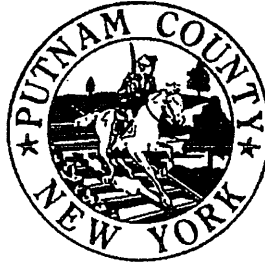


THE PUTNAM COUNTY LEGISLATURE

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                      May 2, 2023                      7:00 P.M.**

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

**PROCLAMATIONS**

**Putnam County Youth Bureau High School Senior Recognition Day  
May 2, 2023**

**May 2023 as Global Youth Traffic Safety Month**

**Mahopac High School Varsity Cheerleading Team**

**Support of the 2023 Sale of Buddy Poppies**

**Foster Care Awareness Month**

**National Safe Boating Month – May 2023**

**May 2023 as Older Americans Month  
“Aging Unbound”**

- 4. Correspondence**
  - a) County Auditor**

**5. Pre-filed resolutions:**

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

- 5a. Approval/ Budgetary Transfer (23T088)/ Law Department & Social Services / Restructuring/Reorganization of DSS Attorney**
- 5b. Approval/ Budgetary Transfer (23T089)/ Social Services/ Reorganization / Reclassification of Coordinator of the Office for People with Developmental Disabilities (OPWDD)**
- 5c. Approval/ Fund Transfer (23T090)/ Highways & Facilities/ Reclassifications**
- 5d. Approval/ Budgetary Transfer (23T091)/ Office for Senior Resources/ Restructuring / Reclassification OSR Kitchen Personnel**
- 5e. Approval/ Confirmation / Appointment / Commissioner of Emergency Services**

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

- 5f. Approval/ Budgetary Amendment (23A014)/ Sheriff's Department/ Corrections Division/ State Criminal Alien Assistance Program (SCAAP) Grant Awards/ Upfit New 2023 Chevrolet Tahoe**
- 5g. Approval/ Budgetary Amendment (23A017)/ Sheriff's Department/ Jail/ Purchase Televisions**
- 5h. Approval/ Budgetary Amendment (23A018)/ Sheriff's Department/ Jail/ Purchase Microwave Ovens**
- 5i. Approval/ Budgetary Amendment (23A019)/ Sheriff's Department/ Jail/ Education & Training**
- 5j. Approval/ Budgetary Amendment (23A020)/ District Attorney/ Criminal Justice Discovery Reform Grant Award**
- 5k. Approval/ Grant Application/ Bureau of Emergency Services/ FY2023 Emergency Management Performance Grant (EMPG) Program**

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

- 5L. Approval/ Budgetary Amendment (23A015)/ Youth Bureau/ Youth Sports & Education**
- 5m. Approval/ Fund Transfer (23T084)/ Health Department/ Environmental Health Services (EHS) Automotive**

- 5n. Approval/ Authorizing the Filing of an Application for a State Assistance from the Household Hazardous Waste (HHW) State Assistance Program and Signing of the Associated State Master Grant Contract, Under the Appropriate Laws of New York State**

**PHYSICAL SERVICES COMMITTEE  
(Chairman Gouldman, Legislators Castellano & Montgomery)**

- 5o. Approval/ Bond Resolution/ Pre-K/ EI Vehicles \$350,000**
- 5p. Approval/ Bond Resolution/ Acquisition of Various Vehicles and Heavy Equipment for the Highway Department \$600,000**
- 5q. Approval / Budgetary Amendment (23A021)/ Bond Resolution/ Highway Equipment**
- 5r. Approval/ Ratification of 2024 Federal Community Project Grant Funding Applications in Putnam County for Capital Infrastructure Projects**
- 5s. Approval/ NYSDOT Grant Agreement/ FTA Capital Projects and Project Administration**
- 5t. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ Amend (19CP06) (Hire Professional Architectural and/or Engineering Services)**
- 5u. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ Amend (20CP01) (Access Control)**
- 5v. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ Amend (20CP03) (Water Systems)**
- 5w. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ Amend (22CP01) (Flooring Repair & Replacement at Various County Facilities)**
- 5x. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP01) (6N Highway Garage) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5y. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP02) (Tilly Foster Barn – Building #9) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5z. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP03) (Law Department) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5aa. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP04) (Koehler Senior Center) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**

- 5bb. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP05) (New Courthouse) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5cc. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP06) (Sheriff's Department) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5dd. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP07) (District Attorney's Office) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5ee. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP08) (Personnel Department) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5ff. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP09) (DSS Legal) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5gg. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP10) (Nelsonville Substation) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5hh. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP11) (Highway Department Restroom Renovations) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5ii. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP12) (Board of Elections Building) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**
- 5jj. Approval/ Highways & Facilities/ Use of Capital Facility Reserve/ (23CP13) (Doors, Frames & Hardware at Various County Facilities)**

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

- 5kk. Approval/ Budgetary Amendment (22A093)/ Finance/ Record ARPA Revenue**
- 5LL. Approval/ Budgetary Transfer (22T421)/ Finance/ Record ARPA Revenue**
- 5mm. Approval/ Budgetary Amendment (23A022)/ Finance/ Courthouse Painting Project**
- 5nn. Approval/ Budgetary Amendment (23A023)/ Legal Aid/ Indigent Legal Services**
- 5oo. Approval/ Semi-Annual Mortgage Tax Report/ October 1, 2022 through March 31, 2023**
- 5pp. Approval/ Home Rule Request/ Assembly Bill A5764A / Senate Bill S5348A – 2023**



- 5qq. Approval/ Bond Resolution/ Peekskill Hollow Road Project \$5,801,000**
- 5rr. Approval/ Budgetary Amendment (23A024)/ Bond Resolution/ Peekskill Hollow Road PIN 8756.09**
- 6. Other Business**
- 7. Recognition of Public on Agenda Items**
- 8. Recognition of Legislators**
- 9. Adjournment**

# Proclamation

## Putnam County Youth Bureau High School Senior Recognition Day May 2, 2023

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

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

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

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

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

**RESOLVED**, that the Putnam County Executive and the Putnam County Legislature do hereby proclaim May 2, 2023 as Putnam County Youth Bureau High School Senior Recognition Day and thank these high school seniors for their long-standing dedication and commitment to the Putnam County community.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chairman, Putnam County Legislature

# Proclamation

## May 2023 as Global Youth Traffic Safety Month

**WHEREAS**, May has been designated as Global Youth Traffic Safety Month to raise awareness of safety issues associated with teen driving and encourage and empower youth to develop and lead traffic safety education projects, support law enforcement and actively promote legislation to protect youth passengers and teen drivers; and

**WHEREAS**, According to the Centers for Disease Control and Prevention, traffic-related crashes are the second leading cause of death for youth in the United States. Young drivers from the ages of 16 to 19 years old are three times more likely to be in a fatal car crash than drivers over the age of 20. In addition to summertime, a teen driver's risk of a fatal crash increases with each additional passenger, at night, on the weekends, and during his or her first months of driving; and

**WHEREAS**, Considering drivers in this age group only account for six percent of drivers on the roadways yet are involved in 13 percent of all accidents and nine percent of all fatal accidents on the road today, and the need for intense effort on youth traffic safety is apparent; and

**WHEREAS**, The New York State Governor's Traffic Safety Council is endorsing the Putnam County Youth Bureau's initiatives to spread awareness and ensure that youth are equipped with the information they need to make safe decisions while driving. Youth can drive safer by putting away their phones when they drive, buckling up, choosing the safest route available, only driving with those with whom they feel safe and by never getting into a vehicle with someone they suspect has been drinking; now therefore be it

**RESOLVED**, that the Putnam County Executive and the Putnam County Legislature do hereby proclaim May 2023 as Global Youth Traffic Safety Month.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chairman, Putnam County Legislature

# Proclamation

## Mahopac High School Varsity Cheerleading Team

**WHEREAS**, the hard work, dedication, sportsmanship, talent, and exceptional team chemistry of the Mahopac High School Varsity Cheerleading Team contributed to the Team securing the National Cheerleaders Association High School Nationals Championship in Dallas, Texas on January 22, 2023; and

**WHEREAS**, the Mahopac High School Varsity Cheerleading Team is made up of 18 devoted student athletes lead by Head Coach Jasmine DeCosmo and Assistant Coach Eliza Cintron. Throughout the year, the team worked hard to craft a routine that would showcase their unique skillset and qualify them to compete on the National level. Once invited to compete, the Team continued their work with tenacity, perfecting their routine in order to come out victorious over the hundreds of teams from throughout the Country vying for the same title; and

**WHEREAS**, on both January 21 and January 22, 2023 the Mahopac High School Varsity Cheerleading Team presented their 2½ minute routine, which proved to be the best in the Nation. The Team returned home to a town-wide welcome of local police, fire departments, community members, parents, and their school community all energized to celebrate this incredible feat; now therefore be it

**RESOLVED**, that Putnam County Executive and the Putnam County Legislature hereby congratulate the Mahopac High School Varsity Cheerleading Team on winning the National Cheerleaders Association High School Nationals Championship!

Kevin M. Byrne, Putnam County Executive

Paul E. Jonke, Chair, Putnam County Legislature

# Proclamation

## Support of the 2023 Sale of Buddy Poppies

**WHEREAS**, the annual sale of Buddy Poppies by the Veterans of Foreign Wars of the United States has been officially recognized and endorsed by government leaders since 1922; and

**WHEREAS**, V.F.W. Buddy Poppies are assembled by disabled veterans and the proceeds of this worthy fundraising campaign are used exclusively for the benefit of disabled and needy veterans, and the widows and orphans of deceased veterans; and

**WHEREAS**, the basic purpose of the annual sale of Buddy Poppies by Veterans of Foreign Wars is eloquently reflected in the desire to "Honor the Dead by Helping the Living"; now therefore be it

**RESOLVED**, that the Putnam County Executive and the Putnam County Legislature do hereby urge the citizens of this community to recognize the merits of this cause by contributing generously to its support through the purchase of Buddy Poppies on the day set aside for the distribution of these symbols of appreciation for the sacrifices of our honored dead; and be it further

**RESOLVED**, that we urge all patriotic citizens to wear a Buddy Poppy as mute evidence of our gratitude to the men and women of this country who have risked their lives in defense of the freedom which we continue to enjoy as American citizens.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chair, Putnam County Legislature

# Proclamation

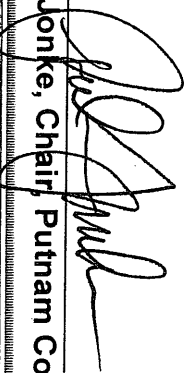
## Foster Care Awareness Month

**WHEREAS**, the family is the foundation of any strong and healthy community; and  
**WHEREAS**, every child deserves to grow up in a supportive, loving home where they can thrive and prosper. During those unfortunate times when children cannot remain safely in their own homes, the individuals and families who open their hearts and homes to foster children provide a vital service to their communities; and  
**WHEREAS**, foster parents, including relative and non-related extended family members, provide an essential service to the community in caring for children and youth in foster care; and  
**WHEREAS**, the importance of the family structure is best served in foster homes that model family living, as opposed to group care. The stability and permanency for children and foster children are of the utmost importance; and  
**WHEREAS**, every child in foster care deserves to find permanency, which is defined as a permanent connection with at least one committed adult, which may include the biological parents through reunification, or with another adult family member, fictive kin, adult siblings, or other important individuals in the child or youth's life who commit to the child through adoption or guardianship; and  
**WHEREAS**, dedicated care providers model strength-based and solution-focused engagement with the children and youth in their care and with the community-based and government entities providing services and support; now therefore be it

**RESOLVED**, that the Putnam County Executive and Putnam County Legislature proclaim the month of May 2023 as Foster Care Awareness Month.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chair, Putnam County Legislature





# Proclamation

## National Safe Boating Month – May 2023

**WHEREAS**, recreational boating is a fun and enjoyable sport while being an excellent source of relaxation however, boating can be a risky sport for the unprepared; and

**WHEREAS**, knowledge and skills are important in reducing human error and improving judgment when boating. If a person is aware of the risks, they are likely to take precautionary measures to protect themselves, their family, and their friends; and

**WHEREAS**, Putnam County Sheriff's Department and Carmel Police Department have served the County providing boating education courses, making marine dealer visitations, conducting boating safety checks, and tending multi-mission patrols. Using their own boats and equipment, reducing boating accidents and fatalities; and

**WHEREAS**, these vital services offered by the Coast Guard Auxiliary, Putnam County Sheriff's Department, Carmel Police Department, Mahopac Fire Department, Mahopac Falls Fire Department, Putnam Lake Fire Department, and Carmel Fire Department work in conjunction with local law enforcement, specifically the Carmel Police Department and Putnam County Sheriff's Department, to maintain safety on the water. As a result of the careful attention placed on boating, the waters of Putnam County are made safer through spreading messages of boating safety, not only during National Safe Boating Month, but throughout the entire year; now therefore be it

**RESOLVED**, that the Putnam County Executive and the Putnam County Legislature do hereby support the goals of the North American Safe Boating Campaign and proclaim May 2023 as "National Safe Boating Month" in Putnam County and the start of the year-round effort to promote safe boating.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chairman, Putnam County Legislature



# Proclamation

## May 2023 as Older Americans Month “Aging Unbound”

**WHEREAS**, Putnam County includes a growing number of older Americans who contribute their strength, wisdom, and experience to our community; and

**WHEREAS**, Putnam County benefits when people of all ages, abilities, and backgrounds are welcomed, included, and supported; and

**WHEREAS**, Putnam County recognizes our need to create a community that provides the services and supports older Americans’ need to thrive and live independently for as long as possible; and

**WHEREAS**, Putnam County can work to build an even better community for our older residents by not limiting our thinking about aging and to emphasize the many positive aspects of aging, planning programs that encourage independence, ensuring activities are responsive to individual needs and preferences, and increasing access to services that support aging in place; now therefore be it

**RESOLVED**, that the Putnam County Executive and the Putnam County Legislature do hereby proclaim May 2023 to be Older Americans Month with the theme of “Aging Unbound”. This theme will encourage and celebrate the countless contributions that older adults provide to their communities. Their time, experience, and talents benefit families, peers, and neighbors every day. We urge every resident to recognize the contributions of our older citizens, help to create an inclusive society, and join efforts to support older Americans’ choices about how they age in their communities.

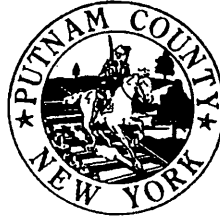
Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chair, Putnam County Legislature



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

**Francine Romeo**  
*Deputy County Auditor*



**COUNTY AUDITOR**

#4a

**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 *MAS*

**DATE:** April 24, 2023

**RE:** Refund of Taxes

This is the report for April 24, 2023 provided by Real Property Tax Law- Section 556, Paragraph (c).

There was no activity during this reporting period.

#5a

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

**APPROVAL/ BUDGETARY TRANSFER (23T088)/ LAW DEPARTMENT & SOCIAL SERVICES / RESTRUCTURING / REORGANIZATION OF DSS ATTORNEY**

**WHEREAS, the County Attorney has requested a budgetary transfer (23T088) to abolish the vacant DSS Attorney position (PuMA) and create a new Deputy County Attorney (Mgmt) position in the Law Department to be assigned to the Department of Social Services; 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 restructuring / reorganization budgetary transfer be made:**

**Increase Estimated Appropriations:**

|                        |  |                |
|------------------------|--|----------------|
| 10142000 51000 (10118) | Personnel Serv. Deputy County Attorney | 102,511        |
| 10142000 58001         | Retirement                             | 15,112         |
| 10142000 58002         | FICA                                   | 7,842          |
| 10142000 58003         | Disability                             | 171            |
| 10142000 58004         | Workman's Comp                         | 240            |
| 10142000 58006         | Dental                                 | 1,228          |
| 10142000 58007         | Life Insurance                         | 706            |
| 10142000 58008         | Health Insurance                       | 34,299         |
| 10142000 58009         | Vision                                 | 107            |
| 10142000 58011         | Flex                                   | <u>2,166</u>   |
|                        |  | <b>164,382</b> |

**Decrease Estimated Appropriations:**

|                        |                              |                |
|------------------------|------------------------------|----------------|
| 10120000 51000 (04114) | Personnel Serv. DSS Attorney | 102,511        |
| 10120000 58001         | Retirement                   | 15,112         |
| 10120000 58002         | FICA                         | 7,842          |
| 10120000 58003         | Disability                   | 171            |
| 10120000 58004         | Workman's Comp               | 240            |
| 10120000 58006         | Dental                       | 1,228          |
| 10120000 58007         | Life Insurance               | 706            |
| 10120000 58008         | Health Insurance             | 34,299         |
| 10120000 58009         | Vision                       | 107            |
| 10120000 58011         | Flex                         | <u>2,166</u>   |
|                        |                              | <b>164,382</b> |

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

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

**And be it further**

**RESOLVED, that Resolution #231 of 2022, setting the Salaries of Officers and Employees Paid from County Funds, is hereby amended to reflect the newly created Deputy County Attorney position in the Law Department assigned to the Department of Social Services effective May 1, 2023.**

**2023 Fiscal Impact – 0 –**

**2024 Fiscal Impact – 0 –**

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



cc: All  
Per. - 4/13  
Audit - 4/24  
Reso

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

2023 APR - 7 AM 11:34  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
Re: Budgetary Amendment - 23T088  
Date: April 6, 2023

At the request of the County Attorney, the following budgetary transfer is required.

**Increase estimated appropriations:**

|                        |  |         |
|------------------------|--|---------|
| 10142000 51000 (10118) | Personnel Services - Dep Cnty Attorney | 102,511 |
| 10142000 58001         | Retirement                             | 15,112  |
| 10142000 58002         | FICA                                   | 7,842   |
| 10142000 58003         | Disability                             | 171     |
| 10142000 58004         | Workmans Comp                          | 240     |
| 10142000 58006         | Dental                                 | 1,228   |
| 10142000 58007         | Life Insurance                         | 706     |
| 10142000 58008         | Health Insurance                       | 34,299  |
| 10142000 58009         | Vision                                 | 107     |
| 10142000 58011         | Flex                                   | 2,166   |
|                        |  | <hr/>   |
|                        |  | 164,382 |

**Decrease Estimated Appropriations:**

|                        |   |         |
|------------------------|---|---------|
| 10120000 51000 (04114) | Personnel Services - Social Serv Attorney | 102,511 |
| 10120000 58001         | Retirement                                | 15,112  |
| 10120000 58002         | FICA                                      | 7,842   |
| 10120000 58003         | Disability                                | 171     |
| 10120000 58004         | Workmans Comp                             | 240     |
| 10120000 58006         | Dental                                    | 1,228   |
| 10120000 58007         | Life Insurance                            | 706     |
| 10120000 58008         | Health Insurance                          | 34,299  |
| 10120000 58009         | Vision                                    | 107     |
| 10120000 58011         | Flex                                      | 2,166   |
|                        |   | <hr/>   |
|                        |   | 164,382 |

Fiscal Impact - 2023 - \$ 0

Fiscal Impact - 2024 - \$ 0

This Resolution is required to abolish the position of vacant DSS attorney and create an additional Deputy County Attorney to be assigned to the Department of Social Services as per the attached correspondence.

Please forward to the appropriate committee.

Approved:

Kevin M. Byrne  
County Executive

PAUL ELDRIDGE  
Personnel Officer



ADRIENE IASONI  
Deputy Personnel  
Officer

cc: All  
- Pers: 4/13  
- Audit: 4/24

---

M · E · M · O · R · A · N · D · U · M

---

TO: Diane Schonfeld, Clerk to the Legislature  
FROM: Paul Eldridge, Personnel Officer  
DATE: April 6, 2023  
SUBJECT: Item for Personnel Legislative Committee Meeting April 13, 2023

---

A request is hereby made to abolish one vacant position of DSS Attorney in the Department of Social Services (601004114) and create one additional Deputy County Attorney in the Law Department to be assigned to the Department of Social Services.

All parties affected by this change are supportive of it.

The appropriate budgetary transfer will follow under separate cover from the Finance Department.

Please place this item on the Personnel Committee agenda for April 13, 2023. Thank you.

  
Paul Eldridge  
Personnel Officer

cc: Kevin M. Byrne, County Executive  
Paul Jonke, Personnel Committee Chair  
James Burpoe, Deputy County Executive  
Michael Piazza, Commissioner of DSS and Mental Health  
Compton Spain, County Attorney  
William Carlin, Commissioner of Finance

2023 APR - 7 AM 11:14  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

PUTNAM COUNTY PERSONNEL DEPARTMENT  
110 Old Route Six, Building Three  
Carmel, NY 10512  
Tel: 845-808-1650 Fax: 845-808-1921  
www.putnamcountyny.com/personneldept

(FT: 23T088)

#56

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

**APPROVAL/ BUDGETARY TRANSFER (23T089)/ SOCIAL SERVICES/ REORGANIZATION / RECLASSIFICATION OF COORDINATOR OF THE OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES (OPWDD)**

WHEREAS, the Commissioner of Social Services has requested a budgetary transfer (23T089) to abolish a vacant Part Time Typist position, change the title of the Coordinator of the Office for People with Developmental Disabilities (POWDD) (which was paid from a Temporary line, and to create a new management position titled "Coordinator of the Office for Individuals with Disabilities" at an annual salary of \$85,000; 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 reorganization / reclassification budgetary transfer be made:

**Increase Estimated Appropriations:**

|                        |                              |               |
|------------------------|------------------------------|---------------|
| 10198900 51000 (10102) | Personnel Serv - Coordinator | 56,666        |
| 10198900 58001         | Retirement                   | 3,314         |
| 10198900 58002         | FICA                         | 4,335         |
| 10198900 58007         | Life Insurance               | 390           |
| 10198900 58011         | Flex                         | <u>1,333</u>  |
|                        |                              | <b>66,038</b> |

**Decrease Estimated Appropriations:**

|                        |                            |               |
|------------------------|----------------------------|---------------|
| 10198900 51000 (10101) | Personnel Serv - Typist PT | 14,087        |
| 10198900 51094         | Temporary                  | 20,667        |
| 10431000 51094         | Temporary                  | 10,333        |
| 10199000 54980         | Contingency                | <u>20,951</u> |
|                        |                            | <b>66,038</b> |

And be it further

RESOLVED, that Resolution #231 of 2022, setting the Salaries of Officers and Employees Paid from County Funds, is hereby amended to reflect the newly created Coordinator of the Office for Individuals with Disabilities position at an annual salary of \$85,000 in the Department of Social Services effective May 1, 2023.

**2023 Fiscal Impact – \$20,951**  
**2024 Fiscal Impact - Undetermined**

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





CO: A/V  
- PERS  
- Audit  
Reso

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

2023 APR - 7 PM 1:34  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance  
Re: Budgetary Amendment - 23T089  
Date: April 7, 2023

WJC

At the request of the Commissioner of DSS/ Mental Health, the following budgetary transfer is required.

**Increase estimated appropriations:**

|                        |                                    |               |
|------------------------|------------------------------------|---------------|
| 10198900 51000 (10102) | Personnel Svcs - OPWDD Coordinator | 56,666        |
| 10198900 58001         | Retirement                         | 3,314         |
| 10198900 58002         | FICA                               | 4,335         |
| 10198900 58007         | Life Insurance                     | 390           |
| 10198900 58011         | Flex                               | 1,333         |
|                        |                                    | <u>66,038</u> |

**Decrease Estimated Appropriations:**

|                        |                                 |               |
|------------------------|---------------------------------|---------------|
| 10198900 51000 (10101) | Personnel Services - Typist P/T | 14,087        |
| 10198900 51094         | Temporary                       | 20,667        |
| 10431000 51094         | Temporary                       | 10,333        |
| 10199000 54980         | Contingency                     | 20,951        |
|                        |                                 | <u>66,038</u> |

Fiscal Impact - 2023 - \$ 20,951  
Fiscal Impact - 2024 - Undetermined

This Resolution is required to create the position of OPWDD Coordinator. This is a management position with an annual salary of \$ 85,000. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne  
County Executive



cc: All  
Pers: 4/13  
Audit 4/24



PAUL ELDRIDGE  
Personnel Officer

ADRIENE IASONI  
Deputy Personnel  
Officer

M · E · M · O · R · A · N · D · U · M

TO: Diane Schonfeld, Clerk to the Legislature  
FROM: Paul Eldridge, Personnel Officer  
DATE: April 7, 2023  
SUBJECT: Item for Personnel Legislative Committee Meeting April 13, 2023

Our office has conducted and completed a classification review of the former position title of "Office for People with Developmental Disabilities (OPWDD) Coordinator" which is currently vacant. As a result of this review, we have reclassified this position as "Coordinator of the Office for Individuals with Disabilities".

A request is also made to abolish the vacant position of Typist (PT) in the Office for Disabilities (198910101) in the Department of Social Services. The funds from this abolished position combined with the reduction in the temporary line, from which the OPWDD Coordinator was paid, will be used in part, to cover this reclassification.

This proposed change was announced by County Executive Kevin Byrne at the State of the County held March 9, 2023. As was stated in his address, caregivers of someone who is differently abled is extraordinarily difficult. The creation of this position is an opportunity to make a positive impact on the lives of our most vulnerable residents.

Under separate cover, the Finance Department will provide the appropriate budgetary transfer.

Please place this item on the Personnel Committee agenda for April 13, 2023. Thank you.

*Paul Eldridge*  
Paul Eldridge  
Personnel Officer

cc: Kevin M. Byrne, County Executive  
Paul Jonke, Personnel Committee Chair  
James Burpoe, Deputy County Executive  
Michael Piazza, Commissioner of DSS and Mental Health  
William Carlin, Commissioner of Finance

2023 APR - 7 AM 11: 14  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

enclosure: Job Specification

PUTNAM COUNTY PERSONNEL DEPARTMENT  
110 Old Route Six, Building Three  
Carmel, NY 10512  
Tel: 845-808-1650 Fax: 845-808-1921  
www.putnamcountyny.com/personneldept

(23T089)

## COORDINATOR OF THE OFFICE FOR INDIVIDUALS WITH DISABILITIES

DISTINGUISHING FEATURES OF THE CLASS: Work involves responsibility for the planning, coordination and implementation of services provided to people with developmental disabilities and administration of the County Office of Individuals with Disabilities. Responsibilities include both planning and coordinating developmental disabilities services in the county, as well as working directly with individuals who have a variety of disabilities. Work is performed under general supervision of the Commissioner and Deputy Commissioner of Social Services/Mental Health, with wide leeway allowed for the exercise of independent judgment and initiative in the performance of duties and responsibilities. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Coordinates services provided by community agencies to ensure adequacy and effectiveness;  
Serves as a community liaison in coalition building, program collaboration with hospitals, community agencies, schools, and other community groups as required;  
Serves as the local government liaison with the New York State Office for People With Developmental Disabilities (OPWDD);  
Plans and coordinates developmental disabilities services;  
Writes, publishes and distributes a quarterly newsletter;  
Develops and holds a yearly transition fair for students with disabilities ages 13-21;  
Coordinates the delivery of joint services with mental health, health education, and alcohol and substance abuse providers;  
Monitors and has fiscal oversight over contracts and grant programs for quality assurance;  
Develops local government developmental disabilities plan and plans a yearly forum for community input;  
Develops, maintains and updates developmental disabilities database of individuals and needs assessments;  
Contacts families listed in the database to ascertain needs, and provides case management when necessary;  
Develops and maintains resource inventory of referrals within the community;  
Contacts school districts, doctors, libraries and churches for DDP4 for the Taconic Developmental Disabilities Services Office of the OPWDD;  
Conducts parent support groups;  
Prepares agenda and minutes for and facilitates monthly provider meetings and Community Services Board Developmental Disability Subcommittee meetings;  
Attends Committee on Special Education meetings to help with educational programming;  
Serves on educational task force;  
Supports and provides back up to the Children's SPOA Coordinator;  
Addresses and/or conducts parent/community support groups as required;  
Performs a variety of related activities as required.

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

COORDINATOR OF THE OFFICE FOR INDIVIDUALS WITH DISABILITIES (cont'd)

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles and techniques used in coordinating the delivery of developmental disability services; good knowledge of New York State rules and regulations as they apply to the administration of Developmental Disability services; good knowledge of the needs of individuals with developmental disabilities and corresponding treatment modalities; good knowledge of resources available to provide services for individuals with developmental disabilities; ability to read and understand contracts; ability to understand grants; ability to maintain effective working relationships with individuals and groups; ability to communicate effectively, both orally and in writing; initiative; tact; good judgment.

MINIMUM QUALIFICATIONS: Either

- a) Master's degree in a human services discipline, education, or mental health, and three (3) years of experience in the field of developmental disabilities, one (1) of which included the provision or coordination of services for the developmentally disabled; or
- b) Master's degree and five (5) years of experience in the field of developmental disabilities, one (1) of which included the provision or coordination of services for the developmentally disabled; or
- c) Bachelor's degree in a human services discipline, education or mental health, and five (5) years of experience in the field of developmental disabilities, two (2) of which included the provision or coordination of services for the developmentally disabled; or
- d) Bachelor's degree and seven (7) years of experience in the field of developmental disabilities, two (2) of which included the provision or coordination of services for the developmentally disabled

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.

#50

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

**APPROVAL/ FUND TRANSFER (23T090)/ HIGHWAYS & FACILITIES/  
RECLASSIFICATIONS**

**WHEREAS, a number of employees in the Department of Highways & Facilities have been paid for assignments to higher grade positions for which they are qualified, pursuant to the CSEA agreement, Article IV, Section 8; and**

**WHEREAS, when needed, these employees work in titles higher than their budgeted titles and are paid the differential rate for these hours, many on a daily basis; and**

**WHEREAS, the Personnel Department conducted job analysis reviews of several of these positions throughout the Highways & Facilities Department and has recommended several reclassifications; and**

**WHEREAS, the Administrative Director of Highways & Facilities has requested a fund transfer (23T090) to account for the recommended reclassifications effective April 1, 2023; 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 effective April 1, 2023:**

**Decrease:**

|                      |                             |            |
|----------------------|-----------------------------|------------|
| 10511100 51000 10101 | Master Mechanic I (Retired) | 90,024     |
| 10511100 58002       | FICA                        | <u>323</u> |
|                      |                             | 90,347     |

**Increase:**

|                      |   |        |
|----------------------|---|--------|
| 10149000 51000 10112 | Principal Account Clerk   | 4,228  |
| 10149000 58002 10112 | FICA  | 323    |
| 10511100 51000 10132 | HVAC Mechanic   | 2,354  |
| 10511100 51000 10133 | Maintenance Painter II  | 2,757  |
| 10511100 51000 10134 | Building Maintenance Mechanic II                                | 4,035  |
| 10511100 51000 10135 | Maintenance Electrician II                                      | 3,029  |
| 10511100 51000 10136 | Building Maintenance Mechanic I                                 | 37,932 |
| 10511100 58002       | FICA (for above positions 10132,<br>10133, 10134, 10135, 10136) | 3,833  |
| 10711000 51000 10114 | Asst Maintenance Mason CDL                                      | 6,470  |
| 10711000 51000 10122 | Senior Park Ranger  | 2,881  |

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

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

|                             |  |                      |
|-----------------------------|--|----------------------|
| <b>10711000 51000 10123</b> | <b>Crew Chief</b>  | <b>6,838</b>         |
| <b>10711000 58002</b>       | <b>FICA</b> (for above positions 10114,<br>10122, 10123) | <b>1,239</b>         |
| <b>10199000 54980</b>       | <b>Contingency</b>                                       | <b><u>14,428</u></b> |
|                             |  | <b>90,347</b>        |

**2023 Fiscal Impact – (\$14,428)**  
**2024 Fiscal Impact – Undetermined**

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



**51COUNTY OF PUTNAM  
FUND TRANSFER REQUEST**

*Reso*  
*CC: A11*  
*PERS: 4/13*  
*Acclit 4/24*

**TO: Commissioner of Finance**  
**FROM: Sheila Barrett, Deputy Commissioner of Finance**  
**DEPT: Finance**  
**DATE: April 6, 2023**

I hereby request approval for the following transfer of funds all effective April 1, 2023

2023 APR - 7 AM 11:58  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

| FROM<br>ACCOUNT#/NAME                               | TO<br>ACCOUNT #/NAME  | AMOUNT       | PURPOSE   |
|---|---|--------------|---|
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10149000.51000.10112<br>Principal Account Clerk                       | \$ 4,228.00  | Highway Reclassification<br>from Senior Account Clerk |
| 10511100.58002.10101<br>Master Mechanic I (Retired) | 10149000.58002.10112<br>Principal Account Clerk                       | \$ 323.00    | Highway Reclassification<br>from Senior Account Clerk |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10511100.51000.10132<br>HVAC Mechanic                                 | \$ 2,354.00  | Highway Reclassification<br>from HVAC Technician      |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10511100.51000.10133<br>Maintenance Painter II                        | \$ 2,757.00  | Highway Reclassification<br>from Maintenance Painter  |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10511100.51000.10134<br>Building Maintenance Mechanic II              | \$ 4,035.00  | Highway Reclassification<br>from Set Up Mechanic      |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10511100.51000.10135<br>Maintenance Electrician II                    | \$ 3,029.00  | Highway Reclassification<br>from Maint Electrician I  |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10511100.51000.10136<br>Building Maintenance Mechanic I               | \$ 37,932.00 | Highway Reclassification                              |
| 10511100.58002.10101<br>Master Mechanic I (Retired) | 10511100.58002 (for above)<br>Positions 10132,10133,10134,10135,10136 | \$ 3,833.00  | Highway Reclassifications                             |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10711000.51000.10114<br>Assistant Maintenance Mason - CDL             | \$ 6,470.00  | Highway Reclassification<br>from Laborer              |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10711000.51000.10122<br>Senior Park Ranger                            | \$ 2,881.00  | Highway Reclassification<br>from Park Ranger          |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10711000.51000.10123<br>Crew Chief                                    | \$ 6,838.00  | Highway Reclassification<br>from Laborer              |

*23TO90*

|   |   |              |                           |
|---|---|--------------|---------------------------|
| 10511100.58002.10101<br>Master Mechanic I (Retired) | 10711000.58002 (for above)<br>Positions 10114, 10122, 10123 | \$ 1,239.00  | Highway Reclassifications |
| 10511100.51000.10101<br>Master Mechanic I (Retired) | 10199000.54980<br>Contingency                               | \$ 14,428.00 | Highway Reclassifications |

**Total            \$ 90,347.00**

**23T090**

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2023    Fiscal Impact    (\$ 14,428.00)  
2024    Fiscal Impact    undetermined

\_\_\_\_\_  
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

23T090

| First   | Last       | Unit       | Current Title                             | Proposed Title                               | Current Salary  | Proposed Salary  | Annual Difference          |
|---------|------------|------------|---|--|---|--|----------------------------|
| Alana   | Macaluso   | Admin.     | Senior Account Clerk                      | Principal Account Clerk                      | Grade 10, Step 1 \$48,827   | Grade 13, Step 1 \$54,464  | + \$5,637                  |
| Ryan    | Bay        | Facilities | HVAC Tech                                 | HVAC Mechanic                                | Grade 13, Step 4 \$66,380   | Grade 15, Step 3 \$69,519  | + \$3,139                  |
| William | Christian  | Facilities | Maintenance Painter                       | Maintenance Painter II                       | Grade 13, Step 4, 3 Longevities \$76,843                                  | Grade 15, Step 3, 4 Longevities (Sept 2023) \$80,477 to \$82,891   | + \$6,048                  |
| Joseph  | DiMattia   | Facilities | Set Up Mechanic                           | Building Maintenance Mechanic II             | Grade 11, Step 4, 2 Longevities \$67,803                                  | Grade 13, Step 4, 2 Longevities \$73,184                           | + \$5,381                  |
| Matthew | Erickson   | Facilities | Laborer                                   | HVAC Technician                              | Grade 7, Step 1 \$43,950  | Grade 13, Step 1 \$54,464  | Budgeted (Change of Title) |
| Richard | O'Connor   | Facilities | Maintenance Electrician I                 | Maintenance Electrician II                   | Grade 17, Step 4 \$80,027   | Grade 19, Step 3 \$84,065  | + \$4,038                  |
| Gennaro | Aceto      | Parks      | Laborer                                   | Assistant Maintenance Mason II (w/o CDL)     | Grade 7, Step 4, 2 Longevities \$58,593                                   | Grade 13, Step 2, 3 Longevities (August 2023) \$67,024 to \$70,375 | + \$11,782                 |
| Ryan    | Lepore     | Parks      | Park Ranger                               | Senior Park Ranger                           | Grade 8, Step 4, 1 Longevity \$57,852                                     | Grade 11, Step 3, 1 Longevity \$61,694                             | + \$3,842                  |
| Patrick | O'Sullivan | Parks      | Laborer                                   | Crew Chief                                   | Grade 7, Step 4, 4 Longevities \$63,369                                   | Grade 13, Step 2, 4 Longevities \$72,487                           | + \$9,118                  |
| Michael | Calrney    | Roads      | RMEO II                                   | Assistant Maintenance Mason II (w/CDL)       | Grade 12, Step 4 \$63,871   | Grade 14, Step 4 \$69,503  | + \$5,632*                 |
| Pete    | Erickson   | Roads      | Supervising Crew Chief I                  | Supervising Crew Chief II                    | Grade 19, Step 4, 5 Longevities \$112,480                                 | Grade 22, Step 2, 5 Longevities \$118,808                          | + \$6,328*                 |
| David   | Sblano     | Roads      | Assistant Maintenance Mason II (w/CDL)    | Maintenance Mason                            | Grade 14, Step 4 \$69,503   | Grade 17, Step 2 \$73,097  | + \$3,594*                 |
| Mark    | Semo       | Facilities | Master Mechanic I, Retirement February 28 | Underfill as Building Maintenance Mechanic I | Grade 21, Step 4, 4 Longevities \$118,218 (\$84,953 after payout per KDF) | Grade 11, Step 1 \$50,576  | \$34,377 Savings           |

\$64,539

Total Changes: + \$48,404\*\*

Net: - \$14,027

If \$14,162 from Roads is used, New Net:

\* There is an estimated \$14,162 in the Roads budget allocated to reclassifications

\*\* Changes to be made effective, 4/1. The total annual changes (\$64,539) has been reduced by 25% to account for the first quarter of the year, an estimated savings of \$16,135.

23T090





Thomas Feighery  
Administrative Director

CC: x11  
PERS.  
4/13  
Audit

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 AM 10: 23  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk to Legislature

FROM: Thomas Feighery, Administrative Director

DATE: April 6, 2023

RE: Department of Highways and Facilities Reclassifications

In January of 2023, the Department of Highways & Facilities made a request to the Personnel Department to conduct job analysis reviews of several positions throughout our department.

For several years, a number of employees in divisions of the department (Roads, Facilities, Parks and Recreation) have been paid for assignments to higher grade positions for which they are qualified, pursuant to the CSEA agreement, Article IV, Section 8. When needed, these employees work in titles higher than their budgeted titles and are paid the differential rate for these hours. For many, this may be done on a daily basis. This submission seeks to correct that situation by many of these recommendations.

With the rise in the cost of goods and outside bids, having – and retaining – a skilled staff is significant in completing capital projects in-house, saving the County tens of thousands of dollars.

In many of the classifications delineated below, the incumbents have also acquired additional higher-level licenses or certifications of their own volition. This is in addition to training arranged and provided through Local 60.

After all classification documents were considered, including details provided by each incumbent, their supervisors, and myself, the Personnel Department has recommended the following reclassifications:

(FT. 23T090)

- Assistant Maintenance Mason II to Maintenance Mason, Roads
- Road Maintenance Equipment Operator II to Assistant Maintenance Mason II, Roads
- Supervising Crew Chief to Supervising Crew Chief II, Roads
- Laborer to Assistant Maintenance Mason II, Parks and Recreation
- Laborer to Crew Chief, Parks and Recreation
- Park Ranger to Senior Park Ranger, Parks and Recreation
- HVAC Technician to HVAC Mechanic, Facilities
- Laborer to HVAC Technician, Facilities
- Maintenance Electrician to Maintenance Electrician II, Facilities
- Maintenance Painter to Maintenance Painter II, Facilities
- Set Up Mechanic to Building Maintenance Mechanic II, Facilities
- Senior Account Clerk to Principal Account Clerk, Administration

A budgetary transfer will be provided by the Finance Department under separate cover.

Please refer this request to the Personnel committee for their review.

These recommendations have the support of County Executive Byrne. Thank you for your consideration of this request. I, along with Personnel Officer Paul Eldridge, will attend the Personnel Committee meeting on April 13<sup>th</sup> to answer any questions.

Thank you.

cc: Kevin Byrne, County Executive  
James Burpoe, Deputy County Executive  
Paul Eldridge, Personnel Officer  
William Carlin, Commissioner of Finance

#5d

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

**APPROVAL/ BUDGETARY TRANSFER (23T091)/ OFFICE FOR SENIOR RESOURCES/  
RESTRUCTURING / RECLASSIFICATION OSR KITCHEN PERSONNEL**

**WHEREAS, the Director of the Office for Senior Resources (OSR) has requested three (3) Full-Time non "Cook" titled (Grade 3) positions be reclassified to three (3) Full-Time "Cook" (Grade 5) positions, and that one (1) new Full-Time "Cook" position be created to be utilized as a "floater" to cover absences to reduce dependency on substitutes; and**

**WHEREAS, said positions would be effective May 1, 2023; 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 fund transfer be made effective May 1, 2023:**

**Increase Estimated Appropriations:**

|                            |                    |               |
|----------------------------|--------------------|---------------|
| 10677400 51000 (126)       | Personnel Services | 3,124         |
| 10677400 51000 10185 (126) | Personnel Services | 1,765         |
| 10677800 51000 (126)       | Personnel Services | 3,554         |
| 10677400 51000 (114)       | Personnel Services | 1,120         |
| 10677400 51000 10185 (114) | Personnel Services | 632           |
| 10677800 51000 (114)       | Personnel Services | 1,274         |
| 10677400 51000 (111)       | Personnel Services | 1,120         |
| 10677400 51000 10185 (111) | Personnel Services | 632           |
| 10677800 51000 (111)       | Personnel Services | 1,274         |
| 10677400 51000 (130)       | Personnel Services | 15,203        |
| 10677400 51000 10185 (130) | Personnel Services | 8,588         |
| 10677800 51000 (130)       | Personnel Services | <u>17,299</u> |
|                            |                    | <b>55,585</b> |

**Decrease Estimated Appropriations:**

|                |           |        |
|----------------|-----------|--------|
| 10677900 51094 | Temporary | 55,585 |
|----------------|-----------|--------|

**2023 Fiscal Impact – 0 –  
2024 Fiscal Impact – 0 –**

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





cc: All  
- Reso - 4/13  
- Audit - 4/24  
Reso

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

2023 APR - 7 PM 1:34  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance  
Re: Budgetary Amendment - 23T091  
Date: April 7, 2023

*WJC*

At the request of the Director - OSR, the following budgetary transfer is required.

**Increase estimated appropriations:**

|                            |                               |               |
|----------------------------|-------------------------------|---------------|
| 10677400 51000 (126)       | Personnel Services            | 3,124         |
| 10677400 51000 10185 (126) | Personnel Services            | 1,765         |
| 10677800 51000 (126)       | Personnel Services            | 3,554         |
| 10677400 51000 (114)       | Personnel Services            | 1,120         |
| 10677400 51000 10185 (114) | Personnel Services            | 632           |
| 10677800 51000 (114)       | Personnel Services            | 1,274         |
| 10677400 51000 (111)       | Personnel Services            | 1,120         |
| 10677400 51000 10185 (111) | Personnel Services            | 632           |
| 10677800 51000 (111)       | Personnel Services            | 1,274         |
| 10677400 51000 (130)       | Personnel Services - F/T Cook | 15,203        |
| 10677400 51000 10185 (130) | Personnel Services            | 8,588         |
| 10677800 51000 (130)       | Personnel Services            | 17,299        |
|                            |                               | <u>55,585</u> |

**Decrease Estimated Appropriations:**

|                |           |        |
|----------------|-----------|--------|
| 10677900 51094 | Temporary | 55,585 |
|----------------|-----------|--------|

Fiscal Impact - 2023 - \$ 0  
Fiscal Impact - 2024 - \$ 0

This Resolution is required to fund the OSR kitchen personnel restructure as per the per the attached correspondence. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne  
County Executive



cc: All  
- Fees - 4/13  
Audit 4/24

Kevin M. Byrne  
County Executive



Michael Cunningham  
Director



MEMORANDUM

DATE: April 7, 2023

TO: DIANE SCHONFELD  
CLERK TO THE LEGISLATURE

CC: KEVIN M. BYRNE, COUNTY EXECUTIVE  
JAMES BURPOE, DEPUTY COUNTY EXECUTIVE  
WILLIAM CARLIN, COMMISSIONER OF FINANCE  
PAUL ELDRIDGE, PERSONNEL OFFICER

FROM: MICHAEL CUNNINGHAM *[Signature]*  
DIRECTOR, OFFICE FOR SENIOR RESOURCES

RE: PERSONNEL RESTRUCTURE PROPOSAL FOR OSR KITCHEN STAFF STAFFING

2023 APR - 7 PM 1:07  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Putnam County Office for Senior Resources requests approval for a restructure of the kitchen staffing in our nutrition program. Staff of the nutrition team are essential to key deliverables and mission of the department.

OSR operates 4 kitchens, one in each of our 4 friendship centers. Our current staffing structure is heavily based on the use of **non"Cook" titled positions** functioning primarily in a cooking role and P/T **Food Service Helpers** in three of the four nutrition sites Carmel, Putnam Valley, and Philipstown. Our main kitchen at the Koehler Center in Mahopac includes a F/T **Cook** and 3 P/T **Food Service Helpers**. Overall kitchen operations are supervised by a F/T **Nutrition Services Coordinator/Head Cook**. Additionally, given the occurrence of vacancies as well sick, vacation and personal leave, and required staffing levels for kitchen operations, the use of substitutes for each of these positions is also necessary.

Recruiting for staff with sufficient cooking experience has been difficult; furthermore, **Food Service Helpers** job specifications indicate "Work is performed under direct supervision". Recruiting for substitutes has also been challenging.

We are requesting that 3 F/T **non "Cook" titled positions** (Grade 3) positions be converted to 3 F/T **Cook** (Grade 5) positions; each site would continue to have a P/T **Food Service Helper**. Staffing at the main

(237091)

kitchen in Mahopac would remain same with a F/T **Cook** and 3 P/T **Food Service Helpers** as more complex dishes are routinely prepared and distributed to remaining sites from this location. We also request the addition of 1 new position - a F/T **Cook** as a "floater" to cover absences to reduce our dependency on substitutes. This type of "floater" position has worked well for our bus transportation services where we have a "floater" bus driver.

Functionality at each site will increase, allowing for additional time to be spent deep cleaning, future meal preparation and inventory reconciliation. The **Nutrition Services Coordinator's** role can resume more supervisory and quality assurance responsibilities, in turn, increasing efficiency and productivity from each kitchen.

Vacancies and absences year to date presents a savings opportunity (\$24,135) in 2023 to offset the annualized (\$4,822) fiscal impact of this restructure. Details as follows.

| <u>Position</u> | <u>Period</u>           | <u>Savings</u> | <u>Reason</u>         |
|-----------------|-------------------------|----------------|-----------------------|
| 677410126       | 01/01/2023 – 03/31/2023 | \$9,302        | Vacancy               |
| 677410127       | 01/01/2023 – 03/17/2023 | \$10,482       | Medical Leave w/o pay |
| 677810103       | 01/01/2023 – 02/27/2023 | \$4,351        | Medical Leave w/o pay |

It is respectfully requested that this matter be placed on the agenda for the next meeting of the appropriate committees.

Thank you for your consideration.

# 5e

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

**APPROVAL/ CONFIRMATION/ APPOINTMENT COMMISSIONER OF THE BUREAU OF EMERGENCY SERVICES**

**WHEREAS, at the direction of the County Executive, a selection committee was formed consisting of key members of our county government and numerous representatives from our first responder community to interview the most outstanding candidates for appointment to the position of Commissioner of the Bureau of Emergency Services; and**

**WHEREAS, following this process, County Executive Kevin M. Byrne has appointed Robert A. Lipton as Commissioner of the Bureau of Emergency Services, subject to a vote of two-thirds (2/3) confirmation of the County Legislature, pursuant to Article 12, Section 12.20 of the Putnam County Charter; and**

**WHEREAS, Robert A. Lipton had served for more than 8 years as the Deputy Commissioner of the Bureau of Emergency Services through December 2022 and as Interim Commissioner since January 1, 2023; and**

**WHEREAS, Robert A. Lipton possesses the requisite knowledge, experience, and qualifications to serve as the Commissioner of the Bureau of Emergency Services for the County of Putnam; and**

**WHEREAS, the Personnel Committee of the Putnam County Legislature considered and unanimously approved this appointment; now therefore be it**

**RESOLVED, that the Legislature hereby confirms the appointment of Robert A. Lipton as the Commissioner of the Bureau of Emergency Services for the County of Putnam, pursuant to Article 12, Section 12.20 of the Putnam County Charter; and be it further**

**RESOLVED, that this appointment shall comply with the requirements to file an Oath of Office pursuant to the New York State Public Officers Law.**

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

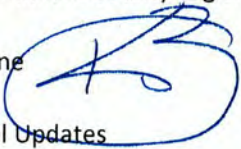




CC: All  
Doro.  
4/13  
Approved #7

PUTNAM COUNTY EXECUTIVE  
KEVIN M. BYRNE

**Memorandum**

DATE: April 7, 2023  
TO: Ms. Diane Schonfeld, Clerk Putnam County Legislature  
FROM: County Executive Kevin Byrne   
SUBJECT: Appointment and Personnel Updates

2023 APR - 7 PM 2: 24  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

It is my privilege to appoint Mr. Robert A. Lipton of Carmel, NY as Commissioner of Bureau of Emergency Services in accordance with Article 12, Section 12.20 of the Putnam County Charter, subject to a two-thirds confirmation by the County Legislature. He has admirably served in the position of Intern Commissioner since January 1, 2023, and has extensive background and experience within the Bureau of Emergency Services. This decision comes after a thorough vetting and interview process conducted by our selection committee which consisted of numerous representatives from the first responder community. I respectfully ask that the Personnel Committee place the appointment of Mr. Lipton on the agenda for their April 13<sup>th</sup> Committee meeting with the intention that the position will be voted on during the full legislative meeting scheduled for May 2<sup>nd</sup>. Attached is Mr. Lipton's resume and application for your review.

Additionally, as a courtesy, I would also like to inform the Legislature of several other recent personnel hires and changes.

In consultation with Interim Commissioner Robert Lipton and our selection committee, we have provided an offer to Battalion 19 / BES County Coordinator Ralph Falloon of Cold Spring, NY to serve as Deputy Commissioner of Bureau of Emergency Services and he has accepted. Mr. Falloon has decades of experience working with the Bureau of Emergency Services under several different commissioners and administrations. He has nearly 30 years of experience as a career firefighter in the Stamford Fire Department and even more years of experience in the Cold Spring Volunteer Fire Department where he served in numerous positions of leadership. His expected start date is Wednesday, April 12<sup>th</sup>.

After posting the position of Deputy Director of Office of Senior Resources (OSR), we received many promising applicants and once again followed our selection committee model process for vetting and interviews. After consulting with our committee and our OSR Director Michael Cunningham, I have selected Ms. Marlene Barrett to serve as Deputy Director of Office of Senior



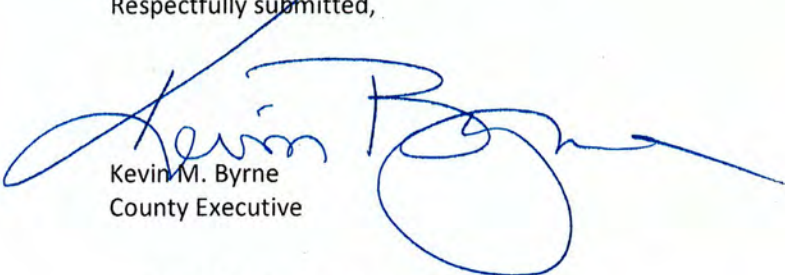
Resources. Ms. Barrett has approximately 11 years of service in the Putnam County Office of Senior Resources. She possesses a master's degree, among many other promising qualifications. I am eager to see her step up as part of our leadership team in OSR as they continue to take care of our precious senior citizens. Her expected start date is Monday, April 17<sup>th</sup>.

On Sunday, March 26<sup>th</sup> our Administration was notified that Mr. John O'Connor, the Director of Emergency Management for the Bureau of Emergency, had provided verbal notice to Interim Commissioner Lipton he would be stepping down for another opportunity effective Sunday, April 2<sup>nd</sup>. This new vacancy presents an unexpected opportunity for a staff restructuring within the department as we must plan for the loss of funds caused by the closure of the Indian Point Nuclear Power Plant. Details on this proposal will be forthcoming once finalized after further discussion and review with our partners in the Bureau of Emergency Services, Personnel Department, Finance Department, and the Legislature.

Lastly, on April 3<sup>rd</sup>, I received notice that Commissioner of Finance William Carlin has formally filed for retirement, effective June 3<sup>rd</sup>, 2023. Mr. Carlin has been an invaluable member of our county government through numerous administrations. On behalf of Putnam County, I thank him for his dedicated service and wish him the best in his retirement. I have directed Personnel Director Paul Eldridge to post the position of Commissioner of Finance as soon as possible and I am pleased to inform the Legislature that we already have one very promising candidate to consider.

Thank you for your detailed attention.

Respectfully submitted,



Kevin M. Byrne  
County Executive

cc: Paul Eldridge, Personnel Director

attachments:

Robert Lipton's resume and application



# Putnam County ★ New York

# APPLICATION

## for EMPLOYMENT

Commissioner of Emergency Services

POSITION TITLE

POSTING or JOB APPLICATION?

THIS APPLICATION IS USED TO DETERMINE YOUR ELIGIBILITY FOR EMPLOYMENT.  
 BE SURE TO ANSWER ALL QUESTIONS COMPLETELY & CAREFULLY. USE BLUE OR BLACK INK OR TYPE.  
 RETURN COMPLETED APPLICATION TO:  
 Putnam County Personnel Department, 110 Old Route Six, Building 3, Carmel, NY 10512

**1. Name and Legal Residence** ~ PLEASE NOTIFY PUTNAM COUNTY PERSONNEL DEPARTMENT IN WRITING IMMEDIATELY IF ANY OF YOUR INFORMATION CHANGES

|  |            |      |                        |
|--|------------|------|------------------------|
| Lipton                                   | Robert     | A    |                        |
| LAST NAME                                | FIRST NAME | M.I. | SOCIAL SECURITY NUMBER |
| STREET ADDRESS (P.O. BOX NOT ACCEPTABLE) |            | CITY | STATE ZIP CODE COUNTY  |

**2. Mailing Address (if different from Legal Residence)**

|                                      |      |       |          |
|--------------------------------------|------|-------|----------|
| STREET ADDRESS (P.O. BOX ACCEPTABLE) | CITY | STATE | ZIP CODE |
|--------------------------------------|------|-------|----------|

**3. Telephone, E-Mail, and Other Residence Information (please indicate landline(L) or cell phone(C) number)**

|  |  |                 |
|--|--|-----------------|
| PRIMARY TELEPHONE (AREA CODE & NUMBER) | SECONDARY TELEPHONE (AREA CODE & NUMBER) | E-MAIL ADDRESS  |
| TOWN OF RESIDENCE                      |  | SCHOOL DISTRICT |

- 4. Employment Eligibility:** • Do you have the legal right to accept employment in the United States?  Yes  No
- Are you under 18 years of age?  Yes  No *Proof of employment eligibility will be required upon Employment.*

**5. Are you or have you ever been a volunteer firefighter?**  Yes  No If Yes: From 1992 To Present

**6. Check the appropriate box to the right of each question:**

- A. Were you ever dismissed or discharged from any employment for reasons other than lack of work or funds? Yes  No
- B. Have you ever resigned from any employment rather than face dismissal? Yes  No
- C. Have you ever been convicted of any crime (felony or misdemeanor)? Yes  No
- D. Have you ever forfeited bail bond posted to guarantee your appearance in court to answer to any criminal charge? Yes  No
- E. Are there any arrests or criminal accusations currently pending against you? Yes  No

If you answered "YES" to any question(s) above, please use the space below to give specifics. If you elect not to provide an explanation, you may be disqualified, or if such explanation is insufficient, you may be required to submit further information. Attach additional 8½" x 11" sheets if

*None of the above circumstances represents an automatic bar to employment. Each case is considered and evaluated on individual merits in relation to the duties and responsibilities of the position(s) for which application is being made.*

|   |                                      |                                      |  |
|---|--------------------------------------|--------------------------------------|--|
| DO NOT WRITE BELOW - FOR CIVIL SERVICE USE ONLY |                                      |                                      | <div style="border: 2px solid black; padding: 5px; font-weight: bold; font-size: 1.2em;">RECEIVED</div> <p style="margin: 5px 0;">DATE RECEIVED: <b>JAN 03 2023</b></p> <p style="margin: 5px 0;">PUTNAM COUNTY PERSONNEL DEPARTMENT</p> |
| <input type="checkbox"/> APPROVED               | <input type="checkbox"/> DISAPPROVED | <input type="checkbox"/> CONDITIONAL |  |
| LOGGED BY:                                      | OTHER:                               |                                      |  |
|   |                                      |                                      |  |

**PUTNAM COUNTY PERSONNEL DEPARTMENT**  
 110 OLD RTE. 6, BLDG #3, CARMEL, NY 10512  
 TEL 845 808-1650 \* FAX 845 808-1923  
 www.putnamcountynv.com

**7. Education:**

**High School:** Have you graduated from high school? Yes  No

If Yes, name & location of high school: Carmel High School, Carmel, NY

If High School Equivalency Diploma: Issuing Governmental Authority: \_\_\_\_\_ Number: \_\_\_\_\_

**Post High School Education:**

|   | Name & Location of School       | Type of Course or Major Subject | No. of College Credits Rec'd | Did You Graduate? | Type of Degree Rec'd |
|---|---------------------------------|---------------------------------|------------------------------|-------------------|----------------------|
| College, University, Professional or Technical School | Mercy College, Dobbs Ferry, NY  | Organizational leadership       |                              | YES               | MASTERS W/ SCIENCE   |
|   | Manist College, Fishkill, NY    | Organizational leadership       |                              | YES               | BACHELORS SCIENCE    |
|   | Dutchess Community College, NY  | Medical laboratory technology   |                              | YES               | A.A.S                |
| Other School or Special Courses                       | Harvard school of Public Health | Radiological Emergency Planning |                              | YES               | certificate          |
|   | State of Connecticut            | CNC Specialist                  |                              | YES               |                      |

|  |   |   |
|--|---|---|
| <b>Partially Completed Course of Study:</b><br>If credit is claimed for a partially completed college curriculum or course of study, attach a list of courses and credits completed, and indicate graduation requirements. | <b>Indicating Specific Coursework:</b><br>If the Position for which you are applying requires that you indicate specific course work, do so on an attached sheet. | <b>Transcripts:</b><br>If the Position for which you are applying requires that you provide a transcript, please send one. Required degrees and/or coursework will be verified. |
|--|---|---|

**8. Licenses:** If a license, certificate or other authorization to practice a trade or profession is a requirement for the position for which you are applying, please provide the following information:

**Name of Trade or Profession:** \_\_\_\_\_ **License No.:** \_\_\_\_\_

**Dates of Validation:** From \_\_\_\_\_ To \_\_\_\_\_ **Licensing Agency:** \_\_\_\_\_ **City/State:** \_\_\_\_\_

**9. Driver License:** A Driver License may be a requirement for certain positions. Do you have a valid license to operate a motor vehicle in \_\_\_\_\_

New York State? Yes  No  **License No.:** \_\_\_\_\_ **Class:** \_\_\_\_\_ **Date of Expiration:** \_\_\_\_\_

Special License Endorsements: \_\_\_\_\_

**10. Contacting Employers:** For reference purposes, may we contact your present employer? Yes  No  Past employers? Yes  No

If no, please explain: \_\_\_\_\_

**11. Performance Tests:** If you have taken & passed any Putnam County Performance Test(s), indicate approximate dates below:

| TYPING  | DATA ENTRY | 911 DISPATCHER | LANGUAGE ORAL    | OTHER (Describe) |
|---------|------------|----------------|------------------|------------------|
| MO / YR | MO / YR    | MO / YR        | LANGUAGE MO / YR | MO / YR          |

*It is the responsibility of the applicant to provide documentation of successful completion of performance tests.*

**12. Other Examinations:** Have you taken any examinations given by this department? Yes  No

If yes, list titles and dates: \_\_\_\_\_

**13. Veterans Status:** If you are an active duty member during wartime, a wartime veteran, or a disabled wartime veteran<sup>1</sup> of the Armed Forces of the United States,<sup>2</sup> then you may be eligible for certain benefits.<sup>3</sup> To claim Veterans Status, active duty members of the Armed Forces must submit proof of active duty status<sup>4</sup> (e.g. current military ID, military orders or other official military document that substantiates active duty status); discharged and/or disabled veterans are required to submit a copy of their DD214 discharge papers.

<sup>1</sup> "Disabled Wartime Veteran" means that you are entitled to receive payments for a service-connected disability (rated at 10% or more) incurred during time of hostile action or war.  
<sup>2</sup> The "Armed Forces of the United States" means the Army, Navy, Marine Corps, Air Force or Coast Guard and all components thereof, or the National Guard when in the service of the United States pursuant to call as provided by law on a full-time, active duty basis other than active duty for training purposes.  
<sup>3</sup> "Active duty status" means full-time, active duty other than active duty for training purposes.

- I am a  Veteran  Disabled Wartime Veteran  Active Service Member.
- Check below to indicate your area(s) of service, and provide time period(s) of service:

| Time Period of Service (From Mo/Yr - To Mo/Yr) |                                      |
|--|--------------------------------------|
| World War II, US Public Health Service         | December 7, 1941 – December 31, 1946 |
| Korean Conflict                                | June 27, 1950 – January 31, 1955     |
| US Public Health Service                       | June 26, 1950 – July 3, 1952         |
| Vietnam Conflict                               | February 28, 1961 – May 7, 1975      |
| Hostilities in Lebanon*                        | June 1, 1983 – December 1, 1987      |
| Hostilities in Grenada*                        | October 23, 1983 – November 21, 1983 |
| Hostilities in Panama*                         | December 20, 1989 – January 31, 1990 |
| Persian Gulf Conflict                          | August 2, 1990 – present             |

**14. Employment Experience: Read The Following Instructions Before Completing This Section:**

- **Order:** List most recent employment first.
- **What to List:** Any and all employment.
- **Professional Experience:** Indicate whether or not professional experience occurred after your professional degree or coursework.
- **Volunteer/Unpaid Work:** List volunteer or unpaid experience only if noted as qualifying experience for the position or job posting. Describe volunteer/unpaid work the same way as paid work and note in appropriate check box.
- **Military Experience:** If you have had military service that included experience pertinent to the position, list that experience.
- **Changes in Status:** If your title or duties changed significantly during your service in any one organization, list such changed status separately.
- **Duties:** In the "Duties" section, describe duties in detail; the nature of work personally performed by you; estimate percentage of time spent on each type of work. If more space is needed, you may attach 8 1/2" x 11" sheet(s) of paper.
- **Supervisory Experience:** For any supervisory role, state size and type of workforce supervised, as well as the extent of supervision by you.

You are responsible for submitting an accurate, adequate, clear description of your experience

~ Omissions or vagueness will NOT be interpreted in your favor ~

|   |   |   |   |
|---|---|---|---|
| LENGTH OF EMPLOYMENT<br>FROM <u>4/2013</u> TO <u>Present</u><br>MO YR MO YR                                 | FIRM NAME<br><u>Putnam County</u>   | ADDRESS<br><u>112 Old Rt. 6, Carmel, NY</u> | CITY, STATE<br><u>Carmel, NY</u>        |
| TYPE OF BUSINESS<br><u>Emergency Services</u>   | DUTIES<br><u>Develop, administer plans, EOC operations, oversee 911 Center, Fire and EMS Training programs</u>  |   |   |
| YOUR EXACT TITLE<br><u>Deputy Commissioner</u>  | SUPERVISOR'S NAME<br><u>Ken Clark</u>   |   |   |
| SUPERVISOR'S TITLE<br><u>Commissioner</u>   | SUPERVISOR'S TITLE<br><u>Putnam County. Attend various meetings and boards - Fire advisory, EMS Council, Emergency Services Safety advisory board etc. Act as regional fire administrator, Promote Fire Safety and prevention</u> |   |   |
| <input checked="" type="checkbox"/> PAID <input type="checkbox"/> UNPAID <input type="checkbox"/> VOLUNTEER |   |   |   |
| NO. OF HOURS WORKED PER WEEK (EXCLUSIVE OF OVERTIME)<br><u>35hrs.</u>                                       |   |   |   |
| REASON FOR LEAVING<br><u></u>   |   |   |   |
| LENGTH OF EMPLOYMENT<br>FROM <u>1/2000</u> TO <u>4/2013</u><br>MO YR MO YR                                  | FIRM NAME<br><u>IBM</u>   | ADDRESS<br><u>Rt. 52</u>                    | CITY, STATE<br><u>East Fishkill, NY</u> |
| TYPE OF BUSINESS<br><u>Semiconductor</u>  | DUTIES<br><u>Research and development in Physical Failure and analysis. Prepare samples for imaging on FEI Dual Beam 835 and Helios 400</u>   |   |   |
| YOUR EXACT TITLE<br><u>Emblem Technician</u>  | SUPERVISOR'S NAME<br><u></u>  |   |   |
| SUPERVISOR'S TITLE<br><u></u>   | SUPERVISOR'S TITLE<br><u></u>   |   |   |
| <input checked="" type="checkbox"/> PAID <input type="checkbox"/> UNPAID <input type="checkbox"/> VOLUNTEER |   |   |   |
| NO. OF HOURS WORKED PER WEEK (EXCLUSIVE OF OVERTIME)<br><u>40</u>   |   |   |   |
| REASON FOR LEAVING<br><u>To work for Putnam</u>   |   |   |   |
| LENGTH OF EMPLOYMENT<br>FROM <u>1/1998</u> TO <u>12000</u><br>MO YR MO YR                                   | FIRM NAME<br><u>Schering Pharmaceuticals</u>  | ADDRESS<br><u>Stonehenge Ave</u>            | CITY, STATE<br><u>Carmel, NY</u>        |
| TYPE OF BUSINESS<br><u>Pharmaceutical</u>   | DUTIES<br><u>Prepare samples for raw materials inspection and lab analysis.</u>   |   |   |
| YOUR EXACT TITLE<br><u>Raw material inspector</u>   | SUPERVISOR'S NAME<br><u></u>  |   |   |
| SUPERVISOR'S TITLE<br><u></u>   | SUPERVISOR'S TITLE<br><u></u>   |   |   |
| <input checked="" type="checkbox"/> PAID <input type="checkbox"/> UNPAID <input type="checkbox"/> VOLUNTEER |   |   |   |
| NO. OF HOURS WORKED PER WEEK (EXCLUSIVE OF OVERTIME)<br><u>40</u>   |   |   |   |
| REASON FOR LEAVING<br><u>work for IBM</u>   |   |   |   |
| LENGTH OF EMPLOYMENT<br>FROM <u>1/1981</u> TO <u>1/1998</u><br>MO YR MO YR                                  | FIRM NAME<br><u>Barden Corporation</u>  | ADDRESS<br><u></u>                          | CITY, STATE<br><u>Danbury, CT</u>       |
| TYPE OF BUSINESS<br><u>Precision Ball Bearing</u>   | DUTIES<br><u>Direct Supervisor of 51 people, indirect 130</u>   |   |   |
| YOUR EXACT TITLE<br><u>Sr. Manufacturing Supervisor</u>   | SUPERVISOR'S NAME<br><u></u>  |   |   |
| SUPERVISOR'S TITLE<br><u></u>   | SUPERVISOR'S TITLE<br><u>Plan, control, coordinate manufacturing dept all over entire hardside grinding room floor.</u>   |   |   |
| <input checked="" type="checkbox"/> PAID <input type="checkbox"/> UNPAID <input type="checkbox"/> VOLUNTEER |   |   |   |
| NO. OF HOURS WORKED PER WEEK (EXCLUSIVE OF OVERTIME)<br><u>40hrs.</u>                                       |   |   |   |
| REASON FOR LEAVING<br><u>Company was sold</u>   |   |   |   |

\*If more space is needed, you may attach 8 1/2" x 11" sheet(s) of paper\*

SIGNATURE REQUIRED ON NEXT PAGE

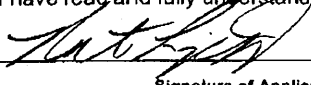
\*\*\*\*\*  
PUTNAM COUNTY IS AN EQUAL OPPORTUNITY ~ AFFIRMATIVE ACTION EMPLOYER  
\*\*\*\*\*

**YOUR APPLICATION WILL NOT BE ACCEPTED IF YOU DO NOT READ AND SIGN BELOW**

**AFFIRMATION AND AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION**

By my signature below, I hereby authorize the Putnam County Personnel Department, the County of Putnam, and/or its respective departments, offices or agencies, and/or any municipality within Putnam County to request verbal or written verification or records of any or all information contained herein. By signing this authorization, I give my consent for full and complete disclosure and review of all records concerning me, whether said records are of a public, private or confidential nature. Further, I hereby release the Putnam County Personnel Department, Putnam County and/or its respective departments, offices or agencies, and/or any municipality within Putnam County, and their respective officers and/or employees from any and all liability which may be incurred as a result of collecting such information. By signing this authorization, I give my consent for a photocopy of the *Application for Employment* containing this release to be valid as an original thereof, even though said photocopy will not contain an original writing of my signature.

I affirm that all statements made on this application (including any attached paper) are true under the penalties of perjury. My signature below certifies I have read and fully understand this "Affirmation and Authorization for Release of Personal Information."



Signature of Applicant

12/30/22

Date

Please indicate any additional information relative to change of name, maiden name, use of an assumed name or nickname:

**PERJURY STATEMENT: APPLICANTS-PLEASE BE ADVISED:**

Any and all statements made by the applicant in connection with Application for Employment are subject to verification, including background investigation by prospective appointing authorities. Misrepresentations may constitute cause for disqualification or discharge. Pursuant to Section 210.45 of the New York State Penal Law,

**IT IS A CRIME PUNISHABLE AS A CLASS "A" MISDEMEANOR TO KNOWINGLY MAKE A FALSE STATEMENT HEREIN.**

**APPLICATION COMPLETION CHECKLIST ... DID YOU ... ?**



- Read, Sign and Date the *Affirmation And Authorization For Release Of Personal Information*, above?
- Enter the *Title* for the Position for which you are filing (top of application form)?
- Enter your *Social Security Number* (in Section 1, Page 1 of this application form)?

**IMPORTANT APPLICANT INFORMATION**

**CHANGE OF ADDRESS:** Putnam County Personnel Department must receive *written notification of any change of address and/or telephone number* in order to communicate important employment information to you. Please note the title of position in your letter.

**DRUG & ALCOHOL TESTING:** In accordance with Putnam County's comprehensive drug-free workplace policy and procedures, and commitment to maintain a safe, alcohol and drug-free work environment, you will be required to submit to urinalysis, breath and/or blood tests to be considered for County employment.

**FINGERPRINTING:** As of January 1, 2019, all prospective employees of Putnam County will be required to undergo a digital fingerprint background check at a cost of approximately \$100 to be borne by applicant.

**EQUAL OPPORTUNITY:** In compliance with the *New York State Human Rights Law*, which prohibits discrimination in employment based on age, race, creed, color, national origin, sexual orientation, military status, sex, disability, genetic predisposition or carrier status, marital status or criminal record, **no part of this application form is intended or should be construed to express, directly or indirectly, any limitation, specification or discrimination as to age, race, creed, color, national origin, sexual orientation, military status, sex, disability, genetic predisposition or carrier status, marital status or criminal record** in connection with employment. Putnam County is an Equal Opportunity -- Affirmative Action employer.

**REMARKS:** Use this space to provide any additional information, as necessary. If more space is required, attach additional 8 1/2" x 11" sheet(s).

Rev. May 2021

# ROBERT A. LIPTON

---

## **Objective**

Work with Putnam County's local governments, volunteer organizations and private sector to develop disaster preparedness plans, mitigation projects and provide training and exercise activities. Prepare Putnam County to respond, mitigate, and recover from disasters while reducing the loss of life, property and minimize suffering from the disruption caused by disasters.

## **Mission**

Mission is to lead Putnam County Bureau of Emergency Services through a commitment that empowers the organization at every level to strive for the highest quality in community services and customer care. Develop our dispatch to a world class center that will provide top quality instruction and planning for our residents now and into the future.

## **Employment**

---

### **Develop**

**Putnam County Bureau of Emergency Services – Carmel, NY**

**2013- Present**

- Responsible for the administrative planning, organization, and supervision of the Bureau of Emergency Services in the absence of the commissioner.
- Directly responsible for the day-to-day activities of the 911 communication center and Indian Point activities in Putnam County.
- Assists with the preparation of budgets and research state and federal programs to secure grant funds.
- Directs the recruitment, training, supervision, and evaluation of assigned department personnel.
- Oversees community education and public information activities designed to increase public awareness and to respond to public concerns.
- Develops emergency action plans for the county.

### **Adjunct Professor**

**Mercy College - Dobbs Ferry, NY**

**2014-2019**

- Instructed undergraduate level homeland Defense Structures including The National Incident Management System
- Lectured on advanced comprehensive review of homeland security organization and strategies.
- Taught National Response Plan (NRP) and the National Incident Management System (NIMS)
- Led discussions including statutory authority, participant roles, operational concepts, incident management and emergency support functions.
- Instructed additional class in "Legal issues in Security Management".



## **Development Technician**

**IBM Semiconductor Research & Development Center - East Fishkill, NY**

**2000-2013**

- Transmission Electron Microscope/Scanning Electron Microscope Technician
- Prepare samples for imaging on the FEI Dual Beam 835 and Helios 400 and 450.
- Worked on 65nm, 45nm, 32nm, 20nm SOI technology nodes.
- Experienced sample prep on all from the SEM plus 2<sup>nd</sup> side polishing, in-situ lift out, ex-situ lift out, Backside polishing, O2 Asher and Allied polisher.
- Experienced in BHF, secco, and DE100 etches. Use of Chrome, TEOS, and gold in sample prep.

## **Raw Material Inspector**

**SCHEIN PHARMACEUTICALS - Carmel, NY**

**1998-2000**

- Prepare samples of incoming raw material for lab analysis.
- Certified in chemical handling and storage practices.
- Worked with mixing and compounding formulas to create drugs and medicine used in pharmaceuticals.

## **Education**

---

### **M.S. – Organizational Leadership**

Mercy College -Dobbs Ferry, NY

Graduated September 2014 – 3.91 GPA

### **Certificate for Radiological Emergency Planning**

Harvard School of Public Health – Boston, MA

Boston, Massachusetts

Certificate of Completion - 2013

### **B.S. – Organizational Leadership and Communication**

Marist College –Fishkill, NY

IBM ALAP Program –MAY 2008 – GPA 3.9

Graduated Alpha Sigma Lambda National Honors, Dean List

### **A.A. – Applied Science – Medical Lab Technology**

Dutchess Community College - Poughkeepsie, NY

Graduated Phi Theta Kappa National Honors, Deans List, GPA 3.5 - 1996

## **Achievements**

---

- Revitalized Putnam County's Emergency Services Safety Advisory Board - installed repeater system in Putnam Hospital and Putnam Court Building.
- Revitalized the Local Emergency Planning Committee and are in the process of getting the community involved.
- Reconstituted the Putnam County Fire Advisory Board.
- Established mile markers along the 12 miles of Putnam County's bike trail. GPS located all markers and put in system.
- Developed Putnam County's first Federally approved Hazard Mitigation Plan, plan has been updated until 2025.
- Became the Intelligence Liaison Officer (ILO) for Putnam County in 2013. Communicate vital intelligence to involving terrorist activity to the Fire and EMS community. Teach the "See Something, Say Something" to the Fire and EMS community.
- Integrated Public Alert & Warning System (IPAWS) administrator for Putnam County. Test the system monthly.
- Consolidation of 911 Center. Redesigned layout, purchased new additional consoles, installed video wall, working on text to 911.
- Updated audio/video system for both classrooms, EOC and auditorium.
- Currently working on the Threat Assessment Management Team (TAM). Developed the Plan required by executive order 18 and will be in place before the end of the year 2022.
- Developing a Rescue Task Force for Putnam County to work in conjunction with the TAM team.
- Developed Technical Rescue Team, acquired equipment, vehicles, and apparatus for the team.
- Redesigned and reorganized garage for response teams in Putnam County.
- During September 11, 2011, recovery, worked in the command center at Pier 92 in logistics. Our job was to order and deliver whatever was needed by the rescue workers. Supply fuel trucks to the apparatus on location and order aerial photos and reconnaissance each night.
- Awarded Continuous Total Operational Performance (CTOP) Award for best productivity improvement category for heat related problems on blazers and temescals metal evaporation tools.

## **Volunteer**

---

### **Carmel Volunteer Fire Department**

1992 - Present

Chief Officer 2000 - 2006, 2008 - 2013

Life Member

Acquired over 1 million dollars' worth of grants for the purchase of new firefighting equipment, gear, and firefighting vehicles.

### **Carmel Volunteer Ambulance**

1984 - Present

Past Captain

Life Member

#5f

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

**APPROVAL/ BUDGETARY AMENDMENT (23A014)/ SHERIFF'S DEPARTMENT/  
CORRECTIONS DIVISION/ STATE CRIMINAL ALIEN ASSISTANCE PROGRAM (SCAAP)  
GRANT AWARDS/ UPFIT NEW 2023 CHEVROLET TAHOE**

**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (23A014) to utilize unspent previous Federal SCAPP Grant awards to upfit a New 2023 Chevrolet Tahoe; and**

**WHEREAS, the total cost for this is \$16,358 and \$7,576 was transferred to the expense line on 3/28/23, fund transfer (23T077); and**

**WHEREAS, this budgetary amendment is required to complete the purchase; and**

**WHEREAS, the funds will be a drawdown of unspent funds from previous SCAAP Grant Awards that have been deferred until it was determined by the Sheriff as to how the funds would be utilized; and**

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

**Increase Revenue:**

**10315001 44389F 10032 Jail Fed/SCAAP – Crim Alien – SCAAP Grant 8,782**

**Increase Expenses:**

**10315001 54370 10032 Jail Fed/SCAAP – Crim Alien – Automotive 8,782**

**2023 Fiscal Impact – 0 –**

**2024 Fiscal Impact – 0 –**

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





cc: all  
Prot.  
A+A

Reso

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

MICHAEL LEWIS  
Chief Deputy Commissioner of  
Finance

SHEILA BARRETT  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

March 30, 2023

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

2023 APR - 3 PM 3: 28  
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 Putnam County Sheriff Department's 2023 budget:

Increase Revenues:

10315001 44389F 10032 Jail Fed/Scaap - Crim Alien - Scaap Grant \$ 8,782

Increase Expenses:

10315001 54370 10032 Jail Fed/Scaap - Crim Alien - Automotive \$ 8,782

2023 Fiscal Impact -0-  
2024 Fiscal Impact -0-

The PC Correctional Facility requests the use of Federal Scaap funds to upfit a new 2023 Chevrolet Tahoe. The total cost for this is \$16,358 - \$7,576 was transferred to the expense line on 3/28/23 (23T077). This amendment is required to complete the purchase. The funds will be a drawdown of unspent funds from previous Scaap awards that have been deferred until it was determined by the Sheriff as to how the funds would be used.

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 **23A014**

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





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

March 23, 2023

Mr William Carlin  
Commissioner of Finance  
40 Gleneida Avenue  
Carmel, N.Y. 10512

To Commissioner Carlin:

I hereby request the following regarding SCAAP funds.

Increase revenue line 10315001.44389F.10032 by \$8,782.00.  
These funds will be out of the deferred revenue line.

Would also request to increase expenditure lines as follows:

10315001.54370.10032 Automotive by \$8,782.00.

Thank You for your attention to this matter.

Very truly yours,

James E. Greenough  
Captain

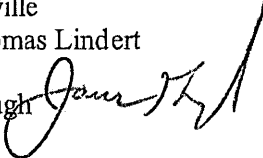
Putnam County Sheriff's Department

Inter - Office Memorandum

Date: March 23, 2023

To: Sheriff Kevin McConville  
Attn: Undersheriff Thomas Lindert

From: Captain James Greenough



Subject: BUDGET LINE TRANSFER

Request the following funding and budget transfers:

Reduce 10315001.52650 Project 10032 Motor Vehicle by \$7,576.00 */ From SCAAP*  
Increase 10315001.54370 Project 10032 Automotive by \$7,576.00 *23T077*  
*Auto Eqpt.*

These funds will be used to upfit a new 2023 Chevrolet Tahoe. The upfitting was originally included for a Ford Explorer but had to be changed because the original Ford Explorer ordered could not be filled and the type of vehicle was switched to an available Chevrolet Tahoe, resulting in a higher cost.

RECEIVED AND FORWARDED FOR ACTION

SGT \_\_\_\_\_  
LT \_\_\_\_\_  
LT \_\_\_\_\_  
CAPT \_\_\_\_\_  
US \_\_\_\_\_  
SHERIFF \_\_\_\_\_

*No Fiscal Impact SCAAP Funding 8/3/23/23*





# EMERGENCY VEHICLE SPECIALIST

(Physical) 1518 Rt. 9 Suite 1  
Wappingers Falls, New York 12590  
(Billing) 17 Spoor Ave.  
Poughkeepsie, New York 12603

Estimate

| Date      | Estimate # |
|-----------|------------|
| 1/26/2023 | 705        |

| Name / Address  |
|---|
| PUTNAM COUNTY SHERIFF OFFICE<br>3 COUNTY CENTER<br>CARMEL, NEW YORK 10512 |

| Description   | Qty | Rate     | MPN                  | Project                 | Total       |
|---|-----|----------|----------------------|-------------------------|-------------|
|   |     |          |                      |                         |             |
| LAGUNA REAR PARTITION WITH REPLACEMENT SEAT/CENTER PULL BELTS   | 1   | 1,118.00 | CT-6503-RB           |                         | 1,118.00T   |
| LAGUNA ELECTRONICS TRAY   | 1   | 518.00   | CT6503-ITE           |                         | 518.00T     |
| SETINA WINDOW BARRIER   | 1   | 284.00   | WK0514TAH21          |                         | 284.00T     |
| SETINA DOOR PANELS CHEVY TAHOE                                  | 1   | 259.00   | DK0100TAH21          |                         | 259.00T     |
| SETINA SINGLE T RAIL MOUNT UNIVERSAL XL                         | 1   | 309.00   | GK10271UHKS<br>SCAXL |                         | 309.00T     |
| CONSOLE   |     |          |                      |                         |             |
| HAVIS 2021 TAHOE CONSOLE 9" WIDE BODY POLICE-PPV                | 1   | 604.82   | C-VS-1012-TA<br>H    |                         | 604.82T     |
| HAVIS ARM REST PRINTER  | 1   | 260.16   | C-ARBP-1014          |                         | 260.16T     |
| HAVIS SELF ADJUSTING CUP HOLDER                                 | 1   | 52.00    | CUP-1001             |                         | 52.00T      |
| HAVIS EQUIPMENT BRACKET WHELEN CARBIDE                          | 1   | 0.00     | C-EB40-CCS-1<br>P    |                         | 0.00T       |
| HAVIS EQUIPMENT BRACKET KENWOOD                                 | 1   | 0.00     |                      |                         | 0.00T       |
| HAVIS 3" ACCESSORY POCKET                                       | 1   | 40.00    | C-AP-0325            |                         | 40.00T      |
| HAVIS FACE PLATE 4 INCH   | 1   | 0.00     | C-FP-4               |                         | 0.00T       |
| HAVIS MIC BRACKET   | 2   | 13.00    | C-MCB                |                         | 26.00T      |
| HAVIS FILLER PLATE 3'   | 1   | 0.00     | C-FP-3               |                         | 0.00T       |
| EVS ELECTRICAL PACKAGE  | 1   | 385.00   | ELECTRICAL           |                         | 385.00T     |
| SHIPPING  | 1   | 200.00   |                      |                         | 200.00T     |
| INSTALLATION OF EMERGENCY LIGHTING, CUSTOMER SUPPLIED EQUIPMENT | 1   | 3,600.00 |                      |                         | 3,600.00T   |
|   |     |          |                      | <b>Subtotal</b>         | \$15,772.11 |
|   |     |          |                      | <b>Sales Tax (0.0%)</b> | \$0.00      |
|   |     |          |                      | <b>Total</b>            | \$15,772.11 |

BA 23A 014 8782 SCAAP DEF  
 REV  
 AVAILABLE BAL 7576 TRANSFER FROM  
 FROM RES 8/9/2022 10315001 52650  
 11,250 10032



# EMERGENCY VEHICLE SPECIALIST

(Physical) 1518 Rt. 9 Suite 1  
Wappingers Falls, New York 12590  
(Billing) 17 Spoor Ave.  
Poughkeepsie, New York 12603

**Estimate**

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 1/26/2023 | 705        |

|   |
|---|
| Name / Address  |
| PUTNAM COUNTY SHERIFF OFFICE<br>3 COUNTY CENTER<br>CARMEL, NEW YORK 10512 |

|   |     |          |                         | Project   |
|---|-----|----------|-------------------------|-----------|
| Description   | Qty | Rate     | MPN                     | Total     |
| 2023 CHEVY TAHOE PPV (CORRECTIONS)                    |     |          |                         |           |
| WHELEN LEGACY 54 DUO LIGHT BAR                        | 1   | 4,280.00 | GB2DDDD                 | 4,280.00T |
| WHELEN ADJUSTABLE LIGHTBAR MOUNT                      | 1   | 0.00     | MKAJ101                 | 0.00T     |
| WHELEN COMMON CORE WCX CONTROL CENTER                 | 1   | 0.00     | C399                    | 0.00T     |
| WHELEN CORE OBD II CANPORT KIT 2021+ TAHOE            | 1   | 0.00     | C399K6                  | 0.00T     |
| WHELEN WCX CONTROL HEAD ROTARY KNOB                   | 1   |          | CCTL6                   | 0.00T     |
| WHELEN WCX LOW FREQUENCY SIREN SYSTEM (HOWLER)        | 1   | 580.15   | CHOWLER                 | 580.15T   |
| WHELEN HOWLER BRACKET FOR 2021 TAHOE                  | 1   | 0.00     | HWLRB32                 | 0.00T     |
| WHELEN 100 WATT SPEAKER                               | 1   | 190.00   | SA315P                  | 190.00T   |
| WHELEN SPEAKER MOUNT 2021 TAHOE                       | 1   | 33.00    | SAK70                   | 33.00T    |
| SOUND OFF INTERSECTION 3 " SIDE MIRROR RED/WHITE      | 2   | 198.00   | ENT3B3D                 | 396.00T   |
| SOUNDOFF MPOWER DRIVER BRACKET                        | 1   | 22.00    | PMP2BKUMB5-D            | 22.00T    |
| SOUNDOFF MPOWER PASSENGER BRACKET                     | 1   | 22.00    | PMP2BKUMB5P             | 22.00T    |
| WHELEN ION DUO RED/BLUE (REAR WINDOWS / SIDE WINDOWS) | 4   | 115.00   | I2J                     | 460.00T   |
| WHELEN ION REVERSED BRACKET                           | 4   | 9.50     | IONBKT5                 | 38.00T    |
| WHELEN ION T RED/BLUE DUO (INSIDE TAILGATE)           | 2   | 122.00   | TLI2J                   | 244.00T   |
| WHELEN STRIP LITE COMPARTMENT LIGHT                   | 1   | 86.00    | PSCOMPH                 | 86.00T    |
| SETINA 4 LIGHT PUSHBUMPER WHELEN IONS                 | 1   | 930.00   | BK2019TAH21             | 930.00T   |
| SETINA 10XL FRONT PARTITION CHEVY TAHOE               | 1   | 834.98   | PK1156TAH15             | 834.98T   |
|   |     |          | <b>Subtotal</b>         |           |
|   |     |          | <b>Sales Tax (0.0%)</b> |           |
|   |     |          | <b>Total</b>            |           |

# Estimate

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 1/26/2023 | 4964       |

**(845)225-0674 Fax (845)225-0837**  
**[www.extremedesignsny.com](http://www.extremedesignsny.com)**

| Name / Address   |
|--|
| Putnam County Sheriff's Dept.<br>3 County Center<br>Carmel, NY 10512 |

| Project |
|---------|
|         |

| Description                                | Qty | Rate                      | Total    |
|--|-----|---------------------------|----------|
| PRINTED REFLECTIVE LETTERING & ROOF NUMBER | 1   | 585.00                    | 585.00   |
|  |     | <b>Subtotal</b>           | \$585.00 |
|  |     | <b>Sales Tax (8.375%)</b> | \$0.00   |
|  |     | <b>Total</b>              | \$585.00 |



**Bill To**

CORRECTIONAL FACILITY  
3 COUNTY CENTER  
CARMEL, NY 10512

**Purchase Order**

Fiscal Year 2022

Page: 1 of 2

**THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKAGES AND SHIPPING PAPERS.**

Purchase Order # **22002814 - 00**

Delivery must be made within doors of specified destination.

**Vendor**

NORTH SHORE CHEVROLET LLC  
920-926 MIDDLE COUNTRY ROAD  
ST. JAMES, NY 11780

**Ship To**

CORRECTIONAL FACILITY  
3 COUNTY CENTER  
CARMEL, NY 10512

| VENDOR PHONE NUMBER |               | VENDOR FAX NUMBER |                      | REQUISITION NUMBER | DELIVERY REFERENCE      |
|---------------------|---------------|-------------------|----------------------|--------------------|-------------------------|
|                     |               |                   |                      | 3540               | B. CARROLL 845.225.5255 |
| DATE ORDERED        | VENDOR NUMBER | DATE REQUIRED     | FREIGHT METHOD/TERMS |                    | DEPARTMENT/LOCATION     |
| 12/12/2022          | 22523         | 12/16/2022        |                      |                    | JAIL                    |
| NOTES               |               |                   |                      |                    |                         |

No changes may be made to this order without the written consent of the Purchasing Agent.  
AUTOMOBILES, SCHOOL BUSES, SUVs, AND VANS (INCLUDING NYS CONTRACT #PC69143  
NYS CONTRACTOR VENDOR ID #1100057985  
NYS VEHICLE MARKETPLACE MINI-BID #11882  
REF #0007528  
(SCAPP GRANT)

PLEASE EMAIL ATTACHED BACKUP WITH PO TO  
THOMAS MAHONEY AT  
[Thomas@rockbustoffleet.com](mailto:Thomas@rockbustoffleet.com)

**CONTINUED ON  
NEXT PAGE**



Bill To

CORRECTIONAL FACILITY  
3 COUNTY CENTER  
CARMEL, NY 10512

Purchase Order

Fiscal Year 2022

Page: 2 of 2

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **22002814 - 00**

Delivery must be made within doors of specified destination.

Vendor

NORTH SHORE CHEVROLET LLC  
920-926 MIDDLE COUNTRY ROAD  
ST. JAMES, NY 11780

Ship To

CORRECTIONAL FACILITY  
3 COUNTY CENTER  
CARMEL, NY 10512

| VENDOR PHONE NUMBER | VENDOR FAX NUMBER | REQUISITION NUMBER | DELIVERY REFERENCE |
|---------------------|-------------------|--------------------|--------------------|
|---------------------|-------------------|--------------------|--------------------|

3540

B. CARROLL 845.225.5255

| DATE ORDERED | VENDOR NUMBER | DATE REQUIRED | FREIGHT METHOD/TERMS | DEPARTMENT/LOCATION |
|--------------|---------------|---------------|----------------------|---------------------|
|--------------|---------------|---------------|----------------------|---------------------|

12/12/2022

22523

12/16/2022

JAIL

| ITEM # | DESCRIPTION / PART # | QTY | UOM | UNIT PRICE | EXTENDED PRICE |
|--------|----------------------|-----|-----|------------|----------------|
|--------|----------------------|-----|-----|------------|----------------|

1

Contract Number: PC69143  
 Contractor Business Name: North Shore Chevrolet d/b/a Chevrolet of  
 Smithtown  
 Contractor NYS Vendor ID #: 1100057985  
 NYS Vehicle Marketplace Mini-Bid Number: 11882  
 General Description of Vehicle: 2023 Chevy Tahoe SSV for Sheriff's  
 Department  
 Make, Model and Model Code for the Vehicle: Chevrolet Tahoe SSV CK10706  
 AWD  
 Option Code(s) and descriptions, if applicable: See attached  
 Make, Model, part numbers and descriptions of aftermarket components: n/a  
 NYS Base Price for Vehicle: \$49,897.76  
 NYS Discount: 7.78%  
 Quantity Ordered: 1  
 Total Price for Mini-Bid: \$46,015.71  
 Total Aftermarket Component Cost: n/a  
 SEE ATTACHED FOR DETAILS

1.0

EACH

\$49,897.76

\$49,897.76

Discount: \$3882.05

GL Account: 10315001 - 52650 - 10032

\$46,015.71

| GL SUMMARY |  |
|------------|--|
|------------|--|

10315001 - 52650 - 10032

\$46,015.71

**Purchase Order Total \$46,015.71**

Purchasing Agent's Approval

This order is approved for issue subject to the availability of funds.

*MaryEllen Odell*

Date:

MaryEllen Odell

County Executive

Certification of Funds

Funds are available and have been encumbered to meet this expenditure.

*Michele Alfano-Sharkey*

Date:

Michele Alfano-Sharkey

County Auditor

#59

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

**APPROVAL/ BUDGETARY AMENDMENT (23A017)/ SHERIFF'S DEPARTMENT/ JAIL/  
PURCHASE TELEVISIONS**

**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (23A017) to utilize the Inmate Commissary Account funds to purchase seven (7) Flat Screen Televisions for the inmates' use in the Putnam County Correctional Facility; and  
WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it  
RESOLVED, that the following budgetary amendment be made:**

**Increase Revenue:**  
10315000 427701                      Sheriff – Jail – Unclassified                      1,595.93

**Increase Appropriations:**  
10315000 52140                      Sheriff – Jail – Audio Visual Equipment                      1,595.93

2023 Fiscal Impact – 0 –  
2024 Fiscal Impact – 0 –

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



WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance



Protective 4/17  
Audit 4/24

Reso

MICHAEL LEWIS  
Chief Deputy Commissioner Of Finance

SHEILA BARRETT  
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

April 7, 2023

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

2023 APR 10 PM 4:53  
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 budgetary amendment 23A017 which was submitted for approval:

|  |  |                          |
|--|--|--------------------------|
| <b><u>Increase Revenue:</u></b>        |  |                          |
| <b>10315000 427701</b>                 | <b>Sheriff-Jail – Unclassified</b>           | <b><u>\$1,595.93</u></b> |
| <b><u>Increase Appropriations:</u></b> |  |                          |
| <b>10315000 52140</b>                  | <b>Sheriff-Jail – Audio Visual Equipment</b> | <b><u>\$1,595.93</u></b> |

2023 Fiscal Impact -0-  
2024 Fiscal Impact -0-

Sheriff McConville has authorized the use of Inmate Commissary Account funds to purchase 7 flat screen televisions for the inmates use in the PC Correctional Facility. He respectfully requests this amendment to his 2023 budget be approved. Please forward to the appropriate committee.

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

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

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

Putnam County Correctional Facility Inmate Commissary Acct check # 1012 ~ \$1,595.93



**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

April 4, 2023

Mr. William Carlin  
Commissioner of Finance  
County Office Building  
40 Gleneida Avenue  
Carmel, NY 10512

Dear Commissioner Carlin:

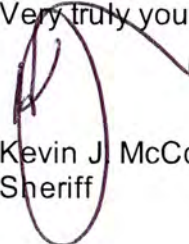
I have authorized the expenditure of Inmate Commissary Account Funds to purchase Televisions for the Incarcerated Individuals of the Sheriff's Office and Correctional Facility.

Accordingly, enclosed find check #1012 in the amount of one thousand five hundred ninety-five and 93/100 dollars (\$1,595.93). It is respectfully requested that \$1,595.93 be placed into Munis budget line #10315000, account code #52140, so that the purchase can be completed.

Please ensure that the necessary information is provided to the legislature to meet the seven (7) day notice for committee action.

Thank you for your attention to this matter.

Very truly yours,

  
Kevin J. McConville  
Sheriff

KJM/jg  
Enclosure



Hello Select your address All 32 led tv

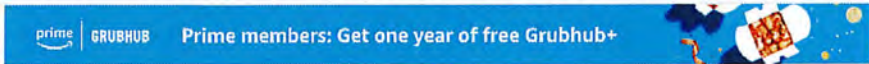
EN Hello, sign in Account & Lists Returns & Orders

1

Subtotal \$649.99

All Clinic Customer Service Amazon Basics Best Sellers Prime New Releases Today's Deals Music Books Registry Shop Easter

All Electronics Deals Best Sellers TV & Video Audio & Home Theater Computers Camera & Photo Wearable Technology Car Electronics & GPS



Back to results



### SAMSUNG 32-inch Class LED Smart FHD TV 1080P (UN32N5300AFXZA, 2018

1 ratings questions

Get \$50 off instantly: Pay \$177.99 upon approval for the Amazon Rewards Visa Card.

from other sellers that may shipping.

Size: 32 Inch (1080p)

32 Inch (720p) 32 Inch (1080p) 40 Inch

Style: TV Only

TV Only TV w/S50B Soundbar TV w/S60B Soundbar TV w/S61B Soundbar

Roll over image to zoom in

Product Energy Guide

|                             |   |
|-----------------------------|---|
| Screen Size                 | 32 Inches                                   |
| Brand                       | SAMSUNG                                     |
| Supported Internet Services | Netflix,Prime Video, YouTube, HULU, HBO Now |
| Display Technology          | LCD   |

See more

#### About this item

- Full HD 1080p Resolution - Enjoy a viewing experience that is 2x the clarity of standard HD TVs..Power Supply (V) AC110-120V 50/60Hz
- Smart TV - Get to your entertainment the faster, easier, and more intelligent way. Easily access your streaming services all in one place using the Samsung Remote Control.
- Micro Dimming Pro - Reveal a more true-to-life picture with enhanced contrast.
- Quad Core Processor: enjoy a Fluid browsing experience and faster control switching between apps, streaming content and other media effortlessly.
- Dimensions: Without Stand 28.9" W x 17.3" H x 3.1" D | With Stand 28.9" W x 18.2" H x 6.4" D. Stand Size (WxHxD)-5.4 x 6.5 x 1.8 inches
- Inputs Outputs: Two HDMI Input, One Component Video Input, One RF In (Satellite Input), One RF In (Terrestrial Cable Input), One USB Input, One



Enjoy fast, FREE delivery, exclusive deals and award-winning movies & TV shows with Prime

Try Prime and start saving today with Fast, FREE Delivery

Buy new:

\$227<sup>99</sup>

FREE Returns

FREE delivery Tuesday, April 4

Or fastest delivery Friday, March 31. Order within 9 hrs 42 mins

Select delivery location

In Stock

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Amazon.com Sold by Amazon.com Returns Eligible for Return Support Free Amazon pro... Packaging Shows what's inside

Details

Add a Protection Plan:

- 4-Year Protection for \$31.99
- 3-Year Protection for \$23.99
- Asurion Tech Unlimited for \$16.99/month
- Add a gift receipt for easy returns

Save with Used - Good \$180<sup>28</sup>

FREE delivery: Tuesday, April 4

Ships from: Amazon Sold by: Amazon Warehouse

Add to List

13

Hello  
Select your address

All ▾

Search Amazon

EN ▾

Hello, sign in  
Account & Lists ▾

Returns  
& Orders

7

All Clinic Customer Service Amazon Basics Best Sellers Prime ▾ New Releases Today's Deals Music Books Shop Mother's Day



Send an **Easter eGift Card** instantly

Shop now

## Shopping Cart

Your order qualifies for **FREE Shipping**.  
Choose this option at checkout. See details



**SAMSUNG 32-inch Class LED Smart FHD TV 1080P**

**\$227.99**

**Subtotal (7 items): \$1,595.93**

In Stock

Eligible for **FREE Shipping & FREE Returns**

This is a gift [Learn more](#)

Size: 32 Inch (1080p)

Style: TV Only

Qty: 7

Delete

Save for later

[Compare with similar items](#)

[Share](#)

This order contains a gift

[Proceed to checkout](#)

**Subtotal (7 items): \$1,595.93**

#5h

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

**APPROVAL/ BUDGETARY AMENDMENT (23A018)/ SHERIFF'S DEPARTMENT/ JAIL/  
PURCHASE MICROWAVE OVENS**

**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (23A018) to utilize the Inmate Commissary Account funds to purchase five (5) Microwave Ovens for the inmates' use in the Putnam County Correctional Facility; and**

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

**Increase Revenue:**

**10010000 427701                      Sheriff – Jail – Unclassified                      876.50**

**Increase Appropriations:**

**10010000 52170                      Sheriff – Jail – Kitchen Equip App                      876.50**

**2023 Fiscal Impact – 0 –**

**2024 Fiscal Impact – 0 –**

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



WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance



*Protective - 4/17*  
*Audit mtg. 4/24*      *Reso*

MICHAEL LEWIS  
Chief Deputy Commissioner of Finance

SHEILA BARRETT  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

April 7, 2023

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

2023 APR 10 PM 4:53  
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 budgetary amendment 23A018 which was submitted for approval:

**Increase Revenue:**  
**10010000 427701**

**Sheriff-Jail – Unclassified**

**\$876.50**

**Increase Appropriations:**  
**10010000 52170**

**Sheriff-Jail – Kitchen Equip App**

**\$876.50**

2023 Fiscal Impact -0-  
2024 Fiscal Impact -0-

Sheriff McConville has authorized the use of Inmate Commissary Account funds to purchase 5 microwaves for the inmates use in the PC Correctional Facility. He respectfully requests this amendment to his 2023 budget be approved. Please forward to the appropriate committee.

**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

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

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

Putnam County Correctional Facility Inmate Commissary Acct check # 1013 ~ \$876.50



**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

April 4, 2023

Mr. William Carlin  
Commissioner of Finance  
County Office Building  
40 Gleneida Avenue  
Carmel, NY 10512

Dear Commissioner Carlin:

I have authorized the expenditure of Inmate Commissary Account Funds to purchase Microwaves for the Incarcerated Individuals of the Sheriff's Office and Correctional Facility.

Accordingly, enclosed find check #1013 in the amount of eight hundred seventy-six and 50/100 dollars (\$876.50). It is respectfully requested that \$876.50 be placed into Munis budget line #10010000, account code #52170, so that the purchase can be completed.

Please ensure that the necessary information is provided to the legislature to meet the seven (7) day notice for committee action.

Thank you for your attention to this matter.

Very truly yours,

Kevin J. McConville  
Sheriff

KJM/jg  
Enclosure

Hello  
Select your address

All ▾

Search Amazon

EN ▾

Hello, sign in  
Account & Lists ▾

Returns  
& Orders

5

All Clinic Customer Service Amazon Basics Best Sellers Prime ▾ New Releases Today's Deals Music Books Shop Mother's Day



Send an **Easter eGift Card** instantly

Shop now

## Shopping Cart

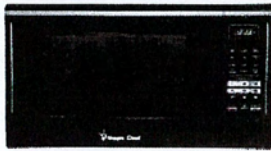
Subtotal (5 items): **\$876.50**

Price

Proceed to checkout

**Magic Chef MCM1611B 1100W  
Oven, 1.6 cu. ft, Black Microwave**

**\$175.30**



In Stock

Shipped from: KART IT

Gift options not available. [Learn more](#)

Qty: 5

[Delete](#)

[Save for later](#)

[Compare with similar items](#)

[Share](#)

Subtotal (5 items): **\$876.50**



Hello  
Select your address

All

microwave ovens 1100 watt countertop

EN

Hello, sign in  
Account & Lists

Returns  
& Orders

1

Subtotal  
\$649.99

All Clinic Customer Service Amazon Basics Best Sellers Prime New Releases Today's Deals Music Shop women-owned businesses

Amazon Home Shop by Room Discover Shop by Style Home Décor Furniture Kitchen & Dining Bed & Bath Garden & Outdoor Home Improvement

prime GRUBHUB Prime members: Get one year of free Grubhub+

Back to results



Roll over image to zoom in



# Magic Chef MCM1611B 1100W Oven, 1.6 cu. ft, Black Microwave

Brand: Magic Chef

162 ratings

-20% \$176<sup>49</sup>

List Price: ~~\$221.78~~

Get 3% back on this item with the Amazon Rewards Visa Card.

|                 |                |
|-----------------|----------------|
| Brand           | Magic Chef     |
| Color           | Black          |
| Capacity        | 1.6 Cubic Feet |
| Special Feature | Manual         |

Recommended Residential Uses For

See more

### About this item

- 1.6 Cu. Ft. - 1100 Watts
- 11 Power Levels
- Black Front/Black Cabinet
- Auto Cook Menus
- Kitchen Timer
- Included components: Microwave
- Glass Turntable

Show more

### Customer ratings by feature

|               |     |
|---------------|-----|
| Easy to clean | 4.7 |
| Easy to use   | 4.5 |
| Sheerness     | 4.3 |
| Noise level   | 4.2 |

See all reviews

Consider this Amazon's Choice product that delivers quickly

Amazon's Choice

\$176<sup>49</sup>

FREE delivery April 3 - 6. Details

Select delivery location

In Stock

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from KART IT

Sold by KART IT

Returns Eligible for Return, Re...

Details

### Add a Protection Plan:

- 4-Year Protection for \$29.99
- 3-Year Protection for \$21.99

Add to List

New (15) from \$176<sup>49</sup> & FREE Shipping

### Other Sellers on Amazon

\$178.80 & FREE Shipping  
Sold by: OJCommerce

\$178.82 & FREE Shipping  
Sold by: stores123

\$188.21 & FREE Shipping  
Sold by: BisonOffice

Have one to sell?

Sell on Amazon

#5i

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

**APPROVAL/ BUDGETARY AMENDMENT (23A019)/ SHERIFF'S DEPARTMENT/ JAIL/ EDUCATION & TRAINING**

**WHEREAS, a Sergeant in the Putnam County Sheriff's Office attended a Cleaning for Health Training Course on January 25<sup>th</sup> and 26<sup>th</sup>, 2023; and**

**WHEREAS, the course given by the International Sanitary Supply Association has enabled the Correctional Facility to provide invaluable training for incarcerated individuals providing them with the skills and ability to find gainful employment upon reentry to the community; and**

**WHEREAS, the Putnam County Sheriff has requested a budgetary amendment (23A019) to utilize the Inmate Commissary Account funds to reimburse the Jail's Education and Training line; and**

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

**Increase Revenue:**

**10315000 427701                      Sheriff – Jail – Unclassified                      3,800**

**Increase Appropriations:**

**10315000 54640                      Sheriff – Jail – Education                      3,800**

**2023 Fiscal Impact – 0 –**

**2024 Fiscal Impact – 0 –**

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

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance



*Protective 4/17*  
*Meeting 4/24*  
MICHAEL LEWIS  
Chief Deputy Commissioner Of Finance

SHEILA BARRETT  
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

April 7, 2023

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

2023 APR 10 PM 4:53  
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 budgetary amendment 23A019 which was submitted for approval:

**Increase Revenue:**

**10315000 427701                      Sheriff-Jail – Unclassified                      \$3,800**

**Increase Appropriations:**

**10315000 54640                      Sheriff-Jail – Education                      \$3,800**

2023 Fiscal Impact -0-  
2024 Fiscal Impact -0-

Sheriff McConville has authorized the use of Inmate Commissary Account funds to reimburse the Jail's Education and Training line as detailed in the attached memo. He respectfully requests Legislative approval of this amendment. Please forward to the appropriate committee.

**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

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

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

Putnam County Correctional Facility Inmate Commissary Acct check # 1014 ~ \$3,800





**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

April 4, 2023

Mr. William Carlin  
Commissioner of Finance  
County Office Building  
40 Gleneida Avenue  
Carmel, NY 10512

Dear Commissioner Carlin:

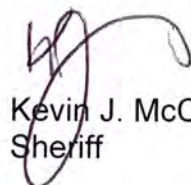
I have authorized the expenditure of Inmate Commissary Account Funds to reimburse the Putnam County Training Account for Sergeant Richard Greagor having attended a Cleaning for Health Training Course on January 25<sup>th</sup> and 26<sup>th</sup> of this year. This course, given by the International Sanitary Supply Association, has enabled the Correctional Facility to provide invaluable training for incarcerated individuals and provide them with the skills and abilities to clean not only for appearance, but also for health. This train the trainer program enables Sgt. Greagor to teach incarcerated individuals the methodologies of the ISSA and upon completion of training, issue a certificate of completion which can be used by the individual to find gainful employment upon reentry to the community. It is my hope that giving valuable skills and certifications such as this one will assist in lowering the recidivism rate of our current incarcerated individuals.

Accordingly, enclosed find check #1014 in the amount of three thousand eight hundred dollars (\$3,800.00). It is respectfully requested that \$3,800.00 be placed into Munis budget line #10315000, account code #54640.

Please ensure that the necessary information is provided to the legislature to meet the seven (7) day notice for committee action.

Thank you for your attention to this matter.

Very truly yours,



Kevin J. McConville  
Sheriff

KJM/jg  
Enclosure

19



NYSSA

## Train the Trainer –Syllabus

### Class Schedule

Daily: 8:30am – 4:00pm

### Required Text & Materials:

CMI Custodial Technician Basic & Advanced Version 7

#### CMI Folder:

- Value of Clean Presentation
- ISSA Clean Standard
- Partner Supporting Documents
- CMM Subscription Form
- Issue of CMM Magazine

Pen

Highlighter

### Course Objectives:

Course attendees will be able to:

1. Understand the core competencies for Custodial Technicians
2. Strategize, Plan and Implement Annual Training & Certification Plan
3. Identify personal trainer weaknesses and strategies to overcome
4. Define the impact of vocational custodial training and certifications in a jail setting

## Class and Assignment Schedule

### Day 1- Morning

- Custodial Technician Basic Review of Content
- Custodial Advanced Technician Hard Floor Care Review of Content

### Day 1- Morning/Afternoon

- Custodial Technician Basic and Advanced Performance Based Training
  - Chemical Safety and Proper Usage
  - Basic & Advanced Hard Floor Care
  - Basic Carpet Care
  - Basic Restroom Care



#### Day 2- Morning:

- ISSA Value of Clean and ISSA Clean Standards
- Instructor Skills for the Cleaning Industry
- Understanding Your Resources
  - Training Room Setup
  - Tools and Equipment
  - Checklists, Presentations etc.
- Understanding New Learning Habits

#### Day 2- Afternoon

- Training Schedules and Plans

## James Greenough

---

**From:** nyssacovid@gmail.com  
**Sent:** Tuesday, January 3, 2023 10:44 AM  
**To:** James Greenough; Kevin McConville  
**Cc:** 'Jon Greenwalt'; 'thomas mitchell'; 'Chuck Gallo'; 'Brant Insero'; 'Alex Wilson'  
**Subject:** NYSSA COVID Cleaning for Health Program  
**Attachments:** NYS Sheriff Order Form.xls

Colonel McConville and Captain Greenough;

I am pleased to announce the first of several Train the Trainer class for the **Cleaning for Health Program** will be hosted by **Ulster County Correctional Facility January 24 & 25, 2023**. We are keeping the classes regional and between 13-15 participates. During our COVID visit you expressed interest in this program. Once you signed up, we will start to make arrangements to get you the items you need to move forward for the course and help fulfill the recommendations from your COVID Detection and Mitigation on site Visit.

These Items Include:

1. **Portion controlled chemical system throughout the jail** – *Paid for by the Grant for initial purchase*
2. **Electrostatic Sprayer System & initial Chemical** – *Paid for by the Grant for initial purchase*
3. **Microfiber Mopping equipment** – *Paid for by Grant and or Commissary funding*
4. **Color Coded Microfiber system** – *Paid for my Grant and or Commissary funding*
5. **Auto Scrubbers** – *Paid for my Grant and or Commissary funding*
6. **No Touch Cleaning equipment** - *Paid for my Grant and or Commissary funding*
7. **iMop** – *Paid for my Grant and or Commissary funding*
8. **Backpack vacuum** – *Paid for my Grant and or Commissary funding*
9. **Tracking** – ATP Meter – *Paid for by Grant*
10. **Auditing** – *see below Additional Costs paid for by Commissary*

ISSA, the worldwide cleaning industry association, has partnered with the New York State Sheriffs' Association (NYSSA) to launch the first-ever statewide training and certification program for incarcerated individuals in New York's County jail system. Those incarcerated in the state's county jail system will now have the opportunity to be certified as experts on cleaning for health from ISSA's Cleaning Management Institute (CMI).

Training will roll out in a phased approach starting with "Train the Trainer" which will certify correctional employees as Certified Professional Trainers in the field of commercial cleaning. The second phase includes the deployment of a new cleaning for health initiative within correctional facilities, followed by vocational instruction of incarcerated individuals.

**COSTS:**

**Train the Trainer Program Costs \$3,800.00 per agency (can be paid for by the incarcerated individuals Commissary Account)**

1. \$1,500.00 per county for the certification of your staff as a train the trainer
2. Classroom Material and exams per facility \$2,300.00 includes:
  1. 10 CMI Custodial Technician Basic Handbooks
  2. 10 CMI Custodial Technician Basic Exams
  3. Classroom Instructional DVD Set
3. All checks are to be made payable to ISSA and the attached worksheet must be filled out and returned to me as soon as possible but no later than January 6, 2023 .

**Auditing:**

**Additional optional startup costs:**

The following pricing is for the **Annual Cleaning for Health Program Startup Support**. Price is based on the physical setup, installation, and instruction on methodology for one housing custodial closet, one common area custodial closet and initial integration of new tools. Additional closet setup will be executed by jail. Based on each Jails unique needs and size increased start up support can be provided at additional cost. A customized quote will be provided to facility leadership:

1. ISSA Normal Rate: \$10,000 starting based on size of facility
2. **NYSSA Rate: \$5,000** for one onsite visit and virtual conference calls to discuss planning and execution of new program.

The following pricing is for the **Annual Cleaning for Health Ongoing Support**. Price based on monthly review of ATP scores collected by the staff at the jail, annual site visit to verify execution of cleaning program, and six-month virtual review of results from ATP trends and comparison to the ISSA Clean Standard. Based on each Jails unique needs and size, increased frequency and ongoing support can be provided to increase frequency of testing at the same rate below.

3. ISSA Normal Rate: \$10,000 starting based on size of facility
4. **NYSSA Rate: \$5,000** for onsite and virtual conference call to discuss planning and execution of new program.

**In order to get ready for the class and to get your agency ready with the supplies you will need to move forward I need to know if you're interested in getting this training as soon as possible If interested please fill out the attached form and return it to me by weeks end**

Thank you

If any of you have any questions please reach out to me

Bob

**Bob Cuttita**

NYSSA Detection and Mitigation Manager

NYS Sheriffs' Association  
27 Elk Street



**RETURN ORDERS TO:**  
 Cleaning Management Institute  
 421 New Karner Road, Suite 6  
 Albany NY 12205  
 Phone: 847.982.3485 ▪ Fax: 847.982.1012  
 deanm@issa.com ▪ http://www.issa.com

**Payment:**  
 Check \_\_\_\_\_ PO # \_\_\_\_\_ Credit Card: \_\_\_ Visa \_\_\_ MasterCard \_\_\_ American Express  
 Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security Code: \_\_\_\_\_

## ISSA Cleaning for Health

Name: \_\_\_\_\_ CMI Member #: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Country: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

| Quantity                                | Item #   | Product Title                                  | Price               | Total              |
|---|----------|--|---------------------|--------------------|
| 1                                       | CMI-CUST | 1 Registration for Train the trainer           | 1500.00             | \$ 1,500.00        |
| 1                                       | CMI-MAT  | 10 CMI Custodial Technician Basic Handbooks    | 2300.00             | \$ 2,300.00        |
|   |          | 10 CMI Custodial Technician Advanced Handbooks |                     | \$ -               |
|   |          | 1 Classroom Instructional DVD Set              |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
| Additional Comments: (R. Cuttita NYSSA) |          |  | Sub Total:          | \$ 3,800.00        |
|   |          |  | State Sales Tax*:   | \$ -               |
|   |          |  | Shipping & Handling | \$ -               |
|   |          |  | <b>Total (US):</b>  | <b>\$ 3,800.00</b> |

ALL ORDERS ARE FINAL

This Form Will Expire On

5/11/2023





**RETURN ORDERS TO:**  
 Cleaning Management Institute  
 421 New Karner Road, Suite 6  
 Albany NY 12205.  
 Phone: 847.982.3485 ▪ Fax: 847.982.1012  
 deanm@issa.com ▪ http://www.issa.com

**Payment:**

Check \_\_\_\_\_ PO # \_\_\_\_\_ Credit Card:  Visa  MasterCard  American Express  
 Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security Code: \_\_\_\_\_

**ISSA Cleaning for Health**

Name: SGT. Richard Greagor CMI Member # \_\_\_\_\_  
 Company: POTNAM COUNTY CORRECTIONAL FACILITY  
 Address: 3 COUNTY CENTER  
 City, State, Zip: CARMEL, NY 10512  
 Country: US  
 Phone: 845-225-5255 Fax: 845-228-1681  
 E-mail: richard.greagor@potnamcounty.ny.gov

| Quantity                                | Item #   | Product Title                                  | Price               | Total              |
|---|----------|--|---------------------|--------------------|
| 1                                       | CMI-CUST | 1 Registration for Train the trainer           | 1500.00             | \$ 1,500.00        |
| 1                                       | CMI-MAT  | 10 CMI Custodial Technician Basic Handbooks    | 2300.00             | \$ 2,300.00        |
|   |          | 10 CMI Custodial Technician Advanced Handbooks |                     | \$ -               |
|   |          | 1 Classroom Instructional DVD Set              |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
|   |          |  |                     | \$ -               |
| Additional Comments: (R. Cuttita NYSSA) |          |  | Sub Total:          | \$ 3,800.00        |
|   |          |  | State Sales Tax*:   | \$ -               |
|   |          |  | Shipping & Handling | \$ -               |
|   |          |  | <b>Total (US):</b>  | <b>\$ 3,800.00</b> |

ALL ORDERS ARE FINAL

This Form Will Expire On 1/27/2023



**Bill To**

CORRECTIONAL FACILITY  
3 COUNTY CENTER  
CARMEL, NY 10512

**Purchase Order**

Fiscal Year 2023

Page: 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **23000140 - 00**

Delivery must be made within doors of specified destination.

**Vendor**

CLEANING MANAGEMENT INSTITUTE  
421 NEW KARNER ROAD  
ALBANY, NY 12205

**Ship To**

CORRECTIONAL FACILITY  
3 COUNTY CENTER  
CARMEL, NY 10512

| VENDOR PHONE NUMBER | VENDOR FAX NUMBER | REQUISITION NUMBER | DELIVERY REFERENCE      |
|---------------------|-------------------|--------------------|-------------------------|
|                     |                   | 154                | B. CARROLL 845.225.5255 |
| DATE ORDERED        | VENDOR NUMBER     | DATE REQUIRED      | DEPARTMENT/LOCATION     |
| 01/17/2023          | 22560             | 01/13/2023         | JAIL                    |
| NOTES               |                   |                    |                         |

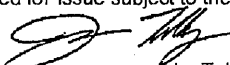
No changes may be made to this order without the written consent of the Purchasing Agent.  
EDUCATIONAL/TRAINING SERVICES  
CLEANING FOR HEALTH TRAINER COURSE FOR SGT. GREAGOR - JANUARY 24 & 25, 2023  
ULSTER COUNTY SHERIFF'S OFFICE

TRAVEL REQUEST ATTACHED  
COUNTY EXECUTIVE APPROVAL ATTACHED

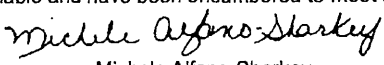
| ITEM #     | DESCRIPTION / PART #  | QTY | UOM  | UNIT PRICE | EXTENDED PRICE |
|------------|---|-----|------|------------|----------------|
| 1          | CLEANING FOR HEALTH COURSE<br>JANUARY 24, 2023 - JANUARY 25, 2023<br>GL Account: 10315000 - 54640 | 1.0 | EACH | \$3,800.00 | \$3,800.00     |
| GL SUMMARY |   |     |      |            |                |
|            | 10315000 - 54640  |     |      |            | \$3,800.00     |

**Purchase Order Total \$3,800.00**

**Purchasing Agent's Approval**  
This order is approved for issue subject to the availability of funds.

Date:  Purchasing Agent

**Certification of Funds**  
Funds are available and have been encumbered to meet this expenditure.

Date:  Michele Alfano-Sharkey County Auditor



# PUTNAM COUNTY REQUEST FOR EDUCATION/TRAINING

Name Richard Greagor Department Sheriffs/Corrections

Description of Education/Training Requested:  
Dates: From 01/24/2023 To 01/25/2023

Destination: Ulster County Sheriff's Office

Purpose (supporting documentation must be attached): Cleaning for Health Train the Trainer Course Program to educate incarcerated individuals in cleaning methods

**All of the following sections must be completed and submitted before any education/training occurs.**

A) County Vehicle Requested:  Yes  No County Executive Approval: (Signature)

B) Mandated Education/Training:  Yes  No

C) Education/Training Expenses Requested (include estimates if necessary):

|                               |   |          |          |
|-------------------------------|---|----------|----------|
| LODGING (NIGHTS) *            |   |          |          |
| BREAKFASTS * (overnight only) |   | \$8.00   |          |
| LUNCHESES * (overnight only)  |   | \$10.00  |          |
| DINNERS * (overnight only)    |   | \$20.00  |          |
| PARKING/TOLLS *               |   |          |          |
| AIRFARE *                     |   |          |          |
| BUS/TRAIN/TAXI *              |   |          |          |
| PERSONAL CAR (miles)          |   |          |          |
| REGISTRATION FEE **           | 1 | 3,800.00 | 3,800.00 |
| OVERTIME/COMP TIME            |   |          |          |
| GAS (County Car) *            |   |          |          |
| TOTAL                         |   |          | 3,800.00 |

D) List those job responsibilities which will be missed during absence and indicate arrangements:  
No coverage required, 8 hours of overtime for member for both days.

E) Employee Signature: (Signature) Date: 12/15/2022

F) Appropriations:  
- Budget Line \_\_\_\_\_ Org \_\_\_\_\_ Object \_\_\_\_\_ Project \_\_\_\_\_  
- Education/Training Amount Budgeted for Department \$ \_\_\_\_\_  
- Education/Training Amount Used to Date by Department \$ \_\_\_\_\_

Department Head/Elected Official: (Signature) Date: 12/22/22

County Executive Approval: (Signature) Date: 12.22.22

\* Receipts required per Resolution #59-2012, no meals for same day travel.  
\*\* Receipts required as well as literature on conference showing registration costs.  
\*\* Registration includes webinars, online courses or any non-travel courses.

#5j

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

**APPROVAL/ BUDGETARY AMENDMENT (23A020)/ DISTRICT ATTORNEY/ CRIMINAL JUSTICE DISCOVERY REFORM GRANT AWARD**

**WHEREAS, on June 28, 2022, the Putnam County District Attorney received notification from the New York State Division of Criminal Justice Services (DCJS) of a grant award, for a maximum amount of 267,804; and**

**WHEREAS, funding is contingent upon the submission by the County and subsequent DCJS approval of a Discovery Reform Funding Plan; and**

**WHEREAS, the grant funding is to support local law enforcement agencies with expenses related to the implementation of discovery and bail reforms that took effect January 1, 2020; and**

**WHEREAS, all funding provided must support estimated costs during the State Fiscal Year April 1, 2022 through March 31, 2023; and**

**WHEREAS, said grant funding will be disbursed to the County and shared with the following departments and agencies, based on requests and documentation received by these agencies: District Attorney’s Office \$118,985; Probation Department \$35,596; Sheriff’s Department \$67,577; Town of Kent Police Department \$22,748; and Town of Carmel Police Department \$18,899; and**

**WHEREAS, the District Attorney has submitted a budgetary amendment (23A020) to account for said grant award; 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 Appropriations:**

|                       |   |                       |
|-----------------------|---|-----------------------|
| <b>10116500 54936</b> | <b>District Attorney - Partnership Initiative</b> |                       |
| <b>10171</b>          | <b>Criminal Justice Discovery Reform Grant</b>    | <b>41,647</b>         |
| <b>10199000 54980</b> | <b>General Contingencies</b>                      | <b><u>101,157</u></b> |
|                       |   | <b>142,804</b>        |

**Increase Estimated Revenues:**

|                        |  |                |
|------------------------|--|----------------|
| <b>10116500 430890</b> | <b>District Attorney – State Aid</b>           |                |
| <b>10171</b>           | <b>Criminal Justice Discovery Reform Grant</b> | <b>142,804</b> |
|                        | <b>FY22-23</b>                                 |                |

**2023 Fiscal Impact (\$101,157)**  
**2024 Fiscal Impact – 0 –**

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

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance



Protection 4/17  
Reso  
Audit 4/24

MICHAEL J. LEWIS  
Chief Deputy Commissioner Of Finance

SHEILA BARRETT  
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Chief Deputy Commissioner of Finance  
RE: Budgetary Amendment – 23A020  
DATE: April 10, 2023

At the request of the District Attorney's Office, the following budgetary amendment is required:

Increase Appropriations:

|                      |                        |    |         |
|----------------------|------------------------|----|---------|
| 10116500 54936 10171 | Partnership Initiative | \$ | 41,647  |
| 10199000 54980       | General Contingencies  | \$ | 101,157 |

Increase Estimated Revenues:

|                       |  |    |         |
|-----------------------|--|----|---------|
| 10116500 430890 10171 | State Aid - Criminal Justice Discovery Reform Grant FY 22-23 | \$ | 142,804 |
|                       | Fiscal Impact - 2023 - (\$101,157)                           |    |         |
|                       | Fiscal Impact - 2024 - \$ 0                                  |    |         |

The New York State Division of Criminal Justice Services (DCJS) is providing funding to support local law enforcement agencies with expenses related to the discovery and pretrial reforms that took effect January 1, 2020. All funding provided is intended to support estimated costs during the SFY 2022-23.

Please forward to the appropriate committee.

Approved:

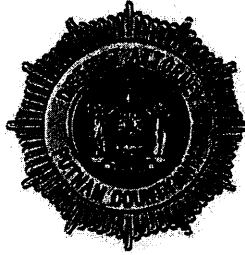
Kevin M. Byrne  
County Executive

2023 APR 10 PM 4:53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY



**CHIEF ASSISTANT DISTRICT ATTORNEY**  
Chana Krauss

**FIRST ASSISTANT DISTRICT ATTORNEY**  
Breanne Smith



**ASSISTANT DISTRICT ATTORNEYS**  
Todd Carpenter  
Joseph Charbonneau  
Mackenzie Ferguson  
Larry Glasser  
Melissa Lynch  
Kerianne Morrissey

**ROBERT V. TENDY**  
District Attorney

**MEMORANDUM**

March 7, 2023

**TO:** Kevin Byrne, County Executive  
**FROM:** Robert V. Tendy, District Attorney  
**SUBJECT:** Criminal Justice Discovery Reform Grant  
(April 1, 2021, to March 31, 2022 submission)

Enclosed is the documentation for this year's Discovery Reform Grant. We were awarded \$267,804, which is \$19,527 more than the \$248,277 awarded to us last year.

This grant is intended to compensate:

- District Attorney's Offices
- Probation Departments
- Sheriff's Offices
- local police departments

for expenses these departments and agencies incurred as a result of the newly enacted bail and discovery reform laws.

While the grant funds are disbursed to the County, they are required to be shared by and distributed to the agencies and departments named above. Based on requests and documentation received by those agencies, upon receipt of the grant funds, it should be distributed as follows:

To non-county agencies:

Town of Kent Police Department - \$22,748  
Town of Carmel Police Department - \$18,899

To county agencies:

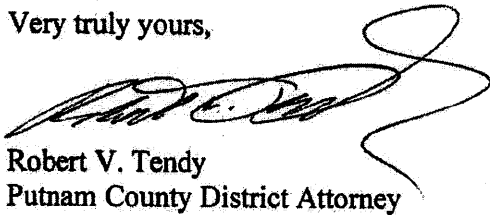
District Attorney's Office - \$118,985  
Probation Department - \$35,596  
Sheriff's Department - \$67,577

It is the intent of the grant that the funding be provided to these departments/agencies to compensate and reimburse them for the unforeseen and additional expenses imposed on them by the new laws.

It is required that the chief elected official of the county sign off on the grant and funding plan. Therefore, if you approve this year's grant application, please sign the letter that was submitted to you today and return it to us. We will then file the letter and necessary paperwork with the state.

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

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert V. Tendy", with a large, stylized flourish extending from the end of the signature.

Robert V. Tendy  
Putnam County District Attorney

Cc: James Burpoe, Deputy County Executive  
Maria Donovan, Esq., Director of Compliance and Intergovernmental Relations  
Matthew Covucci, Chief of Staff, County Executive Kevin Byrne



**Division of Criminal Justice Services**

**KATHY HOCHUL**  
Governor

**ROSSANA ROSADO**  
Commissioner

**YVONNE TURNER**  
Director of Funding

**Grant Award Notice**

|  |   |
|--|---|
| Grantee/Contractor:<br>Putnam County                     | Date:<br><b>6/28/2022</b>                     |
| Program Name:<br>Criminal Justice Discovery Reform Grant | Award Amount:<br><b>\$267,804</b>             |
| Name of Official:<br>MaryEllen Odell<br>County Executive | SFY 2022-23 (April 1, 2022 to March 31, 2023) |
| Email: maryellen.odell@putnamcountyny.gov                | Contract #: C460096                           |

**Criminal Justice Discovery Reform Grant - Additional Information:**

The New York State Division of Criminal Justice Services (DCJS) is pleased to provide funding to your county to support local law enforcement agencies with expenses related to the implementation of discovery and pretrial reforms that took effect January 1, 2020. Your county's maximum award amount has been determined based on the prorated share of criminal court arraignments statewide.

Funding is contingent upon the submission by the county and subsequent DCJS approval of a Discovery Reform Funding Plan. Please see the attached *2022-23 Discovery Reform Application* and the *Discovery Reform Funding Plan* for additional information. All funding provided is primarily intended to support estimated costs during the state fiscal year 2022-23; however, this funding may also be used to cover any costs incurred in SFY 2021-22 (April 1, 2021 to March 31, 2022).

The county Discovery Reform Funding Plan should be submitted to DCJS using the DCJS Grants Management System (GMS). Additional information about GMS is provided in the attached Application document. Questions about the submission of the Plan should be emailed to DCJS at [dcjsfunding@dcjs.ny.gov](mailto:dcjsfunding@dcjs.ny.gov). Please include "Discovery Reform Question" in the subject line of your email. Any questions about GMS access or other technical assistance can also be directed to [dcjsfunding@dcjs.ny.gov](mailto:dcjsfunding@dcjs.ny.gov).

DCJS will assist counties in amending submitted Plans if needed. Once Plans are approved by DCJS, grantees will be notified and shall receive payment for their entire award. Thank you for all you do to enhance public safety. DCJS remains committed to working with you in our continued efforts to support the well-being and safety of all New York residents and visitors.

Attachment (2)

Cc: The Honorable Robert Tendy, Putnam County District Attorney  
John Osterhout, Putnam County Probation Director

#5K

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

**APPROVAL/ GRANT APPLICATION/ BUREAU OF EMERGENCY SERVICES/ FY2023  
EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) PROGRAM**

**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 Bureau of Emergency Services requested permission to apply for the FY2023 Emergency Management Performance Grant (EMPG) Program funding in the amount of \$39,382; and**

**WHEREAS, the funding is provided by the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA); and**

**WHEREAS, the New York State Division of Homeland Security and Emergency Services (DHSES) will administer this funding on behalf of FEMA; and**

**WHEREAS, the performance period for this grant is 36 months, from October 1 2022 to September 30, 2025; and**

**WHEREAS, the grant application deadline is April 19, 2023; and**

**WHEREAS, this grant requires a 50% match by the County; and**

**WHEREAS, matching funds must be treated as grant funds therefore any personnel used to meet the match requirement will need to meet the same training requirements as EMPG funded personnel; and**

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

**RESOLVED, that the Bureau of Emergency Services is authorized to apply for a \$39,382 grant from the NYS Homeland Security and Emergency Services under the FY2023 Emergency Management Performance Grant (EMPG) Program.**

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



# PUTNAM COUNTY BUREAU OF EMERGENCY SERVICES

*cc: all  
Prot. Reso*



Robert A. Lipton  
Interim Commissioner of Emergency Services

John P. O'Connor, CEM, CSP, CPP  
Director, Office of Emergency Management

Kevin M. Byrne  
County Executive

Alex Roehner, EMT-P  
Director of Emergency Medical Services

## MEMORANDUM

**To:** Ginny Nacerino, Chairwoman, Protective Services  
**From:** Robert A. Lipton, Interim Commissioner  
**Re:** April Protective Services Meeting  
**Date:** April 3, 2023

I would like to add the FY2023 Notice Opportunity for the Emergency Management Performance Grant (EMPG) Program to the Protective Services agenda for April.

Putnam County has received an allocation amount of \$39,382 under the FY2023 EMPG Program which is 50% matching funds required for this Grant. It will be used to offset salaries. The information package is attached.

Thank you.

2023 APR -4 PM 3:04  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY





KATHY HOCHUL
Governor

JACKIE BRAY
Commissioner

FY2023 Emergency Management Performance Grant (EMPG)
Attestation of Completed Mandatory Training

Following is a list of the FY2023 Emergency Management Performance Grant (EMPG) Program mandatory training:

Table with 1 column and 5 rows: NIMS Training Course, ICS-100: Introduction to the Incident Command System, ICS-200: ICS for Single Resources and Initial Action Incidents, IS-700: National Incident Management System, An Introduction, IS-800: National Response Framework, An Introduction

AND

Table with 2 columns: FEMA Professional Development Series (PDS) and National Emergency Management Basic Academy. Includes courses like IS-120.c, IS-139.a, IS-230.d, IS-235.c, IS-240.b, IS-241.b, IS-242.b, IS-244.b, IS-230.d, E/L101, E/L102, E/L103, E/L104, E/L105.

By signing this document below you are attesting that for each EMPG funded employee (and those used as match) on your FY2023 EMPG Program application that proof of completion for the required courses as noted on the application worksheet is on file and available for review, and that you agree to maintain the proof of completion with your grant records.

\*If all courses above have not yet been completed, they must be completed before the end of the Period of Performance for the EMPG grant program cycle in order for the sub-recipient to remain in compliance.

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

Signature: \_\_\_\_\_

(of Signatory or authorized representative submitting EMPG Application and attesting to completion by employees as indicated on application worksheet)

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

Date: \_\_\_\_\_



# **Homeland Security and Emergency Services**

## **FY2023 Emergency Management Performance Grant (EMPG) Program Local Grant Program Guidance**

**Application Deadline: April 19, 2023 by 5:00 pm**

## Table of Contents

|   |           |
|---|-----------|
| <b>I. Program Overview, Objectives, and Priorities .....</b>    | <b>4</b>  |
| Overview .....  | 4         |
| Objectives .....  | 4         |
| Period of Performance .....                                     | 5         |
| SAFECOM .....   | 5         |
| National Incident Management System (NIMS) Implementation ..... | 6         |
| National Qualification System (NQS).....                        | 6         |
| <b>II. Allowable Costs .....</b>                                | <b>6</b>  |
| Management and Administration (M&A) .....                       | 6         |
| Planning .....  | 7         |
| Organization .....  | 9         |
| Equipment .....   | 9         |
| Training .....  | 11        |
| Exercises .....   | 13        |
| Construction and Renovation .....                               | 14        |
| Acquisition of Real Property .....                              | 17        |
| Leasing of Real Property .....                                  | 18        |
| Maintenance and Sustainment .....                               | 18        |
| Unallowable Costs .....   | 19        |
| Supplanting .....   | 19        |
| <b>III. Application Linkages .....</b>                          | <b>19</b> |
| Alignment of EMPG to the National Preparedness System .....     | 19        |
| Building and Sustaining Core Capabilities .....                 | 20        |
| <b>IV. Required Activities: .....</b>                           | <b>20</b> |
| a. New York State Requirement .....                             | 20        |
| b. Mandatory Training: .....                                    | 21        |
| c. Regional Coordination .....                                  | 22        |
| <b>V. Application Format and Content .....</b>                  | <b>23</b> |
| Application Requirements.....                                   | 23        |
| Cost Match .....  | 24        |

|   |           |
|---|-----------|
| Contracting.....  | 24        |
| Minority and Women-Owned Businesses.....  | 24        |
| Uniform Administrative Requirements, Cost Principles, and Audit Requirements..... | 25        |
| Funding Restrictions.....   | 26        |
| <b>VI. Quarterly Reports.....</b>   | <b>26</b> |
| <b>VII. Local EMPG Program Summary of Requirements.....</b>                       | <b>27</b> |
| <b>VIII. Application Review Process.....</b>                                      | <b>27</b> |
| <b>IX. Timeline.....</b>  | <b>27</b> |
| <b>X. Administration of Grant Contracts.....</b>                                  | <b>27</b> |
| <b>Exhibit A: Homeland Security Exercise Evaluation Program (HSEEP).....</b>      | <b>29</b> |
| <b>Exhibit B: Allowable Cost Matrix.....</b>                                      | <b>30</b> |
| Allowable Costs.....  | 30        |
| Unallowable Costs.....  | 34        |



## I. Program Overview, Objectives, and Priorities

### Overview

The Fiscal Year (FY) 2023 Emergency Management Performance Grant (EMPG) program is one of the grant programs that constitute DHS/FEMA's focus on all-hazards emergency preparedness, including the evolving threats and risks associated with climate change. These grant programs are part of a comprehensive set of measures authorized by Congress and implemented by DHS. Among the goals noted in the DHS Strategic Plan, the EMPG program supports the goal to Strengthen Preparedness and Resilience.

The [2022-2026 FEMA Strategic Plan](#) outlines a bold vision and three ambitious goals to address key challenges the agency faces during a pivotal moment in the field of emergency management. Wide-ranging and long term, the goals defined in the plan respond to the changing landscape in which we find ourselves. The goals to meet this challenge are:

- Goal 1 – Instill equity as a foundation of emergency management
- Goal 2 – Lead whole of community in climate resilience
- Goal 3 – Promote and sustain a ready FEMA and prepared nation

These goals complement the nation's growing expectations of the emergency management community. All EMPG Program sub-recipients are encouraged to review the <https://www.fema.gov/about/strategic-plan> and consider how FY2023 EMPG Program funding can be used to support the Plan's goals and objectives as they apply to your jurisdiction's specific needs and the needs of the whole community.

### Objectives

The FY2023 Local EMPG program will provide funds to assist local emergency management agencies in the implementation of the National Preparedness System and the National Preparedness Goal (the Goal) of a secure and resilient nation.

To that end, program objectives include: 1) closing capability gaps that are identified in the state's most recent Stakeholder Preparedness Review (SPR); and 2) building or sustaining those capabilities that are identified as high priority through the Threat and Hazard Identification and Risk Assessment (THIRA)/SPR process and other relevant information sources.

When developing priorities, applicants should consider the following national priorities, which correspond directly to the [2022-2026 FEMA Strategic Plan](#):

- Equity



- Climate Resilience
- Readiness

To the extent possible, equity considerations must be factored into all FY2023 EMPG Program-funded investments across all national priority areas. This is a requirement for FY2023. Climate resilience considerations will also be a continued area of focus for FY2024.

Additional information on these priorities, including examples of allowable activities, is available from FEMA at <https://www.fema.gov/grants/preparedness/emergency-management-performance/fy-23-nofo>.

Local applicants should continue to use their CEPA assessment results to inform the development of projects for their local EMPG Program applications as local CEPAs are used by the State to inform the development of the THIRA. Other relevant information sources, such as: 1) after-action reports (AARs) following exercises and/or real-world events; 2) audit and monitoring findings; 3) Hazard Mitigation Plans; and/or 4) other deliberate planning products may also be used to inform local and State projects.

### Period of Performance

The period of performance for FY2023 EMPG funds is 36 months, from October 1, 2022 to September 30, 2025. Although extensions to the period of performance may be granted by FEMA when, due to circumstances beyond the control of the subrecipient, activities associated with the award cannot be completed within the stated performance period, applicants should only propose projects that can and will be completed within the performance period.

### SAFECOM

Recipients (including subrecipients) who receive awards under HSGP that wholly or partially provide funding for emergency communication projects and related activities must comply with the SAFECOM Guidance on Emergency Communications Grants. Additional information can be accessed online at: <http://www.dhs.gov/safecom/funding>. In addition, recipients must describe how proposed communications investments align to needs identified in the Statewide Communication Interoperability Plan (SCIP), which can be found at: <http://www.dhSES.ny.gov/oiec/plans-policies-guidelines/>, and coordinate the development of their communication investment with the Statewide Interoperability Coordinator (SWIC).



## National Incident Management System (NIMS) Implementation

Subrecipients must ensure and maintain adoption and implementation of NIMS. **DHSES will engage subrecipients as needed to collect basic information required for NIMS certification.** If you have any questions regarding NIMS, please contact [DHSES.NIMS@dhses.ny.gov](mailto:DHSES.NIMS@dhses.ny.gov).

Incident management activities require carefully managed resources (personnel, teams, facilities, equipment, and/or supplies). Utilization of the standardized resource management concepts, such as typing, credentialing, and inventorying, promotes a strong national mutual aid capability needed to support delivery of core capabilities. Subrecipients should manage resources purchased or supported with FEMA grant funding according to NIMS resource management guidance. Additional information on resource management and NIMS resource typing definitions and job titles/position qualifications is available under <http://www.fema.gov/resource-management-mutual-aid>.

## National Qualification System (NQS)

FY 2023 EMPG Program sub-recipients are required to work toward implementation of the National Qualification System (NQS) by developing an Implementation Plan using the [FEMA provided two-page template](#). Please see the [Preparedness Grants Manual, Appendix H](#) for more information on NIMS and NQS implementation requirements.

DHSES will, as necessary, collect data regarding the implementation of the NQS during the NIMS survey of sub-recipients or through other appropriate means.

## II. Allowable Costs

### Management and Administration (M&A)

Management and Administration (M&A) activities are those defined as directly relating to managing and administering the award, such as financial management and monitoring. It should be noted that salaries of local emergency managers are not typically categorized as M&A, unless the local Emergency Management Agency (EMA) chooses to assign personnel to specific M&A activities.

M&A costs are allowable for local EMAs. Local EMAs may retain and use up to five percent (5%) of the amount received from the State for local M&A purposes.



## Planning

Planning spans all five National Preparedness Goal (the Goal) mission areas and provides a methodical way to engage the whole community in the development of a strategic, operations, and/or community-based approach to preparedness.

EMPG Program funds may be used to develop or enhance emergency management planning activities. Some examples include:

### **Emergency Operations Plan (EOP)/Comprehensive Emergency Management Plan (CEMP)**

- Maintaining a current EOP/CEMP that is aligned with guidelines set out in CPG 101 which is available in [Comprehensive Preparedness Guide \(CPG\) 101: Developing and Maintaining Emergency Operations Plans](#).
- Modifying existing incident management and emergency operations plans
- Developing/enhancing large-scale and catastrophic event incident plans

### **Communications Plans**

- Developing and updating Statewide Communication Interoperability Plans
- Developing and updating Tactical Interoperability Communications Plans

### **Administrative Plans**

- Developing/enhancing financial and administrative procedures for use before, during, and after disaster events in support of a comprehensive emergency management program

### **Whole Community engagement/planning**

- Developing or enhancing mutual aid agreements/compacts.
- Developing/enhancing emergency operations plans to integrate citizen/volunteer and other non-governmental organization resources and participation.
- Integrating program design and delivery practices that ensure representation and services for under-represented, diverse populations that may be more impacted by disasters, including children, seniors, individuals with disabilities or access and functional needs, individuals with diverse culture and language use, individuals with lower economic capacity, and other underserved populations.

### **Resource Management Planning**

- Developing/enhancing logistics and resource management plans
- Developing/enhancing volunteer and/or donations management plans



### **Shelter and Evacuation Planning**

- Developing/enhancing sheltering and evacuation plans, including plans for: alerts/warning, crisis communications, pre-positioning of equipment for areas potentially impacted by mass evacuations, sheltering, and re-entry

### **Recovery Planning**

- Disaster housing planning, such as creating/supporting a state disaster housing task force and developing/enhancing state disaster housing plans
- Pre-event response, recovery, and mitigation plans in coordination with state, local, and tribal governments
- Developing/enhancing other response and recovery plans
- Developing recovery plans and preparedness programs consistent with the principles and guidance in the National Disaster Recovery Framework (NDRF) that will provide the foundation for recovery programs and whole community partnerships.

### **Continuity Planning**

Continuity planning and operations are an inherent element of each core capability. Continuity operations increase resilience and the probability that organizations can perform essential functions. FEMA develops and promulgates Federal Continuity Directives (FCDs) to establish continuity program and planning requirements for executive departments and agencies and Continuity Guidance Circulars (CGCs) for state, local, tribal, and territorial governments, non-governmental organizations, and private sector critical infrastructure owners and operators. This direction and guidance assist in developing capabilities for continuing the essential functions of federal, state, local, tribal, territorial governmental entities as well as the public/private critical infrastructure owners, operators, and regulators enabling them.

Presidential Policy 40, FCD 1, FCD 2, CGC 1, and CGC 2 outline the overarching continuity requirements and guidance for organizations and provide guidance, methodology, and checklists. For additional information on continuity programs, guidance, directives, and available technical assistance, visit [Continuity Resources and Technical Assistance](#) and [National Continuity Programs](#).

Allowable continuity planning activities include the development of the following:

- Continuity of operations and Continuity of Government planning products for the continuance of essential functions and associated leadership;
- Risk-based needs assessments based on the THIRA to inform risk mitigation efforts to ensure the continuity of essential functions and associated leadership; and
- Public and private sector outreach and messaging regarding continuity resilience benefits and strategies.



## Organization

Per the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended, (42 U.S.C. §§ 5121-5207), EMPG funds may be used for all-hazards emergency management operations, staffing, and other day-to-day activities in support of emergency management including staffing Community Emergency Response Team (CERT) and Citizen Corps positions at the local levels in order to promote whole community engagement in all phases of emergency management; performing closeout activities on FEMA Disaster Assistance grants; staffing permanent technical advisors on children's needs at the local level, and supporting fusion center analysts who are directly involved in all-hazards preparedness activities as defined by the Stafford Act. Proposed staffing activities should be linked to accomplishing the activities outlined in the EMPG Work Plan.

Personnel costs, including salary, overtime, compensatory time off, and associated fringe benefits, are allowable costs with EMPG funds. These costs must comply with 2 C.F.R. Part 200, Subpart E – Cost Principles.

## Equipment

Allowable equipment categories for EMPG are listed on the web-based version of the Authorized Equipment List (AEL) at <https://www.fema.gov/authorized-equipment-list>. Unless otherwise stated, equipment must meet all mandatory regulatory and/or FEMA-adopted standards to be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.

Allowable equipment includes equipment from the following AEL categories:

- Personal Protective Equipment (PPE) (Category 1)
- Information Technology (Category 4)
- Cybersecurity Enhancement Equipment (Category 5)
- Interoperable Communications Equipment (Category 6)
- Detection Equipment (Category 7)
- Power Equipment (Category 10)
- Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Reference Materials (Category 11)
- CBRNE Incident Response Vehicles (Category 12)
- Physical Security Enhancement Equipment (Category 14)
- CBRNE Logistical Support Equipment (Category 19)
- Other Authorized Equipment (Category 21)

In addition to the above, general purpose vehicles are allowed to be procured in order to carry out the responsibilities of the EMPG Program. If local governments have questions concerning the eligibility of



equipment not specifically addressed in the AEL, they should contact their DHSES Contracts Representative for clarification.

Applicants must analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Large equipment purchases must be identified and explained. For more information regarding property management standards for equipment, please reference 2 C.F.R. Part 200, including 2 C.F.R. §§ 200.310, 200.313, and 200.316.

### **Requirements for Small Unmanned Aircraft System**

All requests to purchase Small Unmanned Aircraft System (SUAS) must comply with [https://www.fema.gov/sites/default/files/documents/fema\\_policy-prohibited-controlled-equipment-fema-awards.pdf](https://www.fema.gov/sites/default/files/documents/fema_policy-prohibited-controlled-equipment-fema-awards.pdf) and must include the policies and procedures in place to safeguard individuals' privacy, civil rights, and civil liberties in the jurisdiction that will purchase, take title to, or otherwise use the SUAS equipment. Requests for SUAS must be submitted to your DHSES Contracts Representative for pre-approval.

### **FEMA Policy #405-143-1**

Please note that effective August 13, 2020, DHS/FEMA issued a policy and directive which prohibited expending any FEMA Award funds for covered Telecommunications Equipment or Services provided through certain entities for national security reasons. Please be sure to be mindful as you develop your telecommunication equipment projects and procure your grant funded equipment (e.g., communication, surveillance equipment – e.g., Unmanned Aerial Systems, etc.). If you have any questions, please reach out to your Contract Representative for clarification.

The policy can be found at [Prohibition on Certain Telecommunications Equipment Services](#).

### **Funding for Critical Emergency Supplies**

Sub-recipients may acquire critical emergency supplies such as: shelf stable products, water, and basic medical supplies are an allowable expense under the EMPG Program. Acquisition of critical emergency supplies requires FEMA approval of a five-year viable inventory management plan prior to allocating grant funds for stockpiling purposes. The five-year plan should include a distribution strategy and related sustainment costs if the grant expenditure is over \$100,000.



## Training

EMPG funds may be used for a range of emergency management-related training activities to enhance the capabilities of local emergency management personnel through the establishment, support, conduct, and attendance of training. Training activities should align to the State's current, Multi-Year Integrated Preparedness Plan (IPP) that is developed through an annual Integrated Preparedness Planning Workshop (TEPW) and built from training gaps identified in the THIRA/SPR/CEPA process. Further guidance concerning the IPP and the IPPW can be found at [Preparedness Toolkit Program Management Templates](#). Training should foster the development of a community-oriented approach to emergency management that emphasizes engagement at the community level, strengthens best practices, and provides a path toward building sustainable resilience.

EMPG Program funds used for training should support the nationwide implementation of NIMS. The NIMS Training Program establishes a national curriculum for NIMS and provides information on NIMS courses. Sub-recipients are encouraged to place emphasis on the core competencies as defined in the NIMS Training Program. NIMS is also included in the curriculum of the EMI Basic Academy. The NIMS Training Program can be found at <https://www.fema.gov/emergency-managers/nims/implementation-training>.

### Prior Approval Requirements

Any non-DHS training course to be supported with EMPG funds must be submitted in advance to DHSES for written approval. Attendance at conferences, workshops, and/or out-of-state travel for training opportunities will require prior approval from DHSES.

### Allowable Training Costs

Training should:

- Foster the development of a community-oriented approach to emergency management that emphasizes engagement at the community level;
- Strengthen best practices; and
- Provide a path toward building sustainable resilience.

Allowable training-related costs include the following:

**Funds Used to Develop, Deliver, and Evaluate Training:** Includes costs related to administering training, such as planning, scheduling, facilities, materials and supplies, reproduction of materials, and equipment. Training should provide the opportunity to demonstrate and validate skills learned, as well as to identify any gaps in these skills. Any training or training gaps,

including those for children and individuals with disabilities or access and functional needs, should be identified in the Multi-Year IPP and addressed in the training cycle.

**Overtime and Backfill:** The entire amount of overtime costs, including payments related to backfilling personnel, which are the direct result of attendance at FEMA and/or approved training courses and programs are allowable. These costs are allowed only to the extent the payment for such services is in accordance with the policies of the unit(s) of local government and has the approval of the state or FEMA, whichever is applicable. In no case is dual compensation allowable. That is, an employee of a unit of government may not receive compensation from their unit or agency of government *and* from an award for a single period of time (e.g., 1:00 p.m. to 5:00 p.m.), even though such work may benefit both activities.

**Travel:** Travel costs (e.g., airfare, mileage, per diem, and lodging costs) are allowable as expenses by employees who are on travel status for official business related to approved training. International travel is not an allowable cost under this program unless approved in advance by FEMA.

**Hiring of Full- or Part-Time Staff or Contractors/Consultants:** Full- or part-time staff or contractors/consultants may be hired to support direct training-related activities. Hiring of contractors/consultants must follow the applicable federal procurement requirements at 2 C.F.R. §§ 200.317-200.327. Payment of salaries and fringe benefits must be in accordance with the policies of the state or unit(s) of local government and have the approval of the state or FEMA, whichever is applicable.

**Certification/Recertification of Instructors:** Costs associated with the certification and re-certification of instructors are allowed. States are encouraged to follow the FEMA Instructor Quality Assurance Program to ensure a minimum level of competency and corresponding levels of evaluation of student learning. This is particularly important for those courses which involve training of trainers.

Additional types of allowable training or training-related activities include, but are not limited to:

- Developing/enhancing systems to monitor training programs
- Conducting all-hazards emergency management training
- Attending EMI training or delivering EMI train-the-trainer courses
- Attending other FEMA-approved emergency management training
- State-approved, locally sponsored CERT training
- Mass evacuation training at local, state, territorial and tribal levels



## Exercises

Allowable exercise-related costs include:

**Funds Used to Design, Develop, Conduct and Evaluate Preparedness Exercises:** This includes costs related to planning, meeting space and other meeting costs, facilitation costs, materials and supplies, travel, and documentation. Recipients are encouraged to use free public space/locations/facilities, whenever available, prior to the rental of space/locations/facilities. Exercises should provide the opportunity to demonstrate and validate skills learned, as well as to identify any gaps in these skills. Gaps identified during an exercise, including those for children and individuals with disabilities or access and functional needs, should be identified in the After-Action Report (AAR)/Improvement Plan (IP) and addressed in the exercise cycle.

**Hiring of Full- or Part-Time Staff or Contractors/Consultants:** Full- or part-time staff may be hired to support direct exercise activities. Payment of salaries and fringe benefits must be in accordance with the policies of the unit(s) of local government and have the approval of the state or DHS/FEMA, whichever is applicable. The services of contractors/consultants may also be procured to support the design, development, conduct, and evaluation of exercises. Hiring of contractors/consultants must follow the applicable federal procurement requirements at 2 C.F.R. §§ 200.317-200.327.

**Overtime and Backfill:** The entire amount of overtime costs, including payments related to backfilling personnel, that are the direct result of time spent on the design, development and conduct of exercises are allowable expenses. These costs are allowed only to the extent the payment for such services is in accordance with the policies of the unit(s) of local government and has the approval of the state or FEMA, whichever is applicable. In no case is dual compensation allowable. That is, an employee of a unit of government may not receive compensation from their unit or agency of government *and* from an award for a single period of time (e.g., 1:00 p.m. to 5:00 p.m.), even though such work may benefit both activities.

**Travel:** Travel costs (e.g., airfare, mileage, per diem, lodging costs) are allowable as expenses by employees who are on travel status for official business related to the planning and conduct of the exercise activities.

**Supplies:** Supplies are items that are expended or consumed during the course of the planning and conduct of the exercise activities (e.g., gloves, non-sterile masks, and disposable protective equipment).



**Homeland Security Exercise and Evaluation Program (HSEEP) Implementation:** This refers to costs related to developing and maintaining an exercise program consistent with HSEEP.

**Other Items:** These costs are limited to items consumed in direct support of exercise activities, such as space/locations rentals for planning and conducting an exercise, equipment rentals, and the procurement of other essential nondurable goods. Sub-recipients are encouraged to use free public space/locations, whenever available, prior to the rental of space/locations. Costs associated with inclusive practices and the provision of reasonable accommodations and modifications that facilitate full access for children and adults with disabilities are allowable.

**Unauthorized** exercise-related costs include:

- Reimbursement for maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles) and emergency response apparatus (e.g., fire trucks, ambulances). The only vehicle costs that are reimbursable are fuel/gasoline or mileage.
- Equipment that is purchased for permanent installation and/or use, beyond the scope of exercise conduct (e.g., electronic messaging signs).
- Durable and nondurable goods purchased for installation and/or use beyond the scope of exercise conduct.

### **Construction and Renovation**

Construction and renovation projects for a local government's principal Emergency Operations Center (EOC) as defined by the State Administrative Agency (SAA) are allowable under the EMPG Program.

Written approval must be provided by FEMA through DHSES prior to the use of any EMPG Program funds for construction or renovation. Requests for EMPG Program funds for construction of an EOC must be accompanied by an EOC Investment Justification, SF-424c, and SF-424d submitted through DHSES to their Regional FEMA Program Manager for review. Please contact your assigned DHSES Contracts Representative to obtain the form and for additional information and requirements for EOC construction.

The above examples are not intended to exclude other construction projects as potentially allowable costs. For example, construction of a facility for the storage of critical emergency supplies, as a Point of Distribution (POD) for emergency distribution, and/or to serve as a staging area for deployment of emergency response resources is potentially an allowable expense. Other construction or renovation projects, such as a secondary or local EOC, will be considered on a case-by-case basis, as described below in the guidance regarding advance written approval.



Additionally, any construction projects that are being funded through HSGP funding, must also comply with the Build America, Buy America Act (BABBA). The BABBA requires that no financial assistance for “infrastructure” projects is provided “unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States. Information with regards to this policy and its impact are available at:

[https://www.fema.gov/sites/default/files/documents/fema\\_build-america-buy-america-act-policy.pdf](https://www.fema.gov/sites/default/files/documents/fema_build-america-buy-america-act-policy.pdf)

### **Environmental and Historic Preservation (EHP) Compliance**

As a federal agency, DHS/FEMA is required to consider the effects of its actions on the environment and/or historic properties to ensure that all activities and programs funded by the agency, including grants-funded projects, comply with federal EHP regulations, laws, and executive orders, as applicable. Subrecipients proposing projects that have the potential to impact the environment, including but not limited to construction of communication towers, modification or renovation of existing buildings, structures, and facilities, or new construction including replacement of facilities, must participate in the DHS/FEMA EHP review process. The EHP review process involves the submission of a detailed project description that explains the goals and objectives of the proposed project along with supporting documentation so that FEMA may determine whether the proposed project has the potential to impact environmental resources and/or historic properties. In some cases, DHS/FEMA also is required to consult with other regulatory agencies and the public in order to complete the review process. The EHP review process must be completed and approved before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to non-compliance with EHP laws, executive order, regulations, and policies.

All sub-recipients are required to comply with DHS/FEMA EHP Policy Guidance, FEMA Policy 108-023-1. The EHP screening form can be found [here](#) and further EHP guidance can be found at <https://www.dhSES.ny.gov/environmental-planning-and-historic-preservation-ehp>.

Sub-recipients proposing projects that have the potential to impact the environment, including, but not limited to, the construction of communication towers, modification or renovation of existing buildings, structures, and facilities, new construction including replacement of facilities, and some training activities, must participate in the FEMA EHP review process.

Sub-recipients are also encouraged to have completed as many steps as possible for a successful EHP review in support of their proposal for funding (e.g., coordination with their State Historic Preservation Office to identify potential historic preservation issues and to discuss the potential for project effects, compliance with all state and EHP laws and requirements). Projects for which the sub-recipient believes an Environmental Assessment (EA) may be needed, as defined in [Implementation of the National Environmental Policy Act](#), and [FEMA Directive 108-1 and FEMA Instruction 108-1-1](#), must also be identified through DHSES to the FEMA EMPG Regional Program Manager within six months of the



award, and completed EHP review materials must be submitted no later than 12 months before the end of the period of performance. EHP review packets should be sent to DHSES by email to [Grant.Info@dhses.ny.gov](mailto:Grant.Info@dhses.ny.gov).

### **Advance Approval Requirement**

Advance written approval through DHSES from FEMA prior to the use of any annual EMPG Program funds for construction or renovation, including such activities at the sub-recipient level. Such costs would need to fall within the scope of the recipient's final approved Work Plan, otherwise an updated Work Plan may be required. Such requests should be submitted in writing through DHSES to the applicable FEMA Regional Grant Program Office. FEMA's review and approval will involve both the regional office and FEMA Grant Programs Directorate.

### **Real Property Use and Disposition Requirements**

Real property improved under a federal award falls under the 2 C.F.R. Part 200 guidance for real property. In accordance with 2 C.F.R. § 200.311, a recipient or subrecipient may only use real property acquired or improved under a federal award for the originally authorized purpose, as long as it is needed for that purpose, during which time the recipient or subrecipient must not dispose of or encumber its title or other interests. However, upon the end of that period where it needs the property for the originally authorized purpose (i.e., the functional use of the property for which FEMA awarded the grant), the recipient or subrecipient will then dispose of the property in keeping with the requirements set forth in 2 C.F.R. § 200.311.

When a grant-funded property is no longer needed for the originally authorized purpose, the recipient or subrecipient (through the pass-through entity) must obtain disposition instructions from the cognizant FEMA Regional Administrator or the pass-through entity.

### **Construction of Communication Towers**

When applying for funds to construct communication towers, recipients and subrecipients must submit evidence that the Federal Communication Commission's (FCC) Section 106 review process has been completed and submit all documentation resulting from that review to FEMA prior to submitting materials for EHP review.

### **Davis-Bacon Act Compliance**

EMPG Program recipients using funds for construction projects must comply with the Davis-Bacon Act and subsequent legislation (40 U.S.C. §§ 3141 et seq.). See 42 U.S.C. § 5196(j)(9). Grant recipients must



ensure that their contractors or subcontractors for construction projects pay workers no less than the prevailing wages for laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the state in which the work is to be performed. Additional information regarding compliance with the Davis-Bacon Act, including Department of Labor (DOL) wage determinations, is available at <https://www.dol.gov/whd/govcontracts/dbra.htm>.

### **Accessibility Compliance**

EMPG Program recipients using funds to build or alter buildings must comply with accessibility requirements under the *Rehabilitation Act of 1973 and Architectural Barriers Act of 1968 (ABA)*, as well as the Americans with Disabilities Act (ADA), if applicable, to ensure individuals with disabilities have access to such buildings. Accessibility standards under the ABA and ADA are highly similar. Additional information regarding compliance with the *Architectural Barriers Act* is available at [Guide to the ABA](#).

### **Acquisition of Real Property**

Acquisition of real property is permissible if such property is needed to support other allowable program costs or activities. Please contact your contract representative for additional information if you are proposing the acquisition of real property.

### **Advance Approval Requirement**

Consistent with the requirements outlined above regarding construction activities, sub-recipients must obtain advance written approval through DHSES from the cognizant FEMA Regional Administrator prior to obligating EMPG Program funds for acquisition of real property. Additionally, in cases of acquisition or improving real property, sub-recipients are required to submit to DHSES a SF-429-B, Real Property Status Report, Attachment B providing details of the relevant property to be acquired.

### **Property Use, Reporting, and Disposition Requirements**

The acquisition, use, and disposition of real property shall be subject to the provisions of 2 C.F.R. Part 200. In accordance with 2 C.F.R. Part 200, sub-recipients are required to report on the status of the acquired property on an annual basis using SF-429-A Real Property Status Report, Attachment A (General Reporting). Such reporting shall continue as long as the property is being used for the originally authorized purpose. Please refer to [IB 458a](#) for additional guidance on disposition requirements.



## Leasing of Real Property

Leasing of real property is permissible if the property is needed to support other allowable annual EMPG Program activities.

### Advance Approval Requirement

Sub-recipients must obtain advance written approval through DHSES from the cognizant FEMA Regional Administrator prior to obligating annual EMPG Program funds for the leasing of real property.

### Allowable Period of Lease Expenses

In cases where a property will be leased and the lease will be paid in full or in part EMPG Program funds, any costs associated with the lease that are charged to an EMPG Program award must occur within the period of performance of the associated award(s). Real property lease costs must also comply with 2 C.F.R. Part 200.

## Maintenance and Sustainment

The use of FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable under all active grant awards, unless otherwise noted.

EMPG grant funds are intended to support the Goal and fund activities and projects that build and sustain the capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the Nation. In order to provide recipients the ability to meet this objective, the policy set forth in FEMA Grant Program Directorate's [Information Bulletin \(IB\) 379](#) (Guidance to State Administrative Agencies to Expedite the Expenditure of Certain DHS/FEMA Grant Funding) allows for the expansion of eligible maintenance and sustainment costs, which must be: (1) in direct support of existing capabilities; (2) an otherwise allowable expenditure under the applicable grant program; (3) tied to one of the core capabilities in the five mission areas contained within the Goal, and; (4) shareable through the EMAC.

Additionally, eligible costs may also be in support of equipment, training, and critical resources that have previously been purchased with either Federal grant funding or any other source of funding other than DHS/FEMA preparedness grant program dollars.



## Unallowable Costs

EMPG funds may not be used for:

- Unallowable Equipment: Grant funds must comply with [FEMA Policy 207-22-0002, Prohibited or Controlled Equipment Under FEMA Awards](#) and may not be used for the purchase of the following equipment: firearms, ammunition, grenade launchers, bayonets, or weaponized aircraft, vessels, or vehicles of any kind with weapons installed.
- Expenditures for weapons systems and ammunition.
- Costs associated with hiring, equipping, training, etc. sworn public safety officers whose **primary** job responsibilities include fulfilling traditional public safety duties such as law enforcement, firefighting, emergency medical services, or other first responder duties
- Costs that supplant traditional public safety positions and responsibilities
- Activities and projects unrelated to the completion and implementation of the EMPG Program.
- Clothing used for everyday wear by emergency management employees or other personnel.

In general, subrecipients should consult with their DHSES Contract Representative prior to making any investment that does not clearly meet the allowable expense criteria established in this guidance.

## Supplanting

Grant funds will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purpose.

## III. Application Linkages

### Alignment of EMPG to the National Preparedness System

The EMPG contributes to the implementation of the National Preparedness System by supporting the building, sustainment, and delivery of core capabilities. Core capabilities are essential for the execution of critical tasks for each of the five mission areas outlined in the Goal. The EMPG Program's allowable costs support efforts to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas described in the Goal.

FEMA requires recipients to prioritize grant funding to demonstrate how EMPG Program-funded investments support 1) building or sustaining those capabilities that are identified as high priority through the Threat and Hazard Identification and Risk Assessment (THIRA)/Stakeholder Preparedness Review (SPR) process and other relevant information sources, such as: i) after-action reports (AARs) following exercises or real-world events; ii) audit and monitoring findings; iii) Hazard Mitigation Plans; and/or iv) other deliberate planning products; and 2) closing capability gaps that are identified in the



state or territory's most recent SPR. To better understand the relationship between building capabilities and closing capability gaps, refer to [Comprehensive Preparedness Guide \(CPG\) 201: Threat and Hazard Identification and Risk Assessment \(THIRA\) and Stakeholder Preparedness Review \(SPR\) Guide](#).

FEMA continues to emphasize capabilities that address the greatest risks to the security and resilience of the United States. When applicable, funding should support deployable assets that can be used anywhere in the Nation through automatic assistance and mutual aid agreements, including, but not limited to, the Emergency Management Assistance Compact (EMAC).

The EMPG Program supports investments that improve the ability of jurisdictions nationwide to:

- Prevent a threatened or an actual act of terrorism;
- Protect our citizens, residents, visitors, and assets against the greatest threats and hazards;
- Mitigate the loss of life and property by lessening the impact of future disasters;
- Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident; or
- Recover through a focus on the timely restoration, strengthening, and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by a catastrophic incident.

New York State utilizes its Critical Capabilities and the County Emergency Preparedness Assessment (CEPA) process to assess hazards, evaluate capabilities, and identify gaps in preparedness. New York State crosswalks the results of the CEPA process to meet the requirements of the THIRA and SPR for New York State.

### **Building and Sustaining Core Capabilities**

Subrecipients must describe how proposed EMPG Program-funded projects will close capability gaps or sustain capabilities identified through the CEPA/THIRA/SPR process or other relevant information sources that identify capability needs.

## **IV. Required Activities:**

### **a. New York State Requirement**

Additionally, pursuant to Article 26 of the NYS Executive law, DHSES is authorized to undertake periodic drills and simulations designed to assess and prepare responses to terrorist acts or threats and other natural and man-made disasters. Funded recipients and sub-recipients agree to attend and participate in any DHSES-sponsored conferences, training, workshops or meetings (excluding those identified by

DHSES as voluntary) that may be conducted, by and at the request of DHSES, during the life of the grant contract.

**b. Mandatory Training:**

**All EMPG funded personnel and personnel used as match for the federal share shall complete and maintain proof of completion of the mandatory training courses required by the EMPG program. Funding personnel will need to attest to the completion of the mandatory training. A copy of the attestation form must be submitted along with your completed application, if your projects are applicable.**

All EMPG-funded personnel are expected to be trained emergency managers. In addition to training activities aligned to and addressed in the IEP, all EMPG -funded personnel (including full- and part-time state, local, tribal and territorial (SLTT) recipients and subrecipients) shall complete the following training requirements and maintain proof of completion:

- NIMS Training - Independent Study (IS) 100, IS 200, IS 700, and IS 800 (any versions).

**AND**

- The Independent Study courses identified in the Professional Development Series or the National Emergency Management Basic Academy delivered either by the Emergency Management Institute (EMI) or at a sponsored State, local, tribal, territorial, regional or other designated location.



| Professional Development Series or FEMA Basic Academy |                                     |   |
|---|-------------------------------------|---|
| Professional Development Series (PDS)                 | OR                                  | Basic Academy   |
|   |                                     | Basic Academy Pre-requisites and Courses  |
| IS-120.a An Introduction to Exercises                 |                                     | IS-100 (any version) Introduction to the Incident Command System*                 |
| IS-230.d Fundamentals of Emergency Management         |                                     | IS-700 (any version) National Incident Management System (NIMS)- An Introduction* |
| IS-235.b Emergency Planning                           |                                     | IS-800 (any version) National Response Framework. An Introduction*                |
| IS-240.b Leadership and Influence                     |                                     | IS-230.d Fundamentals of Emergency Management*                                    |
| IS-241.b Decision Making and Problem Solving          |                                     | E/L101 Foundations of Emergency Management  |
| IS-242.b Effective Communication                      |                                     | E/L102 Science of Disasters   |
| IS-244.b Developing and Managing Volunteers           |                                     | E/L103 Planning Emergency Operations  |
|   | E/L104 Exercise Design              |   |
|   | E/L105 Public Information & Warning |   |

\*IS-100, IS-700, IS-800, and IS-230.d are pre-requisites that must be completed prior to enrolling in E/L101.

Further information on the National Emergency Management Basic Academy and the Emergency Management Professional Program can be found at: <https://training.fema.gov/empp/basic.aspx>. Previous versions of the IS courses meet the NIMS training requirement. A complete list of Independent Study Program Courses may be found at <http://training.fema.gov/is>.

Where possible, program activities included in the EMPG Program are defined as broadly as possible to allow participants the flexibility to utilize funding for as many emergency management activities as possible. However, the completion of certain activities is required. Sub-recipients are expected to show regular progress in meeting these mandatory training requirements through the quarterly reports.

**If EMPG (or matching) funds are NOT used for salaries, the above training requirements do not apply.**

### c. Regional Coordination

To further promote regionalization, sub-recipients are expected to regularly participate in local, regional, and statewide meetings with federal, state, and local agencies, the private sector, and not-for-profits, as appropriate.



## V. Application Format and Content

Applications must be completed in the required format described below and submitted via email to the DHSES Grants Inbox at [Grant.Info@dhses.ny.gov](mailto:Grant.Info@dhses.ny.gov). **Applications that are not received by the due date of April 19, 2023 at 5:00 p.m. may not be considered for funding.**

### Application Requirements

The period of performance of this grant is 36 months (October 1, 2022 – September 30, 2025). Applications should only include projects that can be completed by September 30, 2025.

Applicants must use the EMPG Application Worksheet (Microsoft Excel format spreadsheet) to submit all required information. Applications must be submitted to DHSES by emailing the EMPG application worksheet in Microsoft Excel (not pdf) format to [grant.info@dhses.ny.gov](mailto:grant.info@dhses.ny.gov).

**Additionally, applicants must submit an attestation form for each EMPG funded employee (and those being used as match) for all EMPG required training courses that have not yet been submitted to DHSES for all EMPG funded staff (and staff used as match) must be provided to DHSES at the time of application.**

- The Local EMPG application worksheet must include the following details: Programmatic, fiscal, and signatory points of contact on the “Contact Information” tab (mandatory for all applicants)
- Staff and budget data for EMPG and non-EMPG funded staff on the “Personnel Data Table” tab (all fields are mandatory for all applicants)
- A roster of EMPG funded staff and other staff that are used as match, with training completed to date, on the “Staffing Roster & Training” tab. All fields on this form including salary information are required if staff are being funded by EMPG or being used as match.
- A short narrative summary (250 words or less) of the proposed project for which Local EMPG funds will be used and budget information on the “Budget” tab (mandatory for all applicants).
- A completed Budget Tab with details for all projects.

Applicants are encouraged to consult with their DHSES Contract Representative at 1-866-837-9133 to discuss the eligibility of potential projects. For more information on allowable costs, please refer to ***Exhibit B: Allowable Cost Matrix.***



## Cost Match

In FY2023, the federal share of funds made available under the program shall not exceed 50 percent (50%) of the total budget. Unless otherwise authorized by law, Federal funds cannot be matched with other Federal funds. FEMA administers EMPG Program cost matching requirements in accordance with 2 C.F.R. §200.306.

To meet matching requirements, the sub-recipient contributions must be verifiable, reasonable, allowable, allocable, and necessary under the grant program and must comply with all Federal requirements and regulations.

Matching funds must be treated as grant funds therefore any personnel used to meet the Match requirement will need to meet the same training requirements as EMPG funded personnel.

## Contracting

DHSES will use the E-Grants system to contract with local applicants. Once the projects have been approved by DHSES, GPA staff will enter grant information into E-Grants and when complete, DHSES staff will contact the sub-recipient's authorized point of contact to accept the certified assurances within the E-Grants system.

## Minority and Women-Owned Businesses

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

All qualified applicants shall be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Consistent with 2 CFR §200.321, non-Federal contracting entities must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;



2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

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

An applicant on any contract resulting from this procurement ("Contract") must incorporate the affirmative steps above into its grant management policies and procedures.

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

### **Uniform Administrative Requirements, Cost Principles, and Audit Requirements**

In this guidance document, the term subrecipient shall refer to the unit of local government that is receiving the funding passed through by the New York State Division of Homeland Security and Emergency Services (DHSES) (either a county or the City of New York).

#### **Cost Principles**

Costs charged to this award must be consistent with the Cost Principles for Federal Awards located in the Code of Federal Regulations (C.F.R.) at 2 C.F.R. Part 200.

#### **Financial and Compliance Audit Report**

For audits of fiscal years beginning on or after December 26, 2014, entities that expend \$750,000 or more from all Federal funding sources during the fiscal year are required to submit an organization-wide financial and compliance audit report. The audit must be performed in accordance with the



requirements of U.S. Government Accountability Office's (GAO) Government Auditing Standards, located at <https://www.gao.gov/yellowbook/overview>, and the requirements of Subpart F of 2 C.F.R. Part 200, located at <http://www.ecfr.gov/cgi-bin/text-idx?node=sp2.1.200.f>.

### Funding Restrictions

Federal funds made available through this award may only be used for the purpose set forth in this award and must be consistent with the statutory authority for the award. Award funds may not be used for matching funds for any other Federal award, lobbying, or intervention in Federal regulatory or adjudicatory proceedings. In addition, Federal funds may not be used to sue the Federal government or any other government entity.

### VI. Quarterly Reports

The Division of Homeland Security and Emergency Services (DHSES) Grant Program Administration (GPA) unit will utilize the E-Grants system for quarterly reporting.

- ✓ **Please contact your DHSES Contract Representative at 1-866-837-9133 if you need assistance in completing the Quarterly Report.**
- ✓ **All applicants are required to complete and submit the EMPG Quarterly Reports (and applicable attachments) electronically. Submission of the materials must be completed in the E-Grants electronic grants management system.**

#### Required Quarterly Reporting:

- Submission to DHSES of a roster of Local EMPG Program funded personnel (and staff used as match) along with the required training completed to date is to be included with each Quarterly Progress Report.
- Updated attestation forms to document the completion of any mandatory training during the quarter, if applicable.
- Submission of the NQS Implementation Plan using the [FEMA provided two-page template](#) in the quarter in which it is completed. Completion of this plan is a new requirement for FY2023 EMPG and should be completed by the end of calendar year 2023 and submitted to DHSES through your quarterly reports.

Completed work products, e.g., plan revisions, exercise critiques, etc., that support the completion of a work item should be submitted with the report. DHSES Contract Representatives will verify program accomplishments during programmatic monitoring visits at the sub-recipient's offices. **All subrecipients that are using EMPG or matching funds for personnel expenses must also include an update on the required training in the quarterly progress report.**



## VII. Local EMPG Program Summary of Requirements

The table below is a summary of requirements that must be completed for eligible EMPG applicants. Please note that some of the requirements are met at the state-level.

| <u>Requirement</u>   | <u>STATE</u> | <u>LOCAL</u>        |
|--|--------------|---------------------|
| EMAC membership  | Yes          | No                  |
| EMPG funded personnel complete listed training requirements & maintain documentation. <sup>1</sup><br>Report progress in completing required training via quarterly reports. | Yes          | Yes                 |
| Cost match (50%)   | Yes          | Yes                 |
| Integrated Preparedness Planning Workshop  | Yes          | No                  |
| Multi-Year Integrated Preparedness Plan  | Yes          | No                  |
| Exercise reporting for any EMPG funded exercises   | Yes          | Yes                 |
| NQS Implementation   | Yes          | Yes                 |
| THIRA  | Yes          | NYC Urban Area only |

## VIII. Application Review Process

Each application will be reviewed carefully by representatives from the Division of Homeland Security and Emergency Services (DHSES). DHSES reserves the right to contact applicants to request clarification and/or additional information to substantiate their requests. All requests for funding must ultimately be approved by the Commissioner of DHSES.

## IX. Timeline

Applications are due to DHSES by 5:00 p.m. on **April 19, 2023**. Applications must be submitted to DHSES via email ([Grant.Info@dhSES.ny.gov](mailto:Grant.Info@dhSES.ny.gov)). Applications received after the due date and time may not be considered for funding.

## X. Administration of Grant Contracts

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

The period of performance for contracts supported by FY2023 EMPG Program funds will be determined once awards have been approved but cannot extend beyond **September 30, 2025**. Although the contract

---

<sup>1</sup> Required course list included in the FY2023 FEMA guidance includes NIMS Training: IS 100, IS 200, IS 700, and IS 800 as well as the FEMA Professional Development Series: IS 120.a, IS 230.d, IS 235.b, IS 240.b, IS 241.b, IS 242.b, and IS 244.b. The National Emergency Management Basic Academy is an alternative to the Professional Development Series courses.

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



## Exhibit A: Homeland Security Exercise Evaluation Program (HSEEP)

### Exercises

All exercises conducted using EMPG funds should be designed in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP) guidance. HSEEP highlights include:

- **Basic Guidelines:** HSEEP policy and guidance can be obtained online at: <https://www.fema.gov/emergency-managers/national-preparedness/exercises/hseep>
  
- **HSEEP Courses**
  - **Mobile Courses:** HSEEP mobile courses are scheduled periodically, as requested and as conditions allow, throughout the State to help increase understanding of HSEEP guidelines. For more information, please refer to DHSES's Training programs: <https://www.dhses.ny.gov/dhses-training>.
  
  - **On-line Course:** FEMA's Emergency Management Institute (EMI) also offers *Course # K0146 – Homeland Security Exercise Evaluation Program (HSEEP) Basic Course, a distance learning (on-line) course.*
  
- **Exercise Notification:** All planned exercises must be submitted for review to the DHSES Office of Emergency Management (OEM) Training and Exercise Section, using NY Responds, **sixty days** prior to the start of each exercise supported with EMPG funds, including any exercise supported by the county through a sub-allocation of its award. DHSES will place exercise information on the National Exercise Schedule, in accordance with HSEEP guidelines.
  
- **Exercise Evaluation:** HSEEP requires all exercises to be evaluated. Within **sixty days** of the completion of an exercise, a jurisdiction must submit in NY Responds an After-Action Report and Improvement Plan (AAR/IP) to the DHSES OEM Training and Exercise Section for review and identification and initiation of any necessary state-level activity. Sub-recipients **must** submit the AARs/IPs in the NY Responds system and also by email to [Exercises@dhses.ny.gov](mailto:Exercises@dhses.ny.gov).

**Exercise Assistance:** The DHSES OEM Training and Exercise Section is available to provide exercise assistance to jurisdictions. Please contact the OEM Exercise Branch at [Exercises@dhses.ny.gov](mailto:Exercises@dhses.ny.gov) or at 518-292-2351 if you are interested in conducting an exercise using EMPG funds.



## Exhibit B: Allowable Cost Matrix

### Allowable Costs

| <b>Allowable Management &amp; Administration Costs</b>  |
|---|
| Hiring of full or part-time staff or contractors/consultants to assist with the management of the respective grant program, application requirements, compliance with reporting & data collection requirements.   |
| Development of operating plans for information collection & processing necessary to respond to FEMA data calls.   |
| Costs associated with achieving emergency management that is inclusive of the access and functional needs of workers and citizens with disabilities.  |
| Overtime and backfill costs.  |
| Travel.   |
| Meeting related expenses.   |
| Authorized office equipment.  |
| Recurring expenses such as those associated with cell phones & faxes during the period of performance of the grant program.   |
| Leasing or renting of space for newly hired personnel during the period of performance of the grant program.  |
| <b>Allowable Planning Costs</b>   |
| Emergency management planning activities, including Threat and hazard assessments, Development of THIRA that is representative of the jurisdiction, Hazard analysis and risk assessment, Development of an all-hazards mitigation plan based on identified risks and hazards.   |
| Emergency management/operation plans including maintaining a current Emergency Operations Plan that is aligned with guidelines set out in CPG 101v.2<br><a href="http://www.fema.gov/pdf/about/divisions/npd/CPG_101_V2.pdf">http://www.fema.gov/pdf/about/divisions/npd/CPG_101_V2.pdf</a> , modifying existing incident management and emergency operations plans, developing/enhancing comprehensive emergency management plans, and developing/enhancing large-scale and catastrophic event incident plans. |
| Continuity/Administrative Plans including developing/enhancing Continuity of Operations (COOP)/Continuity of Government (COG) plans and developing/enhancing financial and administrative procedures for use before, during, and after disaster events in support of a comprehensive emergency management program.  |



Whole Community engagement/planning including developing/enhancing emergency management and operations plans to integrate citizen/volunteer and other non-governmental organization resources and participation, community-based planning to advance “whole community” security and emergency management, public education and awareness on emergency management and preparedness, and planning to foster public-private sector partnerships.

Development or enhancement of mutual aid agreements/compacts, including required membership in Emergency Management Assistance Compact (EMAC).

Resource management planning including developing/enhancing logistics and resource management plans, supply preparation, developing/enhancing volunteer and/or donations management plans, acquisition of critical emergency supplies defined as: shelf stable food products, water, and/or basic medical supplies.

Acquisition of critical emergency supplies requires each State to have FEMA’s approval of a viable inventory management plan; an effective distribution strategy; sustainment costs for such an effort; and logistics expertise to avoid situations where funds are wasted because supplies are rendered ineffective due to lack of planning.

Evacuation planning to include developing/enhancing evacuation plans, plans for alerts/warning, crisis communications, pre-positioning of equipment for areas potentially impacted by mass evacuations sheltering, and re-entry.

Pre-disaster Recovery planning including disaster housing planning, such as creating/supporting a State disaster housing task force and developing/enhancing State disaster housing plans, pre-event response/recovery/mitigation plans in coordination with State, local, and tribal governments, developing/enhancing other response and recovery plans

Recovery planning

The National Disaster Recovery Framework (NDRF) sets national policy and doctrine to define a new era of disaster recovery across Federal, State and local government. The NDRF aims to achieve a disaster recovery system that is more responsive to whole-community needs. EMPG Program recipients and sub-recipients should, as feasible, take steps to develop recovery plans and preparedness programs consistent with the principles and guidance in the NDRF that will provide the foundation for recovery programs and whole-community partnerships. Preparedness and pre-disaster planning was given special attention within the NDRF with specific guidance: *Planning for a Successful Disaster Recovery* (pages 63-70). For more information on the NDRF see <http://www.fema.gov/pdf/recoveryframework/ndrf.pdf>.

Program evaluations



|  |
|--|
| <b>Allowable Organization Costs</b>  |
| All-hazards emergency management operations, staffing, and other day-to-day activities in support of emergency management.   |
| Personnel costs, including salary, overtime, compensatory time off, and associated fringe benefits.  |
| <b>Allowable Equipment Costs</b>   |
| Personal Protective Equipment (PPE) (Category 1)<br>Information Technology (Category 4)<br>Cybersecurity Enhancement Equipment (Category 5)<br>Interoperable Communications Equipment (Category 6)<br>Detection Equipment (Category 7)<br>Power Equipment (Category 10)<br>Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Reference Materials (Category 11)<br>CBRNE Incident Response Vehicles (Category 12)<br>Physical Security Enhancement Equipment (Category 14)<br>CBRNE Logistical Support Equipment (Category 19)<br>Other Authorized Equipment (Category 21) |
| General purpose vehicles (such as sports utility vehicles) are allowed to be procured in order to carry out the responsibilities of the EMPG Program. May require pre-approval. Please contact your Contracts Unit representative.   |
| <b>Allowable Training Costs</b>  |
| Support the nationwide implementation of NIMS.   |
| Developing/enhancing systems to monitor training programs.   |
| Conducting all hazards emergency management training.  |
| Attending Emergency Management Institute (EMI) training or delivering EMI train-the-trainer courses.   |
| Attending other FEMA-approved emergency management training.   |
| Mass evacuation training at local, State, and tribal levels.   |
| <i>Funds Used to Develop, Deliver, and Evaluate Training.</i> Includes costs related to administering the training: planning, scheduling, facilities, materials and supplies, reproduction of materials, and equipment.  |
| <i>Overtime and Backfill.</i> The entire amount of overtime costs, including payments related to backfilling personnel, which are the direct result of attendance at FEMA and/or approved training courses and programs are allowable.   |

*Travel.* Travel costs (e.g., airfare, mileage, per diem, hotel) are allowable as expenses by employees who are on travel status for official business related to approved training.

*Hiring of Full or Part-Time Staff or Contractors/Consultants.* Full- or part-time staff may be hired to support direct training-related activities.

*Certification/Recertification of Instructors.* Costs associated with the certification and re-certification of instructors are allowed.

#### **Allowable Exercise Costs**

*Funds Used to Design, Develop, Conduct and Evaluate an Exercise.* This includes costs related to planning, meeting space and other meeting costs, facilitation costs, materials and supplies, travel, and documentation.

*Hiring of Full or Part-Time Staff or Contractors/Consultants.* Full- or part-time staff may be hired to support direct exercise activities. The services of contractors/consultants may also be procured to support the design, development, conduct and evaluation of exercises.

*Overtime and Backfill.* The entire amount of overtime costs, including payments related to backfilling personnel, which are the direct result of time spent on the design, development and conduct of exercises are allowable expenses.

*Travel.* Travel costs (e.g., airfare, mileage, per diem, hotel) are allowable as expenses by employees who are on travel status for official business related to the planning and conduct of the exercise projects.

*Supplies.* Supplies are items that are expended or consumed during the course of the planning and conduct of the exercise projects (e.g., gloves, non-sterile masks, and disposable protective equipment).

*Implementation of HSEEP.* This refers to costs related to developing and maintaining a self-sustaining State HSEEP which is modeled after the national HSEEP.

*Other Items.* These costs are limited to items consumed in direct support of exercise activities such as the rental of space/locations for planning and conducting an exercise, rental of equipment, and the procurement of other essential nondurable goods.

#### **Allowable Construction and Renovation Costs and Acquisition and Leasing of Real Property Costs**

Construction and renovation activities for a local government's principal EOC as defined by the SAA are allowable. Written approval through DHSES from FEMA is required prior to the use of any EMPG funds for construction and/or renovation projects. The submission of an EOC Investment Justification (FEMA Form 089-0-0-3, OMB Control Number 1660-0124) is also required.

Acquisition or leasing of real property is permissible if such property is needed to support other allowable program costs or activities. Advance approval from FEMA through DHSES is required.

### Allowable Maintenance and Sustainment Costs

The use of FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable under all active and future grant awards, unless otherwise noted.

The eligible costs for maintenance and sustainment must be an otherwise allowable expenditure under the applicable grant programs and be tied to one of the core capabilities in the five mission areas contained within the NPG and be deployable through EMAC, where applicable.

### Unallowable Costs

#### Unallowable Costs

Expenditures for weapons systems and ammunition.

Costs to support the hiring of sworn public safety officers for the purposes of fulfilling traditional public safety duties or to supplant traditional public safety positions and responsibilities.

Activities unrelated to the completion and implementation of the EMPG Program.

Biological detection equipment.

Equipment and supplies from AEL categories not specified as allowable in this guidance document.

Expenses not associated with an Emergency Management Agency.

#### ***Unauthorized exercise-related costs include:***

- Reimbursement for the maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles) and emergency response apparatus (e.g., fire trucks, ambulances). The only vehicle costs that are reimbursable are fuel/gasoline or mileage.
- Equipment that is purchased for permanent installation and/or use, beyond the scope of exercise conduct (e.g., electronic messaging signs).
- Durable and non-durable goods purchased for installation and/or use beyond the scope of exercise conduct.

#### Supplanting

Grant funds will be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purpose.



#52

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

**APPROVAL/ BUDGETARY AMENDMENT (23A015)/ YOUTH BUREAU/ YOUTH SPORTS & EDUCATION**

**WHEREAS, the Youth Bureau Director has requested a budgetary amendment (23A015) to amend the 2023 Youth Bureau budget based on notification received from the NYS Office of Children and Family Services, per Local Commissioners Memorandum 23-OCFS-LCM-02, of increased Youth Sports & Education Opportunity Funding allocations from the State; and**

**WHEREAS, the LCM provides notification of the 2023 program year allocation January 1, 2023, through September 30, 2023; 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:**

|                        |                                     |               |
|------------------------|-------------------------------------|---------------|
| <b>10731000 438201</b> | <b>State Aid Youth Programs</b>     |               |
| 10182                  | <b>Youth Sports &amp; Education</b> | <b>14,850</b> |

**Increase Appropriations:**

|                       |                                     |               |
|-----------------------|-------------------------------------|---------------|
| <b>10731000 54647</b> | <b>Youth Adm. – Sub-Contractors</b> |               |
| 10182                 | <b>Youth Sports &amp; Education</b> | <b>14,850</b> |

**2023 Fiscal Impact – 0 –  
2024 Fiscal Impact – 0 –**

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

Reso

cc: all  
Health  
ATA



WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

MICHAEL LEWIS  
Chief Deputy Commissioner of  
Finance

SHEILA BARRETT  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

March 31, 2023

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

2023 APR - 3 PM 3: 24  
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 **2023** budgetary amendment which was submitted for approval.

Increase Estimated Revenues:

|          |        |                          |                 |
|----------|--------|--------------------------|-----------------|
| 10731000 | 438201 | St. Aid Youth Programs   |                 |
|          | 10182  | Youth Sports & Education | <u>\$14,850</u> |

Increase Appropriations:

|          |       |                             |                 |
|----------|-------|-----------------------------|-----------------|
| 10731000 | 54647 | Youth Adm. -Sub-Contractors |                 |
|          | 10182 | Youth Sports & Education    | <u>\$14,850</u> |

2023 Fiscal Impact -0-  
2024 Fiscal Impact -0-

This request to amend the 2023 Youth Bureau budget is based on notification from the NYS Office of Children and Family Services of Putnam County's approved 2023 program year allocation for the period January 1, 2023 through September 30, 2023. Local Commissioners Memorandum, 23-OCFS-LCM-02, is attached for your reference.

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 **23A015**

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

**KEVIN BYRNE**  
*County Executive*



**SARA SERVADIO**  
*Deputy Commissioner*

**MICHAEL PIAZZA, JR.**  
*Commissioner*

**JANEEN CUNNINGHAM**  
*Executive Director*

## **YOUTH BUREAU**

**TO:** William Carlin  
Commissioner of Finance

**FROM:** Janeen M. Cunningham  
Youth Bureau Director

**DATE:** March 29, 2023

**RE:** 2023 Youth Bureau Budgetary Amendment

The Youth Bureau received an increase in State funding from the Office of Children and Family Services (OCFS) for the Sport Funding. These funds can be used from January 1, 2023 - September 30, 2023. The 2022 allocation was \$8,366 and the 2023 allocation is \$23,216. This is an additional \$14,850. (Supporting documentation attached -23-OCFS-LCM-02)

**Increase Estimated Revenues:**

|                       |                       |          |
|-----------------------|-----------------------|----------|
| 10731000 438201 10182 | ST AID YOUTH PROGRAMS | \$14,850 |
|-----------------------|-----------------------|----------|

**Increase Appropriations:**

|                      |                 |          |
|----------------------|-----------------|----------|
| 10731000 54647 10182 | SUB CONTRACTORS | \$14,850 |
|----------------------|-----------------|----------|

|                      |     |
|----------------------|-----|
| Fiscal impact (2023) | -0- |
|----------------------|-----|

Should you have any questions or require additional information, please contact me.





# Office of Children and Family Services

Kathy Hochul  
Governor

52 WASHINGTON STREET  
RENSELAER, NY 12144

Suzanne Miles-Gustave, Esq.  
Acting Commissioner

## Local Commissioners Memorandum

|                                 |  |
|---------------------------------|--|
| <b>Transmittal:</b>             | 23-OCFS-LCM-02   |
| <b>To:</b>                      | Municipal Youth Bureau Directors   |
| <b>Issuing Division/Office:</b> | Division of Youth Development and Partnerships for Success               |
| <b>Date:</b>                    | January 18, 2023   |
| <b>Subject:</b>                 | <b>Youth Sports and Education Opportunity Funding</b>                    |
| <b>Contact Person(s):</b>       | See section V.   |
| <b>Attachments:</b>             | Funding Allocations for Program Year January 1, 2023- September 30, 2023 |

### I. Purpose

The purpose of this Local Commissioner Memorandum (LCM) is to advise municipal youth bureaus on the availability of youth sports and education opportunity funding (“Sports Opportunity Funding”).

This LCM provides notification of the 2023 program year allocation January 1, 2023, through September 30, 2023, for Sports Opportunity Funding.

### II. Background

Part Y of Chapter 59 of the Laws of 2021 legalized mobile sports wagering in New York State. Subdivision 8 of section 1367 of the Racing, Pari-Mutuel Wagering and Breeding Law provides that \$5 million of state tax proceeds from mobile sports wagering are to be used to support annual grants for sports activities and education for youth. A grantmaking fund was created under the New York State Office of Children and Family Services (OCFS) in the SFY 2022-2023 budget to provide awards to support sports programs for underserved children and youth younger than 18. The grants focus on supporting youth development via local nonprofit organizations and/or municipal-operated youth programs.

The allocation for this grant program provides \$3.75 million from the state tax imposed on mobile sports wagering for the period of January 1, 2023, through September 30, 2023.

### III. Program Implications

Each municipal youth bureau will receive an allocation for the Sports Opportunity Funding to serve children and youth ages 6-17 based on the population of eligible youth in the county. These funds will be approved by OCFS and claimed in the same manner as the current Youth Development Program funding. Sports Opportunity Funding awards are guided by the following principles:

- Sports are effective tools in positive youth development and family engagement.
- Sports improve the lives of young people by promoting positive social, emotional, health and educational outcomes and have important life-long effects.
- Sports enable opportunities for young people to thrive through leadership roles.
- Coaching education greatly improves young people's sports experience and development outcomes.

Funded programs must provide a variety of sports for a broad range of youth in under-resourced communities. OCFS encourages a wide and flexible definition of sports that includes organized activities with movement, including physical fitness activities including but not limited to yoga, hiking, dance, and active outdoors pursuits.

To ensure that funding is going to the intended population, municipal youth bureaus must distribute funds based on local need,<sup>1</sup> giving consideration to factors including but not limited to the following:

- Historically under-resourced communities
- Public housing
- High rates of family homelessness
- Opportunity Zones or neighborhoods/cities/areas deemed "low-income" via externally available tools like the New York State Council on Children and Families Kids' Well-Being Indicator Clearinghouse, etc.
- Marginalized communities or groups with higher barriers to participation in sports (e.g., youth with disabilities, girls, transgender/gender non-binary youth, lesbian, gay, bisexual and questioning identified youth)
- Federally and/or New York State-recognized tribes and tribal organizations
- Neighborhoods that experience higher rates of crime and violence and poorer performing schools

Additionally, municipal youth bureaus should give priority consideration to programs that serve youth identifying as Black, indigenous persons, and people of color and/or providers of adaptive sports for youth with physical disabilities.

All funded programs must aim to foster the following:

- Educational connection and achievement – More youth attending and completing school with increased attainment, including programs that have collegiate placement success
- Physical health and well-being – Increasing physical activity and positive relationships to one's body and physical activity
- Mental health and well-being – Improving outcomes related to youth mental health and social and emotional skills development and connectedness
- Employment – Increasing qualifications and skills, such as collective problem solving, teamwork and dispute resolution, which help prepare youth for suitable employment
- Community cohesion – Breaking down barriers to reduce discrimination, crime and violence in communities and help young leaders emerge

<sup>1</sup> Data sources to consult in assessing local need include but are not limited to the New York State Kids' Well-being Indicators Clearinghouse, <https://www.ccf.ny.gov/council-initiatives/kids-well-being-indicators-clearinghouse-kwic/>; public data from the New York State Education Department, <https://data.nysed.gov/>; and youth arrests data from the New York State Division of Criminal Justice System, <https://www.criminaljustice.ny.gov/crimnet/ojsa/juvenilearrests/index.htm>.

### Eligibility and Funding

Municipal youth bureaus will contract with local organizations, municipalities and/or local or municipal youth bureaus directly for up to \$50,000 per program. Organizations that serve multiple areas through different programs may be funded above \$50,000. Funding may provide general operating dollars to give programs flexibility to efficiently allocate resources for quality programming. Line-item budgets should focus on programming costs, including but not limited to the following:

- Coaches/instructors/direct service staff/mentors (including training/professional development)
- Equipment
- Educational programming costs
- Facility/field and/or space cost
- Maximum of 15% of funds for administrative/overhead costs for the implementing agency only

Programs eligible for funding must meet the criteria below:

- Provide structured sports activities for youth ages 6-17
- Serve youth in New York State
- Demonstrate basic competency in the areas of governance, monitoring and evaluation, partnership and financial stewardship
- Have a child protection policy in place that includes adherence to local city, agency, school district and state child protection guidelines
- Collect registration data, including participant demographic information, as required by OCFS in a manner that allows for accurate reporting of anonymized aggregate data

Organizations and activities not eligible for funding are the following:

- For-profit organizations or businesses
- Private foundations, as defined in section 509(a) of the U.S. Internal Revenue Code
- Organizations that discriminate based on age, ethnicity/race, political affiliation, religion, sexual orientation, gender, gender identity, physical or other disability, national origin or any protected characteristic under local, state and/or federal law
- Research or project planning activities
- Support for elite or private sports camps, programs, or teams
- Endowments, memorials, budget deficits, or fundraising activities
- Religious organizations whose sports programs do not have a secular and community focus
- Lobbying, political, or fraternal activities
- Capital projects

### Touchstone Life Areas and Services, Opportunities and Supports (SOS) in the Quality Youth Development System (QYDS)

Municipal youth bureaus will be required to report demographics and outcomes through QYDS. The Life Area and SOS selections that will be required in QYDS for the Sports Opportunity Funding are as follows:

- Life Area: 2PEH Physical and Emotional Health
- SOS: 0232 Year-Round/Seasonal Activities
- Performance measures:
  - How Much: 0232A.1 # of youth participating (unduplicated)
  - How Well: 0232B.4 % of youth completing the program
  - Better Off: 0232C.1 #/% reporting they have improved their ability to socialize/interact with peers/family/other members of the community



**IV. Effective Date**

This directive is effective as of January 1, 2023, and relates to programs operating from January 1, 2023, through September 30, 2023. Claims for this period are due by March 31, 2024.

**V. Contacts**

For questions or technical assistance please use the subject line Youth Sports and Education Opportunity Funding and email [YouthBureau@ocfs.ny.gov](mailto:YouthBureau@ocfs.ny.gov).

***/s/ Nina Aledort, Ph.D.***

**Issued by:**

Name: Nina Aledort, Ph.D.

Title: Deputy Commissioner

Division/Office: Division of Youth Development and Partnerships for Success

## Attachment A

### Youth Sports and Education Opportunity Allocations

January 2023- September 2023

| Youth Bureau       | January - September<br>2023 Allocation |  | Youth Bureau        | January - September 2023<br>Allocation |
|--------------------|--|--|---------------------|--|
| Albany County      | \$64,712                               |  | Onondaga County     | \$90,155                               |
| Allegany County    | \$16,651                               |  | Ontario County      | \$25,596                               |
| Broome County      | \$44,141                               |  | Orange County       | \$87,257                               |
| Cattaraugus County | \$21,111                               |  | Orleans County      | \$13,799                               |
| Cayuga County      | \$19,513                               |  | Oswego County       | \$28,316                               |
| Chautauqua County  | \$29,135                               |  | Otsego County       | \$18,435                               |
| Chemung County     | \$21,416                               |  | Putnam County       | \$23,216                               |
| Chenango County    | \$14,994                               |  | Rensselaer County   | \$33,983                               |
| Clinton County     | \$21,540                               |  | Rockland County     | \$79,051                               |
| Columbia County    | \$15,458                               |  | Saratoga County     | \$43,962                               |
| Cortland County    | \$17,580                               |  | Schenectady County  | \$34,781                               |
| Delaware County    | \$13,953                               |  | Schoharie County    | \$12,462                               |
| Dutchess County    | \$56,719                               |  | Schuyler County     | \$10,086                               |
| Erie County        | \$162,234                              |  | Seneca County       | \$13,075                               |
| Essex County       | \$12,269                               |  | St. Lawrence County | \$28,156                               |
| Franklin County    | \$15,782                               |  | Steuben County      | \$23,244                               |
| Fulton County      | \$15,836                               |  | Suffolk County      | \$260,616                              |
| Genesee County     | \$16,787                               |  | Sullivan County     | \$20,318                               |
| Greene County      | \$14,273                               |  | Tioga County        | \$15,220                               |
| Hamilton County    | \$7,964                                |  | Tompkins County     | \$31,215                               |
| Herkimer County    | \$17,548                               |  | Ulster County       | \$34,439                               |
| Jefferson County   | \$29,965                               |  | Warren County       | \$16,716                               |
| Lewis County       | \$12,061                               |  | Washington County   | \$16,610                               |
| Livingston County  | \$19,220                               |  | Wayne County        | \$22,100                               |
| Madison County     | \$20,340                               |  | Westchester County  | \$176,583                              |
| Monroe County      | \$136,949                              |  | Wyoming County      | \$13,352                               |
| Montgomery County  | \$16,208                               |  | Yates County        | \$12,275                               |
| Nassau County      | \$241,503                              |  | ROS Total           | \$2,369,595                            |
| Niagara County     | \$41,051                               |  | New York City       | \$1,380,405                            |
| Oneida County      | \$47,664                               |  | Total               | \$3,750,000                            |

#5m

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

**APPROVAL/ FUND TRANSFER (23T084)/ HEALTH DEPARTMENT/ ENVIRONMENTAL HEALTH SERVICES (EHS) AUTOMOTIVE**

**WHEREAS, the Commissioner of Health has requested a fund transfer (23T084) to cover the cost to repair damages to a 2021 Jeep Compass Sport Vehicle; and**

**WHEREAS, should insurance cover the repair, contingency will be replenished; 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 fund transfer be made:**

|                       |  |                 |
|-----------------------|--|-----------------|
| <b>Decrease:</b>      |  |                 |
| <b>10199000 54980</b> | <b>Contingency</b>                     | <b>6,724.35</b> |
| <b>Increase:</b>      |  |                 |
| <b>12401000 54370</b> | <b>EHS Automotive</b>                  | <b>6,724.35</b> |
|                       | <b>2023 Fiscal Impact - \$6,724.35</b> |                 |
|                       | <b>2024 Fiscal Impact - 0 -</b>        |                 |

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



cc: all  
Health  
AHA

Reso

COUNTY OF PUTNAM  
FUND TRANSFER REQUEST

TO: Commissioner of Finance  
FROM: William Orr, Senior Fiscal Manager  
DEPT: Health  
DATE: March 28, 2023

2023 APR - 3 PM 3: 32  
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<br>Contingency | 12401000 54370<br>EHS Automotive | \$6,724.35 | Repair damage to 2021 Jeep Compass Sport Vehicle. Should insurance cover the repair, contingency will be replenished. |

2023\_ Fiscal Impact \$ ~~6724.75~~ <sup>35</sup>  
2024\_ Fiscal Impact \$ 0.00

\_\_\_\_\_  
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

- \_\_\_\_\_  
Date Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00
- \_\_\_\_\_  
Date County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00
- \_\_\_\_\_  
Date Chairperson Audit /Designee: \$0 - \$10,000.00
- \_\_\_\_\_  
Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

237084



**PUTNAM COUNTY DEPARTMENT OF HEALTH**  
 1 Geneva Road, Brewster, NY 10509 ■ 845-808-1390  
 www.putnamcountyny.gov/health  
 A PHAB-ACCREDITED HEALTH DEPARTMENT

MaryEllen Odell  
 COUNTY EXECUTIVE

Michael J. Nesheiwat, MD  
 COMMISSIONER OF HEALTH

**MEMORANDUM**

**TO:** William J. Carlin, Jr., Commissioner of Finance  
**FROM:** William A. Orr, Jr., Senior Fiscal Manager *WAO*  
**DATE:** March 28<sup>th</sup>, 2023  
**RE:** Budgetary Amendment

Please process a Budgetary Amendment for the following accounts:

|                                  |                       |                  |
|----------------------------------|-----------------------|------------------|
| Decrease Contingency             | <i>10199000.54980</i> | \$6724.35        |
|                                  | <b>TOTAL</b>          | <u>\$6724.35</u> |
| Increase Expense: 12401000-54370 |                       | \$6724.35        |
| EHS- Automotive                  |                       |                  |
|                                  | Fiscal Impact         | + \$6724.35      |

See attached invoice from Auto Craft Body Collision. Repairs to 2021 Jeep Compass, VIN# 3C4NJDAB8MT588068, Lic BE8889

*237084*

**AUTO CRAFT BODY & COLLISION**

auto@autocraftbody.com  
146 Hill and Dale Rd, CARMEL, NY 10512  
Phone: (845) 225-4565  
FAX: (845) 225-4856

Workfile ID: d0aac38d  
PartsShare: 7fNcMv  
Federal ID: 272558295  
License Number: 7110711

**Preliminary Estimate**

54370

**Customer: PUTNAM COUNTY DEPT OF HEALTH**

Written By: Anibal Cuba

Insured: PUTNAM COUNTY DEPT OF HEALTH Policy #: Claim #:  
Type of Loss: Date of Loss: Days to Repair: 0  
Point of Impact: 12 Front

Owner: PUTNAM COUNTY DEPT OF HEALTH (845) 808-1390 x43159 Business  
Inspection Location: AUTO CRAFT BODY & COLLISION  
146 Hill and Dale Rd  
CARMEL, NY 10512  
Repair Facility  
(845) 225-4565 Day  
Date Inspected: 3/20/2023  
Insurance Company:

**VEHICLE**

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

VIN: 3C4NDJAB8MT588068 Interior Color: Mileage In: 12,161 Vehicle Out:  
License: BE8889 Exterior Color: WHITE Mileage Out:  
State: NY Production Date: Condition: Job #:

**TRANSMISSION**  
Automatic Transmission  
4 Wheel Drive  
**POWER**  
Power Steering  
Power Brakes  
Power Windows  
Power Locks  
Power Mirrors  
Heated Mirrors  
**DECOR**  
Dual Mirrors  
Tinted Glass  
Console/Storage

Overhead Console  
**CONVENIENCE**  
Air Conditioning  
Intermittent Wipers  
Tilt Wheel  
Cruise Control  
Rear Defogger  
Keyless Entry  
Message Center  
Steering Wheel Touch Controls  
Rear Window Wiper  
Telescopic Wheel  
Climate Control  
Backup Camera

**RADIO**  
AM Radio  
FM Radio  
Stereo  
Search/Seek  
Auxiliary Audio Connection  
**SAFETY**  
Drivers Side Air Bag  
Passenger Air Bag  
Anti-Lock Brakes (4)  
4 Wheel Disc Brakes  
Traction Control  
Stability Control  
Front Side Impact Air Bags

Head/Curtain Air Bags  
Hands Free Device  
**SEATS**  
Cloth Seats  
Bucket Seats  
Reclining/Lounge Seats  
**WHEELS**  
Styled Steel Wheels  
**PAINT**  
Clear Coat Paint  
**OTHER**  
Rear Spoiler  
California Emissions

237084



**Preliminary Estimate**

**Customer: PUTNAM COUNTY DEPT OF HEALTH**

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

| Line | Oper | Description                              | Part Number | Qty | Extended Price \$ | Labor | Paint |
|------|------|--|-------------|-----|-------------------|-------|-------|
| 1    |      | <b>FRONT BUMPER &amp; GRILLE</b>         |             |     |                   |       |       |
| 2    |      | O/H front bumper                         |             |     |                   | 3.0   |       |
| 3    | Repl | Bumper cover w/o ft prk aid              | 68499103AA  | 1   | 434.00            | Incl. | 3.0   |
| 4    |      | Add for Clear Coat                       |             |     |                   |       | 1.2   |
| 5    |      | Add for fog lamps                        |             |     |                   | 0.4   |       |
| 6    | Repl | Lower cover w/o chrome accent            | 5UQ11RXFAB  | 1   | 323.00            | Incl. |       |
| 7    | Repl | Lower grille w/o adaptive cruise         | 5UP93RXFAC  | 1   | 89.40             | Incl. |       |
| 8    | Repl | Lower absorber                           | 68243831AB  | 1   | 99.35             | Incl. |       |
| 9    | R&I  | Impact bar w/o adaptive cruise (ALU)     |             |     |                   | Incl. |       |
| 10   | Repl | Appilque                                 | 5VN85S20AB  | 1   | 71.55             | Incl. |       |
| 11   | Repl | Air deflector                            | 68248765AC  | 1   | 186.00            | Incl. |       |
| 12   | Repl | LT Trim bezel w/o fog lights             | 5UP99RXFAA  | 1   | 16.15             | Incl. |       |
| 13   | R&I  | R&I grille assy                          |             |     |                   | Incl. |       |
| 14   | Repl | RT Side retainer                         | 68244508AB  | 1   | 12.30             | Incl. |       |
| 15   | Repl | LT Side retainer                         | 68244509AB  | 1   | 12.30             | Incl. |       |
| 16   | R&I  | License bracket                          |             |     |                   | 0.2   |       |
| 17   |      | <b>FRONT LAMPS</b>                       |             |     |                   |       |       |
| 18   | R&I  | RT Headlamp assy                         |             |     |                   | Incl. |       |
| 19   | R&I  | LT Headlamp assy                         |             |     |                   | Incl. |       |
| 20   | R&I  | RT Signal lamp                           |             |     |                   | Incl. |       |
| 21   | Repl | LT Signal lamp                           | 55112721AB  | 1   | 77.55             | Incl. |       |
| 22   |      | <b>RADIATOR SUPPORT</b>                  |             |     |                   |       |       |
| 23   | R&I  | Sight shield                             |             |     |                   | Incl. |       |
| 24   | Repl | Radiator support                         | 68243736AF  | 1   | 844.00            | 7.0   |       |
| 25   |      | Refrigerant recovery                     |             |     | m                 | 0.4   |       |
| 26   |      | Add for auto trans                       |             |     | m                 | 0.4   |       |
| 27   |      | AC Service                               |             |     | m                 | 1.4   |       |
| 28   | Repl | Lower tie bar                            | 68244412AB  | 1   | 41.95             | Incl. |       |
| 29   | Repl | RT Bracket                               | 68245452AA  | 1   | 20.15             | Incl. |       |
| 30   | Repl | LT Bracket                               | 68245452AA  | 1   | 20.15             | Incl. |       |
| 31   | Repl | RT Support bracket                       | 68244416AA  | 1   | 22.25             | Incl. |       |
| 32   | Repl | LT Support bracket                       | 68244416AA  | 1   | 22.25             | Incl. |       |
| 33   | Repl | Front cover                              | 68306725AB  | 1   | 163.00            | Incl. |       |
| 34   | Repl | Under cover w/o Trailhawk                | 68244401AB  | 1   | 264.00            | Incl. |       |
| 35   | #    | RT Radiator closure bracket (68251091AA) |             | 1   | 24.15             | 0.5   |       |
| 36   | #    | LT Radiator closure bracket (68251090AA) |             | 1   | 24.15             | 0.5   |       |
| 37   |      | <b>COOLING</b>                           |             |     |                   |       |       |
| 38   | Repl | Radiator                                 | 68273401AA  | 1   | 354.00 m          | Incl. |       |
| 39   | Repl | Lower shield w/o Trailhawk               | 68244643AB  | 1   | 35.95             | Incl. |       |
| 40   | Repl | Fan assy                                 | 68249185AD  | 1   | 373.00 m          | Incl. |       |

23T084

**Preliminary Estimate**

**Customer: PUTNAM COUNTY DEPT OF HEALTH**

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

|    |                                     |   |            |   |        |         |
|----|-------------------------------------|---|------------|---|--------|---------|
| 41 | R&I                                 | Trans cooler                              |            |   | m      | Incl.   |
| 42 | R&I                                 | Reservoir                                 |            |   | m      | Incl.   |
| 43 | Repl                                | RT Side shield w/o Trallhawk              | 68244560AD | 1 | 37.95  | Incl.   |
| 44 | Repl                                | LT Side shield w/o Trallhawk              | 68244561AB | 1 | 37.95  | Incl.   |
| 45 | Repl                                | Lower hose w/o Trallhawk 9 spd trans      | 68249896AC | 1 | 88.80  | m 0.7   |
| 46 |                                     | Deduct for Overlap                        |            |   |        | -0.4    |
| 47 | #                                   | COOLANT                                   |            | 2 | 50.00  |         |
| 48 | <b>AIR CONDITIONER &amp; HEATER</b> |   |            |   |        |         |
| 49 | Repl                                | Condenser                                 | 68273402AB | 1 | 295.00 | m Incl. |
| 50 | #                                   | Subl Recharge R-1234                      |            | 1 | 250.00 |         |
| 51 | <b>FENDER</b>                       |   |            |   |        |         |
| 52 | Repl                                | RT Wheel opng mldg                        | 5UP10RXFAB | 1 | 93.30  | 0.3     |
| 53 | Repl                                | LT Wheel opng mldg                        | 5UP11RXFAB | 1 | 93.30  | 0.3     |
| 54 | <b>ENGINE / TRANSAXLE</b>           |   |            |   |        |         |
| 55 | R&I                                 | Air cleaner assy                          |            |   | m      | 0.5     |
| 56 | #                                   | Repl Transmission Oil Pan (4752951AA)     |            | 1 | 107.00 | 4.0     |
| 57 | #                                   | drain transmission fluid                  |            | 1 |        |         |
| 58 | #                                   | transmission fluid waste disposal         |            | 1 | 20.00  |         |
| 59 | #                                   | Repl ZF 9 Speed Transmssion fluid         |            | 7 | 252.00 |         |
| 60 | <b>WINDSHIELD</b>                   |   |            |   |        |         |
| 61 | R&I                                 | R&I washer reservoir                      |            |   |        | 0.3     |
| 62 | <b>VEHICLE DIAGNOSTICS</b>          |   |            |   |        |         |
| 63 | *                                   | Pre-repair scan                           |            | 1 | 125.00 | m       |
| 64 | *                                   | In-proc repair scan                       |            | 1 | 125.00 | m       |
| 65 | *                                   | Post-repair scan                          |            | 1 | 125.00 | m       |
| 66 | <b>MISCELLANEOUS OPERATIONS</b>     |   |            |   |        |         |
| 67 | #                                   | Rpr Teardown for estimate - no reassembly |            |   |        | 3.0     |
| 68 | *                                   | Repl Cover car/bag                        |            | 1 | 10.00  | 0.2     |
| 69 | #                                   | SET/UP & MEASURE UNI-BODY                 |            | 1 |        | T 2.5   |
| 70 | #                                   | PULL & ALIGN UNI-BODY TO SPECKS           |            | 1 |        | T 2.0 F |
| 71 | #                                   | DENIB & POLISH TO MATCH FACTORY CLEARCOAT |            | 1 |        | T 1.0   |
| 72 | #                                   | CLEAN FOR DELIVERY                        |            | 1 | 10.00  | T 1.0   |
| 73 | #                                   | FLEX ADDITIVE                             |            | 1 | 15.00  | T 0.3   |
| 74 | #                                   | HAZARDOUS WASTE DISPOSAL (paint related)  |            | 1 | 5.00   | T       |
| 75 | #                                   | D&R BATTERY                               |            | 1 |        | 0.3     |
| 76 | #                                   | RESET ELECTRICAL COMPONENTS               |            | 1 |        | 0.5     |
| 77 | #                                   | Protect open electrical connectors        |            | 1 |        | 0.5     |
| 78 | #                                   | Support & Maintain Battery Voltage        |            | 1 |        | 0.5     |
| 79 | #                                   | ROAD TEST                                 |            | 1 |        | 0.5     |

23T084

**Preliminary Estimate**

**Customer: PUTNAM COUNTY DEPT OF HEALTH**

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

80 #  
81 #

\*\*HIDDEN DAMAGE MAY BE FOUND\*\*

1

|                  |                 |             |            |
|------------------|-----------------|-------------|------------|
| <b>SUBTOTALS</b> | <b>5,270.90</b> | <b>31.8</b> | <b>4.2</b> |
|------------------|-----------------|-------------|------------|

**ESTIMATE TOTALS**

| Category           | Basis       | Rate         | Cost \$         |
|--------------------|-------------|--------------|-----------------|
| Parts              |             |              | 5,240.90        |
| Parts Discount     | \$ 4,513.60 | -7.0 %       | -315.95         |
| Body Labor         | 29.8 hrs @  | \$ 46.00 /hr | 1,370.80        |
| Paint Labor        | 4.2 hrs @   | \$ 46.00 /hr | 193.20          |
| Frame Labor        | 2.0 hrs @   | \$ 46.00 /hr | 92.00           |
| Paint Supplies     | 4.2 hrs @   | \$ 27.00 /hr | 113.40          |
| Miscellaneous      |             |              | 30.00           |
| <b>Subtotal</b>    |             |              | <b>6,724.35</b> |
| <b>Grand Total</b> |             |              | <b>6,724.35</b> |

THE ABOVE IS AND ESTIMATE BASED ON OUR INSPECTION AND DOES NOT INCLUDE ANY ADDITIONAL PARTS OR LABOR WHICH MAY BE FOUND AFTER WORK HAS BEEN STARTED.OCCASIONALLY WORN OR DAMAGED PARTS MAY BE DISCOVERED WHICH WERE NOT EVIDENT ON FIRST INSPECTION.PARTS PRICES ARE CURRENT AND SUBJECT TO CHANGE.

ALL REPAIRS GUARANTEED FROM DATE OF REPAIRS FOR DURATION OF ORIGINAL OWNERSHIP.

I HEREBY AUTHORIZE AUTO CRAFT AUTO BODY INC. TO MAKE ABOVE REPAIRS TO MY VEHICLE. I ALSO AGREE THAT YOU ARE NOT RESPONSIBLE FOR LOSS OR DAMAGE TO VEHICLE OR ARTICLES LEFT IN VEHICLE IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE BEYOND YOUR CONTROL. I HEREBY GRANT YOU AND/OR YOUR EMPLOYEES PERMISSION TO OPERATE THE VEHICLE HEREIN DESCRIBED ON STREETS, HIGHWAYS OR ELSEWHERE FOR THE PURPOSE OF TESTING AND/OR INSPECTION.

X \_\_\_\_\_ DATE \_\_\_\_\_

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR COMMERCIAL INSURANCE OR A STATEMENT OF CLAIM FOR ANY COMMERCIAL OR PERSONAL INSURANCE BENEFITS CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, AND ANY PERSON WHO, IN CONNECTION WITH SUCH APPLICATION OR CLAIM, KNOWINGLY MAKES OR KNOWINGLY ASSISTS, ABETS, SOLICITS OR CONSPIRES WITH ANOTHER TO MAKE A FALSE REPORT OF THE THEFT, DESTRUCTION, DAMAGE OR CONVERSION OF ANY MOTOR VEHICLE TO A LAW ENFORCEMENT AGENCY, THE DEPARTMENT OF MOTOR VEHICLES OR AN INSURANCE COMPANY, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE VALUE OF THE SUBJECT MOTOR VEHICLE OR STATED CLAIM FOR EACH VIOLATION.

You are entitled to the return of all replaced parts, except warranty and exchange parts, but you must ask for them in writing before any work is done. If you authorize work by phone, the shop must keep any replaced parts, and make them available when you pick up the vehicle.

23T084



**Preliminary Estimate**

**Customer: PUTNAM COUNTY DEPT OF HEALTH**

2021 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR3WC17, CCC Data Date 03/09/2023, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (\*) or Double Asterisk (\*\*) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<->) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2023 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

**SYMBOLS FOLLOWING PART PRICE:**

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

**SYMBOLS FOLLOWING LABOR:**

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

**OTHER SYMBOLS AND ABBREVIATIONS:**

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

237084

#5n

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

**APPROVAL/ AUTHORIZING THE FILING OF AN APPLICATION FOR A STATE ASSISTANCE FROM THE HOUSEHOLD HAZARDOUS WASTE (HHW) STATE ASSISTANCE PROGRAM AND SIGNING OF THE ASSOCIATED STATE MASTER GRANT CONTRACT, UNDER THE APPROPRIATE LAWS OF NEW YORK STATE**

**WHEREAS, the State of New York provides financial aid for household hazardous waste programs; and**

**WHEREAS, Putnam County, herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file an application under these laws; and**

**WHEREAS, it is necessary that a Contract by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Aid;**

**NOW THEREFORE BE IT RESOLVED by the Putnam County Legislature**

- 1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.**
- 2. That the Commissioner of Health or his/her designee is directed and authorized as the official representative of the MUNICIPALITY to act in connection with the application, to sign the resulting contract if said application is approved by the STATE; and to provide such additional information as may be required.**
- 3. That the MUNICIPALITY agrees that it will fund the entire cost of said household hazardous waste program and will be reimbursed by the State for share of such costs as indicated in the contract.**
- 4. That two (2) certified copies of this Resolution be prepared and sent to the New York State Department of Environmental Conservation together with a complete application.**
- 5. 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 \_\_\_\_\_



**PUTNAM COUNTY DEPARTMENT OF HEALTH**

1 Geneva Road, Brewster, NY 10509 ■ 845-808-1390  
www.putnamcountyny.gov/health

A PHAB-ACCREDITED HEALTH DEPARTMENT

*cc: all Health Reso*

**Kevin M. Byrne**  
COUNTY EXECUTIVE

**Michael J. Nesheiwat, MD**  
INTERIM COMMISSIONER OF HEALTH

**MEMORANDUM**

**TO:** Diane Schonfeld  
**FROM:** Michael J. Nesheiwat, MD Commissioner of Health  
**DATE:** March 31, 2023  
**RE:** Resolution for Household Hazardous Waste Grant

2023 MAR 31 PM 12:32  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

The Department is in the process of preparing the request for the NYS Department of Environmental Conservation funding for the Household Hazardous Waste Collection events held in years 2023/2024.

The application requires that a Legislative Resolution be passed and submitted with the request.

Attached please find the sample resolution and the certificate of recording officer, with the specific language required for this purpose.

The Department requests that this item be placed on the agenda for the next Legislative meeting.

Thank you.

cc: Jane Meunier, Solid Waste Mgt. Program Coordinator

Enc. Sample of previous year resolution



PUTNAM COUNTY LEGISLATURE

Resolution #82

Introduced by Legislator: Amy Sayegh on behalf of the Health, Social, Educational & Environmental Committee at a Regular Meeting held on May 3, 2022.

page 1

**APPROVAL/ AUTHORIZING THE FILING OF AN APPLICATION FOR A STATE ASSISTANCE FROM THE HOUSEHOLD HAZARDOUS WASTE (HHW) STATE ASSISTANCE PROGRAM AND SIGNING OF THE ASSOCIATED STATE MASTER GRANT CONTRACT, UNDER THE APPROPRIATE LAWS OF NEW YORK STATE**

WHEREAS, the State of New York provides financial aid for household hazardous waste programs; and

WHEREAS, Putnam County, herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file an application under these laws; and

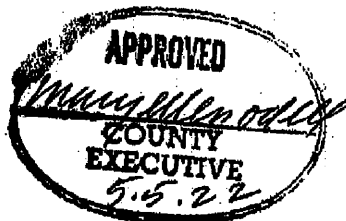
WHEREAS, it is necessary that a Contract by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Aid;

NOW THEREFORE BE IT RESOLVED by the Putnam County Legislature

1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.
2. That the Commissioner of Health or his/her designee is directed and authorized as the official representative of the MUNICIPALITY to act in connection with the application, to sign the resulting contract if said application is approved by the STATE; and to provide such additional information as may be required.
3. That the MUNICIPALITY agrees that it will fund the entire cost of said household hazardous waste program and will be reimbursed by the State for share of such costs as indicated in the contract.
4. That two (2) certified copies of this Resolution be prepared and sent to the New York State Department of Environmental Conservation together with a complete application.
5. That this resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. LEGISLATORS ALBANO & GOULDMAN WERE ABSENT. MOTION CARRIES.

State of New York  
ss:  
County of Putnam



I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on May 3, 2022.

Dated: May 5, 2022

Signed: Diane Schonfeld

Diane Schonfeld  
Clerk of the Legislature of Putnam County

#50

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

**EXTRACT OF MINUTES**  
**Meeting of the County Legislature of**  
**the County of Putnam, New York**  
**May 2, 2023**

\* \* \*

**A regular meeting of the County Legislature of the County of Putnam, New York, was held in said County on May 2, 2023, at \_\_\_\_\_ o'clock P.M. (Prevailing Time).**

**The following Legislators were present: Paul Jonke, Chair, and**

**There were absent:**

**Also present: Diane Schonfeld, Clerk of the County Legislature**

\* \* \*

**Legislator \_\_\_\_\_ offered the following resolution and moved its adoption:**

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

**BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK, ADOPTED MAY 2, 2023, AUTHORIZING THE ACQUISITION OF VARIOUS PRE-K/EI VEHICLES AND RELATED EQUIPMENT; STATING THE ESTIMATED TOTAL COST THEREOF IS \$350,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF \$350,000 SERIAL BONDS OF SAID COUNTY TO FINANCE SAID APPROPRIATION.**

**THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Legislature) AS FOLLOWS:**

**Section 1. The County of Putnam, New York (herein called "County"), is hereby authorized to acquire Pre-K/EI vehicles and related equipment. The estimated total cost of said class of objects or purposes, including preliminary costs and costs incidental thereto and to the financing thereof, is \$350,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of \$350,000 serial bonds of the County to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the County to pay the principal of said bonds and the interest thereon as the same shall become due and payable.**

**Section 2. Bonds of the County in the principal amount of \$350,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance said appropriation.**

**Section 3. The period of probable usefulness of the class of objects or purposes for which said bonds are authorized to be issued pursuant to this resolution, within the limitations of Section 11.00 a. 29 of the Law, is five (5) years.**

**Section 4. The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the County for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.**

**Section 5. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the County, payable as to both principal and interest by general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the County by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.**

**Section 6. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds having substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and Sections 50.00, 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the County Legislature relative to authorizing bond anticipation notes, or the renewals thereof, and relative to providing for substantially level or declining annual debt service, and prescribing the terms, form and contents, and as to the sale and issuance of the bonds**



herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said notes, as well as to executing agreements for credit enhancements, are hereby delegated to the Commissioner of Finance, the chief fiscal officer of the County.

Section 7. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 8. This bond resolution shall take effect upon the approval of the Putnam County Executive, and the Clerk of the County Legislature is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in "*The Putnam Times*," a newspaper having a general circulation in the County and hereby designated as the official newspaper of the County for such publication.

\* \* \*

The adoption of the foregoing resolution was seconded by Legislator

\_\_\_\_\_ and duly put to a vote on roll call, which resulted as

follows:

AYES:

NOES:

The resolution was declared adopted.

\*\*\*\*\*

**CERTIFICATE**

I, Diane Schonfeld, Clerk to the County Legislature of the County of Putnam, State of New York, HEREBY CERTIFY that the Resolution No. \_\_\_\_-2023 contained in the foregoing annexed extract from the minutes of a meeting of the County Legislature of said County of Putnam duly called and held on May 2, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said County Legislature and is a true, complete and correct copy thereof and of the whole of said original Resolution, which was duly adopted by the County Legislature of the County of Putnam on May 2, 2023 and approved by the County Executive on May \_\_, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County of Putnam this \_\_\_\_ day of May, 2023.

(SEAL)

---

Diane Schonfeld  
Clerk to the County Legislature

**NOTICE**

The resolution, a summary of which is published herewith, has been adopted on May 2, 2023, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the COUNTY OF PUTNAM, New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the constitution.

Diane Schonfeld  
Clerk to the County Legislature

**BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK,  
ADOPTED MAY 2, 2023, AUTHORIZING THE ACQUISITION OF  
VARIOUS PRE-K/EI VEHICLES AND RELATED EQUIPMENT; STATING  
THE ESTIMATED TOTAL COST THEREOF IS \$350,000;  
APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING  
THE ISSUANCE OF \$350,000 SERIAL BONDS OF SAID COUNTY TO  
FINANCE SAID APPROPRIATION.**

**Object or purpose:** the acquisition of various Pre-K/EI vehicles and related equipment.

**Period of probable usefulness:** five (5) years

**Amount of obligations to be issued:** \$350,000

A complete copy of the bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Clerk to the Legislature, at the County Office Building, 40 Gleneida Avenue, Carmel, New York.

**Dated:** May 2, 2023  
Carmel, New York

PHONE: 212-820-9300  
FAX: 212-514-8425

7 WORLD TRADE CENTER  
250 GREENWICH STREET  
NEW YORK, NY 10007  
WWW.HAWKINS.COM

NEW YORK  
WASHINGTON  
NEWARK  
HARTFORD  
LOS ANGELES  
SACRAMENTO  
SAN FRANCISCO  
PORTLAND  
ANN ARBOR  
RALEIGH

(212) 820-9563

April 11, 2023

County of Putnam, New York  
**\$350,000 Serial Bonds for Pre-K/EI Vehicles**  
(Our File Designation: 4867/45710)

Mr. William J. Carlin, Jr.  
Commissioner of Finance  
County of Putnam  
40 Gleneida Avenue  
Carmel, New York 10512

2023 APR 12 AM 9:55  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Dear Bill:

Pursuant to your request, I have prepared and enclose herewith a *draft* Extract of Minutes of the County Legislature meeting to be held on May 2, 2023, showing adoption of the above-referenced bond resolution and providing for publication, in summary.

**Please note that the bond resolution is to be adopted by at least a two-thirds vote of the entire County Legislature membership.**

A copy of the summary form of the bond resolution with the prescribed form of Clerk's statutory notice affixed in readiness for publication in the official County newspaper is also enclosed *as the last page of the attachment*. You will recall that publication of the bond resolution, in summary, commences a 20-day statute of limitations period pursuant to the provisions of Section 80.00 et seq. of the Local Finance Law.

Please obtain and forward to me a certified copy of the Extract of Minutes and original Affidavits of Publication, when available.

With all best wishes, I am

Very truly yours,



Daniel G. Birmingham

DGB:s  
Enclosures



#5P

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

**EXTRACT OF MINUTES**  
**Meeting of the County Legislature of**  
**the County of Putnam, New York**  
**May 2, 2023**

\* \* \*

A regular meeting of the County Legislature of the County of Putnam, New York, was held at the Historic County Courthouse, Gleneida Avenue, Carmel, New York, on May 2, 2023, at \_\_\_\_\_ o'clock P.M. (Prevailing Time).

The following Legislators were present: Paul Jonke, Chairman, and

There were absent:

Also present: Diane Schonfeld, Clerk of the County Legislature

\* \* \*

Legislator \_\_\_\_\_ offered the following resolution and moved its adoption:

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

**BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK, ADOPTED MAY 2, 2023, AUTHORIZING THE ACQUISITION OF VARIOUS VEHICLES AND HEAVY EQUIPMENT FOR THE HIGHWAY DEPARTMENT; STATING THE ESTIMATED TOTAL COST THEREOF IS \$600,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF \$600,000 SERIAL BONDS OF SAID COUNTY TO FINANCE SAID APPROPRIATION.**

**THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Legislature) AS FOLLOWS:**

**Section 1. The County of Putnam, New York (herein called "County"), is hereby authorized to acquire various vehicles and heavy equipment for the highway department. The estimated total cost of such class of objects or purposes, including preliminary costs and costs incidental thereto and to the financing thereof, is \$600,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of \$600,000 serial bonds of the County to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the County to pay the principal of said bonds and the interest thereon as the same shall become due and payable.**

**Section 2. Bonds of the County in the principal amount of \$600,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance said appropriation.**

**Section 3. The period of probable usefulness of the class of objects or purposes for which said bonds are authorized to be issued pursuant to this resolution, within the limitations of Section 11.00 a. 28 of the Law, is fifteen (15) years.**

**Section 4. The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the County for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.**

**Section 5. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the County, payable as to both principal and interest by general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the County by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.**

**Section 6. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds having substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and Sections 50.00, 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the County Legislature relative to authorizing bond anticipation notes, or the renewals thereof, and relative to providing for substantially level or declining annual debt service, and prescribing the terms, form and contents, and as to the sale and issuance of the bonds**

herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said notes, as well as to executing agreements for credit enhancements, are hereby delegated to the Commissioner of Finance, the chief fiscal officer of the County.

Section 7. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 8. This bond resolution shall take effect upon the approval of the Putnam County Executive, and the Clerk of the County Legislature is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in "*The Putnam County Times*," a newspaper having a general circulation in the County and hereby designated as the official newspaper of the County for such publication.

\* \* \*

The adoption of the foregoing resolution was seconded by Legislator \_\_\_\_\_ and duly put to a vote on roll call, which resulted as follows:

AYES:

NOES:

The resolution was declared adopted.

\*\*\*\*\*

**CERTIFICATE**

I, Diane Schonfeld, Clerk to the County Legislature of the County of Putnam, State of New York, HEREBY CERTIFY that the Resolution No. \_\_\_\_-2023 contained in the foregoing annexed extract from the minutes of a meeting of the County Legislature of said County of Putnam duly called and held on May 2, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said County Legislature and is a true, complete and correct copy thereof and of the whole of said original Resolution, which was duly adopted by the County Legislature of the County of Putnam on May 2, 2023 and approved by the County Executive on May \_\_, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County of Putnam this \_\_\_\_ day of May, 2023.

(SEAL)

---

**Diane Schonfeld**  
**Clerk to the County Legislature**



**NOTICE**

The resolution, a summary of which is published herewith, has been adopted on May 2, 2023, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the COUNTY OF PUTNAM, New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the constitution.

Diane Schonfeld  
Clerk to the County Legislature

**BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK,  
ADOPTED MAY 2, 2023, AUTHORIZING THE ACQUISITION OF  
VARIOUS VEHICLES AND HEAVY EQUIPMENT FOR THE HIGHWAY  
DEPARTMENT; STATING THE ESTIMATED TOTAL COST THEREOF  
IS \$600,000; APPROPRIATING SAID AMOUNT THEREFOR; AND  
AUTHORIZING THE ISSUANCE OF \$600,000 SERIAL BONDS OF SAID  
COUNTY TO FINANCE SAID APPROPRIATION.**

**Object or purpose:** the acquisition of various vehicles and heavy equipment for the highway department, at the aggregate estimated cost of \$600,000.

**Period of probable usefulness:** fifteen (15) years

**Amount of obligations to be issued:** \$600,000

A complete copy of the bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Clerk to the Legislature, at the County Office Building, 40 Gleneida Avenue, Carmel, New York.

**Dated:** May 2, 2023  
Carmel, New York

| 2023 | CENTRAL      | AUTOMOTIVE | BUDGET     | EQUIPMENT            |               |           |           |
|------|--------------|------------|------------|----------------------|---------------|-----------|-----------|
|      | NEW          | SNOW       | DEPT       | USAGE                | REPLACING     | CONDITION | PRICE/EST |
|      | MACK<br>DUMP | YES        | HIGHWAY    | SNOW/ROAD<br>REPAIR  | E-721         | 4+        | \$365,000 |
|      | 4WD<br>DUMP  | YES        | PARKS      | SNOW/PARK<br>MTCE.   | E-795         | 4         | \$ 69,000 |
|      | VAN          | NO         | FACILITIES | FACILITIES<br>REPAIR | E-729         | 4         | \$ 38,000 |
|      | CREW<br>CAB  | YES        | HIGHWAY    | SNOW/ROAD<br>REPAIR  | E-850         | 3+        | \$ 60,000 |
|      | DUMP<br>BODY | YES        | HIGHWAY    | SNOW/ROAD<br>REPAIR  | E-744<br>BODY | 4+        | \$ 65,000 |

Note: 1 – New

5 – Taken out of use

Phyp.  
4-18-23  
CO: A11  
approval

PHONE: 212-820-9300  
FAX: 212-514-8425

7 WORLD TRADE CENTER  
250 GREENWICH STREET  
NEW YORK, NY 10007  
WWW.HAWKINS.COM

NEW YORK  
WASHINGTON  
NEWARK  
HARTFORD  
LOS ANGELES  
SACRAMENTO  
SAN FRANCISCO  
PORTLAND  
ANN ARBOR  
RALEIGH

(212) 820-9563

April 11, 2023

County of Putnam, New York  
**\$600,000 Serial Bonds for Highway Vehicles and Equipment**  
(Our File Designation: 4867/45710)

William J. Carlin, Jr., CPA  
Commissioner of Finance  
County of Putnam  
40 Gleneida Avenue  
Carmel, New York 10512

2023 APR 12 AM 9:55  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Dear Bill:

Pursuant to your request, I have prepared and enclose herewith a draft Extract of Minutes of the County Legislature meeting to be held on May 2, 2023, showing adoption of the above-referenced bond resolution and providing for publication, in summary.

**Please note that the bond resolution is to be adopted by at least a two-thirds vote of the entire County Legislature membership.**

A copy of the summary form of the bond resolution with the prescribed form of Clerk's statutory notice affixed in readiness for publication in the official County newspaper is also enclosed *as the last page of the attachment*. You will recall that publication of the bond resolution, in summary, commences a 20-day statute of limitations period pursuant to the provisions of Section 80.00 *et seq.* of the Local Finance Law. Please obtain and forward to me a certified copy of the Extract of Minutes and an original Affidavits of Publication, when available.

With all best wishes, I am

Very truly yours,



Daniel G. Birmingham

DGB:s  
Enclosures

#59

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

**APPROVAL / BUDGETARY AMENDMENT (23A021)/ BOND RESOLUTION/ HIGHWAY EQUIPMENT**

**WHEREAS, the Administrative Director of Highways & Facilities has requested a budgetary amendment (23A021) to adjust the 2023 adopted Capital Budget to include additional Bond funding for Highway Equipment due to increasing 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:**

**CAPITAL FUND:**

**Increase Estimated Appropriations:**

**55197000 52660 52304 Highway Equipment 100,000**

**Increase Estimated Revenues:**

**05000 45710N 52304 2023 Serial Bond Proceeds 100,000**

**2023 Fiscal Impact – 0 –**

**2024 Fiscal Impact – Unknown Debt Service**

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





- Phys. - 4/18  
- audit  
4/24

Reso

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance  
Re: Budgetary Amendment - 23A021  
Date: April 11, 2023

*WJC*

2023 APR 11 PM 4:35  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Highways & Facilities, the following budgetary amendment is required.

**CAPITAL FUND:**

**Increase Estimated Appropriations:**

55197000 52660 52304 Highway Equipment 100,000

**Increase Estimated Revenues:**

05000 45710N 52304 2023 Serial Bond Proceeds 100,000

Fiscal Impact - 2023 - \$ 0

Fiscal Impact - 2024 - Unknown Debt Service

This Resolution is required to adjust the 2023 adopted capital budget to include additional funding to address increasing costs. A proposed bond resolution will follow under separate cover.

Approved : \_\_\_\_\_  
Kevin M. Byrne  
County Executive

| 2023 | CENTRAL      | AUTOMOTIVE | BUDGET     | EQUIPMENT            |               |           |           |
|------|--------------|------------|------------|----------------------|---------------|-----------|-----------|
|      | NEW          | SNOW       | DEPT       | USAGE                | REPLACING     | CONDITION | PRICE/EST |
|      | MACK<br>DUMP | YES        | HIGHWAY    | SNOW/ROAD<br>REPAIR  | E-721         | 4+        | \$365,000 |
|      | 4WD<br>DUMP  | YES        | PARKS      | SNOW/PARK<br>MTCE.   | E-795         | 4         | \$ 69,000 |
|      | VAN          | NO         | FACILITIES | FACILITIES<br>REPAIR | E-729         | 4         | \$ 38,000 |
|      | CREW<br>CAB  | YES        | HIGHWAY    | SNOW/ROAD<br>REPAIR  | E-850         | 3+        | \$ 60,000 |
|      | DUMP<br>BODY | YES        | HIGHWAY    | SNOW/ROAD<br>REPAIR  | E-744<br>BODY | 4+        | \$ 65,000 |

Note: 1 – New

5 – Taken out of use

#51

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

**APPROVAL/RATIFICATION OF 2024 FEDERAL COMMUNITY PROJECT GRANT FUNDING APPLICATIONS IN PUTNAM COUNTY FOR CAPITAL INFRASTRUCTURE PROJECTS**

**WHEREAS, competitive funding opportunities are being offered through the United States House of Representatives, as set forth in the recently published Community Project Funding Resource Guide, for which submission of applications were due to Representative Michael Lawler’s office on or before March 15, 2023; and**

**WHEREAS, Section 5-1(D)(1) of the Putnam County Code requires the Legislature to 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 County, by and through the Putnam County Department of Planning, Development and Public Transportation (the “Department”), is desirous to competitively seek grant funds described herein and, in furtherance thereof, submitted grant applications by the March 15, 2023 deadline; and**

**WHEREAS, funding is available through the Department of Justice for projects which improve police effectiveness and the flow of information among law enforcement agencies, local government service providers, and the communities they serve; and**

**WHEREAS, funding is also available through the Department of Transportation for highway and transit-related capital infrastructure projects, and Putnam County has upcoming related capital projects that could benefit from funding including County-wide Pedestrian Sidewalk Improvements; and**

**WHEREAS, the County Executive and the Putnam County Legislature support the submittal of competitive funding applications in connection with projects as aforesaid mentioned for grant funding, more specifically, County Pedestrian Improvements Program, and Sheriff’s Department Safety & Modernization Upgrades; and**

**WHEREAS, if grant funding is awarded to the County, depending on the award and grant category, the local shared contribution from the County would be twenty (20%) percent or more; and**

**WHEREAS, the County, by and through the Putnam County Department of Planning, Development and Public Transportation, will continue efforts to seek and make application for supplemental grant funding for the aforesaid Proposed Projects; now therefore be it**

**RESOLVED, that the County Executive, together with the County Legislature, supports and ratifies the County’s applications for funding that were submitted for the March 2023 deadline for FY24 federal Community Project grant competitive funding; and it is hereby 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 \_\_\_\_\_



**Putnam County**  
**Department of Planning, Development,**  
**and Public Transportation**

*www.putnamcountyny.com*

**841 Fair Street**  
**Carmel, NY 10512**

**Phone: (845) 878-3480**  
**Fax: 845) 808-1948**

TO: Legislator William Gouldman  
Chair, Physical Services Committee

FROM: John Tully, Acting Administrator  
Department of Planning, Development and Public Transportation

DATE: April 10, 2023

RE: NYSDOT Capital Project Grant Agreement and FY2024 Community  
Funding Opportunity

---

Attached for your consideration is a request to approve the NYS Department of Transportation (NYSDOT) Master Mass Capital Project Grant Agreement which provides the County with additional funding for our FTA transit capital projects, as well as approval and ratification of the County's FY 2024 Federal Community Project Grant funding applications for various programs.

The Planning, Development and Public Transportation Department (the "Department") did not have sufficient time to have placed both of these matters on the March 2023 Physical Services Committee meeting agenda, and, thus, after deliberation, the Department timely entered into a grant agreement with NYSDOT and submitted grant applications to Representative Lawler's office by the March 2023 deadlines so as not to forego the funding. Now, retroactively, the Department respectfully requests Legislative review and consideration for approval of the County's agreement to receive the FTA Master Mass Capital Project grant funding and submission of various funding applications to Representative Lawler's office for the FY 2024 Community Project program.

To this end, I respectfully request placement for these two items on the upcoming Physical Services Committee meeting agenda scheduled for April 18, 2023.

Thank you in advance for your consideration.

2023 APR 10 PM 2:15  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY



**APPROVAL/RATIFICATION OF 2024 FEDERAL COMMUNITY PROJECT GRANT FUNDING APPLICATIONS IN PUTNAM COUNTY FOR CAPITAL INFRASTRUCTURE PROJECTS**

WHEREAS, competitive funding opportunities are being offered through the United States House of Representatives, as set forth in the recently published Community Project Funding Resource Guide, for which submission of applications were due to the Representative Michael Lawler's office on or before March 15, 2023; and

WHEREAS, Section 5-1(D)(1) of the Putnam County Code requires the Legislature to 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 County, by and through the Putnam County Department of Planning, Development and Public Transportation (the "Department"), is desirous to competitively seek grant funds described herein and, in furtherance therefor, submitted grant applications by the March 15, 2023 deadline; and

WHEREAS, funding is available through the Department of Justice for projects which improve police effectiveness and the flow of information among law enforcement agencies, local government service providers, and the communities they serve; and

WHEREAS, funding is also available through the Department of Transportation for highway and transit-related capital infrastructure projects, and Putnam County has upcoming related capital projects that could benefit from funding including County-wide Pedestrian Sidewalk Improvements; and

WHEREAS, the County Executive and the Putnam County Legislature supports the submittal of competitive funding applications in connection with projects as aforesaid mentioned for grant funding, more specifically, County Pedestrian Improvements Program, and Sheriff's Department Safety & Modernization Upgrades; and

WHEREAS, if grant funding is awarded to the County, depending on the award and grant category, the local shared contribution from the County would be twenty (20%) percent and more; and

WHEREAS, the County, by and through the Putnam County Department of Planning, Development and Public Transportation, will continue efforts to seek and make application for supplemental grant funding for the aforesaid Proposed Projects; now therefore be it

RESOLVED, that the County Executive, together with the County Legislature, supports and ratifies the County's applications for funding that were submitted for the March 2023 deadline for FY24 federal Community Project grant competitive funding; and it is hereby further

RESOLVED, that this Resolution shall take effect immediately.

#55

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

**APPROVAL/ NYSDOT GRANT AGREEMENT/ FTA CAPITAL PROJECTS AND PROJECT ADMINISTRATION**

**WHEREAS, the Municipal Corporation and the Commissioner entered into a Master Mass Capital Project Grant Agreement (Contract No. K007398) covering the period of April 1, 2018 to March 31, 2023, and subsequently extended to December 31, 2026, for the undertaking of municipal projects described in Schedule A of that Agreement and any Supplemental Grant Agreements; and**

**WHEREAS, pursuant to State Finance Law, Section 89-c, that established the Dedicated Mass Transportation Trust Fund (“DMTTF”), following appropriation by the State Legislature monies therein shall be utilized for the reconstruction, replacement, purchase, modernization, improvement, reconditioning, preservation and maintenance of mass transit facilities, vehicles and rolling stock; and**

**WHEREAS, pursuant to appropriation or reappropriation from the DMTTF, the State Legislature authorized certain funding programs for the costs of mass transportation capital projects and facilities undertaken by municipalities and mass transit systems; and**

**WHEREAS, Putnam County’s Projects qualify for funding pursuant to such appropriations or reappropriations, the programmatic criteria and guidelines therefore; and has been approved by the Commissioner of Transportation (in a program of mass transportation capital projects) as more specifically described in Schedule A annexed to or supplementing this Agreement; now therefore be it**

**RESOLVED, that the Putnam County Legislature hereby approves the Amendment (Supplemental Grant Agreement #2) to the Master Mass Transportation Capital Project Agreement (Comptroller’s Contract #K007398) covering the period of April 1, 2018 to December 31, 2026 increasing the State matching funds in the amount of \$642,599 for FTA approved projects; and be it further**

**RESOLVED, that the County Executive is hereby authorized to sign the annexed Supplemental Grant Agreement #2 to said Master Mass Transportation Capital Project Agreement (Comptroller’s Contract K007398).**

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

# PROJECT AGREEMENT SCHEDULE A Dated

PROJECT DESCRIPTION, FUNDING AND DEVELOPMENT SCHEDULE

Contractor/Grantee:  
**Putnam County**

Comptroller's Contract #: **K007398** Contract period: **4/1/2018 to 3/31/2023**

AGREEMENT PURPOSE:  Main Agreement  Supplemental Schedule  Administrative Correction

GENERAL PROJECT DESCRIPTION

4th Master Agreement

PROJECT LOCATION/JURISDICTION or SERVICE AREA

Putnam County

| PIN              | Project                  | Award ID:     | DOT Rev | Estimated Project Cost | Federal Share | Admin/ Direct - ** % | *State Share % | Local Share % | Source State Approp % | Project End Date | Useful Life |
|------------------|--------------------------|---------------|---------|------------------------|---------------|----------------------|----------------|---------------|-----------------------|------------------|-------------|
| 8761.92.001      | Installation of Sidewalk | NY-2018-063-0 | 0       | \$558,353              | \$446,682     | Direct 80            | \$55,836 10    | \$55,835 10   | Omnibus               | 12/2018          | 20 Years    |
| 8TMM.11.001      | Rehab Transit Facility   | TC-18-PUT-S-0 | 0       | \$66,623               | \$0           | Direct 0             | \$66,623 100   | \$0           | Transit - MEP         | 08/2018          | 15 Years    |
| 8TMM.11.001      | Rehab Transit Facility   | TC-18-PUT-00  | 0       | \$149,377              | \$0           | Direct 0             | \$137,909 92   | \$11,468 8    | Transit - MEP         | 08/2018          | 15 Years    |
| 8TRM.61.001      | Project Administration   | NY-2018-063-0 | 0       | \$100,000              | \$80,000      | Direct 80            | \$10,000 10    | \$10,000 10   | Omnibus               | 12/2018          | N/A         |
| Agreement Total: |                          |               |         | \$874,353              | \$526,682     |                      | \$270,368      | \$77,303      |                       |                  |             |

\* With NYS DOT concurrence, the state shares may be interchanged among PINs within the Schedule and total State share

\*\* If DOT-PAY is listed under the Admin/Direct column, then the Federal Dollars for that row is not included in the Federal Share of the Agreement.





**Putnam County**  
**Department of Planning, Development,**  
**and Public Transportation**

*www.putnamcountyny.com*

841 Fair Street  
Carmel, NY 10512

Phone: (845) 878-3480

Fax: 845) 808-1948

TO: Legislator William Gouldman  
Chair, Physical Services Committee

FROM: John Tully, Acting Administrator  
Department of Planning, Development and Public Transportation

DATE: April 10, 2023

RE: NYSDOT Capital Project Grant Agreement and FY2024 Community  
Funding Opportunity

---

Attached for your consideration is a request to approve the NYS Department of Transportation (NYSDOT) Master Mass Capital Project Grant Agreement which provides the County with additional funding for our FTA transit capital projects, as well as approval and ratification of the County's FY 2024 Federal Community Project Grant funding applications for various programs.

The Planning, Development and Public Transportation Department (the "Department") did not have sufficient time to have placed both of these matters on the March 2023 Physical Services Committee meeting agenda, and, thus, after deliberation, the Department timely entered into a grant agreement with NYSDOT and submitted grant applications to Representative Lawler's office by the March 2023 deadlines so as not to forego the funding. Now, retroactively, the Department respectfully requests Legislative review and consideration for approval of the County's agreement to receive the FTA Master Mass Capital Project grant funding and submission of various funding applications to Representative Lawler's office for the FY 2024 Community Project program.

To this end, I respectfully request placement for these two items on the upcoming Physical Services Committee meeting agenda scheduled for April 18, 2023.

Thank you in advance for your consideration.

2023 APR 10 PM 2:15  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

## **APPROVAL/ NYSDOT GRANT AGREEMENT/ FTA CAPITAL PROJECTS AND PROJECT ADMINISTRATION**

WHEREAS, the Municipal Corporation and the Commissioner entered into a Master Mass Capital Project Grant Agreement (Contract No. K007398) covering the period of April 1, 2018 to March 31, 2023, and subsequently extended to December 31, 2026, for the undertaking of municipal projects described in Schedule A of that Agreement and any Supplemental Grant Agreements; and

WHEREAS, pursuant to State Finance Law, Section 89-c, that established the Dedicated Mass Transportation Trust Fund ("DMTTF"), following appropriation by the State Legislature monies therein shall be utilized for the reconstruction, replacement, purchase, modernization, improvement, reconditioning, preservation and maintenance of mass transit facilities, vehicles and rolling stock; and

WHEREAS, pursuant to appropriation or reappropriation from the DMTTF, the State Legislature authorized certain funding programs for the costs of mass transportation capital projects and facilities undertaken by municipalities and mass transit systems; and

WHEREAS, Putnam County's Projects qualifies for funding pursuant to such appropriations or reappropriations, the programmatic criteria and guidelines therefore; and has been approved by the Commissioner of Transportation (in a program of mass transportation capital projects) as more specifically described in Schedule A annexed to or supplementing this Agreement; now therefore be it

RESOLVED, that the Putnam County Legislature hereby approves the Amendment (Supplemental Grant Agreement #2) to the Master Mass Transportation Capital Project Agreement (Comptroller's Contract #K007398) covering the period of April 1, 2018 to December 31, 2026 increasing the State matching funds in the amount of \$642,599 for FTA approved projects; and be it further

RESOLVED, that the County Executive is hereby authorized to sign the annexed Supplemental Grant Agreement #2 to said Master Mass Transportation Capital Project Agreement (Comptroller's Contract K007398).

#5t

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

**APPROVAL/ HIGHWAYS & FACILITIES/ 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, the use of outside consultants continues to be necessary; and**

**WHEREAS, the Administrative Director of Highways & Facilities 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 – Additional Funding**
- \$ 180,000 – Total Project cost not to exceed**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – Amend 19CP06 – Architectural/Engineering

2023 APR - 7 PM 12: 54  
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 through the use of outside consultants and additional funding was authorized by the Full Legislature in June 2022 to continue the program.

The use of outside consultants continues to be needed to progress Departmental projects forward. We are therefore respectfully requesting your authorization of the additional funding needed to continue this program.

Thank you for the consideration.



#50

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

**APPROVAL/ HIGHWAYS & FACILITIES/ 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, for a combined total expenditure not to exceed \$157,537; and**

**WHEREAS, by Resolution #74 of 2021, the Putnam County Legislature approved an amendment to Project #20CP01, adding an additional \$35,000 for the County Office Building; 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 and the Donald B. Smith Campus Building 3; and**

**WHEREAS, the Administrative Director of Highways & Facilities has requested an additional amount of \$20,000 to continue this program, providing new security and access control installations at various facilities including the Board of Elections and Consumer Affairs offices; 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 – Additional funds requested for Board of Elections & Consumer Affairs**
- \$212,537 – Total Project cost not to exceed**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator  
Joseph Bellucci, Acting Deputy Commissioner  
William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – Amend 20CP01 – Access Control

2023 APR - 7 PM 12: 59  
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, 20CP01 authorized by the Full Legislature in March 2020 and the additional funding authorized by the Full Legislature in May 2021 allowed the program to continue.

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 and the Donald B Smith Campus Building 3.

The County wishes to continue this program with new security and access control installations at various facilities including the Board of Elections and Consumer Affairs offices. 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 program.

Thank you for the consideration.

5 v

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ AMEND  
(20CP03) (Water Systems)**

**WHEREAS, by Resolution #81 of 2020, the Putnam County Legislature approved the use of the Capital Facility Reserve fund for Project #20CP03 – Water Systems, to address water treatment system upgrades throughout our County facilities, at a cost not to exceed \$135,000; and**

**WHEREAS, by Resolution #117 of 2021 and Resolution #170 of 2022, the Putnam County Legislature approved an amendment to Project #20CP03, adding an additional \$70,000 and \$60,000, respectively; and**

**WHEREAS, this allowed the program to continue with efforts towards the William Koehler Senior Center, the Putnam Valley Senior Center and the Putnam County Golf Course; and**

**WHEREAS, the County wishes to continue this program by completing the above projects and addressing the water quality issues at the Kern Building and the Highway Department; and**

**WHEREAS, although funding remains available in 20CP03, it is inadequate to complete the original projects due to project scope and rising material costs and to attend to the needs of other facilities; and**

**WHEREAS, the Administrative Director of Highways & Facilities has requested an additional amount of \$60,000 to continue this program; 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 \$60,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**20CP03 – Water Systems**

**\$135,000 – Approved by Resolution #81 of 2020  
70,000 – Approved by Resolution #117 of 2021  
60,000 – Approved by Resolution #170 of 2022  
60,000 – Additional Funding  
**\$325,000 – Total Project cost not to exceed****

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



cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES

842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature  
FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*  
CC: Thomas Feighery, Acting Administrator  
Joseph Bellucci, Acting Deputy Commissioner  
William Carlin, Commissioner of Finance  
DATE: April 7, 2023  
RE: Physical Services Committee – Amend 20CP03 – Water Systems

2023 APR - 7 PM 12: 59  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Please approve the necessary resolution to amend and authorize adding \$60,000 to 20CP03.

The County has been addressing water treatment system upgrades throughout our County facilities. 20CP03 authorized by the Full Legislature in April 2020 originated the program an additional funding authorized by the Full Legislature in June 2021 and September 2022 allowed the program to continue with efforts towards the William Koehler Senior Center, the Putnam Valley Senior Center and the Putnam County Golf Course.

The County wishes to continue this program by completing the above projects and addressing the water quality issues at the Kern Building and the Highway Department.

Although funding remains available in 20CP03, it is inadequate to complete the original projects due to project scope and rising material costs and to attend to the needs of the other facilities.

We respectfully request your authorization of the additional funds necessary to continue this program.

Thank you for the consideration.



#50

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

**APPROVAL/ HIGHWAYS & FACILITIES/ 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, to fund specific and programmatic replacements of aging, worn and damaged flooring in County facilities; and**

**WHEREAS, by Resolution #261 of 2022, the Putnam County Legislature approved an amendment to Project #22CP01, adding an additional \$75,000 to continue the program; and**

**WHEREAS, the Administrative Director of Highways & Facilities has requested an additional amount of \$80,000 to complete floor replacements in the Koehler Senior Center dining area, the Bureau of Emergency Services auditorium, the Personnel Department, and to continue this flooring program as needed throughout 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 \$80,000 from the Capital 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 – Additional Funding**  
**\$ 275,000 – Total Project cost not to exceed**

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

cc. all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator  
Joseph Bellucci, Acting Deputy Commissioner  
William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – Amend 22CP01 – Flooring Repair & Replacement at Various County Facilities

2023 APR - 7 PM 12: 59  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

---

Please approve the necessary resolution to amend and authorize adding \$80,000 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 and additional funding was authorized by the Full Legislature in December 2022 to continue the program.

We are respectfully requesting your authorization of the funds necessary to complete floor replacements at the Koehler Senior Center dining area, the Bureau of Emergency Services auditorium, the Personnel Dept. and to continue this flooring program as needed throughout our County facilities to keep them safe and in a state of good repair.

Thank you for the consideration.

#5+

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP01)  
(6N Highway Garage) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$100,000 from the Capital Facility Reserve to fund Project #23CP01 – 6N Highway Garage for the upgrade, repair and/or rehabilitation pertaining to the HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom and dividing curtains; 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 \$100,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP01 – 6N Highway Garage (State of Good Repair Facilities Program)**

**Project cost not to exceed \$100,000**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator  
Joseph Bellucci, Acting Deputy Commissioner  
William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

---

Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department's 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility's expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.





Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

#51

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP02)  
(Tilly Foster Barn – Building #9) State of Good Repair Facilities Program - Projects 23CP01  
– 23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$10,500 from the Capital Facility Reserve to fund Project #23CP02 – Tilly Foster Barn – Building #9 for the upgrade, repair and/or rehabilitation pertaining to spray foam and batt insulation within the staging area, gable ends, restroom and lower-level roof joists; 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 \$10,500 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP02 – Tilly Foster Barn - Building #9 (State of Good Repair Facilities Program)**

**Project cost not to exceed \$10,500**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

---

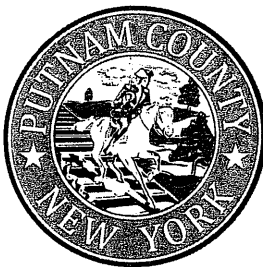
Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department’s 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility’s expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.



# 52

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP03)  
(Law Department) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$12,500 from the Capital Facility Reserve to fund Project #23CP03 – Law Department for the upgrade, repair and/or rehabilitation pertaining to windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation; and**

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

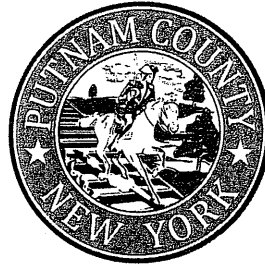
**RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$12,500 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP03 – Law Department (State of Good Repair Facilities Program)**

**Project cost not to exceed \$12,500**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

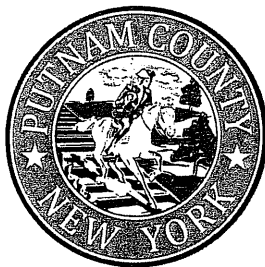
Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department's 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility's expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

# 500

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP04)  
(Koehler Senior Center) State of Good Repair Facilities Program - Projects 23CP01 –  
23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$50,000 from the Capital Facility Reserve to fund Project #23CP04 – Koehler Senior Center for the upgrade, repair and/or rehabilitation pertaining to the soffit, fascia, siding and trim repair/ replacement; 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:**

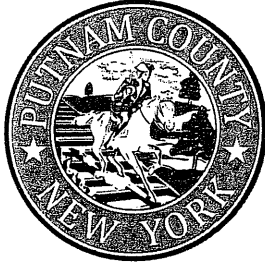
**23CP04 – Koehler Senior Center (State of Good Repair Facilities Program)**

**Project cost not to exceed \$50,000**

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



cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

---

Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department’s 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility’s expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

Attached request from Highway  
to pull from agenda.

#5bb

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP05)  
(New Courthouse) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$40,000 from the Capital Facility Reserve to fund Project #23CP05 – New Courthouse pertaining to interior hall painting; 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 \$10,500 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP05 – New Courthouse (State of Good Repair Facilities Program)**

**Project cost not to exceed \$40,000**

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

*cc: all  
may Full mtg*

Joseph Bellucci  
Acting Deputy  
Commissioner



Thomas Feighery  
Administrative Director

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

**MEMORANDUM**

TO: Diane Schonfeld, Clerk to Legislature

FROM: Thomas Feighery, Administrative Director

DATE: April 20, 2023

RE: Physical Services – Item E Revision

We would like to pull Item 8e from the Physical Services agenda (Approval/23CP05 – New Courthouse - \$40,000. We have been successful in getting additional funds from the courts and will not need county funds.

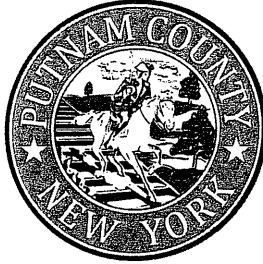
Thank you.

cc: William Carlin, Commissioner of Finance  
John Tully, Director of Purchasing

2023 APR 20 PM 4: 31  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY



cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

---

Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department’s 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility’s expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

#500

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP06)  
(Sheriff's Department) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$10,000 from the Capital Facility Reserve to fund Project #23CP06 – Sheriff's Department for the upgrade, repair and/or rehabilitation pertaining to flooring, painting, ceiling, electrical and floor plan alteration; 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 \$10,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP06 – Sheriff's Department (State of Good Repair Facilities Program)**

**Project cost not to exceed \$10,000**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department's 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility's expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.





Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpets, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

#5dd

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP07)  
(District Attorney's Office) State of Good Repair Facilities Program - Projects 23CP01 –  
23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$6,600 from the Capital Facility Reserve to fund Project #23CP07 – District Attorney's Office to upgrade, repair and/or rehabilitation pertaining to painting, kitchenette, floor plan alteration; 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 \$6,600 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP07 – District Attorney's Office (State of Good Repair Facilities Program)**

**Project cost not to exceed \$6,600**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator  
Joseph Bellucci, Acting Deputy Commissioner  
William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department’s 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility’s expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.



#5ee

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP08)  
(Personnel Department) State of Good Repair Facilities Program - Projects 23CP01 –  
23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$7,200 from the Capital Facility Reserve to fund Project #23CP08 – Personnel Department for the upgrade, repair and/or rehabilitation pertaining to floor plan alteration, painting, flooring, electrical and sheetrock; and**

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

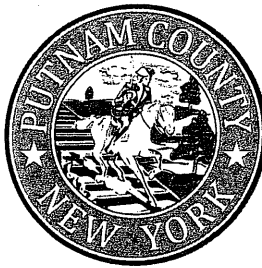
**RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$7,200 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP08 – Personnel Department (State of Good Repair Facilities Program)**

**Project cost not to exceed \$7,200**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator  
Joseph Bellucci, Acting Deputy Commissioner  
William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

---

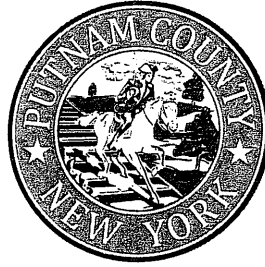
Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department's 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility's expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

#5ff

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP09)  
(DSS Legal) State of Good Repair Facilities Program - Projects 23CP01 – 23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$14,700 from the Capital Facility Reserve to fund Project #23CP09 – DSS Legal for the upgrade, repair and/or rehabilitation pertaining to carpet, blinds, dividing wall with door, HVAC and painting; 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 \$10,500 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP09 – DSS Legal (State of Good Repair Facilities Program)**

**Project cost not to exceed \$14,700**

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



cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator  
Joseph Bellucci, Acting Deputy Commissioner  
William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

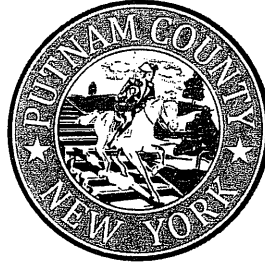
Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department's 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility's expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 – Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 – Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

#599

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP10)  
(Nelsonville Substation) State of Good Repair Facilities Program - Projects 23CP01 –  
23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$5,000 from the Capital Facility Reserve to fund Project #23CP10 – Nelsonville Substation for the upgrade, repair and/or rehabilitation pertaining to exterior window trim, exterior wall paint and repair deck stairs; 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 \$5,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP10 – Nelsonville Substation (State of Good Repair Facilities Program)**

**Project cost not to exceed \$5,000**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

---

Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department's 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility's expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.





Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

#5hh

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP11)  
(Highway Department Restroom Renovations) State of Good Repair Facilities Program -  
Projects 23CP01 – 23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$25,000 from the Capital Facility Reserve to fund Project #23CP11 – Highway Department Restroom Renovations for the upgrade, repair and/or rehabilitation pertaining to partition replacements, painting, flooring, accessories and finishes; 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:**

**23CP11 – Highway Department Restroom Renovations (State of Good Repair Facilities Program)**

**Project cost not to exceed \$25,000**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

---

Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department’s 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility’s expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.



#522

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP12)  
(Board of Elections Building) State of Good Repair Facilities Program - Projects 23CP01 –  
23CP12**

**WHEREAS, per an asset assessment of County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations; and**

**WHEREAS, the Administrative Director of Highways & Facilities has proposed the use of \$425,000 from the Capital Facility Reserve to fund Project #23CP12 – Board of Elections Building for the upgrade, repair and/or rehabilitation pertaining to design services and construction including re-siding, insulating roof replacement, door removals and infills; 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 \$10,500 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:**

**23CP12 – Board of Elections (State of Good Repair Facilities Program)**

**Project cost not to exceed \$425,000**

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

cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES  
842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

2023 APR - 7 PM 12: 53  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator

Joseph Bellucci, Acting Deputy Commissioner

William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP01 – 23CP12 – Various County Facility Renovations

Please approve the necessary resolution to authorize 23CP01 – 23CP12 for various County facility renovations as noted more specifically below.

During this Department's 2023 asset assessment of our County facilities, it was apparent that the interior and exterior conditions of many of them are in need of upgrades, repairs and rehabilitations. This includes, but is not limited to, windows, insulation, paint, siding, doors/stairs/decking, lighting, insulation, electrical, flooring, walls, ceilings. Each facility's expenditures will be tracked separately to ensure that funding is allocated and spent according to the breakdowns below. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

The facilities and/or offices, scopes of work and associated costs for consideration are:

**23CP01 - 6N Highway Garage - \$100,000**

HVAC, windows, lighting, interior/exterior painting, masonry, paving, restroom, dividing curtains.



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

**23CP02 - Tilly Foster Barn (Building #9) - \$10,500**

Spray foam and batt insulation within staging area, gable ends, restroom and lower level roof joists

**23CP03 - Law Department - \$12,500**

Windows, doors, kitchenette, exterior wall repair and rear vestibule mold remediation

**23CP04 - Koehler Senior Center - \$50,000**

Soffit, fascia, siding and trim repair/replacement

**23CP05 - New Courthouse - \$40,000**

Interior hall painting

**23CP06 - Sheriff's Department - \$10,000**

Flooring, painting, ceiling, electrical and floor plan alteration

**23CP07 - District Attorney's Office - \$6,600**

Painting, kitchenette, floor plan alteration

**23CP08 - Personnel - \$7,200**

Floor plan alteration, painting, flooring, electrical and sheetrock

**23CP09 - DSS Legal - \$14,700**

Carpet, blinds, dividing wall with door, HVAC and painting

**23CP10 - Nelsonville Substation - \$5,000**

Window trim (exterior), paint exterior wall, repair deck stairs

**23CP11 - Highway Department Restroom Renovations - \$25,000**

Partition replacements, painting, flooring, accessories and finishes

**23CP12 - Board of Election Building - \$425,000**

Design services and construction including re-siding, insulating, roof replacement, door removals and infills

Thank you for the consideration.

#5jj

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

**APPROVAL/ HIGHWAYS & FACILITIES/ USE OF CAPITAL FACILITY RESERVE/ (23CP13)**  
(Doors, Frames & Hardware Replacement Program at Various County Facilities)

**WHEREAS, the Administrative Director of Highways & Facilities has proposed 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, prioritized for immediate replacement are doors at the Veterans Home, IT/GIS Department and Cornerstone Park; and**

**WHEREAS, additional facilities are currently being evaluated and will need to be addressed; 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:**

**23CP13 – Doors, Frames & Hardware Replacement Program**

**Project cost not to exceed \$50,000**

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



cc: all physical



Thomas Feighery  
Acting Administrator of  
Highways and Facilities

DEPARTMENT OF  
HIGHWAYS & FACILITIES

842 Fair Street  
Carmel, New York 10512  
Phone: 845-878-6331 Fax: 845-808-1908

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. of Planning & Design *AMH*

CC: Thomas Feighery, Acting Administrator  
Joseph Bellucci, Acting Deputy Commissioner  
William Carlin, Commissioner of Finance

DATE: April 7, 2023

RE: Physical Services Committee – 23CP13 – Doors, Frames & Hardware –  
Various County Facilities

2023 APR - 7 PM 12: 54  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Please approve the necessary resolution to authorize 23CP13 in an amount not to exceed \$50,000.

The doors, frames and hardware at various County facilities require replacement due to condition issues. Prioritized for immediate replacement are doors at the Veterans Home, the IT/GIS Department and Cornerstone Park. Additional facilities are currently being evaluated and will need to be addressed.

We respectfully request your authorization of the funding necessary to establish a doors, frames and hardware replacement program to help keep our facilities safe and in a state of good repair.

Thank you for the consideration.

#5KK

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

**APPROVAL/ BUDGETARY AMENDMENT (22A093)/ FINANCE/ RECORD ARPA REVENUE**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (22A093) to record ARPA Revenue in the General Fund as per the accounting bulletin released by the New York State Comptroller's Office; 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:**

**GENERAL FUND:**

**Increase Estimated Appropriations:**

**SEE ATTACHED SHEET 18,825,807.00**

**Increase Estimated Revenues:**

**SEE ATTACHED SHEET 18,825,807.00**

**2023 Fiscal Impact – 0 –  
2024 Fiscal Impact – 0 –**

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



cc:all  
AVA

Reso.

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance  
Re: Budgetary Amendment - 22A093  
Date: April 15, 2023

WJC

2023 APR 17 PM 2:36  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

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

**GENERAL FUND:**

**Increase estimated appropriations:**

SEE ATTACHED SHEET 18,825,807.00

**Increase estimated revenues:**

SEE ATTACHED SHEET 18,825,807.00

Fiscal Impact - 2023 - \$ 0  
Fiscal Impact - 2024 - \$ 0

This Resolution is required to record ARPA revenue in the general fund as per the accounting bulletin released by the New York State Comptrollers Office. The County had recorded the ARPA revenue in the Capital Projects fund necessitating this change.

Approved:

Kevin M, Byrne  
County Executive

| FUND | ORG      | OBJ    | PROJECT | DESCRIPTION                | INCREASE APPROPRIATIONS | INCREASE ESTIMATED REVENUES | COMMENTS                            |
|------|----------|--------|---------|----------------------------|-------------------------|-----------------------------|-------------------------------------|
| 01   | 10990100 | 59020  | 50245   | TRANSFER TO CAPITAL        | 1,000,000.00            |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 51622   | TRANSFER TO CAPITAL        | 415,000.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 51912   | TRANSFER TO CAPITAL        | 190,800.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52202   | TRANSFER TO CAPITAL        | 1,000,000.00            |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52204   | TRANSFER TO CAPITAL        | 600,000.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52212   | TRANSFER TO CAPITAL        | 400,000.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52224   | TRANSFER TO CAPITAL        | 1,500,000.00            |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52228   | TRANSFER TO CAPITAL        | 30,000.00               |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 51601   | TRANSFER TO CAPITAL        | 2,500,000.00            |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 51716   | TRANSFER TO CAPITAL        | 211,300.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 51914   | TRANSFER TO CAPITAL        | 520,000.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52201   | TRANSFER TO CAPITAL        | 500,000.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52214   | TRANSFER TO CAPITAL        | 1,718,885.00            |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52215   | TRANSFER TO CAPITAL        | 660,401.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52216   | TRANSFER TO CAPITAL        | 602,142.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52217   | TRANSFER TO CAPITAL        | 590,828.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52218   | TRANSFER TO CAPITAL        | 369,670.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52219   | TRANSFER TO CAPITAL        | 796,064.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52220   | TRANSFER TO CAPITAL        | 128,394.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52221   | TRANSFER TO CAPITAL        | 101,671.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52222   | TRANSFER TO CAPITAL        | 31,945.00               |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52223   | TRANSFER TO CAPITAL        | 2,000,000.00            |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52225   | TRANSFER TO CAPITAL        | 2,500,000.00            |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52226   | TRANSFER TO CAPITAL        | 130,000.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52227   | TRANSFER TO CAPITAL        | 25,000.00               |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10990100 | 59020  | 52229   | TRANSFER TO CAPITAL        | 303,707.00              |                             | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 50245   | FED AID - ARPA CFDA 21.027 |                         | 1,000,000.00                | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 51622   | FED AID - ARPA CFDA 21.027 |                         | 415,000.00                  | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 51912   | FED AID - ARPA CFDA 21.027 |                         | 190,800.00                  | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52202   | FED AID - ARPA CFDA 21.027 |                         | 1,000,000.00                | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52204   | FED AID - ARPA CFDA 21.027 |                         | 600,000.00                  | RECLASS PER OSC ACCOUNTING BULLETIN |



| FUND | ORG      | OBI    | PROJECT | DESCRIPTION                | INCREASE<br>APPROPRIATIONS | INCREASE<br>ESTIMATED<br>REVENUES | COMMENTS                            |
|------|----------|--------|---------|----------------------------|----------------------------|-----------------------------------|-------------------------------------|
| 01   | 10131000 | 449898 | 52212   | FED AID - ARPA CFDA 21.027 |                            | 400,000.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52224   | FED AID - ARPA CFDA 21.027 |                            | 1,500,000.00                      | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52228   | FED AID - ARPA CFDA 21.027 |                            | 30,000.00                         | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 51601   | FED AID - ARPA CFDA 21.027 |                            | 2,500,000.00                      | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 51716   | FED AID - ARPA CFDA 21.027 |                            | 211,300.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 51914   | FED AID - ARPA CFDA 21.027 |                            | 520,000.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52201   | FED AID - ARPA CFDA 21.027 |                            | 500,000.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52214   | FED AID - ARPA CFDA 21.027 |                            | 1,718,885.00                      | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52215   | FED AID - ARPA CFDA 21.027 |                            | 660,401.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52216   | FED AID - ARPA CFDA 21.027 |                            | 602,142.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52217   | FED AID - ARPA CFDA 21.027 |                            | 590,828.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52218   | FED AID - ARPA CFDA 21.027 |                            | 369,670.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52219   | FED AID - ARPA CFDA 21.027 |                            | 796,064.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52220   | FED AID - ARPA CFDA 21.027 |                            | 128,394.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52221   | FED AID - ARPA CFDA 21.027 |                            | 101,671.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52222   | FED AID - ARPA CFDA 21.027 |                            | 31,945.00                         | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52223   | FED AID - ARPA CFDA 21.027 |                            | 2,000,000.00                      | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52225   | FED AID - ARPA CFDA 21.027 |                            | 2,500,000.00                      | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52226   | FED AID - ARPA CFDA 21.027 |                            | 130,000.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52227   | FED AID - ARPA CFDA 21.027 |                            | 25,000.00                         | RECLASS PER OSC ACCOUNTING BULLETIN |
| 01   | 10131000 | 449898 | 52229   | FED AID - ARPA CFDA 21.027 |                            | 303,707.00                        | RECLASS PER OSC ACCOUNTING BULLETIN |

#522

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

**APPROVAL/ BUDGETARY TRANSFER (22T421)/ FINANCE/ RECORD ARPA REVENUE**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (22A093) to record ARPA Revenue in the General Fund as per the accounting bulletin released by the New York State Comptroller's Office; and**

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

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

**CAPITAL FUND:**

**Increase Estimated Appropriations:  
SEE ATTACHED SHEET**

**18,825,807.00**

**Increase Estimated Revenues:  
SEE ATTACHED SHEET**

**18,825,807.00**

**2023 Fiscal Impact – 0 –  
2024 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

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
Re: Budgetary Amendment - 22T421  
Date: April 15, 2023

2023 APR 17 PM 2:36  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

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

**CAPITAL FUND:**

**Increase estimated appropriations:**

SEE ATTACHED SHEET 18,825,807.00

**Increase estimated revenues:**

SEE ATTACHED SHEET 18,825,807.00

Fiscal Impact - 2023 - \$ 0  
Fiscal Impact - 2024 - \$ 0

This Resolution is required to record ARPA revenue in the general fund as per the accounting bulletin released by the New York State Comptrollers Office. The County had recorded the ARPA revenue in the Capital Projects fund necessitating this change.

Approved:

Kevin M, Byrne  
County Executive

| FUND | ORG      | OBJ    | PROJECT | DESCRIPTION                | INCREASE ESTIMATED REVENUES | DECREASE ESTIMATED REVENUES | COMMENTS                    |
|------|----------|--------|---------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| 05   | 55197000 | 449898 | 50245   | FED AID - ARPA CFDA 21.027 |                             | 1,000,000                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 55997000 | 449898 | 51622   | FED AID - ARPA CFDA 21.028 |                             | 415,000                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 449898 | 51912   | FED AID - ARPA CFDA 21.029 |                             | 190,800                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 449898 | 52202   | FED AID - ARPA CFDA 21.030 |                             | 1,000,000                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 449898 | 52204   | FED AID - ARPA CFDA 21.031 |                             | 600,000                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 57110000 | 449898 | 52212   | FED AID - ARPA CFDA 21.032 |                             | 400,000                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 53097000 | 449898 | 52224   | FED AID - ARPA CFDA 21.033 |                             | 1,500,000                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 58989000 | 449898 | 52228   | FED AID - ARPA CFDA 21.034 |                             | 30,000                      | PER OSC ACCOUNTING BULLETIN |
| 05   | 53097000 | 449898 | 51601   | FED AID - ARPA CFDA 21.035 |                             | 2,500,000                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 449898 | 51716   | FED AID - ARPA CFDA 21.036 |                             | 211,300                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 449898 | 51914   | FED AID - ARPA CFDA 21.037 |                             | 520,000                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 449898 | 52201   | FED AID - ARPA CFDA 21.038 |                             | 500,000                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52214   | FED AID - ARPA CFDA 21.039 |                             | 1,718,885                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52215   | FED AID - ARPA CFDA 21.040 |                             | 660,401                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52216   | FED AID - ARPA CFDA 21.041 |                             | 602,142                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52217   | FED AID - ARPA CFDA 21.042 |                             | 590,828                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52218   | FED AID - ARPA CFDA 21.043 |                             | 369,670                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52219   | FED AID - ARPA CFDA 21.044 |                             | 796,064                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52220   | FED AID - ARPA CFDA 21.045 |                             | 128,394                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52221   | FED AID - ARPA CFDA 21.046 |                             | 101,671                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 449898 | 52222   | FED AID - ARPA CFDA 21.047 |                             | 31,945                      | PER OSC ACCOUNTING BULLETIN |
| 05   | 53097000 | 449898 | 52223   | FED AID - ARPA CFDA 21.048 |                             | 2,000,000                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 58989000 | 449898 | 52225   | FED AID - ARPA CFDA 21.049 |                             | 2,500,000                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 58989000 | 449898 | 52226   | FED AID - ARPA CFDA 21.050 |                             | 130,000                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 58989000 | 449898 | 52227   | FED AID - ARPA CFDA 21.051 |                             | 25,000                      | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 449898 | 52229   | FED AID - ARPA CFDA 21.052 |                             | 303,707                     | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 428601 | 50245   | TRANSFER FROM GEN FUND     | 1,000,000                   |                             | PER OSC ACCOUNTING BULLETIN |
| 05   | 55997000 | 428601 | 51622   | TRANSFER FROM GEN FUND     | 415,000                     |                             | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 428601 | 51912   | TRANSFER FROM GEN FUND     | 190,800                     |                             | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 428601 | 52202   | TRANSFER FROM GEN FUND     | 1,000,000                   |                             | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 428601 | 52204   | TRANSFER FROM GEN FUND     | 600,000                     |                             | PER OSC ACCOUNTING BULLETIN |



| FUND | ORG      | OBJ    | PROJECT | DESCRIPTION            | INCREASE<br>ESTIMATED<br>REVENUES | DECREASE<br>ESTIMATED<br>REVENUES | COMMENTS                    |
|------|----------|--------|---------|------------------------|-----------------------------------|-----------------------------------|-----------------------------|
| 05   | 57110000 | 428601 | 52212   | TRANSFER FROM GEN FUND | 400,000                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 53097000 | 428601 | 52224   | TRANSFER FROM GEN FUND | 1,500,000                         |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 58989000 | 428601 | 52228   | TRANSFER FROM GEN FUND | 30,000                            |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 53097000 | 428601 | 51601   | TRANSFER FROM GEN FUND | 2,500,000                         |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 428601 | 51716   | TRANSFER FROM GEN FUND | 211,300                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 428601 | 51914   | TRANSFER FROM GEN FUND | 520,000                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 428601 | 52201   | TRANSFER FROM GEN FUND | 500,000                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52214   | TRANSFER FROM GEN FUND | 1,718,885                         |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52215   | TRANSFER FROM GEN FUND | 660,401                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52216   | TRANSFER FROM GEN FUND | 602,142                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52217   | TRANSFER FROM GEN FUND | 590,828                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52218   | TRANSFER FROM GEN FUND | 369,670                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52219   | TRANSFER FROM GEN FUND | 796,064                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52220   | TRANSFER FROM GEN FUND | 128,394                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52221   | TRANSFER FROM GEN FUND | 101,671                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 56989000 | 428601 | 52222   | TRANSFER FROM GEN FUND | 31,945                            |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 53097000 | 428601 | 52223   | TRANSFER FROM GEN FUND | 2,000,000                         |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 58989000 | 428601 | 52225   | TRANSFER FROM GEN FUND | 2,500,000                         |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 58989000 | 428601 | 52226   | TRANSFER FROM GEN FUND | 130,000                           |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 58989000 | 428601 | 52227   | TRANSFER FROM GEN FUND | 25,000                            |                                   | PER OSC ACCOUNTING BULLETIN |
| 05   | 55197000 | 428601 | 52229   | TRANSFER FROM GEN FUND | 303,707                           |                                   | PER OSC ACCOUNTING BULLETIN |
|      |          |        |         |                        | \$ 18,825,807                     | \$ 18,825,807                     |                             |

#5mm

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

**APPROVAL/ BUDGETARY AMENDMENT (23A022)/ FINANCE/ COURTHOUSE PAINTING PROJECT**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (23A022) to adjust the 2023 budget to account for State Aid from the New York State Office of Court Administration to fund a Courthouse Painting Project; and**

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

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

**Increase Estimated Appropriations:**

**10116200 54408                      Special Projects                      60,000**

**Increase Estimated Revenues:**

**10116200 430211                      State Aid – Court Facilities                      60,000**

**2023 Fiscal Impact – 0 –**

**2024 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

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
Re: Budgetary Amendment - 23A022  
Date: April 15, 2023

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

**Increase estimated appropriations:**

10116200 54408 Special Projects 60,000

**Increase estimated revenues:**

10116200 430211 State Aid - Court Facilities 60,000

Fiscal Impact - 2023 - 0

Fiscal Impact - 2024 - 0

This Resolution is necessary to adjust the 2023 budget to account for State Aid from the New York State Office of Court Administration to fund a courthouse painting project. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne  
County Executive

2023 APR 18 AM 11:20  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

40 Gleneida Avenue  
Carmel, New York 10512  
Phone : 845-808-1075 X49325  
Michael.Lewis@putnamcountyny.gov

**From:** Evelyn F. Leonard <[efleonard@nycourts.gov](mailto:efleonard@nycourts.gov)>  
**Sent:** Friday, April 14, 2023 11:02 AM  
**To:** Michael Lewis <[Michael.Lewis@putnamcountyny.gov](mailto:Michael.Lewis@putnamcountyny.gov)>  
**Subject:** RE: Courthouse hall painting

**PUTNAM COUNTY NOTICE**

**THIS EMAIL IS FROM AN EXTERNAL SENDER!** DO NOT click links, DO NOT open attachments, DO NOT forward if you were not expecting this email or if it seems suspicious in any way! REMEMBER: NEVER provide your user ID or password to anyone for any reason!

Good morning Michael,

I have reached out to Department of Financial Management and confirmed that the painting/tenant work will be a covered expense and can be included in the 2023-24 proposed budget.

Please include in your proposed budget for 2023-24 \$60,000 for tenant work.

Thank you.

Evelyn

**From:** Michael Lewis <[Michael.Lewis@putnamcountyny.gov](mailto:Michael.Lewis@putnamcountyny.gov)>  
**Sent:** Wednesday, April 12, 2023 1:57 PM  
**To:** Evelyn F. Leonard <[efleonard@nycourts.gov](mailto:efleonard@nycourts.gov)>  
**Cc:** Thomas Feighery <[Thomas.Feighery@putnamcountyny.gov](mailto:Thomas.Feighery@putnamcountyny.gov)>; John Tully <[John.Tully@putnamcountyny.gov](mailto:John.Tully@putnamcountyny.gov)>; James Dunn <[James.Dunn@putnamcountyny.gov](mailto:James.Dunn@putnamcountyny.gov)>; Joseph Bellucci <[Joseph.Bellucci@putnamcountyny.gov](mailto:Joseph.Bellucci@putnamcountyny.gov)>  
**Subject:** FW: Courthouse hall painting  
**Importance:** High

Hi Evelyn - Based on the reference check for A&J Construction (see below), the County would like to proceed with the Courthouse Hall Painting Project based on the walkthrough when you were here last. We'd like to know how to proceed. We couldn't get this project done under the 22-23 OCA grant (3/31/23) due to time constraints but will the County be granted the additional funds under the 23-24 OCA Grant if we were to move forward? We might need to go before the legislative board to get approval to move forward with the project, but it would also be helpful to let them know that the NYSUCS will obligate these funds as well.

Please advise.

Ty Mike

Michael Lewis  
Chief Deputy Commissioner of Finance  
Putnam County Finance Department  
40 Gleneida Avenue  
Carmel, New York 10512  
Phone : 845-808-1075 X49325  
[Michael.Lewis@putnamcountyny.gov](mailto:Michael.Lewis@putnamcountyny.gov)

**From:** James Dunn <[James.Dunn@putnamcountyny.gov](mailto:James.Dunn@putnamcountyny.gov)>  
**Sent:** Wednesday, April 12, 2023 10:09 AM  
**To:** Michael Lewis <[Michael.Lewis@putnamcountyny.gov](mailto:Michael.Lewis@putnamcountyny.gov)>; John Tully <[John.Tully@putnamcountyny.gov](mailto:John.Tully@putnamcountyny.gov)>  
**Cc:** Joseph Bellucci <[Joseph.Bellucci@putnamcountyny.gov](mailto:Joseph.Bellucci@putnamcountyny.gov)>; Thomas Feighery <[Thomas.Feighery@putnamcountyny.gov](mailto:Thomas.Feighery@putnamcountyny.gov)>; Pete Pasquerello <[pete.pasquerello@putnamcountyny.gov](mailto:pete.pasquerello@putnamcountyny.gov)>  
**Subject:** FW: Courthouse hall painting

**From:** James Dunn  
**Sent:** Friday, March 31, 2023 7:34 AM  
**To:** Alexis Hawley <[Alexis.Hawley@putnamcountyny.gov](mailto:Alexis.Hawley@putnamcountyny.gov)>  
**Cc:** Pete Pasquerello <[pete.pasquerello@putnamcountyny.gov](mailto:pete.pasquerello@putnamcountyny.gov)>  
**Subject:** Courthouse hall painting

Good morning

I wanted to let you know that I completed checking the references for A & J Construction for the Courthouse Hall painting project.

All excellent reviews.

Please advise on how we proceed from here.

Thanks

James Dunn  
Putnam County Highways and Facilities  
842 Fair Street  
Carmel, New York 10512  
[James.dunn@putnamcountyny.gov](mailto:James.dunn@putnamcountyny.gov)



#5nn

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

**APPROVAL/ BUDGETARY AMENDMENT (23A023)/ LEGAL AID/ INDIGENT LEGAL SERVICES**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (23A023) to adjust the 2023 Budget to account for State Aid from the New York State Office of Indigent Legal Services per the attached schedule; and**

**WHEREAS, the County acts as a pass through for these funds; 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 Estimated Appropriations:**

**25117000 54950                      Legal Aid Society                      47,282**

**Increase Estimated Revenues:**

**25117000 430251                      State Aid – Indigent Legal Services                      47,282**

**2023 Fiscal Impact – 0 –**

**2024 Fiscal Impact – 0 –**

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



cc:all  
ATA

Reso

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
Re: Budgetary Amendment - **23A023**  
Date: April 15, 2023

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

**Increase estimated appropriations:**

25117000 54950 Legal Aid Society 47,282

**Increase estimated revenues:**

25117000 430251 State Aid - Indigent Legal Services 47,282

Fiscal Impact - 2023 - 0

Fiscal Impact - 2024 - 0

This Resolution is necessary to adjust the 2023 budget to account for State Aid from the New York State Office of indigent Legal Services as per the attached schedule. The County acts as a pass through for these funds. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne  
County Executive

2023 APR 18 AM 11:20  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

**SCHEDULE A - 1/1/23-12/31/23**

| <b><u>SOURCE OF FUNDS</u></b>  | <b>BUDGET LINE</b> | <b>AMOUNT</b>  |
|--|--------------------|----------------|
| COUNTY FUNDS   | 25117000 54950     | 605,559        |
| STATE AID - HURRELL HARRING  | 25117000 54950     | 788,929        |
| STATE AID - DISTRIBUTION # 9   | 25117000 54950     | 47,282         |
| STATE AID - DISTRIBUTION # 10  | 25117000 54950     | 47,282         |
| STATE AID - THIRD UPSTATE QUALITY<br>IMPROVEMENT AND CASELOAD<br>REDUCTION | 25117000 54950     | 100,000        |
| STATE AID - DISTRIBUTION # 11  | 25117000 54950     | 189,128        |
| STATE AID - DISTRIBUTION # 12  | 25117000 54950     | 47,282         |
| STATE AID - DISTRIBUTION # 13  | 25117000 54950     | 47,282         |
| STATE AID - 3RD CAFA   | 25117000 54950     | <u>414,408</u> |
| SUB TOTAL  | 25117000 54950     | 2,287,152      |
| <br>   |                    |                |
| FORENSIC FEES  | 25117000 54943     | <u>11,000</u>  |
| <br>   |                    |                |
| TOTAL - LEGAL AID SOCIETY FUNDING  |                    | 2,298,152      |
| <br>   |                    |                |
| MONTHLY ALLOCATION   | 25117000 54950     | 190,596.00     |
| MONTHLY ALLOCATION   | 25117000 54943     | <u>916.67</u>  |
| TOTAL MONTHLY ALLOCATION   |                    | 191,512.67     |

NOTE: Does not include parental representation contract in process

#500

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

**APPROVAL/SEMI-ANNUAL MORTGAGE TAX REPORT/ OCTOBER 1, 2022 THROUGH MARCH 31, 2023**

WHEREAS, upon receipt of approval of the Semi-Annual Report showing the amounts to be credited to each district of the County of the money collected during the period October 1, 2022 through March 31, 2023 from the New York State Department of Taxation and Finance, the Putnam County Audit and Administration Committee reviewed and hereby forwards same to the Putnam County Legislature; now therefore be it

RESOLVED, that pursuant to Section 261 of the Tax Law, the Putnam County Legislature issues tax warrants for the payment to the respective districts of the amounts so credited and authorizes and directs the Commissioner of Finance to make a payment of said amounts to the respective district in accordance with the report as follows:

|                       |                        |                       |
|-----------------------|------------------------|-----------------------|
| Town of Carmel        |                        | \$ 418,352.35         |
| Town of Kent          |                        | 180,311.03            |
| Town of Patterson     |                        | 145,817.26            |
| Town of Philipstown   |                        |                       |
|                       | Village of Cold Spring | 13,724.77             |
|                       | Village of Nelsonville | 3,867.46              |
|                       | Town Outside           | 164,901.07            |
| Town of Putnam Valley |                        | 169,077.58            |
| Town of Southeast     |                        |                       |
|                       | Village of Brewster    | 6,736.93              |
|                       | Town Outside           | <u>210,438.84</u>     |
| <b>Total</b>          |                        | <b>\$1,313,227.29</b> |

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

cc All  
Audit

Reso

William J. Carlin Jr.  
Commissioner of Finance



LISA A. JOHNSON  
County Director- Real Property

2023 APR 19 PM 2:24  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

# Memorandum

To: Hon. Paul E. Jonke, Chairman  
Putnam County Legislature  
From: Lisa A. Johnson, CCD - Real Property  
Date: April 19, 2023  
Subject: Mortgage Tax Apportionment of Payments – 10/1/2022 to 3/31/2023

|                        |                      |
|------------------------|----------------------|
| Town of Carmel         | \$418,352.35         |
| Town of Kent           | \$180,311.03         |
| Town of Patterson      | \$145,817.26         |
| Town of Philipstown    |                      |
| Village of Cold Spring | \$13,724.77          |
| Village of Nelsonville | \$3,867.46           |
| Town Outside           | \$164,901.07         |
| Town of Putnam Valley  | \$169,077.58         |
| Town of Southeast      |                      |
| Village of Brewster    | \$6,736.93           |
| Town Outside           | \$210,438.84         |
| Total                  | <hr/> \$1,313,227.29 |



Mortgage Tax Apportionment  
 2023 County/Town Roll Figures Total A/V  
 10/01/2022 to 3/31/2023

|                |                        |                        |                     |
|----------------|------------------------|------------------------|---------------------|
|                | <b>Philipstown</b>     |                        | \$ 2,419,867,070    |
|                | Village of Cold Spring | Village of Nelsonville | Town of Philipstown |
| Total A/V      | \$ 181,990,900         | \$ 51,282,589          | \$ 976,660,046.00   |
| Percentage     | 0.075206982            | 0.021192317            | 0.903600701         |
| Total Mtg. Tax | \$ 182,493.30          | \$ 182,493.30          | \$ 182,493.30       |
| Apportioned    | \$ 13,724.77           | \$ 3,867.46            | \$ 164,901.07       |
|                |                        |                        |                     |
|                |                        |                        |                     |
|                |                        |                        |                     |
|                | <b>Southeast</b>       |                        | \$ 7,595,913,012    |
|                | Village of Brewster    | Town of Southeast      |                     |
| Total A/V      | \$ 235,629,887         | \$ 3,562,326,619       |                     |
| Percentage     | 0.031020614            | 0.968979386            |                     |
| Total Mtg. Tax | \$ 217,175.77          | \$ 217,175.77          |                     |
| Apportioned    | \$ 6,736.93            | \$ 210,438.84          |                     |

**PART II**

Distribution Statement  
 (Columns 1 through 5) The "taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Taxation Department noted on the bottom of this part.

Credit Statement  
 (Column 6) This column is the net amount due to each tax district for which the Board of Supervisors shall issue its warrant or warrants.

| MUNICIPALITY               | 2<br>Taxes Collected | 3<br>*Additions | 4<br>*Deductions | 5<br>Taxes Adj. Corr | 6<br>Amount Due Tax District |
|----------------------------|----------------------|-----------------|------------------|----------------------|------------------------------|
| CARMEL                     | 445,187.95           | 0.00            | 0.00             | 445,187.95           | \$418,352.35                 |
| KENT                       | 191,877.24           | 0.00            | 0.00             | 191,877.24           | \$180,311.03                 |
| PATTERSON                  | 155,170.84           | 0.00            | 0.00             | 155,170.84           | \$145,817.26                 |
| PHILIPSTOWN                | 194,199.50           | 0.00            | 0.00             | 194,199.50           | \$182,493.30                 |
| PUTNAM VALLEY              | 179,923.21           | 0.00            | 0.00             | 179,923.21           | \$169,077.58                 |
| SOUTHEAST                  | 231,106.71           | 0.00            | 0.00             | 231,106.71           | \$217,175.77                 |
| <b>Total Tax Districts</b> | <b>1,397,465.45</b>  | <b>0.00</b>     | <b>0.00</b>      | <b>1,397,465.45</b>  | <b>1,313,227.29</b>          |

\*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers

| SEMI ANNUAL MORTGAGE TAX BREAKDOWN |                       |                     |                    |                     |                       |                       |  |
|------------------------------------|-----------------------|---------------------|--------------------|---------------------|-----------------------|-----------------------|--|
|                                    | 04/01/2020-09/30/2020 | 10/1/2020-3/31/2021 | 4/1/2021-9/30/2021 | 10/1/2021-3/31/2022 | 04/01/2022-09/30/2022 | 10/01/2022-03/31/2023 |  |
| CARMEL                             | 705,589.05            | 1,177,622.60        | 988,585.62         | 1,007,307.15        | 729,087.12            | 418,352.35            |  |
| KENT                               | 176,981.83            | 350,439.84          | 307,275.62         | 355,494.50          | 237,019.45            | 180,311.03            |  |
| PATTERSON                          | 174,497.21            | 420,341.98          | 337,610.24         | 296,338.35          | 245,465.63            | 145,817.26            |  |
| PHILIPSTOWN                        | 185,409.80            | 391,527.16          | 362,493.08         | 293,147.35          | 247,752.66            | 164,901.07            |  |
| COLD SPRING - VILLAGE              | 15,460.50             | 32,474.14           | 30,168.04          | 24,386.89           | 20,599.08             | 13,724.77             |  |
| NELSONVILLE - VILLAGE              | 4,349.98              | 9,197.54            | 8,480.62           | 6,854.73            | 5,806.79              | 3,867.46              |  |
| PUTNAM VALLEY                      | 225,114.12            | 334,525.72          | 340,296.27         | 301,681.72          | 253,178.54            | 169,077.58            |  |
| SOUTHEAST                          | 318,375.12            | 499,142.13          | 485,039.12         | 1,461,233.22        | 459,140.39            | 210,438.84            |  |
| BREWSTER - VILLAGE                 | 10,551.43             | 16,552.83           | 16,016.92          | 48,278.54           | 14,933.26             | 6,736.93              |  |
| TOTAL                              | 1,816,329.04          | 3,231,823.94        | 2,875,965.53       | 3,794,722.45        | 2,212,982.92          | 1,313,227.29          |  |



PUTNAM COUNTY CLERK'S OFFICE  
County Office Building  
40 Gleneida Avenue  
Carmel, New York 10512  
Tel. (845) 808 ~1142  
Fax (845) 225-3953

cc All  
Audit  
Reso

MICHAEL C. BARTOLOTTI  
*County Clerk*

JAMES J. MCCONNELL  
*First Deputy County Clerk*

April 18, 2023

**VIA HAND DELIVERY**

Hon. Paul Jonke, Chairman  
Putnam County Legislature  
40 Gleneida Avenue  
Carmel, NY 10512

2023 APR 18 AM 11:20  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Re: Semi-Annual Mortgage Tax Report, October 1, 2022 through March 31, 2023

Dear Chairman Jonke:

Enclosed you will find our Semi-Annual Mortgage Tax Report for the period from October 1, 2022 through March 31, 2023.

The report has been approved by the New York State Department of Taxation and Finance.

If you have any questions or concerns regarding this matter please do not hesitate to contact me. Thank you very much.

Sincerely,

Michael C. Bartolotti  
Putnam County Clerk

MCB:jm

Enc. (2)



**Department of  
Taxation and Finance**

2023 APR 18 AM 11:16

PUTNAM COUNTY  
CLERK

April 17, 2023

Michael C. Bartolotti  
Putnam County Clerk  
40 Gleneida Avenue  
Carmel, NY 10512

Re: Semi-Annual Report for the period October 1, 2022, through March 31, 2023.

Dear Mr. Bartolotti,

Your joint Semi-Annual Report, NY Form AU-202, which we received on April 17, 2023, is approved. The net amount of \$1,313,227.29 due to the respective tax districts is recognized. The report may be submitted to your County Legislative Body for their action, pursuant to Section 261 of the Tax Law.

Sincerely yours,

*Joseph Mayer*

Joseph Mayer  
Excise Tax Technician 2  
Telephone: (518) 862-6074





COUNTY OF Putnam  
CASH STATEMENT FOR TAXES COLLECTED PURSUANT TO ARTICLE 11

FOR THE PERIOD OF October 2022 THROUGH March 2023

TAX RATE: 0.9397207566

NEW YORK STATE MORTGAGE TAX SEMI-ANNUAL REPORT

| Months | BASIC TAX DISTRIBUTED          |  |  |                                   | TREASURER  |   |                             | ALL OTHER TAXES DISTRIBUTED                               |                   |                                |                                     |
|--------|--------------------------------|--|--|-----------------------------------|--|---|-----------------------------|---|-------------------|--------------------------------|-------------------------------------|
|        | 1<br>Basic<br>Tax<br>Collected | 2<br>Interest<br>Received by<br>Recording<br>Officer | 3<br>Recording<br>Officer's<br>Expense | 4<br>Refunds<br>or<br>Adjustments | 5<br>Amount<br>Paid<br>Treasurer<br>(Col 1 + Col 2 -<br>Col 3 - Col 4) | 6<br>Interest<br>Received by<br>Treasurer | 7<br>Treasurer's<br>Expense | 8<br>Tax Districts<br>Share<br>(Col 5 + Col 6 -<br>Col 7) | 9<br>Local<br>Tax | 10<br>Additional<br>Tax<br>CNY | 11<br>Special<br>Assistance<br>Fund |
| Oct    | 233,445.59                     | 10.16  | 14,439.71                              | 0.00                              | \$219,016.04   | 0.00                                      | \$219,016.04                | 0.00  | 126,911.30        | 95,895.01                      | 3,118.81                            |
| Nov    | 293,383.50                     | 0.00   | 14,415.13                              | 0.00                              | \$278,968.37   | 0.00                                      | \$278,968.37                | 0.00  | 162,594.66        | 117,150.97                     | 8,989.49                            |
| Dec    | 201,336.07                     | 0.00   | 14,345.75                              | 0.00                              | \$186,990.32   | 0.00                                      | \$186,990.32                | 0.00  | 108,237.74        | 82,971.50                      | 4,168.03                            |
| Jan    | 264,806.70                     | 5.53   | 14,364.47                              | 0.00                              | \$250,447.76   | 0.00                                      | \$250,447.76                | 0.00  | 146,182.90        | 99,709.55                      | 15,121.20                           |
| Feb    | 230,917.09                     | 0.00   | 14,262.73                              | 0.00                              | \$216,654.36   | 0.00                                      | \$216,654.36                | 0.00  | 126,581.22        | 79,452.75                      | 22,916.66                           |
| Mar    | 173,576.50                     | 0.00   | 12,426.06                              | 0.00                              | \$161,150.44   | 0.00                                      | \$161,150.44                | 0.00  | 148,015.20        | 68,139.16                      | 3,133.86                            |
| Apr    |                                |  |  |                                   |  |   |                             |   |                   |                                |                                     |
| May    |                                |  |  |                                   |  |   |                             |   |                   |                                |                                     |
| Jun    |                                |  |  |                                   |  |   |                             |   |                   |                                |                                     |
| Jul    |                                |  |  |                                   |  |   |                             |   |                   |                                |                                     |
| Aug    |                                |  |  |                                   |  |   |                             |   |                   |                                |                                     |
| Sep    |                                |  |  |                                   |  |   |                             |   |                   |                                |                                     |
| Totals | 1,397,465.45                   | \$15.69  | 84,253.85                              | 0.00                              | \$1,313,227.29   | 0.00                                      | \$1,313,227.29              | 0.00  | 818,523.02        | 543,318.94                     | 57,448.05                           |

Recording Officer

Treasurer

**PART II**

Distribution Statement  
 (Columns 1 through 5) The "Taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Taxation Department noted on the bottom of this part.

Credit Statement  
 (Column 6) This column is the net amount due to each tax district for which the Board of Supervisors shall issue its warrant or warrants.

|                            | 2                   | 3           | 4           | 5                   | 6                       |
|----------------------------|---------------------|-------------|-------------|---------------------|-------------------------|
|                            | Taxes Collected     | *Additions  | *Deductions | Taxes Adj. Corr     | Amount Due Tax District |
| <b>MUNICIPALITY</b>        |                     |             |             |                     |                         |
| CARMEL                     | 445,187.95          | 0.00        | 0.00        | 445,187.95          | \$418,352.35            |
| KENT                       | 191,877.24          | 0.00        | 0.00        | 191,877.24          | \$180,311.03            |
| PATTERSON                  | 155,170.84          | 0.00        | 0.00        | 155,170.84          | \$145,817.26            |
| PHILIPSTOWN                | 194,199.50          | 0.00        | 0.00        | 194,199.50          | \$182,493.30            |
| PUTNAM VALLEY              | 179,923.21          | 0.00        | 0.00        | 179,923.21          | \$169,077.58            |
| SOUTHEAST                  | 231,106.71          | 0.00        | 0.00        | 231,106.71          | \$217,175.77            |
| <b>Total Tax Districts</b> | <b>1,397,465.45</b> | <b>0.00</b> | <b>0.00</b> | <b>1,397,465.45</b> | <b>1,313,227.29</b>     |

\*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers

# 5pp

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

**APPROVAL/ HOME RULE REQUEST/ ASSEMBLY BILL A5764A / SENATE BILL S5348A – 2023**

**WHEREAS, by Resolution #46 of 2023 the Putnam County Legislature requested our State Senate and Assembly members to extend the additional 1% sales tax, that is set to expire on November 30, 2023, for an additional three years; and**

**WHEREAS, Assemblyman Matthew Slater has introduced Assembly Bill A5764A to extend the additional 1% sales tax for an additional two years set to expire November 30, 2025; and**

**WHEREAS, the Investigations & Government Operations Committee of the New York State Senate has introduced Senate Bill S5348A to accomplish this request; now therefore be it**

**RESOLVED, that the Putnam County Executive and the Clerk of the Putnam County Legislature are authorized to file the annexed home rule request for Senate Bill S5348A and Assembly Bill A5764A entitled “An act to amend the tax law, in relation to extending the one percent increased county sales tax for Putnam County.”**

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

*Other Business  
Audit 4/24/23*

**APPROVAL/HOME RULE REQUEST/ ASSEMBLY BILL A5764A / SENATE BILL S5348A –  
2023**

**WHEREAS, by Resolution #46 of 2023 the Putnam County Legislature requested our State Senate and Assembly members to extend the additional 1% sales tax, that is set to expire on November 30, 2023, for an additional three years; and**

**WHEREAS, Assemblyman Matthew Slater has introduced Assembly Bill A5764A to extend the additional 1% sales tax for an additional two years set to expire November 30, 2025; and**

**WHEREAS, the Investigations & Government Operations Committee of the New York State Senate has introduced Senate Bill S5348A to accomplish this request; now therefore be it**

**RESOLVED, that the Putnam County Executive and the Clerk of the Putnam County Legislature are authorized to file the annexed home rule request for Senate Bill S5348A and Assembly Bill A5764A entitled “An act to amend the tax law, in relation to extending the one percent increased county sales tax for Putnam County.”**

# STATE OF NEW YORK

5764--A

2023-2024 Regular Sessions

## IN ASSEMBLY

March 23, 2023

Introduced by M. of A. SLATER -- read once and referred to the Committee on Ways and Means -- committee discharged, bill amended, ordered reprinted as amended and recommitted to said committee

AN ACT to amend the tax law, in relation to extending the one percent increased county sales tax for Putnam county

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

1 Section 1. Clause 39 of subparagraph (i) of the opening paragraph of  
2 section 1210 of the tax law, as amended by section 1 of item KK of  
3 subpart C of part XXX of chapter 58 of the laws of 2020, is amended to  
4 read as follows:

5 (39) the county of Putnam is hereby further authorized and empowered  
6 to adopt and amend local laws, ordinances or resolutions imposing such  
7 taxes at a rate that is: (i) one-half of one percent additional to the  
8 three percent rate authorized above in this paragraph for such county  
9 for the period beginning September first, two thousand five and ending  
10 August thirty-first, two thousand seven; and (ii) one percent additional  
11 to the three percent rate authorized above in this paragraph for such  
12 county for the period beginning September first, two thousand seven and  
13 ending November thirtieth, two thousand [~~twenty-three~~] twenty-five;

14 § 2. This act shall take effect immediately.

EXPLANATION--Matter in italics (underscored) is new; matter in brackets  
[-] is old law to be omitted.

LBD07956-02-3



A05764 Summary:

BILL NO A05764A

SAME AS SAME AS

SPONSOR Slater

COSPNSR

MLTSPNSR

Amd §1210, Tax L

Extends the one percent increased county sales tax for Putnam county for two years.

NEW YORK STATE ASSEMBLY  
MEMORANDUM IN SUPPORT OF LEGISLATION  
submitted in accordance with Assembly Rule III, Sec 1(f)

BILL NUMBER: A5764A

SPONSOR: Slater

TITLE OF BILL:

An act to amend the tax law, in relation to extending the one percent increased county sales tax for Putnam county

PURPOSE OR GENERAL IDEA OF BILL:

Extends the one percent increased county sales tax for Putnam county

SUMMARY OF PROVISIONS:

Section 1 - authorizes Putnam County to extend the sales tax increase until November thirtieth two thousand twenty-five

JUSTIFICATION:

Putnam county has passed a home rule resolution requesting that the state allow the municipality to extend the one percent increased county sales tax for an additional two years.

PRIOR LEGISLATIVE HISTORY:

New Bill

FISCAL IMPLICATIONS FOR STATE AND LOCAL GOVERNMENTS:

None for the state, increased revenue for the county

EFFECTIVE DATE:

Immediately

**S05348 Summary:**

BILL NO S05348A

SAME AS SAME AS

SPONSOR HARCKHAM

COSPNSR ROLISON

MLTSPNSR

Amd §1210, Tax L

Extends the one percent increased county sales tax for Putnam county for two years.

# 599

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

**EXTRACT OF MINUTES**

**Meeting of the County Legislature of  
the County of Putnam, New York**

**May 2, 2023**

\* \* \*

**A regular meeting of the County Legislature of the County of Putnam, New York, was held at the Historic County Courthouse, Gleneida Avenue, Carmel, New York, on May 2, 2023, at \_\_\_\_\_ o'clock P.M. (Prevailing Time).**

**The following Legislators were present: Paul Jonke, Chairman, and**

**There were absent:**

**Also present: Diane Schonfeld, Clerk of the County Legislature**

\* \* \*

**Legislator \_\_\_\_\_ offered the following  
resolution and moved its adoption:**

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

**RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK, ADOPTED MAY 2, 2023, AMENDING THE BOND RESOLUTION ADOPTED JUNE 4, 2019 RELATING TO THE REHABILITATION OF PORTIONS OF PEEKSKILL HOLLOW ROAD AND RELATED BRIDGE IMPROVEMENTS AND/OR REHABILITATIONS.**

**Recitals**

**WHEREAS, the County Legislature of the County of Putnam, New York, has heretofore duly authorized the issuance of \$1,801,000 serial bonds to finance the County's share of the rehabilitation of portions of Peekskill Hollow Road and related bridge improvements and/or rehabilitations, in the Town of Putnam Valley (the "Project"), and for such purpose \$9,006,000 was appropriated pursuant to Resolution No. 117 of 2019, adopted by said County Legislature on June 4, 2019; and**

**WHEREAS, it has now been determined that the total cost of the Project is \$17,891,615; and**

**WHEREAS, it is now in order to amend Resolution No. 117 of 2019 to reflect such increase and to authorize the issuance of additional serial bonds to finance the County share of the cost of the Project,**

**Now, therefore, be it**

**RESOLVED BY THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK (by the favorable vote of not less than two-thirds of all members of said County Legislature) AS FOLLOWS:**

**Section (A) Resolution No. 117 of 2019 of the County of Putnam duly adopted by the County Legislature on June 4, 2019, entitled:**

**"Bond Resolution of the County of Putnam, New York, adopted June 4, 2019, authorizing the rehabilitation of portions of Peekskill Hollow Road and related bridge improvements and/or rehabilitations; stating the estimated maximum cost thereof is \$9,006,000; appropriating said amount therefor, including the expenditure of approximately \$7,205,000 in grant funds expected to be received; and authorizing the issuance of \$1,801,000 serial bonds of said County to finance the balance of said appropriation"**

**is hereby amended to read as follows:**

**BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK, ADOPTED JUNE 4, 2019 AND AMENDED MAY 2, 2023, AUTHORIZING THE REHABILITATION OF PORTIONS OF PEEKSKILL HOLLOW ROAD AND RELATED BRIDGE IMPROVEMENTS AND/OR REHABILITATIONS; STATING THE ESTIMATED COST THEREOF IS \$17,891,615; APPROPRIATING SAID AMOUNT THEREFOR, INCLUDING THE EXPENDITURE OF APPROXIMATELY \$11,113,292 IN FEDERAL AID FUNDS RECEIVED OR EXPECTED TO BE RECEIVED AND \$977,323 IN ARPA FUNDS RECEIVED OR EXPECTED TO BE RECEIVED; AND AUTHORIZING THE ISSUANCE OF \$5,801,000 SERIAL BONDS OF SAID COUNTY TO FINANCE THE BALANCE OF SAID APPROPRIATION.**



**THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Legislature) AS FOLLOWS:**

**Section 1.** The County of Putnam, New York (herein called "County"), is hereby authorized to rehabilitate portions of Peekskill Hollow Road and related bridge improvements and/or rehabilitations, including, but not limited to, road realignments, full-depth reconstruction, drainage and guiderail improvements, bridge widening and/or deck and superstructure replacement, and all ancillary and related site, demolition and other work required in connection therewith (the "Project"). The estimated maximum cost thereof, including preliminary costs and costs incidental thereto and to the financing thereof, is \$17,891,615, and said amount is hereby appropriated therefor, including the appropriation of \$11,113,292 in anticipated Federal grant funds and \$977,323 in ARPA funds (collectively, the "Grant Funds"). The plan of financing, includes the expenditure of the Grant Funds and the issuance of \$5,801,000 serial bonds of the County to finance the balance of said appropriation, and the levy and collection of taxes on all the taxable real property in the County to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

**Section 2.** Bonds of the County in the principal amount of \$5,801,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance a portion of said appropriation.

**Section 3.** The period of probable usefulness of the object or purpose for which said bonds are authorized to be issued, within the limitations of Section 11.00 a. 91 of the Law, is fifteen (15) years.

**Section 4.** The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the County for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

**Section 5.** Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the County, payable as to both principal and interest by general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the County by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

**Section 6.** Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds having substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and Sections 50.00, 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the County Legislature relative to authorizing bond anticipation notes, or the renewals thereof, and relative to providing for substantially level or declining annual debt service, and prescribing the terms, form and contents, and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds,

and the renewals of said notes, as well as to executing agreements for credit enhancements, are hereby delegated to the Commissioner of Finance, the chief fiscal officer of the County.

Section 7. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 8. This bond resolution shall take effect upon the approval of the Putnam County Executive, and the Clerk of the County Legislature is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in "*The Putnam County Times*," a newspaper having a general circulation in the County and hereby designated as the official newspaper of the County for such publication.

Section (B) The amendment of the bond resolution set forth in Section (A) of this resolution shall in no way affect the validity of any prior liabilities incurred, obligations issued, or action taken pursuant to said bond resolution, and all such liabilities incurred, obligations issued, or action taken shall be deemed to have been incurred, issued or taken pursuant to said bond resolution, as amended.

Section (C) Said bond resolution, as amended, shall take effect immediately.

\* \* \*

The adoption of the foregoing resolution was seconded by Legislator

\_\_\_\_\_ and duly put to a vote on roll call, which resulted as

follows:

AYES:

NOES:

The resolution was declared adopted.

\*\*\*\*\*

**CERTIFICATE**

I, Diane Schonfeld, Clerk to the County Legislature of the County of Putnam, State of New York, HEREBY CERTIFY that Resolution No. \_\_\_\_\_-2023 contained in the foregoing annexed extract from the minutes of a meeting of the County Legislature of said County of Putnam duly called and held on May 2, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said County Legislature and is a true, complete and correct copy thereof and of the whole of said original Resolution, which was duly adopted by the County Legislature of the County of Putnam on May 2, 2023 and approved by the County Executive on May \_\_\_\_, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County of Putnam this \_\_\_\_ day of May, 2023.

(SEAL)

---

Diane Schonfeld  
Clerk to the County Legislature

**NOTICE**

The resolution, a summary of which is published herewith, has been adopted on June 4, 2019 and amended on May 2, 2023, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the COUNTY OF PUTNAM, New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the constitution.

Diane Schonfeld  
Clerk to the County Legislature

**BOND RESOLUTION OF THE COUNTY OF PUTNAM, NEW YORK, ADOPTED JUNE 4, 2019 AND AMENDED MAY 2, 2023, AUTHORIZING THE REHABILITATION OF PORTIONS OF PEEKSKILL HOLLOW ROAD AND RELATED BRIDGE IMPROVEMENTS AND/OR REHABILITATIONS; STATING THE ESTIMATED COST THEREOF IS \$17,891,615; APPROPRIATING SAID AMOUNT THEREFOR, INCLUDING THE EXPENDITURE OF APPROXIMATELY \$11,113,292 IN FEDERAL AID FUNDS RECEIVED OR EXPECTED TO BE RECEIVED AND \$977,323 IN ARPA FUNDS RECEIVED OR EXPECTED TO BE RECEIVED; AND AUTHORIZING THE ISSUANCE OF \$5,801,000 SERIAL BONDS OF SAID COUNTY TO FINANCE THE BALANCE OF SAID APPROPRIATION.**

**Object or purpose:** the rehabilitation of portions of Peekskill Hollow Road and related bridge improvements and/or rehabilitations.

**Period of probable usefulness:** fifteen (15) years

**Amount of obligations to be issued:** \$5,801,000

A complete copy of the bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Clerk to the Legislature, at the County Office Building, 40 Gleneida Avenue, Carmel, New York.

**Dated:** May 2, 2023  
Carmel, New York

cc: all  
AVA 4/24/23  
Other Business

PHONE: 212-820-9300  
FAX: 212-514-8425

7 WORLD TRADE CENTER  
250 GREENWICH STREET  
NEW YORK, NY 10007  
WWW.HAWKINS.COM

NEW YORK  
WASHINGTON  
NEWARK  
HARTFORD  
LOS ANGELES  
SACRAMENTO  
SAN FRANCISCO  
PORTLAND  
ANN ARBOR  
RALEIGH

(212) 820-9563

April 24, 2023

County of Putnam, New York  
\$5,801,000 Serial Bonds for Peekskill Hollow Road and Bridge  
(Our File Designation: 4867/45710)

Mr. William J. Carlin, Jr., CPA  
Commissioner of Finance  
County of Putnam  
40 Gleneida Avenue  
Carmel, New York 10512

2023 APR 24 PM 12:05  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Dear Bill:

Pursuant to your request, we have prepared and enclose herewith the Extract of Minutes of the County Legislature meeting to be held on May 2, 2023, showing adoption of the above-referenced bond resolution and providing for publication, in summary.

**Please note that the bond resolution is to be adopted by at least a two-thirds vote of the entire County Legislature membership.**

As you know, the final findings and determinations with respect to the State Environmental Quality Review Act ("SEQRA") must be made by the County Legislature prior to the adoption of the resolution attached hereto. Please confirm that all SEQRA final findings and determinations have heretofore been made.

A copy of the summary form of the bond resolution with the prescribed form of Clerk's statutory notice affixed in readiness for publication in the official County newspaper is also enclosed *as the last page of the attachment*. You will recall that publication of the bond resolution, in summary, commences a 20-day statute of limitations period pursuant to the provisions of Section 80.00 *et seq.* of the Local Finance Law. Please obtain and forward to me a certified copy of the Extract of Minutes and an original Affidavit of Publication, when available.

With all best wishes, I am

Sincerely,



Daniel G. Birmingham

DGB:s  
Enclosures



#515

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

**APPROVAL/ BUDGETARY AMENDMENT (23A024)/ BOND RESOLUTION/ PEEKSKILL HOLLOW ROAD PIN 8756.09**

**WHEREAS, the Administrative Director of Highways & Facilities has requested a budgetary amendment (23A024) to adjust the Capital Budget to include additional funding estimated to complete the Peekskill Hollow Construction project; and**

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

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

**CAPITAL FUND:**

**Increase Estimated Appropriations:**

**55197000 53000 50245 Peekskill Hollow Rd – PIN 8756.09 4,000,000**

**Increase Estimated Revenues:**

**05000 45710N 50245 2023 Bond Proceeds – PIN 8756.09 4,000,000**

**2023 Fiscal Impact – 0 –**

**2024 Fiscal Impact – Undetermined Debt Service**

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



cc:all  
A+A 4/24/23  
Other Business

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
Re: Budgetary Amendment - 23A024  
Date: April 24, 2023

At the request of the Commissioner of Highways & Facilities, the following budgetary amendment is required.

**CAPITAL FUND:**

**Increase Estimated Appropriations:**

55197000 53000 50245 Peekskill Hollow Rd - PIN 8756 09 4,000,000

**Increase Estimated Revenues:**

05000 45710N 50245 2023 Bond Proceeds - PIN 8756.09 4,000,000

Fiscal Impact - 2023 - \$ 0  
Fiscal Impact - 2024 - \$ Undetermined Debt Service

This Resolution is required to adjust the capital budget to include additional funding estimated to complete the Peekskill Hollow Road Construction project . A proposed bond resolution will follow under separate cover. Please forward to the appropriate committee.

Approved : *[Signature]*  
Kevin M. Byrne, County Executive

2023 APR 24 PM 12:09  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

WILLIAM J. CARLIN, Jr. CPA, CPFO  
*Commissioner Of Finance*



MICHAEL J. LEWIS  
*Chief Deputy Commissioner of Finance*

SHEILA BARRETT  
*Deputy Commissioner of Finance*

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance *WJC*  
RE: Letter of Necessity – Peekskill Hollow Road – Bond Resolution & Budgetary Amendment  
Date: April 24, 2023

---

Please accept this memorandum as a letter of necessity for the Legislature to consider the enclosed budgetary amendment and a proposed bond resolution that will be forwarded to the Legislature by bond counsel under separate cover.

The consideration of these resolutions tonight will allow the County to rebid the construction of the Peekskill Hollow Road project as quickly as possible. Time is of the essence. The administration has continuously tried to work with the contractor and their surety to complete the project, but it has become abundantly clear that we need to move in another direction. We intend to rebid and award the project to a successful bidder to complete the job as in an expeditious manner, as we will simultaneously pursue our claims against both the contractor and its surety.

We thank the Legislature for consideration of these resolutions, and we will have members of the administration available at the Audit & Administration Committee meeting to answer questions regarding this request.

CC: Kevin M. Byrne, County Executive