048) – Department of Public Works (DPW) – Funds to cover costs incurred for the Capital Project – 50309 – Maybrook Bikeway II, Phase A - PIN 8756.84 “Bridge 5” project**
- 5q. Approval – Utility Easement – Carmel Tax Map # 53.19-1-12 & 64.7-1-5 (Stocum Avenue and Brook Street)**
- 5r. Approval – Rescinding Resolutions #319 Of 2019 And #280 Of 2021 Authorizing Sale Of County Property Pursuant To Chapter 31 Of The Putnam County Code / 34 Gleneida Ave, Town Of Carmel For \$600,000**
- 5s. Approval – Putnam County’s Annual Public Transportation Agency Safety Plan Update In Conformance With And As Required By The U.S. Department Of Transportation’s Final Rule (49 C.F.R. Part 673)**
- 5t. Approval – SEQRA – Putnam County Agricultural District**
- 5u. Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Kent, The Ferguson's Farm**
- 5v. Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Towns of Kent & Carmel, Crooked Fence Farm**
- 5w. Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Carmel, Teakettle Farm**
- 5x. Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Patterson, 84 Ludingtonville Rd, LLC.**
- 5y. Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Patterson, High Point Equestrian**
- 5z. Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Patterson, Hidden Hope Farm**
- 5aa. Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Southeast, CQW, LLC.**
- 5bb. Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Southeast, Dingle Ridge Pollinator Farm**

- 5cc. **Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Southeast, Twin Oak Ventures LLC.**
- 5dd. **Approval – Inclusion of Parcel(s) In Putnam County Agricultural District - Town of Putnam Valley, Clara Patunga Farm**

ECONOMIC DEVELOPMENT & ENERGY COMMITTEE
(Chairwoman Russo, Legislators Crowley & D'Angelo)

- 5ee. **Approval – Apap Land Management LLC. – Payments In Lieu of Taxes (PILOT) Agreement – Industrial Development Agency (IDA)**
- 5ff. **Approval – Kinsley Group Inc. – Payments In Lieu of Taxes (PILOT) Agreement – Industrial Development Agency (IDA)**

AUDIT & ADMINISTRATION COMMITTEE
(Chairwoman Crowley, Legislators Regan & Russo)

- 5gg. **Approval – Reallocation of ARPA Funds From Stabilization Center To County-Wide Paving Projects**
- 5hh. **Approval – Budgetary Amendment (26A052) – Finance – Reallocate ARPA Funding from the Stabilization Center Project to the County-wide paving project and Reverse Budgetary Amendment (26A026) Approved by R116/2026**
- 5ii. **Approval – Budgetary Amendment (26A054) – Historian – Grant Award through NYS 250th Commemoration Commission and NYS Education Department to support “Revolutionary Putnam County” Initiatives**
- 6. **Other Business**
 - 6a. **Approval – Amending County Policy On Non-Puma Management-Confidential Active Employee And Current Retiree Health Insurance Benefits To Supersede Resolution #123 Of 2026 And Any Prior Resolutions**
 - 6b. **Approval – Rescind Resolution #153 of 2026 – Motor Fuel Sales Tax Adjustment**
 - 6c. **Approval – Motor Fuel Sales Tax Adjustment**
- 7. **Recognition of Public on Agenda Items**
- 8. **Recognition of Legislators**
- 9. **Adjournment**

Proclamation

Designating July 20-July 26, 2026, as “Putnam County 4-H Showcase Week”

WHEREAS, the Putnam 4-H Showcase, sponsored by Cornell Cooperative Extension of Putnam County is celebrating its 5th year; and

WHEREAS, the Putnam County 4-H Showcase presents the many interests and accomplishments of Putnam’s children, adults, and programs. It continues to grow as an educational, cultural, and fun event that provides a wholesome experience for families from Putnam and the surrounding region; and

WHEREAS, the Putnam County 4-H Showcase enjoys the support and dedication of 4-H Club Leaders, members and families, Master Gardener Volunteer Program (MGV) members, community service organizations, as well as many local businesses; and

WHEREAS, the Putnam County 4-H Showcase provides a unique opportunity to learn about our community and view educational displays and exhibits created by the many talented young and young at heart residents of Putnam; and

WHEREAS, the Putnam County 4-H Showcase provides an exhibit for arts and an array of accomplished artists from the Hudson Valley Region; and

WHEREAS, the Putnam County 4-H Showcase delights visitors throughout the weekend with activities at the Cornell Cooperative Extension Expo Barn, local artists and craftsmen tents, crafts and face painting, Livestock and Poultry Barn, inflatable activities, food trucks, and more; now therefore be it

RESOLVED, that the week of July 20th - July 26th, 2026, will be designated “Putnam County 4H Showcase Week”; and be it further

RESOLVED, that the Putnam County Executive and the Putnam County Legislature recognize and congratulate the annual 4-H Showcase and invite all Putnam County residents to attend.

Kevin Byrne, Putnam County Executive

Dan Birmingham, Chair, Putnam County Legislature

Michele Alfano- Sharkey
County Auditor

Francine Romeo
Deputy County Auditor



COUNTY AUDITOR

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

#4a

TO: Putnam County Legislature

FROM: Michele Alfano-Sharkey
County Auditor *(MMS)*

DATE: June 29, 2026

RE: Refund of Taxes

This is the report for June 29, 2026 provided by Real
Property Tax Law- Section 554 and 556.

There was no activity during this reporting period.

#5a

Committee: **Budget & Finance** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL - 2027 DECENTRALIZED BUDGET REVIEW PROCESS

WHEREAS, the Budget and Finance Committee has reviewed and recommended the adoption of the attached Decentralized Budget Review Process for implementation in 2026 of the adoption of the 2027 budget; now therefore be it

RESOLVED, that the Putnam County Legislature hereby adopts the attached budget review process; and be it further

RESOLVED, that pursuant to Putnam County Charter Section 7.04 the Putnam County Legislature hereby adopts and notifies the County Executive of the policy and practice guidelines contained in Section E of this Decentralized Budget Review Process/2027 to be complied with by the County Executive; and be it further

RESOLVED, that a copy of this resolution be sent to each Elected Official and Department Head accompanied by a letter from the Chair of the County Legislature highlighting the changes in Section E of this Decentralized Budget Review Process/2027 from previous years.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

DECENTRALIZED BUDGET REVIEW PROCESS/2027

CONTENTS:

- A. PROPOSAL SUMMARY**
- B. COMMITTEE REVIEWS AND RESPONSIBILITIES**
- C. RELEVANT BUDGET DEADLINES**
- D. RECOMMENDED ACTIONS**
- E. GUIDELINES FOR COUNTY EXECUTIVE**
- F. CONCLUSION**
- G. RESOLUTION**

A. PROPOSAL SUMMARY:

The review and adoption of the annual budget is among the most important functions of the Putnam County Legislature. The various Committees of the Legislature have increasingly important roles in this approach. The respective Committee Chairs and all members of the Legislature also are called upon to contribute their expertise in several capacities.

The Budget Adoption Process for the 2027 fiscal year effectively began on March 2, 2026 at which time the County Executive filed his Annual Report on the State of the County. In addition, the various Department Heads by such time had submitted a written report detailing the activities of their unit of government.

Pursuant to Section 7.04 (A) of the County Charter, on or before July 15th, the County Legislature must notify the County Executive in writing of the policy and practice guidelines for determining expenditures, limits and priorities for the ensuing annual operating budget. The materials submitted in March and the policy guidelines approved by July 15th form an important background foundation for the entire process.

By July 15th, the County Executive shall notify, in writing, the head of each administrative unit of County government or authorized agency receiving County funds of the form of, and information to be contained in the estimates and appropriation requests *and shall include the policy and practice guidelines as may be provided by the County Legislature for determining expenditures, limits and priorities.*

Pursuant to Section 7.04(A)(5)(b) of the County Charter, the Tentative Budget shall be filed with the Clerk of the County Legislature by the 1st day of October and shall *include the policy and practice guidelines as may be provided by the County Legislature for determining expenditures, limits and priorities.*

B. COMMITTEE RESPONSIBILITIES

Each committee shall meet in a timely fashion and consider the various departmental budget requests under its overview.

It shall schedule and obtain necessary information from the Executive Branch at its Committee deliberations and produce a brief and concise written report on its recommendations.

Care should be taken by the Chair to be certain that the Committee records a reason or rationale behind each recommendation. Failure to disclose a reason or rationale behind a recommendation to amend the tentative budget usually results in unnecessary delay and discussion. Observance of these responsibilities will benefit the Full Legislature in its deliberations on the suggestions of each Committee.

C. RELEVANT BUDGET DEADLINES PURSUANT TO THE PUTNAM COUNTY CHARTER

- i. **BUDGET DUE:** Section 7.04 A(5b) – By the 1st day of October the County Executive shall submit the Tentative 2027 Fiscal Year Budget to the Clerk of the Legislature by 5:00 P.M. Recommended date – October 1, 2026 (THURSDAY).
- ii. Tentative Budget posted on the County Internet Website by 5:00 P.M. Recommended date – October 2, 2026 (FRIDAY)
- iii. **BUDGET AND FINANCE COMMITTEE MEETS WITH THE COUNTY EXECUTIVE:** Section 7.04 B(2) – Within five (5) days after the transmittal of the Tentative Budget of the County Executive and the Commissioner of Finance shall meet with the Budget and Finance Committee to review the Tentative Budget. Recommended date – October 5, 2026 (MONDAY) – at 7:00 P.M.
- iv. **BUDGET AND FINANCE HEARING:** Section 7.04 B(3) – The Budget and Finance Committee shall conduct a Public Hearing on the Tentative Budget with the County Executive and Commissioner of Finance present to answer questions. Recommended date - October 5, 2026 (MONDAY) – at 8:00 P.M.
- v. **COMMITTEE REVIEW:** Section 7.04 B(3) – After the Public Hearing, the Budget and Finance Committee shall review the Tentative Budget as submitted by the County Executive. Recommended dates for Sub-committees are October 7th through October 16, 2026. The Full Budget and Finance Committee will meet on October 20, 2026 (TUESDAY) to review the Tentative 2027 budget.
- vi. **COMMITTEE ACTION:** section 7.04 B(3) – On or before October 24, 2026 the Budget and Finance Committee shall file with the Clerk of the Legislature its report on the Tentative Budget and shall include any recommendations made by the Committee. Recommended date for this action is October 23, 2026.
- vii. **LEGISLATIVE HEARING:** Section 7.04 B(4) – On or before the 26th day of October, the County Legislature shall conduct a Public Hearing on the Tentative Budget and the Report of the

- Budget and Finance Committee. Recommended date: October 26, 2026 (MONDAY) at 7:00 P.M.
- viii. **LEGISLATIVE CONSIDERATION:** Section 7.04B(5) – Prior to the thirty-first (31st) day of October, the Legislature shall commence consideration of the annual budget. Recommended dates: October 27, 2026 (TUESDAY) to October 30, 2026 (FRIDAY).
 - ix. **BUDGET ADOPTION:** Section 7.04 B(6) – If a Budget has not been adopted on or before November 1, 2026, the Tentative Budget as submitted by the County Executive shall be the Budget for the ensuing fiscal year. Recommended date: October 29, 2026 (THURSDAY).
 - x. **DELIVERY TO COUNTY EXECUTIVE:** Section 7.04B(7) - Within three (3) business days following the adoption of the annual budget, the Clerk of the Legislature shall forward to the County Executive the changes made to the tentative budget.
 - xi. **EXECUTIVE VETO:** Section 7.04 B(7) – The County Executive shall approve or veto any or all changes by line item and return the same to the Clerk of the Legislature by the 9th day of November, as the 8th of November is a Sunday.
 - xii. **LEGISLATIVE CONSIDERATION:** Section 7.04 B(8) – The Legislature shall convene on or before November 16th for the purpose of reconsidering each vetoed item, as the 15th of November is a Sunday.

TO BE ADOPTED FOR ACTION:

D. RECOMMENDED ACTIONS:

The Clerk of the Putnam County Legislature shall advertise in a timely fashion during the month of September for the public hearing to be held according to Action iv above and during the month of October for the public hearing to be held according to Action vii above.

1. The County Executive will be submitting the Tentative Budget to the Clerk of the Legislature on or before October 1, 2026.
2. All Legislators should be present to discuss the Tentative Budget with the County Executive at the meeting held with the County Executive and the Commissioner of Finance.
3. All Legislators should be present to observe and participate at the public hearing on the Tentative Budget. The County Executive and the Commissioner of Finance shall be present to answer questions about the Tentative Budget.
4. It is recommended that the above two separate actions be conducted on October 5, 2026, as follows:
 - a. Legislators meet with the County Executive at 7:00 p.m.
 - b. Public Hearing will be held by the County Legislature at 8:00 p.m.
5. Between October 7, 2026, and until October 16, 2026, each Committee, including:
 - a. Economic Development
 - b. Health
 - c. Personnel
 - d. Physical
 - e. Protective

- f. Rules**
- g. Audit**

shall meet and consider the budgets as defined under that particular Committee's responsibilities and submit a concise, written report of changes, exceptions, additions and comments to the Clerk, including the reasoning behind each recommendation.

6. The Budget and Finance Committee will meet on October 20, 2026 (TUESDAY) to consider and adopt the various Committee Reports. The Budget & Finance Committee shall file a report with the Clerk of the Legislature by October 23, 2026 (FRIDAY).
7. Legislature shall hold its Public Hearing on October 26, 2026 (MONDAY) at 7:00 P.M.
8. The County Legislature shall meet during a period beginning on October 27, 2026, and if necessary, through October 31, 2026 at the call of the Chair of the Legislature, to consider all recommended actions and to adopt the budget. In all cases, it shall be the responsibility of the various committee Chairs to see that all majority recommendations of the Committee are considered by the Full Legislature.
9. In any case, the budget must be adopted by November 1, 2026.
10. Within three (3) business days of budget adoption, the Clerk will deliver the budget and changes to the County Executive for approval or veto.
11. The last day for the County Executive to veto the budget resolutions is November 9, 2026 (MONDAY), as the 8th of November is a Sunday.
12. Upon receipt of a veto message by the County Executive, the County Legislature shall convene on or before November 16, 2026 (MONDAY) to consider each specific veto and shall vote to sustain or override each separate question, as the 15th of November is a Sunday.

E. GUIDELINES TO THE COUNTY EXECUTIVE ADOPTED BY THE LEGISLATURE FOR DETERMINING EXPENDITURES, LIMITS AND PRIORITIES:

1. In the Tentative Budget submission, the term "Capital Project" as used in Section 7.05 (a) of the Putnam County Charter shall not include the routine repairing and re-surfacing of highways and routine repair of guardrails (guiderails) nor shall said routine repairs be subject to long term bonding and that such routine repairs shall be included in the Operating Budget. The Capital Projects Committee shall determine which requested projects meet the criteria to be defined as a Capital Project as set forth above, and their recommendations will be included in the applicable operating and capital budget procedures contained within the Putnam County Charter.
2. In the Tentative Budget submission, the term "Capital Projects" so used in Section 7.05 (a) of the Putnam County Charter shall not include replacement of existing equipment and machinery, and that such replacement shall not be included in the Operating Budget. The Capital Projects Committee shall determine which requested projects meet the criteria to be defined as a Capital Project as set forth above, and their recommendations will be included in the applicable operating and capital budget procedures contained within the Putnam County Charter. A detailed narrative identifying the preceding five (5)

year's Capital Projects Budgets and any additions or changes to same including the dates on which the additions or changes to same took place.

- 3. The County Executive will submit a detailed narrative explaining any differences between the Department's request and the County Executive's recommendation and the reason for not granting the request or increasing any such request.**
- 4. Any subsequent information that the County Executive is aware of that the Department Head did not submit relating to the request and recommendation must also be included in the narrative.**
- 5. The revenues are to be reported and itemized in each individual department's budget for the fiscal year and not in the budget of the Commissioner of Finance, or any other department, where applicable.**
- 6. Each revenue account shall indicate in the Tentative Budget the amount of revenue requested and the amount of revenue projected and actually received to date from the prior fiscal year.**
- 7. All proposed changes in grades, promotions or reclassifications in position in management or non-management be collated and presented as a separate part of the Tentative Budget, including a detailed narrative for each.**
- 8.**
 - a. The names of all employees engaged in employment for the County of Putnam in more than one department be separately listed and disclosed apart from the budget document with the name of the position for the current fiscal year and the next fiscal year separately.**
 - b. The names of all employees engaged in employment for the County of Putnam who have had overtime be listed with the amount of dollars for overtime for 2025 and 2026 year-to-date separately.**
- 9. All current and expected personnel vacancies be identified by line item in the budget or in supporting documents throughout the entire budget process.**
- 10.**
 - a. Each department head shall identify those personnel positions within his/her department that were entitled to either New York State or Federal Government reimbursement, either by statute, grant or otherwise, including the rate of reimbursement, amount of reimbursement actually received and amount of reimbursement expected to be received until the end of the fiscal year.**
 - b. Also to be included is a separate list of personnel positions funded fully or partially by grant funds expected to expire and include the expected grant expiration date.**
- 11. Each department head shall identify all line items in their department that are entitled to either New York State or Federal Government reimbursement and maximum allowable reimbursement, if applicable.**

- 12. The Commissioner of Finance shall supply this information with the Tentative Budget.**
- 13. Each department head shall complete a Motor Vehicle Inventory Control Form for any and all vehicles being used by said department. To the extent that any employee of such department has use of a County-owned or -leased vehicle on a twenty-four-hour basis, or any County employee who may at any time utilize a County-owned or -leased vehicle, such department head shall submit a copy of the Putnam County vehicle policy certification form (acknowledging the receipt and acceptance of the County's vehicle policy) signed by any such employee filed the Director of Personnel and the date of such filing. (see *Putnam County Code section 112-10*).**
- 14. An organizational chart by department for 2026 shall be provided along with an organizational chart for 2027 highlighting all proposed changes.**
- 15. If the County Executive plans on out-sourcing or privatizing any department, or part thereof in the total departmental budget, in the 2027 budget, the County Executive must provide a detailed statement of the rationale and his/her proposed recommendations to the Legislature no later than August 1, 2026.**
- 16. Certain budget lines are considered approved with specific limitations or conditions on how the funds shall be applied and this limitation shall not be disregarded without the formal approval of the Legislature. Any violation of these limitations may result in withdrawal of funding for these or other budget lines within the department.**
- 17. The County Executive will present an inventory of all County vehicles including a report on the condition, mileage and maintenance of each vehicle. The report will be supplied with the Tentative Budget.**
- 18. Any personnel positions which are vacant at the time of the submission of the Tentative Budget to the County Legislature shall state the calendar date at which time the position first became vacant.**
- 19. Any and all revenue projections for the 2027 budget shall only include revenue that falls within the jurisdiction and approval of the Putnam County Legislature and requires no other jurisdiction's approval (federal, state or other). Any revenue projections that require approval from an outside jurisdiction (federal, state or other) shall not be budgeted unless the revenue has been approved by that outside jurisdiction prior to the submission of the budget to the Legislature.**
- 20. Any outside agencies (formerly referred to as "not-for-profits") seeking funding from the County must submit to the Administration along with their request for funding the following documentation, which documents shall be forwarded to the Legislature along with the Tentative Budget:**
 - A list of the outside agency's current serving directors, including contact information for each, the date and length of their respective terms and their conflict disclosures;**

- A complete list of the outside agency's employees; outside agency
- Copies of each independent audit and/or auditor compilation of the outside agency's financial reports for the last three (3) years, when applicable and/or reasonably available/practicable;
- Copies of the outside agency's IRS 990 or IRS 990EZ, when applicable filed for the last three (3) years and the records relating to review and approval by the outside agency's board for said filings.

21. The Tentative Budget shall breakout the "Contracts" line as shown in previous budgets of the Golf Facility and Tilly Foster Farm, and shall delineate any Capital improvements to each facility or its grounds.

22. The budget will break out in each department the cell phone expense from the total telephone expense and provide a separate account number for this cell phone item.

23. Notwithstanding the May 11, 2026 memorandum from the Commissioner of Finance to Elected Officials/Department Heads, the head of each administrative unit of County government or authorized agency shall include in their respective Requested Budgets an estimate of revenues and expenditures of his or her respective unit or authorized agency for the 2027 fiscal year, *including any estimates for new employees and/or upgrades* and the estimate of expenditures shall constitute or be accompanied by a request for an appropriation. It is vitally important that the Budget & Finance Committee of the County Legislature be provided unfiltered information directly from elected officials and department heads with respect to staffing needs of the respective units of County government or authorized agency. The "2027 Requested" column of the Tentative Budget shall include, *without modification by the County Executive*, any line item appropriation requests (whether pertaining to personnel, equipment, vehicles, or any other expenditure) of each unit of County government or authorized agency as submitted by such unit of County government or authorized agency.

24. Any additional new items, if desired.

F. CONCLUSION:

Implementation of this Legislative Budget Review System will bring the expertise of the various Legislative Committees and their Chairs to bear on one of the most important functions of the Legislature.

It is expected that proposal acceptance will result in increased budget efficiency and greatly reduced cost to the County.

G. PROPOSED RESOLUTION:

WHEREAS, the Budget and Finance Committee has reviewed and recommended the adoption of the attached Decentralized Budget Review Process for implementation in 2026 of the adoption of the 2027 budget; now therefore be it

RESOLVED, that the Putnam County Legislature hereby adopts the attached budget review process; and be it further

RESOLVED, that pursuant to Putnam County Charter Section 7.04 the Putnam County Legislature hereby adopts and notifies the County Executive of the policy and practice guidelines contained in Section E of this Decentralized Budget Review Process/2027 to be complied with by the County Executive; and be it further

RESOLVED, that a copy of this resolution be sent to each Elected Official and Department Head accompanied by a letter from the Chair of the County Legislature highlighting the changes in Section E of this Decentralized Budget Review Process/2027 from previous years.

Committee: **Personnel** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL – BUDGETARY TRANSFER (26T132) – SHERIFF – REALLOCATE MONIES TO FUND SPECIAL PATROL OFFICERS (SPO) TO MOVE PERSONNEL RESOURCES TO SECURITY AND ADMINISTRATIVE DUTIES

WHEREAS, the Sheriff requested a Budgetary Transfer (26T132) to move personnel resources to security and administrative duties; and

WHEREAS, the Personnel 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:

13311000 51094	Sheriff Communications - Temporary	115,648
13311000 58002	Sheriff Communications - FICA	8,847
		<u>124,495</u>

Decrease

Appropriations:

15311000 51000 15103	Personnel Services – Civil Division (Deputy)	9,957
15311000 58002	FICA – Civil Division	762
17311000 51000 17115	Personnel Services – Road Patrol (Deputy)	34,441
17311000 51000 17137	Personnel Services – Road Patrol (Deputy)	36,499
17311000 51000 17140	Personnel Services – Road Patrol (Deputy)	34,751
17311000 58002	FICA – Road Patrol	8,085
		<u>124,495</u>

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

#5c

Committee: **Personnel** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

**APPROVAL – FUND TRANSFER (26T137) – SHERIFF – FUNDING TO COVER
911 DISPATCH CENTER OVERTIME**

**WHEREAS, the Sheriff requested a Fund Transfer (26T137) – Sheriff
to cover 911 Dispatch Center Overtime; and**

**WHEREAS, the Personnel 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:

Decrease:
13398900 54520 E911 Phone Equipment 100,000

Increase:
13398900 51093 Overtime 100,000

**2026 Fiscal Impact – 0 –
2027 Fiscal Impact – 0 –**

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Committee: **Rules** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL - LOCAL LAW TO AMEND CHAPTER 55, SECTION 55-12 OF THE PUTNAM COUNTY CODE ENTITLED "BOARD OF ETHICS ESTABLISHMENT; QUALIFICATIONS OF MEMBERS; APPOINTMENT OF MEMBERS; TERM OF OFFICE"

WHEREAS, the Putnam County Legislature finds that balance of powers between branches of government is a core protection grounded in our nation's foundational documents; and

WHEREAS, the Putnam County Legislature finds that accountability to an ethical code and ethical standards should hold both branches of government equally accountable; and

WHEREAS, if the candidates for the ethics board are unilaterally selected by one branch of government even with confirmation required, there is an unconscious bias built into the selection process; and

WHEREAS, the Legislature hereby seeks to remedy this issue, by amending the County Ethics Code; now therefore

Be it enacted by the Legislature of the County of Putnam as follows:

Section 1.

Chapter 55, Section 55-12 of the Putnam County Code is hereby amended to read as follows:

§ 55-12 Board of Ethics establishment; qualifications of members; appointment of members; term of office.

A. A Board of Ethics is hereby created consisting of five (5) members. Two (2) members shall be nominated by the County Executive, one (1) member shall be nominated by the Chairman of the Legislature, one (1) member shall be nominated by simple majority vote of the full Legislature, and one (1) member shall be nominated by the Minority Leader of the Legislature. If the Legislature is controlled by only one political party, the nomination shall instead be made by the leader of the largest non-controlling political party based on voter registration. All nominations must be confirmed by a simple majority vote of the Legislature to be

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

selected for appointment. For purposes of this section, "Minority Leader" means the legislator who belongs to the political party that does not control the Legislature and has the greatest number of registered voters.

Any Board of Ethics established prior to this enactment under a different appointment process is hereby dissolved, and a new Board shall be appointed in accordance with this section.

i. The selections for nominations shall be for specific designated seats as follows:

1. Seat one shall be selected by the County Executive
2. Seat two shall be selected by the Chair of the Legislature
3. Seat three shall be selected by the County Executive
4. Seat four shall be selected by the Chair Legislature
5. Seat five shall be selected by the Minority Leader

ii. Should any seat become vacant, it shall be filled in the same manner as specifically designated.

B. The members of the Board of Ethics shall reside in the County of Putnam.

C. No member of the Board of Ethics may be an appointed officer or employee of the County.

D. No Board of Ethics member shall hold office in a political party or be employed or act as a lobbyist or hold elected office in the County.

E. Board members will serve for a two (2) year term, beginning from their date of appointment.

F. A Board of Ethics member shall serve until his or her successor has been appointed.

G. The members of the Board of Ethics shall not receive compensation but shall be reimbursed for reasonable expenses incurred in the performance of their official duties.

H. Any hearing to be held, must be heard before and voted on by the entire Board of Ethics by majority vote. In the case of a conflict of interest in any matter, the ethics complaint giving rise to the conflict shall be referred to another County's Board of Ethics. At no time shall a single outside counsel be called upon to render an opinion in place of the Board of Ethics. A conflict of interest may be raised by any member of the board, any complainant, or any subject of a complaint. Any such conflict must be voted on and a written decision rendered as to whether the board believes it can be fair and impartial by an appearance of impropriety standard. If the board determines it cannot be fair and impartial in the handling of any ethics complaint, referral to another County's Board of Ethics shall be requested by the Board of Ethics, and such referral shall be coordinated by the Confidential Secretary of the Ethics Board.

Section 2. This Local Law shall take effect immediately.

Committee: **Rules** Resolution # _____
 Introduced By _____ Regular Mtg: July 7, 2026 _____
 Seconded By _____ Special Mtg _____

accessible live streaming platform, except in the event of technology failure.

§ 222-3 Electronic public access to meetings and information.

A. The Putnam County Legislature shall make all meetings of the Legislature or its subcommittees available for public viewing by live video stream whenever practicable. A link to the live stream shall be conspicuously posted and made available on the Legislature's website at least eight (8) hours prior to the meeting whenever practicable.

B. Except in the case of executive sessions held pursuant to N.Y.S. Open Meetings Law § 105, the Legislature shall ensure that members can be heard, seen, and identified at all times when the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon.

C. The County Executive shall pursuant to § 3.04-B of the Charter make all public hearings available for public viewing by live stream, whenever practicable

D. Each meeting or hearing that is live streamed shall be recorded and such recordings linked or posted online, to the extent practicable, within five (5) business days following the meeting/hearing and shall remain so available for a minimum of five (5) years thereafter.

§ 222-4 Severability.

If any part or provision of this chapter or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this chapter or the application thereof to other persons or circumstances. The County of Putnam hereby declares that it would have passed this chapter or the remainder thereof had such invalid application or invalid provision been apparent.

Section II.

This local law shall take effect immediately upon the filing with the Secretary of State.

Committee: **Health** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026
Seconded By _____ Special Mtg _____

APPROVAL - HUDSON VALLEY PUBLIC HEALTH COLLABORATIVE NEW YORK STATE ASSOCIATION OF COUNTY HEALTH OFFICIALS (NYSACHO) IMMUNIZATION ACTION PLAN AWARD

WHEREAS, Section 5-2 (E) of the Putnam County Code provides that an applicant of any grant application that does not require any County matching funds shall notify the Putnam County Legislature of the submission of a grant application. In the event the Legislature objects to such grant application, the applicant shall withdraw it forthwith; and

WHEREAS, Section 5-1 (D) of the Putnam County Code provides in the case where time is of the essence and Legislative approval before submission is not possible, that an application be made and shall be furnished to the Legislature for consideration; and

WHEREAS, The New York State Association of County Health Officials (NYSACHO) is a not-for-profit association with 501(c)(3) tax-exempt status, representing local health departments (LHDs) in New York State; and

WHEREAS, NYSACHO, with support from the New York State Department of Health (NYSDOH), intends to award up to twenty (20) grants, in amounts of up to \$5,000 each, to support local Immunization Action Plan projects; and

WHEREAS, the grant with an application deadline of May 1, 2026 required is no matching funds on the part of the County; and

WHEREAS, Putnam County and regional partners including Orange, Rockland, Westchester, Sullivan counties through their respective health departments collaboratively produced a Hudson Valley Regional Community Health Assessment; and

WHEREAS, in such document several data indicators pointed to declines in immunization rates that impact communities across the region; and

WHEREAS, NYSACHO will provide funding in the amount of \$25,000, to The Hudson Valley Public Health Collaborative (HVPHC) via the Putnam County Department of Health to support the Immunization Action Plan Projects, as described in The Hudson Valley Public Health Collaborative (HVPHC) application; and

WHEREAS, the Health Committee has reviewed and approved of this grant application; now therefore be it

RESOLVED, that the Putnam County Legislature approves and authorizes the Putnam County Department of Health to accept the award for the Immunization Action Plan project as outlined in the grant application.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR



cc: Health
Full 5f
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

Date: May 22, 2026

To: Dan Birmingham, Chair of the Legislature
Nancy Montgomery, Chair of the Health Committee

Cc: Putnam County Legislature
County Executive Kevin Byrne
Adriene Iasoni, Acting Personnel Officer

From: Rian Rodriguez, Public Health Director *RR*
William Orr, Senior Fiscal Manager

Subject: Request to Present to Committee in June

PCDOH leadership is kindly requesting to revisit the organizational structure agenda item from April's Personnel Committee meeting that was ultimately referred to the Health Committee. Given the expected fluctuations as well as the unforeseen crises that occur in public health, continuity of operations is essential. Proposed organizational changes consider the personnel and programmatic challenges encountered with the current and historical structure of one lead administrator. The proposed adjustments will boost operational resilience and enable administrative oversight and support for the dozens of programs and employees of the department.

The time-sensitive nature of this request is necessary because we are about to be formally engaged in 2027 budget discussions. We are committed to a collaborative approach regarding this cost-neutral department-organizational proposal; a timely discussion and a vote from the health committee will ensure we can proceed with 2027 budget discussions with a comprehensive and well-informed plan.

In addition to the aforementioned request, PCDOH would like to provide the legislature with an update regarding the status of the Community Health Improvement Plan (CHIP) which is due to NYSDOH on June 30th as well as a resolution for approval to accept an award from New York Association of County Health Officials (NYSACHO) that will support a regional CHIP initiative.

We are thankful for your continued support and partnership as we work together to keep Putnam healthy.

Attachments: NYSACHO award letter of agreement

Letter of Agreement

New York State Association of County Health Officials

&

The Hudson Valley Public Health Collaborative (HVPHC) Health Department

The New York State Association of County Health Officials (NYSACHO), will provide funding to The Hudson Valley Public Health Collaborative (HVPHC) County Health Department to support the Immunization Action Plan Projects, as described in The Hudson Valley Public Health Collaborative (HVPHC) County Health Department's application.

To ensure materials developed through this project are consistent with the positions of the New York State Department of Health (NYSDOH), it is strongly recommended that materials be shared with NYSACHO for review prior to publication.

By September 30, 2026, The Hudson Valley Public Health Collaborative (HVPHC) County Health Department agrees to:

- Participate in two (2) check-in calls with NYSACHO and NYSDOH. These will likely be scheduled as a kickoff call and a final project presentation call.
- Develop a summary project presentation that could be presented to other LHD partners during a future webinar, summarizing the project, best practices, and lessons learned.
- Complete a project evaluation at the beginning and end of the project to identify anticipated outcomes, challenges, stakeholders, etc. An evaluation template will be provided.
- Save receipts for purchases made using project funds. Receipts should be made available upon request from NYSACHO or NYSDOH.

NYSACHO agrees to:

- Provide feedback on materials shared for review within two (2) business days.
- Provide technical assistance for completion of tasks, including via phone, email, or Zoom/WebEx consultations.
- Schedule and facilitate check-in calls throughout the project period.

Compensation

NYSACHO will provide The Hudson Valley Public Health Collaborative (HVPHC) County Health Department with funding in the amount of \$25,000, via a one-time payment. To process this payment, please fill out the "Invoice Template" sent along with this letter of agreement and return to Robert Viets (rviets@nysacho.org).



**NEW YORK STATE ASSOCIATION
OF COUNTY HEALTH OFFICIALS**
Leading the Way to Healthier Communities

Please note: If you anticipate that the funding will not fully fund your work and expect to use other sources, please confirm with those funders that your mini-grant deliverables are eligible for reimbursement. If you plan to use Article 6 State Aid, we recommend that you reach out to the NYSDOH Article 6 team at the start of the award period to clarify what mini-grant related activities are or are not eligible for Article 6 reimbursement.

Signed by:

The New York State Association of County Health Officials (NYSACHO)

Robert L. Viets, Program Director

Name (print), Title

Robert L. Viets

Signature

May 21, 2026

Date

The Hudson Valley Public Health Collaborative (HVPHC) County Health Department

Name (print), Title

Signature

Date



**NEW YORK STATE ASSOCIATION
OF COUNTY HEALTH OFFICIALS**

Leading the Way to Healthier Communities



NEW YORK STATE ASSOCIATION OF COUNTY HEALTH OFFICIALS

Leading the Way to Healthier Communities

Request for Applications

Immunization Action Plan Projects

Released April 6, 2026

Applications due by 11:59 PM ET

Friday, May 1, 2026

Table of Contents

Background	2
Application Information	2
<i>Eligibility</i>	2
<i>Scoring & Evaluation</i>	2
Project Information.....	4
<i>Timeline</i>	4
<i>Requirements</i>	4
<i>Ineligible Expenses</i>	5
<i>Method of Payment</i>	5
<i>NYSACHO Contact Information</i>	5
Appendix A: Application Template	6
Appendix B: Examples of Immunization Projects.....	12
Appendix C: Sample Immunization Action Plan Grant Evaluation Template	13



Background

The New York State Association of County Health Officials (NYSACHO) is a not-for-profit association with 501(c)(3) tax-exempt status, representing local health departments (LHDs) in New York State. NYSACHO provides advocacy, training, and technical assistance to LHDs. It is the voice of the state's local public health system working for all New Yorkers to prevent disease and disability, promote health and safety, and protect against public health hazards in the environment.

In line with NYSACHO's mission to support and empower LHDs in their work to promote health and wellness, NYSACHO is committed to strengthening immunization efforts across New York State. NYSACHO seeks to support LHD-led initiatives that improve vaccination coverage, address gaps and disparities, and reduce barriers to immunization through data-driven, community-focused strategies. To this end, NYSACHO, with support from the New York State Department of Health (NYSDOH), intends to award up to twenty (20) grants, in amounts of up to \$5,000 each, to support local Immunization Action Plan projects.

Application Information

Applicants will submit a project description and proposed project budget, using the Application Template in Appendix A. Examples of immunization projects are provided in Appendix B. Complete applications should be submitted electronically to Robert Viets (rviets@nysacho.org) by Friday, May 1, 2026, with the email subject line: "2026 IAP Grant Application." All applicants will be notified of their selection status by or around **Friday, May 22, 2026**.

Eligibility

To be considered for this funding opportunity, applicants must be a local health department (LHD) based in the State of New York. LHDs may apply individually or collaboratively as a group of two or more LHDs proposing a shared or regional Immunization Action Plan project. For group applications, one LHD must be designated as the lead applicant and fiscal agent, responsible for submitting the application, managing the award, and fulfilling all reporting requirements on behalf of the group.

Scoring & Evaluation

NYSACHO and NYSDOH will use the following criteria to review and score applications materials:

- **Alignment with Immunization Action Plan Goals (50 points)**
 - Clearly demonstrates alignment with established Immunization Action Plan (IAP) priorities and explicitly identifies the specific IAP goal(s) and objective(s) addressed by the proposed project.
 - Clearly identifies immunization-related needs and gaps using local data (e.g., NYSIIS data, coverage rates, school compliance, adult immunization trends).
 - Articulates specific, measurable goals that directly support improved vaccination coverage and reduced barriers to immunization.



- **Project Description (25 points):** Provide a description of the initiative, project, or activity to be supported with this funding. The project description should:
 - Clearly define the population(s) to be served (e.g., children, adolescents, adults, older adults, healthcare workers, close-knit communities, seasonal farm workers, school nurses, provider groups, at risk communities, unhoused, individuals with chronic health conditions, pregnant people).
 - Identify disparities or access barriers affecting vaccination uptake (e.g., geography, access, vaccine confidence, language, transportation).
 - Explain how the project will build upon previous work, and/or how the project will be used to support work beyond the scope of this funding period.
 - Please note: Distribution of educational resources must be integrated with educational programming. Proposals should demonstrate how they will combine outreach with substantive educational activities (e.g., presentations, trainings, skill-building sessions, communications campaigns, etc.) to create a more comprehensive approach.
- **Collaboration (10 points):** Include information on how internal and/or external partners will be involved with carrying out the proposed project.
 - Applicants that identify and engage at least one partner will be given priority consideration. Please include the name of the partner and describe their role in project implementation. Partners may include: community-based organizations, hospitals, FQHCs, local government agencies, libraries, and others!
 - A letter of support from the partnering partner is strongly recommended.
- **Evaluation (15 points):** Describe how the applicant will demonstrate how the project made an impact on the community.



Project Information

Timeline

Deadline	Activity
Monday, April 6, 2026	RFA opens
Friday, April 10, 2026 from 12:00-1:00	Optional Webinar: Mini Grant Q&A. LHDs may join this webinar to ask questions. https://us02web.zoom.us/meeting/register/L29CMUQLThK5fuJ84iwelg
Friday, May 1, 2026	Applications due to Robert Viets (rviets@nysacho.org)
Friday, May 22, 2026	All applicants notified of selection status
June, 2026	Begin project activities and participate in check-in calls with NYSACHO and NYSDOH
Friday, July 31, 2026	Evaluation section 1 due
Friday, August 28, 2026	Submit final report to NYSACHO
Wednesday September 30, 2026	Evaluation section 2 due

Requirements

By August 28, 2026, selected applicants will be required to:

- Participate in two (2) check-in calls with NYSACHO and NYSDOH. These calls will include all those that are funded.
- Develop a summary project presentation that could be presented to other LHD partners during a future webinar, summarizing the project, best practices, and lessons learned.
- Complete a project evaluation at the beginning of the project to identify anticipated outcomes, challenges, stakeholders, etc. An evaluation template from prior funding cycles is provided in Appendix C.
- Save receipts for purchases made using project funds. Receipts should be made available upon request from NYSACHO or NYSDOH.

By September 30, 2026, selected applicants will be required to:

- Complete a project evaluation at the completion of the project detailing actual challenges, outcomes, stakeholders, etc. An evaluation template is provided in Appendix C.



To ensure materials developed through this project are consistent with the positions of the NYSDOH, it is strongly recommended that materials be shared with NYSACHO & NYSDOH for review prior to publication.

Ineligible Expenses

Funds can't be used to:

- Purchase vaccines
- Deliver medical services or purchase medical supplies
- Build permanent structures
- Purchase furniture
- Support activities funded by another grant source, but may be used to supplement by enhancing or expanding upon existing grant-funded activities.
- Bonuses (not part of annual raise)
- Fundraising
- Goods and services for personal use
- Promotional or incentive materials (e.g., plaques, clothing for staff/patients, pens, mugs/cups, folders, lanyards, magnets, conference bags). EXCEPTION: gift card compensation for focus group participation are allowed
- Purchase of food or meals (unless for travel per diem)

Method of Payment

NYSACHO will disburse payments to awardees via a one-time payment in June 2026. Extensions may be granted if approval from your Board of Health is required.

NYSACHO Contact Information

Please direct any comments, questions, or concerns related to this funding opportunity to:

Robert Viets
Program Director
rviets@nysacho.org



Appendix A: Application Template

General Information

Applicant Name: Alison Kaufman **Email:** Alison.kaufman@putnamcountyny.gov

Position Title: Senior Epidemiologist **Phone:** 845-808-1390 ext 43179

Organization or Group Name: The Hudson Valley Public Health Collaborative (HVPHC), a coalition of local health departments from Putnam, Rockland, Orange, Westchester, and Sullivan Counties

If Selected, Will Applicant Serve as Lead Staff on Project? ☐ Yes ☒ No

Please Provide the Following Information on Lead Staff (if different from applicant).

Name: Victoria DiLonardo **Email:** Victoria.Dilonardo@putnamcountyny.gov

Position Title: Public Health Educator **Phone:** 845-808-1390 ext 43125

Statement of Need (Please keep the statement of need brief/concise with a max of 300 words)

The Mid-Hudson (M-H) Region faces a significant gap in childhood vaccination coverage, highlighting the need for innovative strategies and cross-jurisdictional partnerships. Only 52.3% of children aged 24–35 months in the region have completed the recommended 4313314 combination vaccine series by their second birthday. This falls significantly short of both the New York State (NYS) excluding New York City (NYC) average (60.9%) and the NYS Prevention Agenda (PA) Objective (62.3%). Additionally, only 19.2% of 13-year-old adolescents had a complete HPV vaccine series in the M-H Region, compared to 24.4% in NYS excluding NYC and the PA objective of 28.7%. At the county and sub-county levels, NYSIIS data reveal even wider disparities, most notably in Rockland County, where only 36.8% of children completed their recommended vaccinations by age two.

Since 2022, outbreaks of vaccine-preventable diseases (VPD), including measles, pertussis, polio, and influenza, have occurred across the M-H Region. One confirmed case of paralytic polio in Rockland County resulted in sustained transmission in neighboring Orange and Sullivan counties from 2022–2023 (as detected through wastewater surveillance). After a 51% decrease in flu vaccinations among school-age children from 2020–2025, Putnam County experienced school-based flu outbreaks during the 2025–



2026 flu season. From 2023-2024, all M-H Region applicant counties reported increased pertussis cases among children. The region's vulnerability is further compounded by disease importation through international travel. Among the 2025 measles outbreaks, 75% of Orange's cases were among children with recent international travel, 19% of Rockland's cases were imported, and Putnam had one case with international travel. Since 2025, there were 29 cases of measles in the M-H Region, particularly in communities with low vaccination rates. Funding to support a regional approach to counter vaccine misinformation will bolster local public health departments (LHDs) as a trusted source of information and improve regional vaccination rates.

Alignment with Immunization Action Plan Goals (50 points)

This project is in alignment with IAP *Objective 5 Reduce Disparities: Reduce Disparities Among Special/Underserved Communities*, and directly supports IAP *Task 5.1: Underserved Populations*.^{*} County-level Community Health Assessments, NYSIIS immunization coverage data, and other sources of local surveillance data will be used to identify special and underserved populations at increased risk for low immunization coverage and VPD outbreaks. Priority populations will be identified by vaccine series rates at the ZIP code level, allowing for precise targeting of communities experiencing disparities. Determination of the vaccine series, populations, and locations targeted will be specific to needs identified in each of the participating counties.

As indicated above in the Statement of Need, the M-H Region's immunization rates are below NYSPA targets, leaving local populations vulnerable to VPD outbreaks. Grant funding will support the development and dissemination of a targeted social media messaging campaign designed to address immunization gaps within these vulnerable populations. Messaging will be tailored based on local need, including language preference, cultural relevance, geographic location, and specific immunization concerns. This population-specific approach ensures that interventions are both relevant and acceptable to the communities being served, thereby improving trust, engagement, and vaccination uptake.

The project also advances IAP *Goal 11 Coalitions: Engage Partners and Stakeholders (Coalitions)*, specifically *Task 11.1 Collaboration*.^{**} Collaboration on this project will formalize and broaden the longstanding collaboration among M-H region LHDs. Each participating LHD will play a dual role in both the regional design and coordination and local implementation. Together, counties will co-develop messaging, align communication channels and strategies, share data insights, and establish common evaluation metrics to measure reach, engagement, and impact. Individually, each LHD will consult with local community partners, leaders and stakeholders to tailor messaging to reflect the demographics, cultural and language considerations, and unique needs of their constituent priority populations. LHDs will target advertising within priority ZIP codes; and support dissemination of messaging through local networks.

This regional collaborative model strengthens sustainability and creates a scalable framework for addressing immunization disparities across multiple jurisdictions. For further information on the specific, measurable goals set by the HVPHC, please see the Evaluation Section below.

^{*}Task 5.1 Underserved Populations: Using County community health assessments and/or other local data sources, identify special/underserved population(s) in the county at risk of low immunization coverage and/or VPD outbreaks. Work with



partners, stakeholders, and/or coalitions representing the selected population(s) to identify and implement a local intervention, relevant and acceptable to the selected population(s), to reduce disparities.

****Task 11.1 Collaboration:** Identify and collaborate with immunization coalitions, healthcare, systems, public health programs, community-based organizations, and other stakeholders to engage populations/communities.

Project Description (25 points)

The project is a social media campaign driven by paid advertisements to increase vaccination rates, reduce the spread of disease, and prevent outbreaks. The advertisements will be run on Meta social media platforms during the summer and fall of 2026.

The population served by this project includes unvaccinated children and adolescents. The target audience for the campaign will be their parents and guardians. Geofencing will be used to further target ads to insular, close-knit communities and other zip-codes with low child and adolescent vaccination rates in each of the participating counties. Several messages will be developed to provide flexibility for the vaccine needs across each of the counties in the collaborative. Advertisements will be tailored to account for vaccine confidence and language barriers. For example, efforts will be made to translate advertisements into languages specific to the needs of individual communities.

This project builds upon the foundation of HVPHC counties producing a [Regional Community Health Assessment \(CHA\)](#) and represents the natural progression of this collaboration from identification of health issues to intervention at the regional level. Moreover, the project will build upon existing local health department social media accounts currently serving as sources of trusted health information for residents. Creation of an HVPHC Meta account and use of paid advertisements on these platforms has the potential to expand reach to a much larger audience beyond current local health department followers. The HVPHC Meta account can be used in the future for additional collaborative communications campaigns. Additionally, a shared regional hashtag will be developed and used on advertisements and posts for visibility and awareness of the HVPHC for this and future campaigns. The materials developed for this campaign can also be used beyond the advertising and funding period.

Social media is an integral part of a communications campaign. This campaign will consist of multiple messages tailored to target demographics and need. Campaign materials developed for social media can be modified for use on various communications channels or for outreach at events. A clear, cohesive message across a large geographic area is crucial to countering vaccine misinformation, which is pervasive on social media.

The HVPHC is requesting an extension of project activities through the end of 2026. The extension is necessary to accommodate the legislative approval processes required for Putnam County to accept funding on behalf of the HVPHC, which will likely delay the start of activities to mid-July. Continuing activities in the fall of 2026 has the added benefit of supporting compliance with school vaccine requirements and promoting annual vaccinations ahead of respiratory virus season.



Collaboration (10 points)

County health departments across the M-H Region have a strong, established history of collaboration, demonstrated through their joint development of a [regional Community Health Assessment](#) (CHA) across multiple New York State Prevention Agenda cycles.

This sustained partnership has required coordinated planning and data analyses, fostering a shared understanding of regional public health priorities and challenges. Building on this foundation, the HVPHC is well positioned to design, implement and evaluate a unified, insightful and data-driven social media campaign aimed to promote vaccination, counter vaccine hesitancy and misinformation, address health inequities, and connect people to local vaccination opportunities.

The HVPHC expects to achieve the following significant benefits from our collaborative approach:

- **Resource Sharing:** Collaboration allows the HVPHC to pool our award budgets and personnel resources. This will enable us to amplify messaging and avoid duplication of efforts across neighboring counties.
- **Consistent Messaging/Increased Trust:** Unified messaging across the region will increase public trust and reduce confusion. By leveraging the shared knowledge of multiple public health experts, our campaign will bolster public confidence in vaccination recommendations that are backed by science.
- **Increased Health Equity:** Working together will help us better understand vaccination hesitancy and disparities in specific geographic areas and communities. It will enable the development of tailored, multilingual, and culturally competent content that resonates with specific populations.
- **Shared Best Practices/Data:** Partners will align insights, data and best practices to guide the development and placement of effective messages for maximum impact.
- **Countering Misinformation:** Through our collective effort, we will be better positioned to more effectively counter misinformation and provide accurate, timely information to help people make informed decisions about vaccination.

To help boost our reach, counties will also engage with local community partners to amplify messages on social media to increase shares, reposts and comments on content. This engagement will lend additional credibility to our messaging while extending visibility to new audiences.

The HVPHC welcomes this opportunity to move our regional group beyond the awareness gained through the regional CHA process and toward collaborative data driven public health work.

Evaluation (15 points)

The HVPHC will measure the impact of this initiative through a combination of process, engagement, and outcome measures. This evaluation approach is informed by the Centers for Disease Control and Prevention Framework for Program Evaluation in Public Health, incorporating process, output, and outcome measures to assess implementation, reach, and impact. Because the initiative is designed to improve vaccination coverage through coordinated, data-driven, community-focused messaging, evaluation will focus on both the effectiveness of the regional collaboration and the extent to which outreach efforts contribute to improved immunization awareness, access, and uptake.



- At the process level, each participating local health department will track the number and type of immunization-related social media posts developed, shared, boosted, and geo-targeted. The collaboration will also monitor consistent use of the shared regional hashtag to assess the visibility and reach of the Hudson Valley Public Health Collaborative brand. Counties will document the timing of campaigns, target populations, vaccine topics addressed, and geographic areas selected for boosted messaging based on local immunization gaps and community need.
- Reach and engagement will be measured using social media analytics, including impressions, reach, shares, clicks, video views, engagement rates, and audience demographics when available. These measures will help determine whether the messaging is reaching priority populations, including parents and caregivers of children, families in communities with lower vaccination coverage, and households preparing for school entry requirements. Geo-targeted campaign data will be reviewed by each county and collectively across the region to identify which messages, formats, and topics were most engaging.
- Each participating county has a unique immunization baseline, and project success will be evaluated both at the county level and collectively across the M-H Region. To assess progress toward improved vaccination coverage, participating counties will review available data from the NYSPA dashboard (data updated annually) and the NYSIIS Tableau dashboards (data updated monthly), including county-level and regional immunization trends for early childhood vaccination and HPV vaccination, as applicable. Baseline data will be reviewed prior to project implementation, with follow-up review during and after the campaign period as updated data become available. This pre- and post-project comparison will help counties assess changes in vaccination coverage, identify persistent gaps or disparities, and determine whether campaign strategies should be adjusted to better reach priority populations.
- This school-age vaccination campaign may include additional short-term measures as appropriate to the individual county. Examples include tracking referrals to local vaccination resources, website traffic, or clinic inquiry volume when available, and any increase in scheduled or completed vaccine appointments during the back-to-school period. Where feasible, local health departments may also compare school exclusion trends or reports from school partners before and after the campaign period to determine whether targeted education contributed to improved compliance with school immunization requirements.



Proposed Project Budget

Instructions: Using the table below, list anticipated project expenditures. Total award should amount to no more than \$5,000. If necessary, add more rows to the table to capture all project expenses.

Item	Description	Cost
Educational Material		
Social Media & Advertising		
Social Media Advertising	Advertising costs for a six-month Meta campaign for vaccine messaging (spanning summer and fall). Advertisements will be geo-targeted based on location information in Meta platforms. The average cost per click is between \$0.44 and \$3, and the average cost per 1000 impressions is between \$8 and \$14. Real-time analytics will allow for adjustments during the campaign. Overall, the budget is set for the length of the campaign and adjusted based on performance.	\$25,000 (\$5,000 per county)
Supplies		
Meetings		
Other		
Total Award		\$25,000 (\$5,000 per county)



Appendix B: Examples of Immunization Projects

Project funds may be used to supplement or enhance existing immunization initiatives or to support the development and implementation of a pilot project, strategy, or campaign aligned with local Immunization Action Plan goals.

Applicants seeking technical assistance or support in developing a project proposal are encouraged to contact Robert Viets (rviets@nysacho.org).

Listed below are examples of how this funding could be used:

- **Convene meetings or workgroups** with local immunization stakeholders (e.g., healthcare providers, pharmacies, schools, community-based organizations) to advance Immunization Action Plan goals. Activities may include coordinating immunization strategies, identifying coverage gaps, or planning future immunization initiatives.
- **Develop and distribute educational materials** that promote vaccine confidence and uptake, using local data to tailor messaging to identified populations.
- **Conduct tabletop exercises or planning activities** to test and strengthen local immunization response capacity, such as preparedness for outbreaks of vaccine-preventable diseases, mass vaccination efforts, or seasonal vaccination campaigns.
- **Host community-based outreach or vaccination events** designed to increase awareness of recommended vaccines and improve access to immunization services, including strategies to support sustained engagement beyond a single event.
- **Strengthen systems or processes** that improve access to immunization services, such as enhancing referral pathways, appointment coordination, or partnerships that expand vaccination locations or hours.
- **Conduct focus groups or community engagement activities** to gather input and data that inform immunization planning, gaps in vaccine confidence, and improve program effectiveness.
- **Increase awareness of recommended vaccines and disease prevention strategies** among populations at increased risk for low vaccination coverage, including integration of immunization education into existing public health or community programs and collaboration with trusted community partners.



Appendix C: Sample Immunization Action Plan Grant Evaluation Template

Section I.

Please complete this section at the beginning of your project and submit to project staff for review by **July 31, 2026**. Feedback will be provided prior to the completion of your project.

Project Title:

Department:

Project Lead(s):

Partnering LHD(s) if applicable:

Funding Amount Requested:

Immunization Action Plan Alignment:

List the specific IAP goals/objective(s) this project is intended to address and briefly describe how the proposed activities support these goals? (1-4 sentences)

Target Population:

Identify the primary population(s) to be served. Describe why these populations were prioritized (e.g., low coverage rates, access barriers, disparities). (1-4 sentences)

Planned Activities:

Briefly describe the key activities that will be implemented. (1-4 sentences)

Identified Barriers to Immunization

Check all that apply and briefly describe:

- ☐ Access to providers or services
- ☐ Vaccine confidence
- ☐ Language or cultural barriers
- ☐ Transportation or geographic barriers
- ☐ Data gaps or IIS challenges
- ☐ Staffing or system limitations
- ☐ Other (please specify)

Strategies:

Indicate which strategies you are utilizing for your project. Select all that apply

- ☐ Tabling at Events
- ☐ Social Media Promotion
- ☐ Development of Outreach Materials



- ☐ Dispersal of Health Prevention Products
- ☐ Development of Community Resource/s
- ☐ Hosting Community Event/s
- ☐ Providing Technical Assistance
- ☐ Holding Focus Groups
- ☐ Other- Please Specify: _____

Community Based Organization Partner

Please list the Community Based Organization (CBO) your department has chosen to work with on this project. Please describe the relationship with the CBO prior to this project.

Additional Partners

Please provide information on the additional partners you plan to engage in this project.

Partner Name	How will they be involved?

Representation within Stakeholders

Do any of your partners involve a member of the population at-risk? Please describe. (3-5 sentences, if applicable)

Anticipated Challenges

What might act as barriers to implementing the planned activities? What can be done to minimize the effects of these anticipated challenges?

SMART Objectives

Develop at least 4 SMART Objectives for your project. One of the objectives must address how your project will impact the community.

At the end of your project, you will be asked to complete the second and third columns of this table for at least 2 objectives you choose. Be sure to select objectives that will be feasible to measure and report.

For information on how to develop SMART objectives, please review this resource on [Objectives and Goals: Writing Meaningful Goals and SMART Objectives](#) from the Minnesota Department of Health.

SMART Objective	Evaluation Indicator (how do you plan to measure success)
1.	
2.	
3.	
4.	

Community Impact



Please describe how you will demonstrate how your project has made an impact on the community. What evaluation method/s will be used to collect this information from the community? For information on how to develop and implement an evaluation, please visit [CDC Evaluation Framework](https://www.cdc.gov/evaluation/framework).

Section II.

Please complete this section at the completion of your project. Please submit no later than **Friday, August 28th**

Additional Partners

Please list any additional partners engaged during the project and indicate how they were involved in the project. Please also note if partners listed in Section I ended up not being involved in the project.

Partner Name	How were they involved?

Educational Resources Developed

Please provide information on resources developed to support your project. Please also include any resources from the NYSDOH and/or other organizations used to support your project.

Resource Name	Type/Link to Share	Describe how the resource was used

Challenges

What were barriers to implementing the planned activities? How did you address these? What did you do to minimize the effects of these challenges?

Lessons Learned

Please describe at least one lesson learned from implementation of your project.

SMART Objectives

Please report on whether at least 2 of the project objectives you originally developed were met.

SMART Objective	Was this objective achieved?	Supporting Information
1.		
2.		
3.		
4.		

Community Impact

Please describe any information you can provide on your project's community impact.

OPTIONAL: Photos of Project

8 Airport Park Blvd, Latham, NY 12110

www.nysacho.org



Along with the submission of this report please include photos of the project being implemented and photos of any final products. These images can be used during your final presentation at the end of the grant cycle. The images will also be used by project staff in final reports and presentations at meetings and conferences.

LHDs should obtain signed releases for those taking and using the photos, including sharing those with project funders for use in materials and presentations. Contact rviets@nysacho.org for a sample photo release form.

Committee: **Health**

Resolution # _____

Introduced By _____ Regular Mtg: July 7, 2026 _____

Seconded By _____ Special Mtg _____

#5g

**APPROVAL – BUDGETARY AMENDMENT (26A049) – PUBLIC HEALTH
DIRECTOR – NYS ASSOCIATION OF COUNTY HEALTH OFFICIALS
(NYSACHO) IMMUNIZATION ACTION PLAN AWARD**

WHEREAS, the Public Health Director requested a Budgetary Amendment (26A049) to adjust the Health Department Budget to ensure the Health Department provides programs which align with the approved uses of the funds; 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 Estimated Appropriations:

11017000 54646 10244 NYSACHO Immunization Action Plan 25,000
Contracts

Increase Estimated Revenues:

11017000 44401B NYSACHO Immunization Action Plan Grant 25,000
10244

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

#5h

Committee: **Health** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL - BUDGETARY TRANSFER (26T139) – PUBLIC HEALTH DIRECTOR – FUNDING FOR DEPUTY DIRECTOR POSITION – PRORATED EFFECTIVE JUNE 1, 2026

WHEREAS, the Public Health Director requested a Budgetary Transfer (26A046) to fund a salary, prorated to June 1, 2026, of a new position in the County Health Department, Deputy Director; 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 Estimate Appropriations:

10401000 51000 (122) Personnel Services – Admin Deputy Director 80,245

Decrease Estimated Appropriations:

12401000 51000 (102) Personnel Services – Environmental Health Director 80,245

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Committee: **Protective**

Resolution # _____

Introduced By _____ Regular Mtg: July 7, 2026 _____

Seconded By _____ Special Mtg _____

#5i

APPROVAL – BUDGETARY AMENDMENT (26A046) – SHERIFF – USE OF T-COMMISSION RESERVE FUNDS – PURCHASE FURNITURE FOR RENOVATED CONFERENCE ROOM

WHEREAS, the Sheriff requested a Budgetary Amendment (26A046) to use T-Commission Reserve Funds to purchase furniture for renovated conference room in the Sheriff's Office and Correctional Facility; 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 Revenue:

10315000 426605	Sheriff- Jail- T Commission Use of Reserve	9,790.49
------------------------	---	-----------------

Increase

Appropriations:

10315000 52110	Sheriff- Jail- Furniture & Furnishings	9,790.49
-----------------------	---	-----------------

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

#5j

Committee: **Protective** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

**BUDGETARY AMENDMENT (26A050) – COMMISSIONER OF BUREAU OF
EMERGENCY SERVICES ACCOUNT FOR THE STATEWIDE
INTEROPERABLE COMMUNICATIONS TARGETED GRANT RECEIVED**

**WHEREAS, the Commissioner of Bureau of Emergency Services
requested a Budgetary Amendment (26A050) to account for the Statewide
Interoperable Communications Targeted Grant received; and**

**WHEREAS, the Legislature was notified of the application for this
non-matching grant at the Protective Services Committee meeting on June,
10, 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 Estimated Appropriations:

**53097000 53000 51601 Interoperable Communications Targeted 3,000,000
Grant**

Increase Estimated Revenues:

**53097000 433971 State Aid - Interoperable 3,000,000
51601 Communications Targeted Grant**

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Committee: **Protective** Resolution # _____
 Introduced By _____ Regular Mtg: July 7, 2026 _____
 Seconded By _____ Special Mtg _____

**APPROVAL – NO MATCH – GRANT APPLICATION – BUREAU OF
 EMERGENCY SERVICES - SFY2025 & SFY2026 STATEWIDE
 INTEROPERABLE COMMUNICATIONS GRANT (SICG) PROGRAM**

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") prior to 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, Section 5-1 (D) of the Putnam County Code provides in the case where time is of the essence and Legislative approval before submission is not possible, that an application be made and shall be furnished to the Legislature for consideration; and

WHEREAS, the Bureau of Emergency Services has requested approval for the grant application under the SFY2025 & SFY2026 Statewide Interoperable Communications Grant (SICG) Program; and

WHEREAS, the total State Budget for 2025 & 2026 (State Fiscal Years 2025 & 2026) appropriates \$45 million each fiscal year in grants, which is appropriated from the Statewide Public Safety Communications Account and is distributed on a formula basis among the counties that apply; and

WHEREAS, this grant is a 100% reimbursement grant with no matching funds required; and

WHEREAS, the funds would be used towards Radio Communications; and

WHEREAS, the Grant Performance Period is from 1/01/2026 through 12/31/2030; and

WHEREAS, the application deadline: June 17, 2026 by 5:00pm; and

WHEREAS, the Protective Services Committee has considered and approved of this grant application; now therefore be it

RESOLVED, that the Putnam County Legislature approves and authorizes the Putnam County Bureau of Emergency Services to apply for this grant under the SFY2025 & SFY2026 Statewide Interoperable Communications Grant (SICG) Program.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								



Homeland Security and Emergency Services

Combined SFY2025 & SFY2026 Statewide Interoperable Communications Grant Program (Formula – Based Grant Program)

Request for Applications (RFA)

Application Deadline: June 17, 2026, by 5:00pm

Table of Contents

I. Introduction	3
II. Eligibility	3
III. Awards	4
IV. Grant Objectives and Program Goals	6
V. Authorized Program Expenditures	8
VI. Application Format and Content	9
VII. Timeline and Checklist of Required Documentation	10
VIII. Award of Funds and Vendor Responsibility	10
IX. Administration of Grant Contracts	11
A. Issuing Agency	11
B. Filing an Application	11
C. Reserved Rights	11
D. Debriefings	13
E. Terms of the Contract	13
F. Payment and Reporting Requirements of Grant Recipients	13
G. General Specifications	17
H. Special Conditions	19
X. Questions	21

I. Introduction

The purpose of this Request for Applications (RFA) is to solicit applications for the Combined SFY2025 & SFY2026 Statewide Interoperable Communications Grant Program (SICG-Formula Grant Program). The SICG-Formula Grant Program focuses on minimizing gaps in interoperable communications by aligning technology acquisitions with its operational use by first responders, providing the foundation necessary to accomplish a high level of interoperability. In support of that critical mission, the State Budget for 2025 & 2026 (State Fiscal Years 2025 & 2026) appropriates \$45 million each fiscal year in grants, which is appropriated from the Statewide Public Safety Communications Account, established by New York State Finance Law Section 97-qq, to eligible applicants in support of improving interoperability and operability of communication systems across New York State. This RFA represents a combined allocation total of \$90 million from the SFY2025 and SFY2026 accounts.

The SICG-Formula Grant Program is State support in the form of reimbursement for eligible expenses that aid localities in sustaining and improving Land Mobile Radio Systems (LMR); maintaining components that support interoperability; training and exercises that include communications as a focus; and sustaining and developing governance structures to improve interoperable communications. The Combined SFY2025 & SFY2026 SICG-Formula Grant Program also supports public safety organizations within the county in enhancing emergency response, improving on capability and performance results from the U.S. Department of Homeland Security's (DHS) National Emergency Communications Plan, improving operating procedures and infrastructure development, and addressing SAFECOM guidance from the DHS Cybersecurity and Infrastructure Security Agency (CISA).

For public safety purposes, "interoperability" is defined as the ability of emergency responders to work seamlessly with other systems or products without any special effort. "Wireless communications interoperability" specifically refers to the ability of emergency response officials to share information via voice and data signals on demand, in real time, when needed, and as authorized.

II. Eligibility

To be eligible to apply for and receive grant funding for the Combined SFY2025 & SFY2026 SICG Formula Grant Program, applicants must:

- Be a county government within New York State or New York City requesting funding for the benefit of the county as a single entity. Applications must be submitted by the county government. (The five boroughs which comprise New York City [Bronx, Kings, Queens, New York, and Richmond] must apply as a

single entity.)

- Be an active member of at least one New York State Regional Interoperable Communications Consortium.
- Have an established Interoperability Coordinator (single point of contact).
- Affirmatively agree to accessibility for other jurisdictions and levels of government, including State agencies, to share communications systems (to include accessibility, tower space, and reservation of channels/talk groups for public safety state operations) and DHSES employees to transmit and receive on all radio channels utilized by public safety radio systems in the county.
- Agree to allow for other public safety/public service agencies (including State agencies and authorities) and jurisdictions in its region to operate on county's radio system(s) when required for incident response, regardless of the total percentage of system funding the county is receiving from the State. As part of this process, the county will cooperate with these agencies and jurisdictions in planning and integrating radios, programming, identifiers, and radio procedures.
- Ensure new LMR trunked systems and equipment are public safety grade P-25 Phase 2 compliant (can be operated as P-25 Phase 1 or Phase 2).
 - **Note:** this requirement does not preclude the limited expansion of existing conventional systems in analog mode, although subscriber equipment must still adhere to the requirements above. Also, as directed by guidelines published by OIEC and DHS's National Interoperability Field Operations Guide, VHF, UHF, and 800 MHz National Interoperability and State Common Channels equipment must meet the above requirements, regardless of how they will be operated in analog mode on those channels.
 - **Exceptions:** VHF "low band" (e.g., 30-50 MHz) equipment purchased as part of an existing system may be purchased and operated as analog only, and equipment purchased for use by and in a county-supported Radio Amateur Civil Emergency Service (RACES) may be analog only.
- Utilize Advanced Encryption Standard-256 if encryption is utilized.
- Implement and/or maintain interoperability channels on the infrastructure/system and program interoperability channels in public safety subscriber equipment.
 - Interoperability base stations for VHF, UHF, 700, and 800 MHz National Interoperability and State Common Channels must operate in accordance with guidelines published by OIEC, which can be found on the DHSES website.
- Utilize open-standard/vendor-neutral technologies and equipment.

III. Awards

The \$90 million in funding through the Combined SFY2025 & SFY2026 SICG Formula Grant Program will be distributed noncompetitively among all eligible applicants, providing a base level funding total of \$26,680,000 (\$460,000 per applicant) and incorporating population, square mileage (based on official census data), and prior award information for the remaining \$63,320,000.

The chart below depicts each eligible recipient and their award amount.

Please note that all projects submitted in the "Budget" tab of the Application Worksheet should total the award amount listed below for each recipient.

Recipient	Award Amount	Recipient	Award Amount
Albany	\$2,011,036	Niagara	\$1,416,668
Allegany	\$1,232,212	Oneida	\$1,706,830
Broome	\$1,436,884	Onondaga	\$2,454,890
Cattaraugus	\$1,233,480	Ontario	\$1,106,038
Cayuga	\$1,201,396	Orange	\$1,986,096
Chautauqua	\$1,319,226	Orleans	\$872,190
Chemung	\$914,684	Oswego	\$1,344,814
Chenango	\$968,746	Otsego	\$1,203,144
Clinton	\$1,140,176	Putnam	\$895,262
Columbia	\$921,076	Rensselaer	\$1,282,720
Cortland	\$1,336,038	Rockland	\$1,722,494
Delaware	\$1,168,150	Saratoga	\$1,607,978
Dutchess	\$1,250,992	Schenectady	\$1,100,732
Erie	\$2,736,718	Schoharie	\$802,608
Essex	\$1,411,982	Schuyler	\$725,734
Franklin	\$1,251,036	Seneca	\$703,354
Fulton	\$838,514	St. Lawrence	\$1,843,106
Genesee	\$1,168,988	Steuben	\$1,323,874
Greene	\$877,238	Suffolk	\$2,512,226
Hamilton	\$1,133,398	Sullivan	\$1,109,208
Herkimer	\$1,212,350	Tioga	\$830,060
Jefferson	\$1,359,508	Tompkins	\$1,037,238
Lewis	\$1,146,942	Ulster	\$1,258,750
Livingston	\$1,032,416	Warren	\$1,024,736
Madison	\$1,216,278	Washington	\$1,270,600
Monroe	\$3,231,362	Wayne	\$1,015,174
Montgomery	\$789,704	Westchester	\$1,549,916
Nassau	\$2,050,446	Wyoming	\$830,046
New York City	\$15,195,902	Yates	\$676,636

The final authority to administer this grant program rests with DHSES, including amendments or modifications to these guidelines, award distribution, and/or the amount available for award distribution.

The period of performance for contracts supported by the Combined SFY2025 & SFY2026 SICG Grant Program funds is January 1, 2026, to December 31, 2030.

IV. Grant Objectives and Program Goals

The Office of Interoperable and Emergency Communications (OIEC) seeks to ensure progress towards the goals and milestones described in the New York State Statewide Communications Interoperability Plan (SCIP) and towards communication priorities identified by the Federal government (i.e., SAFECOM Guidance). The SICG-Formula Grant Program focuses on closing gaps in the implementation and enhancement of the National Interoperability Channels. The SICG-Formula Grant Program provides a way forward for providing a safer environment for public safety personnel, integration with other emergent technologies, and the ability to establish technology and performance standards, which is the overall objective of this program.

Applicants for the Combined SFY2025 & SFY2026 SICG-Grant Program must utilize non-proprietary, open standards-based technologies, and equipment and be consistent with the published DHSES guidelines on National Interoperability Channel implementation.

Combined SFY2025 & SFY2026 SICG-Formula Program Goals:

- 1) Development and coordination of National Interoperability Channels, as well as, State, Regional, Tribal, and Local mutual aid channels,
- 2) Development of interoperable communications infrastructure,
- 3) Improvements of Public Safety Answering Points (PSAPs) toward Next Generation 911 (NG911) development,
- 4) Development of governance and Standard Operating Procedures (SOPs),
- 5) Development of an inventory of statewide communications resources (i.e., continuous participation in Communications Assets Surveys and Mapping (CASM) tool) and Tactical Interoperable Communication Plan (TICP¹) development, updates, and utilization.

Standards:

Any new technology (such as equipment, software, interfaces, data management, etc.) purchased under the Grant must comply with the standards listed, as applicable.

1) New York Statewide Communications Interoperability Plan (SCIP)

The most recent copy of NYS SCIP can be found at:

[New York Statewide Communications Interoperability Plan \(SCIP\)](#)

¹ TICP captures technology assets, interoperable communications structure, and usage policies and procedures. The TICP defines available assets, prioritization, and utilization procedures. TICP template is available from CISA's SAFECOM Program.

- 2) **New York State 911 Standards**
The New York State 911 minimum standards found in Chapter LX of Title 21 of the New York Codes, Rule and Regulations, accessible [via this link](#).
- 3) **New York State Guidelines for Base Station Implementation of Interoperability and Common Channels in New York State**
<https://www.dhSES.ny.gov/plans-policies-and-guidelines>
- 4) **Channel Name and Use of Common Fire VHF Radio Frequency in New York**
<https://www.dhSES.ny.gov/plans-policies-and-guidelines>
- 5) **NYS Minimum Channel Programming of Interoperability and Common Channels for Public Safety Mobile and Portable Radios**
<https://www.dhSES.ny.gov/plans-policies-and-guidelines>
- 6) **NYS Interoperability Channel Naming: 45.88 MHz (LFIRE4D)**
<https://www.dhSES.ny.gov/plans-policies-and-guidelines>
- 7) **NYS 700MHz Public Safety National Interoperability Channel Plan Guideline**
<https://www.dhSES.ny.gov/plans-policies-and-guidelines>
- 8) **NYS Name and Use of 155.370 MHz in New York State (NYLAW1) Guideline**
<https://www.dhSES.ny.gov/plans-policies-and-guidelines>
- 9) **NYS Name and Use of Common EMS VHF Radio Channels in New York Guideline**
<https://www.dhSES.ny.gov/plans-policies-and-guidelines>
- 10) **Guidelines for Network IP Addressing for Public Safety Communications Systems**
<https://www.dhSES.ny.gov/guidelines-network-ip-addressing>
- 11) **DHS CISA Guidelines for Encryption in Land Mobile Radio Systems**
[https://www.cisa.gov/sites/default/files/2025-09/The Who What When Where How and Why of Encryption in P25 Public Safety Land Mobile Radio Systems.pdf](https://www.cisa.gov/sites/default/files/2025-09/The_Who_What_When_Where_How_and_Why_of_Encryption_in_P25_Public_Safety_Land_Mobile_Radio_Systems.pdf)
- 12) **Organization for the Advancement of Structural Information Standards (OASIS)**
For Data Standards refer to OASIS at www.oasis-open.org

13) National Emergency Number Association (NENA) Standards

NENA Standards related to NG-911 and PSAPs. See www.nena.org.

V. Authorized Program Expenditures

A. Permissible Costs

Permissible costs include, but are not limited to:

Equipment, Infrastructure, and Technology

- Radio Frequency Systems (e.g. microwave, base stations, antennas, other);
- Subscriber Equipment (mobiles, portables, desktop);
- Towers;
- Upgrade of Customer Premises Equipment (CPEs) to IP-based technologies;
- Network components (e.g. routers, switches) as related to public safety communications;
- Telecommunication circuit setups;
- New 911 call handling equipment for the exclusive use of the PSAPs, including Automatic Location Information (ALI) displays or intelligent workstations and ALI controllers;
- CAD upgrades or replacement, including software and hardware that will perform integrated mapping functions through a CAD interface at each call taker position;
- Records Management Systems;
- Geographic Information Systems (GIS);
- Shelters;
- Gateways;
- Backup power;
- Fiber and microwave connectivity (i.e. backhaul);
- Cost of lease or lease to purchase LMR buildouts;
- LMR maintenance costs;
- Other LMR related expenses; and
- Tower site security

Planning, Administration, and Deployment Costs

- Up to 20% base salary on an annual basis of a person performing duties of a County Interoperability Coordinator (does not include overtime);
- Services relating to the development of governance and SOPs;
- Utilization of CASM and development of Tactical Interoperable Communications Plans (TICPs);
- Services relating to developing, designing, and implementing interoperability plans and network system development;
- Training and exercises pertaining to system/equipment proposal

and enhancements in interregional/interagency response readiness;

- Costs associated with the development and deployment of public safety communications systems, networks, technology, or facilities to provide the sharing of voice, data, and video transmissions.

B. Costs Not Permissible

Costs that are not permissible include, but are not limited to:

- Proprietary technologies;
- Salaries, overtime, fringe, indirect, or travel expenses associated with existing or on-going operations (with the exception of eligible portion of County Interoperability Coordinator salary);
- PSAP furniture, including dispatch furniture;
- Emergency Services IP network (ESInet);
- Paging receivers;
- Debt service or local municipal bond funding;
- Purchase of land/real estate and related taxes;
- Out of State travel expenses to conferences, meetings, training sessions, etc.;
- Recurring commercial service costs, such as cellular voice, data or leased time, except for costs directly related to deployment of Push to Talk over Cellular (PTToC) technologies (such as PTToC subscriptions, gateways or LMR devices with cellular capability);
- Purchase of food and beverages to conduct training and/or exercises

VI. Application Format and Content

- A. Format:** Grant applications **MUST** be submitted via the automated E-Grants System operated by DHSES. The system allows an agency to complete an application electronically and submit it over the Internet using a secure portal. If upon reading this RFA you are interested in completing a grant application, and you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a username and password. The Registration Request Form to use the E-Grants system is available at: <https://www.dhses.ny.gov/e-grants>.

A detailed tutorial on how to use the E-Grants system for SICG-Formula Grant submission can be found on DHSES Grants webpage at the following Internet address <https://www.dhses.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. It will guide you in a step-by-step process through the E-Grants application submission.

Please note that SICG-Formula Grant Program budget information is being collected at the time of application and is required to be entered by applicants in the "Budget" tab and "Personnel" tab of the Application Worksheet. It is

important to note that all budget information and relevant details must be completed in their entirety to ensure a timely review, formal award and contracting process.

- B. Required Application Content:** All applicants must complete the Combined SFY2025 & SFY2026 SICG-Formula Grant Program Application Worksheet. The worksheet must be completed in its entirety, before the submission due date including the general information, signed applicant eligibility attestation document, and data aggregation sections of the application with all supporting requested documentation. **Incomplete applications will not be accepted.**

The Grant instructions and "Question and Answers" received during an application period are available on the DHSES Grants website <https://www.dhses.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>.

After the successful submission of an application, the E-Grants system will email a notification of receipt to the Signatory Point of Contact that is listed in the application. The Primary Point of Contact will receive a message displayed on their screen that says that the project has been submitted. Please refer to the E-grants tutorial for more details on the process.

VII. Timeline and Checklist of Required Documentation

- Applications are due to DHSES by **5:00PM EDT on June 17, 2026.**
- Applications must be submitted via E-Grants.
- Complete applications must include answers to all questions listed in the application.
- County can attach documents to an application if they would like to provide additional explanations of their projects.

VIII. Award of Funds and Vendor Responsibility

DHSES will issue award letters to successful applicants and enter into reimbursement-based grant contracts with awardees.

By law, State contracting entities may only award contracts to responsible vendors. A responsible vendor must have:

- the integrity to justify the award of public dollars; and
- the capacity to perform the requirements of the contract fully.

IX. Administration of Grant Contracts

DHSES will negotiate and develop a grant contract with the awardee based on the contents of the awardee's submitted application and the intent of the grant program as outlined in this RFA. The grant contract is subject to approval by the NYS Office of the Attorney General and the Office of the State Comptroller before grant funding may be disbursed to reimburse project expenses.

The period of performance for contracts supported by Combined SFY2025 & SFY2026 SICG-Formula Grant Program funds runs from January 1, 2026 to December 31, 2030 with the potential for extension based upon a good cause shown and justification for needing additional time.

Although the contract format may vary, the contract will include such standard terms and conditions included in DHSES grant contracts (available for review on the DHSES website at <https://www.dhses.ny.gov/grant-reporting-forms>).

A. Issuing Agency

This RFA is issued by DHSES, which is responsible for the requirements specified herein and for the evaluation of all applications.

B. Filing an Application

Grant applications must be submitted via the automated DHSES E-Grants System. The system allows an agency to complete an application electronically and submit it over the Internet using a secure portal. If, upon reading this RFA, you are interested in completing a grant application and you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a user name and password. The Registration Request Form can be found at the following Internet address: <https://www.dhses.ny.gov/e-grants>.

A detailed tutorial on how to use the E-Grants system for SICG-Formula Grant submission can be found on DHSES Grants webpage at the following Internet address: <https://www.dhses.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. It will guide you in a step-by-step process through the E-Grants application submission.

C. Reserved Rights

The issuance of this RFA and the submission of a response or the acceptance of such response by DHSES does not obligate DHSES in any manner. DHSES reserves the right to:

1. Reject any and all applications received in response to this RFA;
2. Withdraw the RFA at any time at DHSES' sole discretion;

3. Make an award under the RFA in whole or in part;
4. Disqualify any applicant whose conduct and/or application fails to conform to the requirements of the RFA;
5. Disqualify applicants due to untimely submission of any requested supporting documentation;
6. Seek clarifications and revisions of the applications;
7. Use application information obtained through site visits, management interviews and the State's investigation of an applicant's qualifications, experience, ability or financial standing, and any material or information submitted by the applicant in response to DHSES' request for clarifying information in the course of evaluation and/or selection under the RFA;
8. Prior to the application opening, direct applicants to submit application modifications addressing subsequent RFA amendments;
9. Prior to the application opening, amend the RFA specifications to correct errors or oversights, or to supply additional information, as it becomes available;
10. Make amendments and/or alter funding levels of any recipient based on any new information discovered that would have originally affected the scoring;
11. Waive or modify minor irregularities in applications received after prior notification to the applicant;
12. Adjust or correct cost figures with the concurrence of the applicant if errors exist and cannot be documented to the satisfaction of DHSES and the State Comptroller;
13. Change any of the scheduled dates;
14. Eliminate any mandatory, non-material specifications that cannot be complied with by all the prospective applicants;
15. Waive any requirements that are not material;
16. Negotiate with successful applicants within the scope of the RFA in the best interests of the State;
17. Conduct contract negotiations with the next responsible applicant, should DHSES be unsuccessful in negotiating with the selected applicant;
18. Utilize any and all ideas submitted in the applications received;
19. Unless otherwise specified in the RFA, every offer is firm and not revocable for a period of 60 days from the application opening;
20. Require clarification at any time during the application process and /or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of an applicant's proposal and/or to determine an applicant's compliance with the requirements of this RFA;
21. Award grants based on geographic or regional considerations to serve the best interests of the State;
22. Terminate, renew, amend or renegotiate contracts with recipients at the discretion of DHSES;
23. Periodically monitor the applicant's performance in all areas mentioned above, in addition to the activities in the contract;

24. Revoke funds awarded to an applicant, or enforce any available sanction against any applicant, who materially alters the activities or is in material noncompliance under the grant award, or who does not implement an approved project within 60 days of the final contract approval;
25. Not fund any application that fails to submit a clear and concise work plan and/or budget;
26. Consider all applications and documentation submitted as State agency records subject to the New York State Freedom of Information Law (Public Officers Law, Article 6). Any portion of the application that an applicant believes constitutes proprietary or critical infrastructure information entitled to confidential handling, as an exception to the Freedom of Information Law, must be clearly and specifically designated in the application; and
27. DHSES reserves the sole discretion to increase or decrease the total funding available for this program at any time, resulting in more or fewer applications funded under this RFA.

DHSES may exercise the foregoing rights at any time without notice and without liability to any responding applicant or any other party for its expenses incurred in preparation of responses hereto or otherwise. All costs associated with responding to this RFP will be at the sole cost and expense of the Applicant.

D. Debriefings

Pursuant to Section 163(9)(c) of the State Finance Law, any non-awarded applicant may request a debriefing regarding the reasons that the Bid submitted by the Bidder was not selected for award. Requests for a debriefing must be made within 15 calendar days of notification by DHSES that the Bid submitted by the Bidder was not selected for award. An unsuccessful Bidder's written request for a debriefing shall be submitted to DHSES Director of Grants Program Administration. The debriefing shall be scheduled within 10 business days of receipt of the written request by DHSES or as soon as practicable under the circumstances.

E. Terms of the Contract

Any resulting contract or agreement for more than \$50,000 from this RFA will be effective only upon approval by both the NYS Office of the Attorney General and the State Comptroller. Any resulting contract for \$50,000 and under from this RFA will be effective upon signature of both parties.

F. Payment and Reporting Requirements of Grant Recipients

Standard Cost Reimbursement Contract

Each successful applicant must enter into a standard cost reimbursement contract with DHSES. Such contract will include this RFA, the successful applicant's proposal, any attachments or exhibits, the standard clauses required by the NYS

Attorney General for all State contracts, and any other attachments or exhibits required by DHSES. Although the contract format may vary, the contract will include standard terms, conditions, clauses, information, rights, and responsibilities as can be found on the DHSES website, including:

APPENDIX A – Standard Clauses for New York State Contracts
APPENDIX A-1 – Agency Specific Clauses
APPENDIX B – Budget
APPENDIX C – Payment and Reporting Schedule
APPENDIX D – Work plan/Special Conditions

For purposes of this RFA, these terms and conditions are incorporated by reference, and the applicant must agree to the inclusion of all these terms and conditions in any resulting grant contracts as part of the application submission. Copies of the standard terms and conditions included in DHSES grant contracts are available for review on the DHSES website at: <https://www.dhSES.ny.gov/grant-reporting-forms>. Payments will be made subject to proper documentation and compliance with reimbursement procedures and all other contractual requirements.

Procurements

Applicants must follow and comply with all procurement procedures under General Municipal Law 5-A and/or any other state regulations applicable to these funds and will be subject to monitoring by DHSES to ensure compliance.

Contracting with Small and Minority Firms, Women's Business Enterprises

Pursuant to New York State Executive Law Article 15-A, DHSES recognizes its obligation under the law to promote opportunities for maximum feasible participation of certified minority and women-owned business enterprises (MWBE) and the employment of minority group members and women in the performance of DHSES contracts. Minority and women-owned business enterprises can be readily identified on the directory of certified businesses at: <https://ny.newnycontracts.com>.

For purposes of this solicitation, applicants and subcontractors are hereby notified that the State of New York has set an overall goal of **30% for MWBE participation** or more, **15% for Minority-Owned Business Enterprises (MBE)** participation and **15% for Women-Owned Business Enterprises (WBE)** participation, based on the current availability of qualified MBEs and WBEs for your project needs.

Further, pursuant to Article 15 of the Executive Law (the "Human Rights Law"), all other State and Federal statutory and constitutional non-discrimination provisions, the Applicant and subcontractors will not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, age, disability, predisposing genetic characteristic, familial status, marital status or domestic violence victim status, and shall also

follow the requirements of Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.

Use of Service-Disabled Veteran-owned Business Enterprises in Contract Performance

Article 3 of Veterans' Services Law acknowledges that Service- Disabled Veteran-Owned Businesses (SDVOBs) strongly contribute to the economics of the State and the nation. As defenders of our nation and in recognition of their economic activity in doing business in New York State, Grant recipients are strongly encouraged and expected to consider SDVOBs in the fulfillment of the requirements of the contract. Such partnering may be as vendors, contractors, subcontractors, suppliers, protégés, or other supporting roles. SDVOBs can be readily identified on the directory of certified businesses at <https://www.osc.ny.gov/state-vendors/sdvob>.

Applicants need to be aware that all authorized users of this contract will be strongly encouraged to the maximum extent practical and consistent with legal requirements of the applicable laws to use responsible and responsive SDVOBs in purchasing and utilizing commodities, services, and technology that are of equal quality and functionality to those that may be obtained from non-SDVOBs. Furthermore, bidders/proposers are reminded that they must continue to utilize small, minority and women-owned businesses consistent with current State Law. Utilizing SDVOBs in State contracts will help create more private sector jobs, rebuild New York State's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its SDVOB partners. SDVOBs will promote the recipient's optimal performance under the contract, thereby fully benefiting the public-sector programs that are supported by associated public procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of SDVOBs by its contractors. The State, therefore, expects awardees to provide maximum assistance to SDVOBs in their contract performance. The potential participation by all kinds of SDVOBs will deliver great value to the State and its taxpayers.

For purposes of this solicitation, applicants and subrecipients are hereby notified the State of New York has set an overall goal of 6% for SDVOB participation or more.

Grant recipients will report on actual participation by each SDVOB during the term of the contract to DHSES per the policies and procedures set by DHSES. Applicants are reminded that they must continue to utilize small, minority, and women-owned businesses consistent with current State law. A business enterprise can be either a MWBE or a SDVOB for the purposes of achieving the set goals of MWBE and SDVOB participation, but not both.

Sexual Harassment Prevention

Applicants must submit a certification with their bid stating that Applicant has a policy addressing sexual harassment prevention and that applicant provides sexual harassment training to all its employees on an annual basis that meets the Department of Labor's model policy and training standards. Bids that do not contain this certification will not be considered for awards; provided, however, that if Applicant cannot make the certification, the Applicant may provide a statement with its bids detailing the reasons why the certification cannot be made.

Gender-Based Violence and the Workplace Certification

By submitting this application, Applicants are certifying that Applicant has implemented a written policy addressing gender-based violence and the workplace and that such policy has been provided to all of its employees, directors and board members, pursuant to New York State Finance Law § 139-M. If Applicant cannot make the certification, the Applicant may provide an explanatory statement with its bids detailing the reasons why the certification cannot be made.

Worker's Compensation and Disability Benefits Insurance Coverage

Applicants must provide evidence of appropriate workers' compensation and disability insurance coverage, or proof of a legal exemption, prior to being awarded a contract. Failure to do so will result in the rejection of the application.

Vendor Responsibility

State Finance Law §163(9)(f) requires a State Agency to make a determination that an Applicant is responsible prior to awarding that Applicant a State contract which may be based on numerous factors, including, but not limited to the Applicants: (1) financial and organizational capacity; (2) legal authority to do business in this State; (3) integrity of the owners, officers, principals, members, and contract managers; and (4) past performance of the Applicant on prior government contracts. Thereafter, Recipients/Contractors shall at all times during the Contract term remain responsible. The Recipients/Contractor agrees, if requested by the Commissioner of DHSES, or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity. DHSES requires that vendors file the required Vendor Responsibility Questionnaire online via the New York State VendRep System. To enroll in and use the New York State VendRep System, see the VendRep System, see the VendRep System Instructions available at: http://www.osc.state.ny.us/vendrep/info_vrsystem.htm or go directly to the VendRep system online at <https://onlineservices.osc.state.ny.us>. Vendors must provide their New York State Vendor Identification Number when enrolling. To request assignment of a Vendor ID or for VendRep System assistance, contact

the Office of the State Comptroller's Help Desk at 866- 370-4672 or 518-408-4672 or by email at ITServiceDesk@osc.state.ny.us. Vendors opting to complete and submit a paper questionnaire can obtain the appropriate questionnaire from the VendRep website http://www.osc.state.ny.us/vendrep/forms_vendor.htm or may contact the Office of the State Comptroller's Help Desk for a copy of the paper form. Applicants will also be required to complete and submit a Vendor Responsibility Questionnaire prior to contracting.

1) Suspension of Work for Non-Responsibility:

The Commissioner of DHSES or his or her designee, in his or her sole discretion, reserves the right to suspend any or all activities under the Contract, at any time, when he or she discovers information that calls into question the responsibility of the Recipient. In the event of such suspension, the Recipients/Contractor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Contractor must comply with the terms of the suspension order. Contract activity may resume at such time as the Commissioner of DHSES or his or her designee issues a written notice authorizing the resumption of performance under the Contract.

2) Termination for Non-Responsibility:

Upon written notice to the Recipients/Contractor, and a reasonable opportunity to be heard by appropriate DHSES officials or staff, the Contract may be terminated by the Commissioner of DHSES or his or her designee at the Contractor's expense where the Recipients/Contractor is determined by the Commissioner of DHSES or his or her designee to be non-responsible. In such event, the Commissioner of DHSES or his or her designee may complete the contractual requirements in any manner he or she may deem advisable and pursue legal or equitable remedies for breach.

Satisfactory Progress

Satisfactory progress toward implementation includes but is not limited to, executing contracts and submitting payment requests in a timely fashion; retaining consultants; or completing plans, designs, reports, or other tasks identified in the work program within the time allocated for their completion.

DHSES may recapture awarded funds if satisfactory progress is not being made on the implementation of a grant project.

G. General Specifications

By submitting the application, the Applicant attests that:

- 1) Applicant's signatory contact person has express authority to submit on behalf of the applicant's agency;
- 2) Submission of an application indicates the applicant's acceptance of all

- conditions and terms contained in this document, including Appendices A- 1 and C, and all other terms and conditions of the award contract;
- 3) The application and any resulting grant, if awarded, must adhere to, and be in full compliance with any, resulting contract(s), and relevant federal and State policies and regulations or be subject to termination; and
 - 4) Any not-for-profit recipients or subrecipients are required to be prequalified, prior to contract execution, by the State of New York upon application submission through the New York State Grants Gateway (<https://grantsgateway.ny.gov>);
 - 5) If your organization is not currently doing business with NYS, you will need to submit a Substitute W-9 form to obtain a NYS Vendor ID. The form is available on the Office of the State Comptroller website at: http://www.osc.state.ny.us/vendor_management/forms.htm;
 - 6) Contract Changes - Contracts with Recipients/Contractors may be executed, terminated, renewed, increased, reduced, extended, amended, or renegotiated at the discretion of the Commissioner of DHSES, in light of a Recipient's/Contractor's performance, changes in project conditions, or otherwise;
 - 7) Records – Recipients/Contractors must keep books, ledgers, receipts, work records, consultant agreements and inventory records pertinent to the project; and in a manner consistent with DHSES contractual provisions and mandated guidelines;
 - 8) Liability - Nothing in the contract between DHSES and the Sub-recipients shall impose liability on the State of New York or DHSES for injury incurred during the performance of approved activities or caused by use of equipment purchased with grant funds;
 - 9) Reports - A provider agency shall submit to the DHSES reports in a format and time schedule specified in the grant contract, which shall include a description of the program efforts undertaken during the report period and the current status of the project;
 - 10) Tax Law Section 5-a Certification – In accordance with section 5–a of the Tax Law, certain Contractors awarded state contracts for commodities, services and technology valued at more than \$100,000 are required, prior to the approval of any contract awarded as a result of this RFA, to certify that it and its affiliates, subcontractors, and subcontractors' affiliates have registered with the New York State Tax Department for the purpose of collection and remittance of sales and use taxes. In order to trigger this certification requirement, a Contractor or its affiliates, subcontractor, or subcontractors' affiliates must have made more than \$300,000 in sales of tangible personal property or taxable services to location within New York State and the contract must be valued in excess of \$15,000. Certification will take the form of a completed Tax Form ST-220;
 - 11) Standard Contract Provisions - Grant contracts executed as a result of this RFA process will be subject to the standard clauses for New York State Contracts as referenced herein and as located at: <https://ogs.ny.gov/procurement/appendix>;

- 12) Compliance with Procurement Requirements - The applicant shall certify to DHSES that all applicable statutory and contractual procurement procedures were followed and complied with for all procurements.

H. Special Conditions

New York State Emergency Management Certification and Training Program

1. Participation in, and successful completion of, the New York State Emergency Management Certification and Training Program (EMC Training Program) is a mandatory requirement under this Contract and a condition of funding. The EMC Training Program will be made available to, and required for, DHSES- specified county and city government officials in order to ensure a consistent emergency management preparedness and response strategy across the State. Attendee substitutions, except as expressly approved by DHSES, shall not be permitted or deemed to be in compliance with this requirement.
2. To fulfill the EMC Training Program requirement of the Contract and in order to be eligible for funding under this Contract, recipients must arrange for DHSES-specified recipient employees to receive and acknowledge receipt of EMC Training no later than 180 days after execution of this Contract. Copies of the training certificates for each required participant must be submitted to DHSES upon execution of the Contract, or, in the event that training is scheduled, but not yet complete, the recipient will be required to submit a signed statement indicating the scheduled future dates of attendance, and no later than thirty (30) days after the training is complete, forward such training certificates to DHSES. Continued compliance with the EMC Training Program also requires an annual refresher training of one day per 365 day-cycle from the date of initial training for previously trained individuals if such person remains employed by the recipient and fulfilling the same functions as he or she fulfilled during the initial training. Should a new employee be designated to serve in DHSES-specified positions, then he or she must come into compliance with the EMC Training Program requirements not later than 180 days after taking office.
3. Recipients must commit to active participation in a DHSES Annual Capabilities Assessment as a condition of funding. Active participation includes making reasonable staff, records, information, and time resources available to DHSES to perform the Annual Capabilities Assessment and meet the objectives and goals of the program. Recipients must be aware that the process of conducting a DHSES Annual Risk Assessment is an ongoing process and requires continued commitment on the part of the Contractor to ensure that it is effective.
4. All recipients and sub-recipients funded through this program agree to provide DHSES, upon request at any time during the life of the grant contract, such cooperation and information deemed necessary by DHSES to

ascertain: (1) the nature and extent of any threats or hazards that may pose a risk to the recipients or sub-recipients; and (2) the status of any corresponding recipients or sub-recipients plans, capabilities, or other resources for preventing, protecting against, mitigating, responding to, and recovering from such threats or hazards.

5. Additionally, pursuant to Article 26 of the NYS Executive law, DHSES is authorized to undertake periodic drills and simulations designed to assess and prepare responses to terrorist acts or threats and other natural and man-made disasters. Funded recipients and sub-recipients agree to attend and participate in any DHSES-sponsored conferences, training, workshops or meetings (excluding those identified by DHSES as voluntary) that may be conducted, by and at the request of DHSES, during the life of the grant contract.
6. Failure to comply with any of the requirements, as listed above, may result in sanctions up to and including the immediate suspension and/or revocation of the grant award.

Access Requirement

1. The recipients and subrecipients agree to provide the Division of Homeland Security and Emergency Services (DHSES) with access to all radio frequencies, channels and talk groups, including those used for law enforcement, including those which are encrypted or clear, that are operated by or for the recipient or subrecipient (including other agencies or departments within the subrecipient county, city, or otherwise), or which are operated by or for any other entity receiving funding through or from this grant. This access shall be uninterrupted, undelayed, allow ongoing DHSES monitoring of live radio traffic, and allow DHSES staff to transmit when necessary for DHSES' statutory mission. The recipient or subrecipient will provide DHSES with assistance with the programming/provisioning of DHSES radios and will provide all necessary identifiers, hardware and software keys (system access, encryption, etc.) to DHSES for such access. The recipient or subrecipient will continue to provide DHSES with updated keys and other information as needed to maintain access. This requirement applies to live radio traffic but does not apply to IT systems or network management tools.
2. DHSES may agree to waive this access requirement with respect to specific radio frequencies, channels, or talk groups used for sensitive or confidential operations.

OIEC Data Calls

1. As efforts have been made to streamline the application process for the Combined SFY2025 & SFY2026 SICG Formula Grant Program based on applicant feedback, recipients and subrecipients who receive funding through these program funds will be required to participate in specified data calls from OIEC that are slated to include annual reporting requirements related to call volume for federal reporting purposes, various outreach surveys, and capability assessments for Next Generation 911 technology implementation,

etc. This could include relevant project status through written correspondence and requested documentation pertaining to emergency communication systems implementation.

X. Questions

Questions regarding the Combined SFY2025 & SFY2026 SICG-Formula Grant Program should be directed to the following email address:

Grant.Info@dhses.ny.gov. To the degree possible, each inquiry should cite the RFA section and paragraph to which it refers. Updates and frequently asked questions will be posted online at <https://www.dhses.ny.gov/state-funded-programs>. Please check the website frequently for updates.

Committee: **Protective**

Resolution # _____

Introduced By _____

Regular Mtg: July 7, 2026

Seconded By _____

Special Mtg _____

#5L

APPROVAL – NO MATCH – GRANT APPLICATION – BUREAU OF EMERGENCY SERVICES - SFY2025 & SFY2026 PUBLIC SAFETY ANSWERING POINT (PSAP) OPERATIONS GRANT PROGRAM

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") prior to 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, Section 5-1 (D) of the Putnam County Code provides in the case where time is of the essence and Legislative approval before submission is not possible, that an application be made and shall be furnished to the Legislature for consideration; and

WHEREAS, the Bureau of Emergency Services has requested approval for the grant application under the SFY2025 & SFY2026 Public Safety Answering Point (PSAP) Operations Grant; and

WHEREAS, the total State Budget for 2025 & 2026 (State Fiscal Years 2025 & 2026) appropriates \$10 million each fiscal year, a combined allocation total of \$20 million in grants to eligible applicants in support of operations and improvements of PSAPs; and

WHEREAS, the PSAP Operations Grant Program supports an awardee's existing operations and also encourages the development of Next Generation 911 (NG911) technologies and Geographic Information System (GIS) data needed for NG911; and

WHEREAS, this grant is a 100% reimbursement grant with no matching funds required; and

WHEREAS, the Grant Performance Period is from 1/01/2026 through 12/31/2028; and

WHEREAS, the application deadline: June 5, 2026 by 5:00pm; and

WHEREAS, the Protective Services Committee has considered and approved of this grant application; now therefore be it

RESOLVED, that the Putnam County Legislature approves and authorizes the Putnam County Bureau of Emergency Services to apply for this grant under the SFY2025 & SFY2026 Public Safety Answering Point (PSAP) Operations Grant Program.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								



Homeland Security and Emergency Services

Combined SFY2025 & SFY2026 Public Safety Answering Point (PSAP) Operations Grant Program

Request for Applications (RFA)

Application Deadline: June 3, 2026 by 5:00pm

Table of Contents

I. Introduction	3
II. Eligibility	3
III. Awards	3
IV. Grant Objectives	5
V. Authorized Program Expenditures	5
VI. Application Format and Content	7
VII. Timeline and Checklist of Required Documents	8
VIII. Award of Funds and Vendor Responsibility	8
IX. Administration of Grant Contracts	8
A. Issuing Agency	8
B. Filing an Application	9
C. Reserved Rights	9
D. Debriefings	10
E. Terms of the Contract	11
F. Payment and Reporting Requirements of Grant Recipients	11
G. General Specifications	15
H. Special Conditions	16
X. Questions	18

I. Introduction

The purpose of this Request for Applications (RFA) is to solicit proposals for the Combined SFY2025 & SFY2026 Public Safety Answering Point (PSAP) Operations Grant Program. The Grant allows counties to receive State support for eligible public safety call-taking and dispatching expenses. The State will provide support in the form of reimbursement for operating expenses in a PSAP, including personnel costs.

New York Executive Law § 717 states that the Office of Interoperable and Emergency Communications (OIEC), an office of the New York State Division of Homeland Security and Emergency Services (DHSES), is to coordinate a grant program to facilitate the operation of public safety communications and support statewide interoperable communications for first responders. The State Budget for 2025 & 2026 (State Fiscal Years 2025 & 2026) appropriates \$10 million each fiscal year, in grants to eligible applicants in support of operations and improvements of PSAPs.¹ This RFA represents a combined allocation total of \$20 million from the SFY2025 and SFY2026 allocation amounts.

The PSAP Operations Grant Program not only supports an awardee's existing operations but also encourages the development of Next Generation 911 (NG911) technologies and the Geographic Information System (GIS) data needed for NG911. The Grant also promotes the development of operational and procedural efficiencies and overall collaboration between different jurisdictions, such as other counties and state agencies. This remains a critical focus of OIEC's mission to ensure emergency communication capabilities across New York State continue to advance their operations.

II. Eligibility

To be eligible to apply for and receive grant funding for the Combined SFY2025 & SFY2026 PSAP Operations Grant Program, applicants must:

Be a county government within New York State or New York City requesting funding for the benefit of the county as a single entity. Applications must be submitted by the county government. (The five boroughs which comprise New York City [Bronx, Kings, Queens, New York, and Richmond] must apply as a single entity.)

III. Awards

The \$20 million in funding through the Combined SFY2025 & SFY 2026 PSAP Operations Grant Program will be distributed noncompetitively among all eligible applicants, providing a base level funding total of \$8,700,000 (\$150,000 per applicant) and incorporating population, square mileage (based on official census data), and prior award information for the remaining \$11,300,000.

¹ 2024 & 2025 Laws of New York Chapter 53

The chart below depicts each eligible recipient and their award amount.

Please note that all projects submitted in the “Budget” tab of the Application Worksheet should total the award amount listed below for each recipient.

Recipient	Award Amount	Recipient	Award Amount
Albany	\$456,200	Niagara	\$375,216
Allegany	\$286,626	Oneida	\$446,226
Broome	\$393,534	Onondaga	\$465,122
Cattaraugus	\$334,508	Ontario	\$371,832
Cayuga	\$357,114	Orange	\$368,834
Chautauqua	\$353,564	Orleans	\$227,612
Chemung	\$370,826	Oswego	\$336,302
Chenango	\$310,184	Otsego	\$319,826
Clinton	\$313,774	Putnam	\$248,182
Columbia	\$278,552	Rensselaer	\$345,450
Cortland	\$341,726	Rockland	\$445,156
Delaware	\$319,990	Saratoga	\$316,288
Dutchess	\$380,862	Schenectady	\$320,716
Erie	\$479,232	Schoharie	\$238,760
Essex	\$405,532	Schuyler	\$319,758
Franklin	\$338,410	Seneca	\$281,876
Fulton	\$303,222	St. Lawrence	\$475,828
Genesee	\$356,046	Steuben	\$354,596
Greene	\$255,344	Suffolk	\$466,688
Hamilton	\$312,268	Sullivan	\$306,892
Herkimer	\$352,810	Tioga	\$244,860
Jefferson	\$362,514	Tompkins	\$286,480
Lewis	\$359,466	Ulster	\$321,828
Livingston	\$301,732	Warren	\$288,122
Madison	\$291,780	Washington	\$281,552
Monroe	\$558,696	Wayne	\$327,486
Montgomery	\$338,544	Westchester	\$350,338
Nassau	\$305,890	Wyoming	\$244,856
New York City	\$447,130	Yates	\$357,242

The final authority to administer this grant program rests with DHSES, including amendments or modifications to these guidelines, award distribution, and/or the amount available for award distribution.

The period of performance for contracts supported by the Combined SFY2025 & SFY2026 PSAP Operations Grant Program funds is January 1, 2026 to December 31, 2028.

IV. Grant Objectives

The objectives of the Combined SFY2025 & SFY2026 PSAP Grant are:

- 1) To facilitate PSAP consolidation, regional initiatives related to 911 operations, implementation of NG911, and improvements in the operations of public safety communications, and
- 2) To develop multijurisdictional PSAP compatibility throughout the state and support statewide interoperable communications for first responders to improve public safety.

Standards

Eligible applicants must comply with the following standards listed below, as applicable:

- **New York Statewide Communications Interoperability Plan (SCIP)**

The most recent copy of NYS SCIP can be found at:

[New York Statewide Communications Interoperability Plan \(SCIP\)](#)

- **New York State 911 Standards**

The New York State 911 minimum standards found in Chapter LX of Title 21 of the New York Codes, Rule and Regulations, accessible [via this link](#).

Any new technology (such as equipment, software, interfaces, data management, etc.) purchased under the Grant must comply with the standards listed below, as applicable:

- **National Emergency Number Association (NENA) Standards**

NENA i3 Standard for NG911: This standard provides key technical guidelines for the implementation of NG911 systems. The NENA Standards can be found at www.nena.org.

- For assistance with Call-Handling Equipment (CHE) procurements, please refer to the CHE Technical Guideline for PSAPs on the DHSES OIEC website at [Plans, Policies, and Guidelines | Division of Homeland Security and Emergency Services](#).

V. Authorized Program Expenditures

Listed below are the permissible costs and costs not permissible. Please note that all expenses must be completed during the period of performance outlined in *Section III. Awards*.

A. Permissible Costs

Permissible costs include, but are not limited to:

- Personnel costs solely related to operating the PSAP,
- NG911 technologies,
- GIS related expenses,
- PSAP operating expenses (such as network connectivity, phone/utility bills, software licensing, hardware and software maintenance, 911 or recording equipment maintenance),
- Computer-Aided Dispatch (CAD) operating expenses,
- Mobile data networks (including infrastructure, user equipment, service fees),
- Updates to existing PSAP equipment that may include installation at 911 facilities,
- Rental/lease fees for PSAP equipment (e.g., lease payments for Call Handling Equipment (CHE), or other types of 911 related equipment for operations),
- Developing, conducting and attending 911 in-service training, and Basic Certification Training, (as it pertains to the [PSAP Minimum Standards](https://www.dhses.ny.gov/final-adopted-psap-minimum-standards)) to include recertification expenses, (<https://www.dhses.ny.gov/final-adopted-psap-minimum-standards>),
- Dispatch Intelligent Workstations and Computer Equipment (e.g., PCs, Monitors, Computer Accessories & Dispatch Chairs),
- Equipment related to outfitting existing mobile command vehicle operations to support CAD, CHE and internal components related to dispatching. Some examples of this type of equipment can include the following:
 - Mobile hotspot, satellite hardware, and routers that can provide internet connectivity through cellular or satellite networks.
 - Computers/Dispatch Consoles/Monitors to run CAD on integrated workstations.
 - Generators and UPS system to both run and have backup power for equipment.
 - Network components, switches, gateways that integrate mobile command with 911 Call Handling Equipment (CHE), Computer Aided Dispatching (CAD), Call Recording Systems, Land Mobile Radio equipment for Mobile dispatching of 911 traffic and Call Handling Equipment (CHE) for the vehicle.

B. Costs Not Permissible

Costs that are not permissible include, but are not limited to:

- Equipment or systems with proprietary technology that is non-compliant with standards listed in this document,
- Vehicles (mobile command or otherwise),
- Land Mobile Radio (LMR) subscriber equipment,
- New construction projects (such as new building constructions and capital projects),

- Furniture (other than dispatch workstations & dispatch chairs),
- Food and beverages,
- Out-of-State conferences and trainings, and
- Debt Service

VI. Application Format and Content

- A. **Format:** Grant applications **MUST** be submitted via the automated E-Grants System operated by DHSES. The system allows an agency to complete an application electronically and submit it online using a secure portal. If upon reading this RFA you are interested in completing a grant application, and you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a username and password. The Registration Request Form to use the E-Grants system is available at:
<https://www.dhSES.ny.gov/e-grants>.

A detailed tutorial on how to use the E-Grants system for PSAP Operations Grant submission can be found on the DHSES Grants webpage at the following Internet address <https://www.dhSES.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. It will guide you in a step-by-step process through the E-Grants application submission.

Please note that PSAP Operations Grant Program budget information is being collected at the time of application and is required to be entered by applicants in the “Budget” tab and “Personnel” tab of the Application Worksheet. It is important to note that all budget information and relevant details must be completed in their entirety to ensure a timely review, formal award and contracting process.

- B. **Required Application Content:** All applicants must complete the Combined SFY2025 & SFY2026 PSAP Operations Grant Program Application Worksheet. The worksheet must be completed in its entirety upon submission, including all relevant tabs to include general information, questions, and the budget sections of the application. **Incomplete applications will not be accepted.**

The Grant instructions and “Frequently Asked Questions (FAQs)” received during an application period are available on the DHSES website:
<https://www.dhSES.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>.

After the submission of an application, the E-Grants system will email a notification of receipt to the Primary Point of Contact and Signatory Point of Contact email addresses listed in the application.

VII. Timeline and Checklist of Required Documents

- Applications are due to DHSES by **5:00PM EDT on June 3, 2026.**
- Applications must be submitted via E-Grants.
- Complete applications must include answers to all questions listed in the application.
- Applicants may attach documents to an application if they would like to provide additional explanations of their projects.

VIII. Award of Funds and Vendor Responsibility

DHSES will issue award letters to successful applicants and enter reimbursement-based grant contracts with awardees.

By law, State contracting entities may only award contracts to responsible vendors. A responsible vendor must have:

- the integrity to justify the award of public dollars; and
- the capacity to perform the requirements of the contract fully.

IX. Administration of Grant Contracts

DHSES will negotiate and develop a grant contract with the awardee based on the contents of the awardee's submitted application and the intent of the grant program as outlined in this RFA. The grant contract is subject to approval by the NYS Office of the Attorney General and the Office of the State Comptroller before grant funding may be disbursed to reimburse project expenses.

The period of performance for contracts supported by Combined SFY2025 & SFY2026 PSAP Operations Grant Program funds runs from January 1, 2026 to December 31, 2028 with the potential for extensions based upon good cause shown and justification is provided for to support the additional time needed.

Although the contract format may vary, the contract will include such standard terms and conditions included in DHSES grant contracts (available for review on the DHSES website at <http://www.dhses.ny.gov/grants>).

A. Issuing Agency

This RFA is issued by DHSES, which is responsible for the requirements specified herein and for the evaluation of all applications.

B. Filing an Application

Grant applications must be submitted via the automated DHSES E-Grants System. The system allows an agency to complete an application electronically and submit it online using a secure portal. If, upon reading this RFA, you are interested in completing a grant application and you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a username and password. The Registration Request Form can be found at the following Internet address: <https://www.dhSES.ny.gov/e-grants>.

A detailed tutorial on how to use the E-Grants system for PSAP Operations Grant submission can be found on the DHSES Grants webpage at the following address: <https://www.dhSES.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. It will guide you in a step-by-step process through the E-Grants application submission.

C. Reserved Rights

The issuance of this RFA and the submission of a response or the acceptance of such response by DHSES does not obligate DHSES in any manner. DHSES reserves the right to:

1. Reject any and all applications received in response to this RFA,
2. Withdraw the RFA at any time at DHSES' sole discretion,
3. Make an award under the RFA in whole or in part,
4. Disqualify any applicant whose conduct and/or application fails to conform to the requirements of the RFA,
5. Disqualify applicants due to untimely submission of any requested supporting documentation,
6. Seek clarifications and revisions of the applications,
7. Use application information obtained through site visits, management interviews and the State's investigation of an applicant's qualifications, experience, ability or financial standing, and any material or information submitted by the applicant in response to DHSES' request for clarifying information in the course of evaluation and/or selection under the RFA,
8. Prior to the application opening, direct applicants to submit application modifications addressing subsequent RFA amendments,
9. Prior to the application opening, amend the RFA specifications to correct errors or oversights, or to supply additional information, as it becomes available,
10. Make amendments and/or alter funding levels of any recipient based on any new information discovered that would have originally affected the scoring,
11. Waive or modify minor irregularities in applications received after prior notification to the applicant,
12. Adjust or correct cost figures with the concurrence of the applicant if errors exist and cannot be documented to the satisfaction of DHSES and the State Comptroller,
13. Change any of the scheduled dates,

14. Eliminate any mandatory, non-material specifications that cannot be complied with by all the prospective applicants,
15. Waive any requirements that are not material,
16. Negotiate with successful applicants within the scope of the RFA in the best interests of the State,
17. Conduct contract negotiations with the next responsible applicant, should DHSES be unsuccessful in negotiating with the selected applicant,
18. Utilize any and all ideas submitted in the applications received,
19. Unless otherwise specified in the RFA, every offer is firm and not revocable for a period of 60 days from the application opening,
20. Require clarification at any time during the application process and /or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of an applicant's proposal and/or to determine an applicant's compliance with the requirements of this RFA,
21. Award grants based on geographic or regional considerations to serve the best interests of the State,
22. Terminate, renew, amend or renegotiate contracts with recipients at the discretion of DHSES,
23. Periodically monitor the applicant's performance in all areas mentioned above, in addition to the activities in the contract,
24. Revoke funds awarded to an applicant, or enforce any available sanction against any applicant, who materially alters the activities or is in material noncompliance under the grant award, or who does not implement an approved project within 60 days of the final contract approval,
25. Not fund any application that fails to submit a clear and concise work plan and/or budget,
26. Consider all applications and documentation submitted as State agency records subject to the New York State Freedom of Information Law (Public Officers Law, Article 6). Any portion of the application that an applicant believes constitutes proprietary or critical infrastructure information entitled to confidential handling, as an exception to the Freedom of Information Law, must be clearly and specifically designated in the application, and,
27. DHSES reserves the sole discretion to increase or decrease the total funding available for this program at any time, resulting in more or fewer applications funded under this RFA.

DHSES may exercise the foregoing rights at any time without notice and without liability to any responding applicant or any other party for its expenses incurred in preparation of responses hereto or otherwise. All costs associated with responding to this RFP will be at the sole cost and expense of the Applicant.

D. Debriefings

Pursuant to Section 163(9)(c) of the State Finance Law, any non-awarded applicant may request a debriefing regarding the reasons that the Bid submitted by the Bidder was not selected for award. Requests for a debriefing must be made within 15 calendar days of notification by DHSES that the Bid submitted by the Bidder was not selected for award.

An unsuccessful Bidder's written request for a debriefing shall be submitted to DHSES Director of Grants Program Administration. The debriefing shall be scheduled within 10 business days of receipt of the written request by DHSES or as soon as practicable under the circumstances.

E. Terms of the Contract

Any resulting contract or agreement for more than \$50,000 from this RFA will be effective only upon approval by both the NYS Office of the Attorney General and the State Comptroller. Any resulting contract for \$50,000 and under from this RFA will be effective upon signature of both parties.

F. Payment and Reporting Requirements of Grant Recipients

Standard Cost Reimbursement Contract

Each successful applicant must enter a standard cost reimbursement contract with DHSES. Such contract will include this RFA, the successful applicant's proposal, any attachments or exhibits, the standard clauses required by the NYS Attorney General for all State contracts, and any other attachments or exhibits required by DHSES. Although the contract format may vary, the contract will include standard terms, conditions, clauses, information, rights, and responsibilities as can be found on the DHSES website, including:

- APPENDIX A – Standard Clauses for New York State Contracts
- APPENDIX A-1 – Agency Specific Clauses
- APPENDIX B – Budget
- APPENDIX C – Payment and Reporting Schedule
- APPENDIX D – Work plan/Special Conditions

For purposes of this RFA, these terms and conditions are incorporated by reference and the applicant must agree to the inclusion of all these terms and conditions in any resulting grant contracts as part of the application submission. Copies of the standard terms and conditions included in DHSES grant contracts are available for review on the DHSES website at <https://www.dhSES.ny.gov/grant-reporting-forms>. Payments will be made subject to proper documentation and compliance with reimbursement procedures and all other contractual requirements.

Procurements

Applicants must follow and comply with all procurement procedures under General Municipal Law 5-A and/or any other state regulations applicable to these funds and will be subject to monitoring by DHSES to ensure compliance.

Contracting with Small and Minority Firms, Women's Business Enterprises

Pursuant to New York State Executive Law Article 15-A, DHSES recognizes its obligation under the law to promote opportunities for maximum feasible participation of

certified minority and women-owned business enterprises (MWBE) and the employment of minority group members and women in the performance of DHSES contracts. Minority and women-owned business enterprises can be readily identified on the directory of certified businesses at: <https://ny.newnycontracts.com/>.

For purposes of this solicitation, applicants and subcontractors are hereby notified that the State of New York has set an overall goal of **30% for MWBE participation** or more, **15% for Minority-Owned Business Enterprises (MBE)** participation and **15% for Women-Owned Business Enterprises (WBE)** participation, based on the current availability of qualified MBEs and WBEs for your project needs.

Further, pursuant to Article 15 of the Executive Law (the "Human Rights Law"), all other State and Federal statutory and constitutional non-discrimination provisions, the Applicant and subcontractors will not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, age, disability, predisposing genetic characteristic, marital status, familial status, or domestic violence victim status, and shall also follow the requirements of Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.

Use of Service-Disabled Veteran-owned Business Enterprises in Contract Performance

Article 3 of Veterans' Services Law acknowledges that Service- Disabled Veteran-Owned Businesses (SDVOBs) strongly contribute to the economics of the State and the nation. As defenders of our nation and in recognition of their economic activity in doing business in New York State, Grant recipients are strongly encouraged and expected to consider SDVOBs in the fulfillment of the requirements of the contract. Such partnering may be as vendors, contractors, subcontractors, suppliers, protégés, or other supporting roles. SDVOBs can be readily identified on the directory of certified businesses at <https://www.osc.ny.gov/state-vendors/sdvob>.

Applicants need to be aware that all authorized users of this contract will be strongly encouraged to the maximum extent practical and consistent with legal requirements of the applicable laws to use responsible and responsive SDVOBs in purchasing and utilizing commodities, services, and technology that are of equal quality and functionality to those that may be obtained from non-SDVOBs. Furthermore, bidders/proposers are reminded that they must continue to utilize small, minority and women-owned businesses consistent with current State Law. Utilizing SDVOBs in State contracts will help create more private sector jobs, rebuild New York State's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its SDVOB partners. SDVOBs will promote the recipient's optimal performance under the contract, thereby fully benefiting the public-sector programs that are supported by associated public procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of SDVOBs by its contractors. The State, therefore, expects

awardees to provide maximum assistance to SDVOBs in their contract performance. The potential participation by all kinds of SDVOBs will deliver great value to the State and its taxpayers.

For purposes of this solicitation, applicants and subrecipients are hereby notified the State of New York has set an overall goal of 6% for SDVOB participation or more. Grant recipients will report on actual participation by each SDVOB during the term of the contract to DHSES per the policies and procedures set by DHSES.

Sexual Harassment Prevention

Applicants must submit a certification with their bid stating that Applicant has a policy addressing sexual harassment prevention and that applicant provides sexual harassment training to all its employees on an annual basis that meets the Department of Labor's model policy and training standards. Bids that do not contain this certification will not be considered for awards; provided, however, that if Applicant cannot make the certification, the Applicant may provide a statement with its bids detailing the reasons why the certification cannot be made.

Gender-Based Violence and the Workplace Certification

By submitting this application, Applicants are certifying that Applicant has implemented a written policy addressing gender-based violence and the workplace and that such policy has been provided to all of its employees, directors and board members, pursuant to New York State Finance Law § 139-M. If Applicant cannot make the certification, the Applicant may provide an explanatory statement with its bids detailing the reasons why the certification cannot be made.

Worker's Compensation and Disability Benefits Insurance Coverage

Applicants must provide evidence of appropriate workers' compensation and disability insurance coverage, or proof of a legal exemption, prior to being awarded a contract. Failure to do so will result in the rejection of the application.

Vendor Responsibility

State Finance Law §163(9)(f) requires a State Agency to make a determination that an Applicant is responsible prior to awarding that Applicant a State contract which may be based on numerous factors, including, but not limited to the Applicants: (1) financial and organizational capacity; (2) legal authority to do business in this State; (3) integrity of the owners, officers, principals, members, and contract managers; and (4) past performance of the Applicant on prior government contracts. Thereafter, Recipients/Contractors shall at all times during the Contract term remain responsible. The Recipients/Contractor agrees, if requested by the Commissioner of DHSES, or his or her designee, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity. DHSES requires that vendors file the required Vendor Responsibility Questionnaire online via the New York State VendRep System. To enroll in and use the

New York State VendRep System, see the VendRep System, see the VendRep System Instructions available at: http://www.osc.state.ny.us/vendrep/info_vrsystem.htm or go directly to the VendRep system online at <https://onlineservices.osc.state.ny.us>. Vendors must provide their New York State Vendor Identification Number when enrolling. To request assignment of a Vendor ID or for VendRep System assistance, contact the Office of the State Comptroller's Help Desk at 866- 370-4672 or 518-408-4672 or by email at ITServiceDesk@osc.state.ny.us. Vendors opting to complete and submit a paper questionnaire can obtain the appropriate questionnaire from the VendRep website http://www.osc.state.ny.us/vendrep/forms_vendor.htm or may contact the Office of the State Comptroller's Help Desk for a copy of the paper form. Applicants will also be required to complete and submit a Vendor Responsibility Questionnaire prior to contracting.

1) Suspension of Work for Non-Responsibility:

The Commissioner of DHSES or his or her designee, in his or her sole discretion, reserves the right to suspend any or all activities under the Contract, at any time, when he or she discovers information that calls into question the responsibility of the Recipient. In the event of such suspension, the Recipients/Contractor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Contractor must comply with the terms of the suspension order. Contract activity may resume at such time as the Commissioner of DHSES or his or her designee issues a written notice authorizing the resumption of performance under the Contract.

2) Termination for Non-Responsibility:

Upon written notice to the Recipients/Contractor, and a reasonable opportunity to be heard by appropriate DHSES officials or staff, the Contract may be terminated by the Commissioner of DHSES or his or her designee at the Contractor's expense where the Recipients/Contractor is determined by the Commissioner of DHSES or his or her designee to be non-responsible. In such event, the Commissioner of DHSES or his or her designee may complete the contractual requirements in any manner he or she may deem advisable and pursue legal or equitable remedies for breach.

Satisfactory Progress

Satisfactory progress toward implementation includes but is not limited to, executing contracts and submitting payment requests in a timely fashion; retaining consultants; or completing plans, designs, reports, or other tasks identified in the work program within the time allocated for their completion.

DHSES may recapture awarded funds if satisfactory progress is not being made on the implementation of a grant project.

G. General Specifications

By submitting the application, the Applicant attests that:

- 1) Applicant's signatory contact person has express authority to submit on behalf of the applicant's agency,
- 2) Submission of an application indicates the applicant's acceptance of all conditions and terms contained in this document, including Appendices A- 1 and C, and all other terms and conditions of the award contract,
- 3) The application and any resulting grant, if awarded, must adhere to, and be in full compliance with any, resulting contract(s), and relevant federal and State policies and regulations or be subject to termination; and
- 4) Any not-for-profit recipients or subrecipients are required to be prequalified, prior to contract execution, by the State of New York upon application submission through the New York State Grants Gateway (<https://grantsgateway.ny.gov>).
- 5) If your organization is not currently doing business with NYS, you will need to submit a Substitute W-9 form to obtain a NYS Vendor ID. The form is available on the Office of the State Comptroller website at: http://www.osc.state.ny.us/vendor_management/forms.htm.
- 6) Contract Changes - Contracts with Recipients/Contractors may be executed, terminated, renewed, increased, reduced, extended, amended, or renegotiated at the discretion of the Commissioner of DHSES, in light of a Recipient's/Contractor's performance, changes in project conditions, or otherwise.
- 7) Records – Recipients/Contractors must keep books, ledgers, receipts, work records, consultant agreements and inventory records pertinent to the project; and in a manner consistent with DHSES contractual provisions and mandated guidelines.
- 8) Liability - Nothing in the contract between DHSES and the Sub-recipients shall impose liability on the State of New York or DHSES for injury incurred during the performance of approved activities or caused by use of equipment purchased with grant funds.
- 9) Reports - A provider agency shall submit to the DHSES reports in a format and time schedule specified in the grant contract, which shall include a description of the program efforts undertaken during the report period and the current status of the project.
- 10) Tax Law Section 5-a Certification – In accordance with section 5–a of the Tax Law, certain Contractors awarded state contracts for commodities, services and technology valued at more than \$100,000 are required, prior to the approval of any contract awarded as a result of this RFA, to certify that it and its affiliates, subcontractors, and subcontractors' affiliates have registered with the New York State Tax Department for the purpose of collection and remittance of sales and use taxes. In order to trigger this certification requirement, a Contractor or its affiliates, subcontractor, or subcontractors' affiliates must have made more than \$300,000 in sales of tangible personal property or taxable services to location

within New York State and the contract must be valued in excess of \$15,000. Certification will take the form of a completed Tax Form ST-220.

- 11) Standard Contract Provisions - Grant contracts executed as a result of this RFA process will be subject to the standard clauses for New York State Contracts as referenced herein and as located at: <https://ogs.ny.gov/procurement/appendix>
- 12) Compliance with Procurement Requirements - The applicant shall certify to DHSES that all applicable statutory and contractual procurement procedures were followed and complied with for all procurements.

H. Special Conditions

New York State Emergency Management Certification and Training Program

1. Participation in, and successful completion of, the New York State Emergency Management Certification and Training Program (EMC Training Program) is a mandatory requirement under this Contract and a condition of funding. The EMC Training Program will be made available to, and required for, DHSES-specified county and city government officials in order to ensure a consistent emergency management preparedness and response strategy across the State. Attendee substitutions, except as expressly approved by DHSES, shall not be permitted or deemed to be in compliance with this requirement.
2. To fulfill the EMC Training Program requirement of the Contract and in order to be eligible for funding under this Contract, recipients must arrange for DHSES-specified recipient employees to receive and acknowledge receipt of EMC Training no later than 180 days after execution of this Contract. Copies of the training certificates for each required participant must be submitted to DHSES upon execution of the Contract, or, in the event that training is scheduled, but not yet complete, the recipient will be required to submit a signed statement indicating the scheduled future dates of attendance, and no later than thirty (30) days after the training is complete, forward such training certificates to DHSES. Continued compliance with the EMC Training Program also requires an annual refresher training of one day per 365 day-cycle from the date of initial training for previously trained individuals if such person remains employed by the recipient and fulfilling the same functions as he or she fulfilled during the initial training. Should a new employee be designated to serve in the DHSES-specified positions, then he or she must come into compliance with the EMC Training Program requirements not later than 180 days after taking office.
3. Recipients must commit to active participation in a DHSES Annual Capabilities Assessment as a condition of funding. Active participation includes making reasonable staff, records, information, and time resources available to DHSES to perform the Annual Capabilities Assessment and meet the objectives and goals of the program. Recipients must be aware that the process of conducting a DHSES Annual Risk Assessment is an ongoing process and requires a continued commitment on the part of the Contractor to ensure that it is effective.
4. All recipients and sub-recipients funded through this program agree to provide DHSES, upon request at any time during the life of the grant contract, such

cooperation and information deemed necessary by DHSES to ascertain: (1) the nature and extent of any threats or hazards that may pose a risk to the recipients or sub-recipients; and (2) the status of any corresponding recipients or sub-recipients plans, capabilities, or other resources for preventing, protecting against, mitigating, responding to, and recovering from such threats or hazards.

5. Additionally, pursuant to Article 26 of the NYS Executive law, DHSES is authorized to undertake periodic drills and simulations designed to assess and prepare responses to terrorist acts or threats and other natural and man-made disasters. Funded recipients and sub-recipients agree to attend and participate in any DHSES-sponsored conferences, training, workshops or meetings (excluding those identified by DHSES as voluntary) that may be conducted, by and at the request of DHSES, during the life of the grant contract.
6. Failure to comply with any of the requirements, as listed above, may result in sanctions up to and including the immediate suspension and/or revocation of the grant award.

Access Requirement

1. The recipients and subrecipients agree to provide the Division of Homeland Security and Emergency Services (DHSES) with access to all radio frequencies, channels and talk groups, including those used for law enforcement, including those which are encrypted or clear, that are operated by or for the recipient or subrecipient (including other agencies or departments within the subrecipient county, city, or otherwise), or which are operated by or for any other entity receiving funding through or from this grant. This access shall be uninterrupted, undelayed, allow ongoing DHSES monitoring of live radio traffic, and allow DHSES staff to transmit when necessary for DHSES' statutory mission. The recipient or subrecipient will provide DHSES with assistance with the programming/provisioning of DHSES radios and will provide all necessary identifiers, hardware and software keys (system access, encryption, etc.) to DHSES for such access. The recipient or subrecipient will continue to provide DHSES with updated keys and other information as needed to maintain access. This requirement applies to live radio traffic but does not apply to IT systems or network management tools.
2. DHSES may agree to waive this access requirement with respect to specific radio frequencies, channels, or talk groups used for sensitive or confidential operations.

OIEC Data Calls

1. As efforts have been made to streamline the application process for the Combined SFY2025 & SFY2026 PSAP Operations Grant Program based on applicant feedback, recipients and subrecipients who receive funding through these program funds will be required to participate in specified data calls from OIEC that are slated to include annual reporting requirements related to call volume for federal reporting purposes, various outreach surveys, and capability assessments for Next Generation 911 technology implementation, etc. This

could include relevant project status through written correspondence and requested documentation pertaining to emergency communication systems implementation.

X. Questions

Questions regarding the Combined SFY2025 & SFY2026 Public Safety Answering Point Operations Grant Program should be directed to the following email address Grant.Info@dhses.ny.gov. To the degree possible, each inquiry should cite the RFA section and paragraph to which it refers. Updates and frequently asked questions will be posted online at <https://www.dhses.ny.gov/state-funded-programs#interoperable-and-emergency-communications-grants>. Please check the website frequently for updates.

#5m

Committee: **Protective** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

**APPROVAL – CONFIRMATION – RE-APPOINTMENTS – PUTNAM COUNTY
EMERGENCY SERVICES SAFETY ADVISORY BOARD – CUOMO, DIMARCO,
PRENTICE & LEWIS**

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 re-appointed the following:

Robert Cuomo, Chairman, representing the Bureau of Emergency Services, for a three (3) year term commencing January 1, 2026, said term to expire December 31, 2028.

Frank DiMarco, representing the Chief's Association, for a three (3) year term commencing January 1, 2026, said term to expire December 31, 2028.

Nat Prentice, representing the Putnam County Community for a three (3) year term commencing January 1, 2026, said term to expire December 31, 2028.

Catherine Lewis, representing the EMS Council for a three (3) year term commencing January 1, 2026, said term to expire December 31, 2028.

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.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

#5n

Committee: **Protective** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

**APPROVAL – CONFIRMATION – APPOINTMENT – PUTNAM COUNTY
EMERGENCY SERVICES SAFETY ADVISORY BOARD - BRADLEY**

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:

Robert Bradley, as the EMS Council Representative, filling an unexpired three (3) year term, said to expire December 31, 2026.

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.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

#50

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____ Regular Mtg: July 7, 2026 _____

Seconded By _____ Special Mtg _____

**APPROVAL – APPROVAL – BUDGETARY AMENDMENT (26A047) –
FINANCE – DONATIONS FROM: ENOCH CROSBY CHAPTER NSDAR AND
VINCENT T. DACQUINO -RESTORATION OF SYBIL LUDINGTON STATUE**

WHEREAS, Commissioner of Finance requested a Budgetary Amendment (26A047) to adjust the capital budget to account for a donation from Enoch Crosby Chapter NSDAR and Vincent T. Dacquino to fund the restoration of the Sybil Ludington Statue (Sybil Statue); 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 52522

**Outside Donations –
Sybil Statue Renovation**

1,150

Increase Revenues:

55197000 427051 52522

**Capital Expenditures –
Sybil Statue Renovation**

1,150

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Committee: **Physical Svcs.**

Introduced By _____

Seconded By _____

Resolution # _____

Regular Mtg: July 7, 2026

Special Mtg _____

#59

**APPROVAL - UTILITY EASEMENT - CARMEL TAX MAP # 53.19-1-12 & 64.7-1-5
(Stocum Avenue & Brook Street)**

WHEREAS, the County is currently the record owner of certain parcels of real property located on Stocum Avenue and Brook Street in the Town of Carmel, County of Putnam and State of New York, which are identified as Tax Map Parcel Nos.: 53.19-1-12 & 64.7-1-5 (hereinafter the "Parcels"); and

WHEREAS, the Town of Carmel is currently undertaking the Stocum Avenue Bridge replacement project in the vicinity of the Parcels, which involves the replacement of a certain culvert near Kirk Lake that was severely damaged by a storm affecting the region on July 9, 2023 (hereinafter the "Project"); and

WHEREAS, as part of the Project the Town of Carmel has requested that the New York State Electric and Gas Corporation relocate the existing electric line on the Parcels; and

WHEREAS, New York State Electric and Gas Corporation has furnished a proposed utility easement, which permits the New York State Electric and Gas Corporation to relocate the existing electric line on the Parcels; and

WHEREAS, the Putnam County Department of Public Works engineers have reviewed the proposed utility easement (a copy of which is attached hereto and made a part hereof as Exhibit "A"), and have determined same to be acceptable; and

WHEREAS, the Putnam County Attorney has reviewed and approved the proposed utility easement as to form; now therefore be it

RESOLVED, that Putnam County Legislature hereby approves and authorizes the subject utility easement in the form and content attached hereto and made a part hereof as Exhibit "A"; and be it further

RESOLVED, that the Putnam County Executive is authorized to execute said utility easement on behalf of the County, which shall thereafter be recorded in the Putnam County Clerk's Office, Division of Land Records; and be it further

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

RESOLVED, that the County Attorney is authorized to take whatever legal action is necessary to effectuate said utility easement in the manner approved herein and as written; and be it further

RESOLVED, that this Resolution shall take effect immediately.

EXHIBIT "A"



March 18, 2026

County of Putnam
Attn: Kevin M Byrne, County Executive
40 Gleneida Avenue, 3rd Floor
Carmel, NY 10512

RCVD APR 7 '26

Ref: Electric Line Relocation Request for Tax Parcel ID #'s 53.19-1-12 and 64.7-1-5
Stocum Avenue and 1 Brook Street, Town of Carmel, Putnam County
Job # 10301180218

Dear Mr. Byrne,

NYSEG has received a request from the Town of Carmel for the relocation of the electric line at the locations referenced above, in response to the upcoming bridge replacement and construction of a new culvert. In order to accommodate this request, NYSEG needs the rights to install the facilities on the County of Putnam's properties as depicted on the enclosed drawing. Please note that some tree trimming and/or cutting may be necessary.

The enclosed easement(s) will need to be signed in the presence of a Notary Public and returned using the enclosed business reply envelope. Please include a copy of the meeting minutes and/or resolution authorizing the execution of the easement(s). **Note that if the Notary Public does not completely and accurately fill out the acknowledgement, the County will not accept the documents, and we will have to send them back to you for completion.** Please see the reverse side for instructions on completion.

If you have any questions or concerns, please contact NYSEG Real Estate and Land Management at 1-888-352-9110 ext. 106 and refer to the Job number above. Thank you for your attention in this matter.

Sincerely,

NYSEG - Real Estate and Land Management

Enclosures

EASEMENT

Line 602 & 2668, P9396, Rel Poles & 7.62KV Pri

Auth. 98000008392 Parcel No. _____
 Area Cost Center No. RC2J020410
 Construction W.O. No. 10301180218

COUNTY OF PUTNAM

TO
 NEW YORK STATE ELECTRIC
 & GAS CORPORATION

Dated _____,

STATE OF NEW YORK)
 COUNTY OF _____) ss:

Recorded on the _____ day of _____

at _____ o'clock _____ M.

In Book _____ of Deeds at

Page _____ and examined.

(Clerk)

Consideration on this document
 is less than \$100.00.

(Personal or Corporate Acknowledgment)

State of New York)
 County of _____) ss:

On the _____ day of _____ in the
 year _____, before me, the undersigned, a
 Notary Public in and for said State, personally
 appeared _____

personally known to me or proved to me on the
 basis of satisfactory evidence to be the
 individual(s) whose name(s) is (are) subscribed
 to the within instrument and acknowledged to me
 that he/she/they executed the same in
 his/her/their capacity(ies), and that by
 his/her/their signature(s) on the instrument, the
 individual(s) or the person* upon behalf of which
 the individual(s) acted, executed the instrument.

Notary Public

(Personal or Corporate Acknowledgment)

State of New York)
 County of _____) ss:

On the _____ day of _____ in the
 year _____, before me, the undersigned, a
 Notary Public in and for said State, personally
 appeared _____

personally known to me or proved to me on the
 basis of satisfactory evidence to be the
 individual(s) whose name(s) is (are) subscribed
 to the within instrument and acknowledged to me
 that he/she/they executed the same in
 his/her/their capacity(ies), and that by
 his/her/their signature(s) on the instrument, the
 individual(s) or the person* upon behalf of which
 the individual(s) acted, executed the instrument.

Notary Public

(Subscribing Witness Acknowledgment)

State of New York)
 County of _____) ss:

On the _____ day of _____, _____
 before me personally came _____
 the subscribing witness to the foregoing
 instrument, with whom I am personally
 acquainted, who being by me duly sworn, did
 depose and say that _____ he reside(s) in
 _____ in the _____ that
 _____ he knew _____
 to be the individual _____ described in and who
 executed the foregoing instrument; and that
 _____ he, said subscribing witness, was present and
 saw _____ execute
 the same; and that _____ said
 witness, at the same time, subscribed h
 name as a witness thereto.

Notary Public

TAX MAP NUMBERS

Section 53.19 Block 1 Lot 12

Section 64.7 Block 1 Lot 5

RETURN TO

PROPERTY MANAGEMENT

RECORDS CENTER

NEW YORK STATE ELECTRIC & GAS CORP.
 POST OFFICE BOX 5224

BINGHAMTON, NEW YORK 13902-5224

* "For the purposes of this section, the term "person" means
 any corporation, joint stock company, estate, general
 partnership (including any registered limited liability
 partnership or foreign limited liability partnership), limited
 liability company (including a professional service limited
 liability company), foreign limited liability company (including a
 foreign professional service limited liability company), joint
 venture, limited partnership, natural person, attorney in fact,
 real estate investment trust, business trust or other trust
 custodian, nominee or any other individual or entity in its own
 or any representative capacity."

EASEMENT

THIS INSTRUMENT WITNESSETH THAT _____ COUNTY OF PUTNAM

hereinafter called the Grantor(s), being the owner(s) of or having an interest in land situate in the _____ TOWN _____ of _____ CARMEL _____, County of _____ PUTNAM _____, State of New York, fronting on the street or highway known as _____ STOCUM AVENUE / BROOK STREET _____, bounded _____ SOUTHERLY IN PART _____ by lands of _____ STOCUM AVENUE _____ and _____ EASTERLY IN PART _____ by lands of _____ BROOK STREET _____, for and in consideration of the sum of One and No/100 Dollars (\$1.00), the receipt of which is hereby acknowledged, does hereby grant and release unto NEW YORK STATE ELECTRIC & GAS CORPORATION, a corporation organized under the laws of the State of New York, having an office at 18 Link Drive in the Town of Kirkwood, County of Broome, State of New York, hereinafter called the Grantee, its lessees, licensees, successors and assigns forever, a permanent easement and right of way, with the right, privilege and authority to construct, reconstruct, relocate, extend, operate, inspect, maintain, repair, replace, and at its pleasure, remove any poles or lines of poles, supporting structures, cables, crossarms, overhead and underground wires, guys, braces, communications facilities and other fixtures and appurtenances which the Grantee shall require now and from time to time for the transmission and/or distribution of electric current and/or for communication purposes, for public or private use, in, upon, over, under, and across said land and/or the highways abutting or running through said land.

The easement and right of way hereby granted and released is _____ - 30 - _____ feet in width throughout its extent, situate, lying and being as follows:

SEE "EXHIBIT A" ATTACHED HERETO AND MADE A PART HEREOF:

TO ALSO INCLUDE THE RIGHTS FOR GUYING FACILITIES, A PUSH BRACE EXTENDING FROM POLE 9396A AND SERVICE EXTENSIONS OUTSIDE STATED EASEMENT WIDTH.

THE GRANTEE, its successors and assigns, are hereby expressly given and granted the right to assign this easement and right of way, or any part thereof, or interest therein, and the same shall be divisible among two or more owners, as to any right or rights created hereunder, so that each assignee or owner shall have the full rights and privileges herein granted, to be owned and enjoyed either in common or severally.

TOGETHER with rights for free ingress and egress over the easement and right of way and other lands of the Grantor(s) for all of the above purposes and the right now and from time to time to trim, cut, burn, treat and/or remove by manual, mechanical and chemical means trees, brush, structures and other obstructions within said easement and right of way and such other trees adjacent to the right of way that, in the opinion of the Grantee, may interfere with the construction, operation and maintenance of its line or lines.

PROVIDED, however, that any damage (other than for trimming, cutting, treating, burning and/or removing trees, brush, structures and other obstructions as above provided) to the property of the Grantor(s), caused by the Grantee in the exercise of its rights under this instrument shall be borne by the Grantee.

RESERVING, however, to the Grantor(s) the rights to cultivate the ground between said poles, towers and supporting structures and beneath said wires and fixtures, and the right to cross and recross said easement and right of way provided that such use of said ground shall not interfere with, obstruct or endanger any rights granted as aforesaid and shall not disturb the grade of said ground as it now exists, and provided that no structure shall be erected, no trees shall be grown, cultivated or harvested, and no excavating, mining or blasting shall be undertaken within the limits of the easement and right of way without written consent of the Grantee. Grantor(s) in said use of said ground shall maintain a clearance of _____ - 10 - _____ feet or more from Grantee's aerial wires with vehicles, machinery and equipment.

This Instrument shall be binding on and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF, the Grantor(s) ha _____ hereunto set _____ hand(s) and seal(s) this _____ day of _____.

IN PRESENCE OF:

COUNTY OF PUTNAM

By: _____ (L.S.)

Name: _____

Title: _____

Address: _____

By: _____ (L.S.)

Name: _____

Title: _____

Address: _____

NYSEG**EXHIBIT A**NEW YORK STATE
ELECTRIC & GAS CORP.

JOB TITLE: 53.19-1-12 & 64.7-1-5 | COUNTY OF PUTNAM

DATE: 3/3/2026

DRAWN BY/PLANNER: LW-COATES / STEVE

REVISION:

JOB # 10301180218

COUNTY: PUTNAM

ROAD: STOCUM AVENUE / BROOK STREET / KIRK LAKE DRIVE

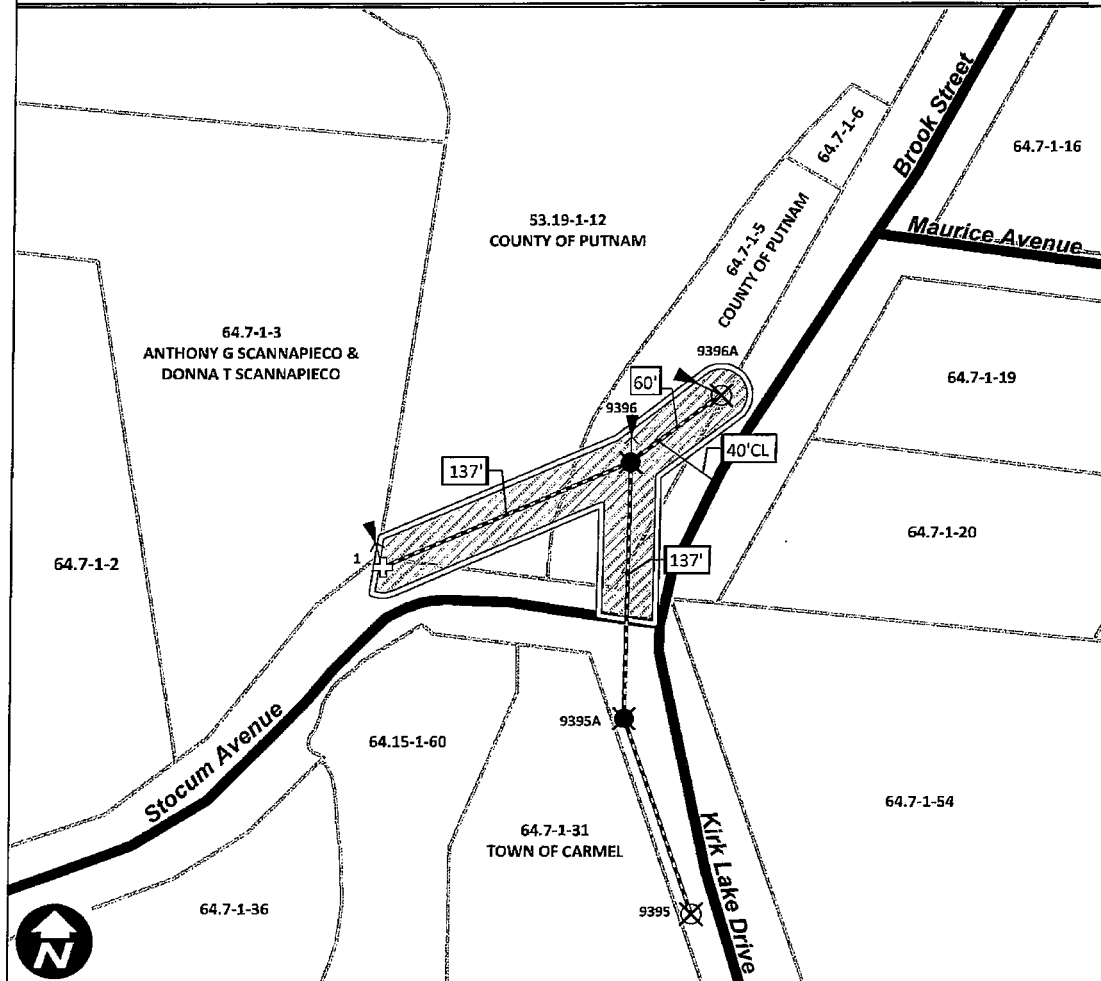
TOWN: CARMEL

WORK ORDER # 801000762091

LINE NO: 602 & 2668

SUB / CKT: 502

This exhibit is not an official survey plat.
Private property lines were not surveyed by a professional land surveyor.
All acreages and measurements should be considered approximate.



- Pole Replacement
- Existing Pole
- New Pole
- New Push Brace
- New Guy Anchor
- New Line
- NYSEG Easement Area

CL - Distance from road center line.

1 inch ~ 75 feet

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____

Regular Mtg: July 7, 2026

Seconded By _____

Special Mtg _____

#5r

**APPROVAL - RESCINDING RESOLUTIONS #319 of 2019 AND #280 of 2021
AUTHORIZING SALE OF COUNTY PROPERTY PURSUANT TO CHAPTER 31
OF THE PUTNAM COUNTY CODE - 34 GLENEIDA AVE, TOWN OF CARMEL
FOR \$600,000**

**WHEREAS, the County is the fee owner of a certain improved parcel
of real property identified as 34 Gleneida Avenue, Carmel, New York
(portion of Town of Carmel Tax Map Number 44.18-1-28.1) (hereinafter the
"Property"); and**

**WHEREAS, the Property is no longer needed for use by the County;
and**

**WHEREAS, the County recognizes the inherent value and utility of
property within the County complex; and**

**WHEREAS, pursuant to Resolution #319 of 2019, the Putnam County
Legislature previously authorized the County Executive to offer the Property
for sale through the applicable Multiple Listing Service utilizing the services
of a licensed real estate broker under contract with the County; and**

**WHEREAS, pursuant to Resolution #280 of 2021, the Putnam County
Legislature previously approved the property to be offered for sale at
\$600,000.00; and**

**WHEREAS, the Property has been listed on the applicable Multiple
Listing Service; and**

**WHEREAS, by and through that listing County has received an offer
from a prospective purchaser for the Property which the Putnam County
Legislature has rejected finding that it is not in the best interests of the
County to sell the property; and**

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

WHEREAS, the Legislature has reviewed all available options and has hereby:

RESOLVED, that Resolutions #319 of 2019 and Resolution #280 of 2021 are hereby rescinding, and the Multiple Listing Service lists should be immediately taken down; and be it further

RESOLVED, that the County Executive is no longer authorized execute any Contract for the Sale of the Property; and be it further

RESOLVED, that the County Attorney is authorized to take all necessary steps to effect the terms of this Resolution.

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____

Regular Mtg: July 7, 2026

Seconded By _____

Special Mtg _____

APPROVAL - PUTNAM COUNTY'S ANNUAL PUBLIC TRANSPORTATION AGENCY SAFETY PLAN UPDATE 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. As such, the County will continue to utilize MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

WHEREAS, in September 2024, FTA published General Directive 24-1 which requires transit agencies as part of their Safety Plan to conduct a safety risk assessment related to assaults on transit workers using the Safety Management System (SMS) processes, identify safety risk mitigations or strategies necessary as a result of the safety risk assessment; and provide information to FTA on how they are assessing, mitigating, and monitoring the safety risk associated with assaults on transit workers; and

WHEREAS, the County, as a transit operator, is required to certify annually that it has developed/ updated 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.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Part 673 et seq., has updated 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, hereby supports the County's continued participation in approved FTA services, programs and activities, as well as continuing to support the County's actions to meet eligibility requirements in order to receive FTA funding and financial assistance; and be it further

RESOLVED, that the County Executive, together with the Putnam County Legislature, hereby supports and approves 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.

Putnam County, NY Public Transportation Agency Safety Plan (PTASP)



Prepared by: The Department of Planning, Development, and Public Transportation
June 2026

Introduction

Pursuant to Federal Transit Administration (FTA) 49 C.F.R. Part 673, an operator of a public transportation system and recipient of 5307 funds serving an urbanized area with a population of 200,000 or more is required to develop for implementation a Public Transportation Agency Safety Plan (PTASP) in accordance with the aforesaid statutes. This PTASP outlines the safety processes and procedures for the Putnam Area Rapid Transit (PART) system. It incorporates existing agency safety protocols and best practices designed to comply with federal regulations. The complete text of 49 C.F.R. Part 673 is available at [Federal Register - PTASP](#).

Putnam County aims to address all applicable requirements and standards as set forth in FTA's Public Transportation Safety Program and the National Public Transportation Safety Plan. Furthermore, under Part 673, Putnam County is required to maintain documentation supporting its PTASP, including records of implementation and outcomes from relevant processes and activities. Putnam County already maintains existing documents that describe the processes, procedures, and other information required by Part 673. Where applicable, these documents are referenced throughout Putnam County's PTASP.

Table of Contents

DESCRIPTION OF ATTACHMENTS	2
LIST OF ACRONYMS USED IN THE PTASP	2
1. TRANSIT AGENCY INFORMATION	3
2. PLAN DEVELOPMENT, APPROVAL, AND UPDATES	4
3. SAFETY PERFORMANCE TARGETS	6
4. SAFETY RISK REDUCTION	7
5. SAFETY MANAGEMENT POLICY	8
6. SAFETY RISK MANAGEMENT	11
7. SAFETY ASSURANCE	13
8. SAFETY PROMOTION	15
9. SAFETY COMMITTEE	16
10. ASSAULT ON TRANSIT WORKERS	17
ATTACHMENT A	18
ATTACHMENT B	24
ATTACHMENT C	25
ATTACHMENT D	27
ATTACHMENT E	28
ATTACHMENT F	31
ATTACHMENT G	33
ATTACHMENT H	35
ATTACHMENT I	36
ATTACHMENT J	37

Description of Attachments

- Attachment A:
 - Resolution #*** of 2026
 - Resolution #182 of 2025
 - Resolution #126 of 2024
 - Resolution #125 of 2022
- Attachment B: Safety Committee Approval Form
- Attachment C: MV Transportation System Safety Program Plan (SSPP) Cover and Putnam On-Demand Safety Program and Plan (POD SP&P) Cover*
- Attachment D: MV Transportation Safety Management System (SMS) Plan Cover*
- Attachment E: SMS Hazard/Risk Report Form
- Attachment F:
 - Hazard Severity Table
 - Hazard Probability Table
 - Risk Assessment Frequency / Severity Matrix
 - Hazard Resolution Table
- Attachment G: Q1 & Q2 2026 MV Safety Calendar
- Attachment H: 2025/2026 MV Safety Committee Membership
- Attachment I: Sample Safety Committee Agenda/Notes
- Attachment J: FTA Safety Risk Assessment Matrix

List of Acronyms Used in the PTASP

Acronym	Word or Phrase
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
HMP	Hazard Mitigation Plan
NTD	National Transit Database
NYMTC	New York Metropolitan Transportation Council
NYSDOT	New York State Department of Transportation
PART	Putnam Area Rapid Transit
POD SP&P	Putnam On-Demand Safety Program and Plan
PTASP	Public Transportation Agency Safety Plan
SMS	Safety Management System Plan
SRM	Safety Risk Management
SSPP	System Safety Program Plan
VRM	Vehicle Revenue Miles

*Full Plans maintained in SMS Executive's office and available upon request.

1. Transit Agency Information

Transit Agency Name	Putnam County PART (Putnam Area Rapid Transit)		
Transit Agency Address	841 Fair Street, Carmel, NY 10512		
Transit Agency Website	https://putnamcountyny.gov/transportation		
Name and Title of Accountable Executive	Kevin Byrne, <i>Putnam County Executive</i> CountyExecutive@putnamcountyny.gov , (845) 808-1000		
Name of Chief Safety Officer or SMS Executive	Barbara Barosa, <i>Commissioner of Planning, Development & Public Transportation</i> Barbara.Barosa@putnamcountyny.gov , (845) 878-3480		
Mode(s) of Service Covered by This Plan	- Fixed Route - Paratransit - Demand Response Microtransit	List All FTA Funding Types (e.g., 5307, 5337, 5339)	- 5307/5340 - 5311 - 5339
Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)	- Fixed Route Bus Service (Contract – MV Transportation, Inc.) - Complimentary Paratransit (Contract – MV Transportation, Inc.) - Demand Response Microtransit (Contract – Flatiron Transit LLC, d.b.a. Via)		
Vehicles Operated in Maximum Service by Mode	- Fixed Route (PART): 7 - Complimentary Paratransit: 6 - Demand Response - Microtransit: 3		
Urbanized Area (UZA) Served	The PART system serves two Urbanized Areas: - New York – Newark, NY-NJ-CT - Danbury, CT-NY		
Does the agency provide transit services on behalf of another transit agency or entity?	Yes ☐	No ☒	Description of Arrangement(s) N/A
Name and Address of Transit Agency(ies) or Entity(ies) for Which Service Is Provided	N/A		

2. Plan Development, Approval, and Updates

Name of Entity That Drafted This Plan	Putnam Area Rapid Transit (PART)	
Signature by the Accountable Executive	Signature of Accountable Executive	Date of Signature
	 Kevin Byrne, Putnam County Executive	July **, 2026
Approval by the Board of Directors or an Equivalent Authority		Date of Approval
	Putnam County Legislature	July **, 2026
	Relevant Documentation (Title and Location)	
	Resolution #*** of 2026 (see Attachment A) Resolution # 182 of 2025 Resolution # 126 of 2024 Resolution # 125 of 2022	
Certification of Compliance	Name of Individual That Certified This Plan	Date of Certification
	Barbara Barosa	June 8, 2026
	Relevant Documentation (Title and Location)	
	Commissioner of Planning, Development, and Public Transportation 841 Fair Street, Carmel, NY 10512	
Safety Committee Approval	Relevant Approval Documentation	Date of Approval
	See Attachment B	June 3, 2026

Version Number and Updates			
Version Number	Section/Pages Affected	Reason for Change	Effective Date
1	Pgs. 1-13	Initial Plan	April 2021
2	Pgs. 2-5,9-16	General Revisions & Establishment of a Safety Committee	June 2022
3	Pgs. 1 - 19	General Revisions & Administration Change	May 2024
4	Pgs. 1-29	General Revisions, Restructuring, New Requirements	June 2025
5	Pgs. 1-37	General Revisions, Demand Response Service (Microtransit) Addition	June 2026

Annual Review and Update of the Agency Safety Plan

Created in 2021, Putnam County's Public Transportation Agency Safety Plan (PTASP) is reviewed and updated annually as part of the County's ongoing commitment to continuous improvement and safety performance. Putnam County holds itself accountable for completing this review and update process each year and will ensure that the PTASP is reviewed, updated as necessary, and approved **by/before July 1**.

The annual review and approval process is as follows: (1) the Safety Committee reviews the PTASP, makes recommendations as needed, and approves the proposed updates; (2) the SMS Executive reviews and approves the final draft; (3) the SMS Executive submits the final draft to the County Legislature for approval by Resolution (see **Attachment A**); and (4) the Accountable Executive (County Executive) approves and signs the updated PTASP into effect.

In addition to the annual review and update process, the PTASP is also reviewed/updated when the approaches in the Plan do not effectively mitigate safety deficiencies, there are new FTA requirements/directives published, there are changes to the delivery of transportation services, there is a substantial change in financial resources available to Putnam County, and/or there is a significant change to Putnam County's organizational structure. Putnam County's PTASP incorporates by reference Attachments A-J.

3. Safety Performance Records & Targets

Safety Performance Targets – Calendar Year 2025

Performance targets based on the safety performance records submitted annually to the National Transit Database (NTD) and established under the National Public Transportation Safety Plan (NPTSP). These submissions and target goals represent our commitment to continuous safety improvements and provide measurable objectives for evaluating our safety performance.

Mode of Transit Service	Total VRMs in 2025 (S-10)	Major Events Total (S&S-40)	Major Events Rate	Collision Rate	Pedestrian Collision Rate	Vehicular Collision Rate	Fatalities Total (S&S-40)	Fatality Rate	Target Rate
PART	386,530	0	0	0	0	0	0	0	0
Paratransit	118,258	0	0	0	0	0	0	0	0
Microtransit	69,865	0	0	0	0	0	0	0	0

Mode of Transit Service	Total VRMs in 2025 (S-10)	Transit Worker Fatality Rate	(Non-Major) Injuries Total (S&S-50)	Injury Rate	Transit Worker Injury Rate	Assaults on Transit Workers Total (S&S-50)	Assaults on Transit Workers Rate (S&S-50)	Target Rate
PART	386,530	0	2	<1%	<1%	0	0	0
Paratransit	118,258	0	0	0	0	0	0	0
Microtransit	69,865	0	0	0	0	0	0	0

Mode of Transit Service	Total VRMs in 2025 (S-10)	Total Major Mechanical Failures 2025 (R-20)	System Reliability Rate (Miles Between Major Mechanical Failures)	Total Non-Major "Other" Mechanical Failures 2025 (R-20)	System Reliability Rate (Mean Distance Between "Other" Mechanical Failures)	Mech. Failures Target
PART	386,530	0	386,530	7	55,219	0
Paratransit	118,258	1	118,258	3	39,419	0
Microtransit	69,865	0	69,865	0	69,865	0

Safety Performance Target Coordination: Coordination with the State and Metropolitan Planning Organization(s) (MPO) in the selection of State and MPO safety performance targets.

Putnam County continues to coordinate with New York State DOT (NYSDOT) to support their PTASP by analyzing historical trends to establish safety performance targets. Presently, the SMS Executive shares Putnam County's adopted PTASP (and associated Safety Performance Targets) with NYMTC, NYSDOT, and the FTA for reflection of the previous calendar year's NTD data.

Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	New York State Department of Transportation (NYSDOT)	June 8, 2026
Targets Transmitted to the Metropolitan Planning Organization(s)	Metropolitan Planning Organization Name	Date Targets Transmitted
	New York Metropolitan Transportation Council (NYMTC)	June 8, 2026
Targets Transmitted to Federal Transit Administration	Federal Agency Name	Date Targets Transmitted
	Federal Transit Administration (FTA)	June 8, 2026

4. Safety Risk Reduction

Safety Risk Reduction

Requirements for carrying out the safety risk reduction program using SMS processes as detailed in § 673.25(d), associated with safety risk mitigation, and § 673.27, associated with continuous improvement.

Putnam County, in coordination with its contracted transportation providers (MV and Via), uses a data-driven approach to monitor performance and identify trends. This information is used to develop and implement effective prevention strategies that address safety risks before they result in accidents or incidents, including evaluating accident, injury, and assault rates based on data collected through established reporting processes. MV and Via each communicate their safety objectives and protocols through their respective safety management programs, using similar methods such as regular safety meetings, refresher trainings, safety topic discussions, electronic communications, one-on-one coaching, and virtual training modules. Putnam County, together with its contracted transportation providers, will continuously review a variety of hazards and recommended mitigation strategies including but not limited to visibility impairments and assault mitigation infrastructure/technology. In order to ensure a safe work environment is established and maintained, ideas and recommendations will be documented through SMS activities and communications.

In association with MV Transportation's SMS Plan and Via's Putnam On-Demand Safety Program Plan (POD SP&P), Putnam County ensures the reduction and mitigation of vehicular and pedestrian safety events involving transit vehicles through the following methods:

Reviews:

- MV – Lytx DriveCam scored or coachable events – driver specific or aggregated trends of at-risk behaviors
- MV – Seon Surveillance System – to record on-board events in real-time with video management software
- Via – Samsara's AI enabled dashcams (subsequently reviewed by members of the operations and incident management teams)
- Monthly performance or quarterly reviews of both leading and lagging indicators

Observations:

- Road observations ("follow-behinds") and ride checks
- Mystery rider program (if applicable at the site location)
- Passenger comments/complaints
- Third-party notifications

Audits and Inspections:

- MV - Monthly facility inspections
- Monthly safety performance reports
- Daily vehicle inspection reports (DVIR)
- Daily walk-throughs and visual observations
- Daily operations monitoring
- Pull-out procedures
- New driver assessments (Safety Policy S-37)
- Refresher training (Safety Policy S-12)
- Annual and random safety director audits
- Compliance verification audits
- Maintenance audits
- Driver safety portal - safety scores (POD SP&P 4.4)

Investigations:

- Accident and incident investigations
- Injury root cause investigations

*For more information regarding the reduction and mitigation of assaults on transit workers, visit section 10 of this Plan.

5. Safety Management Policy

Safety Management Policy Statement

Putnam County Transit and its contracted operators are committed to providing safe, secure, and reliable transportation services to the public. Safety is a shared responsibility, supported by maintaining a safe work environment, keeping equipment in a state of good repair, and adhering to established safety practices, reporting procedures, and emergency preparedness requirements. Through effective communication, accountability, and compliance with policies and procedures, we strive to provide the safest possible experience for passengers and employees alike. Putnam County Transit also receives support from the County Bureau of Emergency Services and Sheriff's Department, as outlined in the Putnam County Hazard Mitigation Plan (HMP). The HMP is updated regularly with the objective of establishing a mitigation program to reduce the impact of natural and man-made hazards and disasters and provides federal support and resources for the County and its municipalities. In the event of a disaster, the HMP will help to provide additional resources and to support the affected communities and the County. Without mitigation, safety, financial security, and self-reliance are jeopardized.

Pursuant to the amended 49 U.S.C. § 5329(d), the Department of Planning, Development, and Public Transportation has elected to utilize the MV Transportation Division 239 (Putnam County) Safety Committee to represent the County. This site-specific Safety Committee is appropriately scaled to size, scope, and complexity of the transit agency and consists of three management (Safety Manager, General Manager, Road Supervisor) and three frontline employees (Driver, Monitor, Mechanic) (see **Attachment H** for the organizational structure). Via similarly has a joint labor management Safety Committee consisting of the Chief Safety Officer and one independent contractor driver that meets the principles of 49 CFR Part 673 while reflecting the practical realities of their smaller service area (POD SP&P Section 2.3).

Each transit system employee is directed and empowered to adhere to and implement either the System Safety Program Plan (MV SSPP) or the Putnam On-Demand Safety Program and Plan (POD SP&P) (see **Attachment C**) as well as the Safety Management System Plan (SMS) (see **Attachment D**.) The SMS Plan highlights specific activities for the prevention, control, and resolution of unsafe conditions and actions. The SMS, SSPP, and POD SP&P are all appropriately scaled to the size, scope, and complexity of the PART and On-Demand systems. The primary goals of these plans are to proactively identify, eliminate, minimize and/or control safety hazards and their associated risks, promote a positive safety culture, provide a superior level of safety in their transit operations, and maintain regulatory compliance. To meet that commitment, MV and Via annually and on an as-needed basis revise and adopt their plans.

Putnam County Transit and all of its contracted operators' safety objectives and commitments are to:

- Ensure that effective safety management systems and processes are integrated into all of its transit activities.
- Designate an individual responsible for the safety function who reports directly to the Chief Executive Officer of the company and authorize that individual to develop and implement programs to promote safety.
- Ensure all employees and contractors are aware that safety is its primary responsibility, and they are held accountable for delivering the highest level of safety in their daily work activities.
- Clearly define the safety accountabilities and responsibilities to all employees and contractors.
- Provide all employees and contractors with appropriate safety information and skills training.
- Develop and embrace a positive safety culture in all activities.
- Ensure a culture of open reporting of all safety hazards, ensuring that no action will be taken against any employee who discloses a safety concern through the proper chain of command.
- Promote and maintain a positive safety culture with positive recognition and reinforcement of safe behaviors.
- Ensure all equipment, systems and services meet safety performance standards through periodic audits and inspections.
- Establish performance metrics and measures of safety performance against safety performance indicators and safety performance targets.
- Continually develop and improve safety processes through actively monitoring, measuring, and reviewing performance against objectives and targets.
- Conduct safety and management reviews to improve safety performance and ensure that relevant and corrective actions are taken.
- Comply with all state and federal regulatory requirements and standards.

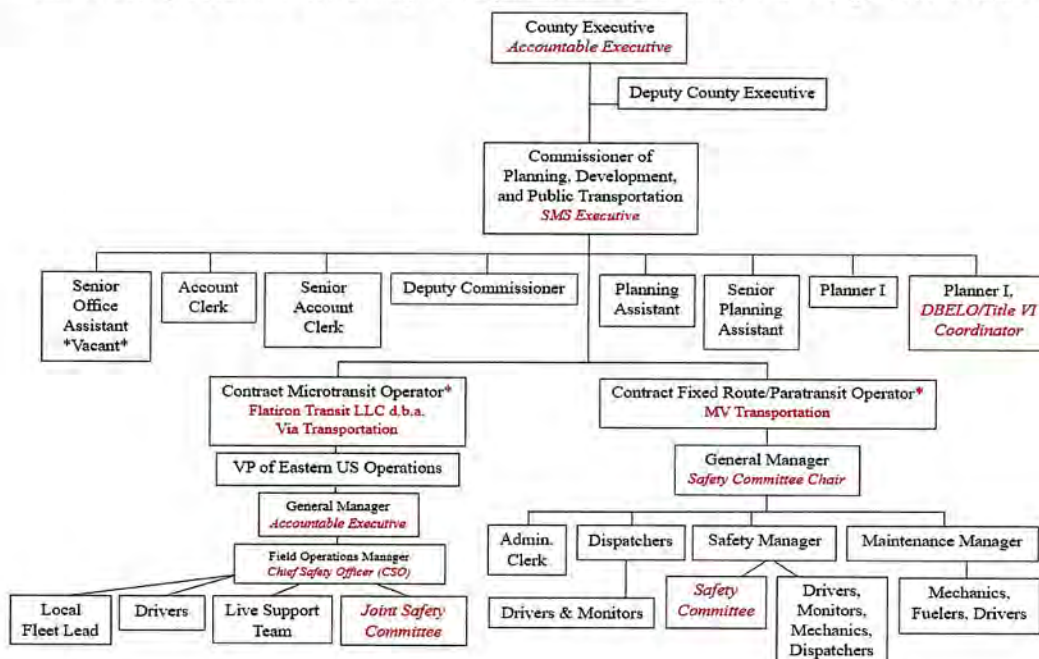
Safety Management Policy Communication

Putnam County's safety management policies are communicated to each Transit employee upon hire and regularly enforced through a structured training program to ensure safety leadership. Putnam County Transit, through its contracted operators, uses on-the-job, classroom, weekly and monthly safety-related agenda items, live support communication and specialty training programs to contribute to a successful health and safety program. Training is reinforced through regular follow-ups with both new and veteran employees. MV's SSPP is also an integral part of the employee safety program. In particular, MV Transportation and Via use three motivational techniques on a regular basis: communication, incentives/awards/recognition, and employee feedback surveys. All Transit employees are responsible for, among other things, completing all assigned safety training programs, abiding by safety rules and regulations, reporting incidents/accidents and hazards, and promoting and maintaining a safe work environment.

Authorities, Accountabilities, and Responsibilities for Management of Safety

Accountable Executive	Serving as the Accountable Executive, the Putnam County Executive has the ultimate responsibility for carrying out the PTASP and ensuring it is effectively implemented through the following authorities, accountabilities, and responsibilities under this plan: • Authority to control and direct the human and capital resources needed to develop and maintain the agency's PTASP in accordance with 49 U.S.C. 5329(d). • Designating and overseeing an adequately trained SMS Executive who is a direct report. • Ensuring that safety risk mitigations are effectively implemented. • Receiving and considering all other safety risk mitigations recommended by the Safety Committee. • Implementing safety risk mitigations for the safety risk reduction program that are included in the PTASP under §673.11(a)(7)(iv). • Receiving and considering all other safety risk mitigations recommended by the Safety Committee.
SMS Executive	Serving as the SMS Executive, the Commissioner of Planning, Development & Public Transportation is designated by the Accountable Executive and has the authority and responsibility for day-to-day implementation and operation of the SMS along with key staff. The SMS Executive is an adequately trained individual and reports directly to the Accountable Executive and communicates critical safety-related information to the Accountable Executive on an as-needed basis. The SMS Executive is responsible for: • Developing and managing PTASP and SMS policies and procedures and keeping all policies and procedures up to date. • Ensuring ongoing implementation and operation of the Safety Management System (SMS).
Safety Committee	The primary responsibility of the MV Transportation Safety Committee is to review and approve the PTASP and any updates before approval by the Board of Directors (County Legislature). Updates are to include: • Setting annual safety performance targets for the safety risk reduction program. • Identifying and recommending safety risk mitigations necessary to reduce the likelihood and severity of potential consequences identified through the agency's safety risk assessment. • Identifying safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended. • Identifying safety deficiencies for purposes of continuous improvement.
Key Staff	Key management personnel from MV Transportation Division 239 and Via, including MV's General Operations and Management staff and Via's General Manager and Field Manager, serve as leadership representatives supporting the Accountable Executive and SMS Executive. These individuals are responsible for the day-to-day implementation and operation of the Safety Management System (SMS). Key staff are also tasked with following all company safety policies including but not limited to those required of the FTA, FMCSA, USDOT, NYSDOT, and ADA safety regulations.

Putnam County Department of Planning, Development, and Public Transportation Organizational Chart



Employee Safety Reporting Program

Putnam County and its contracted transportation operators recognize that employees, contractors, customers, and County staff are valuable sources of information for identifying hazards and improving safety performance. A positive safety culture depends on open communication and a reporting environment in which individuals are encouraged to raise safety concerns without fear of retaliation. Information gathered through the safety reporting process is used to identify hazards, assess risk, and implement corrective actions before accidents or incidents occur.

Both operators maintain safety reporting programs that encourage the timely reporting of safety concerns, hazards, unsafe conditions, near misses, and safety-related events. Safety concerns may include issues related to policies and procedures, operating practices, physical conditions, equipment, infrastructure, regulatory compliance, or other factors that may affect safety.

Safety concerns may be reported by:

- Employees and supervisors
- Independent contractors
- Customers and riders
- Putnam County staff

Reports may be communicated through a variety of channels, including direct conversations with supervisors or management personnel, safety meetings, phone calls, emails, live support lines, incident reporting forms (see **Attachment E**), Putnam On-Demand mobile app reporting tools, and other established communication methods. Employees who are not comfortable raising concerns through local management channels may utilize available Human Resources reporting resources.

Upon receipt, safety concerns are reviewed by the appropriate management personnel and escalated as necessary based on the nature and severity of the issue. Significant safety concerns, operational safety issues, accidents, incidents, or regulatory matters may be elevated to the SMS Executive (Planning Commissioner), senior management, corporate safety personnel, and/or the Accountable Executive (Putnam County Executive). The Accountable Executive will receive immediate notification of major operational safety events as appropriate.

The reporting process includes both mandatory and voluntary reporting:

- **Mandatory:** Employees and contractors are required to immediately report accidents, incidents, injuries, regulatory compliance concerns, and other safety issues requiring management attention. Failure to report known safety issues or the intentional provision of false information may result in disciplinary action.
- **Voluntary:** Employees, contractors, customers, and County staff are encouraged to report safety concerns, hazards, unsafe practices, and near misses. Reports may be submitted through available reporting channels without fear of retaliation.

It is important to note that no disciplinary action will be taken against any individual who reports a safety concern in good faith. However, this protection does not apply to actions involving illegal conduct, gross misconduct, negligence, willful violations of safety requirements, or the deliberate disregard of established policies and procedures.

Examples of information that may be reported through the safety reporting program include:

- Safety hazards in the operating environment
- Unsafe conditions involving vehicles, facilities, equipment, or infrastructure
- Policies or procedures that are not functioning as intended
- Near misses or events that management may not otherwise be aware of
- Information that helps explain why a safety event occurred
- Suggestions for improving safety performance

Information collected through the safety reporting process is reviewed and incorporated into the Safety Management System (SMS) hazard identification, safety risk management, and safety assurance activities. Corrective actions developed in response to identified hazards or safety concerns are communicated and implemented as appropriate.

6. Safety Risk Management

Safety Risk Management Process

It is the policy of Putnam County and its contracted operators to (i) minimize injury, damage, pain, and suffering for individuals involved in vehicular incidents involving Putnam County vehicles and (ii) ensure the prompt reporting, response, and investigation of all such occurrences. All incidents, including near misses and minor events, shall be reported as soon as possible, regardless of severity or outcome.

For MV Transit, drivers are required to contact 911 first in any situation involving life-threatening injury, assault, or other emergencies requiring immediate law enforcement or medical response. In all other cases, or once emergency services have been contacted, the driver shall immediately notify MV Transportation Dispatch and remain at the scene as appropriate.

Dispatch will promptly notify the General Operations Manager, who will provide notification to the Putnam County SMS Executive (Planning Commissioner) and relay incident details. Law enforcement is contacted as appropriate based on the nature of the incident, either by the operator or through Dispatch and management coordination.

MV operators are also required to complete an incident/accident and/or injury report form (see **Attachment E**) for applicable events, preferably prior to leaving the scene when feasible. All reports are reviewed by the General Operations Manager to assess preventability and determine follow-up actions.

Our Safety Risk Management Program focuses on three core objectives:

- **Safety Hazard Identification:** Putnam County and its contracted operators use a data-driven and multi-source approach to hazard identification focused on detecting and addressing unsafe conditions before they result in accidents, injuries, or damage. Employees, contractors, drivers, passengers, maintenance personnel, and external stakeholders are responsible for identifying and reporting potential hazards through established reporting channels, including direct communication, incident reporting systems, live support teams, vehicle inspection processes, and in-service feedback. For MV Transportation, pre- and post-trip inspections are documented through Daily Vehicle Inspection Reports (DVIRs) which can be found on each bus, and vehicles with identified defects are removed from service until corrected. MV also captures near-miss data through onboard monitoring systems and ESRP reporting tools like Lytx DriveCam Systems, Seon Surveillance Systems, and Verizon Connect. Unless a hazard can be eliminated, its safety risk must then be managed. MV Transportation analyzes this in terms of how likely it is to happen (probability or frequency) and how bad it could be (severity). The Hazard Probability Table (see **Attachment F**) is used to assess the probability level that an incident/accident is likely to occur. Via similarly collects hazard information through its Samsara AI dashcams, live support team, driver and contractor reporting, customer feedback, and operational data sources, and escalates recurring or high-risk hazards for further review.

Across both operators, reported hazards are reviewed to determine likelihood and severity, with information drawn from incident trends, inspections, operational data, and safety monitoring systems to support risk assessment and prioritization. Identified hazards are then evaluated and either mitigated, controlled, or scheduled for corrective action to prevent recurrence and reduce overall safety risk.

- **Safety Risk Assessment:** Hazards and risks are identified using a structured safety risk evaluation process that considers both the likelihood of occurrence and the potential severity of consequences. Once a hazard is identified, it is analyzed using historical data, operational experience, and subject matter expertise to determine how frequently it may occur and the level of impact it could have on passengers, employees, equipment, or operations. Hazards are then categorized by probability (ranging from rare to frequent occurrence) and severity (ranging from negligible to catastrophic outcomes), and the results are used to support risk prioritization and determine whether the risk can be accepted or requires mitigation or corrective action. Both MV and Via use structured risk assessment tools and matrices to support this process, including the Risk Assessment Frequency/Severity Matrix (see **Attachment F**), which assists in consistently evaluating risk levels and guiding decision-making across the system.
- **Safety Risk Mitigation:** This step is used to implement safety risk mitigation strategies to reduce identified hazards and prevent recurrence through structured corrective actions and ongoing monitoring. Mitigation efforts are developed based on identified root causes and risk assessment outcomes and may include a combination of elimination, substitution, engineering controls, administrative controls, and personal protective equipment (PPE), as appropriate to the nature of the risk. The Safety Management Team, which includes the Safety Manager, Maintenance Manager, MV General Operations Manager, and the SMS Executive (Commissioner of Planning), reviews mitigation actions and supporting safety data on a recurring basis to ensure risks are effectively controlled and that hazard frequency is reduced over time. Reviews may incorporate information from near-miss reports, incident data, daily and monthly inspection reports, DVIRs, safety data sheets, and other operational safety records, as well as technology-based monitoring tools such as GPS systems, Lytx DriveCam, Seon Surveillance Systems, and Verizon Connect. Mitigation effectiveness is evaluated through ongoing monitoring and periodic review to confirm implementation, assess performance, and support continuous improvement in safety outcomes.

Exposure to Infectious Diseases and Emergency Response Procedures

During the Coronavirus pandemic, Putnam County Transit prioritized the safety of employees and passengers by implementing and maintaining appropriate mitigation measures. Public health conditions were continuously monitored using information from local, state, and federal health agencies, and biological safety hazards were reported through the same established processes as other safety incidents, including vehicular mishaps. Putnam County Transit continues to rely on current data, information, and guidance from the Centers for Disease Control and Prevention (CDC) and the New York State Department of Health (NYSDOH) to prevent and control exposure to infectious diseases and other biological hazards.

Past agency efforts to reduce the spread of the Coronavirus included:

- Daily fumigations and sanitizations of all buses and trolleys.
- Disinfection of frequently touched surfaces.
- Daily and as needed temperature checks of public facing employees.
- Installation of plexiglass barriers at the Transit Facility ticket counter.
- Abiding by the federal mask requirement on all modes of public transit at the height of the pandemic.
- Purchasing and distributing PPE supplies (masks, wipes, gloves, hand sanitizer, etc.) to operators, vehicle maintenance personnel, management representatives, and passengers.
- Shutting down routes with high numbers of infected individuals for 1-2 week intervals.
- Ensuring sick employees stay home through prompt identification and isolation of sick persons.
- Marking off seats to encourage social distancing.
- When feasible, using phone, email, or online meeting platforms in place of face-to-face interactions.

Emergency Response

Our emergency response procedures are generally event specific and outline immediate response actions, communication protocols, and resource deployment strategies. Events may include but are not limited to vehicle accidents, vehicle or facility fires, severe weather events, security incidents, and system-wide disruptions (i.e. loss of phone access, network failures, etc.).

7. Safety Assurance

Safety Performance Monitoring and Measurement

Activities to monitor the system for compliance with procedures for operations and maintenance.

Putnam County and its contracted operators use a comprehensive safety assurance process to monitor safety performance, evaluate trends, and identify opportunities for improvement. Safety data is continuously collected through multiple operational sources, including road observations, on board supervision, mobile blitzes, daily vehicle inspection reports, ride checks/follow behinds, surveillance systems, or the ESRP. This information is analyzed to identify leading indicators of risk, support proactive mitigation efforts, and measure progress toward established safety objectives. Technology-based monitoring tools are also used to enhance safety assurance and support data-driven decision-making. These include Lytx DriveCam, Seon Surveillance Systems, Verizon Connect, and Via's Samsara AI monitoring system. Putnam County Transit maintains that these are the best tools for future mitigation success as they measure and quantify the unsafe behaviors present in existing operations.

- **Lytx DriveCam** is used to identify behavior-based risky driving that is likely to result in near-miss incidents or collisions. Mounted on the windshield inside of Putnam County public transit vehicles behind the rearview mirror, the camera is able to capture sights, sounds (inside and outside the vehicle), and video in real time. The event recorder is always recording but not saving. It only saves video and audio when activated by excessive forces, such as hard braking, swerving, or a collision. The event recorder captures the **eight seconds before** the activation time and **four seconds afterward**, then provides real-time feedback. Once collected, the recordings are downloaded to DriveCam's Data Center and the Safety Manager gets a notification through the system that an event was recorded. The event recorder will capture a wide outside view of the situation and inside view of the driver and whatever is visible through the side and rear windows. The inside view is crucial for isolating many driver behaviors such as cell phone use, drowsiness, or inadequate mirror checks.
- **Seon Surveillance Systems** is another monitoring tool that Putnam County utilizes to record on-board events in real-time. The interior and exterior mounted camera system captures and monitors driver and public interactions as well as day to day operations. Video management software allows us to automatically download on-board security footage, for a period of two weeks, that can be used to address and review safety concerns. Seon affords the ability to review a safety question or occurrence with both interior and exterior footage.
- **Verizon Connect:** In September of 2025, Putnam County equipped its *entire* county fleet (including public transit) with Verizon Connect dashcams and GPS tracking hardware. This represents a significant safety improvement enabling numerous additional safety features including:
 - GPS-based live tracking including geofencing to prevent unauthorized out of area use and vehicle diagnostic tracking
 - High-definition AI-powered smart dashcams that record and provide alerts in the event of harsh or unsafe driving
 - OEM (Original Equipment Manufacturer) telematics that utilize direct built-in tracking partnerships with vehicle manufacturers to provide alerts for maintenance protocols and dashboard warning indicators.
- **Samsara AI Dashcam:** All Putnam On-Demand vehicles are equipped with Samsara AI-enabled dashcams that provide continuous, real-time monitoring of driver behavior. When a safety event is detected, an incident record is automatically generated and logged to the driver's profile within the incident management system. Accidents identified through the system are immediately routed to the Incident Management Operations (IMO) team for review and follow-up. Each event type is assigned a demerit point value, which accumulates on a rolling three-month basis, with points expiring after 90 days. Drivers also have access to a Safety Portal powered by Samsara data, which provides real-time visibility into individual safety performance and is based on the principles of measurement, transparency, and continuous improvement. In cases where at-fault criteria are met, incidents may result in immediate termination from the platform in accordance with established safety and performance standards (POD SP&P Sections 3.3 & 4.4).

Activities to monitor operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.

The technologies described above and monthly facility inspections help to ensure safety performance monitoring and measurement activities are performed to confirm that mitigations are effective, appropriate, and fully implemented. If these technologies identify repeated safety hazards exhibited by the operator, a retraining protocol is performed as a means of corrective action. Should an operator still not adhere to safety practices after a retraining protocol and written/verbal warnings, their employment will be terminated. This course of corrective action is intended to eliminate the behavior that caused the event. These mitigation monitoring processes are performed by the Putnam County Transit Safety Management Team (MV) and Via's Safety Team and Incident Management Operations Team (IMO), with assistance from Regional Safety Directors if necessary. Periodic and triennial audits of safety plans, 19A records, vehicle/facility inspection reports, vehicle maintenance records, initial and random drug and alcohol testing results, safety training files, safety data sheets, personal protective equipment storage and protocols, etc. are also conducted by federal and state agencies to ensure compliance with safety standards.

Activities to conduct investigations of safety events, including the identification of causal factors.

Prior to the implementation of a proposed change in the operating environment, an assessment is carried out by using the Hazard/Risk Report form (see **Attachment E**) to determine if the change will impact safety performance or if there are any new hazards that will be present. If a new hazard is identified, it is put through the Safety Risk Management (SRM) process and evaluated. A risk mitigation strategy will be created or modified to mitigate risk for that change. Once the change is implemented, it will be monitored for effectiveness.

Activities to monitor information reported through internal safety reporting programs.

The data and information collected through Safety Assurance activities will tell the Putnam County Transit team how they are doing and in what areas improvements can be made. Insights gained from these sources may trigger more frequent reviews and a revised strategy to ensure that mitigations are effective.

8. Safety Promotion

Competencies and Training

Putnam County and its contracted operators ensure that all transit employees receive appropriate job-specific training based on service type, job function, and experience level to support the safe, secure, and reliable delivery of transit services. Training programs are designed to strengthen safety competencies across all roles, including operators, dispatchers, supervisors, maintenance staff, operations personnel, and management. Training is provided during new hire onboarding and on an ongoing basis through refresher or remedial instruction as needed, and may include topics such as defensive driving, ADA and wheelchair securement, fatigue management, pedestrian and bicyclist awareness, safety communication practices, and participation in safety initiatives such as "safety blitzes" and quarterly safety training schedules (see **Attachment G**). Safety promotion is reinforced through ongoing communication and emphasizes compliance with policies and procedures, proactive hazard identification and risk mitigation, and collaboration with third-party service providers to maintain vehicles and equipment in a state of good repair. All MV Transportation and Via personnel are subject to initial and random drug and alcohol testing in accordance with FTA requirements and the company's Zero Tolerance Policy, including pre-employment, post-incident, and reasonable suspicion. Across both MV Transportation and Via, safety promotion supports a strong safety culture grounded in accountability, continuous learning, and the shared responsibility of all employees and contractors to perform their duties with alertness, sound judgment, and adherence to established safety practices.

Safety Communication

During monthly safety meetings, fleet safety and injury prevention topics are reviewed to refresh fundamental and key learning points (see **Attachment G**). For example, MV's safety presentations every other month follow themes such as February's "Why I Love Safety", May's "The Summer of Safety Kick-Off", and October's "Destination Zero is our Ghoul". These messages encourage a positive and engaging safety environment.

Examples of Fleet Safety Topics include:

- Left Turns & Pedestrians Winter Driving
- Right Turns & Pedestrians ADA Sensitivity & Mobility Device Securement
- Intersections & Pedestrians
- Distracted Driving & Distracted Pedestrians
- Following Distance & Pre-Trip Inspections
- Adverse Weather

Safety information is communicated throughout Putnam County Transit and its contracted operators through multiple channels to ensure timely, consistent, and effective distribution of safety-related information. These channels include new hire orientation, annual refresher training, safety committee meetings and minutes, regular safety meetings at the operational level, company-wide and departmental meetings, "safety blitzes", supervisory briefings, bulletin board postings, written communications, and other formal or informal safety messaging as needed. In addition, MV Transportation promotes active employee engagement in safety through programs such as the "Own the Moment" division wide safety competition, Driver of the Month recognition posters, and DriveCam "Most Improved" status recognition, which are designed to reinforce safe driving behaviors and foster a positive safety culture. Safety information may also be distributed through electronic communications and other technology-based tools to reinforce awareness of hazards, safe operating practices, and performance expectations.

MV Transportation further supplements these methods with its Safety Point system, which is used to address safety-related violations of traffic laws or handbook requirements. When a violation occurs, a Safety Point Notice is issued by the General Manager and Safety Manager within 24 hours, and employees are required to complete retraining in the identified deficient area prior to returning to revenue service. Employees are compensated for any missed work during this retraining period, and repeated failure to meet safety standards or comply with safety requirements may result in additional disciplinary action, up to and including termination.

Across both MV Transportation and Via, safety communication is supported by ongoing safety meetings, structured feedback mechanisms, and continuous reinforcement of safe operating expectations to promote a strong safety culture focused on accountability, awareness, and continuous improvement.

9. Safety Committee

Establishment of a Safety Committee

In February 2022, the FTA published a Dear Colleague letter to inform the transit industry about the Bipartisan Infrastructure Law changes to PTASP requirements.¹ In accordance with the law, transit agencies that serve an urbanized area (UZA) with a population of greater than 200,000 people and receive Section 5307 funding are required to establish a Safety Committee under 49 U.S.C § 5329(d).² Pursuant to the amended 49 U.S.C. § 5329(d) and in compliance with the law, the Department of Planning, Development, and Public Transportation has elected to have MV Transportation's Division 239 (Putnam County) Safety Committee represent the County. As the largest privately-owned transportation company in North America, MV's goal is to provide the safest transportation possible in the provision of passenger transportation services. Additionally, Division 239 is under contractual obligation by the County to abide by all federal, state, and local regulations. Under their own corporate obligation, Division 239 was required to establish a site-specific Safety Committee. This company specific concept of a Safety Committee dates back to the original establishment of MV Transportation in 1975, however, Division 239's Safety Committee was newly revitalized in 2021. This site-specific Safety Committee is appropriately scaled to size, scope, and complexity of the transit agency and consists of three management (Safety Manager, General Manager, Road Supervisor) and three frontline employee (Driver, Monitor, Mechanic) representatives (see Attachment H for the organizational structure). The Safety Committee members are identified and volunteered by the Committee chairperson, the General Manager, and do not receive additional compensation for their participation.

In accordance with the Safety Risk Management section of this Plan, the Committee follows these procedures to identify and implement safety strategies:

- The Committee is required to meet quarterly and as needed. Prior to these meetings, the Safety Manager distributes an agenda (see Attachment I) which is determined based on areas needing improvement and/or repeated issues. At these quarterly meetings, the Committee walks around and evaluates the building and bus yard for safety concerns that need addressing. Once evaluations are complete, staff return to the safety training room to discuss and document additional concerns. Meeting notes are then typed and posted to employee bulletin boards. If a serious hazard is identified (i.e. damaged building cameras, lack of fire extinguishers, malfunctioning building entrances/exits, etc.) the Safety Committee must immediately notify the SMS Executive who will then create a work order and/or notify appropriate county staff.
- Putnam County Transit, operated by MV Transportation, provides routine training to its employees in order to mitigate both pedestrian and vehicular accidents. As such, topic specific monthly trainings and "safety blitzes" or bimonthly "standdowns" are mandatory for all operators (veteran and new). Training is critical, which is why the General Manager monitors safety statistics/trends and responds with training accordingly. Performance targets are reviewed, and goals are set forth annually as part of the Safety Risk Management program.
- If requested or if the need arises, the Committee will utilize technical experts, including other transit workers, to serve in an advisory capacity who may provide additional resources and/or tools to address concerns. The Committee may also request access to all daily vehicle/facility inspection reports and/or reports filed through the ESRP program which records safety concerns and suggested safety recommendations.
- In the event that the Safety Committee identifies safety concerns that are not promptly addressed by immediate supervisors and/or management, they are encouraged to come forward to the Agency Board of Directors (County Legislature) and/or the Accountable Executive (County Executive). In the event that the Accountable Executive decides not to implement a suggested safety risk mitigation, the Accountable Executive must prepare a written statement explaining their decision. The Accountable Executive must submit and present this explanation to the transit agency's Board of Directors.

Via's Joint-Labor Management Safety Committee:

Via has also established a streamlined Joint Labor-Management Safety Committee for Putnam On-Demand in accordance with the principles of 49 CFR Part 673 and scaled to the size of the operation. The committee meets quarterly and is responsible for supporting safety oversight, reviewing safety performance data, and recommending improvements to safety policies, procedures, and mitigation strategies. The Chief Safety Officer (CSO, also Field Manager) meets regularly with the Accountable Executive (General Manager) on a weekly basis to address operational safety matters and escalate issues as needed.

Committee Composition and Participation: The committee consists of two members: the CSO representing management and one independent contractor driver serving as the driver representative. The driver representative is selected on a volunteer basis, with the opportunity for annual participation and a rotating selection process if multiple drivers volunteer. Meetings are conducted virtually when needed, and driver representatives are compensated at their contracted rate for participation. To ensure broader engagement, Via also distributes monthly safety surveys to all active driver partners to supplement committee input and capture system-wide feedback.

Responsibilities and Authority: The committee supports the Safety Management System (SMS) through review and input on safety risk management, safety assurance, and safety promotion activities. Responsibilities include reviewing safety data and trends, evaluating hazards and mitigation strategies, monitoring safety performance, and providing recommendations for corrective actions, training enhancements, and procedural updates. The committee may also participate in safety event reviews and provide input on investigations and corrective action planning.

¹ [PTPTASP-Dear-Colleague-Letter-February-17-2022.pdf](#)

² [Bipartisan-Infrastructure-Law-Changes-to-49-U-S-C-5329%28d%29.pdf](#)

10. Assault on Transit Workers

Safety Risk Assessment for Assault on Transit Workers

On September 25, 2024, the FTA published its "General Directive 24" requiring all transit operators subject to the PTASP regulation to conduct a safety risk assessment of assaults on transit workers.³ In assessing the risk and severity of assault on transit workers, including both bus operators and transit facility workers, the Putnam County Department of Planning, Development & Public Transportation in coordination with the General Manager and Safety Manager of one of its contracted transit operators, MV Transportation Division 239, considered the following:

1. County staff and MV Transportation staff reviewed any previous history of incidents involving assault on bus operators or transit facility workers based out of the PART Transit Facility located at 841 Fair St., Carmel, NY. The facility houses public-facing operations including ticket/monthly pass sales, paratransit application intake and processing, photographs for identification cards/bus passes, and the dispatch/operations center which may have some incidental interaction with the public.
2. County staff reviewed its Safety and Security Reporting to the National Transit Database (NTD) for any previously reported major or non-major events or incidents involving assaults of transit workers including bus operators or transit facility workers dating back to 2012.
3. County staff and MV Transportation will consider current and likely future operating conditions to determine risk assessment of transit worker assault.

Upon review of the items listed above, Department staff utilized the FTA provided safety risk assessment matrix (see **Attachment J**) in order to select a likelihood and severity value for the risk of assault of transit workers while on transit vehicles as well as at revenue facilities.

Following a meeting on December 13, 2024 we originally selected "moderate" for the likelihood value and "C – May cause minor injury or minor property damage" for the severity value for the risk of assault on vehicles. **While we do not have any significant history of assaults on transit workers on vehicles, the MV Transportation management team identified an increasing trend of aggressive and unruly behavior from passengers and expects this trend to continue.** After a reassessment in June 2026, a moderate risk level assessment is still fair and warranted. However, for risk of assault on transit workers at our revenue facility, we feel the risk is lower, due to a much smaller volume of customers who come to the facility to either purchase tickets or to process paratransit applications.

Given the identified risk of transit worker assault, Putnam County and its contracted operators maintain a strict zero-tolerance policy toward physical violence, sexual assault, verbal or sexual harassment, threatening behavior, and other unsafe or abusive conduct. All incidents are subject to immediate response, investigation, and appropriate corrective or enforcement action. Operators provide de-escalation and conflict management training to equip employees with techniques for recognizing escalating behavior, applying verbal de-escalation strategies, and following established response protocols during service.

All public transit vehicles are equipped with interior and exterior surveillance systems to support incident prevention, deterrence, and post-incident investigation. Operators train drivers to use progressive response procedures during escalating situations, including verbal warnings, warnings of notification to dispatch, and reminders regarding onboard surveillance. If unsafe behavior continues, drivers are instructed to pull over in a safe location while dispatch coordinates with law enforcement for on-scene response. Transit worker assault drills are also conducted periodically with dispatch, management, and the Putnam County Sheriff's Office to ensure coordinated response readiness.

Additional mitigation measures have been implemented and continue to be evaluated, including facility access controls, surveillance signage on vehicles, and enhanced security at transit facilities. In Fall 2025 the Transit Facility was equipped with new entry access controls for all public entrances and a new front security gate was fully installed in Summer 2026. The Safety Committee continues to review opportunities for further improvements, including expanded de-escalation training, communication tools such as panic buttons or emergency radio functions, and other technologies designed to enhance employee safety and improve response to assault-related incidents.

³ [General Directive 24-1: Required Actions Regarding Assaults on Transit Workers](#)

Attachment A

HOLD FOR 2026 RESO

PUTNAM COUNTY LEGISLATURE

Resolution #182

Introduced by Legislator: Greg Ellner on behalf of the Physical Services Committee at a Regular Meeting held July 1, 2025.

page 1

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 that 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. As such, the County will continue to utilize MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

WHEREAS, in September 2024, FTA published General Directive 24-1 which requires transit agencies as part of their Safety Plan to conduct a safety risk assessment related to assaults on transit workers using the Safety Management System (SMS) processes, identify safety risk mitigations or strategies necessary as a result of the safety risk assessment; and provide information to FTA on how they are assessing, mitigating, and monitoring the safety risk associated with assaults on transit workers; and

WHEREAS, the County, as a transit operator, is required to certify annually that it has developed/updated 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

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 July 1, 2025.

Dated: July 7, 2025

Signed: _____

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #182

Introduced by Legislator: Greg Ellner on behalf of the Physical Services Committee at a Regular Meeting held July 1, 2025.

page 2

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; 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 & BIRMINGHAM WERE ABSENT. MOTION CARRIES.

State of New York

ss:

County of Putnam

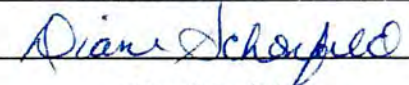
APPROVED



COUNTY EXECUTIVE **DATE** 7/11/25

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 July 1, 2025.

Dated: July 7, 2025

Signed: 

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #126

Introduced by Legislator: Erin Crowley on behalf of the Physical Services Committee at a Regular Meeting held on June 4, 2024.

page 1

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,

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 #126

Introduced by Legislator: Erin Crowley on behalf of the Physical Services Committee at a Regular Meeting held on June 4, 2024.

page 2

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.

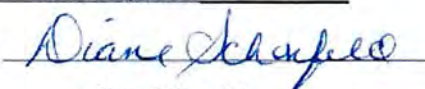
State of New York
ss:
County of Putnam

APPROVED


COUNTY EXECUTIVE **DATE** 6/11/24

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 #125

Introduced by Legislator: Carl L. Albano on behalf of the Physical Services Committee at a Regular Meeting held on July 5, 2022.

page 1

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 County, as a transit operator, is required to certify on/before July 20, 2021, that it has developed its Safety Plan and such Plan meets all of the requirements of the Final Rule; 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, 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. and 49 U.S.C. Sec. 5329(d)(5), 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. CARRIED UNANIMOUSLY.

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 July 5, 2022.

Dated: July 7, 2022

Signed:

Diane Schonfeld
Clerk of the Legislature of Putnam County

Attachment B

Safety Committee PTASP Approval Form

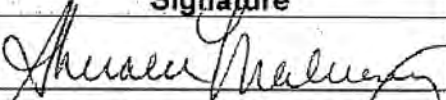
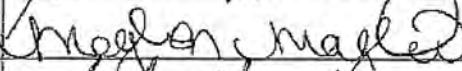
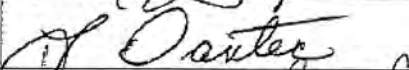
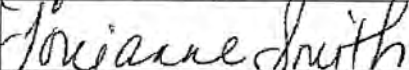
Purpose

In compliance with the Federal Transit Administration (FTA) Public Transportation Agency Safety Plan (PTASP) requirements, specifically **NEW REQUIREMENT 2-c** as outlined in **49 CFR §§ 673.11(a)(1)(i), 673.19(d)(1), and 673.31**, this document confirms the approval of the PTASP by the Putnam County/MV Transportation Safety Committee.

The Safety Committee has reviewed the PTASP prepared by the Putnam County Department of Planning, Development, and Public Transportation for the 2025/2026 period and thus approves the plan as meeting the applicable federal safety requirements.

Safety Committee Approval Signatures

By signing below, the Safety Committee confirms that it has thoroughly reviewed and approved the PTASP for the Putnam County Putnam Area Rapid Transit (PART) system.

Name	Title	Signature	Date
Sheralee Malverty	General Operations Manager		6/3/26
Meghan Maglio	Safety Manager		6/3/26
Mohamed Yohan	Road Supervisor/Dispatcher		6/3/26
Jacques Dantec	Putnam Area Rapid Transit (PART) Driver		6/3/26
Tonianne Smith	Early Intervention (EI) / Pre-K Monitor		6/3/2026
Willi Guzman	Mechanic		6/3/26

SYSTEM SAFETY PROGRAM PLAN
for
MV Transportation, Inc.



MV TRANSPORTATION, INC.

Division 239

Putnam, NY

October 2025

Sheralee Maloney

Putnam On-Demand Safety Program & Plan

Authorizations

On July 19, 2018, the FTA promulgated its final rule 49 C.F.R. Part 673 - Public Transportation Agency Safety Plan (PTASP) which requires recipients of FTA Chapter 5307 funds to develop and implement a safety plan based on Safety Management Systems (SMS) principles and methods.

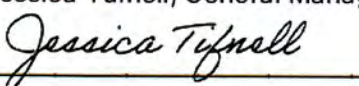
Via establishes this Safety Plan as our commitment to system safety and the principles of SMS. The objectives of our plan are to:

- Increase the safety of transit systems by proactively identifying, assessing, and controlling risks
- Continually improve safety performance
- Improve the commitment of transit leadership to safety
- Foster a culture of safety awareness and responsiveness.

Via is committed to implementing a systematic and comprehensive safety program. Leadership will visibly demonstrate its commitment to safety by monitoring hazards, enforcing and supporting safety programs, and promoting an open and transparent environment to discuss and address safety issues.

This Safety Plan was developed by Via to comply with FTA Part 673 requirements. The County Board of Directors (or equivalent body), Accountable Executive, and Chief Safety Officer have reviewed and approved this Safety Plan and assure that its contents meet the requirements of Regulation 49 CFR Part 673 through the establishment of a comprehensive SMS framework.

This Safety Plan will be distributed to all transit employees and will be reviewed and updated annually.

Approved by	Date
Jessica Tufnell, General Manager 	June 5 2026

MV TRANSPORTATION, INC.

Safety Management System (SMS) Plan

Attachment E

MV Transportation SMS Hazard/Risk Report Form			
This report concerns:	☐ Hazard ☐ Risk ☐ Near Miss ☐ Other		
Hazard Type:	☐ Policy/Procedure ☐ Operational ☐ Environmental ☐ Equipment/Design ☐ Training		
REPORTED BY:	☐ Employee ☐ Customer/Passenger ☐ Other:		le FD or PD
NAME:		LOCATION:	
Description of Safety Concern:			
PHOTOS:		☐ Yes ☐ No	
Hazard Analysis: According to Hazard Severity Matrix	☐ 1 Catastrophic ☐ 2 Critical ☐ 3 Marginal ☐ 4 Negligible		
Recommended Safety Risk Mitigation:			
Supervisor/Safety Manager Comments/Actions:			

Supervisor/Safety Manager:			
Hazard/Risk Resolution			
Is Hazard/Risk corrected "On the Spot"?	☐ Yes ☐ No	If the answer is "No" then proceed with the steps below:	
This report must be forwarded to the SAFETY DEPARTMENT; report is assigned to specific department(s) for hazard rectification; report is assigned a priority			
Priority:	☐ High ☐ Medium ☐ Low		
Hazard/Risk/ Near Miss deficiency corrected?	☐ Yes ☐ No	Date closed if "Yes"	Date
If answer is NO, notify Safety department to begin continuing action for resolution, and send to the Safety Team or Staff for recommendations.			
List how the Hazard/Risk/Near Miss was resolved			
Date Resolved		Click or tap to enter a date.	

Incident Report Form

Date: _____

I _____ was driving bus # _____ on
route _____

At _____ When _____

Driver Signature: _____

Supervisor: _____

Date: _____

Supervisor Comments :

Attachment F

Hazard Severity

Hazard severity is a subjective measure of the worst credible mishap that could be expected to result from human error, environmental conditions, design inadequacies, subsystem or component failure or malfunction, and/or procedural deficiencies. Using U.S. Military Standard MIL-882D, the ESC assigns one of four severity categories:

Hazard Severity Table

Category	Description
1 – Catastrophic	Death or system loss
2 – Critical	Severe injury, severe occupational illness or major system damage
3 – Marginal	Minor injury, occupational illness or system damage
4 – Negligible	Less than minor injury, occupational illness or system damage

Hazard Probability

The likelihood that a hazard will be experienced during the planned life expectancy of the system can be estimated in potential occurrences per unit of time, events, population, items or activity. The probability may be derived from research, analysis and evaluation of historical safety data. Hazard probabilities are ranked as shown in the following table:

Hazard Probability Table

Probability Level	Description
A – Frequent	Likely to occur frequently. Continually experienced in the fleet/inventory.
B – Probable	Likely to occur several times in life of an item. Likely to occur frequently in the fleet/inventory.
C – Occasional	Likely to occur sometime in life of an item. Likely to occur several times in the fleet/inventory.
D – Remote	Unlikely, but possible to occur in the life of an item. Reasonably expected in the fleet/inventory.
E – Improbable	So unlikely, occurrence is not expected. Unlikely to occur, but possible in the fleet/inventory.

Risk Assessment Frequency/Severity Matrix

	Severity			
Frequency	1 Catastrophic	2 Critical	3 Marginal	4 Negligible
A – Frequent	1/A	2/A	3/A	4/A
B – Probable	1/B	2/B	3/B	4/B
C – Occasional	1/C	2/C	3/C	4/C
D – Remote	1/D	2/D	3/D	4/D
E – Improbable	1/E	2/E	3/E	4/E

Hazard Resolution

After the risks are assessed, a plan is developed for resolution. There are essentially four choices in the hazard resolution process, as shown in the Hazard Resolution Table below.

Hazard Resolution Table

Severity / Frequency	Resolution
1/A 1/B 1/C 2/A 2/B 3/A	Unacceptable—correction required.
1/D 2/C 2/D 3/B 3/C	Unacceptable—correction may be required after review by CEO.
1/E 2/E 3/D 3/E 4/A 4/B	Acceptable—with review by CEO.
4/C 4/D 4/E	Acceptable—without review.

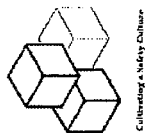
Q1 – Safety Connect Meeting Topics

January 2026 Safety Connect Meeting	February 2026 Safety Connect Meeting	March 2026 Safety Connect Meeting
Fleet Safety Topic - Intersection Awareness - Left & Right Turns Injury Prevention (OSHA) - Slips, Trips & Falls Maintenance (OSHA) - See February Division OSHA/Compliance - Facility Inspection - Complete 2025 OSHA log GM Action - Develop Safety Improvement Action Plan	Fleet Safety Topic - Security Awareness - Violence Prevention - Deescalation Injury Prevention (OSHA) - Hazard Recognition and Reporting Maintenance (OSHA) - Slip, Trips and Falls - Workplace Violence Prevention Division OSHA/Compliance - Facility Inspection - Post 2025 OSHA 300A Summary on 2/1 GM Action - See *GM Connect One Pager	Fleet Safety Topic - Managing Distraction - Drowsy Driving Injury Prevention (OSHA) - Fatigue Management - Wellness Maintenance (OSHA) - Bloodborne Pathogens Division OSHA/Compliance - Facility Inspection - OSHA Law Review - Q1 Self-Audit GM Action - Training Program & Budget Review



Upcoming Safety Standdown – March 26, 2026

Intersection Awareness/Speeding



Safety Connect Meetings and Safety Spotlight Topics 2nd Quarter 2026

	April	May	June
Fleet Safety Topic	• Mobility Device Securement/ADA Recertification • Lytx MV+AI Enablement (Division Specific)	• Customer Service & ADA • Pre-Trip Inspection & Mirror Adjustment	• Pedestrian, Cyclist & Motorcyclist Awareness • KMA Program
Injury Prevention (OSHA)	• Ergonomics	• Heat Illness Prevention "105 days of Summer"	• Emergency Vehicle Evacuation • Bloodborne Pathogens
Maintenance (OSHA)	• Hazard Communication - Globally Harmonized System (GHS) • Chemical Exposure & Respiratory Safety • Ergonomics	• Heat Illness Prevention "105 days of Summer" • Fire Safety & Prevention	• Housekeeping • Emergency Preparedness and Response • Personal Protective Equipment
Division OSHA/ Compliance	• Facility Inspection • Remove OSHA 300A Summary on 4/30	• Facility Inspection • Review and update Heat Illness Prevention Plan	• Facility Inspection
GM Action	• Support and Review Maintenance Safety Connect Meeting with Maintenance Manager	• Prepare and lead team for May Safety Spotlight: 105 Days of Summer	• Prepare and lead team for June Safety Spotlight: Passenger Handling & Pedestrian Cyclist Awareness • Training Program & Budget Review

SAFETY
everybody everywhere anytime

Upcoming Spotlight Dates

May 13 - 105 Days of Summer
June 24 - Passenger Handling, Pedestrian | Cyclist Awareness



Attachment H

MV Transportation Division 239 Safety Committee Membership

Name	Title
Sheralee Malverty	<i>General Operations Manager (Chair)</i>
Meghan Maglio	<i>Safety Manager</i>
Mohamed Yohan	<i>Road Supervisor</i>
Jacques Dantec	<i>Putnam Area Rapid Transit (PART) Driver</i>
Tonianne Smith	<i>Early Intervention (EI) Pre-K Monitor</i>
Willi Guzman	<i>Mechanic</i>

MV Transportation Safety Committees first established in 1975 along with company

Division 239 Safety Committee newly revitalized in November 2021

The Safety Committee meets on a quarterly basis

Duties

Covid Period

- Monitor COVID-19 levels and adjust routes/employee coverage accordingly.
- Purchase and distribute PPE supplies to employees, management representatives, and passengers as needed.
- Identify and isolate infected individuals discretely and in compliance with State and CDC guidelines.

Quarterly Reviews

- Meet quarterly and as needed.
- Staff evaluate the building and bus yard for safety hazards that need addressing.
- Staff document and discuss additional concerns.
- Staff document meeting notes and then post them to employee bulletin boards.
- Provide mandatory monthly training and "safety blasts" to all operators.
- Mitigate both pedestrian and vehicular accidents and identify ineffective strategies.
- Monitor safety statistics.
- Identify safety deficiencies for continuous improvement.
- Review and set performance targets and goals on an annual basis.

Q1 Safety Committee Meeting Notes

February 26, 2026

- **2 lights are out in the yard.**
- **Peaceable Hill and Tunnels - remember to Slow Down/Stop before entrance and have on 4 way flashers - Honk Before and During passing through tunnels.**
- **Please ensure that ALL Passengers need to be seated before putting the bus in Drive.**
- **4 Down - Front First, 3 Around and a Final Check!!**

Attachment J

FTA Safety Risk Assessment Matrix

Hazard Assessed

④ Transit workers must interact with passengers, patrons, and the public, and, at times, must clarify or enforce agency policies.

Potential Consequences: Transit workers are assaulted on transit vehicles

Likelihood: --Select Likelihood--

④ Add Potential Consequence

Please add all potential consequences

Risk Rating

Likelihood ④* --Select Likelihood--

Severity ④* --Select Severity--

Risk Rating Matrix

Likelihood	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
		Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property	
		A	B	C	D	E	
		Severity					

Hazard Assessed

④ Transit workers must interact with passengers, patrons, and the public, and, at times, must clarify or enforce agency policies.

Potential Consequences: Transit workers are assaulted in revenue facilities

Likelihood: --Select Likelihood--

④ Add Potential Consequence

Please add all potential consequences

Risk Rating

Likelihood ④* --Select Likelihood--

Severity ④* --Select Severity--

Risk Rating Matrix

Likelihood	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
		Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property	
		A	B	C	D	E	
		Severity					

Committee: **Physical Svcs.** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL – SEQRA - PUTNAM COUNTY AGRICULTURAL DISTRICT

WHEREAS, the New York State Department of Agriculture and Markets as Lead Agency for the Agricultural Districts Program has conducted a programmatic review of the environmental effects of Agricultural Districts and has concluded that there is little likelihood of significant adverse environmental impacts resulting from the formation or modifications of such districts; and

WHEREAS, it is the responsibility of the County to review the site-specific proposals under consideration to determine if unique circumstances exist which increase the likelihood of environmental significance; and

WHEREAS, the Department of Agriculture and Markets recommends that the County Legislative body serve as the Lead Agency to ensure compliance with the requirement of the State Environmental Quality Review Act as it is the only other agency required to undertake an action except for the Department of Agriculture and Markets; now therefore be it

RESOLVED, that the Putnam County Legislature declares itself to be the lead agency to ensure compliance with the requirements of the State Environmental Quality Review Act; and be it further

RESOLVED, that the Putnam County Legislature, as Lead Agency, hereby determines that the site-specific parcels contained in the proposed Agriculture District modifications will not have a significant adverse effect on the environment and that a Draft Environmental Impact Statement will not be prepared; and be it further

RESOLVED, that the Putnam County Legislature, as lead agency, hereby accepts and adopts the Negative Declaration prepared in connection with the proposed Agriculture District modifications, a copy of which is annexed hereto and made a part hereof.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

**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: Agricultural District Modifications – 2026 Inclusions

SEQRA Status: Type I
 X Unlisted Action

Conditioned Negative Declaration: Yes
 X No

Coordinated Review: X Yes
 No

Description of Action: The Putnam County Legislature is conducting a programmatic review of the environmental effects of the proposed Agricultural District modifications that would add parcels into the Putnam County Agricultural District for a Total Area of 306.3 acres.

Location: The proposed parcels are located in the Towns of Kent, Carmel, Patterson, Putnam Valley, and Southeast in the 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 vehicle trips to the project sites. It 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 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).

No construction will occur as a result of the proposed action; 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 all Town Comprehensive Plans 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 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 will not require any 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 result in any adverse impacts to open space or recreational resources.

- 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 additional people on 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 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.



**Agriculture
and Markets**

**STATE ENVIRONMENTAL QUALITY REVIEW
SHORT ENVIRONMENTAL ASSESSMENT FORM
FOR AGRICULTURAL DISTRICTS**

UNLISTED ACTIONS ONLY

Please indicate lead agency status by checking the appropriate box below:

☒ The proposed action is within the scope of a cooperative agreement between the undersigned County Legislative Body ("CLB") and the Department of Agriculture and Markets ("Department"), the only other agency required to undertake an action in this case. Therefore, the undersigned CLB will serve as lead agency for the proposed action to ensure compliance with the requirements of the State Environmental Quality Review Act, and is undertaking a coordinated review of the proposed action with the Department pursuant to 6 NYCRR §617.6(b)(3).

☐ The proposed action is not within the scope of a cooperative agreement between an applicable CLB and the Department. The agency that will serve as Lead Agency is the undersigned CLB, and is undertaking a coordinated review of the proposed action with the Department pursuant to 6 NYCRR §617.6(b)(3).

Part 1 – Project and Sponsor Information

1. The proposed action is located in the County of Putnam and the Town(s) of Kent, Carmel, Patterson, Putnam Valley, and Southeast

2. The agency responsible for preparing this Short Environmental Assessment Form and determining environmental significance is the CLB of Putnam County.

3. The name, address, and e-mail address for the Clerk of the above named CLB is:

Diane Trabulsy, Clerk, Putnam County Legislature, 40 Gleneida Avenue, Carmel, NY 10512

putcoleg@putnamcountyny.gov

4. Does the proposed action only involve the modification, consolidation or termination of a county-adopted, State-certified agricultural district by the CLB pursuant to Agriculture and Markets Law (AML) §§303-a, 303-b or 303-c? ☒ Yes ☐ No

If Yes, attach a narrative description (including a location map) of the intent of the proposed action and the environmental resources that may be affected in the County. If No, this form should not be used to evaluate the potential environmental impacts of the proposed action.

5. Is this an action proposed to modify an existing agricultural district? ☒ Yes ☐ No

If Yes, total number of acres comprising the agricultural district as it exists prior to modification: 5642.57 acres.

Short Environmental Assessment Form
New York State Department of Agriculture and Markets

6. If this proposed action involves a modification, will such modification result in a change in the size of the agricultural district? ☒ Yes ☐ No
- If yes, how many acres are involved in the change? 306.3 acres
 - Does this represent ☒ an increase or ☐ a decrease?

7. Check all present land uses that occur on, adjoining, and near the proposed action?

☒ Residential ☐ Industrial ☐ Commercial ☐ Agriculture ☒ Park/Forest/Open Space ☐ Other

If Other, please describe: _____

8. Information on Coastal Resources. Is the action located within, or have a significant effect on:

- A Coastal Area, or the waterfront area of a Designated Inland Waterway? ☐ Yes ☒ No
- A Coastal Erosion Hazard Area? ☐ Yes ☐ No
- A community with an approved Local Waterfront Revitalization Program? ☐ Yes ☐ No

If Yes, please identify the affected community or communities: _____

9. Information on Local Agricultural and Farmland Protection Plans

- Is the action compatible with the County's Agricultural & Farmland Protection Plan? ☒ Yes ☐ No

If Yes, date of Plan approval: 08/2004

If Yes, please cite the applicable language: Goal 1 - Preserve agriculture as an important industry in the county and promote further agriculture economic development.

10. Comments from Municipalities within the County

- Did the CLB receive any comments from municipalities about the addition or removal of land from the agricultural district? ☒ Yes ☐ No

If Yes, please briefly summarize the comments: Town of Patterson and Southeast raised concerns about potential impact on neighbors from proposed modifications. Southeast raised concerns about violations that has open building permits.

11. Attach any additional information as may be needed to clarify the proposed action.

I AFFIRM AND CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Name of Person Barbara Barosa, Commissioner Digitally signed by Barbara Barosa, Commissioner
Authorized to Sign: Barbara Barosa, Commissioner Date: 6/22/2026
Signature: Commissioner Digitally signed by Barbara Barosa, Commissioner
Date: 2026.06.22 08:50:39 -04'00' Title: Commissioner

Short Environmental Assessment Form
New York State Department of Agriculture and Markets

Part 2: Impact Assessment

Part 2 is to be completed by the County Legislative Body (“CLB”) as Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted to the CLB for the proposed modification, consolidation or termination of a county-adopted, State-certified agricultural district or otherwise available to the reviewer.

In providing responses to each of the questions, the reviewer should keep in mind that the action proposed is the modification, consolidation or termination of an agricultural district(s). The action is not the land use or activity which will, or may, take place in the district(s). For example, it is not appropriate to consider the effects of management actions that may be taken by individual operators in conducting farming. Agricultural farm management practices, including construction, maintenance and repair of farm buildings, and land use changes consistent with generally accepted principles of farming are listed as Type II actions in 6 NYCRR §617.5(c)(3), and these actions have been determined not to have a significant impact on the environment.

	None to small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☒	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☒	☐
3. Will the proposed action impair the character or quality of the existing community?	☒	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☒	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☒	☐
6. Will the proposed action cause an increase in the use of energy and fail to incorporate reasonably available energy conservation or renewable energy opportunities?	☒	☐
7. Will the proposed action impact existing:		
a. public / private water supplies?	☒	☐
b. public / private wastewater treatment utilities?	☒	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☒	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☒	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☒	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☒	☐

Short Environmental Assessment Form
New York State Department of Agriculture and Markets

Part 3: Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur," or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Putnam County Legislature

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Barbara Barosa,
Commissioner

Digitally signed by Barbara
Barosa, Commissioner
Date: 2026.06.22 08:51:34 -04'00'

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)



Putnam County Agricultural and Farmland Protection Board

841 Fair St, Carmel, NY 10512

MEMORANDUM

Date: June 8, 2026

To: Legislator Daniel Birmingham, Chair

CC: Legislator William Gouldman, Chair of Physical Services & the Putnam County Agricultural and Farmland Protection Board

From: Nicole Scott, Chair of the Putnam County Agricultural and Farmland Protection Board

Re: 2026 Agricultural District Inclusion Recommendations

The Putnam County Agricultural and Farmland Protection Board (PCAFPB) received 10 applications during the April 2026 Agricultural District inclusion period. Site visits were conducted during May 2026 and the PCAFPB met on Wednesday, May 27 to vote on the applications. The members present were: Ruby Koch-Fienberg – Cornell Cooperative Extension Agent; Dave Vickery – Farmer; Elizabeth Ryder – Farmer; Cassandra Roth – Chair of the County Soil and Water Conservation District Board of Directors; Christine Nastasi – Farmer, PCAFPB Vice-Chair; Amy Sayegh – Legislator; Trish McLoughlin – County Director of Real Property Tax Services; Barbara Barosa – County Planning Commissioner, PCAFPB Secretary and Treasurer; Nicole Scott – Chair of the PCAFPB, Agriculture & Land Preservation Representative.

The results were:

Town of Kent

Total Acreage: 111.53 acres

Total acreage recommended for inclusion: 111.53 acres

1. **The Ferguson's Farm**, Nicole and Kyle Ferguson
401 Dixon Rd, Carmel NY 10512 – Town of Kent
Parcel ID #: 43.-2-13
Total Acreage: 7 acres
Principal Operation: Apiary and Livestock (*Breeding*)

The Ferguson's Farm is a small, family-owned operation moving from Suffolk County, Long Island to Putnam County, NY. They specialize in breeding and raising a wide variety of poultry — including chickens, turkeys, quail, guinea fowl, ducks, and geese — and are NPIP Certified which allows them to ship birds nationwide. Nicole Ferguson also maintains several honeybee hives for honey production and is preparing for future nucleus colony (nuc) production.

Full
7/7/26
Back up to item
#5f

Phys mtg
6-15-26

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

2. **Crooked Fence Farm**, Stephen and Mariana Brophy
3326 Route 301, Carmel, NY 10512 – Towns of Kent and Carmel
Parcel ID #: 43.-2-44
Total Acreage: 104.53 acres
Principal Operation(s): Livestock (*Meat*)

Crooked Fence Farm is a family-owned, diversified livestock operation. Stephen and Mariana Brophy raise heritage-breed pigs, sheep, Dexter cattle, and laying hens using regenerative agricultural practices. The Brophys also operate Little Cabin Sandwich Shop, a farm-to-table restaurant in Cortlandt Manor that serves as a primary sales channel, and are actively expanding into wholesale and retail markets for their heritage pork in 2026.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

Town of Carmel

Total Acreage: 12.03 acres

Total acreage recommended for inclusion: 12.03 acres

1. **Crooked Fence Farm**, Stephen and Mariana Brophy
3326 Route 301, Carmel, NY 10512 – Towns of Kent and Carmel
Parcel ID #:43.-1-33
Total Acreage: 7.66 acres
Principal Operation(s): Livestock (*Meat*)

Crooked Fence Farm is a family-owned, diversified livestock operation. Stephen and Mariana Brophy raise heritage-breed pigs, sheep, Dexter cattle, and laying hens using regenerative agricultural practices. The Brophys also operate Little Cabin Sandwich Shop, a farm-to-table restaurant in Cortlandt Manor that serves as a primary sales channel, and are actively expanding into wholesale and retail markets for their heritage pork in 2026.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

2. **Teakettle Farm**, Rubeena Jabeen
27 Teakettle Spout Rd, Mahopac – Town of Carmel
Parcel ID #: 372000 76.17-1-6
Total Acreage: 4.37 acres

Principal Operation(s): Crops (Vegetable), Orchard (Fruit), Eggs, Poultry (Meat), Dairy, Livestock (Meat)

Teakettle Farm is a small, family-owned, diversified farm in Mahopac, NY, raising laying hens and dairy goats, and is working to establish an orchard and vegetable operation. Rubeena Jabeen and her family plan to sell products to their local community.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

Town of Patterson

Total Acreage: 94.8 acres

Total acreage recommended for inclusion: 94.8 acres

1. **84 Ludingtonville Rd, LLC**, Joseph Aquilia
84 Ludingtonville Rd, Holmes, NY 12531 – Town of Patterson
Parcel ID #: 22.12-1-5
Total Acreage: 1.19
Principal Operation(s): Horticultural (Nursery/ Garden)

The farm at 84 Ludingtonville Rd is currently in the early stages of development. The farm will specialize in potted plants—specifically potted flowering plants and fresh tomatoes—for sale at local farmers' markets and potentially through an on-site farm stand. Joseph Aquilia has also proposed building a greenhouse on top of the existing garage on the property.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

2. **High Point Equestrian**, Firas Bridges
566-572 E Branch Rd, Patterson, NY 12563 – Town of Patterson
Parcel ID #: 372400 36.-3-10
Total Acreage: 75 acres
Principal Operation(s): Equine (*Boarding*)

High Point Equestrian is a horseboarding facility. They rent stalls to individuals and trainers. There are horses on the property year-round. There is a large barn with 36 stalls, an indoor riding arena, heated wash stalls, 2 tack rooms, a viewing room, an office and living quarters. There are outdoor paddocks as well as an outdoor arena.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

3. **Hidden Hope Farm**, Shannon Nitti

542 NY-164 542 554, Brewster, NY 10509 – Town of Patterson

Parcel ID #: 24.-1-62

Total Acreage: 18.61 acres

Principal Operation(s): Crops (*Vegetable*)

Hidden Hope Farm primarily focuses on growing specialty heirloom crops, including heirloom tomatoes, French beans, and ground cherries, using regenerative practices and selling through farmers markets and to local chefs. The farm will be introducing livestock for invasive plant species management in collaboration with Lobster Hill Farm.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

Town of Southeast

Total Acreage: 86.24 acres

Total acreage recommended for inclusion: 86.24 acres

1. **CQW, LLC**, Christine Walsh
143 Starr Ridge Rd, Brewster, NY 10509 – Town of Southeast
Parcel ID #: 68.13-1-1.2
Total Acreage: 20.69 acres
Principal Operation(s): Equine (*Boarding*)

Christine Walsh's property has 11 stalls for client horses as well as her own. There are outdoor paddocks and an outdoor arena for English hunter and jumper riding.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

2. **Dingle Ridge Pollinator Farm**, Lisa Ricci
50 Ridgebury Rd, Brewster, NY 10509 – Town of Southeast
Parcel ID #: 69.17-1-18.1
Total Acreage: 16.67 acres
Principal Operation(s): Apiary (*Bees/ Honey*) and Horticultural (*Nursery/ Garden*)

Dingle Ridge Pollinator Farm is a small-scale farm that will specialize in raw honey, beeswax candles & body products, lavender essential oil, dried lavender bundles, lavender soaps, and gift boxes. They are working to reclaim former dairy pastures that have been overgrown with invasive, non-native plant species and establish lavender and mixed meadow fields.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

3. **Twin Oak Ventures LLC**, Devon and Jonathan Corrigan
189 Brewster Hill Rd #189, Brewster, NY 10509 – Town of Southeast

Parcel ID #: 57.-2-52.4

Total Acreage: 48.88

Principal Operation(s): Equine (*Boarding*)

Twin Oaks Ventures is a private horse boarding and training facility. There is a 12-stall barn, four large paddocks, and an outdoor riding arena on the property.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

Town of Putnam Valley

Total Acreage: 1.7 acres

Total acreage recommended for inclusion: 1.7 acres

1. **Clara Patunga Farm**, Andrew Wulkan
35 Canopus Hollow Rd, Putnam Valley, NY 10579 – Town of Putnam Valley

Parcel ID #: 72.12-1-6

Total Acreage: 1.7

Principal Operation(s): Orchard (*Fruit*)

Clara Patunga Farm is a start-up operation working to establish an orchard, apiary, and vegetable production. A few trees and berry bushes have been planted and a couple of raised beds for vegetable production have been constructed.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

Total acreage of applications: **306.3 acres**

Total acreage recommended for inclusion: **306.3 acres**

(2)

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____

Regular Mtg: July 7, 2026

Seconded By _____

Special Mtg _____

#54

**APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY
AGRICULTURAL DISTRICT - TOWN OF KENT, THE FERGUSON'S FARM**

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Kent

The Ferguson's Farm (Nicole and Kyle Ferguson) - Parcel ID #: 43.-2-13

Total Acreage: 7 acres

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Kent

The Ferguson's Farm (Nicole and Kyle Ferguson) - Parcel ID #: 43.-2-13

Total Acreage: 7 acres

#5v

Committee: **Physical Svcs.** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWNS OF KENT & CARMEL, CROOKED FENCE FARM

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Kent

Crooked Fence Farm (Stephen and Mariana Brophy) - Parcel ID #: 43.-2-44

Total Acreage: 104.53 acres

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Town of Carmel

Crooked Fence Farm (Stephen and Mariana Brophy) - Parcel ID #:43.-1-33

Total Acreage: 7.66 acres

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Kent

Crooked Fence Farm (Stephen and Mariana Brophy) - Parcel ID #: 43.-2-44

Total Acreage: 104.53 acres

Town of Carmel

Crooked Fence Farm (Stephen and Mariana Brophy) - Parcel ID #:43.-1-33

Total Acreage: 7.66 acres

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____

Regular Mtg: July 7, 2026

Seconded By _____

Special Mtg _____

#5w

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWN OF CARMEL, TEAKETTLE FARM

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Carmel

Teakettle Farm (Rubeena Jabeen) - Parcel ID #: 372000 76.17-1-6

Total Acreage: 4.37 acres

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Carmel

Teakettle Farm (Rubeena Jabeen) - Parcel ID #: 372000 76.17-1-6

Total Acreage: 4.37 acres

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____ Regular Mtg: July 7, 2026

Seconded By _____ Special Mtg _____

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWN OF PATTERSON, 84 LUDINGTONVILLE RD, LLC.

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Patterson

84 Ludingtonville Rd, LLC. (Joseph Aquilia) - Parcel ID #: 22.12-1-5

Total Acreage: 1.19

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Patterson

84 Ludingtonville Rd, LLC. (Joseph Aquilia) - Parcel ID #: 22.12-1-5

Total Acreage: 1.19

#59

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____

Regular Mtg: July 7, 2026

Seconded By _____

Special Mtg _____

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWN OF PATTERSON, HIGH POINT EQUESTRIAN

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Patterson

High Point Equestrian (Firas Bridges) - Parcel ID #: 372400 36.-3-10

Total Acreage: 75 acres

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Patterson

High Point Equestrian (Firas Bridges) - Parcel ID #: 372400 36.-3-10

Total Acreage: 75 acres

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____

Regular Mtg: July 7, 2026

Seconded By _____

Special Mtg _____

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWN OF PATTERSON, HIDDEN HOPE FARM

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Patterson

Hidden Hope Farm (Shannon Nitti) - Parcel ID #: 24.-1-62

Total Acreage: 18.61 acres

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Patterson

Hidden Hope Farm (Shannon Nitti) - Parcel ID #: 24.-1-62

Total Acreage: 18.61 acres

#5a

Committee: **Physical Svcs.** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWN OF SOUTHEAST, CQW, LLC.

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Southeast

CQW, LLC. (Christine Walsh) - Parcel ID #: 68.13-1-1.2

Total Acreage: 20.69 acres

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Southeast

CQW, LLC. (Christine Walsh) - Parcel ID #: 68.13-1-1.2

Total Acreage: 20.69 acres

#566

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____ Regular Mtg: July 7, 2026 _____

Seconded By _____ Special Mtg _____

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWN OF SOUTHEAST, DINGLE RIDGE POLLINATOR FARM

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Southeast

Dingle Ridge Pollinator Farm (Lisa Ricci) - Parcel ID #: 69.17-1-18.1

Total Acreage: 16.67 acres

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Southeast

Dingle Ridge Pollinator Farm (Lisa Ricci) - Parcel ID #: 69.17-1-18.1

Total Acreage: 16.67 acres

#5cc

Committee: **Physical Svcs.** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWN OF SOUTHEAST, TWIN OAK VENTURES LLC.

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Southeast

Twin Oak Ventures LLC. (Devon and Jonathan Corrigan) - Parcel ID #: 57.-2-52.4

Total Acreage: 48.88

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Southeast

Twin Oak Ventures LLC. (Devon and Jonathan Corrigan) - Parcel ID #: 57.-2-52.4

Total Acreage: 48.88

Committee: **Physical Svcs.**

Resolution # _____

Introduced By _____ Regular Mtg: July 7, 2026

Seconded By _____ Special Mtg _____

5dd

APPROVAL - INCLUSION OF PARCEL(s) IN PUTNAM COUNTY AGRICULTURAL DISTRICT – TOWN OF PUTNAM VALLEY, CLARA PATUNGA FARM

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 8th 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 1st through April 30th, 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 2026, requests were presented to the Putnam County Legislature to modify the existing Agricultural District in the County of Putnam by including the following parcel (s) in the District:

Town of Putnam Valley

Clara Patunga Farm (Andrew Wulkan) - Parcel ID #: 72.12-1-6

Total Acreage: 1.7

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

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 July 7, 2026; and

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 accepts and adopts the findings provided by the Putnam County Agriculture and Farmland Protection Board; and be it further

RESOLVED, that the Putnam County Legislature hereby includes in the Putnam County Agricultural District the following Parcel Identified parcel(s):

Town of Putnam Valley

Clara Patunga Farm (Andrew Wulkan) - Parcel ID #: 72.12-1-6

Total Acreage: 1.7

Committee: **Economic Dev.**

Resolution # _____

Introduced By _____

Regular Mtg: July 7, 2026 _____

Seconded By _____

Special Mtg _____

#5ee

APPROVAL – APAP LAND MANAGEMENT PROJECT - PAYMENTS IN LIEU OF TAXES (PILOT) AGREEMENT - INDUSTRIAL DEVELOPMENT AGENCY (IDA)

WHEREAS, the Putnam County Legislature is in receipt of a request on behalf of Apap Land Management LLC, at 1912 Route 22, in the Town of Southeast, seeking Putnam County's involvement in a real property tax abatement program and payment in lieu of taxes ("PILOT") agreement in connection with certain improvements (the building & fixtures); and

WHEREAS, the Putnam County Legislature authorizes the County's participation in the proposed PILOT Agreement and approves the following County tax abatement schedule set forth below; and

WHEREAS, pursuant to General Municipal Law Article 18-A, including § 874, the Putnam County Industrial Development Agency is authorized to and the County consents to participate in the proposed PILOT agreement wherein it provides tax exemptions and requires payments in lieu of taxes, which shall be remitted to each effected tax jurisdiction within 30 days of receipt under GML 874; and

WHEREAS, the project is being done with the financial assistance of the Putnam County Industrial Agency ("IDA"); and

WHEREAS, the Economic Development & Energy Committee of the Putnam County Legislature has reviewed and approves that IDA financing and associated tax abatement programs, coupled with agreements for payments to local municipalities and school districts in lieu of taxes, are an appropriate way to encourage commerce to grow and prosper in this region, as well to encourage job growth and business retention, while at the same time avoiding a complete loss of revenue resulting from the potential "tax exempt" status of the transaction; now therefore be it

RESOLVED, the Putnam County Legislature hereby authorizes and approves the following tax abatement schedule to be applied only to so much of the assessed valuation of the Apap Land Management LLC, at 1912 Route 22, in the Town of Southeast applicable solely to the improvements made pursuant to the IDA benefits package contemplated hereunder:

Year 1	50%
Year 2	45%
Year 3	40%
Year 4	35%

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Year 5	30%
Year 6	25%
Year 7	20%
Year 8	15%
Year 9	10%
Year 10	5%

And be it further

RESOLVED, that the Clerk of the Putnam County Legislature shall forward a certified copy of this resolution to the Putnam County Industrial Development Agency, the Assessor of the Town of Southeast and the Town of Southeast Receiver of Taxes.

Committee: **Economic Dev.**

Resolution # _____

Introduced By _____ Regular Mtg: July 7, 2026

Seconded By _____ Special Mtg _____

**APPROVAL – KINSLEY GROUP INC. - PAYMENS IN LIEU OF TAXES (PILOT)
AGREEMENT - INDUSTRIAL DEVELOPMENT AGENCY (IDA)**

WHEREAS, the Putnam County Legislature is in receipt of a request on behalf of Kinsley Group Inc., at the 20 Fields Lane Project, in the Town of Southeast, seeking Putnam County's involvement in a real property tax abatement program and payment in lieu of taxes ("PILOT") agreement in connection with certain improvements (the building & fixtures); and

WHEREAS, the Putnam County Legislature authorizes the County's participation in the proposed PILOT Agreement and approves the following County tax abatement schedule set forth below; and

WHEREAS, pursuant to General Municipal Law Article 18-A, including § 874, the Putnam County Industrial Development Agency is authorized to and the County consents to participate in the proposed PILOT agreement wherein it provides tax exemptions and requires payments in lieu of taxes, which shall be remitted to each effected tax jurisdiction within 30 days of receipt under GML 874; and

WHEREAS, the project is being done with the financial assistance of the Putnam County Industrial Agency ("IDA"); and

WHEREAS, the Economic Development & Energy Committee of the Putnam County Legislature has reviewed and approves that IDA financing and associated tax abatement programs, coupled with agreements for payments to local municipalities and school districts in lieu of taxes, are an appropriate way to encourage commerce to grow and prosper in this region, as well to encourage job growth and business retention, while at the same time avoiding a complete loss of revenue resulting from the potential "tax exempt" status of the transaction; now therefore be it

RESOLVED, the Putnam County Legislature hereby authorizes and approves the following tax abatement schedule to be applied only to so much of the assessed valuation of the Kinsley Group Inc., at the 20 Fields Lane Project, in the Town of Southeast applicable solely to the improvements made pursuant to the IDA benefits package contemplated hereunder:

Year 1	50%
Year 2	45%
Year 3	40%
Year 4	35%
Year 5	30%

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Year 6	25%
Year 7	20%
Year 8	15%
Year 9	10%
Year 10	5%

And be it further

RESOLVED, that the Clerk of the Putnam County Legislature shall forward a certified copy of this resolution to the Putnam County Industrial Development Agency, the Assessor of the Town of Southeast and the Town of Southeast Receiver of Taxes.

127

#599

Committee: **Audit & Administration** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL – REALLOCATION OF ARPA FUNDS FROM STABILIZATION CENTER TO COUNTY-WIDE PAVING PROJECTS

WHEREAS, Putnam County allocated its American Rescue Plan Act (ARPA) funds pursuant to Resolution# 135 of 2022, with a focus on infrastructure related to school safety, mental health, substance abuse, food insecurity, clean water, roads, bridges and buildings; and

WHEREAS, a budgetary amendment was made pursuant to Resolution #135 of 2022 wherein \$2,500,000 was appropriated for a Stabilization Center; and

WHEREAS, Putnam County issued an RFP for the establishment and operation of a 24 hour a day, 7 day per week Crisis Stabilization Center in Putnam County to which People USA responded; and

WHEREAS, Putnam County contracted with People USA to establish and operate a 24-hour a day, 7 day per week Crisis Stabilization Center in Putnam County and that the County would provide \$2,500,000 in ARPA funding for the project; and

WHEREAS, any ARPA funds need to be expended prior to the December 31, 2026 deadline set by the U.S. Treasury; and

WHEREAS, the County and People USA agreed to a June 1, 2026 deadline in the contract to allow the County time to reallocate the funds timely if needed; and

WHEREAS, the U.S. Treasury allows APRA recipients to reallocate ARPA funds to a new contract after the December 31, 2024 deadline if the recipient and contractor mutually agree to terminate the contract for convenience; and

WHEREAS, due to circumstances beyond the County's control, it has become clear that People USA will not be able to perform under the contract to deliver a 24 hour a day, 7 day per week Crisis Stabilization Center in Putnam County, and that People USA has not expended the funds by the June 1, 2026 in accordance with the terms of the contract; and

WHEREAS, on June 8, 2026 the Putnam County Executive executed a termination of convenience of the contract, due to circumstances beyond the

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

County's control, and a copy of that termination was forwarded to the Putnam County Legislature on June 9, 2026; and

WHEREAS, the Putnam County Legislature believed there was uncertainty as to whether the funds could be reallocated prior to the full rescission of the contract, which did not occur until June 8, 2026; and

WHEREAS, upon receipt of the fully executed termination of the agreement, the Putnam County Legislature had all documentation required to approve the requested reallocation; and

WHEREAS, the Administration requests that the remaining funds (\$2,147,000) be reallocated to ARPA-eligible County-wide paving projects; and

WHEREAS, that paving is an allowable use of ARPA funds; 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 & Intergovernmental. Relations and Audit & Administration Committees have reviewed and approved of this request; now therefore be it

RESOLVED, that \$2,147,000 of ARPA funds from the Stabilization Center project be reallocated to County-wide paving projects.

#5hh

Committee: **Audit & Administration** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

**APPROVAL – BUDGETARY AMENDMENT (26A052) – FINANCE –
REALLOCATE ARPA FUNDING FROM THE STABILIZATION CENTER
PROJECT TO THE COUNTY-WIDE PAVING PROJECT AND REVERSE
BUDGETARY AMENDMENT (26A026) APPROVED BY R#116/2026**

WHEREAS, Commissioner of Finance requested a Budgetary Amendment (26A052) to Reallocate ARPA Funding from the Stabilization Center Project to the County-wide paving project and Reverse Budgetary Amendment (26A026) Approved by R116/2026; and

WHEREAS, the Rules, Enactments & Intergovernmental Relations Committee voted to have a budgetary amendment created to reverse budgetary amendment (26A026) approved by R#116/2026, reallocating the ARPA Funding from the Stabilization Center Project to the County- Wide Paving Project' and

WHEREAS, the Audit & Administration Committee has reviewed and approved budgetary amendment (26A052); now therefore be it

RESOLVED, that the following budgetary amendment; be made:

Capital Projects

Decrease Estimated Appropriations:

55197000 53000 52512 Capital Project-Paving Maintenance 2,147,000

Decrease Estimated Revenues:

55197000 428601 52512 Transfer from General Fund 2,147,000

General Fund

Decrease Estimated Appropriations:

1099901000 59020 Transfer to Capital Fund 2,147,000

Decrease Estimated Revenues:

10131000 427161 Use of Fund Balance 2,147,000

Increase Estimated Appropriations:

55197000 53000 52420 ARPA – Paving 2,147,000

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

Decrease Estimated Appropriations:

58989000 53000 52225	ARPA – Stabilization Center	2,147,000
-----------------------------	------------------------------------	------------------

Increase Estimated Revenues:

55197000 428601 52420	ARPA – Interfund Transfer	2,147,000
------------------------------	----------------------------------	------------------

Decrease Estimated Revenues:

58989000 428601 52225	ARPA – Interfund Transfer	2,147,000
------------------------------	----------------------------------	------------------

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

#511

Committee: **Audit & Administration** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL - BUDGETARY AMENDMENT (26A054) HISTORIAN – GRANT AWARD THROUGH NYS 250TH COMMEMORATION COMMISSION AND NYS EDUCATION DEPARTMENT TO SUPPORT “REVOLUTIONARY PUTNAM COUNTY” INITIATIVES

WHEREAS, Commissioner of Finance requested a Budgetary Amendment (26A054) on behalf of the Putnam County Historian to receive grant funding, of which the application of said no-match grant was approved by Resolution #68 of 2026; 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:

Increase Revenues:

10751000 430890 10235 Historian – State Aid – REV250 15,000

Increase Expenses:

10751000 54685 10235 Historian – Special Projects – REV250 15,000

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

#600

Committee: **Other Business** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL – AMENDING COUNTY POLICY ON NON-PuMA MANAGEMENT-CONFIDENTIAL ACTIVE EMPLOYEE AND CURRENT RETIREE HEALTH INSURANCE BENEFITS TO SUPERSEDE RESOLUTION #123 OF 2026 AND ANY PRIOR RESOLUTIONS

WHEREAS, the Putnam County Legislature has previously considered the issues surrounding the costs of health insurance and has considered: comprehensive health insurance contribution structure; and

WHEREAS, the County Legislature recognizes that the high cost of health insurance offered to both Retirees and Non-PuMA Management/Confidential Employees has added a significant burden to the operating budget of the County in recent years; and

WHEREAS, the County Legislature has previously adopted several Resolutions in which it outlined various plans for providing health insurance to both Retirees and non- PuMA Management/Confidential Employees; and

WHEREAS, the Legislature previously based its policies relative to retiree health insurance contributions on years of service, but now determines that contribution percentages based upon the amount of a Retiree's pension benefit would be more equitable; and

WHEREAS, the Putnam County Legislature further adopted Resolution #135 of 2006, which clarified the premiums to be charged to a surviving spouse of a Retiree, and the Legislature does not wish to amend such structure at this time; and

WHEREAS, the Legislature feels that it would be prudent to adopt a Resolution containing the entire policy relative to retiree and Non-PuMA Management/Confidential Employee health insurance contributions; now therefore be it

RESOLVED, THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK, HEREBY RESOLVES AS FOLLOWS:

A. Legislative Findings and Intent:

The County of Putnam previously established a program of post-retirement health insurance benefits for certain employees by subsidizing a portion of the cost of health insurance premiums for certain classes of Retirees. In addition, some Retirees receive Medicare Part B reimbursement which results in a net profit to

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

some Retirees.

This Legislature hereby finds and determines that the costs of such County subsidized benefits have steadily increased over the past ten years, in some cases by double digit percentages. The rising cost of State and Federal mandates couple with pension benefits and existing employees and retiree health insurance benefits can no longer be sustained, especially in light of the State imposed tax cap.

The Legislature hereby finds and determines that it is now necessary to establish a uniform policy with respect to post-retirement health insurance benefits for those persons who have previously retired from County service, as well as for those currently employed by the County of Putnam, as well as for contributions from existing employees toward the cost of providing health insurance.

B. Definitions:

"Allowable Service Time" That amount of time an employee has been employed by the State of New York or any of its political subdivisions (excluding the County), or school districts, or that amount of time such employee has accrued as a full-time active member of the United States Armed Forces, or any combination thereof.

County Service Time: The amount of time an employee has been employed by the government of Putnam County, New York.

"Eligible Employee" Any person who has a) accrued at least twenty-five (25) years of County Service Time; OR b) accrued a combination of County Service Time and Allowable Service Time totaling twenty-five (25) years; however, under this calculation, allowable service time cannot be more than 12 years OR who meets the requirements of Sections (0)(2) (a), (b), (c), or (d) of this Resolution.

"Initially Hired": That point in time when a person first entered into the employ of the County of Putnam.

"Post-Retirement Health Insurance Benefit": That percentage of health insurance premium which the County shall subsidize, as the Legislature shall from time to time determine by resolution, for the post-retirement health insurance of an Eligible Employee.

"Retiree": Any Individual who has retired from County of Putnam service, and who receives health insurance benefits through the County of Putnam as of the effective date of this Resolution, except as provided for in Section (D)(1)(d) below.

"Surviving Spouse of a Retiree": Any individual who was covered for health insurance benefits as a dependent of a Retiree who is now deceased.

C. Management Health Insurance

1. Employees Hired Prior to April 11, 2006.

Any employee of the County classified in the Management/Confidential category and employed by the County as of midnight on April 10, 2006, and who elected to participate in the County employee health insurance program shall pay a portion of the premium cost of such health insurance coverage pursuant to the following schedule:

Years of County Employment Amount of Premium Payable by Employee

9+ 10%

5-8 15%

0-4 25%

- a. Any person hired as a Management/Confidential employee by the County effective April 11, 2006, and who elects to participate in the County employee health insurance program shall pay 25% of the premium cost; which sum shall not be diminished during such employee's term of employment, except as provided for in the following section. Any employee hired after the effective date of this Resolution shall work minimum of thirty (30) hours per week on an annual basis to be eligible for the County employee health insurance program. Employees promoted from non-Management-Confidential classification to Management-Confidential classification subsequent to the effective date of this Resolution, who elect to participate in the County employee health insurance program and who work a minimum of thirty (30) hours per week on an annual basis, shall pay a portion of the premium cost of such health insurance coverage pursuant to the schedule outlined in subsection (a) above, based upon their years of service.

D. Retiree Health Insurance Benefits

1. General Policy.

- a. All current Retirees shall be provided a retirement health insurance benefit in accordance with the following contribution schedule:

<u>Annual Amount of Pension Benefit</u>	<u>Amount of Premium Payable by Retiree</u>
\$65,000 and higher	30%
\$52,500 - \$64,999	25%
\$40,000 - \$52,499	21.5%
\$30,000 - \$39,999	18%
\$20,000 - \$29,999	13%
\$10,000 - \$19,999	10%
\$0 - \$9,999	8%

2. Specific Provisions and Exceptions.

- a. Any individual hired prior to April 1, 1975 shall be entitled to health

insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of five (5) years of Allowable Service and/or County Service Time

- b. Any individual hired after April 1, 1975 but before January 1, 1982 shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of ten (10) years of and/or County Service Time Allowable Service**
- c. Any individual hired after January 1, 1982 but before January 1, 2005 shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of fifteen (15) years of Allowable Service and/or County Service Time.**
- d. Any individual hired on January 1, 2005 or thereafter shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of twenty-five (25) years of Allowable Service and/or County Service Time.**
- e. Any Post-Retirement Health Insurance Benefits granted herein shall not be construed to be an entitlement. Such benefits may be altered or eliminated as the Legislature may from time to time determine by resolution, and may include differential rates based on the date of hire, age at date of retirement and/or length of service.**
- f. With respect to any persons having already retired from County employment, post-Retirement Health Insurance Benefits cannot be the subject of collective bargaining between the County and any collective bargaining unit, as said Retirees are not be represented by said bargaining units.**
- g. Dual Family Coverage shall not be permissible under this Policy. Proof that not secondary or additional coverage is applicable may be sought by the County and shall be required to be provided by any Retiree or Retiree Surviving Spouse.**
- h. The provisions of this Section shall be applicable to any Retiree, with the exception of a Retiree who had been a member of the Putnam County PBA as an Active Employee for the period covered by the Award referenced below and thereafter. The Post-Retirement Health Insurance Benefits for such Retirees shall continue to be governed by the "Final and Binding Opinion and Award of the Tripartite Arbitration Panel" of the**

New York State Public Employment Relations Board, dated February 15, 2007, or applicable Collective Bargaining Agreement between the County of Putnam and the Putnam County PBA .

- i. The provisions of this Section shall also not apply to anyone who has been or will be appointed by the Sheriff of Putnam County to the title of Lieutenant or Captain of the following Law Enforcement Divisions:**
 - (1) Civil Division;**
 - (2) Road Patrol Division;**
 - (3) Communications Division; and**
 - (4) Bureau of Criminal Investigation Division.**

E. Retiree Requirements:

1. General Provisions:

- a. Any Employee who files for retirement subsequent to the adoption of this Resolution and who is otherwise eligible for health insurance benefits in retirement shall provide the County of Putnam with a copy of the letter from the New York State and Local Retirement System which outlines the completed calculations and the final retirement allowance for said newly retired Employee within ten (10) business days of receipt of said letter.**
- b. All Retirees shall be required to provide the Putnam County Commissioner of Finance with a W-2, 1099 or other proof of income Form by no later than March 1st of each year, so that said Retiree's exact contribution can be calculated.**
- c. Failure to comply with the provisions of this Section shall result in a calculation of the Retiree's Health Insurance costs at the maximum contribution rate of thirty percent (30%).**

F. Retiree Surviving Spouse:

1. General Provisions:

Ten (10) separate Surviving Spouses of Retirees who became eligible for health insurance coverage prior to January 1, 2005 shall continue to receive coverage at the fixed cost per month as outlined in a schedule maintained by the Commissioner of Finance. The surviving spouse of a Retiree who became eligible for health insurance coverage by the County on or after January 1, 2005, shall continue to be covered under the Retiree's contribution requirement during the month of death of the Retiree and for three (3) months thereafter. The Retiree Surviving Spouse may then elect to continue the health insurance coverage by paying one-half (50%) of the actual cost of the health insurance coverage for the remainder of that calendar year. For the Retiree Surviving Spouse of a Retiree who became eligible for health insurance benefits on or after January 1, 2005, every year the rate paid by the Retiree Surviving Spouse shall be adjustable. Once the

County has been notified by the health insurance provider of the cost of the health insurance premium for the upcoming calendar year, whether it be an increase or decrease in the cost of the policy from the previous year, the Retiree Surviving Spouse may continue such coverage by paying one-half (50%) of the premium being charged to Putnam County for that calendar year.

G. Severability:

In the event that any provision of this Resolution shall be deemed illegal, invalid or unenforceable by a court of competent jurisdiction or agency of the State of New York, such holding shall not render the remaining provisions of this Resolution invalid or otherwise unenforceable.

H. Affordable Care Act implications:

In the event that any provision of this Resolution shall be deemed to be in violation of the Affordable Care Act by a court of competent jurisdiction or agency of the State of New York or the Federal government, such holding shall not render the remaining provisions of this Resolution invalid or otherwise unenforceable.

I. Exclusive Subject Matter:

Notwithstanding any prior rule, regulation, resolution or procedure heretofore such prior rule, regulation, resolution or procedure with respect to the matters described herein. Post-Retirement Health Insurance Benefits offered herein shall be independent of, and not necessarily related to, any retirement benefits or years of and Local Employees' Retirement System or the New York State and local Police and Fire Retirement System.

J. Personnel Department Distribution:

The Director of Personnel is hereby authorized and directed to distribute a copy of this Resolution to all current County employees, Retirees and all persons entering the employment of the County of Putnam subsequent to the adoption hereof.

K. Effective Date:

This resolution shall take effect immediately, and shall supersede all prior resolutions.

#6b

Committee: **Other Business** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL – RESCIND RESOLUTION #153 OF 2026 – MOTOR FUEL SALES TAX ADJUSTMENT

RESOLVED, resolution #153 of 2026 approved by the Full Legislature at the June 2, 2026, meeting is hereby rescinded as the repeal date must end on a sales tax quarter as required by statute; and be it further

RESOLVED, the matter is authorized to be presented again in accordance with applicable statutory procedures and governance requirements.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								

#600.

Committee: **Other Business** Resolution # _____
Introduced By _____ Regular Mtg: July 7, 2026 _____
Seconded By _____ Special Mtg _____

APPROVAL – MOTOR FUEL SALES TAX ADJUSTMENT

Resolution of the Legislature of the County of Putnam, electing a cents per gallon rate of sales and compensating use taxes on motor fuel and diesel motor fuel, in lieu of the percentage rate of such taxes, pursuant to the authority of Article 29 of the Tax Law of the State of New York.

Be it enacted by the Legislature of the County of Putnam, as follows:

SECTION 1. Resolution No. 85 of 1977 is amended by revising section 4-B to read as follows:

Section 4-B. Cents per gallon rate of sales and compensating use taxes on motor fuel and diesel motor fuel.

Notwithstanding any provision of this enactment to the contrary, in lieu of the percentage rate of sales and compensating use taxes imposed on receipts from the retail sale of and consideration given or contracted to be given for, or for the use of, motor fuel and diesel motor fuel, such taxes shall be imposed at a rate of cents per gallon of such motor fuel or diesel motor fuel, in the manner prescribed by subdivision (m) of section 1111 of the New York Tax Law, provided that, for purposes of calculating the cents per gallon rate of tax, such receipts or consideration shall be limited to three dollars per gallon of either such fuel. Provided that, if the average price of such fuels changes as described in such subdivision (m) of section 1111 of the Tax Law, the Commissioner of Taxation and Finance shall adjust the cents per gallon tax rate on such fuels in the manner prescribed in such subdivision (m) of section 1111 of the Tax Law.

SECTION 2. This resolution shall take effect September 1, 2026, and shall expire and be deemed repealed on September 1, 2028.

ROLL CALL VOTE	YES	NO	YES	NO	YES	NO	YES	NO
Legislator Addonizio								
Legislator Crowley								
Legislator D'Angelo								
Legislator Gouldman								
Legislator Montgomery								
Legislator Regan								
Legislator Russo								
Legislator Sayegh								
Chairman Birmingham								