

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

Members: Chairman Castellano, Legislators Sullivan & Jonke

**Monday September 25, 2017
(Immediately following the Health Committee Mtg. beginning at 6:00pm)**

The meeting was called to order at 6:53p.m. by Chairman Castellano who requested that Legislator Sullivan lead in the Pledge of Allegiance. Upon roll call Legislator Jonke, Legislator Sullivan, and Chairman Castellano were present.

Item #3 - Approval of Minutes – August 24, 2017

The minutes were approved as submitted.

Item #4 - Correspondence/ County Auditor

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

Chairman Castellano stated the Contingency/Sub-Contingency Report has been revised.

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

The Contingency/Sub-Contingency Report was duly noted.

Item #5 - Correspondence/ Commissioner of Finance

- a. **Overtime/Temporary Report** – Duly Noted

- b. **Approval/ Budgetary Amendment 17A048/ Sheriff's Dept./ Use of T-Commission Funds to Purchase Simmunitions Training Equipment & Other Weapons Equipment (Also reviewed in Protective)**

Chairman Castellano made a motion to approve Budgetary Amendment 17A048;
Seconded by Legislator Jonke. All in favor.

- c. **Approval/ Budgetary Amendment 17A049/ Establish Operations Budget for Tilly's Table (Also reviewed in Physical)**

Legislator Gouldman questioned who put the budget together for Tilly's Table.

Commissioner of Finance William Carlin stated the Highway Department put it together, mainly through Mike McCall, General Manager of the Putnam County Golf Course and the caterer.

Chairman Sullivan stated he went to Tilly's Table and it was beautiful and the food was good.

Chairman Castellano questioned what days Tilly's Table is open.

Legislator Sullivan stated it is open Friday, Saturday, and Sunday.

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

**d. Approval Budgetary Amendment 17A050/ Highways & Facilities/
Additional Funding for 2016-2017 Snow and Ice (Also reviewed in
Physical)**

Legislator Gouldman questioned if this is more than what was budgeted for, if next year will go back to the original budget.

Commissioner Carlin stated yes, they always go back to the original budget. He stated they take a three (3) year rolling average of the past winters, and that becomes the budget. He stated if the weather is worse than anticipated, the State kicks in the severe winter index and the County picks up their share. He stated the funding being approved tonight will be for the remainder of 2017. He stated if the salt supply runs low the Administration will come to the Legislature to approve funding for additional salt. He stated since he has been Commissioner of Finance, the only purchase that has been deemed an emergency has been salt.

Legislator Gouldman stated having an adequate supply of salt is important for the health of the residents.

Commissioner Carlin agreed.

Legislator Albano stated there are health issues surrounding the use of salt as well.

Commissioner Carlin stated Commissioner of Highways & Facilities Fred Pena uses brine and has more sophisticated spreaders that measure what is being put down.

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

e. Approval/ Budgetary Amendment 17A051/ Health Department/ Cover Increased Costs for Preschool 3 to 5 Program (Also reviewed in Health)

Chairman Castellano stated between June 2016 and June 2017 the amount of children in this program increased by 14%, from 69 to 73.

Legislator Sullivan questioned if this will bring the amount above what was budgeted.

Commissioner Carlin stated yes, this is a mandated program that more children are utilizing. He stated if the child qualifies for the services, the services must be provided. He stated it can be very costly.

Chairman Castellano stated each child can cost between \$25,000 and \$45,000 depending on the school they are attending.

Amy Sayegh, resident, questioned how many additional children there are.

Chairman Castellano stated there were four (4) more children in the program in June of 2017 than there were in June 2016. He stated it may not seem like many, but when the cost per child is considered it is a large increase.

Legislator Jonke stated the numbers could keep rising.

Commissioner Carlin stated the cost could increase based on the number of children as well as the number of services they qualify for.

Legislator Sullivan questioned what the total amount spent on this program is.

Commissioner Carlin stated the total budget is about \$5 million or \$6 million. He stated it is one of the County's largest mandates.

Deputy Commissioner of Planning Sandra Fusco stated transportation costs are also up to \$160,000 per month.

Commissioner Carlin stated the transportation is separate from this program.

Legislator Jonke stated there is discussion to build a County facility to keep these children closer to home and to have some control over the service that is provided. He stated there have been meetings with the Center for Discovery in Sullivan County with the prospect of building a facility in Putnam.

Legislator Scuccimarra stated the length of the transport can be stressful on the children as well. She stated it would be better for the children to have a shorter ride.

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

Item #6 - Approval/ Fund Transfer 17T192/ County Executive/ Account for Retirement of Commissioner of Bureau of Emergency Services Anthony Sutton & Appointment of Deputy Commissioner Kenneth Clair as Acting Commissioner (Also reviewed in Personnel)

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

Item #7 - Approval/ Fund Transfer 17T212/ Probation/ Drug Testing Supplies (Also reviewed in Protective)

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

Item #8 - Approval/ Lease/ Relocation of Planning & Development Offices to Hudson Valley Trust Building (Tabled from August 21, 2017 Physical Mtg. – Forwarded to Audit from September 19, 2017 Physical Mtg.)

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

Deputy Commissioner Fusco apologized that the additional information was not available sooner. She stated the letter should quell any concerns the Legislature may have with regard to the Federal match. She stated once all non-transportation elements are removed from the facility the County will be eligible for the full amount.

Chairman Castellano stated some employees will be moved in order to receive funding from the Federal Government to go toward expenses that cannot currently be covered.

Deputy Commissioner Fusco stated currently, the County can make application for 40% from the Federal Government and 5% from the State. She stated it is usually 80% Federal and 10% State, but because it is a shared facility they are halved.

Chairman Castellano stated the lease agreement has been discussed and he believes it is a fair deal for the people of Putnam County and there will be a cost savings going forward.

Legislator Nacerino stated she met with Dr. Maxwell of Hudson Valley Trust and toured the space where the Planning Department will go. She stated the shared library and conference room is a very accommodating space. She stated she never had an issue with the move per se, and she is happy to have the assurances, which were questioned. She stated the only thing she finds troublesome is that Dr. Maxwell informed her that this has been in the planning process for months and the Legislature was not apprised

until late in that process, which is disheartening. She stated this is taking place in the town she represents and she had no knowledge of this until the lease was placed on the August 21, 2017 Physical Services agenda. She stated moving forward, she would like the communication to be more forthcoming when dealing with things of this nature. She stated the information provided tonight solidifies everything that was said and she believes it will give the Legislature the ability to make a well-rounded decision.

Legislator Gouldman requested clarification on the percentage breakdown.

Deputy Commissioner Fusco stated currently, because it is a shared facility with other non-transportation related services the match is 40% Federal and 5% State. She stated ordinarily the breakdown for Federal Transit Administration (FTA) reimbursement is 80% Federal and 10% State.

Chairman Castellano stated if the non-transportation elements are removed, the full 90% could be received, as opposed to the 45% that is currently being received.

Legislator Nacerino questioned how soon the full funding will be received.

Deputy Commissioner Fusco stated this is the first step of the process. She stated everyone would need to be moved from the facility and once that is done the County would be eligible for the full Federal match.

Legislator Nacerino questioned what personnel will be moving.

Deputy Commissioner Fusco stated all non-transportation personnel would be moving.

Legislator Addonizio stated the letter states that the County "may" be eligible for the funding. She questioned how to be sure it will be received.

Deputy Commissioner stated the FTA needs to approve any transportation related project. She stated if Putnam County is eligible for the full funding, a non-transportation project could be advanced.

Legislator Addonizio questioned if there is a possibility that the project will not move forward.

Legislator Albano stated there are many projects to be done, therefore if any of the projects are done, the funding will be received.

Deputy Commissioner Fusco stated there is a long list of permissible projects under the FTA guidelines. She stated the paving of the roadways is not an FTA eligible project; however the argument was made that the buses, which are an FTA eligible project, run on the roadways, therefore by maintaining the roads the buses would in turn be maintained. She stated this argument was made, and failed.

Commissioner Carlin stated the paving of the parking lot is eligible.

Deputy Commissioner Fusco stated that is eligible because the parking lot is part of the facility. She stated there is a list of projects that can be done at the facility, which was built in 1989.

Legislator Sullivan questioned if Deputy Commissioner Fusco had an estimate of what the 45% could equal.

Deputy Commissioner Fusco stated particularly for the transit facility, there were a number of projects that were identified that could total \$1.75 million. She stated all of the projects on the list may not be done.

Legislator Nacerino questioned what the moving expenses may be in terms of installing the necessary equipment and things of that nature.

Commissioner Carlin stated he does not believe the cost would be high. He stated the Internet will be shared with EOH (East of Hudson) which is already there.

Legislator Sullivan stated 45% of \$1.75 million is about \$775,000.

Legislator Scuccimarra thanked Deputy Commissioner Fusco for her work on this.

Legislator Jonke also thanked Deputy Commissioner Fusco. He stated the letter received today validates everything that was originally presented and allows this to move forward.

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

Item #9 - Approval/ Local Law to Amend Chapter 220, Article XI (Cold War Veterans Exemption), Section 220-70 of the Code of Putnam County Entitled "Exemption Granted"

Legislator Jonke stated 10 years ago a law was passed in the State allowing Cold War Veterans to receive exemptions. He stated Cold War Veterans were defined as those who served between the defined periods of conflicts: WWI, WWII, Korean, & Vietnam. He stated there was 10 year expiration on the original legislation, which is set to sunset this year. He stated this local law would make the exemption permanent.

Legislator Nacerino questioned if this local law would supersede municipal law.

Legislator Jonke stated this exemption would be allowed on the County tax. He stated the original law was going to expire and the State has allowed counties to locally adopt the continuation of the exemption.

Legislator Nacerino clarified that municipalities can do this as well.

Legislator Jonke stated that is correct; the Town Boards in each town will need to adopt this.

Legislator Addonizio questioned if this will renew the exemption for another 10 years.

Legislator Jonke stated this law will make the exemption permanent.

Legislator Gouldman questioned if every county in the State would be adopting the same law.

Legislator Jonke stated this is a State law that is being locally adopted, therefore it will be the same law that other counties would be adopting.

Legislator Gouldman questioned what the case would be if a town did not adopt this.

Legislator Jonke stated if a town does not adopt the extension they can no longer offer the exemption on town tax.

Legislator Sullivan questioned if the schools will need to adopt this as well.

Legislator Jonke stated yes, the school districts would need to adopt the law as well. He stated he believes not all school districts adopted the original law, but most in Putnam County have.

Legislator Gouldman questioned if this is known throughout the towns.

Legislator Jonke stated most assessors were unaware that there was a sunset on this exemption until about a year ago. He stated the State Assessors Association contacted Tax & Finance, which began the process of allowing the local adoption of this exemption.

Chairman Castellano stated the Towns should be made aware that this exemption will sunset.

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

Item #10 - Other Business

**a. Approval/ Fund Transfer 17T225/ Sheriff's Dept./ Purchase Body
Armor**

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

Chairman Castellano stated because next month's meetings are for the review of the 2018 budget, this fund transfer was brought to Audit this month.

Chairman Castellano made a motion to approve Fund Transfer 17T225; Seconded by Legislator Sullivan. All in favor.

b. Approval/ Fund Transfer 17T236/ Finance/ Relocation of Planning & Development Offices to Hudson Valley Trust Building Effective November 1, 2017 (related to item #8)

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

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

c. Approval/ Fund Transfer 17T235/ Purchasing Dept./ Increase Temporary Hours from 17.5 to 25 hours per week for Remainder of Year due to Staffing Shortage

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

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

Item #11 - Adjournment

There being no further business, at 7:28p.m. Chairman Castellano made a motion to adjourn; Seconded by Legislator Jonke. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.