

THE PUTNAM COUNTY LEGISLATURE

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

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



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

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

Tuesday **October 1, 2024** **7:00 P.M.**

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

PROCLAMATIONS

Domestic Violence Awareness Month

National Fire Prevention Week – October 6 – 12, 2024

National Substance Abuse Prevention Month

4. Acceptance of Minutes – Public Hearing – Rescue Task Force – Sept. 3, 2024
Regular Meeting – September 3, 2024
5. Correspondence
 - a) County Auditor
6. Pre-filed resolutions:

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

- 6a. Approval – Budgetary Transfer (24T259) – Social Services – Reclassification – Salary Change

- 6b. Approval – Budgetary Transfer (24T262) – Youth Bureau – Temporary**
- 6c. Approval – Fund Transfer (24T264) – Sheriff’s Department – Reclassification – Deputy Sheriff Lieutenant Position to Deputy Sheriff 1st Sergeant Position**
- 6d. Approval – Fund Transfer (24T265) – Office for Senior Resources – Reclassification – Full-Time Aging Service Aide position to Office Assistant Position**

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

- 6e. Approval – Budgetary Amendment (24A081) – Health Department – Preschool 3 to 5 Program**
- 6f. Approval – Fund Transfer (24T258) – Social Services – Mental Health Local Government Unit Crisis Intervention Team (MH LGU CIT)**
- 6g. Approval – Grant Application - Health Department - New Position for 2025 (Solid Waste Manager) — NYS DEC Municipal Waste Reduction & Recycling Program Grant**

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

- 6h. Approval – Budgetary Amendment (24A082) – Sheriff – Licensing Software – Tyler Technologies, Inc. - Memorandum of Agreement (MOA) with Town of Kent, Village of Brewster & Village of Cold Spring**
- 6i. Approval/ Continuation of the Community Engagement & Police Advisory Board**

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

- 6j. Approval – Fund Transfer (24T267) – County Attorney – Legal Services**
- 6k. Approval – Local Law to Amend the Charter of Putnam County by Amending Article 8, Section 8.01 Entitled “Department of Law – County Attorney”**
- 6L. Approval – Appointment of Outside Counsel for the Legislature**

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

- 6m. Approval – Budgetary Amendment (24A080) – DPW – Insurance Recovery – Guardrail Damages – Farmers Mill & White Pond and Deans Corners Rd & Rt 22**
- 6n. Approval – Budgetary Amendment (24A085) – Soil & Water Performance Measures Funds**
- 6o. Approval – Budgetary Amendment (24A087) – DPW – Parks & Recreation Water Sewer Charges**
- 6p. Approval – Budgetary Transfer (24T280) – Soil & Water Conservation District Board – NYS Department of Agriculture & Markets Award - Fish Cradles at Kirk Lake**
- 6q. Approval – Department of Public Works – Use of Capital Reserve – Amend (19CP06) (Hire Professional Architectural and/or Engineering Services)**
- 6r. Approval - Department of Public Works - Use of Capital Facility Reserve -Amend (19CP09) (Roof Replacements at Three County Facilities)**
- 6s. Approval – Department of Public Works - Use of Capital Facility Reserve - Amend (20CP01) (Access Control)**
- 6t. Approval - Department of Public Works - Use of Capital Facility Reserve - Amend (20CP04) (Concrete Sidewalk & Stair Safety Repair Program)**
- 6u. Approval - Department of Public Works - Use of Capital Facility Reserve - Amend (22CP01) (Flooring Repair & Replacement at Various County Facilities)**
- 6v. Approval – Department of Public Works - Use of Capital Facility Reserve - (23CP13) (Doors, Frames & Hardware at Various County Facilities)**
- 6w. Approval – Putnam County Legislature’s Intent to Act as Lead Agency under SEQRA Re: Lease Approval and Monroe Balancing Test for an Emergency Wireless Telecommunications Facility**
- 6x. Approval – Grant Application – State and Municipal (SAM) Facilities Grant Program – Putnam County Veterans Museum Quonset Hut**

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

- 6y. Approval – Budgetary Amendment (24A084) – Sheriff’s Department – NYS Sheriff’s Association, Inc. Assistance – BCI Overtime**
- 6z. Approval – Budgetary Amendment (24A086) – Legal Services – 18B State Aid – Indigent Legal Services**

- 6aa. Approval – Budgetary Amendment (24A088) – Department of General Services (DGS) – Automotive Insurance Recovery**
- 6bb. Approval – Fund Transfer (24T291) – Office for Senior Resources – Food & Janitorial Supplies**
- 7. Other Business**
- 8. Recognition of Public on Agenda Items**
- 9. Recognition of Legislators**
- 10. Adjournment**

Proclamation

OCTOBER AS DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, Domestic Violence is an epidemic affecting individuals in every community including Putnam County, regardless of age, economic status, sexual orientation, gender, race, religion, or nationality; and

WHEREAS, 1 in 3 women and 1 in 5 men are victims of some form of physical violence by an intimate partner; and

WHEREAS, in 2023 the Putnam Northern Westchester Women's Resource Center (WRC) answered 1,095 Hotline calls from victims; and

WHEREAS, WRC staff accompanied 89 victims to the Putnam County Sheriff, Court, District Attorney, Probation; and

WHEREAS, since it's opening in 2022 the Special Victim Unit, a joint project of the Women's Resource Center and the Putnam County Sheriff's Department has so far provided safe space for more than 50 adult victims to meet with law enforcement and victim advocates following a domestic violence and/or sexual assault incident; and

WHEREAS, the Women's Resource Center, the Putnam County Department of Probation, Sheriff's Department, District Attorney, Child Advocacy Center, and the Department of Social Services work tirelessly together to end domestic violence; now therefore be it

RESOLVED, that Putnam County Executive Kevin Byrne and the Putnam County Legislature do hereby proclaim October 2024 as "Domestic Violence Awareness Month" in Putnam County.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chair, Putnam County Legislature

Proclamation

October 6-12, 2024 as National Fire Prevention Week

WHEREAS, National Fire Prevention Week will be October 6-12, 2024, during which attention will be focused on promoting fire safety and prevention. In 2022, there were 1,504,500 reported fires in the United States, 3,790 deaths caused by fires, and 13,250 injuries. Those fires resulted in an estimated \$18.1 billion dollars in property damage; and

WHEREAS, The National Fire Protection Association (NFPA) has announced this year's Fire Prevention Week campaign: "Smoke alarms: Make them work for you!"™ strives to educate everyone about the importance of having working smoke alarms in the home; and

WHEREAS, Install smoke alarms in every bedroom, outside each separate sleeping area (like a hallway), and on each level (including the basement) of the home; and

WHEREAS, Test smoke alarms at least once a month by pushing the test button; and

WHEREAS, Replace all smoke alarms when they are 10 years old or stop responding when tested; and

WHEREAS, For the best protection, interconnect all smoke alarms. When one sounds, they all sound. It is important to have interconnected smoke alarms if you sleep with the bedroom doors closed; and

WHEREAS, Make sure smoke alarms meet the needs of all family members, including those with sensory or physical disabilities; and

WHEREAS, Putnam County is served by dedicated Volunteer Fire Departments whose service we greatly value and appreciate. In 2022 across this Nation there were 94 firefighter deaths and 65,650 firefighter injuries. Smoke alarms save lives, install smoke alarms in your house and test them monthly; now therefore be it

RESOLVED, that the Putnam County Executive and the Putnam County Legislature do hereby proclaim the week of October 6-12, 2024 as National Fire Prevention Week in the County of Putnam and remind the citizens to make sure to install and test smoke alarms in your home.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chair, Putnam County Legislature

Proclamation

OCTOBER 2024 AS NATIONAL SUBSTANCE USE PREVENTION MONTH

WHEREAS, Putnam County youth are negatively impacted by substance use with outcomes spanning from diminished academic achievement to socioemotional and safety concerns. The consequences are profound and can lead to a diagnosable Substance Use Disorder. Yet, there are evidence-based ways for our community to reduce risks and prevent negative outcomes. This month, we pay tribute to all those working to prevent substance use in our communities, and we rededicate ourselves to building a safer community, utilizing data-driven, and person-centered prevention efforts for all Putnam County residents; and

WHEREAS, by increasing awareness and reducing stigma associated with substance use, we can prevent use before it starts and increase access to supports and services; and

WHEREAS, all residents can play a role in preventing substance use. Parents and caregivers can help by talking to their kids about the dangers of substances, both legal and illegal and can also be aware of the example they set with their own behaviors. Community coalitions comprised of school personnel, law enforcement, behavioral health professionals, faith leaders, local government and community members gather together to address substance use in their communities; and

WHEREAS, we observe National Substance Use Prevention Month, let us help to address the stigma faced by those with Substance Use Disorder by mindfully labeling our recognition as "Substance Use Prevention Month" paying particular attention to preventing and delaying onset of any substance use, and reducing negative outcomes; now therefore be it

RESOLVED, That the Putnam County Executive and Putnam County Legislature do hereby proclaim October 2024 as Substance Use Prevention Month. The Putnam County Department of Mental Health, the Prevention Council of Putnam, CoveCare Center and all substance use support services in Putnam County encourage all residents to increase their awareness of Substance Use Disorder, the dangers of substance use, the success of evidence-based prevention programs and to actively support and encourage referrals for services.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chair, Putnam County Legislature

#4 (1)

PUBLIC HEARING
ON THE CREATION OF A PUTNAM COUNTY RESCUE TASK FORCE
HELD BY THE
PUTNAM COUNTY LEGISLATURE
IN THE
HISTORIC COURTHOUSE
CARMEL, NEW YORK 10512

Tuesday September 3, 2024 6:45 P.M.

The meeting was called to order at 6:45 P.M. by Chairman Jonke who requested Legislator Ellner lead in the Pledge of Allegiance. Upon roll call, Legislators Montgomery, Gouldman, Addonizio, Nacerino, Ellner, Castellano, Sayegh, Crowley and Chairman Jonke were present. Also present was Legislative Counsel Firriolo.

Chairman Jonke requested the Clerk read the Public Notice:

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Legislature of the County of Putnam in the Historic Courthouse, 44 Gleneida Ave., Carmel, New York, at 6:45 p.m. on September 3, 2024, concerning the creation of a Putnam County Rescue Task Force by resolution of the Legislature.

Copies of said resolution are available at the Office of the Putnam County Legislature, 40 Gleneida Avenue, Carmel, New York, 10512.

NOTICE IS ALSO GIVEN that at the aforesaid time and place, all persons interested in the subject matter thereof will be heard concerning same. Comments will also be accepted by mail sent to the above-referenced office address, by electronic mail to putcoleg@putnamcountyny.gov, and by facsimile to (845) 808-1933.

BY ORDER OF THE PUTNAM COUNTY LEGISLATURE

Diane Schonfeld
Clerk

Chairman Jonke read the procedure for comments at the Public Hearing.

Chairman Jonke asked if there was anyone that wished to comment.

There being no one that wished to comment, at 6:50 P.M., Chairman Jonke made a motion to adjourn; seconded by Legislator Sayegh. All in favor.

Respectfully submitted by Diane Schonfeld, Clerk.

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**AGENDA
PUBLIC HEARING
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TO BE HELD BY THE
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CARMEL, NEW YORK 10512**

Tuesday September 3, 2024 6:45 P.M.

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Reading of Public Notice**
- 4. Procedure for Comment - Legislative Chairman Jonke**
- 5. Public Comment**
- 6. Adjournment**

4(2)

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

Tuesday September 3, 2024 7:00 P.M.

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

PROCLAMATIONS

Chairman Jonke recognized Legislator Sayegh who presented the “20th Anniversary of the Putnam County Medical Reserve Corps” proclamation to Commissioner of Health Dr. Michael Nesheiwat, Public Health Emergency Preparedness Coordinator Connie Bueti, MRC Program Assistant Carla Taylor and longtime MRC volunteer Susan Moore.

20th ANNIVERSARY OF THE PUTNAM COUNTY MEDICAL RESERVE CORPS

WHEREAS, the Putnam County Medical Reserve Corps (MRC) is a wholly volunteer program, founded in July 2004 and has been in existence for 20 years; and

WHEREAS, Putnam County MRC volunteers build resilience and strengthen county public health emergency preparedness capabilities; and

WHEREAS, Putnam County MRC volunteers collaborate, engage and train to keep skills current as a public health response entity; and

WHEREAS, Putnam County MRC volunteers continue to maintain and improve overall county healthiness and preparedness by participating in various public health initiatives such as influenza clinics and educational activities; and

WHEREAS, Putnam County MRC volunteer services have proven a monetary and economic value to the county; and

WHEREAS, Putnam County MRC volunteers rose to the challenge, worked on the frontlines, selflessly donated their time and talents, supplemented the public health response, assisted in providing thousands of vaccines and were instrumental in saving lives during the COVI D-19 pandemic; now therefore be it

RESOLVED, that Putnam County Executive Kevin Byrne and the Putnam County Legislature do hereby proclaim the 20th Anniversary of the MRC and recognize the importance of this volunteer group in the county.

Chairman Jonke recognized Legislator Nacerino who presented the “Recognizing Sheriff’s Week” proclamation to Putnam County Sheriff Kevin McConville and Undersheriff Thomas Lindert.

RECOGNIZING SHERIFF’S WEEK – SEPTEMBER 15-21, 2024

WHEREAS, the Office of Sheriff has been an integral part of the criminal justice system in New York State and in Putnam County throughout our history, having been established in the State's first constitution in 1777 and continued in every succeeding Constitution, and having been one of the original Constitutional offices upon the founding of our County; and

WHEREAS, despite changes in its function, status, and powers during its long history, the Office of Sheriff has maintained a continuous existence, preserved its distinguishing heritage, and continued to be an essential component of our criminal justice community; and

WHEREAS, the Office of Sheriff has evolved into a modern, professional, full-service law enforcement and corrections agency, manned by well trained police officers and correctional officers using state-of-the-art technology and applying the latest and most advanced theories and practices in the fields of law enforcement and corrections; and

WHEREAS, the Office of Sheriff is unique in the community, and the duties of the Office go far beyond the traditional role of "Keeper of the Peace," and extend into many facets of public service, beyond law enforcement and corrections, to include providing security in our courts, dispatching emergency services, and handling civil process for our courts; and

WHEREAS, as a Constitutionally empowered Office directly responsible to the People, the ancient Office of Sheriff remains, even today, responsive and accountable to the public it serves; and

WHEREAS, it is fitting to celebrate the historical contributions of the Office of Sheriff and the significant role that the Sheriffs play in our modern criminal justice system; now therefore be it

RESOLVED, that the Putnam County Executive and Putnam County Legislature do recognize the important services provided to the citizens of this County by Sheriff Kevin McConville and the members of the Sheriff's Office, and do hereby proclaim September 15-21, 2024 to be Sheriffs' Week in Putnam County.

Chairman Jonke recognized Legislator Ellner who presented the "National Recover Month" proclamation to Commissioner of Social Services Sara Servadio and Dual Recovery Coordinator of Social Services Lauren Johnson.

NATIONAL RECOVERY MONTH – SEPTEMBER 2024

WHEREAS, behavioral health is an essential part of one's overall wellness; and

WHEREAS, strategies for the prevention of mental health and substance use disorders work, treatment is effective, and people successfully recover; and

WHEREAS, preventing and actively addressing mental health and substance use disorders is essential to achieving healthy lifestyles as defined by each person; and

WHEREAS, the recovery of individuals helps improve their own health, the health of their loved ones, and of the entire community; and

WHEREAS, we must normalize help seeking behaviors for everyone, and encourage the implementation of preventive measures, recognize the signs of distress, and support those in need in seeking treatment and recovery support services; and

WHEREAS, to help more people achieve and sustain long-term recovery, the Putnam County Executive and the Putnam County Legislature invite all residents of Putnam County to participate in National Recovery Month; now therefore be it

RESOLVED, that the Putnam County Executive and the Putnam County Legislature do hereby proclaim September 2024 as *National Recovery Month* and together with the Putnam County Department of Mental Health, the Prevention Council of Putnam and the Putnam County Communities that Care Coalition encourage all Putnam County residents to observe this month with appropriate programs, activities, and ceremonies to support this year's *Recovery Month*.

Chairman Jonke recognized Legislator Montgomery who presented the "Recognizing the Putnam County Youth Bureau & Haldane School District on their Youth-Led 9/11 Memorials" proclamation to Youth Bureau Executive Director Janeen Cunningham and Brewster High School Senior Zoe Juncaj.

**RECOGNIZING THE PUTNAM COUNTY YOUTH BUREAU &
HALDANE SCHOOL DISTRICT ON THEIR YOUTH-LED 9/11 MEMORIALS**

WHEREAS, On September 11, 2001, the peace and security of our Nation was shattered by terrorist attacks that killed nearly 3,000 innocent people. Nineteen terrorists hijacked four commercial airplanes, crashing them into both the north and south towers of the World Trade Center in New York City, the United States Pentagon in Virginia, and in the pristine fields of Shanksville, Pennsylvania; and

WHEREAS, although the terrorists' goal was to tear at the fabric of our nation, arising from the very ashes of that tragedy came a remarkable spirit of unity, compassion, and determination that will never be forgotten. Many brave individuals tirelessly participated in an extraordinarily difficult and dangerous rescue and recovery effort, in some cases voluntarily putting their own well-being at risk. Each year the anniversary of the attacks is a sacred day both in Putnam County and throughout the country as citizens honor the memory of all who were lost on that day; and

WHEREAS, the Putnam County Youth Bureau recognizes the importance of introducing this tradition to the younger members of our community. The Youth Bureau will host their 4th Annual Youth-Led 9/11 Memorial where youth volunteers will commemorate the 23rd anniversary of the September 11, 2001 attacks on our country by reading aloud the names of all who lost their lives on that day. This year the Putnam County Youth Bureau, in partnership with Haldane School District, expands its reach by synchronizing youth-led memorials on both sides of the county in honor of our fallen heroes; now therefore be it

RESOLVED, that the Putnam County Executive and the Putnam County Legislature hereby recognize the efforts of the Putnam County Youth Bureau and Haldane School District and encourage residents of Putnam County to participate in the Youth-Led 9/11 Memorials. The public is invited to attend the memorial at the Putnam County Bureau of Emergency Services while the memorial at Haldane School District will be limited to students, faculty, and community officials.

**Item #4 – Acceptance of Minutes – Regular Meeting – July 2, 2024
Regular Meeting – August 6, 2024
Special Meeting – August 20, 2024**

The minutes were accepted as submitted.

Item #5 – Correspondence

a) County Auditor was duly noted.

Item #6 – Pre-filed resolutions:

PERSONNEL COMMITTEE
(Chairman Jonke, Legislators Castellano & Nacerino)

Item #6a – Approval – Fund Transfer (24T224) – Sheriff’s Department – Corrections – Correct Personnel Line was next. On behalf of the Personnel Committee, Legislators Castellano and Nacerino, Chairman Jonke moved the following:

RESOLUTION #190

APPROVAL – FUND TRANSFER (24T224) – SHERIFF’S DEPARTMENT – CORRECTIONS – CORRECT PERSONNEL LINE

WHEREAS, the Putnam County Sheriff has requested a fund transfer (24T224) to correct personnel line to cover Sergeant’s Salary in Corrections Department; and
WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said fund transfer; now therefore be it
RESOLVED, that the following fund transfer be made:

Decrease:		
10315000 51000 10129	Jail General Personnel	1,925
10315000 58002	Jail General FICA	<u>147</u>
		2,072

Increase:		
10315001 51000 10032 (10111)	Jail Federal Pers – SCAAP	1,925
10315001 58002 10032	Jail Federal FICA – SCAAP	<u>147</u>
		2,072

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

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

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

Item #6b – Approval – Fund Transfer (24T223) – Emergency Services – Temporary was next. Chairman Jonke recognized Legislator Nacerino, Chairwoman of the Protective Services Committee. On behalf of the members of the Committee, Legislators Addonizio and Sayegh, Legislator Nacerino moved the following:

RESOLUTION #191

APPROVAL – FUND TRANSFER (24T223) – EMERGENCY SERVICES – TEMPORARY

WHEREAS, the Commissioner of Emergency Services has requested a fund transfer (24T223) to the Temporary line to cover County Fire Instructors training for the remainder of 2024; and

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

RESOLVED, that the following fund transfer be made:

Decrease:

10398900 54540	Radio Communications	20,000
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Increase:

10398900 51094	Temporary	20,000
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2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6c – Approval – Support for Creation of a Rescue Task Force – Bureau of Emergency Services was next. On behalf of the members of the Protective Services Committee, Legislators Addonizio and Sayegh, Legislator Nacerino moved the following:

Legislator Nacerino read excerpts from the resolution. She also stated that we will approve inviting back Putnam Lake Fire Department Chief Michael Cairney, who brought this initiative forward, along with the Putnam County Sheriff Kevin McConville and Commissioner of Emergency Services Robert Lipton. She stated there were presently three (3) teams in place: the Alpha Team which covers Putnam Lake, Brewster and Patterson, the Bravo Team which covers Kent, Carmel and Lake Carmel, and the Charlie Team which covers Philipstown. She stated that there will be an update at the next Protective Services meeting. She believed that the teams served a very important service in the event of an emergency.

Legislator Montgomery stated that she would like to see the police involved in this task force. She explained that she was aware from the police that represent her district, that nobody knows the Village of Cold Spring area and buildings better than the police. She believed that in the event of an emergency situation, she would rely on the expertise of the local police or task force like this. She understands that everything needs to be worked out. She did not believe in putting this together before it is established. She stated that there are a lot of unknown about this still. However, she was in favor of it and has spoke to many of the leadership in her district. She stated that the fire departments are eager for this Task Force.

Chairman Jonke stated that the resolution is in support of the idea and the details need to be worked out. He explained that it would be discussed in future Committee meetings.

Legislator Montgomery explained that it was important to be trained in incident command and the National Incident Management System which she believed we should all be using and trained for.

RESOLUTION #192

APPROVAL - SUPPORT FOR CREATION OF A RESCUE TASK FORCE - BUREAU OF EMERGENCY SERVICES

WHEREAS, Putnam County over the last several decades has established a number of specialized response teams to support local fire departments accomplish their mission to protect the health and safety of County residents; and

WHEREAS, there exists in Putnam County a need for a Rescue Task Force in order to support Police, Fire, EMS, and the community when sophisticated resources and specially trained personnel are required to assist residents and/or visitors needing rescue; and

WHEREAS, General Municipal Law section 209-bb authorizes Putnam County to establish, maintain, and supervise municipal-wise and inter-municipal specialized teams, and to appropriate and expend such sums as are deemed necessary to establish and maintain specialized teams, composed of volunteer firefighters, volunteer ambulance workers or municipal employees for purposes including training for, or responding to, a man-made or natural disaster; and

WHEREAS, this Task Force will comprise of volunteers from the County's fire departments and ambulance corps who have expressed interest in being part of such a task force; and

WHEREAS, the County will obtain authorization from the volunteer fire departments, communities, and ambulance corps for these personnel to participate on a County sponsored Rescue Task Force while being covered under the home department's insurance; and

WHEREAS, the Putnam County Sheriff's Department will assist in the specialized training of the Rescue Task Force to remove victims from danger; and

WHEREAS, the need to have a Rescue Task Force is becoming increasingly important in order for Putnam County to be prepared in case of an incident; and

WHEREAS, pursuant to General Municipal Law section 209-bb, the Putnam County Legislature conducted a public hearing on September 3, 2024 regarding the creation of a Putnam County Rescue Task Force, and the Legislature has duly considered any public comment received at said hearing; now therefore be it

RESOLVED, that the Putnam County Legislature does hereby authorize the Commissioner of the Bureau of Emergency Services to create a Rescue Task Force and oversee the training, equipping, and operations of said task force.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

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

Item #6d - Approval – Budgetary Amendment (24A075) – Social Services – Child Advocacy Center (CAC) – Repurposing Grant Funding was next. Chairman Jonke recognized Legislator Sayegh, Chairwoman of the Health, Social, Educational & Environmental Committee. On behalf of the members of the Committee, Legislators Crowley and Gouldman, Legislator Sayegh moved the following:

RESOLUTION #193

**APPROVAL – BUDGETARY AMENDMENT (24A075) – SOCIAL SERVICES – CHILD
ADVOCACY CENTER (CAC) – REPURPOSING GRANT FUNDING**

WHEREAS, the Commissioner of Social Services has requested a budgetary amendment (24A075) to amend the 2024 DSS budget to repurpose grant funds previously allocated to the Forensic Interviewer / Community Outreach Worker that has been vacant for the majority of 2024; and

WHEREAS, these expenses are funded in accordance with three (3) contracts awarded to the Child Advocacy Center; 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 Appropriations:

22070000	*OEOP CAC 1 *OCFS TIER 1 Grant	
52110	Furniture & Furnishings	2,300
54410	Supplies & Materials	902
54640	Education & Training	2,250
22070000 10221	OEOP CAC 1 – *MDT CAC Program	
54640	Education & Training	12,326
54989	Miscellaneous	11,200
22071000	OEOP VICTIM – CRIME VICTIM GRANT	
52110	Furniture & Furnishings	2,710
52140	Audio & Visual	14,526
54640	Education & Training	<u>13,000</u>
		59,214

Decrease Appropriations:

22070000	OEOP CAC 1 OCFS TIER 1 GRANT	
51000 (601302104)	Salary Forensic Interviewer / Community Outreach Worker (vacant)	3,523
58002	FICA	1,929
22070000 10221	OEOP CAC 1 – MDT CAC PROGRAM	
52140	Audio Visual Equipment	14,526
54710	Bldg Maintenance & Repairs	9,000
22071000	OEOP VICTIM – CRIME VICTIM GRANT	
51000 (601302104)	Salary Forensic Interviewer / Community Outreach Worker (vacant)	25,106
58002	FICA	<u>5,130</u>
		59,214

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

*OEOP – Office of Equal Opportunity Programs

OCFS – Office of Children & Family Services

MDT – Multi-Disciplinary Team

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6e – Approval – Budgetary Amendment (24A076) – Social Services – Co-Response Team Crisis Intervention Specialist – Opioid Abatement Funds was next. On behalf of the members of the Health, Social, Educational & Environmental Committee, Legislators Crowley and Gouldman, Legislator Sayegh moved the following:

RESOLUTION #194

APPROVAL – BUDGETARY AMENDMENT (24A076) – SOCIAL SERVICES – CO-RESPONSE TEAM CRISIS INTERVENTION SPECIALIST – OPIOID ABATEMENT FUNDS

WHEREAS, the Commissioner of Social Services has requested a budgetary amendment (24A064) to purchase items needed by the Co-Response Team’s Crisis Intervention Specialist utilizing Opioid Abatement 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 Revenues:

10431000	MH LGU		
434983 10206	OASAS Abatement Funds		4,300

Increase Appropriations:

10431000 10206	*MH LGU – OASAS Abatement		
52110	Furniture & Furnishings		2,500
52130	Computer Equipment		300
52180	Other Equipment		<u>1,500</u>
			4,300

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

*MH – Mental Health

LGU – Local Government Unit

OASAS – NYS Office of Addiction Services & Support

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

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

Item #6f – Approval – Grant Application – Crest Grant Program – Putnam County Office Building ADA Compliant Bathrooms was next. Chairman Jonke recognized Legislator Ellner, Chairman of the Physical Services Committee. On behalf of the members of the Committee, Legislators Castellano and Crowley, Legislator Ellner moved the following:

RESOLUTION #195

APPROVAL - GRANT APPLICATION - CREST GRANT PROGRAM - PUTNAM COUNTY OFFICE BUILDING ADA COMPLIANT BATHROOMS

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

WHEREAS, by and through the State of New York and the Office of Senator Peter Harckham, the County has the opportunity to apply for a Community Resiliency, Economic Sustainability and Technology Program (CREST) Grant in the amount of \$200,000 administered by the Dormitory Authority of the State of New York ("DASNY") for installation of ADA compliant bathrooms at the County Office Building (one per floor); and

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

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

RESOLVED, that the Legislature authorizes and approves the County's submission, by the Department of Planning, Development and Public Transportation, of its application for a \$200,000 grant administered through DASNY and awarded by the CREST Grant Program for the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6g – Approval – Ratification of Application for Grant Funds Available Through the NYSERDA Clean Energy Communities Program and NY SWIMS Initiative was next. On behalf of the members of the Physical Services Committee, Legislators Castellano and Crowley, Legislator Ellner moved the following:

RESOLUTION #196

APPROVAL/RATIFICATION OF APPLICATION FOR GRANT FUNDS AVAILABLE THROUGH THE NYSERDA CLEAN ENERGY COMMUNITIES PROGRAM AND NY SWIMS INITIATIVE

WHEREAS, NYSERDA has allocated Putnam County \$125,000, \$10,000 and \$5,000 respectively in Clean Energy Communities funding to invest in future-focused clean energy solutions; and

WHEREAS, the County has identified opportunities to utilize the funding toward energy efficient window upgrades at the Donald B. Smith Campus and the purchase of electric landscaping equipment; and

WHEREAS, as part of the NYS SWIMS initiative, Putnam County is eligible for \$30,000 of funding as part of an initiative to support municipal swimming facilities in underserved communities; and

WHEREAS, the County is desirous to utilize the funds to enhance the lifeguard training program for both the County and its municipal partners; and

WHEREAS, both funding opportunities require applications to apply the funding to eligible projects, and the deadline for application submissions for the SWIMS grant application is due Friday, August 9, 2024, and the NYSERDA grant funding is awarded on a rolling basis until the funding is fully allocated; and

WHEREAS, both grant funding opportunities are one hundred (100%) percent State funding; and

WHEREAS, Section 5-1(D)(1) of the Putnam County Code requires the Legislature approve all grant applications prior to their submission and that in the event time is of the essence requiring submission before Legislature approval is obtained for such application submission, consideration of the application shall occur at the next Full Legislature Meeting; and

WHEREAS, the Legislature, by and through the Physical Services Committee, approves the County's application for NYSERDA and SWIMS grant funding that have been submitted; now therefore be it

RESOLVED, that the County Executive, together with the County Legislature, supports the County's applications to NYSERDA and SWIMS in connection with the costs associated with window replacements, electric landscaping equipment and the lifeguard training program, is hereby accepted, approved and ratified by the County Legislature.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6h – Approval – Ratification – Sale of Carmel Tax Map No.:63.-1-6 to Next Highest Bidder at the 2024 Real Property Tax Sale was next. On behalf of the members of the Physical Services Committee, Legislators Castellano and Crowley, Legislator Ellner moved the following:

Chairman Jonke explained that this is a landlocked parcel, and the highest bidder made an error in the amount he wanted to bid. He stated that the parcel will now go to the second highest bidder who is the owner of the adjacent property. He stated that this will place this parcel back on the tax rolls and will be merged with the contiguous property.

RESOLUTION #197

APPROVAL – RATIFICATION - SALE OF CARMEL TAX MAP NO.: 63.-1-6 TO NEXT HIGHEST BIDDER AT THE 2024 REAL PROPERTY TAX SALE

WHEREAS, on July 10, 2024, the County of Putnam held a public auction for its 2024 Real Property Tax Sale wherein the County received bids on the parcels offered; and

WHEREAS, the highest bidder on Lot # 5 of the auction, a parcel known as Carmel Tax Map No.: 63.-1-6, made a transpositional error on the date of the auction by bidding \$160,000 when the intent was to be for \$1,600; and

WHEREAS, after careful consideration with the Chairman of the Physical Committee, Legislative Counsel, and the County Attorney, the bid was removed from the ratification of sale by the Legislature on August 6, 2024 due to such error; and

WHEREAS, pursuant to the terms and conditions of the auction, the parcel shall be offered to the next highest bidder at the discretion of the County; and

WHEREAS, the next highest bidder is an adjoining property owner who bid at \$1,500.00; now therefore be it

RESOLVED, that the Putnam County Legislature approves the sale of the property located in the Town of Carmel and identified as Carmel Tax Map No. 63.-1-6 to the next highest bidder from the auction held on July 10, 2024; and be it further

RESOLVED, that the Putnam County Legislature, on behalf of the County of Putnam, hereby accepts the bid of the next highest bidder on the parcel located in the Town of Carmel and identified as Carmel Tax Map No. 63.-1-6, previously known as Lot # 5 at the tax auction held on July 10, 2024; and be it further

RESOLVED, that the County Attorney is authorized to prepare a deed for each parcel to the highest bidder, said deed to be executed on behalf of the County by the County Executive; and be it further

RESOLVED, that upon delivery of the balance of the purchase price as indicated in the bid, along with the appropriate transfer tax, fees, and any property taxes due, as specified in the promulgated Terms and Conditions of the auction, the County Attorney is hereby authorized to deliver said deed to the next highest bidder; and be it further

RESOLVED, that in the event the highest bidder fails to complete the transaction as specified in the promulgated Terms and Conditions of the auction, the County Attorney is authorized to complete the transaction with the next highest bidder in the same manner as set for the above.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6i – Approval – Offer County Property for Sale Utilizing at Public Auction Pursuant to Chapter 31 of the Putnam County Code - 100 Zimmer Road, Town of Southeast was next. On behalf of the members of the Physical Services Committee, Legislators Castellano and Crowley, Legislator Ellner brought forward the following:

APPROVAL - OFFER COUNTY PROPERTY FOR SALE UTILIZING AT PUBLIC AUCTION PURSUANT TO CHAPTER 31 OF THE PUTNAM COUNTY CODE - 100 ZIMMER ROAD, TOWN OF SOUTHEAST

WHEREAS, the County is in title to the property listed in the attached Schedule “A”;
and

WHEREAS, an unimproved parcel of real property identified as Town of Southeast Tax Map No.: 45.-1-60 was acquired by the County by bargain and sale deed from the Town of Southeast, which was recorded in the Office of the Putnam County Clerk on March 3, 2011, in Liber 1871 at Page 291; and

WHEREAS, said property is not needed for use by the County or another municipality; and

WHEREAS the Commissioner of Finance and Commissioner of Planning recommend that said parcels be offered for sale at public auction pursuant to Section 31-4(A)(4) of the Putnam County Code; and

WHEREAS, the Putnam County Legislature has reviewed this matter and has determined that the property is not needed for use by the County or another municipality; and

WHEREAS, the Putnam County Legislature has further determined that it would be most beneficial to offer said property for sale at public auction; now therefore be it

RESOLVED, that said property is not needed for use by the County or another municipality; and be it further

RESOLVED, that pursuant to the authority vested in the Putnam County Legislature in Section 31-4 of the Putnam County Code, it is the further determination of the Putnam

County Legislature that it would be most financially advantageous to the County to offer the property for sale at public auction utilizing the services of an auction house under contract with the County; and be it further

RESOLVED, that the Putnam County Legislature accepts the attached appraisal, which is attached hereto and made a part hereof as Schedule "A"; and be it further

RESOLVED, that the County Executive is authorized to offer the Property for sale at public auction utilizing the services of an auction house under contract with the County; and be it further

RESOLVED, that pursuant to Section 31-4 of the Putnam County Code, the initial offer amount of the Property shall be in an amount not less than \$290,000.00 to be hereinafter determined by the Putnam County Executive based on the appraisal and comparative market analysis, and with the advice and approval of the Legislature; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Chairman Jonke made a motion to accept the revised item amending the second to last RESOLVED clause based on the response received from the County Executive on August 29, 2024. He stated that the initial offer amount on the property shall be in the amount of \$290,000. Seconded by Legislator Ellner.

Legislator Ellner stated that the amended resolution streamlines the process, starting the bid process at a pre-determined amount of \$290,000 which would eliminate the need of this going back to Committee.

On the motion and second to accept the revised; all in favor.

Chairman Jonke called for a vote on the resolution as revised.

RESOLUTION #198

APPROVAL - OFFER COUNTY PROPERTY FOR SALE UTILIZING AT PUBLIC AUCTION PURSUANT TO CHAPTER 31 OF THE PUTNAM COUNTY CODE - 100 ZIMMER ROAD, TOWN OF SOUTHEAST

WHEREAS, the County is in title to the property listed in the attached Schedule "A"; and

WHEREAS, an unimproved parcel of real property identified as Town of Southeast Tax Map No.: 45.-1-60 was acquired by the County by bargain and sale deed from the Town of Southeast, which was recorded in the Office of the Putnam County Clerk on March 3, 2011, in Liber 1871 at Page 291; and

WHEREAS, said property is not needed for use by the County or another municipality; and

WHEREAS the Commissioner of Finance and Commissioner of Planning recommend that said parcels be offered for sale at public auction pursuant to Section 31-4(A)(4) of the Putnam County Code; and

WHEREAS, the Putnam County Legislature has reviewed this matter and has determined that the property is not needed for use by the County or another municipality; and

WHEREAS, the Putnam County Legislature has further determined that it would be most beneficial to offer said property for sale at public auction; now therefore be it

RESOLVED, that said property is not needed for use by the County or another municipality; and be it further

RESOLVED, that pursuant to the authority vested in the Putnam County Legislature in Section 31-4 of the Putnam County Code, it is the further determination of the Putnam County Legislature that it would be most financially advantageous to the County to offer the property for sale at public auction utilizing the services of an auction house under contract with the County; and be it further

RESOLVED, that the Putnam County Legislature accepts the attached appraisal, which is attached hereto and made a part hereof as Schedule "A"; and be it further

RESOLVED, that the County Executive is authorized to offer the Property for sale at public auction utilizing the services of an auction house under contract with the County; and be it further

RESOLVED, that pursuant to Section 31-4 of the Putnam County Code, the initial offer amount of the Property shall be in an amount of \$290,000.00 as determined by the Putnam County Executive based on the appraisal and comparative market analysis, with the advice of and as approved by the Legislature; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

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

Item #6j – Approval – County Clerk - Department of Motor Vehicles (DMV) Mobile Equipment ARPA Funding Reallocation was next. On behalf of the members of the Rules, Enactments & Intergovernmental Relations Committee, Legislators Ellner and Nacerino, Legislator Addonizio moved the following:

Legislator Addonizio thanked County Clerk Michael Bartolotti for bringing this forward. She stated that our residents will truly benefit from this project.

Legislator Montgomery also thanked the County Clerk. She stated that this is something that has long been promised throughout her experience in local government. She stated that this will translate into services on the western side of the County. She was looking forward to seeing this in the towns of Philipstown and Putnam Valley.

Legislator Ellner concurred. He believed it was a wonderful idea and allows the DMV to go anywhere in the County. He stated that the County Clerk stated that there is approximately a one (1) year lead time, and the equipment must be purchased by NYS.

Legislator Montgomery stated that maybe there is an opportunity for us to put a little pressure on our New York State officials to express the need.

Chairman Jonke thanked County Clerk Bartolotti and his staff for taking this initiative which will best serve the public in Putnam County.

RESOLUTION #199

APPROVAL – COUNTY CLERK - DEPARTMENT OF MOTOR VEHICLES (DMV) MOBILE EQUIPMENT ARPA FUNDING REALLOCATION

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 to aid in the recovery from the COVID 19 pandemic; and

WHEREAS, a budgetary amendment was made pursuant to Resolution #135 of 2022 wherein \$303,707 was appropriated for Highway Infrastructure Studies; and

WHEREAS, the County Clerk has requested a portion of these funds (\$31,039) be used to purchase mobile equipment from the N.Y.S Department of Motor Vehicles for the Putnam County Department of Motor Vehicles in order to have more flexibility to process DMV transactions throughout the County and to better serve County residents.

WHEREAS, the County consultant has indicated that the DMV Mobile Equipment Project is a 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 and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it

RESOLVED, that \$31,039 of ARPA funds from the Highway Infrastructure Studies appropriation be reallocated to the DMV Mobile Equipment Project.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6k – Approval - Budgetary Amendment (24A077) County Clerk - Department of Motor Vehicles (DMV) Mobile Equipment ARPA Reallocation was next. On behalf of the members of the Rules, Enactments & Intergovernmental Relations Committee, Legislators Ellner and Nacerino, Legislator Addonizio moved the following:

RESOLUTION #200

APPROVAL - BUDGETARY AMENDMENT (24A077) – COUNTY CLERK - DEPARTMENT OF MOTOR VEHICLES (DMV) MOBILE EQUIPMENT ARPA REALLOCATION

WHEREAS, by Resolution #135 of 2022, ARPA funding of \$303,707 was appropriated for Highway Infrastructure Studies; and

WHEREAS, the County Clerk has requested that ARPA funds be used to purchase computer equipment and peripherals necessary to effectuate a mobile solution for the Putnam County Department of Motor Vehicles; and

WHEREAS, as the County approaches the 12/31/24 deadline set forth by the US Treasury to commit funds, Resolution #199 of 2024 reallocated a portion of the ARPA funds (\$31,039) towards the purchase of this equipment; and

WHEREAS, the Commissioner of Finance has requested a budgetary amendment (24A077) to reallocate said ARPA funding; and

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

RESOLVED, that the following budgetary amendment be made:

CAPITAL FUND:

Increase Appropriations:
51997000 53000 52419 Capital – ARPA DMV Mobile Equipment 31,039

Increase Estimated Revenues:
51997000 428601 52419 Transfer In – General 31,039

Decrease Appropriations:
55197000 53000 52229 Capital – ARPA Highway Infrastructure Studies 31,039

Decrease Estimated Revenues:
55197000 428601 52229 Transfer In – General 31,039

GENERAL FUND:

Increase Appropriations:
10990100 59020 52419 Transfer Out – Capital (ARPA – DMV
Mobile Equipment) 31,039

Increase Estimated Revenues:
10131000 449898 52419 Federal Aid – ARPA CFDA 21.027 31,039

Decrease Appropriations:
10990100 59020 52229 Transfer Out – Capital (ARPA Highway
Infrastructure Studies) 31,039

Decrease Estimated Revenues:
10131000 449898 52229 Federal Aid – ARPA CFDA 21.027 31,039

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

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6L – Approval – Local Law to Amend the Charter of Putnam County by Amending Article 8, Section 8.01 Entitled “Department of Law – County Attorney” was next. On behalf of the members of the Rules, Enactments & Intergovernmental Relations Committee, Legislators Ellner and Nacerino, Legislator Addonizio brought forward the following:

Chairman Jonke made a motion to table this item; seconded by Legislator Ellner.

Chairman Jonke asked if there were any comments.

Chairman Jonke stated that this will be sent back to Committee. He stated that he will propose an amendment that would exclude the current County Attorney during this term.

On the motion and second to table; all in favor.

Legislative Clerk Schonfeld stated that Legislator Crowley stated that she was a no vote on the motion to table.

APPROVAL - LOCAL LAW TO AMEND THE CHARTER OF PUTNAM COUNTY BY AMENDING ARTICLE 8, SECTION 8.01 ENTITLED "DEPARTMENT OF LAW – COUNTY ATTORNEY"

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

Section 1.

Section 8.01 of the Charter of the County of Putnam is hereby amended to read as follows:

§ 8.01 – Department of Law – County Attorney

There shall be a Department of Law under the direction of a County Attorney who shall be appointed by the County Executive, subject to confirmation by the County Legislature. At the time of his or her appointment, and throughout his or her term of office, the County Attorney shall be and remain duly licensed and entitled to practice law in the State of New York. He or she shall be appointed on the basis of his or her legal experience and other qualifications for the responsibilities of his or her office. The County Attorney may be removed by the County Executive, subject to a two-thirds vote of concurrence by the County Legislature. The County Attorney may also be removed by the County Legislature by a two-thirds vote of the Legislature. The County Attorney shall not engage in any private practice nor be employed by any private law firm or other governmental entity in his or her field of expertise of employment. This restriction on employment by the County Attorney shall not be applicable to the County Attorney serving at the time this law takes effect.

Section 2.

This Local Law shall take effect immediately, as provided by law, upon filing with the New York State Secretary of State.

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

Item #6m – Approval – Fund Transfer (24T250) – Office for Senior Resources – Contracts was next. Chairman Jonke recognized Legislator Castellano, Chairman of the Audit & Administration Committee. On behalf of the members of the Committee, Legislators Ellner and Gouldman, Legislator Castellano moved the following:

RESOLUTION #201

APPROVAL – FUND TRANSFER (24T250) – OFFICE FOR SENIOR RESOURCES – CONTRACTS

WHEREAS, the Director of Office for Senior Resources has requested a fund transfer (24T250) to cover Contractor payment from July – December 2024; and

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

Decrease:
10762000 54989 10166 Miscellaneous 23,040

Increase:
10762000 54646 10166 Contracts 23,040

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

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6n – Approval – Budgetary Transfer (24T256) – Sheriff’s Department, Emergency Services and Social Services, Mental Health – Domestic Terrorism Prevention (DTP) – Grant Program – Threat Assessment and Management Teams (TAM) - Two (2) Part-Time Threat Assessment Analysts – Temporary was next. On behalf of the members of the Audit & Administration Committee, Legislators Ellner and Gouldman, Legislator Castellano moved the following:

RESOLUTION #202

APPROVAL – BUDGETARY TRANSFER (24T256) – SHERIFF’S DEPARTMENT, EMERGENCY SERVICES AND SOCIAL SERVICES, MENTAL HEALTH - DOMESTIC TERRORISM PREVENTION (DTP) – GRANT PROGRAM – THREAT ASSESSMENT AND MANAGEMENT TEAMS (TAM) - TWO (2) PART-TIME THREAT ASSESSMENT ANALYSTS – TEMPORARY

WHEREAS, by Resolution #60 of 2024, the Putnam County Legislature allocated for the \$172,413 Grant award received under the Domestic Terrorism Prevention (DTP) Grant Program; and

WHEREAS, the Putnam County Sheriff has requested a budgetary transfer (24T256) to reallocate \$70,000 of said grant award to increase the Temporary line to cover funding for two (2) Part-Time (TAM) Threat Assessment Analysts positions; and

WHEREAS, the proposed positions were discussed at the Personnel Committee meeting held on June 18, 2024; and

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

RESOLVED, that the following budgetary transfer be made:

GENERAL FUND:

Increase Appropriations:
13311000 51094 10218 Sheriff Communications – Temporary 70,000

Decrease Appropriations:
13311000 51093 10218 Sheriff Communications – Overtime 70,000

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

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #7 – Other Business

Chairman Jonke made a motion to add Item #7a to the agenda; seconded by Legislator Addonizio. All in favor.

Item #7a – Approval – Authorization - Legislators to Attend September New York State Association of Counties Conference was next. Chairman Jonke made a motion to move the following:

RESOLUTION #203

APPROVAL - AUTHORIZATION - LEGISLATORS TO ATTEND SEPTEMBER NEW YORK STATE ASSOCIATION OF COUNTIES CONFERENCE

WHEREAS, seven (7) Legislators have requested permission to attend the New York State Association of Counties Conference to be held in Monticello, New York in September 2024 for registration and lodging total expenditure of approximately \$1,234 per person; and

RESOLVED, that the Putnam County Legislature authorizes seven (7) Legislators to attend the New York State Association of Counties Conference to be held in Monticello, New York in September 2024.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Chairman Jonke made a motion to add Item #7b to the agenda; seconded by Legislator Addonizio. All in favor.

Item #7b – Approval – Rescind Resolution #177 of 2024 and Approve Revised Budgetary Amendment (24A070) – DPW – Fair Street Reconstruction Project PIN 8768.09 was next. Chairman Jonke made a motion to move the following:

RESOLUTION #204

APPROVAL – RESCIND RESOLUTION #177 OF 2024 AND APPROVE REVISED BUDGETARY AMENDMENT (24A070) – DPW – FAIR STREET RECONSTRUCTION PROJECT PIN 8768.09

WHEREAS, the Commissioner of DPW requested a budgetary amendment (24A070) to adjust the Capital Budget for the Fair Street Reconstruction Project based on the most recent Transportation Improvement Program (TIP) Amendment: MHS23-39; and

WHEREAS, the Physical Services Committee and the Audit & Administration Committee reviewed and approved said budgetary amendment in July of 2024; and

WHEREAS, by Resolution #177 of 2024, the Putnam County Legislature approved said request; and

WHEREAS, the Commissioner of Finance has now revised budgetary amendment (24A070) to correct certain account numbers; and

WHEREAS, the Commissioner of Finance has requested that Resolution #177 of 2024 be rescinded and revised accordingly; now therefore be it

RESOLVED, that the following revised budgetary amendment be made:

CAPITAL FUND:

Increase Appropriations:

55997000 53000 51622	Capital Expenditures – Fair St. PIN 8756.09	3,707,500
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Increase Estimated Revenues:

55997000 445971 51622	Federal Aid – Fair Street PIN 8756.09	2,966,000
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55997000 428601 51622	Transfer In – General Fund	741,500
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Decrease Appropriations:

55197000 53000 52210	Capital Expenditures – Farmers Mills Rd Bridge – PIN 8757.67	506,000
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Decrease Estimated Revenues:

55197000 445971 52210	Federal Aid – Farmers Mills Rd Bridge PIN 8757.67	404,800
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05000 45710M 52210	Bond Proceeds – FY2022	101,200
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GENERAL FUND:

Increase Appropriations:

10990100 59020 51622	Transfer Out – Capital Fund	741,500
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Increase Estimated Revenues:

10131000 424011	Interest Earnings	741,500
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2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #8 – Recognition of Public on Agenda Items

There were no members of the public that wished to speak.

Item #9 - Recognition of Legislators

Legislator Nacerino congratulated all those children and staff returning to school. She wished everyone a safe and joyful school year.

Legislator Montgomery stated that it is also Suicide Prevention Month. She stated that in Putnam County we are sadly on track to surpass last year's suicide numbers. She stated that thankfully our Social Services Department is putting measures in place to enhance prevention and post prevention services. She stated that we need to address this public health crisis. She stated that the Legislature has the opportunity to do that during our

October Budget meetings by investing in services across the County. She stated that it is time to remember lives lost to suicide and acknowledge the millions more who experience suicidal thoughts, and the many individuals, families and communities that have been impacted by suicide.

There being no further business, at 7:42 P.M., Chairman Jonke made a motion to adjourn; seconded by Legislator Ellner. All in favor.

Respectfully submitted by Diane Schonfeld, Clerk.

THE PUTNAM COUNTY LEGISLATURE

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

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



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

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

Tuesday September 3, 2024
(Immediately following Rescue Task Force Public Hearing starting @ 6:45 P.M.)

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

PROCLAMATIONS

20th Anniversary of the Putnam County Medical Reserve Corps

Recognizing Sheriff's Week – September 15-21, 2024

National Recovery Month – September 2024

**Recognizing the Putnam County Youth Bureau &
Haldane School District on their Youth-Led 9/11 Memorials**

- 4. Acceptance of Minutes – Regular Mtg. – July 2, 2024
Regular Mtg. – August 6, 2024
Special Mtg. – August 20, 2024**
- 5. Correspondence**
 - a) County Auditor**
- 6. Pre-filed resolutions:**

PERSONNEL COMMITTEE
(Chairman Jonke, Legislators Castellano & Nacerino)

- 6a. **Approval – Fund Transfer (24T224) – Sheriff’s Department – Corrections – Correct Personnel Line**

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

- 6b. **Approval – Fund Transfer (24T223) – Emergency Services – Temporary**
- 6c. **Approval – Support for Creation of a Rescue Task Force – Bureau of Emergency Services**

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

- 6d. **Approval – Budgetary Amendment (24A075) – Social Services – Child Advocacy Center (CAC) – Repurposing Grant Funding**
- 6e. **Approval – Budgetary Amendment (24A076) – Social Services – Co-Response Team Crisis Intervention Specialist – Opioid Abatement Funds**

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

- 6f. **Approval – Grant Application – Crest Grant Program – Putnam County Office Building ADA Compliant Bathrooms**
- 6g. **Approval – Ratification of Application for Grant Funds Available Through the NYSERDA Clean Energy Communities Program and NY SWIMS Initiative**
- 6h. **Approval – Ratification – Sale of Carmel Tax Map No.:63.-1-6 to Next Highest Bidder at the 2024 Real Property Tax Sale**
- 6i. **Approval – Offer County Property for Sale Utilizing at Public Auction Pursuant to Chapter 31 of the Putnam County Code - 100 Zimmer Road, Town of Southeast**

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

- 6j. Approval – County Clerk - Department of Motor Vehicles (DMV) Mobile Equipment ARPA Funding Reallocation**
- 6k. Approval - Budgetary Amendment (24A077) County Clerk - Department of Motor Vehicles (DMV) Mobile Equipment ARPA Reallocation**
- 6L. Approval – Local Law to Amend the Charter of Putnam County by Amending Article 8, Section 8.01 Entitled “Department of Law – County Attorney”**

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

- 6m. Approval – Fund Transfer (24T250) – Office for Senior Resources – Contracts**
- 6n. Approval – Budgetary Transfer (24T256) – Sheriff’s Department, Emergency Services and Social Services, Mental Health – Domestic Terrorism Prevention (DTP) – Grant Program – Threat Assessment and Management Teams (TAM) - Two (2) Part-Time Threat Assessment Analysts – Temporary**
- 7. Other Business**
- 7a. Approval/ Authorization/ Legislators to Attend September New York State Association of Counties Conference**
- 7b. Approval – Rescind Resolution #177 of 2024 and Approve Revised Budgetary Amendment (24A070) – DPW – Fair Street Reconstruction Project PIN 8768.09**
- 8. Recognition of Public on Agenda Items**
- 9. Recognition of Legislators**
- 10. Adjournment**

Michele Alfano- Sharkey
County Auditor

Francine Romeo
Deputy County Auditor




COUNTY AUDITOR

#50

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

TO: Putnam County Legislature

FROM: Michele Alfano-Sharkey
County Auditor 

DATE: September 26, 2024

RE: Refund of Taxes

This is the report for September 26, 2024 provided by Real Property Tax Law- Section 556, Paragraph (c).

There was no activity during this reporting period.

#6a

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

APPROVAL – BUDGETARY TRANSFER (24T259) – SOCIAL SERVICES – RECLASSIFICATION – SALARY CHANGE

WHEREAS, the Commissioner of Social Services has requested a budgetary transfer (24T259) seeking approval for the upgrade and reclassification of existing vacant Forensic Interviewer / Outreach Worker position to Coordinator of Child Advocacy Center; and

WHEREAS, additional responsibilities include supervising victim advocates, implementing prevention programs, and managing team communications; and

WHEREAS, the upgrade will ensure that the Child Advocacy Center (CAC) can recruit a higher level with an advanced degree, equipped with the necessary expertise to provide the best possible response to child abuse cases and support victims; and

WHEREAS, the position was vacated mid-January 2024 and with a target hire date of October 15, 2024, there exists enough funding in the vacant line to cover the proposed increase with no fiscal impact to 2024; and

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

RESOLVED, that the following budgetary transfer be made:

GENERAL FUND:

Increase Appropriations:

22070000 51000 (104) Pers. Serv. – Coordinator of CAC 3,118

Decrease Appropriations:

**22071000 51000 (104) Pers. Serv. – Forensic Interviewer
Outreach Worker 3,118**

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

MICHAEL J. LEWIS
COMMISSIONER OF FINANCE



*cc: all
Pers
ATA*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*
RE: **Budgetary Amendment – 24T259**
DATE: August 28, 2024

2024 AUG 29 AM 10:20
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

GENERAL FUND

INCREASE APPROPRIATIONS:

22070000 51000 (104)	PERSONNEL SERVICES - COORDINATOR OF CAC	3,118.00
		<u>\$ 3,118.00</u>

DECREASE APPROPRIATIONS:

22071000 51000 (104)	PERSONNEL SERVICES - FORENSIC INTERV / COMM OUT WKR	3,118.00
		<u>\$ 3,118.00</u>

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

Please refer to the attached memorandum from Commissioner Servadio requesting the upgrade of the current Forensic Interviewer / Outreach Worker to Coordinator of the Child Advocacy Center and the detailed analysis from Fiscal Manager Wunner regarding this personnel change.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner




DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

DATE: August 28, 2024

TO: Paul E. Jonke, Chair
Personnel Committee

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

SUBJECT: CAC Position Upgrade

Together with Personnel Officer Paul Eldridge and CAC Director Marla Behler, your approval is requested for the upgrade of the current **Forensic Interviewer / Outreach Worker** position to **Coordinator of Child Advocacy Center**. This position will continue to serve as the primary forensic interviewer in addition to playing a crucial role in the success of the CAC. Additional responsibilities include supervising victim advocates, implementing prevention programs, and managing team communication.


The upgrade of this position will ensure that the Child Advocacy Center can recruit at a higher lever with an advanced degree and is equipped with the necessary expertise to provide the best possible response to child abuse cases and support victims.

This position was vacated mid-January 2024 and with a target hire date of October 15, 2024 at an increased rate of \$85,000, funding exists within the **Forensic Interviewer / Outreach Worker** personnel services position number to offset this proposed increase with no fiscal impact to 2024. A budgetary amendment is required to accurately align the increased role and responsibilities against the two 100% funded grants awarded to the CAC.

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

Attachments:

2024 Fiscal Impact on Upgrade to CAC Program Coordinator
NYS Office of Temporary and Disability Assistance Memo
Coordinator of Child Advocacy Center (CAC) Job Specification

cc: Michael Lewis, Commissioner of Finance
Paul Eldridge, Personnel Officer
Nicolle McGuire, Deputy Commissioner of Social Services & Youth Bureau
Marla Behler, Program Director CAC
 Kristen Wunner, Fiscal Manager of Mental Health, Social Service & Youth Bureau

Personnel Committee Meeting - September 5, 2024
 2024 Fiscal Impact on Upgrade to CAC Program Coordinator

Title	Position Number	Current Salary	Proposed Salary	Salary Allocations		
				22070000 OCFS Grant	22071000 OVS Grant	FY24 Expense 10/15-12/31
Forensic Interviewer / Outreach Worker	601302104	\$ 58,756.00	\$ -	\$ 5,875.60	\$ 52,880.40	\$ 5,544.66
TBH Coordinator of Child Advocacy Center	TBD	\$ -	\$ 85,000.00	\$ 17,000.00	\$ 68,000.00	\$ 18,167.94
			\$ 85,000.00			\$ 23,712.60

Position is currently titled Forensic Interviewer / Community Outreach Worker

Position is currently allocated 90% OVS & 10% OCFS

Position will become 80% OVS & 20% OCFS

Budgetary Amendment required to transfer OVS allocation to OCFS



**Office of Temporary
and Disability Assistance**

KATHY HOCHUL
Governor

BARBARA C. GUINN
Acting Commissioner

SENT ELECTRONICALLY

May 3, 2024

Patricia Rau
Sr. Personnel Specialist
Putnam County Personnel Department
110 Old Route 6, Building #3
Carmel, NY 10512

Dear Patricia Rau:

The following position specification has been approved for use in the Putnam County Department of Social Services:

Coordinator of Child Advocacy Center

This position specification is now on file with the New York State Office of Temporary and Disability Assistance (OTDA).

If you need further assistance, please feel free to contact me in the Bureau of Human Resources at (518) 402-3991.

Sincerely,

Matthew Rider
Associate Director of Human Resources 2

Enclosure

COORDINATOR OF CHILD ADVOCACY CENTER (CAC)

DISTINGUISHING FEATURES OF THE CLASS: Under the direct supervision of the Director of Child Advocacy Program, the Coordinator of CAC will manage the CAC's Multidisciplinary Team (MDT) and oversee all community outreach initiatives. This includes maximizing communication and team relations among interagency partners, as well as ensuring smooth engagement by all MDT partners in joint investigations of child physical abuse, sexual assault, and neglect cases. The Coordinator of CAC is also responsible for creating and maintaining a trauma-informed environment, ensuring that all interactions with child victims and team members are conducted sensitively and supportively to minimize re-traumatization and vicarious trauma. The Coordinator provides direct supervision and oversight to direct service staff at the CAC, focusing on teambuilding, professional development, training, and accountability. Additional duties include community outreach in the form of developing social media management, educational materials, trainings, special events, etc. After hours and weekend work is required for events, trainings, and case coverage. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Coordinates and facilitates CAC's Multidisciplinary Child Abuse Team (MDT);
Coordinates interview scheduling, case coverage, and case management with all parties including but not limited to law enforcement, mental health providers, and other CAC staff;
Facilitates monthly case reviews of all CAC cases handled by the MDT team, providing documentation as needed;
Ensures that follow-up issues at the end of the case review are communicated to all relevant members of the MDT to facilitate resolution;
Conducts sensitive and thorough forensic interviews of children and adolescents;
Develop, schedule, and provide educational presentations to the public;
Develops and schedules trainings for a variety of parties including other agencies, law enforcement, and health providers;
Maintain all required documentation in program data base;
Facilitates and documents core team meetings and on-site interdisciplinary meetings;
Provides supervision and oversight to the CAC direct service staff including Victim Advocates and clinicians;
Attend specialist trainings and peer review meetings as needed to stay current on best practices and trends in the field;
Coordinate and facilitate peer review meetings with other team members who conduct forensic interviews;
Assists Director of CAC with training and orientation of staff and new MDT members;
Manages social media and assists with prevention and community outreach efforts targeted at reducing future child abuse and neglect;
Works to promote the Child Advocacy Center, its goals and its mission, including public speaking, organizing special events, and representing agency at various venues;
Assists Director of CAC with student intern/volunteer program;
Assists Director of Child Advocacy Program with administrative tasks as needed;
Transports children to appointments and/or court as needed;
Attends off-site meetings, trainings, and events;
Performs a variety of related activities as required.

APPROVED BY NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY
ASSISTANCE

REVIEWER: *[Signature]*
DATE: 5/7/29 COUNTY: *[Signature]*

Pg 1 of 2

--over--

COORDINATOR OF CHILD ADVOCACY CENTER (CAC) (cont'd)

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

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of child abuse dynamics and its impact on children; good knowledge of the Multidisciplinary Team (MDT) approach in the investigation of child abuse/neglect; good knowledge of community service agencies and programs that work with victims of child abuse and their families; good knowledge of the process of investigating a child abuse case through law enforcement, child protective services, and court systems; good knowledge of applicable state and federal laws; good knowledge of social media; ability to work in a cooperative manner with diverse professional groups; ability to plan, organize, coordinate, administer and evaluate the effectiveness of programs; ability to plan and supervise the work of others; ability to communicate effectively both orally and in writing; facilitation skills; collaborative management approach; ability to problem solve; ability to operate a personal computer and utilize common office software programs; ability to prepare education materials, including curricula, pamphlets, exhibits, and audio-visual presentations; ability to express ideas clearly and effectively both orally and in writing to groups and individuals; ability to establish and maintain effective relations with community agencies; ability to deal effectively and objectively with clients of diverse socio-economic backgrounds and cultures; ability to speak well in public; resourcefulness, courtesy; tact, good listening skills, social perceptiveness; confidentiality; good judgment.

MINIMUM QUALIFICATIONS:

Master's degree or higher in social work, counseling, psychology, criminal justice, human services, or a closely related field, and two (2) years of paid experience in an agency whose duties shall have involved counseling, case management, case supervision, or investigations involving child abuse, one (1) of which must have involved supervision

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

SPECIAL REQUIREMENTS:

1. Incumbents must become certified forensic interviewers within the first six (6) months. If said certification is not available within the first six months, incumbent may have an additional six (6) months.
2. A state and/or national fingerprint supported background investigation is required before an appointment is made. The applicant will be responsible to pay the Division of Criminal Justice Services fee for this search.
3. Possession of a valid unrestricted appropriate level driver's license and acceptable driving record is required at time of appointment and must be maintained throughout employment.

APPROVED BY NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY
ASSISTANCE

REVIEWER: *Mark W.*
DATE: *5/3/24* COUNTY: *Putnam*

Pg 2 of 2

6 b

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

APPROVAL – BUDGETARY TRANSFER (24T262) – YOUTH BUREAU – TEMPORARY

WHEREAS, the Director of the Youth Bureau has requested a budgetary transfer (24T262) to increase the Temporary line for maternity leave coverage; and WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said budgetary transfer; now therefore be it RESOLVED, that the following budgetary transfer be made:

GENERAL FUND:

Increase Appropriations:

10731000 51094	Temporary	3,500
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Decrease Appropriations:

10087000 51000 (103)	Pers. Serv. – Youth Program Specialist	1,400
10731000 51000 10114 (103)	Pers. Serv. - Youth Program Specialist	<u>2,100</u>
		3,500

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

Legislator Addonizio _____
 Legislator Castellano _____
 Legislator Crowley _____
 Legislator Ellner _____
 Legislator Gouldman _____
 Legislator Montgomery _____
 Legislator Nacerino _____
 Legislator Sayegh _____
 Chairman Jonke _____

MICHAEL J. LEWIS
COMMISSIONER OF FINANCE



cc: all
Pers
A+A

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Amendment – 24T262**
DATE: August 29, 2024

2024 AUG 29 AM 11:29
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Youth Director of the Youth Bureau, the following budgetary amendment is requested.

GENERAL FUND

INCREASE APPROPRIATIONS:

10731000 51094	TEMPORARY	3,500.00
		\$ 3,500.00

DECREASE APPROPRIATIONS:

10087000 51000 (103)	PERSONNEL SERVICES - YOUTH PRGM SPECIALIST	1,400.00
10731000 51000 10114 (103)	PERSONNEL SERVICES - YOUTH PRGM SPECIALIST	2,100.00
		\$ 3,500.00

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

Please refer to the attached memorandum from Youth Director Cunningham requesting the increase of the temporary budget line for maternity leave coverage.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE McGUIRE
Deputy Commissioner



YOUTH BUREAU

JANEEN CUNNINGHAM
Executive Director

KIMBERLY REALBUTO
Deputy Director

TO: Kevin Byrne
County Executive

FROM: Janeen Cunningham *Janeen*
Youth Director

DATE: August 26, 2024

RE: Vacant position due to maternity leave

Kimberly Flynn, Youth Program Specialist will be expecting a baby due November 2nd, 2024. The Youth Bureau Department will need coverage for youth programs while she is on maternity leave. I am requesting to be put on the September Legislative Personnel committee agenda to address moving \$3,500 from Kim Flynn's budget line. Kim's position number is 731013103 to a temporary budget line 10731000 51094. This will cover Kim Flynn being on maternity leave from approximately October 14 to December 31, 2024. The position will be covered by Naomi Bowen, Youth Aide. Naomi currently makes \$22/hour and I would increase her salary to the Youth Program Specialist rate at \$32.50/hour working 28 hours a week.

Thank you in advance and please let me know if you have any questions.

cc: Paul Eldridge, Personnel Director
Sara Servadio, Commissioner
Nicolle McGuire, Deputy Commissioner

#6C

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

**APPROVAL – FUND TRANSFER (24T264) – SHERIFF’S DEPARTMENT –
RECLASSIFICATION – DEPUTY SHERIFF LIEUTENANT POSITION TO DEPUTY SHERIFF
1ST SERGEANT POSITION**

WHEREAS, through a query of members whose names appeared on the expired civil service list, as well as others that would be eligible to take a promotional exam, members indicated that no one was willing to accept a promotion to rank of lieutenant; and

WHEREAS, reasons cited were the current pay rate, lack of overtime, lack of ability to accrue compensatory time, and lack of union representation; and

WHEREAS, the Putnam County Sheriff has requested a reclassification of a Deputy Sheriff Lieutenant position to a Deputy Sheriff 1st Sergeant position; and

WHEREAS, the reclassification would mean a return from management to union classification, thereby making the position viable; and

WHEREAS, the Putnam County Sheriff has requested a fund transfer (24T264) to account for this reclassification; and

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

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

Budget Line:	Positions:	Salary:
17311000 51000 311017149	Deputy Sheriff Lieutenant	137,570 to 0

And be it further

RESOLVED, that the following fund transfer be made:

Decrease:

17311000 51000 (149)	Pers. Sheriff’s Road Patrol Deputy Sheriff Lieutenant	50,407
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Increase:

17311000 51000 (176)	Pers. Sheriff’s Road Deputy Sheriff 1 st Sergeant	50,407
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**2024 Fiscal Impact – 0 –
2025 Fiscal Impact – 0 –**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*Cc: all
Pers
A+A*

Reso

TO: Commissioner of Finance

FROM: Michael Lewis

DEPT: Commissioner of Finance

DATE: August 30, 2024

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
<i>Road</i> 17311000-51000 Sheriffs Personnel (149)	<i>Road</i> 17311000-51000 Sheriffs Personnel (176)	\$50,407.00	Reclass Dep Sheriff Lieut. to Dep. Sheriff 1 st SGT

		\$50,407.00	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2024 Fiscal Impact \$_0_
2025 Fiscal Impact \$_0_

Department Head Signature/Designee Date

AUTHORIZATION:

_____ Date	_____ Commissioner of Finance/Designee: Initiation and \$0-\$5,000.00
_____ Date	_____ County Executive/Designee: \$5,000.01 - \$10,000.00
_____ Date	_____ Chairperson Audit/Designee: \$0-\$10,000.00
_____ Date	_____ Audit & Administration Committee: \$10,000.01 - \$25,000.00

2024 AUG 30 AM 11:23
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

24T264



KEVIN J. MCCONVILLE
SHERIFF

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



THOMAS H. LINDERT
UNDERSHERIFF

August 29, 2024

TO: Mr. Paul Jonke, Chairman – Personnel Committee
FROM: Sheriff Kevin McConville
SUBJECT: Reclassification Request of Lieutenant's Position

I am requesting that the referenced reclassification be placed on the September 5th, 2024, Agenda.

The member who has held the rank of lieutenant has voluntarily demoted himself to the rank of deputy sheriff.

The Civil Service list for this position has expired. At the time of the expiration there were four (4) names on the list, one of which was the Member who had accepted the position and since voluntarily demoted himself.

A query of the Members whose names appeared on the list, as well as others that would be eligible to take a promotional exam indicated that no one was willing to accept a promotion to the rank of lieutenant. The reasons cited were the current pay rate, lack of overtime, lack of ability to accrue compensatory time, and lack of union representation. The reclassification of the lieutenant position to first sergeant would mean a return from management to union classification, thereby making the position viable.

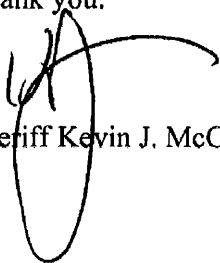
Therefore, I am requesting that the position (311017149) be reclassified as a First Sergeant's position. There is currently an active Civil Service list with six (6) qualified Members on it.

The second first sergeant position shall be assigned to the Patrol Division, providing the Commanding Officer with a ranking sergeant to assist him/her in his duties and responsibilities. Additionally, it shall provide a direct chain-of-command structure in the absence of the Commanding Officer.

There shall be a savings fiscally for the reclassification. The current lieutenant's position carries a salary of \$133,888.000 and a First Sergeant position carries a salary of \$127,119.00 for the FY 2024.

This request has been approved by the following; Personnel and Finance Departments.

Thank you.

A handwritten signature in black ink, appearing to read 'Kevin J. McConville', with a large, sweeping flourish extending to the right.

Sheriff Kevin J. McConville

cc: The Honorable Joseph Castellano
The Honorable Ginny Nacerino
Undersheriff Thomas Lindert

PAUL ELDRIDGE
Personnel Officer



ADRIENE IASONI
Deputy Personnel Officer

August 26, 2024

Classification/Reclassification Notice

Kevin McConville
Putnam County Sheriff

Via email

Sheriff McConville,

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

- Job Classification Questionnaire (Form 220) Dated _____
- New Position Duties Statement (Form 222) Dated 8/22/24
- Request for Additional Position(s) in an Already Established Classification (Form 222A)

Please be advised that, pursuant to Civil Service Law, Section 22, we have classified this position as Deputy Sheriff First Sergeant in the Competitive jurisdictional classification. Please see requirements below.

Please Note:

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

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

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

Sincerely,


Patricia Rau
Senior Personnel Specialist

#6d

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

APPROVAL – FUND TRANSFER (24T265) – OFFICE FOR SENIOR RESOURCES – RECLASSIFICATION – FULL-TIME AGING SERVICE AIDE POSITION TO OFFICE ASSISTANT POSITION

WHEREAS, the Director of Office for Senior Resources (OSR) stated that he submitted a proposal for the 2025 Budget to reclassify the Full-Time Aging Services (Grade 2) position to Office Assistant (Competitive Grade 5 – Part-Time, 25 hours, no benefits) position; and

WHEREAS, due to a retirement effective 8/30/24, the Director of OSR has requested this reclassification for the remainder of 2024; and

WHEREAS, this will fill a qualified Office Assistant position at the Putnam Valley Friendship Center which is equivalent to the existing positions at three (3) other OSR sites; and

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

RESOLVED, that the following fund transfer be made:

Decrease:		
10677200 51000 (115)	Pers. – Aging Services Aide	10,927.42
10677900 51094	Temporary	<u>902.21</u>
		11,829.63

Increase:		
10677200 51000 (152)	Pers. – Office Assistant	11,829.63

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

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

*cc: all
Pers.
A+K
Reso*

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: Commissioner of Finance
FROM: Michael Cunningham
DEPT: OSR
DATE: 8/30/24

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# /NAME	AMOUNT	PURPOSE
10677200 51000 (115) Personnel Services Aging Services Aide	10677200 51000 (152) Personnel Services Office Assistant	\$10,927.42	To fill position for qualified receptionist <i>Office Assistant</i> at PV Friendship Center equivalent to positions at existing : OSR's 3 other sites
10677900 51094 Temporary	10677200 51000 (152) Personnel Services Office Assistant	902.21	
		<u>\$ 11,829.63</u>	

2024 AUG 30 AM 11:23
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

20_24__ Fiscal Impact \$ -0-

20_25__ Fiscal Impact \$ -0-

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

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

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

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

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

2024/05

Kevin M. Byrne
County Executive



PUTNAM COUNTY
**Office For
Senior Resources**
LIVING OUR FUTURE

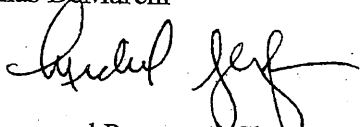
Michael
Cunningham
Director

MEMORANDUM

DATE: 8/21/24

TO: James Burpoe, Michael Lewis, Paul Eldridge

CC: Marlene Barrett, Thomas DeMarchi

FROM: Michael Cunningham 

RE: OSR 2024 Budget – proposed Personnel Change

OSR proposes the following change for its 2024 budget. This item had been previously submitted to Paul Eldridge as an anticipated item for the OSR 2025 Budget. This request for 2024 has now been triggered by the retirement of the incumbent effective 8/30/24. We wish to submit this request to the upcoming September 2024 Putnam County Legislature Personnel Committee (or other such other Committee as deemed appropriate). The following summarizes the request:

“Convert” existing F/T Aging Services Aide (Grade 2) position to Office Assistant (Competitive Grade 5) (P/T 25 hours, no benefits)

- a. To be offset through elimination by retirement of 1 x Aging Services Aide (Non- competitive Grade 2) (F/T 35 hours, benefits) who has been working out of title in this capacity upon transfer from the Health Department several years ago.
- b. Retirement effective August 30th, 2024. Prorated fiscal impact for 3 months, October through December 2024.
- c. Net fiscal impact:
 - i. -10 hours; -1 x benefits resulting from the proposed “conversion”
 - ii. Reduced cost: (\$5,598.80); please see analysis summary below.
- d. Program rationale: OSR needs qualified receptionist at our Putnam Valley Friendship Center, equivalent to positions existing at OSR’s 3 other sites.
- e. Note that this proposed personnel change will carry over to the 2025 fiscal year and is already proposed in the 2025 budget.
- f. Form 222A submitted to Personnel

Total cost decrease: ~\$5,598.80

**Putnam County Office for Senior Resources
Proposed Personnel Change for 2024 Budget**

Working days 261
 35 hrs/wk 1827
 30 hrs/wk 1586
 27.5 hrs/wk 1435.5
 25 hrs/wk 1305

FTFB 58.84% Blended rate used for OSR reporting
PTFB Various rates received from S. Barrett

		Grade	Hrs	Annual Salary	F/B	Total Comp	Monthly	Oct. - Dec. 2024
Putnam Valley Front Desk								
Current	Aging Services Aide	2	35	43,629.00	24,798.72	68,427.72	5,702.31	
Proposed	Office Assistant	5	25	29,350.00	16,682.54	46,032.54	3,838.05	
Net Adjustment				(14,279.00)	(8,116.18)	(22,395.18)	(1,866.27)	(5,508.80)

**Please note that estimated F/B cost used based on an existing PT office assistant at the same amount of working hours.

#6e

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

APPROVAL – BUDGETARY AMENDMENT (24A081) – HEALTH DEPARTMENT – PRESCHOOL 3 TO 5 PROGRAM

WHEREAS, the Commissioner of Health has requested a budgetary amendment (24A081) to meet the increased cost of providing services for children enrolled in the Health Department’s Preschool 3 to 5 Program; and

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

RESOLVED, that the following budgetary amendment be made:

Increase Revenues:

10296000	Health – Preschool 3 to 5 Program	
432773	Education – Transportation	
	Handicapped Child 3 to 5	476,000

Increase Expenses:

10296000	Health – Preschool 3 to 5 Program	
54414	Care at Private Institution	800,000

Decrease Contingency:

10199000	Contingency	
54980	General Contingencies	324,000

2024 Fiscal Impact - \$324,000
2025 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

MICHAEL LEWIS
Commissioner Of Finance



cc: all
Health
A+A

Reso

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

August 29, 2024

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

2024 AUG 29 AM 11:32
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld

Pursuant to Code Section 5-1, C dated February 14, 2010, I am advising you of the following request to amend the 2024 Health Department budget:

Increase Revenues:

10296000	Health – Preschool 3 to 5 Program	
432773	Education -Transportation Handicapped Child 3-5	<u>\$ 476,000</u>

Increase Expenses:

10296000	Health – Preschool 3 to 5 Program	
54414	Care at Private Institution	<u>\$ 800,000</u>

Decrease Contingency:

10199000	Contingency	
54980	General Contingencies	<u>\$ 324,000</u>

2024 Fiscal Impact \$324,000
2025 Fiscal Impact – 0

This resolution is required to meet the increased cost of providing services for children enrolled in the Health Department’s Preschool 3 to 5 Program. A detailed explanation of the increases is attached.

AUTHORIZATION:

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

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

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

24A081

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

MICHAEL J. NESHEIWAT, MD
INTERIM COMMISSIONER OF HEALTH



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Michael Lewis, Commissioner of Finance

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

DATE: August 27, 2024

RE: **Budgetary Amendment**

Please review and approve the Budgetary Amendment for the following Health Department accounts, and upon approval, please forward it to the Legislative Committee.

Increase Revenue Line: 10296000-432773 \$476,000
Preschool – Education and Transportation Handicap Child 3 to 5

Total Revenue Increase: \$476,000

Increase Expense Line: 10296000-54414 \$800,000
Preschool – Care at Private Institution

Decrease Contingency: (\$324,000)

Fiscal Impact (\$324,000)

Please see attached supporting documents.

WAO: mb



There continues to be a substantial increase in number of children receiving services every year, as illustrated by the below-referenced chart.

	June 2023	June 2024	June 2025 (Anticipated)
Center Based	91	106	116
SEIT	115	121	128

Our Center-based Program has seen an increase of 15 children from 2023 to 2024. Each child who enrolls in a school program costs an average \$44,000. An increase of 15 children will increase our budget \$660,000 in 2024.

School-Based Programs Increase in Rates, as illustrated by the below-referenced chart.

Program	23-24 Rate	24-25 Rate	Increase
Blythdale	\$41,905.00	\$43,707.00	\$1,802.00
ACDS	\$45,832.00	\$47,803.00	\$1,971.00
Easter Seals	\$43,593.00	\$45,468.00	\$1,875.00
Westchester ARC	\$36,826.00	\$42,635.00	\$5,809.00

Increase in Special Education Itinerant Services (SEIT) Rates

Rates increased \$10.00 per hour effective 7/1/2024, per NY state. Most of our children receive anywhere from two to five hours of SEIT per day, two to three days per week. The increase of \$10.00 per hour will result in an increase of approximately \$2,000.00 additional cost per child per school year. Below is a breakdown of actual costs and anticipated costs for SEIT. Anticipated increase in children coupled with the increased cost of SEIT, will result in a \$120,000.00 increase in 2024.

	June 2023	June 2024	June 2025 (Anticipated)
SEIT # of children	115	121	128
Monthly Cost	\$115,000.00	\$125,000.00	\$145,000.00

Nursing Services

Nurses provide care for our medically fragile children which include monitoring feeding tubes, suctioning airways, administering medication, monitoring seizure disorders, and overall health related well-being so children can participate in classroom settings. The nurses are with the children all day, from bus pick up to bus drop off at the child's home. Preschool saw a large increase in these services starting in 2023 and anticipate a higher increase for 2024/2025 due to severity of children's medical diagnoses. This new added expense will cost \$245,000 in 2024.

	Nurse Costs
23/24 School Year	\$245,000.00
24/25 Summer	\$54,000.00
24/25 School Year	\$350,000.00 (anticipated)

#6f

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

**APPROVAL – FUND TRANSFER (24T258) – SOCIAL SERVICES – MENTAL HEALTH
LOCAL GOVERNMENT UNIT CRISIS INTERVENTION TEAM (MH LGU CIT)**

WHEREAS, the Commissioner of Social Services has requested a fund transfer (24T258) to transfer Crisis Intervention Team (CIT) funds to the correct budget line per agreement with the Sheriff’s Department; and

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

RESOLVED, that the following fund transfer be made:

Decrease:
10431000 54646 10115 MH LGU – CIT Training Contracts 25,515

Increase:
10431000 55646 10115 MH LGU – CIT Training Chargeback 25,515
Contracts

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

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

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST
2024**

*cc: all
Health
A+A*

Reso

TO: Commissioner of Finance
FROM: Kristen Wunner
DEPT: Department of Social Services & Mental Health
DATE: 08/28/2024

I hereby request approval for the following transfer of funds:

<u>FROM</u> <u>ACCOUNT#/NAME</u>	<u>TO</u> <u>ACCOUNT #/NAME</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
10431000-54646-10115 MH LGU – CIT TRAINING CONTRACTS	10431000-55646-10115 MH LGU – CIT TRAINING CHRGBK CONTRACTS	\$25,515	TRANSFER TO FUND CORRECT BUDGET LINE FOR AGREEMENT WITH SHERIFF'S OFFICE
TOTAL:		\$ 25,515	

** CIT -
Crisis Intervention Team*

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

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

K. Wunner

 Department Head Signature/Designee 8/28/24
 Date

AUTHORIZATION:

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

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

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

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

2024 AUG 29 AM 9:17
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

24T258

69

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

APPROVAL – GRANT APPLICATION - HEALTH DEPARTMENT - NEW POSITION FOR 2025 (SOLID WASTE MANAGER) — NYS DEC MUNICIPAL WASTE REDUCTION & RECYCLING PROGRAM GRANT

**WHEREAS, Section 5-1(D)(1) of the Putnam County Code requires Legislative approval of all grant applications and renewals that require County matching funds; and
WHEREAS, the Health Department has requested permission to apply for the NYS Department of Environmental Conservation Municipal Waste Reduction & Recycling Program Grant for Recycling Coordination, Education, Planning, and Promotion Projects; and**

WHEREAS, the grant period is currently open for projects that will implement Municipal Waste Reduction and Recycling Education, Promotion, Planning and Coordination Projects; and

WHEREAS, said grant program assists counties with funding solid waste projects, including 50% reimbursement for a full-time position (salary and fringe); and

WHEREAS, the application due date is October 31, 2024; and

WHEREAS, through a collaborative effort the County is working to ensure continuity for local solid waste and recycling initiatives, including the reliably successful household hazardous waste disposal days; and

WHEREAS, the individual responsible for coordinating solid waste related activities retired at the end of 2023 and the position has not been filled; and

WHEREAS, it is the County’s intention to create a new full-time Solid Waste Manager position in 2025 at a salary of \$80,000 plus fringes; and

WHEREAS, the Health, Social, Educational & Environmental Committee has reviewed and approved said grant application request; now therefore be it

RESOLVED, that the Health Department is authorized to apply for the NYS Department of Environmental Conservation Municipal Waste Reduction & Recycling Program Grant for Recycling Coordination, Education, Planning, and Promotion Projects.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

MICHAEL J. NESHEIWAT, MD
INTERIM COMMISSIONER OF HEALTH



*cc: all
Health Reso*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

DATE: August 28, 2024

TO: Amy Sayegh, Chairwoman

FROM: Michael J. Nesheiwat, MD, Interim Commissioner of Health
Shanna Siegel, Supervising Public Health Educator

CC: Kevin Byrne, County Executive
James Burpoe, Deputy County Executive

RE: Department of Environmental Conservation Grant Application DEC01-MWRC-2024

2024 AUG 29 AM 9:17
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Through collaboration with various county departments including the County Executive's office, Planning, Department of Public Works, Finance, and Personnel, the Putnam County Department of Health (PCDOH) is working to ensure continuity for local solid waste and recycling initiatives, including the reliably successful household hazardous waste disposal days.

Historically, Putnam County has employed an individual responsible for coordinating solid waste related activities. Since a retirement at the end of 2023, this role has not been filled. The New York State Department of Environmental Conservation (DEC) has a grant program that assists counties with funding solid waste projects, including 50% reimbursement for a full-time position (salary and fringe).

The grant period is currently open for the DEC Municipal Waste Reduction and Recycling Program Recycling Coordination, Education, Planning, and Promotion Projects, with an application due date of 3:00 pm ET, October 31, 2024. Due to the fiscal and legislative calendars, PCDOH is requesting to be added to the agenda to present the grant application to the health committee during the meeting on September 5, 2024.

We look forward to sharing more details related to the grant application and solid waste plans. Please reach out to shanna.siegel@putnamcountyny.gov with any questions.

Attachments (3): RFA_MWRC (Grant Guidelines), Solid Waste Position, Waste Reduction Next Steps

Solid Waste/Waste Reduction Next Steps

Action item/Goal	Anticipated Expense	Anticipated Savings	Benefits	Challenges/Additional Info
Hire FT Solid Waste and Recycling Coordinator*	\$59,600 Refer to Table A	<ul style="list-style-type: none"> Grant opportunities opened up for: Recycling bins, composting, construction and debris waste reduction, access to resources Additional Savings: Refer to Tables A and B	<ul style="list-style-type: none"> SW Management Plan will be current/active. Solid Waste Task Force will be reestablished. Continued HHWD reimbursement (Refer to Table B) Full integration with other county priorities and initiatives (see below) While this position works directly with and for the County as a whole, the Health Department has education and admin staff to support this position. 	<ul style="list-style-type: none"> The Solid Waste position was originally full-time and was taken on in a part-time capacity by an employee at the end of their career. There is full-time workload, and no one currently doing it.
Climate Smart Advancement (from Bronze to Silver and beyond)			Implementation of aspects of Climate Smart. (Refer to Table C)	"The relevant tier of this action requires applicants to submit documentation that outlines the details of the program and the local government's role in actively implementing and managing the program. The County's guide is a useful tool but does not constitute "implementing and managing" a C&D [construction and demolition] materials reuse program. The County is encouraged to develop a program with one or more of the entities listed in the guide to establish C&D reuse and recycling programs, and then resubmit for this action with documentation of the program(s)." --Climate Smart Reviewer

TABLE A

NEW POSITION REQUEST	
NEW TITLE	SOLID WASTE MANAGER
	MANAGEMENT
SALARY	\$80,000
FRINGE @ 49%	\$39,200
TOTAL COST	\$119,200
50% REIMBURSEMENT	\$59,600
INCREASE IN TAXATION	\$59,600

NOTE: This position is reimbursable @ 50% for salary and fringe, only if position is full time

TABLE B

HAZARDOUS WASTE DAY				
THERE ARE GENERALLY TWO HAZARDOUS WASTE DAYS HELD EACH YEAR				
THE COSTS FOR THESE EVENTS ARE REIMBURSED AT 50%				
COSTS INCLUDED FOR 50% REIMBURSEMENT ARE CLEANUP VENDOR AND ADVERTISING				
EVENTS HELD	YEAR	COSTS	REVENUES RECEIVED	COUNTY SHARE
2	2023	\$92,064	\$46,032	\$46,032
1	2022	\$56,100	\$28,050	\$28,050
2	2021	\$108,700	\$54,350	\$54,350

TABLE C

PES: Use climate-smart materials management				
PES Action: Organic Management Plan	NA	NA (Revised as part of version 3)	2-16	CSC Grants
PES Action: Government Solid Waste Audit	3.23	Conduct a local government waste audit and track diversion rate over time	2	
PES Action: Recycling Bins in Government Buildings	3.20	Provide recycling bins next to all trash receptacles in local government buildings.	3	
PES Action: Organic Waste Program for Government Buildings	3.21	Provide organic waste collection and composting in local government buildings.	1-3	
PES Action: Wastewater Program	5.3	participate in the EPA Wastewater program	1-2	
PES Action: Construction & Demolition Waste Policy	5.5	Adopt a construction and demolition waste reduction program or policy	2-6	CSC Grants
PES Action: Reuse Programs	5.6	Set up and manage a resource recovery center to encourage reuse of gently used or new materials that have been discarded (Version 3 name: PES Action: Resource Recovery Center)	1-7	Revised Q4 2021
PES Action: Recycling Program for Public Events	5.9	provide recycling bins in public places and events	2-6	Revised Q4 2021
PES Action: Waste Reduction Education Campaign	5.13	Create an educational campaign to encourage recycling, composting and waste reduction	2	
PES Action: Community Repair	NA	NA (Revised as part of version 3 in 2020)	4	Revised Q4 2021
PES Action: Compost Bins for Residents	5.10	Provide compost bins to residents (for sale or free)	2	
PES Action: Residential Organic Waste Program	5.11	Create an organic or yard waste collection program	2-22	

2024 HEALTH DEPARTMENT

8/28/2024

	TABLE A	
	NEW POSITION REQUEST	
NEW TITLE	SOLID WASTE MANAGER	
	MANAGEMENT	
SALARY	\$80,000	
FRINGE @ 49%	\$39,200	
TOTAL COST	\$119,200	
50% REIMBURSEMENT	\$59,600	
INCREASE IN TAXATION	\$59,600	

NOTE: This position is reimbursable @ 50% for Salary and Fringe, only if position is full time



Department of
Environmental
Conservation



GUIDELINES AND BID INSTRUCTIONS

New York State

Department of Environmental Conservation

Municipal Waste Reduction and Recycling Program

**Recycling Coordination, Education, Planning, and
Promotion Projects Only**

NYS SFS Grants Management Bid Event ID No.:

DEC01-MWRC-2024

Apply through the [SFS Vendor Portal](#)

Application Due Date: 3:00 pm ET, October 31, 2024

Timetable of Key Events:

Application Period Begins	August 1, 2024
Question & Answer Period Ends	October 24, 2024
Applications Due	October 31, 2024, 3:00 pm ET
Award(s) Announced By (anticipated)	January 20, 2025

Table of Contents

Contents

1. Grant Information	4
a. Funding	4
b. Proposed Project Timeframes	4
c. Minimum and Maximum Award Amounts	4
d. Application Limit/Award limit	4
e. Eligible Project Locations	4
2. Eligible Applicants	4
3. Inquiries & Designated Contact Information	4
4. Application Submission	5
5. Grant Opportunity General Information and Conditions	6
a. Grant Application Requirements and Conditions	6
b. Expenditure Based Budget	7
c. Match Requirement and Expenditures	7
d. Work Plan	7
e. Debriefing Request	7
f. Protest Procedure	7
g. Sexual Harassment Prevention Certification	9
h. Executive Order 16	Error! Bookmark not defined.
6. Application Evaluation and Selection	10
7. Method of Award	10
8. Grant Program Payment	11
9. Eligible and Ineligible Expenditures	11
a. Eligible Project Expenditures	11
b. Ineligible Project Expenditures	12
c. Match Requirement and Expenditures	12
d. Eligible Forms of Match	12
e. Ineligible Forms of Match	12
10. Grant Program Reporting	13
11. What to Expect If You Receive an Award	13
a. Notification of Award	13

b.	State of New York Master Contract for Grants (MCG)	13
i.	Insurance Requirements	14
ii.	Permit Requirements (if applicable)	14
iii.	State Environmental Quality Review (SEQR) Documentation	14
c.	Vendor Responsibility Questionnaire	15
d.	Iran Divestment Act	15
e.	Minority and Women Business Enterprise (MWBE) and Equal Employment Opportunity (EEO) Requirements	15
f.	Service-Disabled Veteran-Owned Business (SDVOB) Participation Requirements	16
g.	Procurement of Contractors/Subcontractors	17
h.	Americans With Disabilities Act	17
i.	Signage	17
j.	Diesel Emissions Reduction Act 2006	17

1. Grant Information

The New York State Department of Environmental Conservation (DEC) is pleased to announce funding for projects that will implement Municipal Waste Reduction and Recycling Education, Promotion, Planning and Coordination Projects.

a. Funding

Approximately \$5,000,000.00 is available for MWRC Grants. Funding for this grant opportunity is provided from the Environmental Protection Fund.

b. Proposed Project Timeframes

All projects must have defined objectives, tasks, and deliverables accounted for in performance measures that can be completed and invoiced within a January 1, 2025 to December 31, 2025 contract period/term. Costs outside of the contract period/term are ineligible. The Master Contract for Grants (MCG) must be fully approved by DEC, and if applicable approved by the Attorney General and the State Comptroller. Time extensions beyond the contract term end date (specify if NCTE's will be allowed) will be determined by the Department based upon written justification from the Grantee. Applicants should not submit an application if they do not anticipate their project can be completed within the specified contract term.

c. Minimum and Maximum Award Amounts

Minimum grant amount is \$10,000.00. Maximum grant amount is \$2,000,000.00.

d. Application Limit/Award limit

Applicants may submit up to one application. Multiple applications may not be for the same project or project location.

e. Eligible Project Locations

Eligible projects for grant funding must be located within New York State.

2. Eligible Applicants

For the purposes of this grant program, the following entities are considered eligible applicants:

- Counties, Cities, Towns or Villages
- Local Public Authorities
- Local Public Benefit Corporations (organizations established by State Law)
- School Districts, Supervisory Districts & Improvement Districts
- Native American Tribes or Nations residing in New York State.

3. Inquiries & Designated Contact Information

For general information on completing this application and for clarification of application requirements, contractual terms and procedures, contact:

Recycling Grants Program

Contact Information: RecyclingGrants@dec.ny.gov or 518-402-8678

For technical information regarding the Grants Management Bid Event, direct questions to:

NYS SFS Grants Management

Contact Information: helpdesk@sfs.ny.gov | 877-737-4185 toll-free | 518-457-7737

Include "MWRC-2024" in the subject line of the email. Questions regarding this grant opportunity will be accepted by the Department until C.O.B October 24, 2024. All questions, and answers, will be uploaded in the Grants Management System bid event for all applicants to view.

4. Application Submission

Applications must be submitted through the NYS [SFS Grants Management System](#). Using **Google Chrome** to access the SFS Grants Management System (GM) is recommended. Using other browsers may cause errors.

If you do not have access to the SFS Vendor Portal and if your organization is already established within the SFS Vendor portal, an SFS Delegated Administrator has been authorized within your organization to provision user login credentials, unlock accounts, or reset passwords. Please reach out to your SFS Delegated Administrator directly.

Also, if you do not have a login and if you are new to the SFS Vendor portal, and would like to establish an account for the purposes of doing business with the State of New York, contact the SFS Help Desk at 518-457-7717, 855-233-8363 or HelpDesk@sfs.ny.gov for more information.

The NYS SFS Grants Management system offers a Vendor User Manual, training videos and webinars for applicants requiring assistance. Please visit <https://grantsmanagement.ny.gov/transition-SFS>.

Paper applications will NOT be accepted. Applicants are strongly encouraged to submit their applications prior to the application deadline. Late applications will not be accepted. Please note staff with a Bid Response Initiator role can begin a bid, but only staff with the Bid Response Submitter role can submit the bid response.

All Applicants must be Registered with SFS Grants Management to apply. Please visit <https://grantsmanagement.ny.gov/transition-SFS> to register.

In addition to registration, not-for-profits must also be Prequalified at the time and date that the application is due. If you are not Prequalified at that time and date, your application will not be considered.

PLEASE DO NOT DELAY IN BEGINNING AND COMPLETING THE PREQUALIFICATION PROCESS. PLEASE VISIT THE GRANTS MANAGEMENT [Prequalification Page](#) TO GET STARTED.

THE STATE RESERVES 5 DAYS TO REVIEW SUBMITTED PREQUALIFICATION APPLICATIONS. PREQUALIFICATION APPLICATIONS SUBMITTED TO THE STATE FOR REVIEW LESS THAN 5 DAYS PRIOR TO MWRC-2024 APPLICATION DUE DATE MAY NOT BE CONSIDERED.

APPLICANTS SHOULD NOT ASSUME THAT THEIR PREQUALIFICATION INFORMATION WILL BE REVIEWED IF THEY DO NOT ADHERE TO THIS TIMEFRAME.

a) Applicant Prequalification

Pursuant to the New York State Division of Budget Bulletin H-1032 Revised, effective July 16, 2014, New York State has instituted key reform initiatives to the grant contract. Information on these initiatives can be found on the Grants Management Website.

All Applicants must be Prequalified in the SFS Grants Management System at the time and date that the application is due. Applications from non-prequalified entities will be rejected. The system will not allow you to submit your bid.

The SFS Handbook: SFS Training for Vendors guide is available on SFS Coach and includes guidance for prequalification. Additional training is available on SFS Coach.

If you are not familiar with SFS Grants Management, there are many resources available to help you register and become Prequalified on the NYS Grants Management Website <https://grantsmanagement.ny.gov/transition-sfs> including:

- Video tutorials on Grants Management Registration or Prequalification
- SFS Handbook: SFS Training for Vendors includes walkthroughs for the Bid process

5. Grant Opportunity General Information and Conditions

a. Grant Application Requirements and Conditions

Please be sure to include with your application, information on the following requirements, if applicable to your project:

Applications must meet the following minimum requirements to be eligible:

Applicant must be an eligible entity.

Applicant must have a recycling law adopted in compliance with General Municipal Law (GML) Section 120-aa.

Applicant must have a Department-approved Local Solid Waste Management Plan or Comprehensive Recycling Analysis

All project funding sources are eligible and minimum match requirement is met.

b. Expenditure Based Budget

Applicants must complete an itemized budget in the SFS Grants Management that provides details of the proposed project-related expenses. Budget detail must clearly distinguish between expenses to be claimed under the State grant share and expenses comprising the match. The itemized budget should also include appropriate level of information for the breakdown of costs for each budget item (depending on the budget category this information is provided in the budget detail and/or budget narrative) Eligible and ineligible costs are identified in this RFA.

c. Match Requirement and Expenditures

Match is the portion of project expenditures not paid for with grant funds. Match must be from local funds.

Eligible sources of match funds cannot come from other New York State, federal, or other outside funding sources. Applicants will be required to provide the sources of all matching funds using the Match Worksheet in the GM.

Grant funds are available for up to 50% of the requested budget. Applicants must match at least 100% of the grant funding amount.

d. Work Plan

Applicants must complete a work plan in the SFS GM that provides a clear overview of the project. Applications must include proposed project objectives, tasks associated with meeting each objective, and the performance measures associated with each task (performance measures can include desired project outcomes or deliverables). The work plan may include anticipated time frames in meeting project objectives, tasks and deliverables.

e. Debriefing Request

In accordance with section 163 of the NY State Finance Law, DEC must, upon request, provide a debriefing to any unsuccessful offeror that responded to the Program Overview, regarding the reasons that the proposal or bid submitted by the unsuccessful offeror was not selected for an award. An unsuccessful offeror wanting a debriefing must request a debriefing in writing, within fifteen calendar days of receipt of the notice that their proposal did not result in an award. Debriefings requested after fifteen calendar days may be denied.

f. Protest Procedure

DEC does not have a formal protest procedure, therefore an applicant may file an initial protest with OSC's Bureau of Contracts (BOC) after the Department has made a contract award. The protest must be in writing and filed with BOC within ten business days of notice of the contract award or if a debriefing has been requested by the interested party, within five business days of the debriefing (whichever is later). If the interested party is not provided with notice of the contract award, the interested party may file a protest with BOC at any time after the contract award and prior to the Comptroller's final action on the contract.

Formal protests concerning a pending contract award must be received within five (5) business days after the protesting party knows or should have known of the facts that constitute the basis of the formal protest.

The protest must be filed with:

Bureau Director
at bidprotests@osc.ny.gov or
Bureau of Contracts
New York State Office of the State Comptroller
110 State Street, 11th Floor
Albany, NY 12236

g. Department of Environmental Conservation Oversight

The Department of Environmental Conservation reserves the right to:

- Award additional and available funding for scored and ranked projects consistent with this grant opportunity.
- Award an agreement for any or all parts of the RFA in accordance with the method of award or withdraw of the RFA at any time at the Department's sole discretion.
- Award only one application for funding in the event there are multiple application submissions for a single project or for pieces of a single project.
- Partially fund an application if the partially funded portion can be demonstrated to meet the criteria for this RFA.
- Reduce an award from the amount requested in the application, should the project budget contain costs considered ineligible under this grant program, or if the supporting match is insufficient.
- Monitor the progress of all grant awards and withdraw grant funding if the grantee fails to make significant and timely progress on the project or fails to receive the necessary permissions and permits for the project.
- Refuse to fund projects that are determined to be inconsistent with NYS's Smart Growth Public Infrastructure Policy Act.
- Refuse to fund projects that are determined to be inconsistent with the Climate Change Leadership and Community Protection Act or its' implementing regulations.
- Upon determination that an application is incomplete, notify the applicant and allow for the application to be revised, or missing components added and resubmitted at the discretion of DEC. DEC, at its own discretion, will establish a deadline for resubmission of the application, which in no instance will exceed 30 calendar days after notification that an application is incomplete.
- As authorized, and pursuant to its own discretion, combine applications from municipalities in overlapping jurisdictions.

- Reject any or all applications in response to the RFA at the agency's sole discretion.

h. Sexual Harassment Prevention Certification

State Finance Law §139-I requires all applicants of grant funding to certify that they have a written policy addressing sexual harassment prevention in the workplace and provide annual sexual harassment training (that meets the Department of Labor's model policy and training standards) to all its employees.

Where applying for grant funding is required pursuant to statute, rule or regulation, every application submitted to the state or any public department or agency of the state must contain the following statement: "By submission of this application, each applicant and each person signing on behalf of the applicant certifies, and in the case of a partnering application each party thereto certifies as to its own organization, under penalty of perjury, that the applicant has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one g of the labor law."

Applications that do not contain the certification will not be considered for award; provided however, that if the applicant cannot make the certification, the applicant may provide a signed statement with their application detailing the reasons why the certification cannot be made. After review and consideration of such statement, the Department may reject the application or may decide there are sufficient reasons to accept the application without such certification.

Applicants are required to sign and upload the Sexual Harassment Prevention Certification form or upload a signed statement with their application detailing the reasons why the certification cannot be provided.

i. Executive Order 16

Executive Order No. 16 provides that "all Affected State Entities are directed to refrain from entering into any new contract or renewing any existing contract with an entity conducting business operations in Russia." The complete text of Executive Order No. 16 can be found at <https://www.governor.ny.gov/executive-order/no-16-prohibiting-state-agencies-and-authorities-contracting-businesses-conducting>. The Executive Order remains in effect while sanctions against Russia imposed by the federal government are in effect. Accordingly, vendors who may be excluded from award because of current business operations in Russia are nevertheless encouraged to respond to solicitations to preserve their contracting opportunities in case the sanctions are lifted during a solicitation or even after award in the case of some solicitations. As defined in Executive Order No. 16, an "entity conducting business operations in Russia" means an institution or company, wherever located, conducting any commercial activity in Russia or transacting business with the Russian Government or with commercial entities headquartered in Russia or with their principal place of business in Russia in the form of contracting, sales, purchasing, investment, or any business partnership. Vendors responding to this solicitation are required to complete and submit the form entitled "Certification Under Executive Order No. 16 Prohibiting State Agencies and Authorities from Contracting with Businesses Conducting Business in Russia".

ALL applicants must download, complete and save the Executive Order No. 16 Certification form, prior to uploading the completed form back into the GM.

6. Application Evaluation and Selection

All applications will be reviewed by one eligibility reviewer in accordance with the evaluation criteria contained in this RFA. Applicants are strongly encouraged to read and address the Application Review Standards in the process of developing an application. Knowledge of the evaluation criteria is valuable for designing and proposing a relevant and quality project. Evaluation consists of:

Step 1: Application and Project Eligibility Determination

Pass/Fail criteria – Applicant eligibility as described in Section 2, application completeness.

Step 2: Project Evaluation

If your application meets all eligibility pass/fail criteria it will be further evaluated by by one eligibility reviewer in accordance with the Evaluation Standards contained in this RFA. These include:

- A. New municipal recycling program components to be initiated or improvements to an existing program.
- B. The size of project service area or populations served.
- C. A detailed and significant scope of work.
- D. The number of new work products to be created.
- E. A budget with both Recycling Coordination and Education costs, as appropriate.
- F. Consistency with applicant's DEC-approved Local Solid Waste Management Plan, as applicable.
- G. Enactment of a local recycling law consistent with NYS General Municipal Law 120-aa.

7. Method of Award

Complete applications will be reviewed for eligibility by DEC and, if acceptable, will be approved for State assistance for up to 50 percent of eligible costs.

If there are insufficient funds to provide 50 percent reimbursement for all acceptable applications, DEC may either lower the percentage or set a dollar maximum on the level of funding to be provided to each municipality. In the event DEC lowers the maximum

reimbursement percentage, the lowered percentage or dollar maximum will be the same for all municipalities that submit an acceptable and approved application.

8. Grant Program Payment

Project costs eligible for reimbursement and project match must be incurred between the MCG term start and end dates. Costs incurred prior to the MCG term start date or after the MCG term end date will not be considered eligible for grant reimbursement or match. Copies of supporting cost documentation (paid invoices, receipts, cancelled checks, etc.) must be audited and approved by the DEC for costs to be eligible for grant reimbursement.

Upon execution of a contract, and completion of purchases, the grantee may request 50 percent reimbursement for the eligible costs of completed portions of the project.

Payment requests include a completed State Aid Voucher and must contain all supporting documents (vendor invoice, purchase order, cancelled check) for the expenses claimed. The grantee is required to file a "certificate of completion" with the final payment request.

After review of a payment request, DEC may approve, disapprove or modify the amount of funds reimbursed. Payment will not exceed the approved grant contract amount.

9. Eligible and Ineligible Expenditures

a. Eligible Project Expenditures

1. Salary, health insurance and pension costs paid by the employer for an employee who is responsible for recycling coordination, education, promotion, or outreach. Personnel must be employees of the applicant and assigned to the project for no less than 50 percent of their full-time work schedule.

2. Direct costs necessary to educate the public and increase public awareness of and participation in waste reduction and recycling, including:

a. recycling guides, mailers, brochures, and webpages

b. advertising on TV, radio, newspaper, internet, billboards, etc.

c. recycling signs and displays

d. give-away items, children's shows, county fair displays, America Recycles Day items.

3. Reasonable costs for consultant services necessary for recycling education, promotion, planning, public relations, or other specialized purposes.

4. Costs for supplies and materials specifically acquired and used as part of the municipal waste reduction and recycling education, promotion, planning and coordination project.

b. Ineligible Project Expenditures

1. Costs of any item NOT primarily used for educating, promoting, planning, and coordinating the benefits or methods of waste reduction, reuse, and recycling.
2. Ordinary operating costs for facilities and offices, including, but not limited to, office supplies and equipment, equipment service, office maintenance, internet service, telephone (except for dedicated recycling "hotlines"), utilities, mileage costs, travel expenses, and fuel within an applicant's service area or other similar costs or expenses, as determined by the Department.
3. Indirect, overhead or in-kind costs.
4. Costs of facility construction, repair, improvement, or recyclables processing equipment.
5. Costs of bins, totes, carts, composters, food scraps buckets, or other recycling or composting containers.
6. Costs incurred in preparing and submitting an application for state assistance.
7. Unnecessary or unreasonable costs as determined by the Department of Environmental Conservation.
8. Costs for hourly employees, contractor-employees or employees who use less than 50% of their work time for recycling coordination and education.
9. Items required by law, such as Worker's Compensation, Social Security, Medicare, and unemployment insurance.
10. Costs of mobile message signs/devices or costs of affixed signs that are not specifically about recycling.
11. Costs of educational materials that describe disposal, such as collection schedules for non-recyclables.

c. Match Requirement and Expenditures

Grant funds are available for up to 50% of the requested budget. Applicants must provide the remaining 50% in match funds.

Formula: Requested Budget x 50% = Required Match

d. Eligible Forms of Match

- Local funds

e. Ineligible Forms of Match

- Indirect costs overhead or operating expenses (space, rent, utilities).
- Other grant funding: project costs paid from other state and/or federal funding sources or other outside funding.
- Personal Services: Staff salaries devoted to the project, including fringe benefits expenses. Itemize salaries according to job title or job assignment on the project. Grantees will be required to document time worked, tasks, pay ratio and payment.
- Contractual Services: The value of services provided by responsible professional and technical personnel and consultants (i.e., engineering, and architectural

services, surveys, plans and specifications, research, design and development of a project, consultant and legal services directly related to a project, feasibility study for a facility, archaeological field work, report writing, curation of artifacts and interpretation, etc.).

- Supplies and materials: The current market value of items warehoused (not yet installed); use value current at time items were obtained.
- Volunteer Labor: Skilled and professional labor can be computed at the job rate. Unskilled labor and work performed by professionals or skilled laborers in an area outside of their area of expertise must be computed at the minimum wage (For example, a lawyer donating legal services may compute the value based on the standard billing rate, but the same lawyer donating time painting walls must calculate the value using minimum wage).
- Equipment: Compute the value according to its fair market rental value in the project location.
- Administrative Salaries: Administrative salaries must be documented and identified by task and must fall within the grant contract term to be eligible as match. For the purposes of this RFA, administrative salaries are defined as follows:
 - Preparation of equal employment opportunity and women and minority business enterprises documentation.
 - Preparation of quarterly narrative and expenditure reports.
 - Preparation of payment reimbursement request forms and backup cost documentation.
 - Preparation of Final Report upon project completion

10. Grant Program Reporting

When requesting reimbursement, the grantee must include a Progress Report for the project. A final payment request must also include a Certificate of Completion.

11. What to Expect If You Receive an Award

a. Notification of Award

Applicants selected to receive a grant award will be notified by email. The SFS GM will also provide you with an award status.

IMPORTANT NOTE: By accepting an award, applicant agrees to abide by all Master Contract for Grants (MCG) or purchase order terms and conditions. Any changes to the terms and conditions will not be accepted and may affect applicant's award.

b. State of New York Master Contract for Grants (MCG)

Applicants selected to receive a grant award will be required to execute a MCG within 60 - 90 days from the time of their award notification. Failure to submit timely required MCG documents could cause a grantee to lose their grant award. Applicants should review and be prepared to

comply with all MCG terms and conditions should grant funding be awarded. The MCG and attachments include:

- MCG Grants Face Page
- MCG Standard Terms and Conditions (NYS standard terms and conditions)
- Appendix A – Statewide Terms and Conditions
- Attachment A-1 Agency Specific Terms and Conditions
- Attachment A-2 Program Specific Terms and Conditions
- Attachment B-1 Expenditure Based Budget (project expense categories and detail)
- Attachment C Work Plan (project objectives, tasks and performance measures)
- Attachment D Payment and Reporting Schedule (claims for reimbursement and grant reporting provisions)

IMPORTANT NOTE: Project related costs must be incurred within the term of the MCG to be considered eligible for reimbursement or match. Contract payments will not be approved or processed by the DEC until a MCG is fully approved by the DEC, and as applicable the Attorney General and the State Comptroller. All contracts must be approved by the contract start date of which will be determined at the time of an official award.

Applicants (referred to as “Contractor” following award of Grant Contract) Should Be Prepared to Comply with the Following MCG Requirements:

i. Insurance Requirements

Contractor will be required to carry appropriate insurance as specified in the MGC or LOA, Attachment A-2 Program Specific Terms and Conditions, and agree that each project consultant, project contractor and project subcontractor secures and delivers to the contractor appropriate policies of insurance issued by an insurance company licensed to do business in the State of New York. Policies must name the contractor as an additional insured, with appropriate limits, covering contractor’s public liability and property damage insurance, contractor’s contingency liability insurance, “all-risk” insurance and workers compensation/disability benefits coverage for the project.

ii. Permit Requirements (if applicable)

Contractors agree to obtain all required permits, including but not limited to, local, state and federal permits prior to the commencement of any project related work. The Contractor agrees that all work performed in relation to the project by the Contractor or its agents, representatives, or contractors will comply with all relevant federal, state and local laws, rules, regulations and standards, zoning and building codes, ordinances, operating certificates for facilities, or licenses for an activity.

iii. State Environmental Quality Review (SEQR) Documentation

With respect to the project, the Contractor certifies that it has complied, and shall continue to comply with all requirements of the State Environmental Quality Review Act (SEQRA). The Contractor agrees to provide all environmental documents as may be required by the DEC. The

Contractor has notified, and shall continue to notify, the DEC of all actions proposed for complying with the environmental review requirements imposed by SEQRA.

c. Vendor Responsibility Questionnaire

Not-For-Profit contractors are subject to a vendor responsibility review by the State to ensure public dollars are being spent appropriately with responsible contractors. All subcontractors receiving more than \$100,000 over the length of a contract are also subject to a vendor responsibility review. A vendor responsibility review may include a contractor and/or subcontractor to present evidence of its continuing legal authority to do business in NYS, integrity, experience, ability, prior performance, and organizational and financial capacity. To enroll in and use the NYS VendRep System, see the VendRep System instructions, or log in at <https://onlineservices.osc.state.ny.us>.

d. Iran Divestment Act

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. By entering into a Contract, the Contractor certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additional detail on the Iran Divestment Act can be found in the MCG, Attachment A-1 Agency Specific Terms and Conditions.

e. Minority and Women Business Enterprise (MWBE) and Equal Employment Opportunity (EEO) Requirements

The Department is required to implement the provisions of New York State Executive Law Article 15-A and 5 NYCRR Parts 142-144 (MWBE Regulations) for all State contracts with a value (1) in excess of \$25,000 for labor, services, equipment, materials, or any combination of the foregoing or (2) in excess of \$100,000 for real property renovations and construction.

Applicants subject to executing a future NYS Master Contract for Grants (MCG) agree, in addition to any other nondiscrimination provision of the MCG and at no additional cost to the Department, to fully comply and cooperate with the Department in the implementation of New York State Executive Law Article 15-A. These requirements include Equal Employment Opportunities (EEO) for minority group members and women and contracting opportunities for certified Minority and Women Owned Business Enterprises (MWBEs). Contractor's demonstration of Good Faith Efforts (GFEs) pursuant to 5 NYCRR §142.8 shall be a part of these requirements. These provisions shall be deemed supplementary to, and not in lieu of, the nondiscrimination provisions required by New York State Executive Law Article 15 (the "Human Rights Law") or other applicable federal, state or local laws.

Failure to comply with MWBE and EEO requirements may result in a Department finding of non-responsiveness, non-responsibility and/or a breach of contract, leading to the withholding of funds or such other actions, liquidated damages, or enforcement proceedings.

Please refer to the NYS MCG - Article IV (J) and Attachment A-1 Program Specific Terms and Conditions - Article X, to review MWBE and EEO requirements.

- The local government is responsible for designating someone to serve as their Affirmative Action representative. The governing body should make this designation through official means.

- A list of certified MWBE enterprises can be obtained via the internet from the NYS Department of Economic Development at <https://ny.newnycontracts.com/FrontEnd/searchcertifieddirectory.asp>

MWBE reporting for Department of Environmental Conservation contracts must now be completed using the New York State Contract System (NYSCS). <https://ny.newnycontracts.com/>.

All contracts of \$25,000 or more will be assessed for MWBE goals. Contracts which meet the established MWBE-EEO thresholds require the Contractor to submit the Utilization Plan prior to the execution of the contract and Monthly Compliance Audits in the NYSCS after the contract is executed. To submit the required MWBE Utilization Plan, log-in to NYSCS and access the Utilization Plans section displayed on the user dashboard. Plans requiring action will be displayed in red.

All contractors shall complete an Equal Employment Opportunity (EEO) Policy Statement and Staffing Plan form and submit it prior to the execution of the contract.

For more information regarding MWBE compliance and reporting guidelines, and to download required forms, please visit <https://www.dec.ny.gov/about/61016.html#MWBE>.

- The following MWBE “Fair Share” goals are established as follows:
- **Minority and Women Owned Business Enterprise (MWBE) Overall Participation Goals:**

- Construction/Engineering – up to 0%
- Commodities – up to 0%
- Services/Technologies –up to 0%

DEC MWBE Compliance Unit
NYS Department of Environmental Conservation
Bureau of Contract and Grant Development/MWBE Program
625 Broadway, 10th Floor
Albany, New York 12233-5028
Mwbe@dec.ny.gov
Phone: (518) 402-9240
Fax: (518) 402-9023

f. Service-Disabled Veteran-Owned Business (SDVOB) Participation Requirements

The Department is required to implement the provisions of New York State Veteran’s Law Article 3. The contractor must make Good Faith Efforts to subcontract a goal of 0% of the contract amount to New York State Certified Service-Disabled Veteran-Owned Businesses (SDVOBs), for purposes of providing meaningful participation by SDVOBs.

The contractor is required to complete and submit a SDVOB Utilization Plan detailing how the contractor intends to meet the SDVOB goal. In addition, the contractor must complete and submit quarterly compliance reports detailing the amount spent on SDVOBs in the previous quarter. In addition, all forms and guidance can be located at; [Division of Service-Disabled Veterans' Business Development Compliance and Reporting | Office of General Services \(ny.gov\)](#). Please contact the Department's SDVOB compliance staff with any questions at:

DEC SDVOB Compliance Unit
NYS Department of Environmental Conservation
Bureau of Contract and Grant Development/SDVOB Program
625 Broadway, 10th Floor
Albany, New York 12233-5028
SDVOB@dec.ny.gov
Phone: (518) 402-9240

g. Procurement of Contractors/Subcontractors

Municipalities must comply with General Municipal Law Sections 103 (competitive bidding) and 104-b (procurement policies and procedures). Not-for-profit corporations must follow procurement policies that ensure prudent and economical use of public money. Failure to comply with these requirements could jeopardize full reimbursement of your approved eligible project costs.

h. Americans With Disabilities Act

In the event the monies defined herein are to be used for the development of facilities, outdoor recreation areas, transportation or written or spoken communication with the public, the Contractor shall comply with all requirements for providing access for individuals with disabilities as established by Article 4A of the New York State Public Buildings Law, Americans with Disabilities Act, and relevant sections of the New York State Uniform Fire Prevention and Building Code. Standards for certain Recreation Facilities are found in the 2010 ADA Standards for Accessible Design while others are found in the Architectural Barriers Act Accessibility Guidelines for Outdoor Recreation Areas <https://www.access-board.gov/guidelines-and-standards>.

i. Signage

For infrastructure projects, the contractor shall install signage on-site that identifies the site as a clean vehicle charging/refueling facility; promotes public use of the facility; and acknowledges rebate funding from the Department of Environmental Conservation through Title 15 of the New York State Environmental Protection Fund. Signage developed for use at a rebate-funded facility shall be subject to review and approval by the Department prior to installation.

j. Diesel Emissions Reduction Act 2006

In 2007, New York State passed legislation establishing the Diesel Emissions Reduction Act 2006 (DERA). This Act amended the Environmental Conservation Law (ECL) by adding Section 19-0323 which requires the use of best available retrofit technology (BART) and ultra-low sulfur diesel fuel (ULSD) for heavy duty vehicles owned or operated by, including on behalf of, state agencies and state or regional public authorities. The Department has promulgated regulations (6 NYCRR Part 248) to provide guidance on provisions of the law. The regulations may be found on the Department's website at <http://www.dec.ny.gov/regs/2492.html>.

If applicable, the contractor must comply with the specifications and provisions of ECL Section 19-0323 and 6 NYCRR Part 248, which require the use of BART and ULSD, unless specifically waived by the Department. Qualifications for a waiver under this law are the responsibility of the Contractor.

Attachment S

Sexual Harassment Prevention Certification Form

By submission of this application, each applicant and each person signing on behalf of any applicant certifies, and in the case of a partnering application each party thereto certifies as to its own organization, under penalty of perjury, that the applicant has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.

Company Name: _____

Signature: _____

Print Name and Title: _____

Date: _____

If the above certification cannot be made, the applicant must submit a signed statement below detailing the reasons why the certification cannot be made.

Company Name: _____

Signature: _____

Print Name and Title: _____

Date: _____

MWRR Budget Format for Coordination/Education Projects

Please use this form or create a similar format for your budget.

Personal Services - Salary of the employee designated Recycling Coordinator

1	Annualized Salary for the position	\$
2	Number of hours in a standard work week for this person	hours
3	Percentage of time dedicated to recycling & waste reduction efforts	%
4	Number of months funded (max. is 12 months)	months
5	Annualized Salary pro-rated by the percent funded and number of months	\$
6	State Grant Funds (50% of Line #5)	\$
7	Local Match Funds (50% of Line #5)	\$

Copy the amounts from lines 1-4, 6 and 7 to Forms Menu > Expenditure budget > Personal Services - Salary

Personal Services – Fringe Benefits of the employee designated Recycling Coordinator

	Category of applicable Fringe Benefit (paid by employer)	Cost
8	Retirement/Pension costs	\$
9	Health Insurance	\$
10	Dental, Vision, and/or Life insurance	\$
11	Subtotal Fringe Benefit Costs (Add lines #8-11)	\$
12	Percentage of time dedicated to recycling & waste reduction efforts	%
13	Total Fringe (amount pro-rated by the percentage of time dedicated to recycling and waste reduction efforts)	\$
14	State Grant Funds (50% of Line #13)	\$
15	Local Match Funds (50% of Line #13)	\$

Copy the amounts from lines 14 and 15 to Forms Menu > Expenditure budget > Personal Services - Fringe

Public Education/Promotion/Outreach Expenses (Other services and costs)

16	Description of Expense	Cost
17		\$
18		\$
19		\$
20		\$
21		\$
22		\$
23		\$
24		\$
25	Total Public Education Amount (Add lines 17-24) insert more lines if needed	\$
26	State Grant Funds (50% of Line #25)	\$
27	Local Match Funds (50% of Line #25)	\$

Copy the amounts in lines 26 and 27 to Forms Menu > Expenditure Budget > Other Expenses Detail

Total Personal and non-Personal Expenses	(Add lines 5, 13 and 25)	\$
State Assistance Requested	(Add lines 6, 14 and 26)	\$

Certification Under Executive Order No. 16 Prohibiting State Agencies and Authorities from Contracting with Businesses Conducting Business in Russia

Executive Order No. 16 provides that “all Affected State Entities are directed to refrain from entering into any new contract or renewing any existing contract with an entity conducting business operations in Russia.” The complete text of Executive Order No. 16 can be found [here](#).

The Executive Order remains in effect while sanctions imposed by the federal government are in effect. Accordingly, vendors who may be excluded from award because of current business operations in Russia are nevertheless encouraged to respond to solicitations to preserve their contracting opportunities in case the sanctions are lifted during a solicitation or even after award in the case of some solicitations.

As defined in Executive Order No. 16, an “entity conducting business operations in Russia” means an institution or company, wherever located, conducting any commercial activity in Russia or transacting business with the Russian Government or with commercial entities headquartered in Russia or with their principal place of business in Russia in the form of contracting, sales, purchasing, investment, or any business partnership.

Is Vendor an entity conducting business operations in Russia, as defined above? Please answer by checking one of the following boxes:

- 1. No, Vendor does not conduct business operations in Russia within the meaning of Executive Order No. 16.
- 2.a. Yes, Vendor conducts business operations in Russia within the meaning of Executive Order No. 16 but has taken steps to wind down business operations in Russia or is in the process of winding down business operations in Russia. (Please provide a detailed description of the wind down process and a schedule for completion.)
- 2.b. Yes, Vendor conducts business operations in Russia within the meaning of Executive Order No. 16 but only to the extent necessary to provide vital health and safety services within Russia or to comply with federal law, regulations, executive orders, or directives. (Please provide a detailed description of the services being provided or the relevant laws, regulations, etc.)
- 3. Yes, Vendor conducts business operations in Russia within the meaning of Executive Order No. 16.

The undersigned certifies under penalties of perjury that they are knowledgeable about the Vendor’s business and operations and that the answer provided herein is true to the best of their knowledge and belief.

Vendor Name: _____
(legal entity)

By: _____
(signature)

Name: _____

Title: _____

Date: _____

RECYCLABLES TONNAGE SUMMARY WORKSHEET

Complete lines for the materials categories used in the applicant's recycling/compost program.

Please use the most recent year for which you have data.

Applicant:		Population:	
Materials Collected for RECYCLING	Curbside (C) Drop-off (D) Both (B)	Current Annual Recovery Amount (tons) Year:	Projected Recovery Amount if this project is approved (tons)
COMMINGLED Single Stream			
COMMINGLED Paper			
COMMINGLED Containers			
PAPER – Newspaper			
PAPER – Corrugated Cardboard			
PAPER – Office Paper			
PAPER – Other (Specify)			
GLASS – Containers			
METAL – Ferrous Containers			
METAL – Aluminum			
METAL – Scrap Metal			
METAL – Other (Specify)			
PLASTIC – PET Containers			
PLASTIC – HDPE Containers			
PLASTIC - Mixed (1-7 Containers)			
PLASTIC – Film			
TEXTILES			
YARD TRIMMINGS			
FOOD SCRAPS			
BIOSOLIDS Composted			
ELECTRONIC WASTE			
OTHER *			
TOTAL TONS			

NOTE: All applicants must complete the Disposal section below:

Materials Collected for DISPOSAL	Curbside (C) Drop-off (D) Both (B)	Current Annual Recovery Amount (tons) Year:	Projected Recovery Amount if this project is approved (tons)
MSW			
C&D Debris			
INDUSTRIAL			
BIOSOLIDS (dry tons)			
TOTAL TONS			
RECYCLING RATE: (tons recycled/ tons recycled + tons disposed)		%	%

*** Specify what is the OTHER items**

#6h

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

APPROVAL – BUDGETARY AMENDMENT (24A082) – SHERIFF – LICENSING SOFTWARE – TYLER TECHNOLOGIES, INC. - MEMORANDUM OF AGREEMENT (MOA) WITH TOWN OF KENT, VILLAGE OF BREWSTER & VILLAGE OF COLD SPRING

WHEREAS, the County entered into a License and Services Agreement with Tyler Technologies, Inc. for a Computer Aided Dispatch/Records Management System (“Software”); and

WHEREAS, the Agreement allows the County to grant Affiliated Organizations, which are government entities separate from the County, access to the Software hosted on the County’s servers; and

WHEREAS, access to the same Software will benefit them in responding to emergency situations; and

WHEREAS, the County agreed to allow the Town of Kent, the Village of Brewster and the Village of Cold Spring access to the Software at no cost to them other than an annual maintenance fee as outlined in the three (3) Memorandums of Agreement; and

WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (24A082) to account for the first year’s maintenance fee; and

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

Increase Revenues:

13311000	Sheriff Communications	
427701	Miscellaneous	31,000

Increase Expenses:

13311000	Sheriff Communications	
54783	Licensing Software	31,000

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

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

MICHAEL LEWIS
Commissioner Of Finance



cc:all
Prot
A+A

Reso

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

September 3, 2024

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

Dear Ms. Schonfeld

2024 SEP -5 PM 1:33
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2024 Putnam County Sheriff Department's budget.

Increase Revenues:

13311000		Sheriff Comm	
	427701	Miscellaneous	<u>\$31,000</u>

Increase Expenses:

13311000		Sheriff Comm	
	54783	Licensing Software	<u>\$31,000</u>

2024 Fiscal Impact - 0
2025 Fiscal Impact - 0

The County has entered into a License and Services agreement with Tyler Technologies, Inc. for a Computer Aided Dispatch/Records Management System ("Software"). The Agreement allows the County to grant Affiliated Organizations, which are government entities separate from the County, access to the Software hosted on the County's servers. Access to the same Software will benefit them in responding to emergency situations. The County agreed to allow the Town of Kent and the Villages of Cold Spring and Brewster access to the Software at no cost to them other than an annual maintenance fee as outlined in the three Memorandums of Agreement (attached).

Please forward to the appropriate Committee.

24A082

AUTHORIZATION:

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

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

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

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

Putnam County Sheriff's Office

3 County Center
Carmel, NY 10512

Invoice

DATE	INVOICE #
8/8/2024	2860

BILL TO
TOWN OF KENT 25 SYBIL'S CROSSING KENT LAKES, NY 10512

DEPUTY	HOURS	DESCRIPTION	RATE	DATE OF SE...	AMOUNT
MAINTENAN...	1	YEARLY MAINTENANCE FEE AS PER MOA FOR ACCESS TO TYLER TECH SOFTWARE FOR CAD/RMS BETWEEN COUNTY OF PUTNAM AND TOWN OF KENT COUNTY CONTRACT 2024145	25,000.00		25,000.00
Total					\$25,000.00

2024145

Memorandum of Agreement

**between
COUNTY OF PUTNAM
and
TOWN OF KENT**

This Memorandum of Agreement (“Agreement”) made by and between the **County of Putnam**, a municipal corporation of the State of New York, having an office and place of business at 40 Gleneida Avenue, Carmel, New York 10512, acting by and through the Putnam County Sheriff’s Office (hereinafter referred to as the “County”), and the **Town of Kent**, a municipal corporation of the State of New York, having an office and place of business at 25 Sybil’s Crossing, Kent Lakes, New York 10512 (hereinafter referred to as the “Town”) (collectively, the “Parties”).

WHEREAS, the County entered into a License and Services agreement with Tyler Technologies, Inc. on or about July 21, 2022 (hereinafter referred to as the “L& S Agreement”) for a Computer Aided Dispatch/Records Management System (“Software”); and

WHEREAS, the Agreement allows the County to grant an Affiliated Organization, which is a government entity separate from the County, access to the Software hosted on the County’s servers; and

WHEREAS, it is in the best interest of the Parties to have access to the same Software in responding to emergency situations; and

WHEREAS, The County agrees to allow the Town access to the Software at no cost to the Town, other than a yearly maintenance fee.

NOW, THEREFORE, in consideration of the terms and conditions herein contained, parties agree as follows:

1. County agrees to allow the Town access to the Software with maintenance and support services in accordance with the terms and conditions set forth in the L&S Agreement, a copy of which is attached hereto as Exhibit "A".
2. Town agrees to utilize the Software in accordance with the terms and conditions set forth in the L&S Agreement.
3. In exchange for access to the Software, the Town agrees to pay the County an annual maintenance fee. For the first year of the MOA, the Town shall pay the County Twenty-Five Thousand Dollars (\$25,000.00). For the second year of the MOA, the Town shall pay the County Thirty Thousand Dollars (\$30,000.00). The annual maintenance fee shall increase by 3% to 5% every year thereafter.
4. This Agreement shall commence on January 1, 2024, and shall terminate concurrently with the L&S Agreement entered into by the County and Tyler Technologies, Inc. Either party may terminate this Agreement, when it is determined to be in their best interest, upon sixty days (60) written notice. In such event, the annual maintenance fee shall be prorated up to the effective date of termination. Once the Agreement has been terminated the Town will no longer have access to the Software.
5. If the County receives written notice from Tyler Technologies, Inc. that the Town has violated the terms of the L&S Agreement, this MOA will terminate immediately and Town's access to the Software shall be revoked.
6. Each party shall indemnify, defend, and hold the other harmless from all loss, cost, claims and suits, including reasonable attorney's fees and disbursements, caused by its negligence or breach of the L&S Agreement and/or the MOA.

7. Both parties do hereby agree to obtain and thereafter continue to keep in full force and in effect their general liability insurance coverage relative to the various services to be performed herein with limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 annual aggregate, with the other party named as additional insured thereon. Each party shall, at the request of the other, provide proof of said insurance in the form of a Certificate of Insurance or other similar documentation.
8. All notices of any nature referred to in this Agreement shall be in writing and sent to the respective addresses set forth below. Such notice shall be deemed to be given and received when deposited in the United States mail, postage prepaid, addressed to:

TO THE COUNTY: COUNTY ATTORNEY
48 Gleneida Avenue
Carmel, New York 10512

PUTNAM COUNTY SHERIFF
3 County Center
Carmel, New York 10512

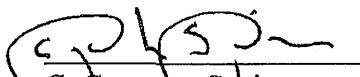
TO THE TOWN: TOWN OF KENT
25 Sybil's Crossing
Kent Lakes, New York 10512

9. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments, and writings. It will not be released, discharged, changed, or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.
10. This Agreement will be construed and enforced in accordance with the laws of the State of New York. Any and all disputes and/or legal actions or proceedings arising out of this Agreement shall be venued in Putnam County, New York.

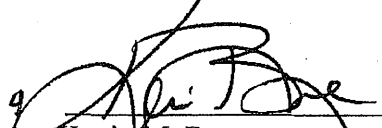
11. In no event will either party be liable to the other party, or be deemed to have breached the Agreement, for any failure or delay in performing its obligations under the Agreement if and to the extent such failure or delay is caused by any circumstances beyond such party's reasonable control, including acts of God, flood, fire, earthquake, pandemic, epidemic, problems with the Internet, shortages in materials, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.
12. If any provision of the Agreement is invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability will not affect any other term or provision of the Agreement.
13. Any document executed and delivered in connection with the Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement.
14. To the extent permitted by applicable law, electronic signatures may be used for the purpose of executing this Agreement. The use of said electronic signatures shall have the same force and effect of law and shall be deemed binding.

READ & APPROVED:


THE COUNTY OF PUTNAM:


C. Compton Spain
Putnam County Attorney


Date: 3-14-24


Kevin M. Byrne
Putnam County Executive

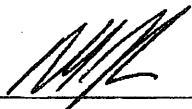
Date: 3/18/24


Mat C. Bruno, Sr.
Putnam County Risk Manager

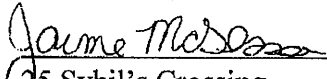
Date: 3-8-24


Kevin McConville
Putnam County Sheriff

Date: 3/6/24


 Date 3/19/24
 Michael J. Lewis
 Commissioner of Finance

TOWN OF KENT:

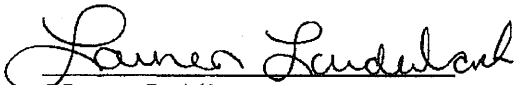

 Date 2/28/24
 25 Sybil's Crossing
 Kent Lakes, New York 10512

By: Jaime McGlasson Supervisor
 Please Print Name & Title

ACKNOWLEDGMENT OF KENT:

STATE OF NEW YORK)
) ss.:
 COUNTY OF PUTNAM)

On the 28 day of February in the year of 2024, before me, the undersigned, personally appeared Jaime McGlasson personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signatures on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

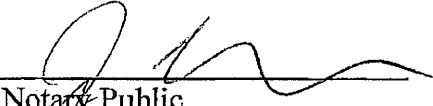

 Notary Public

LAUREN LOUDERBACK
 Notary Public, State of New York
 No. 01LO6377030
 Qualified in Putnam County
 Commission Expires June 25, 2026

ACKNOWLEDGMENT OF PUTNAM COUNTY:

STATE OF NEW YORK)
) ss.:
 COUNTY OF PUTNAM)

On the 28th day of March in the year of 2024, before me, the undersigned, personally appeared Kevin H. Byrne personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signatures on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


 Notary Public

JENNIFER L CARUSO
 NOTARY PUBLIC, STATE OF NEW YORK
 Registration No. 02CA6395487
 Qualified in Putnam County
 My Commission Expires Sept. 15, 2027

EXHIBIT "A"



Exhibit C
Maintenance and Support Agreement

We will provide you with the following maintenance and support services for the Tyler Software. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

1. **Term.** We provide maintenance and support services on an annual basis. The initial term commences on the Effective Date and remains in effect for eighteen (18) months. The term will renew automatically for additional one (1) year terms unless terminated in writing by either party at least thirty (30) days prior to the end of the then-current term.
2. **Maintenance and Support Fees.** Your maintenance and support fees commencing on the Effective Date through the first eighteen (18) months, are waived. Beginning month nineteen, your initial maintenance and support fees for the Tyler Software are listed in the Investment summary and your payment obligations are set forth in the Invoicing and Payment Policy. We reserve the right to suspend maintenance and support services if you fail to pay undisputed maintenance and support fees within thirty (30) days of our written notice. We will reinstate maintenance and support services only if you pay all past due maintenance and support fees, including all fees for the periods during which services were suspended.
3. **Maintenance and Support Services.** As long as you are not using the Help Desk as a substitute for our training services on the Tyler Software, and you timely pay your maintenance and support fees, we will, consistent with our then-current Support Call Process:
 - 3.1 perform our maintenance and support obligations in a professional, good, and workmanlike manner, consistent with industry standards, to resolve Defects in the Tyler Software (limited to the then-current version and the immediately prior version); provided, however, that if you modify the Tyler Software without our consent, our obligation to provide maintenance and support services on and warrant the Tyler Software will be void;
 - 3.2 provide telephone support during our established support hours, currently Monday through Friday from 8:00 a.m. to 9:00 p.m. (Eastern Time Zone). Emergency 24-hours per day, 7 days per week, telephone support for New World Public Safety CAD only. After 9:00 p.m., the New World CAD phone support will be provided via pager and a support representative will respond to CAD service calls within 30 minutes of call initiation.
 - 3.3 maintain personnel that are sufficiently trained to be familiar with the Tyler Software and Third Party Software, if any, in order to provide maintenance and support services;
 - 3.4 provide you with a copy of all major and minor releases to the Tyler Software (including updates and enhancements) that we make generally available without additional charge to customers who have a maintenance and support agreement in effect; and

3.5 provide non-Defect resolution support of prior releases of the Tyler Software in accordance with our then-current release life cycle policy.

4. Client Responsibilities. We will use all reasonable efforts to perform any maintenance and support services remotely. Currently, we use a third-party secure unattended connectivity tool called Bomgar, as well as GotoAssist by Citrix. Therefore, you agree to maintain a high-speed internet connection capable of connecting us to your PCs and server(s). You agree to provide us with a login account and local administrative privileges as we may reasonably require to perform remote services. We will, at our option, use the secure connection to assist with proper diagnosis and resolution, subject to any reasonably applicable security protocols. If we cannot resolve a support issue remotely, we may be required to provide onsite services. In such event, we will be responsible for our travel expenses, unless it is determined that the reason onsite support was required was a reason outside our control. Either way, you agree to provide us with full and free access to the Tyler Software, working space, adequate facilities within a reasonable distance from the equipment, and use of machines, attachments, features, or other equipment reasonably necessary for us to provide the maintenance and support services, all at no charge to us. We strongly recommend that you also maintain a VPN for backup connectivity purposes.

5. Hardware and Other Systems. If you are a self-hosted customer and, in the process of diagnosing a software support issue, it is discovered that one of your peripheral systems or other software is the cause of the issue, we will notify you so that you may contact the support agency for that peripheral system. We cannot support or maintain Third Party Products except as expressly set forth in the Agreement.

In order for us to provide the highest level of software support, you bear the following responsibility related to hardware and software:

- (a) All infrastructure executing Tyler Software shall be managed by you;
- (b) You will maintain support contracts for all non-Tyler software associated with Tyler Software (including operating systems and database management systems, but excluding Third-Party Software, if any); and
- (c) You will perform daily database backups and verify that those backups are successful.

6. Other Excluded Services. Maintenance and support fees do not include fees for the following services: (a) initial installation or implementation of the Tyler Software; (b) onsite maintenance and support (unless Tyler cannot remotely correct a Defect in the Tyler Software, as set forth above); (c) application design; (d) other consulting services; (e) maintenance and support of an operating system or hardware, unless you are a hosted customer; (f) support outside our normal business hours as listed in our then-current Support Call Process; or (g) installation, training services, or third party product costs related to a new release. Requested maintenance and support services such as those outlined in this section will be billed to you on a time and materials basis at our then current rates. You must request those services with at least one (1) weeks' advance notice.

7. Current Support Call Process. Our current Support Call Process for the Tyler Software is attached to this Exhibit C at Schedule 1.

YEARLY MAINTENANCE PER MOA TO TYLER TECHNOLOGY

DATE: 9/3/2024

Mr. Michael Lewis
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, N.Y. 10512

Dear Commissioner Lewis:

Check #310490 in the amount of \$3,000

From: VILLAGE OF COLD SPRING

Please apply to the corresponding 2024 revenue account#:

	13311000.427701	\$3,000.00
Also increase expenditure lines:	13311000.54783	\$3,000.00
	<i>Sheriff Comm: Licensing Software</i>	

These are funds received per county contract 2024146 for access to Tyler Technology software for CAD and RMS.

Very truly yours,

Kristin D. Van Tassel
Fiscal Manager

2024147

**Memorandum of Agreement
between
COUNTY OF PUTNAM
and
VILLAGE OF COLD SPRING**

This Memorandum of Agreement (“Agreement”) made by and between the **County of Putnam**, a municipal corporation of the State of New York, having an office and place of business at 40 Gleneida Avenue, Carmel, New York 10512, acting by and through the Putnam County Sheriff’s Office (hereinafter referred to as the “County”), and the **VILLAGE OF COLD SPRING**, a municipal corporation of the State of New York, having an office and place of business at 85 Main Street, Cold Spring, New York 10516 (hereinafter referred to as the “Village”) (collectively, the “Parties”).

WHEREAS, the County entered into a License and Services agreement with Tyler Technologies, Inc. on or about July 21, 2022 (hereinafter referred to as the “L& S Agreement”) for a Computer Aided Dispatch/Records Management System (“Software”); and

WHEREAS, the Agreement allows the County to grant an Affiliated Organization, which is a government entity separate from the County, access to the Software hosted on the County’s servers; and

WHEREAS, it is in the best interest of the Parties to have access to the same Software in responding to emergency situations; and

WHEREAS, The County agrees to allow the Village access to the Software at no cost to the Village, other than a yearly maintenance fee.

NOW, THEREFORE, in consideration of the terms and conditions herein contained, parties agree as follows:

1. County agrees to allow the Village access to the Software with maintenance and support services in accordance with the terms and conditions set forth in the L&S Agreement, a copy of which is attached hereto as Exhibit "A".
2. Village agrees to utilize the Software in accordance with the terms and conditions set forth in the L&S Agreement.
3. In exchange for access to the Software, the Village agrees to pay the County an annual maintenance fee in the amount of Three Thousand Dollars (\$3,000.00) for the duration of the agreement.
4. This Agreement shall commence on January 1, 2024, and shall terminate concurrently with the L&S Agreement entered into by the County and Tyler Technologies, Inc. Either party may terminate this Agreement, when it is determined to be in their best interest, upon sixty days (60) written notice. In such event, the annual maintenance fee shall be prorated up to the effective date of termination. Once the Agreement has been terminated the Village will no longer have access to the Software.
5. If the County receives written notice from Tyler Technologies, Inc. that the Village has violated the terms of the L&S Agreement, this MOA will terminate immediately and Village's access to the Software shall be revoked.
6. Each party shall indemnify, defend, and hold the other harmless from all loss, cost, claims and suits, including reasonable attorney's fees and disbursements, caused by its negligence or breach of terms of the L&S Agreement and/or the MOA.
7. Both parties do hereby agree to obtain and thereafter continue to keep in full force and in effect their general liability insurance coverage relative to the various services to be performed herein with limits of not less than \$1,000,000.00 per occurrence and

\$2,000,000.00 annual aggregate, with the other party named as additional insured thereon.

Each party shall, at the request of the other, provide proof of said insurance in the form of a Certificate of Insurance or other similar documentation.

8. All notices of any nature referred to in this Agreement shall be in writing and sent to the respective addresses set forth below. Such notice shall be deemed to be given and received when deposited in the United States mail, postage prepaid, addressed to:

TO THE COUNTY: COUNTY ATTORNEY
48 Gleneida Avenue
Carmel, New York 10512

PUTNAM COUNTY SHERIFF
3 County Center
Carmel, New York 10512


TO THE VILLAGE: VILLAGE OF COLD SPRING
85 Main Street
Cold Spring, New York 10516

9. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments, and writings. It will not be released, discharged, changed, or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.
10. This Agreement will be construed and enforced in accordance with the laws of the State of New York. Any and all disputes and/or legal actions or proceedings arising out of this Agreement shall be venued in Putnam County, New York.
11. In no event will either party be liable to the other party, or be deemed to have breached the Agreement, for any failure or delay in performing its obligations under the Agreement if and to the extent such failure or delay is caused by any circumstances beyond such party's reasonable control, including acts of God, flood, fire, earthquake, pandemic, epidemic, problems with the Internet, shortages in materials, explosion, war, terrorism,

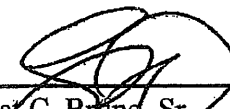
invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

12. If any provision of the Agreement is invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability will not affect any other term or provision of the Agreement.
13. Any document executed and delivered in connection with the Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement.
14. To the extent permitted by applicable law, electronic signatures may be used for the purpose of executing this Agreement. The use of said electronic signatures shall have the same force and effect of law and shall be deemed binding.

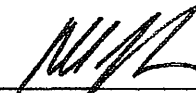
READ & APPROVED:



C. Compton Spain
Putnam County Attorney
Date: 2-27-24

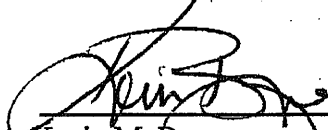


Mat C. Brund, Sr.
Putnam County Risk Manager
Date: 2-27-24

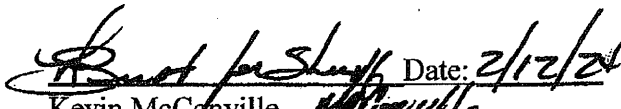


Michael J. Lewis
Commissioner of Finance
Date 2/29/24

THE COUNTY OF PUTNAM:




Kevin M. Byrne
Putnam County Executive
Date: 3/5/24



Kevin McConville
Putnam County Sheriff
Date: 2/12/24

VILLAGE OF COLD SPRING:



85 Main Street
Cold Spring, New York 10516
Date: 2/8/2024
By: KATHLEEN E. FOLEY, MAYOR
Please Print Name & Title

ACKNOWLEDGMENT OF VILLAGE:

STATE OF NEW YORK)
) ss.:
COUNTY OF PUTNAM)

On the 8th day of February in the year of 2024, before me, the undersigned, personally appeared Kathleen E. Foley personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signatures on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Cathy L. Costello
Notary Public **Cathy L. Costello**
Notary Public, State of New York
No. 01CO8118728
Qualified in Putnam County
Commission Expires Nov. 15, 2024

ACKNOWLEDGMENT OF PUTNAM COUNTY:

STATE OF NEW YORK)
) ss.:
COUNTY OF PUTNAM)

On the 5th day of March in the year of 2024, before me, the undersigned, personally appeared Kevin Byrne personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signatures on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Jennifer L. Caruso
Notary Public

JENNIFER L CARUSO
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 02CA6395487
Qualified in Putnam County
My Commission Expires Sept. 15, 2027

EXHIBIT "A"



Exhibit C Maintenance and Support Agreement

We will provide you with the following maintenance and support services for the Tyler Software. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

1. **Term.** We provide maintenance and support services on an annual basis. The initial term commences on the Effective Date and remains in effect for eighteen (18) months. The term will renew automatically for additional one (1) year terms unless terminated in writing by either party at least thirty (30) days prior to the end of the then-current term.
2. **Maintenance and Support Fees.** Your maintenance and support fees commencing on the Effective Date through the first eighteen (18) months, are waived. Beginning month nineteen, your initial maintenance and support fees for the Tyler Software are listed in the Investment summary and your payment obligations are set forth in the Invoicing and Payment Policy. We reserve the right to suspend maintenance and support services if you fail to pay undisputed maintenance and support fees within thirty (30) days of our written notice. We will reinstate maintenance and support services only if you pay all past due maintenance and support fees, including all fees for the periods during which services were suspended.
3. **Maintenance and Support Services.** As long as you are not using the Help Desk as a substitute for our training services on the Tyler Software, and you timely pay your maintenance and support fees, we will, consistent with our then-current Support Call Process:
 - 3.1 perform our maintenance and support obligations in a professional, good, and workmanlike manner, consistent with industry standards, to resolve Defects in the Tyler Software (limited to the then-current version and the immediately prior version); provided, however, that if you modify the Tyler Software without our consent, our obligation to provide maintenance and support services on and warrant the Tyler Software will be void;
 - 3.2 provide telephone support during our established support hours, currently Monday through Friday from 8:00 a.m. to 9:00 p.m. (Eastern Time Zone). Emergency 24-hours per day, 7 days per week, telephone support for New World Public Safety CAD only. After 9:00 p.m., the New World CAD phone support will be provided via pager and a support representative will respond to CAD service calls within 30 minutes of call initiation.
 - 3.3 maintain personnel that are sufficiently trained to be familiar with the Tyler Software and Third Party Software, if any, in order to provide maintenance and support services;
 - 3.4 provide you with a copy of all major and minor releases to the Tyler Software (including updates and enhancements) that we make generally available without additional charge to customers who have a maintenance and support agreement in effect; and

3.5 provide non-Defect resolution support of prior releases of the Tyler Software in accordance with our then-current release life cycle policy.

4. Client Responsibilities. We will use all reasonable efforts to perform any maintenance and support services remotely. Currently, we use a third-party secure unattended connectivity tool called Bomgar, as well as GotoAssist by Citrix. Therefore, you agree to maintain a high-speed internet connection capable of connecting us to your PCs and server(s). You agree to provide us with a login account and local administrative privileges as we may reasonably require to perform remote services. We will, at our option, use the secure connection to assist with proper diagnosis and resolution, subject to any reasonably applicable security protocols. If we cannot resolve a support issue remotely, we may be required to provide onsite services. In such event, we will be responsible for our travel expenses, unless it is determined that the reason onsite support was required was a reason outside our control. Either way, you agree to provide us with full and free access to the Tyler Software, working space, adequate facilities within a reasonable distance from the equipment, and use of machines, attachments, features, or other equipment reasonably necessary for us to provide the maintenance and support services, all at no charge to us. We strongly recommend that you also maintain a VPN for backup connectivity purposes.
5. Hardware and Other Systems. If you are a self-hosted customer and, in the process of diagnosing a software support issue, it is discovered that one of your peripheral systems or other software is the cause of the issue, we will notify you so that you may contact the support agency for that peripheral system. We cannot support or maintain Third Party Products except as expressly set forth in the Agreement.

In order for us to provide the highest level of software support, you bear the following responsibility related to hardware and software:

- (a) All infrastructure executing Tyler Software shall be managed by you;
 - (b) You will maintain support contracts for all non-Tyler software associated with Tyler Software (including operating systems and database management systems, but excluding Third-Party Software, if any); and
 - (c) You will perform daily database backups and verify that those backups are successful.
6. Other Excluded Services. Maintenance and support fees do not include fees for the following services: (a) initial installation or implementation of the Tyler Software; (b) onsite maintenance and support (unless Tyler cannot remotely correct a Defect in the Tyler Software, as set forth above); (c) application design; (d) other consulting services; (e) maintenance and support of an operating system or hardware, unless you are a hosted customer; (f) support outside our normal business hours as listed in our then-current Support Call Process; or (g) installation, training services, or third party product costs related to a new release. Requested maintenance and support services such as those outlined in this section will be billed to you on a time and materials basis at our then current rates. You must request those services with at least one (1) weeks' advance notice.
 7. Current Support Call Process. Our current Support Call Process for the Tyler Software is attached to this Exhibit C at Schedule 1.

YEARLY MAINTENANCE PER MOA TO TYLER TECHNOLOGY

DATE: 8/26/2024

Mr. Michael Lewis
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, N.Y. 10512

Dear Commissioner Lewis:

Check #034322 in the amount of \$3,000

From: VILLAGE OF BREWSTER

Please apply to the corresponding 2024 revenue account#:

	13311000.427701	\$3,000.00
Also increase expenditure lines:	13311000.54783	\$3,000.00
	<i>Sheriff Comm: Licensing Software</i>	

These are funds received per county contract 2024146 for access to Tyler Technology software for CAD and RMS.

Very truly yours,

Kristin D. Van Tassel
Fiscal Manager

**Memorandum of Agreement
between
COUNTY OF PUTNAM
and
VILLAGE OF BREWSTER**

This Memorandum of Agreement (“Agreement”) made by and between the **County of Putnam**, a municipal corporation of the State of New York, having an office and place of business at 40 Gleneida Avenue, Carmel, New York 10512, acting by and through the Putnam County Sheriff’s Office (hereinafter referred to as the “County”), and the **VILLAGE OF BREWSTER**, a municipal corporation of the State of New York, having an office and place of business at 50 Main Street, Brewster, New York 10509 (hereinafter referred to as the “Village”) (collectively, the “Parties”).

WHEREAS, the County entered into a License and Services agreement with Tyler Technologies, Inc. on or about July 21, 2022 (hereinafter referred to as the “L& S Agreement”) for a Computer Aided Dispatch/Records Management System (“Software”); and

WHEREAS, the Agreement allows the County to grant an Affiliated Organization, which is a government entity separate from the County, access to the Software hosted on the County’s servers; and

WHEREAS, it is in the best interest of the Parties to have access to the same Software in responding to emergency situations; and

WHEREAS, The County agrees to allow the Village access to the Software at no cost to the Village, other than a yearly maintenance fee.

NOW, THEREFORE, in consideration of the terms and conditions herein contained, parties agree as follows:

1. County agrees to allow the Village access to the Software with maintenance and support services in accordance with the terms and conditions set forth in the L&S Agreement, a copy of which is attached hereto as Exhibit "A".
2. Village agrees to utilize the Software in accordance with the terms and conditions set forth in the L&S Agreement.
3. In exchange for access to the Software, the Village agrees to pay the County an annual maintenance fee in the amount of Three Thousand Dollars (\$3,000.00) for the duration of the agreement.
4. This Agreement shall commence on January 1, 2024, and shall terminate concurrently with the L&S Agreement entered into by the County and Tyler Technologies, Inc. Either party may terminate this Agreement, when it is determined to be in their best interest, upon sixty days (60) written notice. In such event, the annual maintenance fee shall be prorated up to the effective date of termination. Once the Agreement has been terminated the Village will no longer have access to the Software.
5. If the County receives written notice from Tyler Technologies, Inc. that the Village has violated the terms of the L&S Agreement, this MOA will terminate immediately and Village's access to the Software shall be revoked.
6. Each party shall indemnify, defend, and hold the other harmless from all loss, cost, claims and suits, including reasonable attorney's fees and disbursements, caused by its negligence or breach of terms of the L&S Agreement and/or the MOA.
7. Both parties do hereby agree to obtain and thereafter continue to keep in full force and in effect their general liability insurance coverage relative to the various services to be performed herein with limits of not less than \$1,000,000.00 per occurrence and

\$2,000,000.00 annual aggregate, with the other party named as additional insured thereon.

Each party shall, at the request of the other, provide proof of said insurance in the form of a Certificate of Insurance or other similar documentation.

8. All notices of any nature referred to in this Agreement shall be in writing and sent to the respective addresses set forth below. Such notice shall be deemed to be given and received when deposited in the United States mail, postage prepaid, addressed to:

TO THE COUNTY: COUNTY ATTORNEY
48 Gleneida Avenue
Carmel, New York 10512

PUTNAM COUNTY SHERIFF
3 County Center
Carmel, New York 10512

TO THE VILLAGE: VILLAGE OF BREWSTER
50 Main Street
Brewster, New York 10509

9. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments, and writings. It will not be released, discharged, changed, or modified except by an instrument in writing signed by a duly authorized representative of each of the parties.
10. This Agreement will be construed and enforced in accordance with the laws of the State of New York. Any and all disputes and/or legal actions or proceedings arising out of this Agreement shall be venued in Putnam County, New York.
11. In no event will either party be liable to the other party, or be deemed to have breached the Agreement, for any failure or delay in performing its obligations under the Agreement if and to the extent such failure or delay is caused by any circumstances beyond such party's reasonable control, including acts of God, flood, fire, earthquake, pandemic, epidemic, problems with the Internet, shortages in materials, explosion, war, terrorism,

invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

12. If any provision of the Agreement is invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability will not affect any other term or provision of the Agreement.

13. Any document executed and delivered in connection with the Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement.

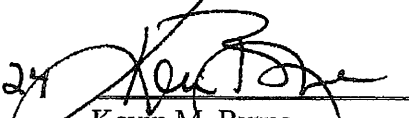
14. To the extent permitted by applicable law, electronic signatures may be used for the purpose of executing this Agreement. The use of said electronic signatures shall have the same force and effect of law and shall be deemed binding.

READ & APPROVED:


THE COUNTY OF PUTNAM:


C. Compton Spain
Putnam County Attorney


Date: 3-17-24


Kevin M. Byrne
Putnam County Executive

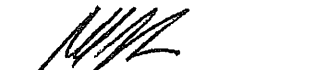
Date: 3/28/24


Mat C. Bruno Sr.
Putnam County Risk Manager

Date: 3-13-24

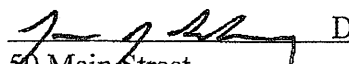

Kevin McConville
Putnam County Sheriff

Date: 3/11/2024


Michael J. Lewis
Commissioner of Finance

Date: 3/18/24

VILLAGE OF BREWSTER:


50 Main Street
Brewster, New York 10509

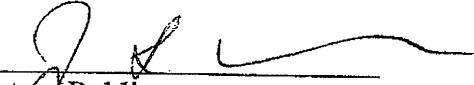
Date: 2-7-24

By: James Schoenig, Mayor
Please Print Name & Title

ACKNOWLEDGMENT OF PUTNAM COUNTY:

STATE OF NEW YORK)
) ss.:
COUNTY OF PUTNAM)

On the 28th day of March in the year of 2024, before me, the undersigned, personally appeared Kevin M. Byrne personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signatures on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.



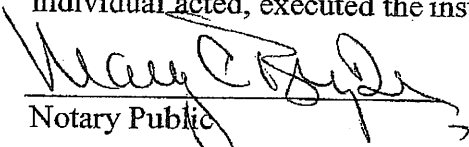
Notary Public

JENNIFER L CARUSO
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 02CA6395487
Qualified in Putnam County
My Commission Expires SEP. 15, 2027

ACKNOWLEDGMENT OF VILLAGE:

STATE OF NEW YORK)
) ss.:
COUNTY OF PUTNAM)

On the 7th day of February in the year of 2024, before me, the undersigned, personally appeared Alex Schoemig personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signatures on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.



Notary Public

MARY C. BRYDE
Notary Public, State of New York
Reg. No. 4867523
Qualified in Putnam County
Commission Expires August 18, 2026

EXHIBIT "A"



Exhibit C Maintenance and Support Agreement

We will provide you with the following maintenance and support services for the Tyler Software. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

1. **Term.** We provide maintenance and support services on an annual basis. The initial term commences on the Effective Date and remains in effect for eighteen (18) months. The term will renew automatically for additional one (1) year terms unless terminated in writing by either party at least thirty (30) days prior to the end of the then-current term.
2. **Maintenance and Support Fees.** Your maintenance and support fees commencing on the Effective Date through the first eighteen (18) months, are waived. Beginning month nineteen, your initial maintenance and support fees for the Tyler Software are listed in the Investment summary and your payment obligations are set forth in the Invoicing and Payment Policy. We reserve the right to suspend maintenance and support services if you fail to pay undisputed maintenance and support fees within thirty (30) days of our written notice. We will reinstate maintenance and support services only if you pay all past due maintenance and support fees, including all fees for the periods during which services were suspended.
3. **Maintenance and Support Services.** As long as you are not using the Help Desk as a substitute for our training services on the Tyler Software, and you timely pay your maintenance and support fees, we will, consistent with our then-current Support Call Process:
 - 3.1 perform our maintenance and support obligations in a professional, good, and workmanlike manner, consistent with industry standards, to resolve Defects in the Tyler Software (limited to the then-current version and the immediately prior version); provided, however, that if you modify the Tyler Software without our consent, our obligation to provide maintenance and support services on and warrant the Tyler Software will be void;
 - 3.2 provide telephone support during our established support hours, currently Monday through Friday from 8:00 a.m. to 9:00 p.m. (Eastern Time Zone). Emergency 24-hours per day, 7 days per week, telephone support for New World Public Safety CAD only. After 9:00 p.m., the New World CAD phone support will be provided via pager and a support representative will respond to CAD service calls within 30 minutes of call initiation.
 - 3.3 maintain personnel that are sufficiently trained to be familiar with the Tyler Software and Third Party Software, if any, in order to provide maintenance and support services;
 - 3.4 provide you with a copy of all major and minor releases to the Tyler Software (including updates and enhancements) that we make generally available without additional charge to customers who have a maintenance and support agreement in effect; and

3.5 provide non-Defect resolution support of prior releases of the Tyler Software in accordance with our then-current release life cycle policy.

4. Client Responsibilities. We will use all reasonable efforts to perform any maintenance and support services remotely. Currently, we use a third-party secure unattended connectivity tool called Bomgar, as well as GotoAssist by Citrix. Therefore, you agree to maintain a high-speed internet connection capable of connecting us to your PCs and server(s). You agree to provide us with a login account and local administrative privileges as we may reasonably require to perform remote services. We will, at our option, use the secure connection to assist with proper diagnosis and resolution, subject to any reasonably applicable security protocols. If we cannot resolve a support issue remotely, we may be required to provide onsite services. In such event, we will be responsible for our travel expenses, unless it is determined that the reason onsite support was required was a reason outside our control. Either way, you agree to provide us with full and free access to the Tyler Software, working space, adequate facilities within a reasonable distance from the equipment, and use of machines, attachments, features, or other equipment reasonably necessary for us to provide the maintenance and support services, all at no charge to us. We strongly recommend that you also maintain a VPN for backup connectivity purposes.
5. Hardware and Other Systems. If you are a self-hosted customer and, in the process of diagnosing a software support issue, it is discovered that one of your peripheral systems or other software is the cause of the issue, we will notify you so that you may contact the support agency for that peripheral system. We cannot support or maintain Third Party Products except as expressly set forth in the Agreement.

In order for us to provide the highest level of software support, you bear the following responsibility related to hardware and software:

- (a) All infrastructure executing Tyler Software shall be managed by you;
 - (b) You will maintain support contracts for all non-Tyler software associated with Tyler Software (including operating systems and database management systems, but excluding Third-Party Software, if any); and
 - (c) You will perform daily database backups and verify that those backups are successful.
6. Other Excluded Services. Maintenance and support fees do not include fees for the following services: (a) initial installation or implementation of the Tyler Software; (b) onsite maintenance and support (unless Tyler cannot remotely correct a Defect in the Tyler Software, as set forth above); (c) application design; (d) other consulting services; (e) maintenance and support of an operating system or hardware, unless you are a hosted customer; (f) support outside our normal business hours as listed in our then-current Support Call Process; or (g) installation, training services, or third party product costs related to a new release. Requested maintenance and support services such as those outlined in this section will be billed to you on a time and materials basis at our then current rates. You must request those services with at least one (1) weeks' advance notice.
 7. Current Support Call Process. Our current Support Call Process for the Tyler Software is attached to this Exhibit C at Schedule 1.

#62

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

APPROVAL/ CONTINUATION OF THE COMMUNITY ENGAGEMENT & POLICE ADVISORY BOARD

WHEREAS, Resolution #104 of 2021 established a Police Policy Advisory Board known as the "Community Engagement & Police Advisory Board" (CEPAB); and

WHEREAS, said Board was reestablished by Resolution #268 of 2022 and expired on December 31, 2023; and

WHEREAS, said Board was reestablished by Resolution #195 of 2023 and is set to expire on December 31, 2024; and

WHEREAS, the CEPAB members have requested the continuation of said Board via letter dated September 9, 2024; now therefore be it

RESOLVED, that unless extended by subsequent resolution, this Advisory Board shall be dissolved and terminate all activity on December 31, 2025, on which date the Advisory Board shall deposit all the records of its proceedings with the Clerk of the Legislature; and be it further

RESOLVED, that this Advisory Board shall inform the Legislature of its desire to continue its existence by a written request to the Clerk of the Legislature prior to the date this Advisory Board is scheduled to terminate.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc All
Prot



**COMMUNITY ENGAGEMENT
& POLICE ADVISORY BOARD**

September 9, 2024

Legislator Ginny Nacerino
Chair of Protective Services Committee
Putnam County Legislative Office
Putnam County Office Building
40 Gleneida Avenue
Carmel, NY 10512

2024 SEP 11 AM 9:44
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Members of the Protective Services Committee,

I am writing to respectfully request the reinstatement of the Community Engagement and Police Advisory Board in Putnam County. We believe that the Community Engagement and Police Advisory Board plays a crucial role in fostering positive relations between law enforcement agencies and the communities in Putnam County.

This advisory board served as a bridge of communication between the police department and the diverse residents of Putnam County. Its commitment to transparency, accountability, and community involvement was invaluable in ensuring that the concerns and needs of our citizens were heard and addressed effectively.

It is more important than ever to have a platform where residents and law enforcement can come together to discuss issues, build trust, and work collaboratively towards a safer and more just community.

We thank the committee for their time and consideration.

Sincerely,

Scott Rhodes, Jenie Fu, Ronald Reid | Board Members
Community Engagement & Police Advisory Board

**Putnam County Community
Engagement & Police Advisory
Board**

35 Hudson View Dr.
Putnam Valley, NY 10579
917-459-2757



policeadvisory.putnam@gmail.com
www.CEPABputnamny.org

#6j

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

APPROVAL – FUND TRANSFER (24T267) – COUNTY ATTORNEY – LEGAL SERVICES

WHEREAS, the County Attorney has requested a fund transfer (24T267) to cover outstanding legal services invoices and invoices not yet received for the remainder of 2024; and

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

RESOLVED, that the following fund transfer be made:

Decrease:		
10199000 54980	Contingency	150,000
Increase:		
10142000 54125	Legal Services	150,000
	2024 Fiscal Impact - \$150,000	
	2025 Fiscal Impact – 0 –	

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc: all
Rules
A+A

Reso

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: C. Compton Spain
County Attorney

DEPT: Law

DATE: August 29, 2024

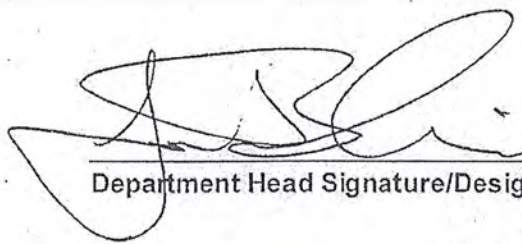
2024 SEP -4 PM 3:00
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# /NAME	AMOUNT	PURPOSE
10199000 54980 Contingency	10142000 54125 Legal Services	\$150,000.00	To cover outstanding legal services invoices (attached) and invoices Not yet received for The remainder of 2024

2024 Fiscal Impact \$ 150,000

2025 Fiscal Impact \$ 0

 8/29/24
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

24T

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

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

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

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

24T267

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

CONRAD J. PASQUALE
Senior Deputy County Attorney



HEATHER M. ABISSI
Senior Deputy County Attorney

MAT C. BRUNO, SR.
Risk Manager

C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

MEMORANDUM

To: Michael Lewis, Commissioner of Finance

From: C. Compton Spain, County Attorney (CS (m))

Date: August 29, 2024

Re: *Fund Transfer Request for Legal Services*

We respectfully request a fund transfer in the amount of \$150,000.00 to cover outstanding legal services through the remainder of calendar year 2024.

This request is necessitated by the fact that over the past year, there have been a number of litigation matters that have required the Law Department to retain experienced and competent outside counsel to represent the County's interests in connection with a number of contractual, employee disciplinary and miscellaneous personnel matters, many of which are still being actively litigated. The total amount billed to date on these particular matters, primarily by the Roemer Wallens firm and the Girvin & Ferlazzo firm, which includes administrative support expenses (i.e., stenographers, transcripts, arbitrator's fees, etc.) is \$136,872.13. Indicative of the amounts billed for such legal services is the most recent invoice received from the Givin & Ferlazzo firm for June/July 2024. This firm, who has handled several of the more contentious personnel matters as of late and through their efforts ensured favorable outcomes for the County, was \$5,250.00.

Most importantly however, the instant request is being generated at this juncture due to the ongoing Arben v. Putnam County litigation. As detailed in our monthly litigation table report provided to the Legislature, this involves a high-stakes complex construction litigation that while it has been pending since 2023 is still in its relative infancy. The Harris Beach firm the County retained as outside counsel has already devoted billable hours approximating \$27,000.00 per month. This particular litigation alone is expected to continue to generate billable hours in a comparable amount for the foreseeable future as they report that electronic discovery is still being conducted and extensive depositions of multiple parties with knowledge of the matters at issue are expected to follow. The Harris Beach firm recently presented an invoice for payment for legal services in the

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

**This office will not accept service via facsimile*

Page 2

Micheal Lewis, Comm. of Finance

Re: *Fund Transfer Request for Legal Services*

August 29, 2024

month of June 2024 in the amount of \$62,026.24 with the total amount Harris Beach having billed the County to date listed at \$112,320.00. In addition, Harris Beach previously retained a service to assist with discovery and monitoring the database associated therewith totaling \$10,553.90 with an additional \$7,000.00 in billing expected in this regard before the end of the year.

Accordingly, based on the foregoing, we respectfully request a fund transfer in the amount of \$150,000.00 for legal services already incurred and expected before the end of 2024. Thank you.

/jbc

Enc.

#6K

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

APPROVAL - LOCAL LAW TO AMEND THE CHARTER OF PUTNAM COUNTY BY AMENDING ARTICLE 8, SECTION 8.01 ENTITLED "DEPARTMENT OF LAW – COUNTY ATTORNEY"

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

Section 1.

Section 8.01 of the Charter of the County of Putnam is hereby amended to read as follows:

§ 8.01 – Department of Law – County Attorney

There shall be a Department of Law under the direction of a County Attorney who shall be appointed by the County Executive, subject to confirmation by the County Legislature. At the time of his or her appointment, and throughout his or her term of office, the County Attorney shall be and remain duly licensed and entitled to practice law in the State of New York. He or she shall be appointed on the basis of his or her legal experience and other qualifications for the responsibilities of his or her office. The County Attorney may be removed by the County Executive, subject to a two-thirds vote of concurrence by the County Legislature. The County Attorney may also be removed by the County Legislature by a two-thirds vote of the Legislature, however, this provision shall not be applicable to the County Attorney serving at the time this law takes effect. The County Attorney shall not engage in any private practice nor be employed by any private law firm or other governmental entity in his or her field of expertise of employment. This restriction on employment by the County Attorney shall not be applicable to the County Attorney serving at the time this law takes effect.

Section 2.

This Local Law shall take effect on January 1, 2027 and is subject to permissive referendum.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

#62

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

APPROVAL/ APPOINTMENT OF OUTSIDE COUNSEL FOR THE LEGISLATURE

WHEREAS, by memorandum dated September 11, 2024, the Chair of the Legislature informed the County Attorney that, due to actual or potential conflicts involving the Law Department and Legislative Council, the Legislature finds itself in the position of being without counsel on several different matters; and

WHEREAS, in said memorandum, the Chair of the Legislature requested that, pursuant to Putnam County Code Section 140-3.5 ("Contracting for legal services"), the County Attorney appoint Keane & Beane, P.C., Attorneys at Law, as counsel to the Legislature; and

WHEREAS, Putnam County Code Section 140-3.5 authorizes the County Legislature to approve its own procurement for a contract for the services of legal counsel, which shall be approved by the Chairperson of the Legislature and the County Attorney; and

WHEREAS, pursuant to Putnam County Charter Section 8.02(f), the County Attorney shall have all the powers and perform all the duties conferred or imposed by law on a County Attorney, and perform such other and related nonconflicting duties required by the County Executive or the County Legislature; and

WHEREAS, it is a conflicting duty for the County Attorney to approve or deny approval of the Legislature's choice of counsel to deal with matters where the County Attorney has a conflict; and

WHEREAS, pursuant to Putnam County Charter 2.04(q), the County Legislature shall have the power to appoint, as deemed necessary and proper, by resolution duly adopted, outside counsel on a per case basis; now therefore be it

RESOLVED, that, pursuant to Putnam County Code Section 140-3.5, the Putnam County Legislature approves the procurement for a contract for the services of legal counsel with Keane & Beane, P.C., Attorneys at Law, as counsel to the Legislature, as previously approved by the Chair of the Legislature; and be it further

RESOLVED, that in the event that there is any impediment to the procurement of such a contract pursuant to Putnam County Code Section 140-3.5, the Legislature invokes its authority pursuant to Putnam County Charter 2.04(q) to directly appoint outside counsel for the purpose of dealing with matters where there is a conflict involving the County Attorney or the Department of Law; and be it further

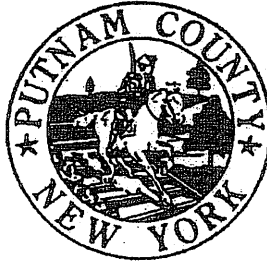
RESOLVED, that in the event the firm of Keane & Beane is unable or unwilling to accept the appointment for any reason, or to continue as counsel to the Legislature after being engaged, the Chair of the Legislature shall approve and be authorized to appoint alternate counsel for the Legislature.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

THE PUTNAM COUNTY LEGISLATURE

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

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



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

MEMORANDUM

DATE: September 12, 2024

TO: Toni Addonizio, Chairwoman
Rules, Enactments, & Intergovernmental Relations Committee

FROM: Paul Jonke 
Chairman, Putnam County Legislature

RE: Request for Other Business

Respectfully, I request the attached proposed resolution be accepted as Other Business at this evening's Rules, Enactments, & Intergovernmental Relations Committee meeting.

Thank you for your attention to this request, I look forward to the Committee's consideration of this item.

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue

Carmel, New York 10512

(845) 808-1020

Fax (845) 808-1933

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



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

MEMORANDUM

TO: Compton Spain
County Attorney

FROM: Paul Jonke, Chairman
Putnam County Legislature

DATE: September 11, 2024

RE: Request for Outside Counsel

A handwritten signature in cursive script, appearing to read "Paul Jonke", is written over the "FROM:" line of the memorandum.

The Legislature finds itself in the position without counsel on several different matters where both the Law Department and Legislative Counsel have actual or potential conflicts. Pursuant to Putnam County Code Chapter 140 – 3.5 "Contracting for legal services", as Chairperson of the Putnam County Legislature I request the appointment of Keane & Beane P.C. Attorneys at Law as counsel to the Legislature.

#6m

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

APPROVAL – BUDGETARY AMENDMENT (24A080) – DPW – INSURANCE RECOVERY – GUARDRAIL DAMAGES – FARMERS MILL & WHITE POND AND DEANS CORNERS RD & RT 22

WHEREAS, the Department of Public Works has been compensated a total of \$14,419.76 for guardrail damages resulting from two (2) separate accidents; and

WHEREAS, compensation has been received in the amount of \$7,172.91 from Geico for guardrail damages on Farmers Mills Road & White Pond Road, and \$7,246.85 from State Farm Insurance for guardrail damages on Deans Corners Road & Route 22; and

WHEREAS, Risk Manager Mat Bruno requested a budgetary amendment (24A080) to proceed with the repair of said guardrails; and

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

RESOLVED, that the following budgetary amendment be made:

Increase Revenues:		
10511000 42680	DPW – Rd/Bridges – Insurance Recoveries	14,419.76

Increase Expenses:		
10511000 54410	DPW – Rd/Bridges – Supplies & Materials	4,077.84
10511000 54647	DPW – Rd/Bridges – Sub-Contractors	<u>10,341.92</u>
		14,419.76

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

Legislator Addonizio _____
 Legislator Castellano _____
 Legislator Crowley _____
 Legislator Ellner _____
 Legislator Gouldman _____
 Legislator Montgomery _____
 Legislator Nacerino _____
 Legislator Sayegh _____
 Chairman Jonke _____

MICHAEL LEWIS
Commissioner Of Finance



cc All
Phys
A+A

Reso

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

August 27, 2024

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

2024 SEP -6 PM 12: 10
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2024 Department of Public Works budget:

Increase Revenues:

10511000 426801 DPW Rd/Bridges – Insurance Recoveries \$14,419.76

Increase Expenses:

10511000 54410 DPW Rd/Bridges – Supplies & Materials \$ 4,077.84

10511000 54647 DPW Rd/Bridges – Sub-Contractors 10,341.92

\$14,419.76 ✓

2024 Fiscal Impact - 0
2025 Fiscal Impact - 0

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

AUTHORIZATION:

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

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

Date Chairperson Audit/Designee: \$0 - \$10,000.00 **24A080**

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

State Farm – Payment# 1 28 067578 J - \$7,246.85
Geico Indemnity Co – Ck# 252746146 - \$7,172.91

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

CONRAD J. PASQUALE
Senior Deputy County Attorney



HEATHER M. ABISSI
Senior Deputy County Attorney

MAT C. BRUNO, SR.
Risk Manager

C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

TO: Michael Lewis, Finance
FROM: Mat C Bruno, Risk Manager
DATE: August 23, 2024
RE: Property Damage Reimbursement

Enclosed please find Geico check # 252746146, dated 08/19/2024, in the amount of \$7172.91 made payable to Putnam County representing payment for the property damage claim below:

Claim Number	Date of Accident	Reimbursement	Ins. Co
8799910340000001	2/10/2024	\$7172.91	Geico

Please credit the Department of Public Works for this payment.

Thank you.

MCB/da

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

Detailed Payment Summary

GEICO INDEMNITY CO
Field Claim Center: 04 Woodbury

NO. N 252746146

Date: 08/19/2024

P.O. BOX 9507
FREDERICKSBURG, VA 22403-9526

Claim #: 8799910340000001

Date of Loss: 02/12/2024

Claimant Name: Putnam County

Insured Name:

Tax ID / SS# /

Atty ADJ Code:

Adjuster Code: FAQ2

Pay To:

Putnam County



Brown and Brown
48 Gleneida Ave
Carmel Ny 10512-1702



Total Amount:

\$****7,172.91

Payment Type:

LOSS

IP AND FEATURE AND AMOUNT

02 APD \$***7172.91

In Payment Of
Property Damage Coverage
021024

Visit geico.com

Now, parties involved in a GEICO claim can track the progress of the claim, view damage photos and more at geico.com! *GEICO policyholders can make a payment, change drivers or vehicles and request additional coverages.* Not insured with GEICO? 15 minutes could save you 15% or more on car insurance. Of course, we're also available for policy or claim service 24/7 at 1-800-841-3000.

*These online services are unavailable to Assigned Risk policyholders and Commercial policyholders.

clmschck

PLEASE DETACH AND KEEP FOR YOUR RECORDS

000021799910340000001001876



12

PC DPW INSURANCE CLAIM RECEIPT 2024

NAME OF ROAD	Description	TOTAL PAYMENT RECEIVED	ACCOUNT
FARMERS MILLS & WHITE POND	REIMBURSEMENT FOR GUIDERAIL REPAIR	\$7,172.91	
	INCREASE EXPENSES:		
	LABOR	\$4,995.96	5110 54647
	MATERIALS	\$2,176.95	5110 54410
	ADMIN		5110 54647
	NONE		
		\$7,172.91	

TRANSMITTAL DATE
8/26/24

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

CONRAD J. PASQUALE
Senior Deputy County Attorney



HEATHER M. ABISSI
Senior Deputy County Attorney

MAT C. BRUNO, SR.
Risk Manager

C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

TO: Michael Lewis, Finance
FROM: Mat C Bruno, Risk Manager
DATE: August 20, 2024
RE: Property Damage Reimbursement

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

Enclosed please find State Farm check # 1 28 067578, dated 08/07/2024, in the amount of \$7246.85 made payable to Putnam County representing payment for the property damage claim below:

Claim Number	Date of Accident	Reimbursement	Ins. Co
1 28 067578	06/25/24	\$7246.85	State Farm

Please credit the Department of Public Works for this payment.

Thank you.

MCB/da

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

PAYMENT NO 1 28 067578 J
PAYMENT AMOUNT \$7,246.85
ISSUE DATE 08-07-2024
AUTHORIZED BY JIMENEZ, CHRISTIAN
PHONE (844) 292-8615

CLAIM NO 52-69W7-48X
LOSS DATE 06-25-2024
POLICY NO 3361-734-52A
INSURED FREILICH, MARY ANN F

PUTNAM COUNTY
48 GLENEIDA AVE
CARMEL NY 10512-1702

REMARKS Invoice for prop damages

COVERAGE DESCRIPTION	ON BEHALF OF	AMOUNT
PROPERTY DAMAGE LIABILITY	COUNTY, PUTNAM	7,246.85

RETAIN STUB FOR RECORDS

#6n

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

APPROVAL – BUDGETARY AMENDMENT (24A085) – SOIL & WATER PERFORMANCE MEASURES FUNDS

WHEREAS, the Soil & Water Conservation Board voted to utilize \$57,000 of Performance Measures Funds in the Soil & Water Conservation District Trust Funds to purchase a “batwing” mower to be used on environmentally sensitive areas maintained by the County, and \$20,000 to assist the Town of Putnam Valley with the repair to their Lake Peekskill Culvert System; and

WHEREAS, the Soil & Water Conservation Board agreed to fund the purchase of a hydrodynamic separator to help reduce future sediment production from the culvert system; and

WHEREAS, the Putnam County Soil & Water District Manager has requested a budgetary amendment (24A085) to account for the purchase of this piece of equipment and partnership initiative; and

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

RESOLVED, that the following budgetary amendment be made:

Increase Appropriations:

10874500 52680	Soil & Water – Other Equipment	57,000
10874500 54936	Soil & Water – Partnership Initiative	<u>20,000</u>
		77,000

Increase Revenue:

10874500 439105	Soil & Water – Performance Measures	77,000
------------------------	--	---------------

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

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



MICHAEL J. LEWIS
Commissioner Of Finance

SHEILA BARRETT
First Deputy Commissioner Of Finance

ALEXANDRA GORDON
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

cc: all
Phys
A+A

Reso

September 6, 2024

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

2024 SEP -9 PM 3:42
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, D dated February 14, 2010, I am advising you of the following request to amend the 2024 Putnam County Soil and Water budget.

Increase Appropriations:

10874500 52680	Soil & Water – Other Equipment	\$ 57,000.00
10874500 54936	Soil & Water- Partnership Initiative	<u>\$20,000.00</u>
		<u>\$77,000.00</u>

Increase Revenue:

10874500 439105	Soil & Water – Performance Measure	<u>\$ 77,000.00</u> ✓
-----------------	------------------------------------	-----------------------

2024 Fiscal Impact -0-
2025 Fiscal Impact -0-

Neal Tomann, PC Soil and Water District Manager, respectfully requests the use of the Soil and Water Conservation District Trust funds to purchase a piece of equipment (see attached), and to assist the Town of Putnam Valley with repair to their Lake Peekskill culvert system. The NYS Soil and Water Conservation Board has approved the use of the funds for these purchases (minutes attached).

AUTHORIZATION:

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

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

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

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

24A085

I would like to request a spot on the Sept. 17 Physical Services agenda. The Soil & Water Conservation District has three funding releases it needs approved by the full legislature.

1. 2024 Community Conservation Grant. (\$ 6,000)

- These funds are made available through the Soil & Water District program Part 'B' funding. This is an annual award for up to \$6,000 made available to public and private groups for a community conservation project. This year's project sponsored the installation of 'fish cradles' at Kirk Lake in Mahopac as part of an effort to provide shelter for smaller fish in the lake food chain. This project was approved by the Soil & Water Conservation District board and completed by the Kirk Lake Watershed Association (KLWA).

2. Equipment purchase. (\$57,000)

- The Soil & Water Conservation District board approved funding for a new 'batwing' mower to be used on environmentally sensitive areas maintained by the county. The funds are made available from the Soil & Water District program Part 'C' account. The mower will be inventoried as part of a Soil & Water equipment share program.

3. Hydrodynamic separator. (\$20,000)

- The Town of Putnam Valley requested funding to help repair a Lake Peekskill culvert system damaged during the July '23 rain event. The PC SWCD board agreed to fund the purchase of a hydrodynamic separator as it would help reduce future sediment production from the culvert system. The project has been completed. These funds are made available through the Soil & Water District program Part 'C' account.

Neal Tomann
PC SWCD



MEMORANDUM

To: Diane Schonfeld, Clerk of the Legislature
From: Neal Tomann, Putnam County Soil & Water District
Date: September 3, 2024
Re: Physical Services Meeting – September 17, 2024

A handwritten signature in black ink, appearing to be "NT", located to the right of the "From:" line.

I would respectfully like to request agenda items for the September 17, 2024, Physical Services meeting.

The Soil & Water Conservation District has three funding releases it needs approved by the full legislature.

1. 2024 Community Conservation Grant. (\$ 4,971)

- These funds are made available through the Soil & Water District program Part 'B' funding. This is an annual award for up to \$6,000 made available to public and private groups for a community conservation project. This year's project sponsored the installation of 'fish cradles' at Kirk Lake in Mahopac as part of an effort to provide shelter for smaller fish in the lake food chain. This project was approved by the Soil & Water Conservation District board and completed by the Kirk Lake Watershed Association (KLWA).

2. (Equipment purchase. (\$57,000)

- The Soil & Water Conservation District board approved funding for a new 'batwing' mower to be used on environmentally sensitive areas maintained by the county. The funds are made available from the Soil & Water District program Part 'C' account. The mower will be inventoried as part of a Soil & Water equipment share program.

3. Hydrodynamic separator. (\$20,000)

- The Town of Putnam Valley requested funding to help repair a Lake Peekskill culvert system damaged during the July '23 rain event. The PC SWCD board agreed to fund the purchase of a hydrodynamic separator as it would help reduce future sediment production from the culvert system. The project has been completed. These funds are made available through the Soil & Water District program Part 'C' account.



Provides cover for smaller fish.

Kirk Lake 'fish cradle' project.
2024 Community Conservation Project.



Bat-wing mower.



Cornwall Hill Rd. Patterson



Tilly Foster

Old Rt 6 & Gateway Drive





Lake Peekskill Culvert replacement project.
Summer 2024.
Part 'C' Funded.

Hydrodynamic separator installation.
The last culvert in the system.



Putnam County Soil and Water Conservation District

August 28, 2024

9 am

Agenda

Join Teams Meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjUzN2QxYTctOWMxMy00NGNhLWIxM2QtYWNiOTA0YTEyN2M0%40thread.v2/0?context=%7b%22Tid%22%3a%22c6df28f5-475c-4383-add6-eaef824e869f%22%2c%22Oid%22%3a%22735f5592-0551-480f-943f-b57b81789e81%22%7d

Meeting ID: 247 030 881 341 Passcode: a5nj73

- Call to order.
 - a) *There were technical issues with the 'Teams' network so two of the three members had to call in by phone. We did get a quorum.*
- **In attendance:**
 - a) *Greg Ellner – by phone*
 - b) *Dave Vickery – in person*
 - c) *Max Garfinkle – by phone*
 - d) *Absent: Fred Finger & Amy Sayge*
- Approval of July 31 '24 meeting minutes
 - a) *Minutes were approved unanimously*
- CCE update
 - a) *There was no CCE update.*
- **New Board members – We discussed the need to get new board members trained in basic area of SWCD policies.**
 - a) **Training Packets – This fall.**
 - i. *SWCD & County policies*
 - ii. *Sexual harassment*
 - iii. *Attendance & training requirements*
- **September meeting – We discussed that in the past we'd used the September meeting to check in on how we are doing with the 2024 performance measures. We will be doing this again at the September meeting next month.**
- **Going to September Physical services.**
- **The following projects and equipment purchases were discussed and approved unanimously by the board. A request for a resolution to release these funds will be presented to the Physical Services Committee on September 17th.**
 - a) **Kirk Lake Part 'B' - Community Conservation Project**
 - i. *Fish cradles (artificial reef)*

- ii. Needs Full Lege to release funds. (\$6,000)
 - b) Putnam Valley Part 'C' funding.
 - i. New 'vortex' catch basin.
 - ii. Needs full Lege to release \$20,000.
 - c) Rec. Dept. – Batwing mower
 - i. Maintains environmentally sensitive areas.
 - ii. Will be part of an inter municipal & private sector equipment share program.
 - iii. Needs full Lege to release \$57,000.
- Dams
 - a) Awarded \$500k grant for McGregor dam spillway. (Waiting for final ok from state Leg.)
 - i. *There was discussion about how these funds will be used and when the SWCD board might be able to meet with the Lake MacGregor community.*
 - b) Will meet with Cont. Village community group in September.
 - i. *The was discussion about Neal Tomann and Legislator Montgomery meeting with the community in September to discuss the counties' options concerning this project.*
- Next meeting: September 25, 2024, at 9am.

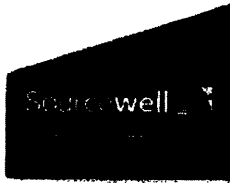
The meeting was adjourned at 9:25.

Neal Tomann – Interim Manager PC SWCD.

WESTCHESTER TRACTOR, INC.

THE BEST DON'T REST

60 INTERNATIONAL BLVD.
 BREWSTER, NY 10509
 Phone (845) 278-7786 Fax (845) 278-4431
 Web: <http://www.wtractor.com>



Quotation

QUOTE DATE: April 30, 2024
 Quotation valid for (days): 30
 Quotation valid until: May 30, 2024
 Prepared by: David Cope
 Salesman's Phone #: (845) 490-3992
 Salesman's Email: dcope@wtractor.com

Customer Information:

PUTNAM COUNTY	PHONE	EXT	FAX
	CELL		
	EMAIL		



MACHINE AND OPTIONS		PRICE
ALAMO FALCON 15' FLEX-WING	LIST PRICE	\$ 57,904.00
Foam filled Airplane Tires & Wheels (6)	NEW YORK STATE CONTRACT DISCOUNT (15%)	\$ (8,685.60)
Mount Kit	FREIGHT, SET UP & DELIVERY	\$ 4,983.71
PRICING PER NYS OGS CONTRACT (PC69837)		

TRADE UNITS	

TOTAL	\$ 54,202.11
TOTAL TAX	\$ -
TOTAL PRICE	\$ 54,202.11

THANK YOU FOR YOUR BUSINESS!

PLUS TAX IF APPLICABLE

#2

PURCHASE ORDER



Open P.O #3

Nº 25441

H.5000.409
(Account Code)

TOWN OF PUTNAM VALLEY

Town Hall, 265 Oscawana Lake Rd
Putnam Valley, New York 10579

TO Landworks

VENDOR # 4850

DATE 4/11/24

ADDRESS

SHIP TO LPID

ADDRESS

PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKING SLIPS AND INVOICES

**INVOICES MUST BE PRESENTED WITH TOWN VOUCHERS LISTING DEPT. OR DISTRICT AND MAILED DIRECTLY TO:
TOWN CLERK, TOWN HALL, 265 OSCAWANA LAKE ROAD, PUTNAM VALLEY, N.Y. 10579**

Description	UNIT PRICE	TOTAL
LPID Carraras beach storm water collection system rehabilitation		N.T.E. \$ 138,450-
As Per #R24-91	VOUCHER # 46719 CK # 50824	(34,500)
	<i>[Signature]</i> 4/17/24	103,950
	<i>[Signature]</i> 4/17/24	Ne P.O. # 25467

[Signature]
Department Approval
(Verification of adherence to procurement policy and funds availability)

We reserve the right to cancel orders if delivery is not made as agreed.

**TO INSURE PROMPT PAYMENT,
SIGN AND RETURN VOUCHER WITH ORIGINAL INVOICE.**

Per *[Signature]*
Supervisor AUTHORIZED BY

#3

Landwork Contractors, Inc.
144 Buckshollow Rd
Mahopac, NY 10541 US
www.landworkcontractors.com



INVOICE

BILL TO
Town of Putnam Valley
265 Oscawana Lake Rd.
Putnam Valley, NY 10579

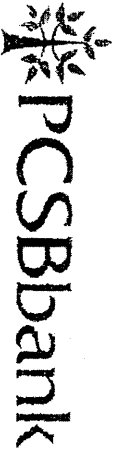
SHIP TO
Town of Putnam Valley
265 Oscawana Lake Rd.
Putnam Valley, NY
10579

INVOICE # 17146
DATE 04/11/2024
DUE DATE 04/11/2024
TERMS Due on receipt

DATE	NEW CHARGES	AMOUNT
04/11/2024	Drainage Improvements Drainage Improvements: Material delivered to job site: Carrara's Beach Lake Peekskill, NY	34,500.00


SUBTOTAL	34,500.00
TAX	0.00
TOTAL	34,500.00
BALANCE DUE	\$34,500.00

Image Report



ABA Number 221970980
 Account Number 6045100220
 Serial Number 50824
 Amount \$34,500.00
 Paid Date 04/23/2024

Front

GENERAL INFO	TOWN OF PUTNAM VALLEY 385 OCEANVIEW LANE ROAD PUTNAM VALLEY, NY 10986	PCSBANK 607982879	50824
CHECK NUMBER	00050824	CHECK DATE	04/19/2024
TWENTY-FOUR THOUSAND FIVE HUNDRED AND 00/100 DOLLARS*****		AMOUNT	*****34,500.00
LANDWORK CONTRACTORS INC 144 BUCKSHOLLOW ROAD MAHOPAC, NY 10961			
 <small>ATTESTED SIGNATURE</small>			

#0 508 24# : 221970980# 604 5100 220#

Back

THIS AREA CONTAINS THE FOLLOWING SECURITY FEATURES

- VOID WATERMARK
- TONER ADHESION
- MICROFILM SIGNATURE LINE
- FLUORESCENT YELLOW FIBERS
- SECURITY FEATURES PRINTED ON BACK
- CHECK FOLIOK WATERMARK
- CHECK NUMBER SECURITY
- ORIGINAL DOCUMENT SECURITY
- CHECK WITH OVERLAP
- CHECK NUMBER BORDER
- MICRO PRINT PROTECTION

THIS AREA CONTAINS THE FOLLOWING SECURITY FEATURES

THE EDGE OF A CARD THE WORD MAHOPAC IS ENGRAVED IN ENGRAVING

042203 128753 982830072488

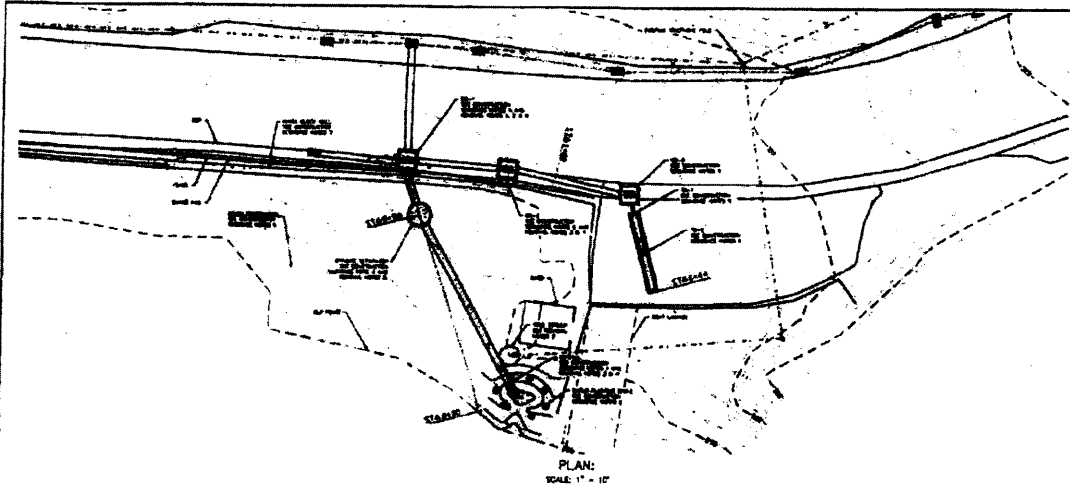
ENDORSE HERE

FOR DEPOSIT ONLY

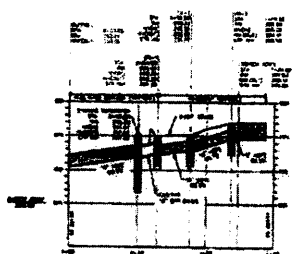
CHECK HERE AFTER MONTHLY OR QUARTER REPORT DATE

DO NOT WRITE, STAMP OR SIGN BELOW

RESERVED FOR FINANCIAL INSTITUTION USE ONLY



PLAN:
SCALE: 1" = 10'



PROFILE:
HORIZ: 1" = 20'
VERT: 1" = 2'

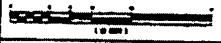
LEGEND	
Manhole	□
Stormwater Pipe	—
Stormwater Structure	○
Stormwater Valve	●
Stormwater Inlet	○
Stormwater Outlet	○
Stormwater Catchment	○
Stormwater Basin	○
Stormwater Pond	○
Stormwater Tank	○
Stormwater Reservoir	○
Stormwater Treatment	○
Stormwater Discharge	○

NOTES:

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NEW YORK STATE ENGINEERING DEPARTMENT REGULATIONS AND THE FEDERAL AID TO HIGHWAYS REGULATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
4. ALL STRUCTURES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NEW YORK STATE ENGINEERING DEPARTMENT REGULATIONS.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES.
6. ALL MATERIALS SHALL BE OF THE QUALITY SPECIFIED IN THE SPECIFICATIONS.
7. THE CONTRACTOR SHALL MAINTAIN RECORDS OF ALL WORK DONE AND SUBMIT THEM TO THE ENGINEER UPON COMPLETION OF THE PROJECT.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
9. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
10. ALL STRUCTURES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NEW YORK STATE ENGINEERING DEPARTMENT REGULATIONS.

PLANTING SCHEDULE			
NO.	PLANT	QUANTITY	DATE
1
2
3

STRUCTURE SCHEDULE	
NO.	STRUCTURE
1	...
2	...
3	...



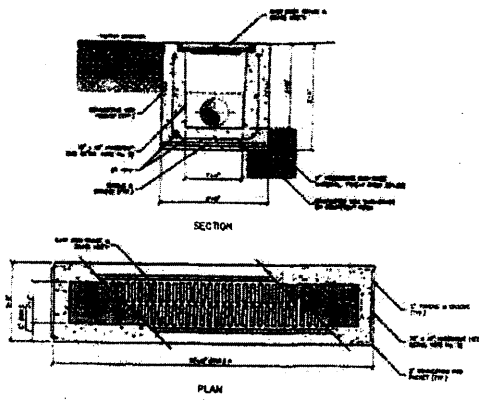
NO.	DESCRIPTION	DATE	BY

J. ROBERT FOLCHETTI & ASSOCIATES, L.L.C.
 CIVIL ENGINEERS
 100 ...
 ...

TOWN OF PUTNAM VALLEY
 PUTNAM COUNTY, NEW YORK
CARRARA'S BEACH
 STORMWATER COLLECTION SYSTEM REHABILITATION

STORMWATER PIPING PLAN & PROFILE
SECTION 1
 SCALE AS NOTED

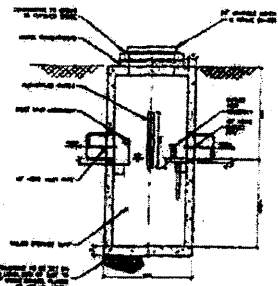
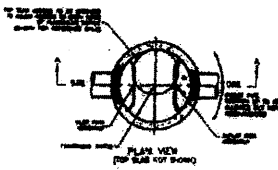
DATE: OCTOBER 2022
 SHEET 1 OF 1
 DWS: JG



PRE-CAST CONCRETE TRENCH DRAIN

REVISIONS:

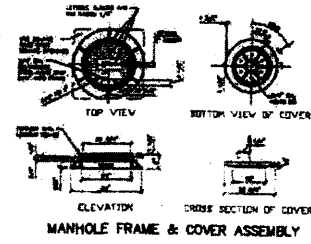
1. REVISED TO SHOW THE TRENCH DRAIN AS SHOWN IN THE SECTION AND PLAN VIEWS.
2. REVISED TO SHOW THE TRENCH DRAIN AS SHOWN IN THE SECTION AND PLAN VIEWS.
3. REVISED TO SHOW THE TRENCH DRAIN AS SHOWN IN THE SECTION AND PLAN VIEWS.
4. REVISED TO SHOW THE TRENCH DRAIN AS SHOWN IN THE SECTION AND PLAN VIEWS.



HYDRODYNAMIC SEPARATOR

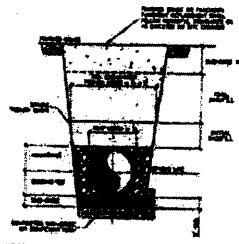
REVISIONS:

1. REVISED TO SHOW THE HYDRODYNAMIC SEPARATOR AS SHOWN IN THE PLAN AND SECTION VIEWS.
2. REVISED TO SHOW THE HYDRODYNAMIC SEPARATOR AS SHOWN IN THE PLAN AND SECTION VIEWS.
3. REVISED TO SHOW THE HYDRODYNAMIC SEPARATOR AS SHOWN IN THE PLAN AND SECTION VIEWS.
4. REVISED TO SHOW THE HYDRODYNAMIC SEPARATOR AS SHOWN IN THE PLAN AND SECTION VIEWS.



MANHOLE FRAME & COVER ASSEMBLY

NO.	DESCRIPTION	DATE
1	REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW. <td>10/20/23</td>	10/20/23
2	REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW. <td>10/20/23</td>	10/20/23
3	REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW. <td>10/20/23</td>	10/20/23
4	REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW. <td>10/20/23</td>	10/20/23



STORMWATER CONVEYANCE PIPE EMBEDMENT

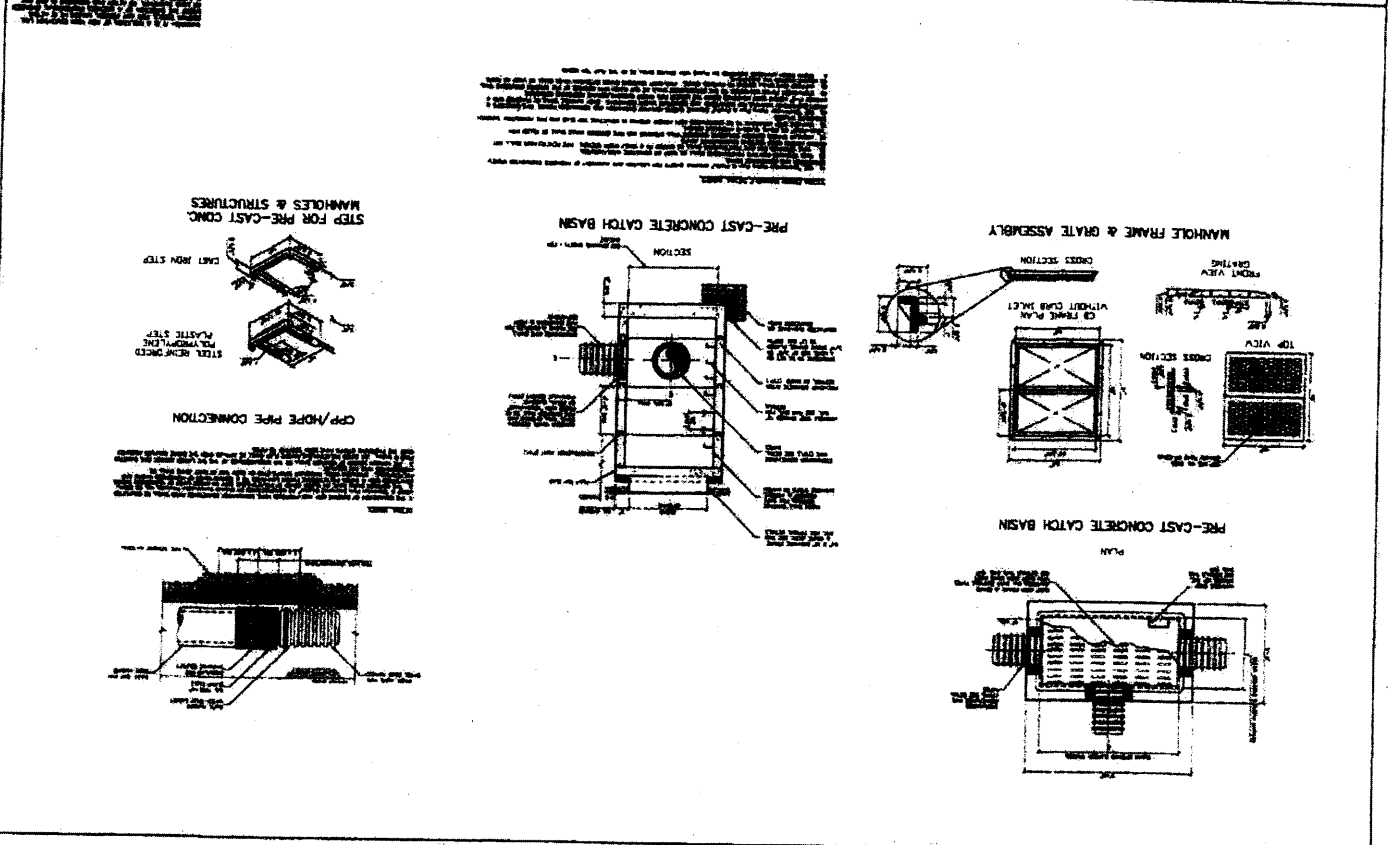
REVISIONS:

1. REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW.
2. REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW.
3. REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW.
4. REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW.

NO.	DATE	DESCRIPTION	BY	CHECKED	DATE	SCALE	SHEET
1	10/20/23	REVISED TO SHOW THE TRENCH DRAIN AS SHOWN IN THE SECTION AND PLAN VIEWS.	J. ROBERT POLCHETTI & ASSOCIATES, L.L.C.			TYPICAL DETAILS - I	2 OF 3
2	10/20/23	REVISED TO SHOW THE HYDRODYNAMIC SEPARATOR AS SHOWN IN THE PLAN AND SECTION VIEWS.					
3	10/20/23	REVISED TO SHOW THE STORMWATER CONVEYANCE PIPE EMBEDMENT AS SHOWN IN THE SECTION VIEW.					

#3

SHEET NO. 1 DATE: 09/08/11 JOB:	TYPICAL DETAILS - II	STORMWATER COLLECTION SYSTEM REHABILITATION CARRARA'S BEACH TOWN OF MOUNTAIN VALLEY PUTNAM COUNTY, NEW YORK	J. ROBERT POLICETTI & ASSOCIATES, L.L.C. 1000 ROUTE 92 SUITE 100 WEST HAVEN, CT 06611 TEL: 203.399.1100 FAX: 203.399.1101 WWW: JRPOLICETTI.COM	NO. 1 NO. 2 NO. 3 NO. 4 NO. 5 NO. 6 NO. 7 NO. 8 NO. 9 NO. 10 NO. 11 NO. 12 NO. 13 NO. 14 NO. 15 NO. 16 NO. 17 NO. 18 NO. 19 NO. 20 NO. 21 NO. 22 NO. 23 NO. 24 NO. 25 NO. 26 NO. 27 NO. 28 NO. 29 NO. 30 NO. 31 NO. 32 NO. 33 NO. 34 NO. 35 NO. 36 NO. 37 NO. 38 NO. 39 NO. 40 NO. 41 NO. 42 NO. 43 NO. 44 NO. 45 NO. 46 NO. 47 NO. 48 NO. 49 NO. 50 NO. 51 NO. 52 NO. 53 NO. 54 NO. 55 NO. 56 NO. 57 NO. 58 NO. 59 NO. 60 NO. 61 NO. 62 NO. 63 NO. 64 NO. 65 NO. 66 NO. 67 NO. 68 NO. 69 NO. 70 NO. 71 NO. 72 NO. 73 NO. 74 NO. 75 NO. 76 NO. 77 NO. 78 NO. 79 NO. 80 NO. 81 NO. 82 NO. 83 NO. 84 NO. 85 NO. 86 NO. 87 NO. 88 NO. 89 NO. 90 NO. 91 NO. 92 NO. 93 NO. 94 NO. 95 NO. 96 NO. 97 NO. 98 NO. 99 NO. 100
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#60

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

APPROVAL – BUDGETARY AMENDMENT (24A087) – DPW – PARKS & RECREATION WATER SEWER CHARGES

WHEREAS, the Department of Public Works Deputy Commissioner has requested a budgetary amendment (24A087) to the Parks & Recreation Water Sewer Charges; and

WHEREAS, the funding will allow for DPW to proceed with upgrades to the ultraviolet disinfection lamp, repair backup generator, and cover additional general operating costs for the remainder of the year; and

WHEREAS, the County is reimbursed by the Department of Environmental Protection (DEP) for 50-60 percent of these costs; and

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

RESOLVED, that the following budgetary amendment be made:

Increase Appropriations:

10085000 54632 DPW Golf – Waste Water Sewer 22,500

Decrease Contingency:

10199000 54980 Contingency – General Contingency Charges 22,500

2024 Fiscal Impact - \$22,500

2025 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc: all
Phys
A+R

Reso



MICHAEL J. LEWIS
Commissioner of Finance

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

September 6, 2024

2024 SEP - 9 PM 3:44
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, C dated February 14, 2010, I am advising you of the following request to amend the 2024 Putnam County Soil and Water budget.

Increase Appropriations:

10085000 54632 DPW Golf – Waste Water Sewer \$ 22,500.00

Decrease Contingency:

10199000 54980 Contingency-General Contingency Charges \$ 22,500.00

2024 Fiscal Impact 22,500
2025 Fiscal Impact 0

Joe Bellucci, PC Deputy Commissioner of Public Works, respectfully requests this amendment to the Parks and Recreation Water Sewer Charges. The funding will allow for DPW to proceed with upgrades to the ultraviolet disinfection lamp, to repair backup generator, and cover additional general operating costs for the remainder of the year. The County is reimbursed by DEP for 50-60 percent of these costs.

AUTHORIZATION:

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

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

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

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

24A087

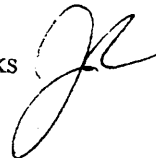
THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Michael Lewis, Commissioner of Finance

FROM: Joe Bellucci, Deputy Commissioner of Public Works 

DATE: September 3, 2024

RE: LETTER OF NECESSITY- AMEND ORG 10085000, OBJECT 54632 -
WASTEWATER SEWER CHARGES.

Please accept this memorandum as a letter of necessity for the Legislature to consider the amended Parks and Recreation Operating Org 10085000, Object 54632- Wastewater Sewer Charges.

This funding will allow for the Department of Public Works to proceed with ultraviolet disinfection lamp upgrades and backup generator repairs in addition to general operating costs for remainder of the year. The County is reimbursed by DEP for 50-60% of these costs.

cc: Thomas Feighery, Commissioner of Public Works
Michele Sharkey, County Auditor



GENTECH LTD
 3017 US RT 9W
 NEW WINDSOR NY 12553
 Phone: 845-568-0500
 Fax: 845-568-3073

QUOTE

DATE	QUOTE	CUST #
8/22/2024	0000123299	0002728

QUOTE TO:

PUTNAM COUNTY DEPT OF HWY AND FACIL
 842 FAIR STREET
 CARMEL NY 10512

SHIP TO:

PUTNAM NATIONAL GOLF CLUB
 187 HILL STREET
 MAHOPAC NY

P.O. NUMBER		TERMS	SALES PERSON	
		CONTRACT		
QUAN		DESCRIPTION	PRICE EACH	AMOUNT
1.00	OG8598B	AS PER OUR WORK ORDER: WE ARE PLEASED TO QUOTE THE FOLLOWING:		
1.00	026915	REGULATOR ASSY 6.8L 60/70KW	569.99	569.99
3.00		NIPPLE	5.50	5.50
1.00	SHIP	LABOR TECH	139.59	418.77
		SHIPPING AND HANDLING- EXPEDITING OPTIONS MAY BE AVAILABLE BY REQUEST. CUSTOMER TO INQUIRE.PRICE IS ONLY ESTIMATE ACTUAL PRICE TO BE DETERMINED AT TIME OF BILLING.	25.00	25.00
1.00	DIAG	AFTER REPAIR IS COMPLETED TECH WILL TEST UNIT AND RUN DIAGNOSIS ON UNIT IF ADDITIONAL REPAIRS ARE NEEDED A SECOND QUOTE WILL BE SENT		
1.00	PROCESSING	IF YOU CHOOSE TO PAY YOUR INVOICE BY CREDIT OR HAVE A CREDIT CARD ON FILE, THERE WILL BE AN ADDITIONAL 3% ADDED TO THE TOTAL OF YOUR INVOICE FOR THIS SERVICE		
1.00	OVER1000	A 50% DEPOSIT IS REQUIRED ON ALL REPAIRS OVER \$1,000.00 AT THE TIME OF ACCEPTANCE. THANK YOU FOR YOUR TIME AND CONSIDERATION. IF YOU WOULD LIKE TO ACCEPT, PLEASE SIGN AND FAX THIS FORM BACK TO US AT (845) 568-3073 OR EMAIL TO PARTS@GENTECHLTD.COM		
		TOTAL		\$1,019.26

APPROVAL SIGNATURE _____



H2O Innovation Operation & Maintenance, LLC
 4 Commerce Street, A-2
 Poughkeepsie-NY
 12603, US

Invoice

Invoice Date
7/31/24
 Order Date
8/2/24
 Customer Number
PUTN002

Invoice Number
CD103970
 Order Number
M205937
 Purchase Order Number

ORIGINAL

Invoice Address	Delivery Address
Putnam County Dept. of Highways & Facilities 842 Fair Street Carmel - NY 10512 US	Putnam County Dept. of Highways & Facilities 842 Fair Street Carmel - NY 10512 US

Ship Via	Forward Agent	Latest Ship Date	Due Date	Terms of Delivery	Terms of Payment
Not Applicable		7/31/24	8/30/24	Not Applicable	Net 30 days

Sales

Pos	Part No Description	Sales QtyUnit Price QtyUnit	Price incl. Tax	Net Amount	Net Amount Gross Amount
1	MISCLABTEST Laboratory Testing PHOENIX Inv 1184018	1.00smp 1.00smp	273.75	0	273.75 273.75
2	UVSENSORS UV Sensor Upgrade UVEON Inv 24-0105	1.00EA 1.00EA	9,375.00	0	9,375.00 9,375.00

Sub Total Amount	9,648.75	9,648.75
Total Before Tax	9,648.75	
Invoice Amount		9,648.75

Bank Information:

Bank Name: HSBC Bank USA NA
 Bank Address: 452 5TH AVE, New York, NY 10018
 SWIFT Code: MRMDUS33
 Routing Number: 021001088
 Account: 738029343



Invoice

Invoice #: 1184018
Invoice Date: 07/08/24

From: Phoenix Environmental Laboratories, Inc
587 E. Middle Turnpike, Box 370
Manchester, CT 06045-0370
(860) 845-1102

Cust Code: H2O
Cust Id: J00675
Quote #:
Page: 1 of 1

To: Attn: Ryan Rysinger
H2O Innovation
PO Box 2718
Spring, TX 77383

Submittal Date: 06/27/24
Purchase Order #:
Turnaround Time:
Lab SDG: GCR06522
Project ID: PUTNAM GOLF WWTP

Project Manager: Heather Rysinger

The following charges are due for the indicated samples(s) which were submitted to this laboratory.

Description	Qty	Unit Price	Total Price
Ammonia	2	\$25.00	\$50.00
CBOD	2	\$33.00	\$66.00
Dissolved Oxygen	1	\$22.00	\$22.00
Phosphorus, Total	2	\$22.00	\$44.00
Solids-Total Suspended	3	\$18.00	\$54.00
Fecal Coliform (WW)	1	\$28.00	\$28.00
Waste Disposal Fee (per sample)	1	\$0.75	\$0.75
Waste Disposal Fee (per sample)	3	\$3.00	\$9.00
		Sub Total	\$273.75

Invoice Total	\$273.75
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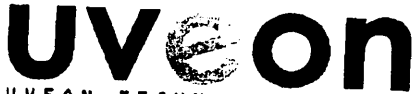
Remit To:
Phoenix Environmental Laboratories, Inc
Box 370
Manchester, CT 06045-0370
FID#: 06-1240980

ACH (Updated Oct 2018):
Sytana Edlund
accountsreceivable@phoenixlabs.com
(860) 847-1785

Invoice Inquiries:
Sarah Bell
sarah@phoenixlabs.com
(860) 812-0270

For each ACH transfer please note invoices to be paid and email accounts receivable at accountsreceivable@phoenixlabs.com
Interest at 1.5% per month charged to accounts due over 30 days. Collection expenses incurred will be charged.

E



UVEON TECHNOLOGIES LLC
 1184 Ferris Road
 Amelia, OH 45102

Tel: (513) 752-2361

Invoice

Date	Invoice #
7/1/2024	24-0105

Customer Bill To
H2O Innovation ATTN: Diane Scheel 4 Commerce Street Suite A-2 Poughkeepsie, NY 12603

Customer Ship To
Putnam County Golf Course ATTN: Nicky Tamburrino 187 Hill Street Mahopac, NY 10541

S.O. No.	P.O. No.	Terms	Due Date	Ship Via	FOB	Quote #	Ordered By	
		Net 30	7/31/2024	Delivery - TDS	Amelia, OH		Nicky Tamburrino	
Part Number	Description			Ordered	Invoiced	B.O.	Rate	Amount
UV UPGR	UV Sensor Upgrade Per Quote# TDS240123 Completed 6/27/2024 - Three (3) channel-mounted UVI sensors with adaptors. - One (1) spare UVI sensor. - Analog output compatible with existing controls. - Compression-sealed window to effectively prevent water ingress. - Serviceable construction. - Installation, including materials, labor, travel, and expenses. - Three-year warranty.						9,375.00	9,375.00

THANK YOU FOR YOUR BUSINESS!	
Report any damage within seven days of receipt to be eligible for a claim.	Total \$9,375.00
A 5% late fee will be applied on the 45th day from the invoice date for invoices not paid in full by the due date. Additional 5% late fees will be applied on every subsequent 30th day until the invoice is paid in full.	Payments/Credits \$0.00
	Balance Due \$9,375.00

EFF DATE	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
	\$1,019.26	GENTECH LIMITED	ESTIMATE RECEIVED 8/22/24 for generator repair
	\$9,648.75	H2O	UV sensor upgrade
08/10/2023	\$242.36	COMCAST	8/4-9/3/23 A/C#8773 60 003 020
09/07/2023	\$230.17	COMCAST	9/4-10/3/23 A/C#8773 60 003 02
10/12/2023	\$324.32	COMCAST	10/4-11/3/2023 A/C#8773 60 003
11/14/2023	\$230.64	COMCAST	11/4-12/3/23 A/C#8773 60 003 0
12/13/2023	\$230.64	COMCAST	12/4/2023-1/3/2024 A/C#8773 60
08/22/2023	\$232.71	DIRECT ENERGY MARKETING INC	JUN/JUL '23 ELECTRIC SUPPLY AC
09/14/2023	\$221.16	DIRECT ENERGY MARKETING INC	JUL/AUG '23 ELECTRIC SUPPLY AC
10/17/2023	\$215.61	DIRECT ENERGY MARKETING INC	AUG/SEPT '23 ELECTRIC SUPPLY A
11/28/2023	\$153.26	DIRECT ENERGY MARKETING INC	SEPT/OCT '23 ELECTRIC SUPPLY
12/15/2023	\$176.30	DIRECT ENERGY MARKETING INC	OCT/NOV '23 ELECTRIC SUPPLY
12/31/2023	\$224.90	DIRECT ENERGY MARKETING INC	NOV/DEC '23 ELECTRIC SUPPLY AC
08/23/2023	\$40.00	DOYLE SECURITY SYSTEMS, INC.	AUGUST 2023 SECURITY, FIRE, SA
09/21/2023	\$40.00	DOYLE SECURITY SYSTEMS, INC.	SEPT '23 SECURITY MONITORING
10/17/2023	\$40.00	DOYLE SECURITY SYSTEMS, INC.	OCT '23 SECURITY MONITORING
11/17/2023	\$40.00	DOYLE SECURITY SYSTEMS, INC.	NOV '23 SECURITY MONITORING
12/06/2023	\$257.87	DOYLE SECURITY SYSTEMS, INC.	REPLACE SMOKE DETECTOR IN REST
12/06/2023	\$40.00	DOYLE SECURITY SYSTEMS, INC.	DEC '23 SECURITY/MONITORING
08/23/2023	\$360.00	FRED A. COOK JR. INC.	06/26/23 SEPTIC SERVICES GREAS
08/23/2023	\$600.00	FRED A. COOK JR. INC.	07/03/23 SEPTIC SERV. PUMP TA
08/23/2023	\$600.00	FRED A. COOK JR. INC.	07/19/23 SEPTIC SERV. PUMP TAN
08/23/2023	\$600.00	FRED A. COOK JR. INC.	07/19/23 SEPTIC SERV. PUMP SEP
09/21/2023	\$600.00	FRED A. COOK JR. INC.	06/29/23 SEPTIC SERV TO PUMP S
12/04/2023	\$360.00	FRED A. COOK JR. INC.	GOL- SEPTIC SERVICE 10/20/23
11/15/2023	\$350.00	GENTECH LIMITED	VARIOUS PREVENTIVE MAINT ON GE
12/05/2023	\$330.00	NYS DEPARTMENT OF ENVIRONMENTAL CONSERVATION	SPDES WWTP 0260371
07/25/2023	\$178.44	NYS ELECTRIC & GAS	JUN '23 ELECTRIC DELIVERY ACCT
09/01/2023	\$172.42	NYS ELECTRIC & GAS	JUL '23 ELECTRIC DELIVERY ACCT
11/13/2023	\$198.26	NYS ELECTRIC & GAS	SEPT '23 ELECTRIC DELIVERY ACC
11/30/2023	\$145.09	NYS ELECTRIC & GAS	OCT '23 ELECTRIC DELIVERY ACCT
12/31/2023	\$187.82	NYS ELECTRIC & GAS	DEC '23 ELECTRIC DELIVERY ACCT
12/31/2023	\$229.66	NYS ELECTRIC & GAS	NOV '23 ELECTRIC DELIVERY ACCT
12/31/2023	\$1,454.93	PARACO GAS	981.6 GAL 11/08/23
	\$19,974.57		

represents payments made September through December 2023
invoice and quote in house for payments now

#69

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

APPROVAL – BUDGETARY TRANSFER (24T280) – SOIL & WATER CONSERVATION DISTRICT BOARD – NYS DEPARTMENT OF AGRICULTURE & MARKETS AWARD - FISH CRADLES AT KIRK LAKE

WHEREAS, the Putnam County Soil & Water District program has received \$6,000 from the NYS Department of Agriculture & Markets; and

WHEREAS, these funds are to be used on approved community conservation projects in the year of receipt; and

WHEREAS, any unused funds must be returned to the Agriculture & Markets; and

WHEREAS, the Soil & Water Conservation District Board has approved the use of the 2024 award for the installation of fish cradles at Kirk Lake in Mahopac as part of an effort to provide shelter for smaller fish in the lake food chain; and

WHEREAS, the Soil & Water District Manager has requested a budgetary transfer (24T280) to account for this award; and

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

RESOLVED, that the following budgetary transfer be made:

Increase Appropriations:

10874500 54682 Soil & Water – Special Services 6,000

Decrease Appropriations:

10874500 54554 Soil & Water – Agriculture Board 6,000

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____



cc All
Phys
A+A

Reso

MICHAEL J. LEWIS
Commissioner of Finance

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

September 6, 2024

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

2024 SEP 12 AM 9:08
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, D dated February 14, 2010, I am advising you of the following transfer request received from the Putnam County Soil and Water Department.

<u>Increase Appropriations:</u>			
10874500	54682	Soil & Water- Special Services	<u>\$ 6,000.00</u>
<u>Decrease Appropriations:</u>			
10874500	54554	Soil & Water- Agriculture Board	<u>\$6,000.00</u>

2024 Fiscal Impact -0-
2025 Fiscal Impact -0-

The Putnam County Soil and Water District program has received \$6,000 from the NYS Department of Agriculture and Markets (AGM). These funds are to be used on approved community conservation projects in the year of receipt. Any unused funds must be returned to the AGM. The Soil and Water Conservation District Board has approved the use of the 2024 award for the installation of fish cradles at Kirk Lake.

AUTHORIZATION:

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

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

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

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

24T280

Revised - ML

cc:all
Phys
A+A

Reso



MICHAEL J. LEWIS
Commissioner of Finance

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

September 6, 2024

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

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, D dated February 14, 2010, I am advising you of the following request to transfer the 2024 Putnam County Soil and Water budget.

2024 SEP 11 PM 2:48
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

<u>Increase Appropriations:</u>		
10874500 54682	Soil & Water- Special Services	<u>\$ 6,000.00</u>
<u>Decrease Appropriations:</u>		
10874500 54554	Soil & Water- Agriculture Board	<u>\$6,000.00</u>
	2024 Fiscal Impact -0-	
	2025 Fiscal Impact -0-	

The Putnam County Soil and Water District program has received \$6,000 from the NYS Department of Agriculture and Markets (AGM). These funds are to be used on approved community conservation projects in the year of receipt. Any unused funds must be returned to the AGM. The Soil and Water Conservation District Board has approved the use of the 2024 award for the installation of fish cradles at Kirk Lake.

AUTHORIZATION:

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

24T280



MEMORANDUM

To: Diane Schonfeld, Clerk of the Legislature
From: Neal Tomann, Putnam County Soil & Water District
Date: September 3, 2024
Re: Physical Services Meeting – September 17, 2024

NT

I would respectfully like to request agenda items for the September 17, 2024, Physical Services meeting.

The Soil & Water Conservation District has three funding releases it needs approved by the full legislature.

1. 2024 Community Conservation Grant. (\$ 4,971)

- These funds are made available through the Soil & Water District program Part 'B' funding. This is an annual award for up to \$6,000 made available to public and private groups for a community conservation project. This year's project sponsored the installation of 'fish cradles' at Kirk Lake in Mahopac as part of an effort to provide shelter for smaller fish in the lake food chain. This project was approved by the Soil & Water Conservation District board and completed by the Kirk Lake Watershed Association (KLWA).

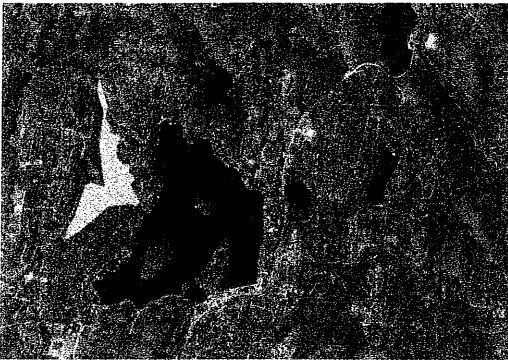
2. (Equipment purchase. (\$57,000))

- The Soil & Water Conservation District board approved funding for a new 'batwing' mower to be used on environmentally sensitive areas maintained by the county. The funds are made available from the Soil & Water District program Part 'C' account. The mower will be inventoried as part of a Soil & Water equipment share program.

3. Hydrodynamic separator. (\$20,000)

- The Town of Putnam Valley requested funding to help repair a Lake Peekskill culvert system damaged during the July '23 rain event. The PC SWCD board agreed to fund the purchase of a hydrodynamic separator as it would help reduce future sediment production from the culvert system. The project has been completed. These funds are made available through the Soil & Water District program Part 'C' account.

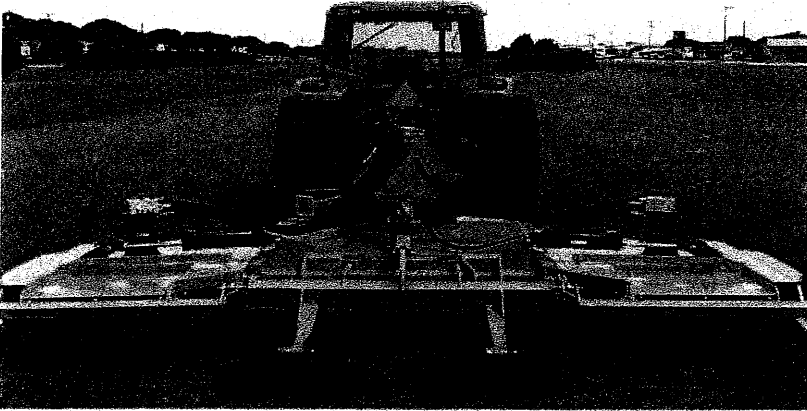
Kirk Lake 'fish cradle' project.
2024 Community Conservation Project.



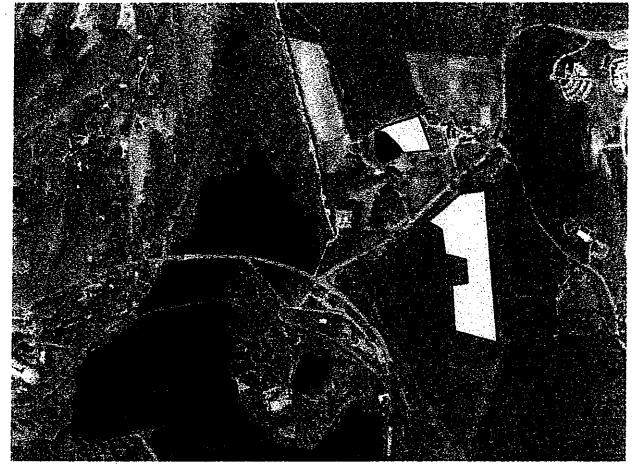
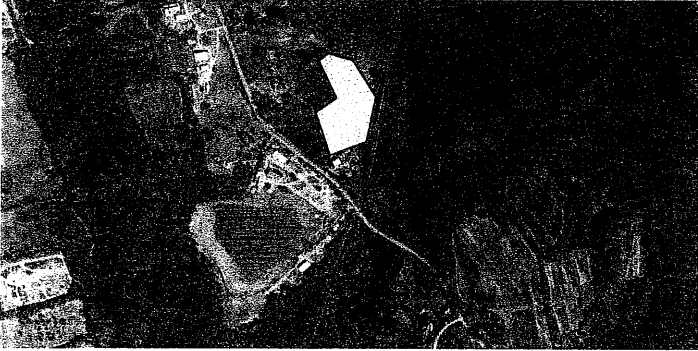
Provides cover for smaller fish.



Bat-wing mower.

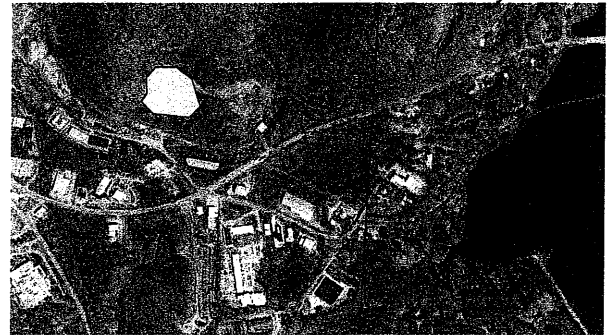


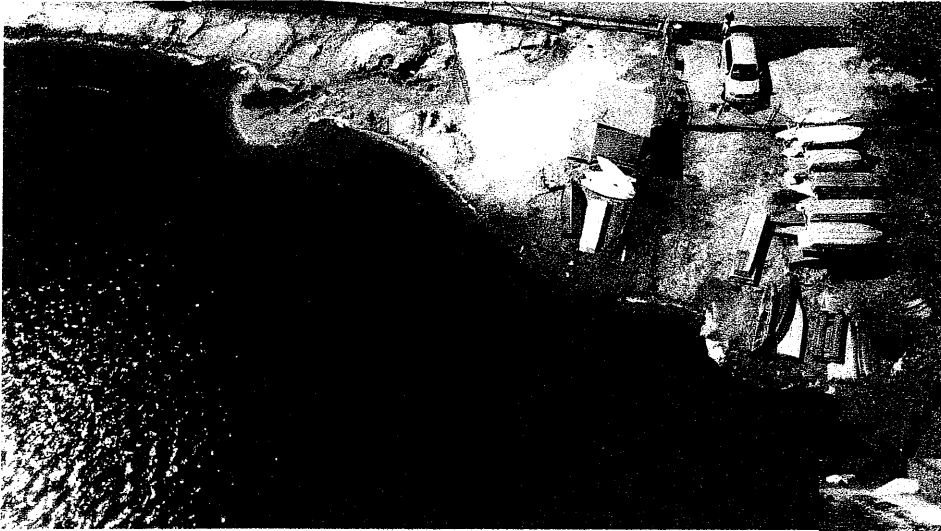
Cornwall Hill Rd. Patterson



Tilly Foster

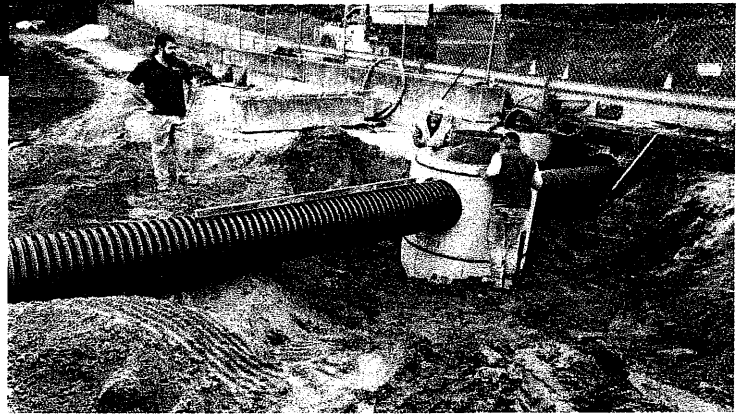
Old Rt 6 & Gateway Drive





Lake Peekskill Culvert replacement project.
Summer 2024.
Part 'C' Funded.

Hydrodynamic separator installation.
The last culvert in the system.



Putnam County Soil and Water Conservation District

August 28, 2024

9 am

Agenda

Join Teams Meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjUzN2QxYTctOWMxMy00NGNhLWIxM2QtYWwNiOTA0YTEyN2M0%40thread.v2/0?context=%7b%22Tid%22%3a%22c6df28f5-475c-4383-add6-eaef824e869f%22%2c%22Oid%22%3a%22735f5592-0551-480f-943f-b57b81789e81%22%7d

Meeting ID: 247 030 881 341 Passcode: a5nj73

- Call to order.
 - a) *There were technical issues with the "Teams" network so two of the three members had to call in by phone. We did get a quorum.*
- **In attendance:**
 - a) *Greg Ellner – by phone*
 - b) *Dave Vickery – in person*
 - c) *Max Garfinkle – by phone*
 - d) *Absent: Fred Finger & Amy Sayge*
- Approval of July 31 '24 meeting minutes
 - a) *Minutes were approved unanimously*
- CCE update
 - a) There was no CCE update.
- **New Board members – We discussed the need to get new board members trained in basic area of SWCD policies.**
 - a) Training Packets – This fall.
 - i. SWCD & County policies
 - ii. Sexual harassment
 - iii. Attendance & training requirements
- **September meeting – We discussed that in the past we'd used the September meeting to check in on how we are doing with the 2024 performance measures. We will be doing this again at the September meeting next month.**
- Going to September Physical services.
- **The following projects and equipment purchases were discussed and approved unanimously by the board. A request for a resolution to release these funds will be presented to the Physical Services Committee on September 17th.**
 - a) Kirk Lake Part 'B'- Community Conservation Project
 - i. Fish cradles (artificial reef)

- ii. Needs Full Lege to release funds. (\$6,000)
 - b) Putnam Valley Part 'C' funding.
 - i. New 'vortex' catch basin.
 - ii. Needs full Lege to release \$20,000.
 - c) Rec. Dept. – Batwing mower
 - i. Maintains environmentally sensitive areas.
 - ii. Will be part of an inter municipal & private sector equipment share program.
 - iii. Needs full Lege to release \$57,000.
- Dams
 - a) Awarded \$500k grant for McGregor dam spillway. (Waiting for final ok from state Leg.)
 - i. ***There was discussion about how these funds will be used and when the SWCD board might be able to meet with the Lake MacGregor community.***
 - b) Will meet with Cont. Village community group in September.
 - i. ***The was discussion about Neal Tomann and Legislator Montgomery meeting with the community in September to discuss the counties' options concerning this project.***
- Next meeting: **September 25, 2024, at 9am.**

The meeting was adjourned at 9:25.

Neal Tomann – Interim Manager PC SWCD.

Transaction details

February 3, 2024 at 3:31:31 AM PDT Transaction ID: 51L10043996872051

Payment sent to fishiding.com

Gross amount

Payment Status: Completed

-\$3,750.00 USD

Shipping address

Kirk Lake WaterShed Assoc
69 Lakeside Rd
MAHOPAC, NY 10541-3105
UNITED STATES
Confirmed

Tracking Information

Add the tracking info for your physical packages to keep things organized and help you benefit from seller protection. It is a win-win.

Order details	Quantity	Price	Subtotal
Item # UF Cradle Ultra Fine Cradle Shallow Fish Habitat Structures	34	\$110.00 USD	\$3,750.00 USD
		Purchase Total	\$3,750.00 USD

Your Payment

Purchase Total	-\$3,750.00
Sales Tax	USD
Shipping Amount	\$0.00 USD
Handling Amount	\$0.00 USD
Insurance Amount	\$0.00 USD
Gross Amount	\$0.00 USD
PayPal Fee	-\$3,750.00 USD
Net Amount	-\$3,750.00 USD

Contact info

fishiding.com
The receiver of this payment is **Verified**
<http://fishiding.com>
pelagicbldr@yahoo.com
815-693-0894

Funding details

Need help?

Go to the Resolution Center for help with this transaction, to settle a dispute or to open a claim.

INVOICE

DATE:
8/12/2024

TO: NYS Ag & Markets

INVOICE #
100

CUSTOMER ID:
ABC12345

SWCD EMPLOYEE	POSITION	TASK	SUBMITTED
N.Tomann	Manager	Consultation	8/12/2024

DATE	DESCRIPTION	UNIT PRICE	LINE TOTAL
3/29/24	Conference call	74.00	74.00
4/24/24	3 hours Kirk Lake / Belsky	74.00	222.00
SUBTOTAL			296.00
SALES TAX			
TOTAL			296.00

MAKE ALL CHECKS PAYABLE TO CREATE & CO.
Thank you for your business!

I would like to request a spot on the Sept. 17 Physical Services agenda. The Soil & Water Conservation District has three funding releases it needs approved by the full legislature.

1. 2024 Community Conservation Grant. (\$ 6,000)
 - These funds are made available through the Soil & Water District program Part 'B' funding. This is an annual award for up to \$6,000 made available to public and private groups for a community conservation project. This year's project sponsored the installation of 'fish cradles' at Kirk Lake in Mahopac as part of an effort to provide shelter for smaller fish in the lake food chain. This project was approved by the Soil & Water Conservation District board and completed by the Kirk Lake Watershed Association (KLWA).
2. Equipment purchase. (\$57,000)
 - The Soil & Water Conservation District board approved funding for a new 'batwing' mower to be used on environmentally sensitive areas maintained by the county. The funds are made available from the Soil & Water District program Part 'C' account. The mower will be inventoried as part of a Soil & Water equipment share program.
3. Hydrodynamic separator. (\$20,000)
 - The Town of Putnam Valley requested funding to help repair a Lake Peekskill culvert system damaged during the July '23 rain event. The PC SWCD board agreed to fund the purchase of a hydrodynamic separator as it would help reduce future sediment production from the culvert system. The project has been completed. These funds are made available through the Soil & Water District program Part 'C' account.

Neal Tomann
PC SWCD

Kirk Lake 'fish cradle' project.
2024 Community Conservation Project.



Provides cover for smaller fish.

69

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

**APPROVAL - DEPARTMENT OF PUBLIC WORKS - USE OF CAPITAL FACILITY RESERVE
- AMEND (19CP06) (Hire Professional Architectural and/or Engineering Services)**

WHEREAS, by Resolution #97 of 2019, the Putnam County Legislature approved the use of the Capital Facility Reserve fund for Project #19CP06 – Hire Professional Architectural and/or Engineering Services, at a cost not to exceed \$100,000; and

WHEREAS, by Resolution #107 of 2022, the Putnam County Legislature approved an amendment to Project #19CP06, adding additional funding of \$30,000; and

WHEREAS, by Resolution #97 of 2023, the Putnam County Legislature approved an amendment to Project #19CP06, adding additional funding of \$50,000; and

WHEREAS, the use of outside consultants continues to be necessary; and

WHEREAS, the Commissioner of DPW has proposed an additional amount of \$50,000 from the Capital Facility Reserve fund to allow the department to continue to move projects forward through the use of outside consultants; and

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

RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$50,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:

19CP06 – Hire Professional Architectural and/or Engineering Services

**\$ 100,000 – Approved by Resolution #97 of 2019
30,000 – Approved by Resolution #107 of 2022
50,000 – Approved by Resolution #97 of 2023
50,000 – Additional Funding
\$ 230,000 – Total Project cost not to exceed**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



*cc:all
Phys*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *A.M.H.*

CC: Thomas Feighery, Commissioner
Joseph Bellucci, Deputy Commissioner
Michael Lewis, Commissioner of Finance

DATE: September 10, 2024

RE: Physical Services Committee – Amend 19CP06 – Architectural/Engineering Services

2024 SEP 10 AM 10:30
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please approve the necessary resolution to amend and authorize adding \$50,000 to 19CP06.

In May 2019, 19CP06 was approved by the Full Legislature authorizing Architectural and Engineering professional services funding to assist in moving projects forward using outside consultants. Additional funding was authorized by the Full Legislature in June 2022 and May 2023 to continue the program.

The use of outside consultants continues to be a necessity in order to progress projects forward. We are therefore respectfully requesting your authorization of the additional funding needed to continue this program.

Thank you for the consideration.

Diane Schonfeld

From: Alexis Hawley
Sent: Tuesday, September 10, 2024 9:25 AM
To: Diane Schonfeld
Cc: Thomas Feighery; Joseph Bellucci; Michael Lewis
Subject: September Physical Services Committee Meeting - For Consideration
Attachments: 19CP06 - Amendment - Architectural and Engineering Services - September 2024.pdf; 23CP13 - Amendment - Doors, Frames & Hardware Repair & Replacement Program - September 2024.pdf; 22CP01 - Amendment - Flooring Repair & Replacement Program - September 2024.pdf; 20CP04 - Amendment - Sidewalk and Stair Safety Repair Program - September 2024.pdf; 20CP01 - Amendment - Access Control - September 2024.pdf; 19CP09 - Amendment - Roof Repair & Replacement Program - September 2024.pdf

Diane:

Good morning!

Please find attached the requisite information for the following six items for consideration by the Physical Services Committee this month:

1. 19CP06 – Amendment – Architectural and Engineering Services
2. 19CP09 – Amendment – Roof Repair & Replacement Program
3. 20CP01 – Amendment – Access Control
4. 20CP04 – Amendment – Sidewalk and Stair Safety Repair Program
5. 22CP01 – Amendment – Flooring Repair and Replacement Program
6. 23CP13 – Amendment – Doors, Frames & Hardware Repair and Replacement Program

Tom and/or Joe will be present at the meeting to answer any specific questions from the Committee.

Thank you.

Alexis



Alexis M. Hawley

Assistant Supervisor of Planning & Design • Putnam County Department of Purchasing and Central Services

PHONE | 845.808.1088 • WEBSITE | PUTNAMCOUNTYNY.COM

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated service."

#6r

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

**APPROVAL - DEPARTMENT OF PUBLIC WORKS - USE OF CAPITAL FACILITY RESERVE
- AMEND (19CP09) (Roof Replacements at Three County Facilities)**

WHEREAS, by Resolution #123 of 2019, the Putnam County Legislature approved the use of the Capital Facility Reserve fund for Project #19CP09 – Roof Replacements – Cornerstone Park, Salt Shed at Carmel location & Salt Shed at Patterson location, at a cost not to exceed \$99,000; and

WHEREAS, by Resolution #118 of 2021, the Putnam County Legislature approved an amendment to Project #19CP09, adding an additional \$20,000 to provide ongoing maintenance to County facility roofs; and

WHEREAS, by Resolution #108 of 2022, the Putnam County Legislature approved an amendment to Project #19CP09, adding an additional \$45,000 towards the roof replacement of the Schweiger Hall building at Camp Wilbur Herrlich; and

WHEREAS, by Resolution #246 of 2023, the Putnam County Legislature approved an amendment to Project #19CP09, adding an additional \$75,000 for repairs at Building 2 at the Donald B. Smith Campus and the Koehler Senior Center; and

WHEREAS, the Commissioner of DPW has proposed an additional amount of \$100,000 to allow for programmatic roof repairs and replacements throughout our County facilities in order to keep our buildings in a state of good repair; and

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

RESOLVED, that the Putnam County Legislature approved and authorized the expenditure of \$100,000 from the County Facility Reserve fund budget line 55197000 53000 51509 as follows:

19CP09 – Roof Replacements

**\$ 99,000 – Approved by Resolution #123 of 2019
20,000 – Approved by Resolution #118 of 2021
45,000 – Approved by Resolution #108 of 2022
75,000 – Approved by Resolution #246 of 2023
100,000 – Additional Funding
\$339,000 – Total Project cost not to exceed**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



*cc: all
Phys.*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *A.M.H.*

CC: Thomas Feighery, Commissioner
Joseph Bellucci, Deputy Commissioner
Michael Lewis, Commissioner of Finance

DATE: September 10, 2024

RE: Physical Services Committee – Amend 19CP09 – Roof Repair & Replacement Program

2024 SEP 10 AM 10:31
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please approve the necessary resolution to amend and authorize adding \$100,000 to 19CP09.

In June 2019, 19CP09 was approved by the Full Legislature authorizing the funding for the replacement of roofs in disrepair at three County facilities and in June 2021, June 2022 and December 2023 additional funding and a broadening of scope to the maintenance of all County facility roofs were authorized by the Full Legislature.

We are respectfully requesting your authorization of the funds necessary to continue this important effort which allows for programmatic roof repairs and replacements throughout our County facilities in order to keep our buildings in a state of good repair.

Thank you for the consideration.

#65

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

**APPROVAL – DEPARTMENT OF PUBLIC WORKS - USE OF CAPITAL FACILITY RESERVE
- AMEND (20CP01) (Access Control)**

WHEREAS, by Resolution #144 of 2017 & Resolution #55 of 2020, the Putnam County Legislature approved the use of the Capital Facility Reserve fund for an “Access Control” Project to provide uniform access control systems throughout County Facilities; and

WHEREAS, by Resolution #74 of 2021, Resolution #98 of 2023 and Resolution #94 of 2024, the Putnam County Legislature approved an amendment to Project #20CP01, adding additional funding to further continue this program; and

WHEREAS, some of the facilities and departments with successful security installation under this program include the Law Department, the Sheriff’s Department, the Department of Motor Vehicles, the County Office Building, the Donald B. Smith Campus Building 3 and Board of Elections Building; and

WHEREAS, the Commissioner of DPW has requested an additional amount of \$20,000 to continue this program, providing new security and access control at various facilities; and

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

RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$20,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:

20CP01 – Access Control

- \$ 82,537 – Approved by Resolution #144 of 2017 (CP-6)**
- 75,000 – Approved by Resolution #55 of 2020**
- 35,000 – Approved by Resolution #74 of 2021**
- 20,000 – Approved by Resolution #98 of 2023**
- 50,000 – Approved by Resolution #94 of 2024**
- 20,000 - Additional funds requested to continue project**
- \$282,537 - Total Project cost not to exceed**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



*cc: all
Phys*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *A.M.H.*

CC: Thomas Feighery, Commissioner
Joseph Bellucci, Deputy Commissioner
Thomas Lannon, Director, IT & GIS
Michael Lewis, Commissioner of Finance

DATE: September 10, 2024

RE: Physical Services Committee – Amend 20CP01 – Access Control

2024 SEP 10 AM 10:31
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please approve the necessary resolution to amend and authorize adding \$20,000 to 20CP01.

The County has been systematically installing uniform access control and security throughout our County facilities. CP-6 authorized by the Full Legislature in July 2017 originated the program. Subsequently, 20CP01 authorized by the Full Legislature in March 2020 and the additional funding authorized by the Full Legislature in May 2021, May 2023 and April 2024 allowed the program to continue.

The County wishes to programmatically assess and install new security and access control at various facilities. The installation of these systems creates safer and more secure County facilities. We respectfully request your authorization of the additional funds necessary to continue this important program.

Thank you for the consideration.

#67

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

**APPROVAL - DEPARTMENT OF PUBLIC WORKS - USE OF CAPITAL FACILITY RESERVE
- AMEND (20CP04) (Concrete Sidewalk & Stair Safety Repair Program)**

WHEREAS, by Resolution #120 of 2020, the Putnam County Legislature approved the use of the Capital Facility Reserve fund for Project #20CP04 – Concrete Sidewalk & Stair Safety Repair Program for County facilities at a cost not to exceed \$50,000; and

WHEREAS, by Resolution #247 of 2023, the Putnam County Legislature approved an amendment to Project #20CP04, adding additional funding to further continue this program; and

WHEREAS, the Commissioner of DPW has proposed an additional amount of \$25,000 for the continuation of this safety program on an as needed basis throughout our County facility locations to keep them safe and in a state of good repair; and

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

RESOLVED, that the Putnam County Legislature approved and authorized the expenditure of \$25,000 from the County Facility Reserve fund budget line 55197000 53000 51509 as follows:

20CP04 – Concrete Sidewalk & Stair Safety Repair Program

- \$ 50,000 – Approved by Resolution #120 of 2020**
- 100,000 - Approved by Resolution #247 of 2023**
- 25,000 – Additional funding**
- \$175,000 – Total Project cost not to exceed**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



*cc:all
Phys*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *A.M.H.*

CC: Thomas Feighery, Commissioner
Joseph Bellucci, Deputy Commissioner
Michael Lewis, Commissioner of Finance

DATE: September 10, 2024

RE: Physical Services Committee – Amend 20CP04 – Sidewalk and Stair Safety Repair Program

2024 SEP 10 AM 10:30
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please approve the necessary resolution to amend and authorize adding \$25,000 to 20CP04.

20CP04 was authorized by the Full Legislature in July 2020 to fund specific and programmatic repairs and replacements to sidewalks and stairs throughout our County facility locations. Additional funding was authorized by the Full Legislature in December ~~2024~~ *2023* to continue this safety program.

This requested funding will allow the continuation of this important program throughout our County facility locations to keep them safe and in a state of good repair.

Thank you for the consideration.

#60

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

**APPROVAL - DEPARTMENT OF PUBLIC WORKS - USE OF CAPITAL FACILITY RESERVE
- AMEND (22CP01) (Flooring Repair & Replacement at Various County Facilities)**

WHEREAS, by Resolution #109 of 2022, the Putnam County Legislature approved the use of the Capital Facility Reserve fund for Project #22CP01 – Flooring Repair & Replacement at Various County Facilities of \$100,000, to fund specific and programmatic replacement of aging, worn, and damaged flooring in County facilities; and

WHEREAS, by Resolution #261 of 2022, Resolution #100 of 2023, and Resolution #248 of 2023 the Putnam County Legislature approved amendments to Project #22CP01, adding additional funds to continue the program; and

WHEREAS, the Commissioner of DPW has proposed an additional amount of \$75,000 for the continuation of this flooring program on an as needed basis throughout our County facilities to keep them safe and in a state of good repair; and

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

RESOLVED, that the Putnam County Legislature approved and authorized the expenditure of \$75,000 from the County Facility Reserve fund budget line 55197000 53000 51509 as follows:

22CP01 – Flooring Repair & Replacement at Various County Facilities

- \$120,000 – Approved by Resolution #109 of 2022**
- 75,000 - Approved by Resolution #261 of 2022**
- 80,000 - Approved by Resolution #100 of 2023**
- 100,000 – Approved by Resolution #248 of 2023**
- 75,000 – Additional funding**
- \$450,000 – Total Project cost not to exceed**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



*cc: all
Phys*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *A.M.H.*

CC: Thomas Feighery, Commissioner
Joseph Bellucci, Deputy Commissioner
Michael Lewis, Commissioner of Finance

DATE: September 10, 2024

RE: Physical Services Committee – Amend 22CP01 – Flooring Repair & Replacement Program

2024 SEP 10 AM 10:30
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please approve the necessary resolution to amend and authorize adding \$75,000 to 22CP01.

22CP01 was authorized by the Full Legislature in June 2022 to fund specific and programmatic replacements of aging, worn and damaged flooring in County facilities. Additional funding was authorized by the Full Legislature in December 2022, May 2023 and December 2024 to continue the program.

We are respectfully requesting your authorization of the funds necessary to allow the continuation of this flooring program on an as needed basis throughout our County facilities to keep them safe and in a state of good repair.

Thank you for the consideration.

6v

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

**APPROVAL – DEPARTMENT OF PUBLIC WORKS - USE OF CAPITAL FACILITY RESERVE
- (23CP13) (Doors, Frames & Hardware Replacement Program at Various County Facilities)**

WHEREAS, by Resolution #112 of 2023, the Putnam County Legislature approved the use of \$50,000 from the Capital Facility Reserve to fund Project #23CP13 – Doors, Frames & Hardware Replacement Program at Various County Facilities; and

WHEREAS, under this program, issues at the DPW Administrative Building, IT/GIS and Cornerstone Park were addressed and remedied; and

WHEREAS, additional facilities are currently being evaluated and will need to be addressed; and

WHEREAS, the Commissioner of DPW has proposed an additional amount of \$25,000 for the continuation of this program on an as needed basis throughout our County facilities to keep them safe and in a state of good repair; and

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

RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$25,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:

23CP13 – Doors, Frames & Hardware Replacement Program

\$ 50,000 – Approved by Resolution #112 of 2023

25,000 – Additional Funding

75,000 – Total Project cost not to exceed

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



*cc:all
Phys*

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *A.M.H.*

CC: Thomas Feighery, Commissioner
Joseph Bellucci, Deputy Commissioner
Michael Lewis, Commissioner of Finance

DATE: September 10, 2024

RE: Physical Services Committee – Amend 23CP13 – Doors, Frames & Hardware Repair and Replacement Program

2024 SEP 10 AM 10:30
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please approve the necessary resolution to amend and authorize adding \$25,000 to 23CP13.

23CP13 was authorized by the Full Legislature in May 2023 to fund specific and programmatic replacements of doors, frames and hardware at various County facilities due to condition issues. Under this program, issues at the DPW Administrative Building, IT/GIS and Cornerstone Park were addressed and remedied.

We are respectfully requesting your authorization of the funds necessary to allow the continuation of this program throughout our County facilities to keep them in a state of good repair.

Thank you for the consideration.

#66

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

APPROVAL - PUTNAM COUNTY LEGISLATURE'S INTENT TO ACT AS LEAD AGENCY UNDER SEQRA RE: LEASE APPROVAL AND MONROE BALANCING TEST FOR AN EMERGENCY WIRELESS TELECOMMUNICATIONS FACILITY

WHEREAS, the Town of Philipstown is the owner of the property located at 50 Fishkill Road, Cold Spring, New York ("Property"); and

WHEREAS, the County desires to use a portion of the Property for the installation of a 120 foot cellular monopole tower with the associated equipment shelter, backup generators and telecommunications equipment; and

WHEREAS, the County, working with Motorola, desires to use a portion of the Property to install the support structure and compound area necessary to accommodate the emergency telecommunications coverage needs of various County Emergency Service Departments; and

WHEREAS, the County and Motorola desire to enter into a public private partnership with the Town of Philipstown by entering into a lease agreement ("Agreement"), for the purpose of constructing the monopole tower and supporting equipment (the "Facility"), with County emergency service antennas located thereon all of which shall be situated on or within the lease parcel; and

WHEREAS, the property is subject to a conservation easement through Open Space Institute ("OSI"), of whom the County has worked closely with to receive authorization/ approval to construct the Facility thereon; and

WHEREAS, the County Legislature intends to also review the proposal to determine whether the Facility should be exempt from local zoning requirements; and

WHEREAS, the approval of the Agreement and the determination whether the Facility should be exempt from local zoning requirements shall be deemed the "Project"; and

WHEREAS, the proposed action hereunder is subject to review under the State Environmental Quality Review Act and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and

WHEREAS, involved and interested agencies have been identified in connection with the proposed action; and

WHEREAS, a full Environmental Assessment form (EAF) has been prepared for the Project; and

WHEREAS, the Putnam County Legislature (the "Legislature"), after review of Part 617, finds that the proposed action is an "Unlisted" action, as defined in 6 NYCRR Part 617.2; now therefore be it

RESOLVED, that the Legislature hereby declares its intent to serve as the Lead Agency under the procedures and requirements of SEQRA and will circulate a Lead Agency Notice along with the EAF and associated documentation to all Involved and Interested Agencies and will follow protocol in accordance with and as required by all relevant rules and regulations.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc:all
Phys

APPROVAL/PUTNAM COUNTY LEGISLATURE'S INTENT TO ACT AS LEAD AGENCY UNDER SEQRA RE: LEASE APPROVAL AND MONROE BALANCING TEST FOR AN EMERGENCY WIRELESS TELECOMMUNICATIONS FACILITY

WHEREAS, the Town of Philipstown is the owner of the property located at 50 Fishkill Road, Cold Spring, New York ("Property"); and

WHEREAS, the County desires to use a portion of the Property for the installation of a 120 foot cellular monopole tower with the associated equipment shelter, backup generators and telecommunications equipment; and

WHEREAS, the County, working with Motorola, desires to use a portion of the Property to install the support structure and compound area necessary to accommodate the emergency telecommunications coverage needs of various County Emergency Service Departments; and

WHEREAS, the County and Motorola desire to enter into a public private partnership with the Town of Philipstown by entering into a lease agreement ("Agreement"), for the purpose of constructing the monopole tower and supporting equipment (the "Facility"), with County emergency service antennas located thereon all of which shall be situated on or within the lease parcel; and

WHEREAS, the property is subject to a conservation easement through Open Space Institute ("OSI"), of whom the County has worked closely with to receive authorization/approval to construct the Facility thereon; and

WHEREAS, the County Legislature intends to also review the proposal to determine whether the Facility should be exempt from local zoning requirements; and

WHEREAS, the approval of the Agreement and the determination whether the Facility should be exempt from local zoning requirements shall be deemed the "Project"; and

WHEREAS, the proposed action hereunder is subject to review under the State Environmental Quality Review Act and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and

WHEREAS, involved and interested agencies have been identified in connection with the proposed action; and

WHEREAS, a full Environmental Assessment form (EAF) has been prepared for the Project; and

WHEREAS, the Putnam County Legislature (the "Legislature"), after review of Part 617, finds that the proposed action is an "Unlisted" action, as defined in 6 NYCRR Part 617.2; now therefore be it

RESOLVED, that the Legislature hereby declares its intent to serve as the Lead Agency under the procedures and requirements of SEQRA and will circulate a Lead Agency Notice along with the EAF and associated documentation to all Involved and Interested Agencies and will follow protocol in accordance with and as required by all relevant rules and regulations.

Diane Trabulsy

From: Barbara Barosa
Sent: Friday, September 6, 2024 3:15 PM
To: Diane Schonfeld; Diane Trabulsy
Cc: Thomas Lannon
Subject: SEQR for Philipstown E911 Radio Tower project
Attachments: SEQRA reso - Philipstown radio tower.docx

Good Morning,

Attached please find a proposed Resolution and supporting documentation for the SEQR Request to Serve as Lead Agency Philipstown E911 Radio Tower Project. It is respectfully requested that this be placed on the next Physical Services Meeting agenda for the Legislature's review/consideration. All backup documents have been uploaded to the Putnam Sharepoint: [Philipstown Salt Shed](#). If you have any trouble accessing the files, please let me know, but they are too large to attach.

Thank you,
Barbara



Barbara Barosa, AICP

Commissioner ● Department of Planning, Development & Public Transportation ●

PHONE | 845.878-3480 ● WEBSITE | PUTNAMCOUNTYNY.COM

PUTNAM COUNTY NEW YORK GOVERNMENT

"Empowering Putnam County through dedicated service."

2024 SEP -6 PM 3:28
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

6X

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

APPROVAL - GRANT APPLICATION - STATE AND MUNICIPAL (SAM) FACILITIES GRANT PROGRAM - PUTNAM COUNTY VETERANS MUSEUM QUONSET HUT

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

WHEREAS, by and through the State of New York and the Office of Assemblyman Matt Slater, the County has the opportunity to apply for a State and Municipal ("SAM") Facilities Program Grant in the amount of \$50,000 administered by the Dormitory Authority of the State of New York ("DASNY") for the construction of the Putnam County Veterans Museum Quonset Hut project in the lower portion of Veterans Memorial Park ("the Project"); and

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

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

RESOLVED, that the Legislature authorizes and approves the County's submission, by the Department of Planning, Development and Public Transportation, of its application for a \$50,000 grant administered through DASNY and awarded by the SAM Facilities Grant Program for the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc: aed
Phys

Reso

APPROVAL/ GRANT APPLICATION/ STATE AND MUNICIPAL FACILITIES GRANT PROGRAM/ PUTNAM COUNTY VETERANS MUSEUM QUONSET HUT

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

WHEREAS, by and through the State of New York and the Office of Assemblyman Matt Slater, the County has the opportunity to apply for a State and Municipal (“SAM”) Facilities Program Grant in the amount of \$50,000 administered by the Dormitory Authority of the State of New York (“DASNY”) for the construction of the Putnam County Veterans Museum Quonset Hut project in the lower portion of Veterans Memorial Park (“the Project”); and

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

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

RESOLVED, that the Legislature authorizes and approves the County’s submission, by the Department of Planning, Development and Public Transportation, of its application for a \$50,000 grant administered through DASNY and awarded by the SAM Facilities Grant Program for the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

2024 SEP 11 PM 2:47
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

NEW VETERANS' MUSEUM

ESTIMATED COST

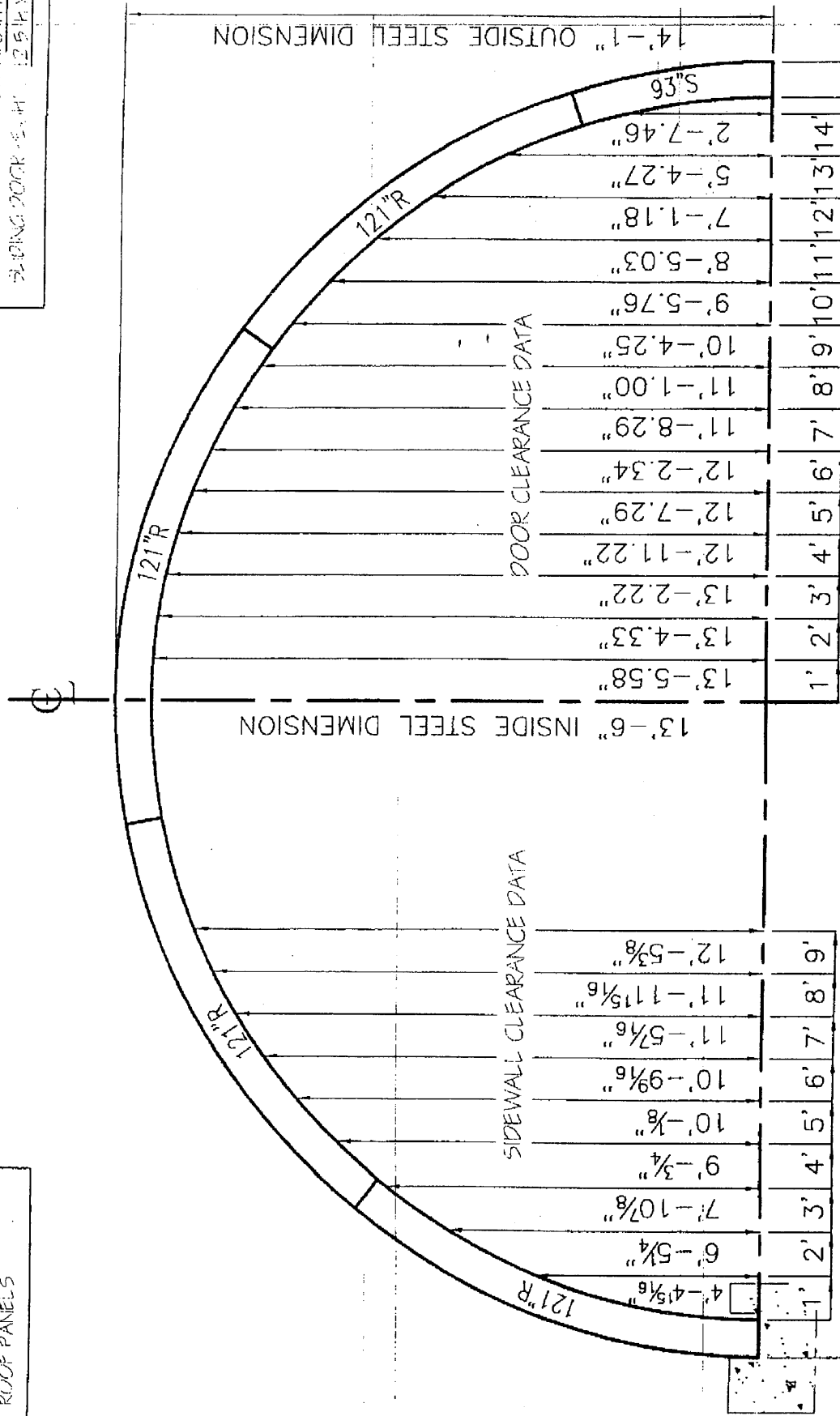
(READY FOR DISPLAY INSTALL)

- **31' X 48' STEEL REINFORCED CONCRETE SLAB W/EPOXY SEALER**
- **30' X 47' STEEL QUONSET HUT KIT (CROWN INTL. STEEL BLDG. SYSTEMS, MODEL Q30-14)**
- **6'0" X 6'8" ADA ACCESS DOUBLE FRONT DOOR**
- **3'0" X 6'8" ADA ACCESS REAR DOOR**
- **CLOSED CELL SPRAY FOAM INTERIOR INSULATION (EXPOSED & PAINTED)**
- **100 AMP ELECTRICAL PANEL/RECEPTICLES/LIGHTING**
- **MINI-SPLIT HVAC**

TOTAL COST - \$50,000

(12'") ROOF PANELS
(95'") ROOF PANELS

OVERHEAD DOOR 12'6" H X 12' W
BLINDING DOOR 12'6" H X 12' W



13'-6" INSIDE STEEL DIMENSION

SIDEWALL CLEARANCE DATA

DOOR CLEARANCE DATA

1'	4'-4 ⁵ / ₁₆ "
2'	6'-5 ¹ / ₄ "
3'	7'-10 ⁷ / ₈ "
4'	9'-3 ¹ / ₄ "
5'	10'- ¹ / ₈ "
6'	10'-9 ¹ / ₁₆ "
7'	11'-5 ⁷ / ₁₆ "
8'	11'-11 ¹⁵ / ₁₆ "
9'	12'-5 ³ / ₈ "

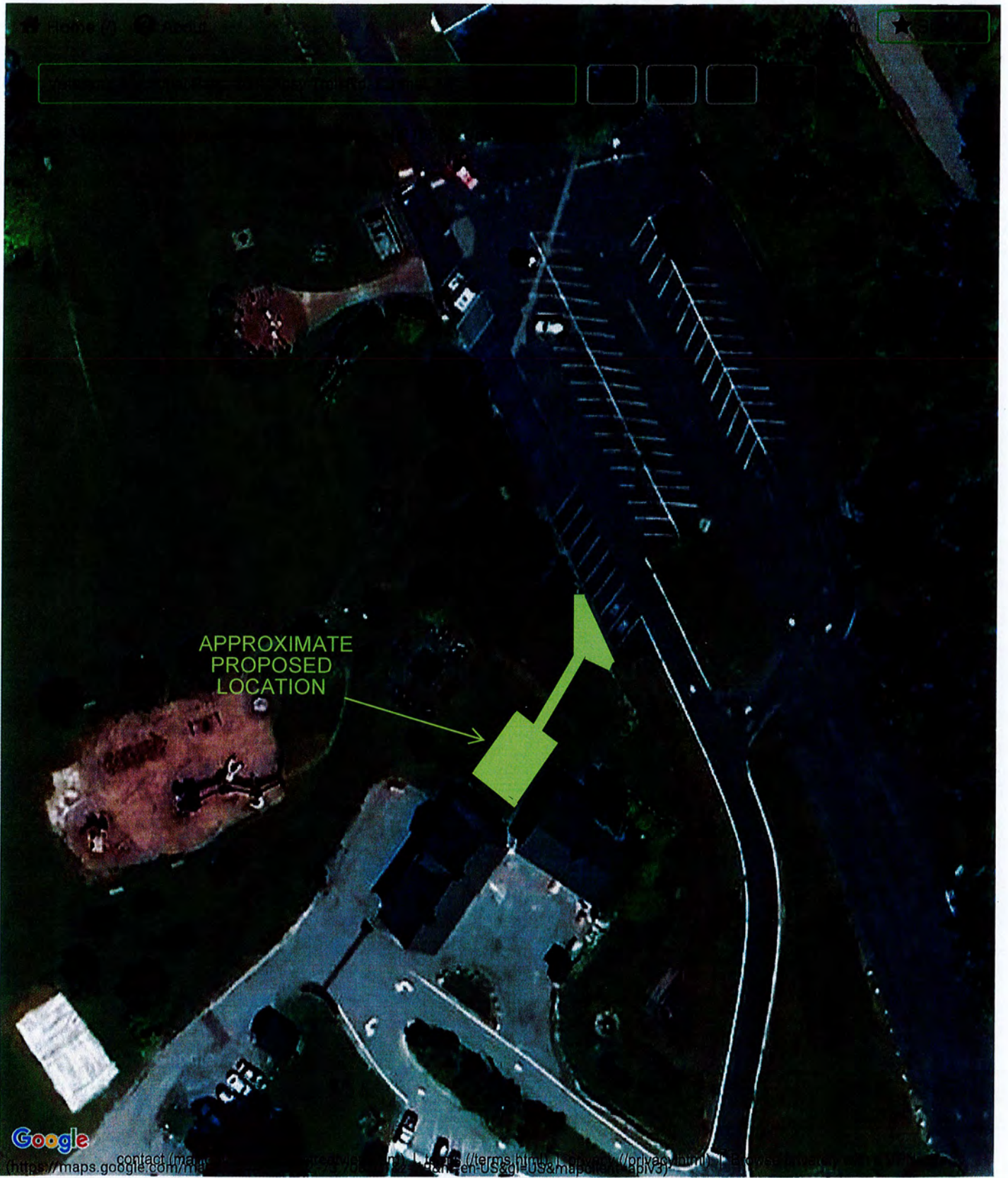
1'	13'-5.58"
2'	13'-4.33"
3'	13'-2.22"
4'	12'-11.22"
5'	12'-7.29"
6'	12'-2.34"
7'	11'-8.29"
8'	11'-1.00"
9'	10'-4.25"
10'	9'-5.76"
11'	11'-12'
12'	7'-1.18"
13'	5'-4.27"
14'	2'-7.46"

5"

30'-0" OUT/OUT STEEL DIMENSION

NOTE:
THE INSIDE BUILDING HEIGHT DIMENSIONS WILL
DECREASE BY 4" WHEN USING A CONCRETE TROUGH.

MODEL: Q30-14



APPROXIMATE
PROPOSED
LOCATION

Google

(https://maps.google.com/ma...)

Diane Schonfeld

From: Barbara Barosa
Sent: Tuesday, September 10, 2024 2:43 PM
To: Diane Schonfeld; Diane Trabulsy
Cc: Thomas Feighery; Joseph Bellucci; Karl Rohde; James Burpoe
Subject: Resolution in support of submittal of SAM grant application
Attachments: Resolution - 2024 SAM grant \$50,000 Veterans Quonset hut .docx; NEW VETERANS.docx; Q30-14.pdf; VETS MUSEUM LOCATION.pdf

Attached please find a proposed Resolution respectfully requested be placed on the next Physical Services Meeting agenda for the Legislature's review/consideration.

Thank you,
Barbara



Barbara Barosa, AICP

Commissioner • Department of Planning, Development & Public Transportation •

PHONE | 845.878-3480 • WEBSITE | PUTNAMCOUNTYNY.COM

PUTNAM COUNTY NEW YORK GOVERNMENT

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#64

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

APPROVAL – BUDGETARY AMENDMENT (24A084) – SHERIFF’S DEPARTMENT – NYS SHERIFF’S ASSOCIATION, INC. ASSISTANCE – BCI OVERTIME

WHEREAS, the Putnam County Sheriff requested a budgetary amendment (24A084) to cover Overtime expenses for one (1) Sheriff’s Department BCI Officer to attend training courses during June 2024; and

WHEREAS, funding assistance for these courses is covered by grant funding through the NYS Governor’s Traffic Safety Committee; and

WHEREAS, reimbursement is for said Officer to attend Drug Recognition Expert (DRE) School courses June 3rd- 7th and June 10th- 14th, as well as an Advanced Roadside Impaired Driving Enforcement (ARIDE) Class June 20th- 21st; 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:

32311000 427701 Sheriff BCI – Unclassified 5,609.04

Increase Expenses:

32311000 51093 Sheriff BCI – Overtime 5,210.57

32311000 58002 Sheriff BCI – Social Security 398.47

5,609.04

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

MICHAEL LEWIS
Commissioner Of Finance



OK-GN
cc: All
Audit 9/23
Reso

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

September 5, 2024

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

2024 SEP 16 AM 11:31
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2024 Putnam County Sheriff Department's budget.

Increase Revenues:

32311000 427701 Sheriff BCI - Unclassified \$ 5,609.04

Increase Expenses:

32311000 51093 Sheriff BCI - Overtime \$ 5,210.57
32311000 58002 Sheriff BCI - Social Security 398.47
\$ 5,609.04

2024 Fiscal Impact - 0
2025 Fiscal Impact - 0

This amendment recognizes funding assistance from the NYS Sheriff's Association, Inc. for one of the Sheriff department's officers June 2024 attendance at both DRE School and an ARIDE class.

AUTHORIZATION:

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

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

Date _____ Chairperson Audit/Designee: \$0 - \$10,000.00 **24A084**

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

NYS SHERIFFS' ASSOCIATION - CK 6987 - \$ 467.42
NYS SHERIFFS' ASSOCIATION - CK 6887 - \$5,141.62



KEVIN J. MCCONVILLE
SHERIFF

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



THOMAS H. LINDERT
UNDERSHERIFF

Deputy Outside Services

DATE: 8/29/2024

Mr. Michael Lewis
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, N.Y. 10512

Dear Commissioner Lewis

Check #6987 in the amount of \$467.42

From: NYS SHERIFF'S ASSOCIATION INC.

Is reimbursement for DRE School, June 7, 2024, for Kevin Radovich, for Cannabis Impairment Course. This is a grant through NYS Governor's Traffic Safety Committee for funding assistance to attend DRE school.

Please apply to corresponding revenue account # 32311000.427701 \$467.42

Additionally, please increase expenditure lines:

32311000.51093	\$	434.23
32311000.58002	\$	33.19

Very truly yours,

A handwritten signature in blue ink that reads 'Kristin D. Van Tassel'.

Kristin D. Van Tassel
Fiscal Manager



KEVIN J. MCCONVILLE
SHERIFF

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

Deputy Outside Services



THOMAS H. LINDERT
UNDERSHERIFF

DATE: 7/26/2024

Mr. Michael Lewis
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, N.Y. 10512

Dear Commissioner Lewis

Check #6887 in the amount of \$5,141.62

From: NYS SHERIFF'S ASSOCIATION INC.

Is reimbursement for DRE School, June 3-6th and June 10-14th, for Kevin Radovich, as well as an ARIDE class June 20th and 21st. This is a grant through NYS Governor's Traffic Safety Committee for funding assistance to attend DRE school and ARIDE class.

Please apply to corresponding revenue account # 32311000.427011 ⁴²⁷⁷⁰¹ \$5,141.62

Additionally, please increase expenditure lines:

32311000.51093	\$4,776.34
32311000.58002	\$ 365.28

Very truly yours,

Kristin D. Van Tassel
Fiscal Manager

#62

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

APPROVAL – BUDGETARY AMENDMENT (24A086) – LEGAL SERVICES – 18B STATE AID – INDIGENT LEGAL SERVICES

WHEREAS, the Commissioner of Finance has requested a budgetary amendment (24A086) to amend the 2024 Putnam County Legal Aid Services budget to recognize State Aid received that was not included in the budget; 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 Appropriations:

25117100 54125 Legal Aid 18B – Legal Services 116,000

Increase Revenues:

25117100 430251 State Aid-Indigent Legal Services 116,000

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

OK-GN
CO: A11
Audit 9/23 Reso



MICHAEL J. LEWIS
Commissioner of Finance

SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

September 6, 2024

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

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2024 Putnam County Legal Aid Services budget.

Increase Appropriations:

25117100 54125 Legal Aid 18B-Legal Services \$ 116,000.00

Increase Revenues:

25117100 430251 State Aid-Indigent Legal Services \$116,000.00

2024 Fiscal Impact -0-
2025 Fiscal Impact -0-

This amendment will recognize State Aid received but not included in the 2024 budget.

AUTHORIZATION:

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

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

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

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

2024 SEP 16 AM 11:31
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

24A086

#6aa

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

APPROVAL – BUDGETARY AMENDMENT (24A088) – DEPARTMENT OF GENERAL SERVICES (DGS) – AUTOMOTIVE INSURANCE RECOVERY

WHEREAS, the Department of General Services (DGS) has been compensated for a Vehicle Accident Claim in the amount of \$864.29; and

WHEREAS, the Risk Manager Mat Bruno requested a budgetary amendment (24A088) to proceed with the repair of the vehicle used to transport the mail; 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:		
10161000 426802	DGS – Insurance Recoveries	864.29
Increase Expenses:		
10161000 54370	DGS – Automotive	864.29
2024 Fiscal Impact – 0 –		
2025 Fiscal Impact – 0 –		

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

MICHAEL LEWIS
Commissioner Of Finance



cc:all
ATA

RESO

SHEILA BARRETT
First Deputy Commissioner of Finance
ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

September 9, 2024

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

Dear Ms. Schonfeld

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2024 Department of General Services (DGS) budget:

Increase Revenues:

10161000 426802 **DGS – Insurance Recoveries** **\$ 864.29**

Increase Expenses:

10161000 54370 **DGS – Automotive** **\$ 864.29**

2024 Fiscal Impact - 0
2025 Fiscal Impact - 0

2024 SEP 10 PM 3:24
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

This amendment is required for the County to proceed with repairing the vehicle used to transport the mail.

AUTHORIZATION:

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

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

Date Chairperson Audit/Designee: \$0 - \$10,000.00 **24A088**

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

Check 1345 - \$864.29

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

CONRAD J. PASQUALE
Senior Deputy County Attorney



HEATHER M. ABISSI
Senior Deputy County Attorney

MAT C. BRUNO, SR.
Risk Manager

C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

MEMORANDUM

TO: Michael Lewis, Finance
FROM: Mat C. Bruno, Sr., Manager Risk & Compliance
DATE: August 8, 2024
RE: Vehicle Accident Claim Reimbursement

Enclosed please find a personal check from Joseph & Catherina Tamagna, check # 1345 in the amount of \$864.29 representing payment for the accident listed below. The Purchasing Department is expecting credit for the check. Please contact John Tully to find out what line to place the check in.

Accident Number	Date of Accident	Damage	Reimbursement	Payee	Civilian Driver
19	07/27/24	\$864.29	\$864.29	Catherina Tamagna	Catherina Tamagna

Thank you.

MCB/da
Enc.

10161000 426802
10161000 54370

24A088

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

#666

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

APPROVAL – FUND TRANSFER (24T291) – OFFICE FOR SENIOR RESOURCES – FOOD & JANITORIAL SUPPLIES

WHEREAS, the Director of the Office for Senior Resources has requested a fund transfer (24T291) to cover the increase in food costs and janitorial supplies; and

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

RESOLVED, that the following fund transfer be made:

Decrease:

10677900 54646 Contracts 38,178.00

Increase:

10677200 54419	Janitorial Supplies	643.80
10677400 54320	Food	10,983.69
10677400 54326	Commodity Food	2,848.89
10677400 54419	Janitorial Supplies	766.12
10677400 54320 10185	Food	5,062.79
10677400 54326 10185	Commodity Food	1,355.80
10677400 54419 10185	Janitorial Supplies	354.09
10677800 54320	Food	11,670.16
10677800 54326	Commodity Food	3,037.67
10677800 54419	Janitorial Supplies	811.19
10677900 54419	Janitorial Supplies	643.80
		<u>38,178.00</u>

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc All
A+A

Reso

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance
FROM: Michael Cunningham
DEPT: Office for Senior Resources
DATE: 09/17/24

I hereby request approval for the following amendment of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT# NAME	AMOUNT	PURPOSE
10677900 54646 Contracts	10677200 54419 Janitorial Supplies	\$ 643.80	Increase in janitorial supply costs.
	10677400 54320 Food	\$ 10,983.69	Increase in food supply costs.
	10677400 54326 Commodity Food	\$ 2,848.89	Increase in food supply costs.
	10677400 54419 Janitorial Supplies	\$ 766.12	Increase in janitorial supply costs.
	10677400 54320-10185 Food	\$ 5,062.79	Increase in food supply costs.
	10677400 54326-10185 Commodity Food	\$ 1,355.80	Increase in food supply costs.
	10677400 54419-10185 Janitorial Supplies	\$ 354.09	Increase in janitorial supply costs.
	10677800 54320 Food	\$ 11,670.16	Increase in food supply costs.
	10677800 54326 Commodity Food	\$ 3,037.67	Increase in food supply costs.
	10677800 54419 Janitorial Supplies	\$ 811.19	Increase in janitorial supply costs.
	10677900 54419 Janitorial Supplies	\$ 643.80	Increase in janitorial supply costs.
		\$ 38,178.00	

2023 Fiscal Impact \$ 0.00
2024 Fiscal Impact \$ 0.00

Mark Bennett
Dept Head/Designee Signature 9/17/2024
Date

2024 SEP 18 AM 9:56
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

AUTHORIZATION: (Electronic Signatures)

Date	Commissioner of Finance/Designee:	\$ 0 - \$5,000.00
Date	County Executive/Designee:	\$5,000.01 - \$10,000.00
Date	Chairperson Audit/Designee:	\$ 0 - \$10,000.00
Date	Audit & Administration Committee:	\$10,000.01 - \$25,000.00

24T291

Kevin M. Byrne
County Executive



Michael Cunningham
Director

MEMORANDUM

September 16th, 2024

TO: Diane Schonfeld

CC: Michael Cunningham, Marlene Barrett, & Kevin Monaghan

FROM: Thomas DeMarchi, Fiscal Manager

RE: Food and Janitorial Budget Transfer Letter of Necessity

Due to an unprecedented increase in meals served coupled with the rising cost of foods and janitorial supplies this fiscal year, the OSR is at risk of overspending these budgets for the remainder of the year. Fortunately, we had budgeted contractual expenses in 2024 that we did not and will not expense for the remainder of the year. I am requesting the attached budget transfer to match the current monthly level of spending on food and janitorial expenses through December 2024 to continue to provide the expected level of service to our elderly clients.

The OSR would like to get this on the Audit and Administration Committee Meeting agenda for September 23rd, 2024.

Thank you.