

AUDIT & ADMINISTRATION COMMITTEE MEETING
Held In
ROOM #318 OF THE COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512

Members: Chairman Castellano, Legislators Gouldman & Sayegh

Thursday January 23, 2020
(Immediately following Rules Mtg. beginning at 6:00pm)

The meeting was called to order at 7:49p.m. by Chairman Castellano who requested that Legislator Gouldman lead in the Pledge of Allegiance. Upon roll call Legislators Gouldman, Sayegh, and Chairman Castellano were present.

Item #3 - Approval of Minutes – December 18, 2019

The minutes were approved as submitted.

Item #4 - Correspondence/County Auditor

- a. **Sales Tax Report** – Duly Noted
- b. **Board In Revenue Report** – Duly Noted
- c. **Transfer/Revenue Report** – Duly Noted
- d. **2019 Contingency/Sub-Contingency Report** – Duly Noted
- e. **2020 Contingency/Sub-Contingency Report** – Duly Noted

Item #5 - Correspondence/Commissioner of Finance

- a. **Approval/ Budgetary Amendment 19A092/ Sheriff's Dept./ Funding from Prevention Council of Putnam for NCADD Compliance Checks**

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

- b. **Approval/ Budgetary Amendment 19A093/ Sheriff's Dept./ Overtime for Security Provided at Functions held by Reform Temple of Putnam Valley**

Legislator Gouldman stated before the high holy days in November and December he was contacted by members of the Reform Temple of Putnam Valley who were concerned about the recent anti-Semitic attacks within the region. He stated he requested that the Sheriff's Department patrol the area during the holidays and he is very glad the request was accommodated.

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

c. Approval/ Budgetary Amendment 19A094/ Sheriff's Dept./ Revenue Received from Board of Elections for Security on Election Day

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

d. Approval/ Budgetary Amendment 20A001/ Emergency Services/ Receipt of 2019 SICG (Statewide Interoperable Communications Grant) Formula Grant Award

Legislator Sayegh clarified that this is for a two (2) year period.

Commissioner Carlin stated that is correct, it will add to the radio project once established.

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

e. Approval/ Budgetary Amendment 20A002/ Social Services/ Account for Grant Funds Awarded to Child Advocacy Center/ Reflect Annualized Salary Cost for Upgrade

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

Commissioner of Finance William Carlin stated the Child Advocacy Center received a three (3) year grant, but the 2020 budget could not be amended until this year.

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

f. Approval/ Budgetary Amendment 20A003/ Tourism/ Decrease in Grant Funding for 2020 Tourism Matching Funds Program

Commissioner Carlin stated this adjustment is necessary so the County can match the State's allocation.

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

g. Approval/ Budgetary Amendment 20A004/ Planning Dept./ Adjust Capital Budget Accounts to Most Recent Estimates per the Bid Opening on 1/15/20/ Maybrook Bikeway II

Commissioner Carlin stated this will allocate some of the funds to cover the cost as per the bid. He stated this was a time sensitive item because when the bid is open it must be awarded within 45 days.

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

Item #6 - Approval/ Fund Transfer 19T458/ Health Dept./ Fund Account for New Private Institutions that Submitted Late Payments to County

Commissioner Carlin stated services are provided that the County may not know about until the bills are submitted.

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

Item #7 - Approval/ Fund Transfer 19T460/ Health Dept./ Fund Account for Increase in Miles Driven due to More Kids in Program

Chairman Castellano made a motion to approve Fund Transfer 19T460; Seconded by Legislator Sayegh. All in favor.

Item #8 - Approval/ Fund Transfer 19T470/ Health Dept./ Fund Account for Evaluation Services Billed Late

Chairman Castellano stated the bills are requested to be in at a certain time, but that does not mean the providers are always cooperative.

Legislator Montgomery questioned if these late bills come in every year.

Commissioner Carlin stated yes, usually not to this volume, but it does happen frequently.

Legislator Montgomery questioned if there is anything the County can do.

Commissioner Carlin stated the County can ask for them to be in, which we do, but the County cannot order them to be in at a certain time. He stated NYSAC has tried to implement some cost controls in this program, but nothing has been put in place yet.

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

Item #9 - Approval/ Fund Transfer 20T004/ County Clerk/ Computer Equipment Purchases (Also reviewed in Rules)

Commissioner Carlin stated the Department of Motor Vehicles is under siege right now. He stated other departments such as Highways & Facilities are assisting to help maintain order by placing ropes and cones for the lines.

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

Item #10 - Approval/ Fund Transfer 20T009/ Finance/ Pay for NYCOMCO in Veteran's Van (Also reviewed in Rules)

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

Item #11 - Approval/ Fund Transfer 20T015/ Board of Elections/ Purchase of Clear Ballot Audit System (Also reviewed in Rules)

Legislator Sayegh stated this system should decrease the amount of overtime.

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

Item #12 - Approval/ Fund Transfer 20T017/ District Attorney/ Purchase Cellebrite Hardware & Software that Allows Examination of a Cell Phone Pursuant to Court Approval using SAM Grant Funds

Commissioner Carlin stated the SAM Grant was awarded by Senator Pete Harckham.

Chairman Castellano stated District Attorney Tendy was unable to attend the meeting tonight, but he did speak with him about the importance of this item.

Legislator Montgomery questioned if this fund transfer was addressed in another Committee.

Chairman Castellano stated time is of the essence for this item and since there was no Protective Services Committee Meeting this month it was sent right to the Audit & Administration Committee.

Legislative Counsel Robert Firriolo stated the discovery reform law that is driving this went into effect on January 1, 2020, which is why time is of the essence.

Chairman Castellano made a motion to approve Fund Transfer 20T017; Seconded by Legislator Gouldman. All in favor.

Item #13 - Approval/ Equipment Lease Financing/ Sheriff's Dept. Laptops

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

Commissioner Carlin stated this is authorizing the lease agreement to be signed. He
stated the winning bid was 2.2%; the original was 3.3%.

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

Item #14 - Other Business – None

Item #15 - Adjournment

There being no further business, at 8:05p.m. Chairman Castellano made a motion to
adjourn; Seconded by Legislator Sayegh. All in favor.

Respectfully submitted by Administrative Assistant, Beth Green.