

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

Tuesday January 2, 2018 7:00 P.M.

The meeting was called to order at 7:00 P.M. by County Clerk Michael Bartolotti who requested Legislator Sayegh lead in the Pledge of Allegiance. County Clerk Bartolotti then requested Legislator Sullivan to lead in the Legislative Prayer. Upon roll call, Legislators Scuccimarra, Gouldman, Addonizio, Nacerino, Albano, Jonke, Castellano, Sayegh and Sullivan were present. Also present was Legislative Counsel Firriolo.

Item #4 – Appointment/Chair/Putnam County Legislature was called first. County Clerk Bartolotti requested nominations from the floor for Chair of the Legislature.

Legislator Nacerino made a motion to nominate Legislator Castellano as Chairman; seconded by Legislator Jonke.

Legislator Nacerino stated that, as Chairwoman of the Legislature for 2016 and 2017, she was honored to bestow this privilege to her colleague and friend Legislator Castellano without reservation. She stated that Legislator Castellano has served as Deputy Chairman in 2016 and 2017. He is a man of integrity and maintains a calm and quiet demeanor. He is pensive, analytical and always gives careful consideration to all matters. She stated that his quiet demeanor is certainly not to be confused with his strong conviction. He has a proven record of accountability and continuity. She stated that prior to serving as Legislator, he served on the Town of Southeast Zoning Board of Appeals. She stated that he is now in his 6th year serving as Legislator representing District #7. He has Chaired the Audit & Administration Committee from the onset and has also served on the Personnel Committee, the Protective Services Committee and the Physical Services Committee. She stated that Legislator Castellano is the epitome of a fine public servant. He has dedicated himself wholeheartedly, not only to his constituents, but to all the residents of Putnam County. She stated that she is confident that with his strong ability to lead, having Legislator Castellano at the helm, 2018 will be a very productive year.

Legislator Jonke stated that he was honored to second the nomination for his fellow Legislator from the Town of Southeast. He wished Legislator Castellano the best of luck.

County Clerk Bartolotti requested a roll call vote on the nomination.

RESOLUTION #1

APPOINTMENT/CHAIR/PUTNAM COUNTY LEGISLATURE

RESOLVED, that Joseph Castellano be appointed to the position of Chair of the Putnam County Legislature, with all the rights, privileges and duties of the office as set

forth in the Putnam County Charter as permitted by law for a period ending December 31, 2018.

BY ROLL CALL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #5 – Appointment/Deputy Chair/Putnam County Legislature was next.

Chairman Castellano recognized Legislator Sullivan.

Legislator Sullivan made a motion to nominate Legislator Addonizio as Deputy Chair; seconded by Legislator Nacerino.

Legislator Sullivan stated that in the nearly three (3) years on the Putnam County Legislature, Legislator Addonizio has successfully advocated for her district, from the environment to business development. He stated that Legislator Addonizio likes to bring people together to attack problems, whether it is a rundown property or the opioid epidemic. Her intent focus on serving the residents of her district is unmatched.

Legislator Nacerino stated that it was her honor to second the nomination for Legislator Addonizio. She stated that prior to being elected to serve as Legislator in 2015, Legislator Addonizio never held public office. She stated that during the last three (3) years she has grown and evolved into the fine Legislator she is today. She stated that Legislator Addonizio displayed her strong leadership skills early on by simply listening and absorbing all information presented. She quickly became immersed in her work and has done a fine job as Chair of the Economic Development Committee for the last two (2) years and she has also served on the Health Committee for the last two (2) years. She is a woman of conviction and possesses a warm personal and professional demeanor. She stated that her unwavering commitment to make sound decisions, which are not based on self-preservation but rather for the greater good, is most impressive.

Chairman Castellano called for a roll call vote on the nomination.

RESOLUTION #2

APPOINTMENT/DEPUTY CHAIR/PUTNAM COUNTY LEGISLATURE

RESOLVED, that Toni Addonizio be appointed to the position of Deputy Chair of the Putnam County Legislature, with all the rights privileges and duties of the office as set forth in the Putnam County Charter, as permitted by law for a period ending December 31, 2018.

BY ROLL CALL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #6 – Adoption of Legislative Manual was next. Chairman Castellano moved the following; seconded by Legislator Nacerino.

RESOLUTION #3

ADOPTION OF LEGISLATIVE MANUAL

WHEREAS, Section 2, Sub-division B(f) of the Legislative Manual requires that the Legislature adopt annually its Legislative Manual, including any amendments incorporated therein; now therefore be it

RESOLVED, that the Putnam County Legislature adopts the annexed Legislative Manual for the year 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #7 – Adoption of Legislative Calendar was next. Chairman Castellano made a motion to move the following; seconded by Legislator Albano.

RESOLUTION #4

ADOPTION OF LEGISLATIVE CALENDAR

WHEREAS, the Legislative Manual for the Legislature of the County of Putnam provides that annually the Legislative Calendar shall be adopted and promulgated by the Clerk of the Legislature, that the Legislature meets on the first Tuesday of each and every month thereof, except where noted; now therefore be it

RESOLVED, that the following schedule be adopted as to Regular Meeting dates of the Putnam County Legislature for the year 2018:

Tuesday	January 2, 2018
Tuesday	February 6, 2018
Tuesday	March 6, 2018
Tuesday	April 3, 2018
Tuesday	May 1, 2018
Tuesday	June 5, 2018
Tuesday	July 3, 2018
Tuesday	August 7, 2018
Tuesday	September 4, 2018
Tuesday	October 2, 2018
Wednesday	November 7, 2018
Tuesday	December 4, 2018

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #8 – Designation of Official Newspaper was next. Chairman Castellano moved the following; seconded by Legislator Jonke.

Chairman Castellano stated that there were two (2) other newspapers that requested to be included. He explained that in order for a fourth newspaper was designated, a Charter change would be required. He stated that he would refer this to Committee for discussion.

RESOLUTION #5

DESIGNATION OF OFFICIAL NEWSPAPER

RESOLVED, that pursuant to Section 2.04 (k) of the Putnam County Charter, the following newspaper, to wit:

Putnam County Press

is hereby designated as an official newspaper of the County of Putnam for the publication of all concurrent resolutions, election notices, official canvasses, enactments and other matters required by law to be published for the year 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #9 – Designation of Official Newspaper was next. Chairman Castellano moved the following; seconded by Legislator Sullivan.

RESOLUTION #6

DESIGNATION OF OFFICIAL NEWSPAPER

RESOLVED, that pursuant to Section 2.04 (k) of the Putnam County Charter, the following newspaper, to wit:

Putnam County Courier

is hereby designated as an official newspaper of the County of Putnam for the publication of all concurrent resolutions, election notices, official canvasses, enactments and other matters required by law to be published for the year 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #10 – Designation of Official Newspaper was next. Chairman Castellano moved the following; seconded by Legislators Addonizio and Scuccimarra.

RESOLUTION #7

DESIGNATION OF OFFICIAL NEWSPAPER

RESOLVED, that pursuant to Section 2.04 (k) of the Putnam County Charter, the following newspaper, to wit:

Putnam County News & Recorder

is hereby designated as an official newspaper of the County of Putnam for the publication of all concurrent resolutions, election notices, official canvasses, enactments and other matters required by law to be published for the year 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #11 – Permission for Legislature to Attend Conferences, Seminars & Official Business for the County was next. Chairman Castellano moved the following; seconded by Legislator Nacerino.

RESOLUTION #8

PERMISSION FOR LEGISLATURE TO ATTEND CONFERENCES, SEMINARS & OFFICIAL BUSINESS OF THE COUNTY

RESOLVED, that Legislators and Legislative Staff be reimbursed for reasonable expenses incurred while attending conferences, seminars and official business of the County for the year 2018 for any such event costing under \$200.00. Any such event costing over \$200.00 will require the affirmative vote of a majority of the Legislature.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #12 – Authorization for County Auditor to Approve Erroneous Assessments Under \$2,500 was next. Chairman Castellano moved the following; seconded by Legislator Nacerino.

RESOLUTION #9

AUTHORIZATION FOR COUNTY AUDITOR TO APPROVE ERRONEOUS ASSESSMENTS UNDER \$2,500

WHEREAS, Chapter 515 of the Laws of 1997 authorizes a tax levying body, by resolution, to delegate to an official who is empowered to authorize the payment of bills without prior audit by such board, the authority to perform the duties of the tax levying body as specified in Section 556(8) of the Real Property Tax Law; now therefore be it

RESOLVED, that the County Legislature hereby delegates to the County Auditor the authority to review and approve applications for refunds of taxes due to erroneous assessments, whether by clerical error or unlawful entry, and where the recommended refund is \$2,500 or less; and be it further

RESOLVED, that pursuant to statute, this authority shall expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #13 – Appointment/Legislative Representative/Cooperative Extension Board was next. Chairman Castellano moved the following; seconded by Legislator Sullivan.

RESOLUTION #10

APPOINTMENT/LEGISLATIVE REPRESENTATIVE/COOPERATIVE EXTENSION BOARD

RESOLVED, that Toni Addonizio be appointed as the Legislative Representative to the Cooperative Extension Board for a period of one year, said term to expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #14 – Appointment/Legislative Representative/Jury Board was next. Chairman Castellano moved the following; seconded by Legislator Jonke.

RESOLUTION #11

APPOINTMENT/LEGISLATIVE REPRESENTATIVE/JURY BOARD

RESOLVED, that Carl L. Albano be appointed Legislative Representative to the Putnam County Jury Board for a period of one year, said term to expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #15 – Appointment/Legislative Representative/Region 3 Forest Practice Board was next. Chairman Castellano moved the following; seconded by Legislators Addonizio and Nacerino.

RESOLUTION #12

APPOINTMENT/LEGISLATIVE REPRESENTATIVE/REGION 3 FOREST PRACTICE BOARD

RESOLVED, that Barbara Scuccimarra be appointed Legislative Representative to the Region 3 Forest Practice Board for a period of one year, said term to expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #16 – Appointment/Legislative Representatives/Putnam County Soil & Water Conservation District Board was next. Chairman Castellano moved the following; seconded by Legislator Addonizio.

RESOLUTION #13

APPOINTMENT/LEGISLATIVE REPRESENTATIVES/PUTNAM COUNTY SOIL & WATER CONSERVATION DISTRICT BOARD

RESOLVED, that Barbara Scuccimarra and Amy Sayegh be appointed Legislative Representatives to the Putnam County Soil & Water Conservation District Board for a one year term, said term to expire December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #17 – Appointment/Legislative Representative/Records Management Board was next. Chairman Castellano moved the following; seconded by Legislator Nacerino.

RESOLUTION #14

APPOINTMENT/LEGISLATIVE REPRESENTATIVE/RECORDS MANAGEMENT BOARD

RESOLVED, that Paul Jonke be appointed Legislative Representative to the Records Management Board for a one year period, said term to expire December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #18 – Appointment/Legislative Representatives/Putnam County Board of Health was next. Chairman Castellano moved the following; seconded by Legislator Sullivan.

RESOLUTION #15

APPOINTMENT/LEGISLATIVE REPRESENTATIVES/PUTNAM COUNTY BOARD OF HEALTH

RESOLVED, that Barbara Scuccimarra be appointed as Legislative Representative to the Putnam County Board of Health for a period of one year, said term to expire December 31, 2018; and be it further

RESOLVED, that Amy Sayegh will serve as an Alternate to the Putnam County Board of Health for a period of one year, said term to expire December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #19 – Appointment/Legislative Representative/Putnam County Agricultural and Farmland Protection Board was next. Chairman Castellano moved the following; seconded by Legislator Addonizio.

RESOLUTION #16

APPOINTMENT/LEGISLATIVE REPRESENTATIVE/PUTNAM COUNTY AGRICULTURAL AND FARMLAND PROTECTION BOARD

RESOLVED, that Barbara Scuccimarra be appointed as the Legislative Representative to the Agricultural and Farmland Protection Board for a period of one year, said term to expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #20 – Appointment/Putnam County Representative/Catskill Regional Off-Track Betting Corporation Board was next. Chairman Castellano moved the following; seconded by Legislator Albano.

RESOLUTION #17

APPOINTMENT/PUTNAM COUNTY REPRESENTATIVE/CATSKILL REGIONAL OFF-TRACK BETTING CORPORATION BOARD

RESOLVED, that Vincent Tamagna be appointed as the Putnam County representative to the Catskill Regional Off-Track Betting Corporation Board, for a one year term, said term to expire on December 31, 2018; and be it further

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

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #21 – Appointment/Legislative Representative/Fish & Wildlife Management Board was next. Chairman Castellano moved the following; seconded by Legislator Nacerino.

RESOLUTION #18

APPOINTMENT/LEGISLATIVE REPRESENTATIVE/FISH & WILDLIFE MANAGEMENT BOARD

RESOLVED, that William Gouldman be appointed as Legislative Representative on the Fish and Wildlife Management Board, for a one- year term to expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #22 – Appointment/Law Library Board was next. Chariman Castellano moved the following; seconded by Legislator Albano.

RESOLUTION #19

APPOINTMENT/LAW LIBRARY BOARD

RESOLVED, that Paul Jonke be appointed to the Law Library Board for a one (1) year term, said term to expire December 31, 2018; and be it further

RESOLVED, that Ginny Nacerino shall serve as an Alternate to the Law Library Board for a one (1) year term, said term to expire December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #23 - Appointment/Legislative Liaison/Veterans Affairs was next. Chairman Castellano moved the following; seconded by Legislator Jonke.

RESOLUTION #20

APPOINTMENT/LEGISLATIVE LIAISON/VETERANS AFFAIRS

RESOLVED, that Ginny Nacerino be appointed Legislative Liaison for Veterans Affairs for a period of one year, said term to expire December 31, 2018; and be it further

RESOLVED, that Toni Addonizio shall serve as an Alternate as Legislative Liaison for Veterans Affairs for a period of one year, said term to expire December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #24 – Appointment/Jail Physician was next. Chairman Castellano moved the following; seconded by Legislator Albano.

RESOLUTION #21

APPOINTMENT/JAIL PHYSICIAN

RESOLVED, that Michael Nesheiwat be appointed Jail Physician for a period of one year, said term to expire December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #25 – Appointment/Legislative Representatives/Putnam County Fire Advisory Board was next. Chairman Castellano moved the following; seconded by Legislator Addonizio.

RESOLUTION #22

APPOINTMENT/LEGISLATIVE REPRESENTATIVES/PUTNAM COUNTY FIRE ADVISORY BOARD

RESOLVED, that Ginny Nacerino be appointed as Legislative Representative to the Putnam County Fire Advisory Board, for a one (1) year term to expire on December 31, 2018; and be it further

RESOLVED, that Neal Sullivan will serve as an Alternate to the Putnam County Fire Advisory Board, for a one (1) year term to expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #26 – Approval/Appointment/ Budget & Finance Committee Representative / Capital Projects Committee was next. Chairman Castellano moved the following; seconded by Legislator Addonizio.

RESOLUTION #23

APPOINTMENT/BUDGET & FINANCE COMMITTEE REPRESENTATIVE/CAPITAL PROJECTS COMMITTEE

WHEREAS, County Charter § 7.05 (B)(3) provides that there shall be a Capital Projects Committee consisting of various members including a designee of the Budget and Finance Committee; now therefore be it

RESOLVED, that Carl L. Albano be appointed as Budget & Finance Committee Representative to the County's Capital Projects Committee for a period of one year, said term to expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #27 – Approval/ Appointment/ Additional Legislative Representative Member of Capital Projects Committee was next. Chairman Castellano moved the following; seconded by Legislators Albano and Nacerino.

RESOLUTION #24

APPOINTMENT/ ADDITIONAL LEGISLATIVE REPRESENTATIVE MEMBER OF CAPITAL PROJECTS COMMITTEE

WHEREAS, County Charter § 7.05 (B)(3) provides for the appointment to the County's Capital Projects Committee a member of the County Legislature representing the minority political party, if another party is represented, or a member elected without party endorsement; and

WHEREAS, County Charter § 7.05 (B)(3) further provides that in the event there is no member of the County Legislature representing another party nor any member of the County Legislature elected without party endorsement, then the County Legislature shall select any other member of the County Legislature not serving on the Capital Projects Committee as the additional member of this Committee; and

WHEREAS, being that there is no member of the County Legislature representing another party nor any member of the County Legislature elected without party endorsement, the County Legislature must now select a County Legislator not serving on the Capital Projects Committee as the additional member of the Capital Projects Committee; it is therefore

RESOLVED that pursuant to County Charter § 7.05 (B)(3), the County Legislature designates Joseph Castellano as the additional member of the County's Capital Projects Committee for a period of one (1) year, said term to expire on December 31, 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #28 – Approval/Authorization/Legislators to Attend January New York State Association of Counties Conference was next. Chairman Castellano moved the following; seconded by Legislator Nacerino.

RESOLUTION #25

APPROVAL/AUTHORIZATION/LEGISLATORS TO ATTEND JANUARY NEW YORK STATE ASSOCIATION OF COUNTIES CONFERENCE

WHEREAS, six Legislators have requested permission to attend the New York State Association of Counties Conference to be held in Albany, New York in January 2018 for registration and lodging total expenditure of approximately \$731 per person; and

WHEREAS, the Putnam County Legislature has reviewed and approves their requests; now therefore be it

RESOLVED, that six Legislators are authorized to attend the New York State Association of Counties Conference to be held in Albany, New York in January 2018.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #29 – Approval/Purchasing Department/Identifying Individuals Responsible for Purchasing was next. Chairman Castellano made a motion to move the following; seconded by Legislator Jonke.

RESOLUTION #26

APPROVAL/PURCHASING DEPARTMENT/IDENTIFYING INDIVIDUALS RESPONSIBLE FOR PURCHASING

WHEREAS, Section 140-1.5 of the Putnam County Code (Procurement Policy) requires the Legislature to annually identify the individuals responsible for purchasing and their respective titles; now therefore be it

RESOLVED, that the Putnam County Legislature re-affirms the County's Procurement Policy as contained in Chapter 140 of the Putnam County Code and identifies the following individuals and their respective titles as the individuals responsible for purchasing:

- a. Alessandro Mazzotta, Director of Purchasing
- b. Michele Pinto, Account Clerk

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #30 – Approval/Budgetary Amendment (18A001)/Office For Senior Resources/Retired Senior Volunteer Program (RSVP) Grant was next. *(Approved at December Health and Audit Mtgs)* Chairman Castellano moved the following:

RESOLUTION #27

APPROVAL/BUDGETARY AMENDMENT /OFFICE FOR SENIOR RESOURCES/RETIRED SENIOR VOLUNTEER PROGRAM (RSVP) GRANT

WHEREAS, the Program Officer with the Corporation for National and Community Service has notified the Putnam County Office for Senior Resources of additional funding available for the Retired Senior Volunteer Program (RSVP) Grant #15SRANY003; and

WHEREAS, the Office for Senior Resources has requested a budgetary amendment (18A001) to account for this one-time augmentation in the amount of \$3,500; and

WHEREAS, the grant runs from April 1, 2017 through March 31, 2018; and
 WHEREAS, there are no matching County funds required; and
 WHEREAS, the funds will be used to purchase a laptop computer, software
 licensing and wireless internet access points; and

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

RESOLVED, that the following budgetary amendment be made:

Increase Revenues:

10677300 447731	OSR – RSVP – Fed Aid RSVP	3,500
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Increase Appropriations:

10677300 52130	OSR – RSVP – Computer Equipment	1,675
10677300 54782	OSR – RSVP – Software & Accessories	740
10677300 54636	OSR – RSVP – Internet Costs	<u>1,085</u>
		3,500

2018 Fiscal Impact – 0 –

2019 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #31 – Approval/Fund Transfer (18A002)/ Office For Senior Resources / Donation to OSR Expanded In-Home Services for the Elderly Program (EISEP) was next. *(Approved at December Health and Audit Mtgs)* Chairman Castellano moved the following:

RESOLUTION #28

APPROVAL/FUND TRANSFER / OFFICE FOR SENIOR RESOURCES / DONATION TO OSR EXPANDED IN-HOME SERVICES FOR THE ELDERLY PROGRAM (EISEP)

WHEREAS, the Office for Senior Resources has received notification from the Friends of the Senior Citizens of Putnam County of their intent to donate \$30,000 to OSR’s Expanded In-Home Services for the Elderly Program (EISEP) to assist with continuing to provide clients with in-home services; and

WHEREAS, the Office for Senior Resources has requested a fund transfer (18A002) to account for this donation; and

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

RESOLVED, that the following fund transfer be made:

Increase Revenues:

10677600 427050	OSR EIHS – Gifts/Donations	30,000
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Increase Appropriations:

10677600 54646	OSR EIHS – Contracts	30,000
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2018 Fiscal Impact – 0 –

2019 Fiscal Impact – 0 –

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #32 – Approval/Local Law to Amend the Code of Putnam County by Adding New Article X to Chapter 140 Entitled “Uniform Guidance for Compliance for Federal Awards – Procurement, Suspension and Debarment” was next. (Approved at December Audit Mtg) Chairman Castellano moved the following:

RESOLUTION #29

A LOCAL LAW TO AMEND THE CODE OF PUTNAM COUNTY BY ADDING NEW ARTICLE X TO CHAPTER 140 ENTITLED “UNIFORM GUIDANCE FOR COMPLIANCE FOR FEDERAL AWARDS – PROCUREMENT, SUSPENSION AND DEBARMENT

BE IT ENACTED by the Legislature of the County of Putnam as follows:

Section 1.

The Code of the County of Putnam is hereby amended by adding a new Article X to Chapter 140 entitled “Uniform Guidance for Compliance for Federal Awards – Procurement, Suspension and Debarment” to read as follows:

ARTICLE X

Uniform Guidance for Compliance for Federal Awards – Procurement, Suspension and Debarment

§ 140-10.1 Purpose

2 CFR Part 200 (subparts A-F) “Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards requires organizations receiving federal awards to establish and maintain effective internal controls over federal awards.

§140-10.2 General Policy Statement

The requirements for procurements using federal awards are contained in the Uniform Guidance (2 CFR Part 200, subparts A-F), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

To comply with 2 CFR Part 200 (subparts A-F), the County of Putnam implements policies and procedures, including, but not limited to:

- A. The County will use its own documented procurement procedures which reflect applicable State, Local and Tribal laws and regulations; provided that the procurements conform to applicable federal law and Uniform Guidance. As such, County procurements related to Federal grants will be subject to New York State General Municipal Law, Putnam County Procurement Policy and Uniformed Guidance Requirements.**

- B. Contract files will document the significant history of the procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis of contract price.**
- C. The County will utilize one of the five acceptable procurement methodologies detailed in §200.320 which include:**
- Micro Purchase**
 - Small Purchase Procedure**
 - Sealed Bid**
 - Competitive Proposal**
 - Non-Competitive Proposal (Sole Source)**
- D. Procurements will provide for full and open competition as set forth in the Uniform Guidance, or State and local procurement thresholds, whichever is most restrictive.**
- E. No employee, officer or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents can neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. If the financial interest is not substantial or the gift is an unsolicited item of nominal value, no further action will be taken. However, disciplinary actions will be applied for violations of such standards otherwise.**
- F. The County will avoid acquisition of unnecessary or duplicative items. Consideration will be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical procurement approach. The County will also analyze other means, as described in §200.318 of the Uniform Guidance, to ensure appropriate and economical acquisitions.**
- G. The County will enter into state and local intergovernmental agreements or inter- entity agreements, where appropriate.**
- H. The County will only utilize Time and Materials contracts when it has been determined, in writing, that no other contract type is suitable.**
- I. Vendors/Contractors that develop or draft specifications, requirements, statements of work, or invitation to bids or requests for proposals must be**

excluded from competing for such procurements.

- J. The County will make available, upon request of the federal awarding agency or pass-through entity, technical specifications on proposed procurements where the federal awarding agency or pass-through entity believes such review is needed.**
- K. County Departments are prohibited from contracting with or making sub awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. "Covered Transactions" include those procurement contracts for goods and services awarded under a non-procurement transaction (i.e. grant or cooperative agreement) that are expected to equal or exceed \$20,000. All non-procurement transactions (i.e. sub-awards to recipients), irrespective of award amount, are considered covered transactions.**
- L. The County of Putnam will include a suspension/debarment clause in all written contracts in which the vendor/contractor will certify that it is not suspended or debarred. The contract will also contain language requiring the vendor/contractor to notify the County immediately upon becoming suspended or debarred. This will serve as adequate documentation as long as the contract remains in effect.**
- M. County Departments will be required to notify the Purchasing Department and Department of Law that federal funding will be used for a certain procurement/contract. When requesting a written contract, the County Department will be responsible for running the Vendor/Contractor's name through the System for Award Management (SAM) to determine any exclusions. A copy of the SAM search will be included with the contract request. Prior to issuing a purchase order using federal funds, the Purchasing Department will check the SAM to determine if any exclusions exist for the Vendor/Contractor.**

If a vendor/contractor is found to be suspended or debarred, the County will immediately cease to do business with the vendor.
- N. The County will not use statutorily or administratively imposed state, local or tribal geographical preferences in the evaluation of bids or proposals; except in those cases where applicable federal statutes expressly mandate or encourage geographical preference.**
- O. The County will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor area surplus area firms are used when possible.**
- P. The County will procure recovered materials in compliance with §200.322.**
- Q. The County will perform a cost or price analysis relating to every procurement**

more than the Simplified Acquisition Threshold. (\$150,000)

- R. The County will require appropriate bonding requirements as per §200.325.
- S. The County will only award contracts to Responsible Vendors and will document, in writing, such determination.
- T. County contracts will contain the applicable provisions described in Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.
- U. The County will maintain oversight to ensure that contractors perform in accordance with the contracts terms, conditions, and specifications.

Copies of executed contracts will be maintained in the MUNIS Financial System and Purchase Orders will be maintained in the MUNIS Procurement System.

Section 2.

This local law shall take effect immediately.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #33 – Other Business.

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

Item #33a - Approval/Amend Resolution #290 of 2017/ Fund Transfer (17T334)/ Commissioner of Social Services/FC-FNP was next. Chairman Castellano made a motion to move the following; seconded by Legislator Nacerino.

RESOLUTION #30

APPROVAL/AMEND RESOLUTION #290 OF 2017/ FUND TRANSFER/COMMISSIONER OF SOCIAL SERVICES/FC-FNP

WHEREAS, by Resolution #290 of 2017, the Putnam County Legislature approved the Commissioner of Social Services' request for a fund transfer (17T334) to reallocate appropriation to reflect projected Foster Care Federally Non-Participating FC-FNP costs through 12/31/17; and

WHEREAS, Resolution #290 of 2017 only reflected the lines being decreased in the amount of \$500,550; and

WHEREAS, this amount needs to be allocated to the appropriate line to reflect the projected Foster Care Federally Non-Participating FC-FNP costs through 12/31/17; now therefore be it

RESOLVED, that Resolution #290 of 2017 is hereby amended to read as follows:

Decrease:

10610900 54434	IVE (EAF) FC (Federally Participating Foster Care, Emergency Assistance to Families	50,000
10610900 54435	EAF-Foster Care	400,000
10610900 54436	EAF JD/PINS (Emergency Assistance to Families, Juvenile Delinquent/Person in Need Of Service	<u>50,550</u>
		500,550
Increase:		
10611900 54420	Foster Care Federally Non-Participating FC-FNP	500,550
	2017 Fiscal Impact – 0 –	
	2018 Fiscal Impact – 0 –	

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Item #34 – Recognition of Public on Agenda Items

Lynne Eckardt, Town of Southeast representing herself, read a letter pertaining to the Legislative Manual approved. Ms. Eckardt quoted Section IV, Rule 5A (11) Recognition of Public on agenda items. She urged the Legislature to reconsider this as she believed it was the right of all Putnam residents to ask questions and discuss issues that mean the most to them. She did not believe it made sense to limit their speech to items already on the agenda. She stated that while the constituent can express their pleasure, displeasure or offer advice, it is too late to make a difference. She also believed that the constituent should be given the courtesy to inquire about any Putnam County issue. She believed that no one expects the Legislature to have answers on everything. When you don't know the answer, she believed that, "I'll find out", is a simple and respectable response. She believed that your constituents would surely prefer this to your silence. She stated that she did not see anything in the manual that indicates there will be no cross talk. She requested that this practice be ended so that simple questions can be answered. She believed that encouraging participation from the resident of Putnam County makes for better government.

Item #35 – Recognition of Legislators

Legislator Gouldman congratulated newly elected Legislator Sayegh. He also congratulated Legislators Castellano and Addonizio on their appointments as Chair and Deputy Chair.

Legislator Addonizio welcomed Legislator Sayegh and congratulated Legislator Castellano on his appointment as Chairman of the Putnam County Legislature. She stated that it was her honor to be appointed as Deputy Chair and she thanked her colleagues for their support.

Legislator Sullivan welcomed and congratulated Legislator Sayegh. He stated that they share the Town of Mahopac and he looked forward to working with her to get things down for their residents and taxpayers.

Legislator Albano also congratulated Legislators Castellano, Addonizio and Sayegh.

Legislator Jonke concurred and stated that he looked forward to working with them.

Legislator Nacerino concurred. She also wished everyone a Happy New Year.

Chairman Castellano stated that he was honored to be appointed Chairman of the Putnam County Legislature. He stated that he looked forward to working with his colleagues, the County Executive and the newly elected Sheriff. He believed that 2018 would be a great year.

There being no further business, at 7:26 P.M., Chairman Castellano made a motion to adjourn; seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Diane Schonfeld, Clerk.