



- 6b. **Approval – Budgetary Transfer (24T404) – Finance – Putnam County Sheriff’s Employees Association, Inc. (PCSEA) Contract Settlement**
- 6c. **Approval – Financial Disclosure List for the Year 2025 Filing Recommended by the Putnam County Personnel Officer Pursuant to Code Section 55-7**

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

- 6d. **Approval – Fund Transfer (24T372) – DPW – Overtime**
- 6e. **Approval - Budgetary Amendment (24A102) – Planning – NYSERDA Clean Energy Communities Program Award**
- 6f. **Approval – Budgetary Amendment (24A114) – Planning – 5307/5340 & 5339 Danbury, CT-NY Small Urbanized Area (SUZA) – Metropolitan Transportation Authority (MTA)**
- 6g. **Approval – Lead Agency – SEQRA Determination – Snake Hill Road over Philipse Brook Culvert Replacement**
- 6h. **Approval – Lead Agency – SEQRA Determination – Peekskill Hollow Road over Wiccopee Brook Culvert Replacement**
- 6i. **Approval – Putnam County Legislature’s Intent to Act as Lead Agency under SEQRA RE: Lease Approval and Monroe Balancing Test for a Wireless Communications Facility**
- 6j. **Approval – Ratification of Application for State Fiscal Year 2024 Grant Funds Available Through the New York State Department of Transportation’s Public Transportation Modernization and Enhancement Program**
- 6k. **Approval – Department of Public Works – Use of Capital Facility Reserve – (24CP06) (District Attorney’s Office Renovations)**
- 6L. **Approval – Putnam County Veterans Memorial Park Revised Fee Schedule – Department of Public Works**
- 6m. **Approval – Memorialization Concerning the Impacts of Efforts to Electrify Highway Department Vehicles by Adoption of the Advanced Clean Truck Rule**

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

- 6n. **Approval – Re-Appointments – Plumbing & Mechanical Trades Board**



- 6o. **Approval – Sheriff’s Department – ARPA Funding School Safety Reallocation – AXON Officer Safety Technology Project and Youth Bureau Relocation Project**
- 6p. **Approval – Budgetary Amendment (24A119) – Sheriff’s Department – Reallocation of School Safety ARPA Funding – AXON Officer Safety Technology Project**
- 6q. **Approval – Budgetary Amendment (24A120) - Sheriff’s Department – Reallocation of School Safety ARPA Funding – Putnam County Youth Bureau Relocation Project**
- 6r. **Approval – Town of Patterson – American Rescue Plan Act (ARPA) Funding Reallocation & Sales Tax Funding Reallocation**
- 6s. **Approval – Putnam CAP/WestCOP American Rescue Plan Act (ARPA) Funding Reallocation**
- 6t. **Approval – Budgetary Amendment (24A110) – Finance – Independent Auditors – PKF O’Connor Davies LLP – American Rescue Plan Act (ARPA)**
- 6u. **Approval – Budgetary Amendment (24A111) – Commissioner of Finance – County ARPA Projects Reallocation – Amend Resolution #135 of 2022**
- 6v. **Approval – Putnam County Golf Course Renovation Project ARPA Funding Reallocation**
- 6w. **Approval – Budgetary Amendment (24A116) – ARPA Golf Course Renovation Project Reallocation to General Infrastructure/Design Services**
- 6x. **Approval – Fund Transfer (24T417) – County Attorney – Judgment & Claims**
- 6y. **Approval – Fund Transfer (24T424) – County Attorney – Legal Services**
- 6z. **Approval – New County Mission Statement**
- 6aa. **Approval – Contract – Legislative Counsel**

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

- 6bb. **Approval – Budgetary Amendment (24A113) – Sheriff’s Department – Overtime Reimbursement – Crisis Intervention Team (CIT) Training & Drug Recognition Expert (DRE) Annual Conference**
- 6cc. **Approval – Budgetary Transfer (24T406) – Finance – Legal Aid 18b**
- 6dd. **Approval – Grant Application – Bureau of Emergency Services – 2024-25 Hazardous Materials Emergency Preparedness (HMEP) Grant Program**

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

- 6ee. Approval – Budgetary Amendment (24A112) – Health Department – Preschool 3 to 5 Program**
- 6ff. Approval – Budgetary Amendment (24A115) – Health Department – Local Health Department (LHD) Performance Incentive Program Award**
- 6gg. Approval – Fund Transfer (24T387) – Health Department – Preschool Care at Private Institution – Rate Increases**
- 6hh. Approval – Fund Transfer (24T391) – Health Department – Nursing Overtime**
- 6ii. Approval – Grant Application – County Historian Partnership with Greater Hudson Heritage Network Grant Proposal**

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

- 6jj. Approval – Budgetary Amendment (24A117) – DPW – Risk Manager – Guide Rail Damage – Insurance Recoveries**
- 6kk. Approval – Budgetary Amendment (24A118) – Finance – Putnam Golf – Contractual Payments**
- 6LL. Approval – Fund Transfer (24T418) – Purchasing – DGS – Temporary**
- 6mm. Approval – Corrective Action Plan – Putnam County’s Recreation & Golf Course Collections – NYS Audit 2024**
- 6nn. Approval – Cash Collection Policy – NYS Audit 2024**
- 7. Other Business**
- 8. Recognition of Public on Agenda Items**
- 9. Recognition of Legislators**
- 10. Adjournment**

# Proclamation

## 100<sup>th</sup> Anniversary of the New York State Association of Counties

**WHEREAS**, The New York State Association of Counties (NYSAC) was founded 100 years ago to serve as a unified voice and advocate for the 57 counties of New York State, including the five boroughs of New York City; and

**WHEREAS**, NYSAC has consistently worked to enhance the effectiveness of county governments through robust advocacy, comprehensive education, and meticulous research, all aimed at addressing the unique challenges faced by county officials and their constituents; and

**WHEREAS**, Over the past century, NYSAC has played an instrumental role in promoting the interests of county governments at the state and federal levels, ensuring that the voices of local governments are heard and their needs addressed; and

**WHEREAS**, NYSAC has provided invaluable resources and training to county officials, empowering them with the knowledge and tools necessary to deliver efficient and effective services to the residents of New York State; and

**WHEREAS**, Through its commitment to research, NYSAC has fostered innovative solutions and best practices that have strengthened county operations and improved the quality of life for millions of New Yorkers; and

**WHEREAS**, NYSAC has built a legacy of collaboration and partnership among county governments, fostering a spirit of unity and mutual support that has been crucial to addressing common challenges and advancing shared goals; and

**WHEREAS**, The centennial anniversary of NYSAC is a momentous occasion to celebrate the association's enduring dedication to public service and its profound impact on the governance and well-being of New York State's counties; now therefore be it

**RESOLVED**, Putnam County does hereby proclaim the year 2025 as the Centennial Year of the New York State Association of Counties and extend heartfelt congratulations and gratitude to NYSAC for 100 years of exemplary service and leadership.

Kevin Byrne, Putnam County Executive

Paul E. Jonke, Chair, Putnam County Legislature

# 4 (1)

**BUDGET & FINANCE COMMITTEE MEETING  
OF THE  
PUTNAM COUNTY LEGISLATURE  
HELD AT THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512**

Thursday

October 3, 2024

7:00 P.M.

The meeting was called to order at 7:00 P.M. by Chairman Jonke who requested that Putnam County Civil Air Patrol present the colors for the Pledge of Allegiance. Chairman Jonke requested that Sheriff Kevin McConville lead in the Pledge of Allegiance and Legislator Nacerino to lead in the Legislative Prayer. Upon roll call, Legislators Montgomery, Gouldman, Addonizio, Nacerino, Castellano, Sayegh, Crowley and Chairman Jonke were present. Legislator Ellner was absent. Also present was Legislative Counsel Firriolo. Legislator Sayegh was called out of the meeting at 7:20 P.M. due to an emergency.

**Item #4 – Committee to Meet with the County Executive and the Commissioner of Finance to Discuss the Proposed 2024 Budget.**

Chairman Jonke stated that on Tuesday, October 1, 2024, the County Executive transmitted the 2025 Tentative Budget to the Legislature. Pursuant to the Putnam County Charter, the County Executive and the Commissioner of Finance are required to meet with the Budget and Finance Committee within five days after the transmittal of the Tentative Budget, to review that document with the Committee.

Chairman Jonke recognized the Commissioner of the Department of General Services (DGS) John Tully Director who then recognized the Elected Officials in attendance for the presentation.

Chairman Jonke introduced County Executive Kevin M. Byrne to present the Proposed 2025 Budget.

County Executive Byrne presented the (attached) 2025 Executive Budget as required by Section 7 of the Putnam County Charter.

Chairman Jonke thanked County Executive Byrne for his presentation of the 2025 Tentative Budget. He stated that the Legislature looks forward to reviewing the proposed budget during our Legislative Budget Committee meetings which are scheduled to begin on Monday, October 7, 2024. He stated that the meetings will be held in Room #318 of the County Office Building. Please check the calendar on the Legislative webpage for the dates and times of the Budget meetings scheduled for this month. He stated that a Public Hearing on the Tentative Budget, as presented by the County Executive this evening, will be held by the Budget & Finance Committee of the Putnam County Legislature immediately following the closing of this meeting.

Chairman Jonke asked if any members of the Legislature would like to comment.

Legislator Montgomery thanked County Executive Byrne for his presentation. She stated that she was looking forward to working with her colleagues on the Legislature during

**the month reviewing the budget for the people of Putnam County. She liked the sales tax exemption on clothing. She appreciated the County Executive's commitment in keeping the tax levy below the tax limit and using the general fund balance so that we do not have to bond. She stated that her wish for the past six (6) years as a Legislator is to invest in the County infrastructure, roads, bridges and housing. She explained that she sees a growing need for mental health resources for the 20- to 40-year-old population. She looks forward to working in collaboration with her colleagues to do what is best for the people of Putnam County. She looked forward to more Climate Smart initiatives.**

**There being no further business, at 8:07 P.M., Chairman Jonke made a motion to adjourn; seconded by Legislator Nacerino. All in favor.**

**Respectfully submitted by Diane Schonfeld, Clerk.**



## **Putnam County Executive Kevin Byrne**

### **2025 Executive Budget Presentation**

Good evening everyone. As is required by Section 7 of the Putnam County Charter, earlier this week my office submitted to the legislative clerk our Administration's proposed executive budget, also referred to in our charter as the county's tentative budget, for 2025.

Chairman Jonke, members of the Legislature, thank you for scheduling this special legislative meeting. To those watching this meeting at home, thank you for tuning in. To everyone here tonight, many of whom are our remarkable department heads and county employees, thank you for being here. And thank you for being the incredible public servants our community not only needs, but deserves.

Before we begin, I would like to take a moment to acknowledge that today marks the beginning of Rosh Hashanah, the Jewish New Year. For those observing, this is a time of reflection, renewal, and the celebration of new beginnings. To our Jewish community members, I extend my warmest wishes for a sweet, healthy, and prosperous New Year. Shana Tova!

Allow me to open by giving a deep heartfelt thank you to everyone who came together over the past 4 months to craft this year's proposed budget. We did more to streamline the process this year and began earlier than normal. Everyone stepped up to the plate. Our Department of Finance, led by Commissioner Michael Lewis, Deputy Commissioner Sheila Barrett, bolstered by our newest Deputy Commissioner Alexandra Gordon, they put in countless hours of hard work into making this happen. Critical to our County's unique budget process is our Legislature's Auditing Department led by the incredible Michelle Sharkey, who attended every single meeting and consistently goes above and beyond to make sure the budget is accurate, transparent and fair. And of course, there are those working in my Executive Office who not only have to deal with me every day... but are there every step of the way throughout this important process. Deputy County Executive Jim Burpoe, Chief of Staff Matt Covucci, Director of Communications Chris Formisano, Director of Compliance and Intergovernmental Relations Jen Caruso, the

invaluable Lisa Ranghelli, our Confidential Secretary, and our newest team member Barbara Reitz.

We are fortunate to have so many great public servants who are willing and able to put in long hours to get the job done. Please join me in giving all of these individuals a round of applause.

As many of you are undoubtedly aware we in Putnam County, have what is referred to as a “decentralized budget process.” Unlike most counties in the region, we have no designated central budget office or budget director and in fact the county charter specifically states that the County Executive serves as the Chief Budget Officer, but this is not without tremendous support from our team in Finance. We always begin this budget process with our departments and elected officials presenting their requests to the Finance Department and our Executive Office where we review their requests with representatives of the Legislature included as part of the early vetting. This is a detailed process with many moving parts. This Administration remains focused on practicing fiscal discipline and prioritizing spending. In doing so, we are commonly confronted with difficult decisions.

Too many of our residents, and New Yorkers in general, are all too familiar with the struggle of having to make tough financial choices.

Inflation and rising costs continue to hit our state and nation hard. Some professional pundits and economists may try to tell us that inflation is slowing, but the fact is our dollar still just doesn't buy what it did only a few years ago. Housing costs remain astronomically high, utility rates continue to rise... healthcare, gas, groceries, construction materials, everything is still far too expensive. The average cost of a NEW car in America right now, is close to \$50,000. A used car? Nearly \$30,000. These astronomical costs impact people as individuals and at home, and it also impacts them through increasing the cost of government and public services.

Adding salt to the wound, is New York State's crushing taxation on its citizens and small businesses. For reference, the Tax Foundation's 2024 State Business Tax Climate Index has once again ranked New York's tax system 49<sup>th</sup> (just behind New Jersey for worst overall), and this year's Rich States, Poor States once again ranked New York State 50<sup>th</sup> (dead last) for economic outlook.

I highlighted these sources last year to show some of the obstacles we all have to overcome, but also to say... I recognize... and this administration recognizes, the burdens our friends, family and neighbors are faced with for the mere privilege of calling themselves New Yorkers. As such, I believe it is our responsibility as public servants, to do whatever we can to relieve that burden.

No matter how small our impact may seem, as long as I am County Executive, we will strive to bring quality services to our residents while asking them to contribute *only* what is needed.

Accordingly, the budget I present to you today, represents our continued commitment to the core tenets of this administration: *affordability, accountability, and accessibility*. This budget continues to prioritize county government spending, while doing more to reduce the tax burden by continuing last year's tax cuts, offering zero County tax increase, and slashing the property tax rate to its lowest level in 18 years.

While this is unquestionably a major accomplishment, it's important to breakdown how this translates to an average homeowner when considering the other contributing forces to taxation. Putnam County's portion of an average homeowner's property tax bill remains at about 9% on average – a relatively small amount considering the total tab every resident is forced to pay. In New York State, the overwhelming majority of an individual's property tax bill is made up of school taxes, town taxes, and other special districts. Still, within the portion of that tax bill we do control, we do our level best to practice fiscal discipline and always strive to do better, which is evident in this budget.

This budget lowers the property tax rate to \$2.7 per \$1,000 of assessed property value or 2.7%, representing the lowest property tax rate for Putnam County since 2007. In this budget, our team is projecting a conservative estimate of \$79 million in sales tax revenue supplemented by approximately \$46.2 million collected from the County's property tax levy.

The taxation Putnam County does bring in is essential to continuing the programs and services, our residents rely on and supplements other sources of revenue we receive to fund the plethora of mandated services we provide, but of course those other State & Federal dollars often come with strings attached, and have very restricted uses. All of this comes together to form a \$205 million budget.

I've always found it amusing when cynics and wannabe pundits point out that a budget is "the largest in history." That has been the case for every year for the past 30 years. Regardless of party or political control, the fact of the matter is the cost of services, materials, and labor goes up – not down. It used to be a nickel to make a call on a pay-phone. I used to walk up the street from Carmel High School to then Arthur Avenue's Deli on Fair St. and get a bacon egg and cheese sandwich for a buck fifty, and McDonald's used to have a "dollar menu"... But that simply isn't the case anymore. Costs go up, especially during an era experiencing record setting



inflation rates. The real challenge in government is for leadership in the public sector to manage these increases responsibly and demonstrate it can do more to control the growth of spending, so it doesn't unnecessarily squeeze the taxpayer. And that's precisely what we are demonstrating here in Putnam County with our record of tax cuts, enhanced efficiencies and opportunities for savings (See Appendix A). Putnam County's budget also remains significantly smaller when compared to most other counties in our region, spending less per capita than the vast majority of our neighbors. But make no mistake, that doesn't mean we don't spend money on important programs and services necessary for our county to function. That's why it is incumbent upon me to give residents a glimpse into how we got here and reassure them that we are spending their tax dollars wisely.

Breaking the \$200 million barrier was inevitable. But it finally occurred this year because of a number of outliers, unfunded mandates, and cost increases beyond our control. In addition to rising inflation costs, we're budgeting for a 10% increase to health insurance premiums as well as a substantial increase in the County's public insurance premiums, surging increases to our mandated pre-K and early intervention programs, a record number of mandated 730 cases in DSS, and of course, we have to account for the County's contractual obligations to its hard-working employees. While we have managed to account for all of these, each one represents a significant new increase in our budget.

One of the many reasons we were able to maintain a lower tax rate this year was by taking action to put dozens of previously foreclosed properties back on the tax rolls through a successful public auction. Over the years, Putnam had begun to develop an unfortunate reputation for having possession of the most delinquent properties in the area. Putnam County spent years missing out on recovering millions of dollars from these properties having been taken off the tax rolls, and not selling them off. So, in a significant effort to return foreclosed properties to productive use, this Administration successfully auctioned off a substantial portion of its foreclosed property inventory, recovering dollars owed and putting millions of dollars in assessed property values back on the tax rolls. The auction resulted in the approval of 144 property sales by the County Legislature, with an average sale price of \$10,751. It's our intention to stick to this model moving forward to better protect ourselves from falling into a similar situation again. This auction was an important step in our ongoing efforts to reduce the over-all tax burden on taxpaying residents and assist in ensuring these properties once again contribute to our local economy. By reintroducing these properties to the tax rolls, we not only generated immediate revenue for the county, but also helped stabilize and strengthen communities.

As I noted earlier, inflation continues to be a burden on all our residents, but what some may not realize is that directly affects county government, and therefore it also affects their tax bill. . While inflation remains high, our operating expenses increase as well.

And while the news of the Federal Reserve finally cutting rates is welcome, interest rates remain high, even for those with great credit scores like ours. We've managed to once again maintain our AA1 Moody's bond rating (the 2<sup>nd</sup> highest possible bond rating achievable, and the highest of any current county in NYS). Borrowing is still expensive and that's why under this administration, we've managed to drastically reduce the amount of financing we've required for major projects included in our 6-year Capital Plan.

In fact, this year, there is only one project that our Capital Plan does call for *the potential* to borrow for; a major pedestrian walkway project that was only made possible because of funding delivered by Congressman Mike Lawler! I have said it many times before; I have worked for and with members of Congress throughout my entire career. I can confidently say we've never had a Congressman more committed and accessible in Putnam County than Mike Lawler. Thank you Mike for everything you do for the residents of Putnam County.

Congressman Lawler notified us earlier this year that in the House Appropriations Bill he had secured \$5.5 million for this sidewalk project. In order to access that \$5.5 million from the federal government, our Capital Plan prepares us to borrow \$2 million to fund the remaining cost of the project. However, that doesn't mean we are necessarily committed to borrowing for this. If the Legislature agrees to utilize other means to finance this portion of the project, upfronting a portion of the cost to save tax dollars on future interest, I would welcome it.

After years of following fiscally sound practices, Putnam County is blessed to have a healthy general fund. That's part of the reason why we plan, as we did in our 2024 budget, to utilize assigned funds from our capital reserve responsibly, and support the many other infrastructure projects we have going across our County. This act permits us to finance these important projects without overloading ourselves with debt while interest rates remain high.

Last year, our skilled crews at DPW completed major renovation projects at the Koehler Memorial Senior Center in Mahopac and the 6N DPW Garage, both of which had fallen into embarrassingly bad condition and were in desperate need of upgrades. This past year, our County team completed major improvements at the Board of Elections, inside and out, and

complete with new security upgrades to ensure our elections, and the people working them, remain safe and secure.

When I first took office, I emphasized the need to do more to professionalize services and prioritize spending around the core functions of county government. Few functions are more central to our American democracy than the work of the Board of Elections. The new and improved county building now sports a brand-new roof, new landscaping, new siding, and proper drainage to prevent persistent flooding. Following through on our commitment to ThinkDIFFERENTLY, we installed ADA compliant sidewalks and curb cuts. Inside there have been numerous upgrades to improve working conditions for our employees, including a series of security upgrades. When I took office, I toured every county facility and was SHOCKED to learn that the BOE had no security cameras. Now they have a complete security system.

All of this, combined with the talents and commitment brought to us by our all star Commissioners Primavera and Croft, makes us fully prepared to handle what is expected to be a highly active election season. As the County looks ahead to the upcoming election, the renovated Board of Elections facility stands as a testament to Putnam County's dedication to maintaining secure, fair, and transparent elections for all its residents. To thank them and wish them luck next month, please join me in giving a big round of applause to all those at the BOE. And join me in applauding Commissioner Feighery and Director Lannon and all our staff from DPW and IT that completed the majority of these upgrades!

One of the other core functions of local government is maintenance of roads and bridges. One of my first actions in office was to address the long-standing issues regarding the delayed work and the prior contractor on Peekskill Hollow Road. While the County is currently in litigation with the previous contractor, our Law Department has been working diligently with its outside counsel to get justice for the painful delays experienced by so many of our Putnam Valley residents.

But since then, we've brought in a new contractor who's been dynamite. Given the delays and mystery surrounding this project for years prior to me taking office, Legislator Bill Gouldman and I held a joint town hall in Putnam Valley to address residents' questions and concerns, while mapping out timelines and expectations for residents. And since then, work has completed at a steady pace and I am excited to announce that the construction phase of Peekskill Hollow Road is currently 90% complete. Barring any unforeseen interruptions, we are expecting it to be 100% complete by November 1<sup>st</sup>. No more metal plates on bridges, no more one lane traffic. Later this

year we will be celebrating the completion of the construction at Peekskill Hollow Road with our incredibly patient friends in Putnam Valley.

The drama surrounding this project was felt far and wide. We learned a lot and have already begun using those lessons learned applying them to the upcoming Fair Street project, here in Carmel. We already have a Project Labor Agreement signed with our friends in organized labor to do the job and have a reputable contractor prepared to tackle this extremely important task. Earlier this month we issued the Notice to Proceed. The contractor on the job has already agreed to co-host a community forum, in the same format as the Peekskill Hollow Road project, on Wednesday, November 13th. This forum will be held at the Bureau of Emergency Services auditorium, named after the late Commissioner, Bob McMahon. All are invited to attend, ask questions and learn about this decades in the making capital project.

In addition to the more traditional infrastructure improvements, our capital plan also focuses on increasing water quality and energy efficiency improvements to further bring us into the 21<sup>st</sup> century and save taxpayer dollars in utility expenses for years to come. We've installed solar arrays on the County Office Building roof, and throughout the Donald B Smith campus; we've conducted energy audits and made many of our county buildings more efficient; and we've instituted a Complete Streets plan that makes sure our county roads are accessible for driving, biking, walking, and public transit. All of these were recommendations from our Climate Smart Task Force, which submitted our application to become a Climate Smart Community earlier this year, and I'm excited to report that in June, we were awarded Bronze Status by the New York State Department of Environmental Conservation.

Putnam County remains one of the most beautiful places to live, work and raise a family. It's important we continue to do our level best to protect its natural beauty and environment for not only this generation, but for those yet to come. We've already taken numerous steps to promote the use of clean energy and reduce our own carbon footprint in our daily operations and expenditures, and in doing so seized financial savings as well. I appreciate the NYSDEC for the recognition of Putnam County's efforts, and I thank our Climate Smart Task Force for all their hard work on obtaining this important recognition.

Earlier this week, we received confirmation that the major components of our Fire Training Center will be delivered this month, and we will celebrate its grand opening later this year. The old fire training center had been significantly underutilized since the tower was deemed unsafe over ten years ago and the burn facility repeatedly closed due to costly repairs. The new Fire

Training Center will provide our first responders with a modern, safe, and comprehensive environment to sharpen their skills and prepare for a variety of emergency situations. Thank you to State Senator Peter Harckham who helped secure multiple State grants totaling \$300,000 to support the creation of this \$1.3 million state-of-the-art campus.

This highlights yet another example of how County government has taken a lead role in implementing a shared service which will not only bolster the capabilities of our County agencies and specialized response teams, but will also enhance local volunteer fire dept. and other emergency service efforts without creating duplicate costs to their own budgets. We welcomed shouldering this cost as the investment further represents Putnam County's steadfast commitment to the safety and preparedness of our first responders, who selflessly protect us every day. With this new facility, we will equip them with the training they need to respond effectively to emergencies and safeguard the lives and properties of our residents. I am excited to announce that later this month we plan to complete this brand-new center and be open for operations later this year.

While our Fire Training Center, named after the late Lt. Michael Neuner of the Brewster Volunteer Fire Department, is widely considered to be essential, it is not a federally or state mandated service for county government. In fact, no fire support service is. Neither is police road patrol, or paving, or plowing, or much of what we think of as essential and worthy of being mandated.

Those mandated services and expenses we do provide still make up about, on average 70 cents of every tax dollar that we as a county government collect. Unfunded mandates from Washington DC and Albany continue to be a burden and occupy much of our budgeting. It seems as though every year, Albany chooses to push more of a property tax obligation onto its citizens. In facing this ever-growing burden, we are still responsible to our residents. We have an obligation to be fiscally responsible with the remaining 30 cents of our citizens' tax dollar. That 30% that isn't mandated still represents nearly \$61.5 million.

As part of our effort to provide residents with some sort of stability in the face of ever-changing taxes, rules and regulations from Albany, we've taken bold steps to prepare us for the future. That includes bolstering our Property Tax Stabilization Fund. This fund strengthens our County's financial position and provides us a more flexible alternative to reduce the County's reliance on future property tax increases. The fund currently stands at \$7.5 million, and because of proper management, we haven't had to tap into it, and don't expect to in the near future. But for when

it may be needed, we have this as an important guardrail which better enables us to control county taxation.

Of course, this isn't the only way we've committed to assisting residents with tax relief. Last year, we eliminated all county sales tax on clothing and footwear under \$110 for two years. Sales tax on needed goods like these are regressive, and wind up harming those most economically vulnerable in our society. With inflation still crushing many residents that 4% discount on a new pair of shoes or socks for a young child can suddenly become very helpful. Then factor that the State does not charge sales tax on any of these items either, that means Putnam residents buying these items online or at a small business in Putnam County pay ZERO sales tax. This budget accounts for the continuation of this meaningful tax cut throughout the 2025 Fiscal Year. Putnam County has demonstrated that it can cut taxes, make them less regressive, and still take care of business. At a time when businesses and families are still struggling, we are happy to continue doing our part, no matter how small it may seem, to offer relief.

There is no doubt, that economically, times are still tough. And while taking care of our residents is always my top priority, as the Chief Executive Officer of this County I also have a duty to make sure our employees are adequately care for as well. Earlier this year we announced two multi-year contracts for increased compensation and benefits with two of our collective bargaining units; PuMA and the Sheriff Office PBA. And while our negotiations with our friends in CSEA are ongoing, today, I'm excited to announce that this Administration, in partnership with Sheriff Kevin McConville, has reached an agreement with the men and women of the Putnam County Sheriff's Employee Association. PCSEA, represents those in corrections and administrative roles in the Sheriff's office... The terms set in the MOA , signed by myself, Sheriff McConville and the PCSEA provides for a good and fair contract for the remarkable men and women of PCSEA and all they serve, including our taxpayers. It has my full support, as well as Sheriff McConville's. We expect it will be presented to the Legislature soon, and it is my sincere hope that they approve of it. Special recognition and gratitude to Deputy County Executive Jim Burpoe, Director of Personnel Paul Eldridge, Undersheriff Thomas Lindert and PCSEA President Ismael Matias and their council Warren Roth for all your hard work that helped make this happen.

We have some of the hardest working, most dedicated public servants here in Putnam County. Many of our employees have been with us for decades and we are extremely grateful for their service. But we can't kid ourselves. Challenges lay ahead. The recruitment and retention of star talent isn't getting easier. We must plan for the future in what is already a highly competitive

market for talent. One of the biggest roadblocks we often hear from candidates for employment is the cost of health insurance contributions in Putnam County. While the health insurance benefits and coverage we offer is some of the best you can get, in order to get it, employees are asked to contribute a considerable amount. I firmly believe that every public employee should contribute a portion of the cost of their insurance premium. This practice ensures the employee has skin in the game so they appreciate the cost of the benefit, and it also provides an added layer of protection for taxpayers on the growing expense. Still, the appropriate amount of what that contribution should be is debatable. When comparing the contribution required of Putnam County employees to other counties as well as how it affects our retirees and their decision making, we are an outlier. And it's increasingly clear that this outlier is becoming an impediment for our recruitment and retention efforts in today's market for skilled personnel.

This is why, today, exercising the authority provided to me as County Executive under §3.02(e) of the Putnam County Charter, I am announcing the formation of a special blue-ribbon committee to analyze and assess Putnam County's existing health insurance contribution policy and how it relates to the current economic climate, recruitment of new talent, and retention of current employees (Appendix B). This volunteer led committee will be chaired by former Putnam County Chief ADA Christopher York who has happily accepted the role. Also on the committee will be current and former employees, management and union. This includes Former Finance Commissioner Bill Carlin, former Office of Senior Resources Director Pat Sheehy, Putnam County Health Dept. Employee Shanna Siegal (CSEA member) and Deputy County Executive James Burpoe. This committee will make an official recommendation on how to proceed to me and my office, which we will then present to the legislature for review and consideration.

And speaking of Executive committees... earlier this year in my State of the County presentation at Tilly Foster Farm, I announced the creation of an executive review committee to review the County's mission statement, charter and code. Throughout this year, representatives from our Administration and this committee have held regular meetings tackling something often overlooked but important, something that's core to what we do every day, our county Mission Statement. Former Deputy County Executive and Carmel Town Supervisor Frank DelCampo, current Mayor of Nelsonville Chris Winward, and former Executive Director of Cornell Cooperative Extension Marjorie Keith, assisted by representatives from my office, spent many hours crafting a new proposed mission statement for consideration (Appendix C).

***Mission Statement:***

*Putnam County Government provides for the health, safety and well-being of the public while upholding the laws of the United States, New York State, and the County. Our dedicated workforce is critical to meeting community needs and we strive to deliver a fiscally responsible,*

*accountable, and accessible government that serves everyone with transparency. By working in partnership with all levels of government and others, we are committed to providing services that will achieve the best possible outcomes for our residents.*

***Our Vision:***

*The County seeks to encourage community engagement, responsible economic growth, and a high-quality of life for all residents through innovative and collaborative efforts. We aspire to be a vibrant and healthy community that values and nurtures Putnam County's natural beauty, rich history, cultural heritage, and most importantly, our people. Together, we seek to build a future that honors our past, embraces our present, and inspires generations to come.*

This is the first time an update to the mission statement has been proposed in over twenty years. The Committee's proposal has my full and complete support. A formal resolution has been drafted and is being shared with the Legislature later this week for their review and consideration. The members of this committee have made it clear that if given the opportunity, they are eager to attend and present their work to the legislature directly. Please join me in thanking Frank, Chris, and Marjorie for their hard work and many hours of volunteer service on this endeavor.

We have a lot of exceptionally talented public servants who have come and gone in the employment of Putnam County. This Administration is lucky to have had so many long serving Department Heads stay on throughout this term. People like Mike Cunningham, Director of Office of Senior Resources, work every day to improve the lives of our residents. Mike has been working for Putnam County for 10 years, 7 of them as Director of OSR. So it's bittersweet to announce today that he'll be retiring at the end of this year. We already posted the position and will be conducting interviews to find a suitable replacement prior to January 1<sup>st</sup>. We thank Mike for his many years of exceptional service and wish him nothing but the very best in a well-deserved retirement. Thank you, Mike.

Throughout my time as your County Executive, I've been vocal about my desire to focus county government on its core functions that provide for the health and safety of our residents. Since I've taken office, a large part of that has been investing more in our Department of Mental Health, Social Services & Youth Bureau. Last year Commissioner Sara Servadio took over the department after Mike Piazza announced his retirement. Sara was doing an exceptional job while working with multiple high-level positions vacant. In last year's budget address, I announced the creation of the Director of Mental Health for Putnam County. And I'm happy to report tonight that we have hired Carmel resident, Paul Tang to fill this position, who started



earlier this week. Paul brings a wealth of experience and knowledge and will be tasked with assisting in responding to the growing needs in our communities as well as strengthening our relationships with our providers like CoveCare, our county's main provider of mental health and recovery services. That's in addition to playing a critical role in helping to oversee a new Stabilization Center, as well as working with our new co-response team with the Putnam Sheriff's Office, designed to assist with responding to emergencies by having law enforcement work hand-in-hand with mental health professionals.

Putnam County is also coming up against a firm deadline to fully encumber and utilize its American Rescue Plan Act (or ARPA) dollars from the federal government.

By December 31<sup>st</sup> of this year, all \$19 million afforded to us must be allocated, or else this funding could be lost. According to our friends at NYSAC, Putnam County was the only county government in the state that gave a portion of its ARPA dollars to local governments on top of what they had already received directly. This act was done separately from any traditional budgeting process and in a manner that had tied up some of the funding with various federal requirements associated with ARPA. That's part of the reason why one of the very first actions I took as County Executive was to create an ARPA Review Committee led by Deputy County Executive Burpoe to ensure these projects progressed appropriately and that compliance concerns were adhered to. The committee has benefited from several other skilled members like Finance Commissioner Michael Lewis, DGS Commissioner John Tully and Auditor for the Legislature Michelle Sharkey who have been dedicated stewards of this federal funding, but no one has done more to ensure our County does not have to return dollars to the federal government or that no sub-recipient gets the rug pulled out from under them than our Director of Compliance and Intergovernmental Relations Jennifer Caruso. Just ask our friends in town and village government. The whole team has done an incredible job. Thank you all.

That said, none of these reallocations could have been done by administrative action alone. That's why it's important we thank and recognize the Legislature for working with us to reallocate ARPA dollars at multiple points over the past 18 months so that we can take advantage of every cent. We've successfully used ARPA dollars for many projects including the aforementioned Fire Training Center. Regardless of any potential disagreement on reallocations before the end of this year, this Administration has a plan in place to ensure all the ARPA money has been properly encumbered in time - and that's in large part due to the hard work of the members of the ARPA Review Committee.

Making sure we are fiscally responsible with every tax dollar afforded to us is always a top priority. That's why early on, my office engaged in discussions with New York State Comptroller Tom DiNapoli's Office to explore the various resources they make available to assist local and county government. In response to my request, the Comptroller's Office then notified us they would begin performing a comprehensive risk assessment and review of our County's fiscal practices. Following that assessment, the Comptroller's Local Government and School Accountability Division informed us they would then be conducting an audit of Putnam County's Recreation and Golf Course collections. Just last month their full report was published. Their report is a culmination of months of collaboration between Putnam County and the State Comptroller's office. The audit period covered a portion of the prior County Executive's last year and continued into a portion of 2023, the first year of my administration. This service came at no expense to the County budget and highlighted several areas for improvement. We do a great job in Putnam County, but we know we can always do better. We took the time to listen, learn, and have already instituted a number of policy changes that will better safeguard county resources. The Comptroller's Office has tasked the legislature with passing a corrective action plan within 90 days. We will be submitting a draft corrective action plan for their review and consideration for the purpose of submitting it to the Comptroller's Office. Bottom line, the results from this audit highlight another opportunity. I am confident we will continue to work together to bring about more positive and lasting change when it comes to our assets, including our County Golf Course and Veterans Memorial Park.

And let's talk about our beautiful parks for a moment. Earlier this year, we hosted the first of its kind Youth Business Market at Tilly Foster Farm and it was an overwhelming success, especially for a first-time event! The team at our Youth Bureau led by Janeen Cunningham, with support from Tourism, DPW, the Health Department, IT, and our Sheriff's Department, put on an absolutely incredible event for all our young entrepreneurs. The event drew over 600 visitors who came to support 70 youth vendors showcasing an impressive array of products. This event was made possible because of our incredible Putnam County staff, and our volunteers, chief among them our Community Sponsor and Business Advisor Ed Santalone, owner of Promenade on 6 in Carmel. Thank you, Ed.

The 2025 Executive Budget ensures we will do this event again, and I cannot wait to see what our young people come up with next year!

Veterans Memorial Park. In many ways it is the hidden gem of our County. Every year it features a number of incredible events like our County Fair, or the Irish Feis put on by the Emeralds Association, both drawing in thousands of visitors to our park.

One of the lesser-known attractions at the park is our Veterans Museum, which, let's be honest, has seen better days. Unfortunately, due to years of neglect in prior budgets, the museum is in serious need of financial support to be opened and operational. Fortunately, thanks to our very own Assemblyman and Naval Reservist Matt Slater, we will be receiving those funds in the form of a \$50,000 State Grant to bring about a new Veterans Museum at the Park, a project that is also recognized in the County's Capital Plan. Thank you, Matt for your commitment to our County Parks and honoring our military heroes.

This year, our Veterans' Park was also honored to host Putnam County's first Feast of San Gennaro. And we look forward to that event growing every year. And yet, still, on a more daily basis, the park is sometimes sparsely attended. I must admit this presents a dilemma for me. I want everyone to visit the park! But I, and many folks who I talk to, love the privacy and quiet that it offers. Bri and I love taking our young Braeden to the lower park. Hanging out at the beach, fishing off the doc, looking at the decommissioned tank and helicopter, playing on the playground or of course, racing as fast as we can through the grass (Braeden now regularly beats me as he turned 4 and I'm turning 40). But it should be part of my job to shout from the rooftops and promote this wonderful park that we've invested in.

And so with the ultimate goal of encouraging more attendance, last month I presented a proposal to the Parks Advisory Board that we reduce the entrance fee by 50% for all Putnam County employees and first responders. This is a benefit presently provided to our Senior Citizens while Veterans are already afforded free admission. At their first official meeting since their reorganization, the Park Advisory Board considered our recommendation and has announced that they fully support the move. A resolution permitting this change will be presented to the Legislature for their consideration (Appendix D).

We don't expect to see a hit in revenue from this move. Honestly, the increase in attendance should more than make up for any shortfall. This not only helps with exposure of our park to our community, but it also helps address an issue I mentioned earlier about recruitment and retention. Our public employees work this property. This cut in fee may be small, but it is a well-deserved token of thanks for our own public servants, as well as those fire fighters and EMS personnel who respond to emergencies serving us each and every day.

Putnam County government continues to serve our local towns and villages with a number of shared services that it is not necessarily mandated or obligated to offer. This Budget continues that practice. For example, in Westchester County when a property owner is delinquent on their taxes it is the local government that pays the county to make it whole—but here it is us at the county level that pays to make local governments whole. Another example, counties can charge back the cost to operate a Board of Elections, but Putnam County government shoulders that

responsibility. While several of these points have been raised before by previous administrations, they are no less true today than they were several years ago. The reality is, with the advent of expanded early voting, the cost of operations at our Board of Elections has significantly increased. With a looming Presidential Election expected to drive huge turnout, there is a cost to running this essential service and that is realized by county government. We also continue to shoulder the multi-million dollar expense to pay for a county-wide Advanced Life Support paramedic service. And of course, not only that, but if you find yourself in an emergency situation and dial or text 911, no matter where you are in Putnam, our dispatchers at the Bureau will answer the call. Yes, the county seat is here in Carmel, but that has not and will not stop us from providing necessary help and assistance to all of our residents.

As we continue to take inventory on our county finances, our newly formed Department of General Services (or DGS) headed up by Commissioner John Tully and IT Director Tom Lannon have been hard at work identifying ways to better manage county resources and save tax dollars. In last year's budget we consolidated a number of line items like fuel, security cameras, utilities, copiers and vehicle leases. We already have a clearer picture of the County's total spending on these items enabling us to better leverage our purchasing power in the free market which has garnered us better deals and rates.

I have said it many times before... If there are opportunities for us to improve and strengthen our financial controls, we want to know about them. This is part of our commitment to being the most transparent and accountable administration in Putnam County's history (Appendix E). Which is why when the Journal News published a series of articles about a longstanding verbal agreement our county has with the incredible folks at United for the Troops, it forced us to look inward at our internal policies and procedures with regards to those not-for-profit organizations that the county does business with.

It's no secret, I am huge supporter of all the work Patty and Jimmy Rathschmidt have done supporting our brave men and women who serve overseas—and for good reason. United for the Troops has packed and shipped tens of thousands of care packages over the years. And several years back, they shipped a package to my brother, now Chief Master Sgt in the Air Force, when he was serving overseas in Afghanistan. I, along with many members of this legislature, Senator Harckham, Assemblyman Slater, former Senator Murphy, Congressman Lawler and many other officials, regardless of political party, have attended their events and fundraisers. We are all supportive and applaud their efforts. But the fact is, they have been operating out of a county building without a lease agreement for several years now. Following the Journal News article, it became clear that even though there may have been some form of written agreement in the past, Putnam County had no record of it, and that needs to be rectified. In order to

protect the County's interests, property, and personnel, I instructed our Law Department to immediately begin work on drafting a lease agreement to codify their current temporary tenancy arrangement which, in fairness, predated my service as your County Executive.

This work prompted a more comprehensive review into the agreements with several of our other partners. It revealed that the remarkable people at Putnam CAP and Cornell Cooperative Extension have also been operating inside our County owned facilities as "guests" on more or less a "handshake" or "gentleman's" agreements made by prior administrations. Thanks to the quick work of our dedicated Law Department, we now have written draft lease agreements with all of these organizations which we hope the Legislature will consider and review in the near future (Appendices F, G, & H).

We never stop learning, and we never stop striving to do better. Transparency is very much at the core of this effort, and to further our efforts to be transparent and accountable to our taxpaying residents, last year I proposed the creation of a budget transparency website. And last year, thanks to the legislature, funds for this were added to the county budget with the goal of having the website complete for this year's budget presentation. Well, after hearing me talk about it long enough, here it is...

Thanks to the hard work of Commissioner Lewis and our partners at ClearGov, we now have a fully functioning budget transparency website that the public can view, more easily understand and digest at any given time. Gone are the days of just dropping a hundred plus page spreadsheet with numbers and line items that the average citizen has no time to look at. This budget transparency site provides accurate, up to date breakdowns by department, shows where and how much debt we carry, and also illustrates and lays out our strategic goals and plans. This is a project many, many months in the making, that was worked on alongside crafting this year's budget by our remarkable team in the Finance Department. Thank you to all those who put in the extra effort to make this a reality.

As you can tell, I am extremely proud of the work we've done to make county government more accountable and accessible to our constituents. As I mentioned during my last State of the County, the Legislature installed camera equipment in their legislative committee room so meetings are now recorded in audio and visual formats, making it much easier to digest and understand what's happening during their meetings. Our administration is also more active on social media, utilizing multiple verified platforms, while updating residents more than ever before. We standardized our departments' annual reports, creating a more professional, consolidated, digestible document that every legislator can have, and is available online for all

to see. I even went so far as to posting my financial disclosure form on the county website, something new for Putnam County but that wasn't unique to me since I already did it for six years prior when I was in the State Assembly. This Administration has also made itself available at constituent forums throughout my term as your County Executive. Last week we held our first virtual town hall forum live streamed on social media. And this year, to bring an even greater level of transparency and engagement to residents, on October 9<sup>th</sup>, at Carmel Town Hall, I will host another constituent forum, making myself available to listen and to be grilled, affording me the opportunity to answer questions about the proposed budget from our residents. All are welcome, especially our Jewish friends who may not have been able to participate this evening. Many of you who are watching at home tonight, or if you're watching a recording of this, please, join us at 5:30pm at Carmel Town Hall on October 9th. Supervisor Mike Cazzari has graciously allowed us to go on the road and use their building for this first-of-its-kind-in-our-county forum.

As I stated in last year's budget presentation, this is not the Final budget. It must still go through our county charter's required Legislative process. I have no doubt we will have some robust and at times, perhaps heated discussions about what is to be done with our County Budget. But when done professionally that is healthy, that is democracy in action. I take that idea very seriously. It also requires engagement if we want to avoid unnecessary vetoes. It is difficult to explore opportunities for compromise if there is no opportunity for discussion or engagement. I sincerely hope those opportunities are open.

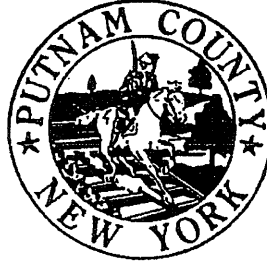
I was elected to govern in a fiscally responsible and conservative manner. And while some may feel we are beginning to turn a corner on some gloomy economic times, others believe we are standing at the precipice. The fact is, we don't know what tomorrow holds. But I believe this is a budget that prepares us for whatever lies ahead.

This budget continues our tax cuts from last year keeping county taxation lower than it has been in years. It continues the elimination of sales tax on regressive purchases. It slashes the property tax rate to its lowest level in 18 years. It offers new cuts in fees for Putnam County public employees and first responders. It funds major capital projects. It pays down debt, enhances services, honors our collective bargaining agreements, prepares us for the future, and gives us the best chance to succeed as a county. It makes Putnam County more Affordable, Accountable, and Accessible for all. Thank you.

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  
BUDGET & FINANCE COMMITTEE MEETING  
OF THE  
PUTNAM COUNTY LEGISLATURE  
ON THE  
TENTATIVE BUDGET PRESENTED BY THE COUNTY EXECUTIVE  
TO BE HELD IN THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512**

**Thursday                      October 3, 2024                      7:00 P.M.**

- 1. Pledge of Allegiance**
- 2. Legislative Prayer**
- 3. Roll Call**
- 4. Committee to Meet with the County Executive and the Commissioner of Finance to Discuss the Proposed 2025 Budget**
- 5. Comments from Legislators**
- 6. Adjournment**

**PLEASE NOTE: Public Hearing to Follow Committee Meeting**

#4(2)

PUBLIC HEARING  
ON THE  
TENTATIVE BUDGET  
AS PRESENTED BY THE  
COUNTY EXECUTIVE  
HELD BY THE  
BUDGET & FINANCE COMMITTEE  
OF THE  
PUTNAM COUNTY LEGISLATURE  
HELD IN THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512

Thursday

October 3, 2024

(Beginning at 8:00 P.M. or immediately following Budget Presentation)

The meeting was called to order at 8:15 P.M. by Chairman Jonke who requested Legislator Castellano lead in the Pledge of Allegiance. Upon roll call, Legislators Montgomery, Gouldman, Addonizio, Nacerino, Castellano, Crowley and Chairman Jonke were present. Legislators Ellner and Sayegh were absent. Also present was Legislative Counsel Firriolo.

Chairman Jonke requested that the Clerk read the Public Notice.

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that the Budget and Finance Committee of the Legislature of the County of Putnam will hold a Public Hearing on the Tentative Budget for the year 2025 on Thursday, October 3, 2024, at 8:00 P.M., or immediately following the County Executive's Budget Presentation to the Committee, whichever occurs second, at the Historic Courthouse, Gleneida Avenue, Carmel, New York.

NOTICE IS ALSO GIVEN that any interested persons may review a copy of the Tentative Budget for the year 2025 at the Office of the Clerk of the Putnam County Legislature, Room 321, 40 Gleneida Avenue, Carmel, New York, any time during regular business hours after October 1, 2024, or on the Putnam County Finance Department's website by close of business day October 2, 2024.

BY ORDER OF THE PUTNAM COUNTY LEGISLATURE

Diane Schonfeld  
Clerk of the Legislature

Chairman Jonke stated that anyone wishing to speak this evening on the proposed 2025 Tentative Budget, he requested that they come up to the microphone, state their name and the town in which they reside and to please fill out the same information on the sign in sheet on the podium.

Dede Farabaugh, Director of the Desmond-Fish Public Library in Garrison, New York and Carol Donick, Director of the Kent Public Library wanted to thank the Legislature for their continued support of the libraries. Ms. Donick stated that the libraries provide a lot of services that the people of Putnam County depend on. She stated that we could only provide this service with the County's continued support.



**Ms. Farabaugh concurred. She stated that between the eight (8) libraries throughout the County they are open seven (7) days per week. She stated that even when we are not open, there are residents who utilize the Wi-Fi in our parking lots. She explained the variety of services they provide which residents depend on on a daily basis.**

**There being no other member of the public that wished to speak on the proposed 2025 Budget, at 8:20 P.M., Chairman Jonke made a motion to adjourn; seconded by Legislator Castellano. All in favor.**

**Respectfully submitted by Diane Schonfeld, Clerk.**

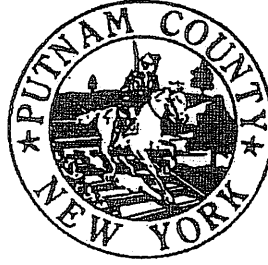
THE PUTNAM COUNTY LEGISLATURE

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**AGENDA  
PUBLIC HEARING  
ON THE TENTATIVE BUDGET  
AS PRESENTED BY THE  
COUNTY EXECUTIVE  
TO BE HELD BY THE  
BUDGET & FINANCE COMMITTEE  
OF THE  
PUTNAM COUNTY LEGISLATURE  
TO BE HELD IN THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512**

**Thursday**

**October 3, 2024**

(Beginning at 8:00 P.M. or immediately following Budget Presentation)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Reading of Public Notice**
- 4. Public Comment**
- 5. Adjournment**

# 4 (3)

PUTNAM COUNTY LEGISLATURE  
PUBLIC HEARING  
ON THE  
2025 TENTATIVE BUDGET  
AND  
REPORT OF THE BUDGET & FINANCE COMMITTEE  
HELD IN THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512

Thursday                      October 24, 2024                      7:00 P.M.

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

Chairman Jonke then requested that the Clerk read the Public Notice.

**LEGAL NOTICE**

**NOTICE IS HEREBY GIVEN** that the Legislature of the County of Putnam will hold a Public Hearing on the Tentative Budget for the year 2025, as presented by the County Executive and the Report of the Budget & Finance Committee of the Legislature, on Thursday, October 24, 2024, at 7:00 P.M. in the Historic Courthouse, Carmel, New York.

**NOTICE IS ALSO GIVEN** that any interested persons may review a copy of the Tentative Budget for the year 2025 at the Office of the Clerk of the Legislature, Room 321, 40 Gleneida Avenue, Carmel, New York, any time during regular business hours after October 1, 2024. A copy of the Tentative Budget may also be found online at putnamcountyny.gov under the Department of Finance.

**PURSUANT TO SECTION 359 OF THE COUNTY LAW**, the maximum salary that may be fixed and payable during the fiscal year 2025 to the members of the Putnam County Legislature and Chairperson, thereof, respective, is as follows:

Legislator's Compensation _____	\$46,770
Chairperson's Stipend _____	\$11,693

**BY ORDER OF THE PUTNAM COUNTY LEGISLATURE**

Diane Schonfeld  
Clerk

Chairman Jonke read the procedure for public comment on the proposed 2025 Tentative Budget.

Legislator Montgomery questioned why there was no camera during this public hearing.

Chairman Jonke stated that it was typically not video recorded.

**Legislator Montgomery hoped that this could be changed.**

**There being no member of the public wishing to speak; at 7:06 P.M., Chairman Jonke made a motion to adjourn; seconded by Legislator Sayegh. All in favor.**

**Respectfully submitted by Diane Schonfeld, Clerk.**

THE PUTNAM COUNTY LEGISLATURE

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**AGENDA  
PUTNAM COUNTY LEGISLATURE  
PUBLIC HEARING  
ON THE  
2025 TENTATIVE BUDGET  
AND  
REPORT OF THE BUDGET & FINANCE COMMITTEE  
TO BE HELD IN THE  
HISTORIC COURTHOUSE  
CARMEL, NEW YORK 10512**

**Thursday**

**October 24, 2024**

**7:00 P.M.**

- 1. Pledge of Allegiance**
- 2. Legislative Prayer**
- 3. Roll Call**
- 4. Reading of the Public Notice by the Clerk of the Legislature**
- 5. Public Comment**
- 6. Adjournment**





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

**Francine Romeo**  
*Deputy County Auditor*

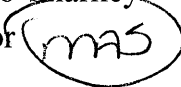


**COUNTY AUDITOR**

#5a

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

**TO:** Putnam County Legislature

**FROM:** Michele Alfano-Sharkey  
County Auditor 

**DATE:** November 26, 2024

**RE:** Refund of Taxes

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

There was no activity during this reporting period.



#6a

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

**RATIFICATION OF PUTNAM COUNTY SHERIFF’S EMPLOYMENT ASSOCIATION, INC. (PCSEA) COLLECTIVE BARGAINING AGREEMENT**

**WHEREAS, the negotiating teams for the Putnam County Sheriff’s Employment Association, Inc. (“the PCSEA”) and the County of Putnam, Putnam County Sheriff (“the County”) met on May 10, 2024, May 20, 2024, June 6, 2024, June 17, 2024, August 26, 2024 and September 16, 2024 to discuss amended contract language and terms and conditions of employment; and**

**WHEREAS, the PCSEA and the County have come to an Agreement concerning the terms and conditions of the employment of its members for the years January 1, 2024 through December 31, 2028; and**

**WHEREAS, a Memorandum of Agreement (“MOA”, see attached as Schedule “A”) was executed by Putnam County Executive Kevin M. Byrne, Putnam County Sheriff Kevin McConville and representatives of the PCSEA in which all of the terms and conditions of employment of its members were outlined; and**

**WHEREAS, the membership of the PCSEA met on October 10, 2024 to vote to ratify the MOA; and**

**WHEREAS, the Personnel Committee also met and discussed the terms of the MOA on November 12, 2024; and**

**WHEREAS, the Legislature is in agreement with the Administration and the negotiating teams that the MOA is in the best interests of both the County and the membership of the PCSEA; now therefore be it**

**RESOLVED, the Putnam County Legislature hereby approves and ratifies the Memorandum of Agreement, dated October 3, 2024 which was entered into with the PCSEA for the period of January 1, 2024 through and including December 31, 2028.**

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

## **RATIFICATION OF PCSEA COLLECTIVE BARGAINING AGREEMENT**

**WHEREAS**, the negotiating teams for the Putnam County Sheriff's Employment Association, Inc. ("the PCSEA") and the County of Putnam, Putnam County Sheriff ("the County") met on May 10, 2024, May 20, 2024, June 6, 2024, June 17, 2024, August 26, 2024 and September 16, 2024 to discuss amended contract language and terms and conditions of employment; and

**WHEREAS**, the PCSEA and the County have come to an Agreement concerning the terms and conditions of the employment of its members for the years January 1, 2024 through December 31, 2028; and

**WHEREAS**, a Memorandum of Agreement ("MOA", see attached as Schedule "A") was executed by Putnam County Executive Kevin M. Byrne, Putnam County Sheriff Kevin McConville and representatives of the PCSEA in which all of the terms and conditions of employment of its members were outlined; and

**WHEREAS**, the membership of the PCSEA met on October 10, 2024 to vote to ratify the MOA; and

**WHEREAS**, the Personnel Committee also met and discussed the terms of the MOA on November \_\_\_\_, 2024; and

**WHEREAS**, the Legislature is in agreement with the Administration and the negotiating teams that the MOA is in the best interests of both the County and the membership of the PCSEA; now therefore be it

**RESOLVED**, the Putnam County Legislature hereby approves and ratifies the Memorandum of Agreement, dated October 3, 2024 which was entered into with the PCSEA for the period of January 1, 2024 through and including December 31, 2028.

**SCHEDULE "A"**

10/02/24

**MEMORANDUM OF AGREEMENT**

***By and Between the***

***County of Putnam, Putnam County Sheriff  
("County")***

***and the***

***Putnam County Sheriff's  
Employees Association, Inc.  
("PCSEA")***

The January 1, 2017 through December 31, 2023 Collective Bargaining Agreement by and between the parties is hereby modified as follows. All other provisions of the Agreement shall remain unchanged except the modification of dates and other housekeeping modifications where applicable. This Memorandum of Agreement shall be subject to approval/ratification by the Putnam County Legislature and the membership of the PCSEA. Members of the respective negotiating teams affirm that they shall support the approval/ratification of this Memorandum of Agreement by their respective bodies.

1. **Term of Agreement.** January 1, 2024 – December 31, 2028.
2. **Article 9, Wage Scale and Longevity.**

Effective January 1, 2024, a 2.75% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2023, with retroactive payments made to those employees on the payroll as of ratification of this agreement by the Putnam County Legislature.

Effective January 1, 2025, a 2.75% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2024.

Effective January 1, 2026, a 3.00% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2025.

10/02/24

Effective January 1, 2027, a 1.75% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2026.

Effective July 1, 2027, 1.75% increase shall be applied to each and every step of the respective base wage scale in effect on June 30, 2027.

Effective January 1, 2028, 1.75% increase shall be applied to each and every step of the respective base wage scale in effect on December 31, 2027.

Effective July 1, 2028, 1.75% increase shall be applied to each and every step of the respective base wage scale in effect on June 30, 2028.

Effective January 1, 2024, the wage for Correction Sergeant shall be increased by \$2,500 prior to the application of the applicable wage increase of 2.75%.

3. **Article 9, Wage Scale and Longevity, Section F.**

Modify to provide that employees shall receive their W-2 and 1095-c forms electronically.

4. **Article 14, Grievance Procedure, Step 4.**

Replace American Arbitration Association with agreed upon rotating arbitrator panel.

5. **Appendix G, Staffing and Attendance Policy, Section Q, Excessive Absence.**

***Paragraph 2.c.***

Modify to read as follows:

- 2.c. Any day on which an employee is relieved from duty before the end of his or her assigned shift due to illness or injury and fails to provide proper medical documentation. Proper medical documentation must provide the reason for the medical visit, illness or reason for medically using sick leave.

***Paragraph 2.e.***

Modify to read as follows:



- 2.e. Any day or grouping of days on which an employee is absent due to illness or injury and fails to provide proper medical documentation. Proper medical documentation must provide the reason for the medical visit, illness or reason for medically using sick leave.

**Paragraph 2.f.**

Modify to read as follows:

- 2.f. Three or more consecutive days of absence shall be counted as one "occasion" if proper medical documentation is not provided. Absence of three (3) or more consecutive days requires proper medical documentation upon return of duty. Proper medical documentation must provide the reason for the medical visit, illness or reason for medically using sick leave.

ADD section to provide that members must provide proper medical documentation within five (5) business days of returning to duty, unless emergency circumstances require that the member be out on medical leave again within that timeframe.

- 6. **Appendix G, Staffing and Attendance Policy, Section R, Excessive Lateness.**
  - 1. Reporting late for duty for ~~eight~~five (85) occasions within a three month period shall be considered as excessive for the safe and secure operations of the Department. An occasion of lateness will be defined as anytime an employee fails to report for duty in a timely manner for an assigned tour of duty, overtime shift (mandatory or voluntary) or a training day.  
  
A member shall be deemed late if arriving after the scheduled commencement of briefing. Civilians are deemed late if arriving after commencement of their scheduled shift.

- 7. **Time and Attendance Policy.**

Modify Time and Attendance Policy to provide that any uniformed member working the A, B, C or G Lines and any civilian staff must provide two (2) hours notice when calling in sick and any uniformed member working the modified B Line (E, D, F, and H) must provide three (3) hours notice when calling in sick.

Modify Section P to provide that an employee shall be required to provide every thirty (30) days an updated PCSO fit for duty form.

- 8. **Article 10, Holidays.**

- A. ADD Juneteenth as a holiday effective January 1, 2025.



B. Members assigned as Correction Officer or Correction Officer Sergeant shall have ten (10) days ~~(eleven (11) days effective January 1, 2025)~~ treated as holidays which shall be from the list set forth in A above.

D. Effective January 1, 2020, personnel who rotate shifts and/or are regularly scheduled to work on Holidays, shall be entitled to ten (10) ~~(eleven (11) days effective January 1, 2025)~~ paid Holidays which may be other than those enumerated above as designated by Departmental scheduling and shall be entitled to a lump sum payment in the first (1<sup>st</sup>) pay period of December of each year of \$1,000.00 ~~(\$3,500.00 effective January 1, 2025).~~

Employees who are hired or separate from service between January 1<sup>st</sup> and December 31<sup>st</sup> shall be entitled to one-twelfth (1/12) of the lump sum payment for each full calendar month of service during that year.

~~Effective January 1, 2020, employees who are scheduled to work on New Year's Day, Memorial Day, Independence Day, Thanksgiving or Christmas Day shall receive time and one-half for hours worked. If forced to work on one of such holidays, the employee shall receive double time for hours worked. (Deleted effective January 1, 2025)~~

9. **Article 11, Bereavement Leave.**

A. In the event of death in the employee's immediate family, he/she shall suffer no loss of regular straight time pay for leave up to a maximum of ~~threefour (34)~~ consecutive days including the day of funeral.

10. **Article 8, Hours of Work, Overtime and Recall, paragraph C.3.**

Modify to provide as follows:

3. The present work schedule provides for four (4) days on and two (2) days off with up to a maximum of seven (7) ~~(six (6) effective January 1, 2025)~~ option days which may be utilized by the Sheriff at his discretion for any purpose other than staffing for recognized holidays. The County reserves the right upon prior notice to the Association to revert back to the preceding schedule (5-2, 5-2, 5-2, 5-3) without any additional pay or costs whatsoever.

11. **Article 8, Loss of Swap and Overtime Privileges.**

A member who is absent from any part of a requested shift or modifies the hours of a requested shift shall be subject to the sanctions and loss of privileges contained herein. The department shall maintain two separate lists, one for voluntary

overtime and one for mutual shift swaps (switches). The schedule for the loss of privileges is set forth below.

An occasion within the meaning of this provision shall be defined as anytime a member is absent from any part of a requested shift (overtime or switch) or modification of a requested shift (overtime or switch) after that shift assignment has been posted to the schedule. Once the requested shift is scheduled, the employee is responsible for the shift.

Each list shall be logged by the Shift Sergeant. At the time of entry, the Sergeant will review the members' occasions that fall within the 12-month period from the date of the entered occasion and notify Corrections administration, which shall take the following action based upon the number of occasions.

<u>Mutual Shift Swaps</u>		<u>Overtime</u>	
Occasion (1)	Written warning	Occasion (1)	Written warning
Occasion (2)	45 days loss of switch privileges	Occasion (2)	30 days loss of voluntary overtime
Occasion (3)	60 days loss of switch privileges	Occasion (3)	45 days loss of voluntary overtime
Occasion (4)	75 days loss of switch privileges	Occasion (4)	60 days loss of voluntary overtime
Occasion (5)	90 days loss of switch privileges	Occasion (5)	75 days loss of voluntary overtime

Once a loss of privilege is in effect, it shall remain in effect regardless of violations expiring due to being beyond the twelve (12) month timeframe during the revocation.

Existing overtime and switches previously scheduled that fall within the revocation period will be canceled.

Exceptions to the loss of privileges:

Members serving an overtime revocation may be contacted for voluntary overtime based on the needs of the facility with administration approval.

When a member is not able to work their voluntary overtime shift and contacts the shift Sergeant but another member has agreed to cover that shift on voluntary overtime no occurrence will be logged.

Nothing contained herein prevents the administration from taking disciplinary action when deemed appropriate.

12. Article 15, Sick Leave, paragraph H.

H. The Sheriff may require a physician's certification for any absence of more than three (3) days. Where the illness or disability is of long duration, a physician's certificate will be required for each thirty (30) days of continuous absence. In any case, the department head may require an examination by a physician or other



10/02/24

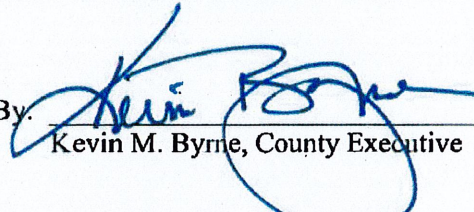
acceptable evidence that the illness is bona fide. A physician's certificate must provide the reason for the medical visit, illness or reason for medically using sick leave.

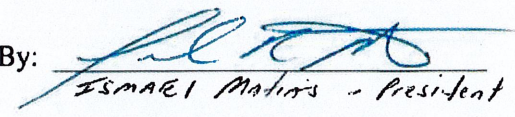
13. **Article 18, Miscellaneous, paragraph C, Firearms Training.**

C. It is agreed upon by the parties that firearms training will be included in the seven (7) (six (6) effective January 1, 2025) option days described in Article 8 (C) (3) above at no additional compensation to the employee.

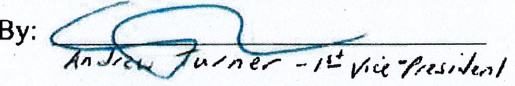
**COUNTY OF PUTNAM**

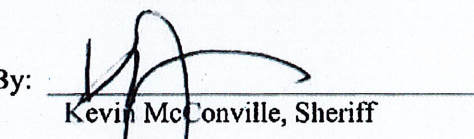
**PUTNAM COUNTY SHERIFF'S EMPLOYEES ASSOCIATION, INC.**

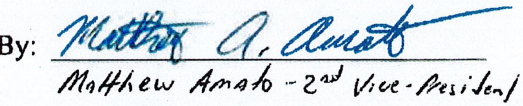
By:   
Kevin M. Byrne, County Executive

By:   
Ismael Matias - President

**PUTNAM COUNTY SHERIFF**

By:   
Andrew Turner - 1<sup>st</sup> Vice-President

By:   
Kevin McConville, Sheriff

By:   
Matthew Amato - 2<sup>nd</sup> Vice-President

Dated: October 3, 2024

Dated: October 3, 2024

#6b

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

**APPROVAL – BUDGETARY TRANSFER (24T404) – FINANCE – PUTNAM COUNTY  
SHERIFF’S EMPLOYEES ASSOCIATION, INC. (PCSEA) CONTRACT SETTLEMENT**

**WHEREAS, the Commissioner of Finance has requested a budgetary transfer (24T404) to provide funding for the 2024 and 2025 salary and benefit cost pursuant to the ratified contract settlement between Putnam County and the Putnam County Sheriff’s Employees Association, Inc. (PCSEA); and**

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

**RESOLVED, that the following budgetary transfer be made:**

**Increase Appropriations:**

10010000 51000	Personnel Services	6,162
10010000 58002	Social Security	471
10315000 51000	Personnel Services	133,615
10315000 58002	Social Security	10,222
15311000 51000	Personnel Services	3,388
15311000 58002	Social Security	259
17311000 51000	Personnel Services	1,804
17311000 58002	Social Security	138
32311000 51000	Personnel Services	5,388
32311000 58002	Social Security	412
		<u>161,859</u>

**Decrease Appropriations:**

10199000 54980	Contingency	161,859
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**2024 Fiscal Impact - \$161,859  
2025 Fiscal Impact - \$166,311**

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



MICHAEL J. LEWIS  
Commissioner of Finance



cc: all  
Pers  
A+P

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – MJL  
RE: **Budgetary Transfer – 24T404**  
DATE: November 5, 2024

2024 NOV - 5 AM 11: 14  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary transfer is required.

**Increase Appropriations:**

10010000 51000	Personnel Services	6,162
10010000 58002	Social Security	471
10315000 51000	Personnel Services	133,615
10315000 58002	Social Security	10,222
15311000 51000	Personnel Services	3,388
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17311000 51000	Personnel Services	1,804
17311000 58002	Social Security	138
32311000 51000	Personnel Services	5,388
32311000 58002	Social Security	412
		<hr/>
		\$ 161,859 ✓

**Decrease Appropriations:**

10199000 54980	Contingency	161,859
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Fiscal Impact - 2024 - \$161,859

Fiscal Impact - 2025 - \$166,311

This budgetary is required to provide for the funding for the 2024 and 2025 salary and benefit costs pursuant to the ratified contract settlement between Putnam County and the Putnam County Sheriff's Employees Association, Inc. (PCSEA).

Org	Position Number	Group/BU	Position Number Description	2024 Adopted	2024 Revised w/ COLA 2.75%	51000	58002
15311000	311015108	PCSE	OFFICE ASSISTANT	58,870	60,489	1,619	124
15311000	311015109	PCSE	SR OFF ASST (SS)	64,334	66,103	1,769	135
17311000	311017121	PCSE	SR OFFICE ASST	65,610	67,414	1,804	138
32311000	311032105	PCSE	OFFICE ASSISTANT	67,584	69,443	1,859	142
32311000	311032107	PCSE	SR OFFICE ASST	68,009	69,879	1,870	143
32311000	311032116	PCSE	OFFICE ASSISTANT	60,321	61,980	1,659	127
10010000	315013101	PCSE	COOK (JAIL)	74,812	76,869	2,057	157
10010000	315013102	PCSE	COOK (JAIL)	74,344	76,388	2,044	156
10010000	315013103	PCSE	COOK (JAIL)	74,919	76,979	2,060	158
10315000	315010102	PCSE	SR OFFICE ASST	66,334	68,158	1,824	140
10315000	315010103	PCSE	CORRECTION OFFICER	64,756	66,537	1,781	136
10315000	315010104	PCSE	CORRECTION OFFICER	88,870	91,314	2,444	187
10315000	315010105	PCSE	CORRECTION OFFICER	89,430	91,889	2,459	188
10315000	315010107	PCSE	CORRECTION SERGEANT	108,958	111,954	2,996	229
10315000	315010108	PCSE	CORRECTION OFFICER	90,304	92,787	2,483	190
10315000	315010110	PCSE	CORRECTION OFFICER	91,155	93,662	2,507	192
10315000	315010111	PCSE	CORRECTION SERGEANT	107,784	110,748	2,964	227
10315000	315010112	PCSE	CORRECTION SERGEANT	109,584	112,598	3,014	231
10315000	315010113	PCSE	CORRECTION OFFICER	88,655	91,093	2,438	187
10315000	315010114	PCSE	CORRECTION OFFICER	90,805	93,302	2,497	191
10315000	315010115	PCSE	CORRECTION OFFICER	90,606	93,098	2,492	191
10315000	315010116	PCSE	CORRECTION OFFICER	87,930	90,348	2,418	185
10315000	315010117	PCSE	CORRECTION OFFICER	60,591	62,257	1,666	127
10315000	315010118	PCSE	CORRECTION OFFICER	90,155	92,634	2,479	190
10315000	315010119	PCSE	CORRECTION OFFICER	110,859	113,908	3,049	233
10315000	315010120	PCSE	CORRECTION OFFICER	87,930	90,348	2,418	185
10315000	315010121	PCSE	CORRECTION OFFICER	60,559	62,224	1,665	127
10315000	315010122	PCSE	CORRECTION OFFICER	91,051	93,555	2,504	192
10315000	315010123	PCSE	CORRECTION OFFICER	63,850	65,606	1,756	134
10315000	315010124	PCSE	CORRECTION OFFICER	61,366	63,054	1,688	129
10315000	315010125	PCSE	CORRECTION OFFICER	60,575	62,241	1,666	127
10315000	315010126	PCSE	CORRECTION OFFICER	61,799	63,498	1,699	130
10315000	315010127	PCSE	CORRECTION OFFICER	74,373	76,418	2,045	156

Org	Position Number	Group/BU	Position Number Description	2024 Adopted	2024 Revised w/ COLA 2.75%	51000	58002
10315000	315010128	PCSE	CORRECTION OFFICER	69,461	71,371	1,910	146
10315000	315010129	PCSE	SR OFFICE ASST	67,334	69,186	1,852	142
10315000	315010130	PCSE	CORRECTION OFFICER	71,734	73,707	1,973	151
10315000	315010131	PCSE	CORRECTION OFFICER	91,445	93,960	2,515	192
10315000	315010132	PCSE	CORRECTION OFFICER	88,268	90,695	2,427	186
10315000	315010133	PCSE	CORRECTION SERGEANT	108,584	111,570	2,986	228
10315000	315010134	PCSE	CORRECTION OFFICER	62,594	64,315	1,721	132
10315000	315010135	PCSE	CORRECTION OFFICER	90,430	92,917	2,487	190
10315000	315010136	PCSE	CORRECTION OFFICER	90,430	92,917	2,487	190
10315000	315010137	PCSE	CORRECTION OFFICER	63,245	64,984	1,739	133
10315000	315010138	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010139	PCSE	CORRECTION OFFICER	88,655	91,093	2,438	187
10315000	315010140	PCSE	CORRECTION OFFICER	88,655	91,093	2,438	187
10315000	315010141	PCSE	CORRECTION OFFICER	68,015	69,885	1,870	143
10315000	315010142	PCSE	CORRECTION OFFICER	90,430	92,917	2,487	190
10315000	315010143	PCSE	CORRECTION OFFICER	70,177	72,107	1,930	148
10315000	315010144	PCSE	CORRECTION OFFICER	69,843	71,764	1,921	147
10315000	315010145	PCSE	CORRECTION OFFICER	64,199	65,964	1,765	135
10315000	315010146	PCSE	CORRECTION OFFICER	90,355	92,840	2,485	190
10315000	315010147	PCSE	CORRECTION OFFICER	87,930	90,348	2,418	185
10315000	315010149	PCSE	CORRECTION OFFICER	89,899	92,371	2,472	189
10315000	315010150	PCSE	CORRECTION OFFICER	71,305	73,266	1,961	150
10315000	315010151	PCSE	CORRECTION OFFICER	90,430	92,917	2,487	190
10315000	315010152	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010153	PCSE	CORRECTION OFFICER	90,655	93,148	2,493	191
10315000	315010154	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010155	PCSE	CORRECTION OFFICER	90,655	93,148	2,493	191
10315000	315010156	PCSE	CORRECTION OFFICER	87,930	90,348	2,418	185
10315000	315010157	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010158	PCSE	CORRECTION OFFICER	88,262	90,689	2,427	186
10315000	315010159	PCSE	CORRECTION OFFICER	89,930	92,403	2,473	189
10315000	315010160	PCSE	CORRECTION OFFICER	64,740	66,520	1,780	136
10315000	315010161	PCSE	CORRECTION OFFICER	105,859	108,770	2,911	223

Org	Position Number	Group/BU	Position Number Description	2024 Adopted	2024 Revised w/ COLA 2.75%	51000	58002
10315000	315010162	PCSE	CORRECTION SERGEANT	109,284	112,289	3,005	230
				\$ 5,467,535	\$ 5,617,892	\$ 150,357	\$ 11,502

#60

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

**APPROVAL - FINANCIAL DISCLOSURE LIST FOR THE YEAR 2025 FILING  
RECOMMENDED BY THE PUTNAM COUNTY PERSONNEL OFFICER PURSUANT TO  
CODE SECTION 55-7**

**WHEREAS, Section 55-7 of the Code of Putnam County requires that the  
Legislature annually by resolution determine which officers and employees of Putnam  
County are required to comply with the disclosure requirements of Chapter 55 of the  
County's Code; and**

**WHEREAS, pursuant to Section 55-7 of the Putnam County Code, the County  
Personnel Officer has submitted his recommendations for officers and employees  
subject to the County's Financial Disclosure Reporting requirements indicating which  
officers and employees must file the Policy Form and which officers and employees must  
file the Advisory Form; and**

**WHEREAS, the Putnam County Legislature has reviewed and recommends the  
adoption of said recommendation of the Personnel Officer; now therefore be it**

**RESOLVED, that the Putnam County Legislature hereby determines that those  
officers and employees of Putnam County delineated on the annexed list recommended  
by the Putnam County Officer of Personnel are required to comply with the disclosure  
requirements contained in Chapter 55 of the Code of Putnam County by filing the  
designated disclosure form as contained in the recommendation.**

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

Financial Disclosures Required for 2025  
Calendar Year 2024 Informaton

Department or Agency	Title	A or P
Agriculture & Farmland Protection Board	All Members	P
Board of Elections	Commissioner	P
Board of Elections	Deputy Commissioner	P
Board of Electrical Examiners	All Members	P
Board of Ethics	All Members	P
Board of Health	All Members	P
Bureau of Emergency Services	Commissioner of Emergency Services	P
Bureau of Emergency Services	Deputy Commissioner of Emergency Services	P
Bureau of Emergency Services	Director of Emergency Medical Services	P
Bureau of Emergency Services	Director of Emergency Management	P
Community Services Board	All Members	A
Consumer Affairs/Weights & Measures/Trades & Licens.	Director	P
County Clerk	Assistant Records Management Officer	P
County Clerk	County Clerk	P
County Clerk	Deputy County Clerk	P
County Clerk	First Deputy County Clerk	P
County Clerk - Motor Vehicle Division	Deputy County Clerk	P
County Coroner	Coordinator of Coroners	P
County Coroner	Coroner	P
County Executive's Office	County Executive	P
County Executive's Office	Deputy County Executive	P
County Executive's Office	Chief of Staff	P
County Executive's Office	Director of Compliance & Intergovernmental Relations	P
County Executive's Office	Director of Communications	P
County Historian's Office	County Historian	P
County Legislature	Audit Manager	P
County Legislature	Chair, County Legislature	P
County Legislature	Clerk to the Legislature	P
County Legislature	County Auditor	P
County Legislature	Deputy Clerk to the Legislature	P
County Legislature	Deputy County Auditor	P
County Legislature	Legislator	P
Department of Public Works	Commissioner of DPW	P
Department of Public Works	Deputy Commissioner of DPW	P
Department of Public Works	Fiscal Manager	P
Department of Public Works	Park Superintendent	P
Department of Public Works	Supervisor, Maintenance & Construction	P
Department of Public Works	Supervisor, Planning & Design	P
District Attorney's Office	Assistant District Attorney	P
District Attorney's Office	Chief Assistant District Attorney	P
District Attorney's Office	District Attorney	P
District Attorney's Office	First Assistant District Attorney	P
Emergency Services Safety Advisory Board	All Members	A
East of Hudson Watershed Conservation Board	All Members/Directors & Staff	P
Finance Department	Commissioner of Finance	P
Finance Department	Deputy Commissioner of Finance	P



Financial Disclosures Required for 2025  
Calendar Year 2024 Informaton

Department or Agency	Title	A or P
Finance Department	First Deputy Commissioner of Finance	P
Health Department	Commissioner of Health	P
Health Department	Director of Environmental Health Services	P
Health Department	Senior Fiscal Manager	P
Home Improvement Board	All Members	P
IT/GIS	Director of IT/GIS	P
Law Department	County Attorney	P
Law Department	Deputy County Attorney	P
Law Department	First Deputy County Attorney	P
Law Department	Risk Manager	P
Law Department	Senior Deputy County Attorney	P
Mental Health	Commissioner of Mental Health	P
Mental Health	Deputy Commissioner of Mental Health	P
Mental Health	Director of Mental health	P
Office for Persons with Disabilities	Coord., Office for People with Disabilities	P
Office for Senior Resources	Director, Office for Senior Resources	P
Office for Senior Resources	Deputy Director, Office for Senior Resources	P
Office for Tourism	Director	P
Personnel Department	Personnel Officer	P
Personnel Department	Deputy Personnel Officer	P
Personnel Department	Principal Personnel Specialist	P
Personnel Department	Senior Personnel Specialist	P
Planning & Development	Commissioner of Plan., Devel. & Public Transp.	P
Planning & Development	Deputy Commissioner of Plan., Devel. & Public Tr.	P
Planning & Development	Director of Transportation	P
Plumbing Board	All Members	P
Probation Department	Probation Director	P
Purchasing & Central Services	Director of Purchasing & Central Services	P
Purchasing & Central Services	Asset Manager	P
Putnam County Industrial Development Agency	All Members	P
Real Property Tax Services	Director, Real Property Tax Services	A
Region 3 Fish & Wildlife Management Board	Member, Putnam County Representative	A
Region 3 Forest Practice Board	Member, Putnam County Representative	P
Sheriff's Department	Civil Division Captain	P
Sheriff's Department	Criminal Investigations Captain	P
Sheriff's Department	Operations Captain	P
Sheriff's Department	Corrections Captain	P
Sheriff's Department	Corrections Lieutenant	P
Sheriff's Department	Road Patrol Captain	P
Sheriff's Department	Sheriff	P
Sheriff's Department	Undersheriff	P
Social Services Department	Commissioner of Social Services	P
Social Services Department	Coordinator, Child Advocacy Center	P
Social Services Department	Coordinator, Child Support Enforcement Unit	P
Social Services Department	Coordinator, IT & Staff Development	P
Social Services Department	Coordinator, Medicaid/Long Term Care	P

Financial Disclosures Required for 2025  
 Calendar Year 2024 Informaton

Department or Agency	Title	A or P
Social Services Department	Deputy Commissioner of Social Services & Youth Bureau	P
Social Services Department	Director of Children & Family Services	P
Social Services Department	Director of Eligibility	P
Social Services Department	Fiscal Manager	P
Soil & Water Conservation District Board	All Members	P
Traffic Safety Board	All Members	A
Transportation Advisory Council	All Members	A
Veterans' Memorial Park Advisory Board	All Members	A
Youth Board	All Members	A
Youth Bureau	Youth Director	P
Youth Bureau	Deputy Youth Director	P

Note: A=Advisory P=Policy

#6d

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

**APPROVAL – FUND TRANSFER (24T372) – DPW – OVERTIME**

**WHEREAS, the Commissioner of DPW has requested a fund transfer (24T372) to cover Road Machinery Overtime through the end of 2024; and  
WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said fund transfer; now therefore be it  
RESOLVED, that the following fund transfer be made:**

**Decrease:**  
**10513000 51000 10104                      Personnel                      4,900**

**Increase:**  
**10513000 51093                                      Overtime                                      4,900**

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

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

**COUNTY OF PUTNAM  
FUND TRANSFER REQUEST**

*cc: all  
Phys  
A+IA*

*Reso*

**TO: Commissioner of Finance**

**FROM: THOMAS FEIGHERY, COMMISSIONER OF DPW**

**DEPT: DPW**

**DATE: October 24, 2024**

**I hereby request approval for the following transfer of funds:**

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10513000 51000-10104	10513000 51093	\$4,900.00	TO PROPERLY ALLOCATE AND COVER ROAD MACHINERY OVERTIME THRU END OF YEAR
PERSONNEL	OVERTIME		

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2024 Fiscal Impact \$\_0\_  
2025 Fiscal Impact \$\_0\_

2024 OCT 25 AM 10:52  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

\_\_\_\_\_  
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

**24T372**

#6e

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

**APPROVAL - BUDGETARY AMENDMENT (24A102) – PLANNING – NYSERDA CLEAN ENERGY COMMUNITIES PROGRAM AWARD**

**WHEREAS, by Resolution #196 of 2024, the Putnam County Legislature approved the County’s applications to NYSERDA and SWIMS in connection with the costs associated with window replacements, electric landscaping equipment and the lifeguard training program; and**

**WHEREAS, Putnam County has been awarded \$125,000 in Clean Energy Communities funding from the NYS Energy Research & Development Authority (NYSERDA); and**

**WHEREAS, the initial proposal to use these funds toward energy efficient window upgrades at the Donald B. Smith campus was rejected by NYSERDA; and**

**WHEREAS, funds were approved to install solar panels on the roof of the transit facility; and**

**WHEREAS, the Commissioner of Planning has requested a budgetary amendment (24A102) to account for these funds; and**

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

**Increase Revenues:**

<b>55997000 52009</b>	<b>Cap Projects Other Transp – NYSERDA Clean Energy Grant</b>	
<b>439890</b>	<b>State Aid – Other H &amp; C</b>	<b>125,000</b>

**Increase Expenses:**

<b>55997000 52009</b>	<b>Cap Projects Other Transp – NYSERDA Clean Energy Grant</b>	
<b>53000</b>	<b>Capital Expenditures</b>	<b>125,000</b>

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

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



GE Table and GN - 1 NO NM  
#6P

Committee Mtg A+A Resolution # \_\_\_\_\_  
Introduced By JC Regular Mtg 11/6/24  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - BUDGETARY AMENDMENT (24A102) – PLANNING – NYSERDA CLEAN ENERGY COMMUNITIES PROGRAM AWARD**

WHEREAS, by Resolution #196 of 2024, the Putnam County Legislature approved the County's applications to NYSERDA and SWIMS in connection with the costs associated with window replacements, electric landscaping equipment and the lifeguard training program; and

WHEREAS, Putnam County has been awarded \$125,000 in Clean Energy Communities funding from the NYS Energy Research & Development Authority (NYSERDA); and

WHEREAS, the initial proposal to use these funds toward energy efficient window upgrades at the Donald B. Smith campus was rejected by NYSERDA; and

WHEREAS, funds were approved to install solar panels on the roof of the transit facility; and

WHEREAS, the Commissioner of Planning has requested a budgetary amendment (24A102) to account 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 Revenues:**

55997000 52009	Cap Projects Other Transp – NYSERDA Clean Energy Grant	
439890	State Aid – Other H & C	125,000

**Increase Expenses:**

55997000 52009	Cap Projects Other Transp – NYSERDA Clean Energy Grant	
53000	Capital Expenditures	125,000

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

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



MICHAEL LEWIS  
Commissioner Of Finance



cc: all  
A+A

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

October 15, 2024

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

2024 OCT 22 AM 10:30  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Dear Ms. Schonfeld

Pursuant to Resolution 196 dated September 3, 2024, I am advising you of the following request to amend the 2024 Capital Projects budget:

**Increase Revenues:**

<b>55997000 52009</b>	<b>Cap Projects Other Transp – NYSERDA Clean Energy Gr</b>	
<b>439890</b>	<b>ST Aid – Other H &amp; C</b>	<b><u>\$125,000</u></b>

**Increase Expenses:**

<b>55997000 52009</b>	<b>Cap Projects Other Transp – NYSERDA Clean Energy Gr</b>	
<b>53000</b>	<b>Capital Expenditures</b>	<b><u>\$125,000</u></b>

2024 Fiscal Impact - 0  
2025 Fiscal Impact – 0

Putnam County has been awarded \$125,000 in Clean Energy Communities funding from the NYS Energy Research & Development Authority (NYSERDA). The initial proposal to use these funds toward energy efficient window upgrades at the Donald B. Smith campus was rejected by NYSERDA; however, the funds were approved to install solar panels on the roof of the transit facility. This resolution is required to fund the lines.

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

**24A102**

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

PUTNAM COUNTY LEGISLATURE

Resolution #196

Introduced by Legislator: Greg Ellner on behalf of the Physical Services Committee at a Regular Meeting held on September 3, 2024.

page 1

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

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

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

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

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

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

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

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

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

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

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

APPROVED

State of New York

ss:

County of Putnam

9/10/24  
COUNTY EXECUTIVE DATE

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 September 3, 2024.

Dated: September 5, 2024

Signed:

Diane Schonfeld  
Clerk of the Legislature of Putnam County



## 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!

Dear Barbara Barosa,

Please see the attached Agreement. If acceptable, please have the appropriate signatory sign by applying an Adobe digital signature and return the document to me by email within 10 business days. Please be sure to include a title where indicated and please be sure to sign with Adobe. If you are unable to sign with Adobe, NYSERDA will accept a wet-signed and scanned document. If you are unable to return the document within 10 business days, please reply and provide your schedule for returning the signed document. Upon receipt the Agreement will be signed by NYSERDA and a fully-executed copy will be returned to you. *Please note: the executed copy will come from an auto-generated email with the address 'contractadmin@nyserda.ny.gov.'*

On March 17, 2022, Governor Kathy Hochul issued Executive Order No. 16 which provides that "all Affected State Entities are directed to refrain from entering into any new contract or renewing any existing contract with an entity conducting business operations in Russia." The complete text of Executive Order No. 16 can be found [here](#). The Office of General Services has established guidelines for compliance with Executive Order No.16 by Affected State Entities, which includes NYSERDA.

To comply with Executive Order No. 16, NYSERDA must obtain a Certification Form (attached) from each vendor, attesting to any commercial activity in Russia or transacting business with the Russian Government or with commercial entities headquartered in Russia or with the principal place of business in Russia in the form of contracting, sales, purchasing investment, or any business partnership. A completed Certification Form will be required from each vendor as part of the contracting process for as long as Executive Order No. 16 is in effect.

Before beginning work, we must receive certificates of insurance evidencing coverage as required by the agreement. Please e-mail insurance certificates in .PDF format to [insurance@nyserda.ny.gov](mailto:insurance@nyserda.ny.gov).

If you have any questions please feel free to contact me.

Thank you,

**Lori Armstrong**  
Contract Manager

**NYSERDA**  
**Contract Management**  
17 Columbia Circle | Albany, NY 12203-6399  
P: 518-862-1090 x3142 | F: 518-862-1091 | E: [lori.armstrong@nyserda.ny.gov](mailto:lori.armstrong@nyserda.ny.gov)

[nyserda.ny.gov](http://nyserda.ny.gov)  
follow : friend : connect with NYSERDA



Get the latest NYSERDA notifications sent right to your phone.  
Text **ENERGY** to **43494** to sign up.

**New York State Energy Research and Development Authority  
("NYSERDA")**

**AGREEMENT**

1. Agreement Number: XXXXXX
2. Contractor: Putnam County
3. Project Director: Barbara Barosa
4. Effective Date: October 3, 2024
5. Total Amount of Award: \$125,000.00
6. Project Period: October 3, 2024 – June 30, 2027
7. Expiration Date: December 31<sup>st</sup>, 2027
8. Commitment Terms and Conditions

This Agreement consists of this form plus the following documents:

- Exhibit A, Statement of Work;
- Exhibit B, General Contract Provisions, Terms and Conditions;
- Exhibit C, Standard Terms and Conditions;
- Exhibit D, Prompt Payment Policy Statement; and
- Exhibit E, Metrics Reporting Instructions

9. ACCEPTANCE. THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNLESS EXECUTED BELOW BY NYSERDA.

Putnam County

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

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

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

NEW YORK STATE ENERGY RESEARCH AND DEVELOPMENT AUTHORITY

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

NYSERDA Authorized Signatory

Exhibit A – Statement of Work  
Clean Energy Communities (CEC) Program

Project Background

Launched in August 2016, the NYSERDA Clean Energy Communities program provides grants and recognition to local governments that demonstrate leadership by completing NYSERDA-selected high-impact actions.

Putman County (hereafter, the “Contractor”) has made important strides in the area of clean energy and has met the requirements for grant funding under the Clean Energy Communities program. This funding is to be used for the clean energy project(s) described in this agreement. The funding is intended to reduce greenhouse gas emissions and contribute to New York clean energy goals.

This agreement describes the general terms and conditions under which the Contractor agrees to plan and implement a Clean Energy Communities grant project. Each project will consist of one or more components. Each component will have a Planning Phase and a Completion Phase.

Under this agreement, the Contractor shall implement the following component(s):

**Project Component: Solar**

Contractor will provide for the installation of the solar photovoltaic array(s) listed below. The exact size and most suitable location will be determined during the project planning phase. The Contractor shall receive formal NYSERDA Project Manager approval of Task 1.0 Planning Phase of this Agreement before the commencement of this project component.

- Installation of a 54.45 kW solar array at 841 Fair Street, Carmel, NY 10512.

The estimated savings of this component is 32.81 metric tons of carbon dioxide equivalent (MTCO<sub>2e</sub>).

Definitions

**Contractor Team:** At the beginning of the Project Period, the Contractor Team for this Agreement shall consist of the Contractor. Subcontractors selected to work on this CEC grant project shall be identified and selected in accordance with Article V of this Agreement and shall be promptly communicated to the NYSERDA Project Manager. The Contractor shall have the sole responsibility for satisfactory completion of all Tasks and Deliverables outlined in this Agreement.

**NYSERDA Project Manager:** NYSERDA shall assign a staff member as the NYSERDA Project Manager, designated to oversee and serve as the main point of contact for the Contractor. The NYSERDA Project Manager shall review Deliverables and provide direction to the Contractor in a streamlined fashion. The NYSERDA Project Manager shall be responsible for approving Deliverables and ensuring compliance with this Statement of Work.

**Metrics Workbook:** After it has been approved by NYSERDA, the Contractor's CEC Grant Application including all approved project information is referred to as the Metrics Workbook. NYSERDA requires that the information in the Metrics Workbook be updated at the Planning Phase (Task 1) and at the Completion Phase (Task 2) to

confirm the energy savings from the project. These submittals are referred to as the Metrics Workbook and shall be submitted in excel format as outlined in Exhibit E, Metrics Workbook.

Deliverable Review Process

The Contractor shall submit all Deliverables outlined in this Agreement to the NYSERDA Project Manager once a Task is completed. The Contractor shall submit all Deliverables in Microsoft Word, Microsoft Excel, and/or PDF format (or other format as identified in the Tasks below). Within thirty (30) business days of receipt of each Deliverable, the NYSERDA Project Manager shall provide comments to the Contractor or, if the Deliverable is acceptable, the NYSERDA Project Manager shall provide final approval. The Contractor shall prepare revisions to the Deliverable reflecting the NYSERDA Project Manager’s comments, and resubmit any revised Deliverable within thirty (30) business days after receipt of these comments. All Deliverables shall not be considered final unless approved by the NYSERDA Project Manager in writing to the Contractor.

Minimum Performance Requirements

Listed below are the minimum performance requirements for efforts and/or technologies funded under this Agreement. NYSERDA will consider written requests for modifications to the minimum requirements, however modifications are subject to NYSERDA review and approval. The Contractor may propose a project based on previous design efforts, but the project must meet the Minimum Performance Requirements. Implementation or installation must occur after approval of the design. Previous design services, installed, or implemented measures or project elements will not be funded under this Contract. The NYSERDA Project Manager will schedule routine conference calls to ensure the project is on track and meet the required guidelines.

**Project Component: Solar**

Requirements for this component:

- NYSERDA will only pay for the cost of the project, after incentives, and reserves the right to withhold payments until confirmed.
- Land leases and power purchase agreements where the solar array(s) is owned by a third party are not eligible.
- NYSERDA payment shall not exceed \$6.00 per watt for rooftop and ground mounted systems, and \$10.00 per watt for carport projects.
- Project shall have a Total Solar Resource Fraction (TSRF) of no less than 70 as per the approved Shading Report submitted with the NY-Sun Application.
- Projects must participate in the NY Sun Program, if available.
- Equipment must be in continuous use for a period of at least four (4) years.

Total Contract Award

The total NYSERDA award amount and the total project cost for all Tasks shall not exceed the amount identified in the Milestone Payment Table below. All cost overruns shall be the sole responsibility of the Contractor.

Tasks

The Contractor is solely responsible for all Tasks in this Statement of Work. Submission of deliverables to NYSERDA electronically (by email or via Salesforce) constitutes certification of the veracity of information contained therein, and compliance with Minimum Performance Requirements as identified in this Agreement. The Contractor shall conduct all work as outlined in the following Tasks:

## Task 1.0: Planning Phase

The Contractor shall complete the design/specifications and then the Metrics Workbook in accordance with Exhibit E, Metrics Workbook. The Task 1 Planning Phase Metrics Workbook submittal shall be completed to demonstrate that the design/specifications meet the Minimum Performance Requirements described above and data collected to the level of detail needed to estimate the energy and greenhouse gas (GHG) savings benefits. Throughout the term of the contract, any deviations from the approved Minimum Performance Requirements and the implemented project shall be approved in writing by the NYSERDA Project Manager. By request, NYSERDA reserves the right to obtain and review design/specifications.

Task 1.0 Deliverables:

### **Project Component: Solar**

Deliverables for this component:

- NY-Sun Application Number (application must be in the "Submitted" status), or comparable information constructed.
- PV System Proposal from a participating NY SUN Contractor.
- Metrics Workbook (in Excel format) reflecting the design and specifications of work to be performed.

**\*GO/NO GO DECISION – THE CONTRACTOR SHALL NOT BE ALLOWED TO WORK ON ANY FURTHER TASKS UNDER THIS AGREEMENT WITHOUT WRITTEN PERMISSION FROM THE NYSERDA PROJECT MANAGER, WHICH SHALL BE ISSUED AT NYSERDA’S SOLE DISCRETION.**

## Task 2.0: Project Completion

The Contractor shall complete the Task 2 - Project Completion Metrics Workbook submittal(s) in accordance with Exhibit E, Metrics Workbook. This submittal documents final metrics data, verifies that the project is complete and the design/specifications meet the project Minimum Performance Requirements.

Site Inspection: If requested, the Contractor shall coordinate with the NYSERDA Project Manager to schedule a date for a site inspection upon the completion of the Project. NYSERDA may also request applicable documentation including, but not limited to photos of the funded project components.

Task 2.0 Deliverables:

### **Project Component: Solar**

Deliverables for this component:

- Final paid invoices
- Metrics Workbook (in Excel format) reflecting the design and specifications of the Solar Array(s) as built.
- Additional incentive program applications or comparable information, if applicable.

## Milestone Payment Table

The project milestones and schedule of payments is shown below. Any adjustments to the milestone deliverable dates must be approved in writing by the NYSERDA Project Manager.

The Contractor shall submit invoices for payment of a completed milestone once the associated Deliverable(s) is approved by the NYSERDA Project Manager. Invoices shall be submitted in a template provided by NYSERDA and as outlined in Article IV of the Agreement. NYSERDA funding shall not exceed 100% of the cost of any

milestone. NYSERDA is not responsible for any Deliverable costs that are greater than the NYSERDA contribution for each milestone. If the Contractor fails to complete the project or any milestone of the project, funds disbursed shall be subject to recapture as outlined in Section 2.03 under Exhibit B.

NYSERDA CEC grant funds shall only cover the cost of the project after any other incentives (private, state, federal, etc.) received by the Contractor are removed.

It is NYSERDA's expectation that all dollars awarded under this contract will be used to support clean energy projects. Should Contractor find available funds, for example, through cost savings achieved in performance of the Statement of Work, Contractor agrees to use those funds for clean energy projects.

Milestone #	Milestone Dates	Deliverable Description	NYSERDA Contribution (\$) (Not to Exceed)
Project Plan Phase			
1	7/31/2025	Planning Phase – Solar	\$31,250.00
Project Completion Phase			
2	6/30/2027	Completion Phase – Solar	\$93,750.00
		Total Project Budget	\$125,000.00

EXHIBIT B

GENERAL CONTRACT PROVISIONS, TERMS AND CONDITIONS

Article I

Definitions

Section 1.01. Definitions. Unless the context otherwise requires, the terms defined below shall have, for all purposes of this Agreement, the respective meanings set forth below, the following definitions to be equally applicable to both the singular and plural forms of any of the terms defined.

(a) General Definitions:

Agreement: This Agreement shall consist of Page One and the Exhibits noted thereon, all of which are made a part hereof as if set forth here in full.

Budget: The Budget set forth at Exhibit A hereto.

Cash-based Expenses: Those obligations of Contractor that shall be settled in cash.

Contract Administrator: NYSERDA's Director of Contract Management, Wendy M. MacPherson, or such other person who may be designated, in writing, by NYSERDA.

Contract Information: Recorded information regardless of form or characteristic first produced in the performance of this Agreement, that is specified to be compiled under this Agreement, specified to be delivered under this Agreement, or that is actually delivered in connection with this Agreement, and including the Final Report delivered by Contractor pursuant to Exhibit A, Statement of Work, if applicable.

disencumbered, unless NYSERDA, in its sole discretion, elects to extend. Any extensions of this date are only effective if in writing.

Proprietary Information: Recorded information regardless of form or characteristic, produced or developed outside the scope of this Agreement and without NYSERDA financial support, provided that such information is not generally known or available from other sources without obligation concerning their confidentiality; has not been made available by the owner to others without obligation concerning its confidentiality; and is not already available to NYSERDA without obligation concerning its confidentiality. Under no circumstances shall any information included in the Final Report delivered by Contractor pursuant to Exhibit A, Statement of Work, if applicable, be considered Proprietary Information.

Person: An individual, a corporation, an association or partnership, an organization, a business or a government or political subdivision thereof, or any governmental agency or instrumentality.

performance of Contractor and as such terms have been interpreted relative to public procurements. See NYS Finance Law § 163(1)(c).

Statement of Work: The Statement of Work attached hereto as Exhibit A.

Subcontract: An agreement for the performance of Work by a Subcontractor, including any purchase order for the procurement of permanent equipment or expendable supplies in connection with the Work.

whether or not in privity of contract with the Contractor) but not including any employees of the Contractor or the Subcontractors.

connection therewith) and the performance of all other requirements imposed upon the Contractor under this Agreement.

## Article II

### Performance of Work

Section 2.01. Manner of Performance. Subject to the provisions of Article XII hereof, the Contractor shall perform all of the Work described in the Statement of Work, or cause such Work to be performed in an efficient and expeditious manner and in accordance with all of the terms and provisions of this Agreement. The Contractor shall perform the Work in accordance with the current professional standards and with the diligence and skill expected for the performance of work of the type described in the Statement of Work. The Contractor shall furnish such personnel and shall procure such materials, machinery, supplies, tools, equipment and other items as may reasonably be necessary or appropriate to perform the Work in accordance with this Agreement.

Section 2.02. Project Personnel. It is understood and agreed that the Project Director identified at Item 3, Page One of this Agreement shall be responsible for the overall supervision and conduct of the Work on behalf of the Contractor and that the persons described in the Statement of Work shall serve in the capacities described therein. Any change of Project Director by the Contractor shall be subject to the prior written approval of NYSERDA. Such approval shall not be unreasonably withheld, and, in the event that notice of approval or disapproval is not received by the Contractor within thirty (30) days after receipt of request for approval by NYSERDA, the requested change in Project Director shall be considered approved. In the event that NYSERDA requires additional time for considering approval, NYSERDA shall notify the Contractor

within thirty (30) days of receipt of the request for approval that additional time is required and shall specify the additional amount of time necessary up to thirty (30) days.

Section 2.03. Title to Equipment. Title shall vest in the Contractor to all equipment purchased hereunder.

- (a) If the Contractor fails to complete all Task(s) of this Agreement, the Contractor is subject to recapture of the full NYSERDA contribution under any tasks of the Agreement under which NYSERDA contributions have been made. NYSERDA reserves the right to pro-rate the final award amount if the completed project deviates from the proposed design submitted and approved in Task 2.
- (b) If the Contractor fails to own and operate the equipment installed under the terms of this Agreement for the duration specified under the Minimum Performance Requirements of this Agreement, the Contractor will be subject to the recapture of a portion of the value of the equipment purchased or leased under Task 3 of this Agreement. The recapture will be prorated based upon the amount of time the Contractor has kept the equipment in operation divided by the number of years the Contractor is required to operate the equipment according to the Minimum Performance Requirements under this Agreement, or as approved in writing by the NYSERDA Project Manager.



reporting requirement outlined under the Minimum Performance Requirements under this Agreement = NYSERDA Funded Amount - (Total Project Value \* percent of duration required under the Minimum Performance Requirements).

### Article III

#### Deliverables

Work.

### Article IV

#### Payment

Section 4.01. Payment Terms. In consideration for this Agreement and as NYSERDA's full payment for the costs of the performance of all Work, and in respect of all other direct and indirect costs, charges or expenses incurred in connection therewith, NYSERDA shall pay to the Contractor amounts not to exceed the maximum amount set forth in Item 5, Page One of this Agreement. Subject to the provisions and restrictions contained herein, including, without limitation, the Prompt Payment Policy Statement attached hereto as Exhibit D, payment will be made according to the Milestone Billing Events set forth in Exhibit A, Statement of Work. NYSERDA is not obligated to make any payments beyond the Expiration Date of this contract. Any funding balances will be disencumbered at that time, unless

NYSERDA, in its sole discretion, elects to extend the Expiration Date. Any changes to expiration dates will be effective only if in writing.

#### Section 4.02. Payments.

(a) Invoicing: Subject to any applicable provisions set forth in Exhibit A, Statement of Work, at the completion of each Milestone Event, for projects not managed through NYSERDA's Salesforce application, the Contractor shall submit invoices electronically to NYSERDA's online invoice system at: <https://services.nysesda.ny.gov/Invoices/>. For projects managed through NYSERDA's Salesforce application, the Contractor shall submit the identified deliverables, including documentation reasonably sufficient to demonstrate completion and evidence of the Contractor's cost share, if applicable, and may request payment by NYSERDA of the amounts corresponding to the amounts indicated in Exhibit A, Statement of Work. The agreement number shown as Item 1 on page 1 of this Agreement, as well as the purchase order number, which will be generated and provided to the Contractor upon contract execution, should be referenced when submitting documentation of deliverables. Documentation shall be submitted electronically via email to the assigned Project Manager along with a statement "I hereby request that upon NYSERDA's approval of these deliverable(s), payment of the corresponding milestone payment amount be made in accordance with NYSERDA's Prompt Payment Policy, as detailed in the NYSERDA agreement" or, if this project is managed through NYSERDA's Salesforce application, via NYSERDA's Salesforce Contractor Portal with the

Section 4.03. Final Payment. Upon final acceptance by NYSERDA of all deliverables contained in Exhibit A, Statement of Work, pursuant to Section 6.02 hereof, the Contractor shall submit an invoice for final payment with respect to the Work, together with such supporting information and documentation as, and in such form as, NYSERDA may require. All invoices for final payment hereunder must, under any and all circumstances, be received by NYSERDA prior to the Expiration Date of the contract. In accordance with and subject to the

provisions of NYSERDA's Prompt Payment Policy Statement, attached hereto as Exhibit D, NYSERDA shall pay to the Contractor within the prescribed time after receipt of such invoice for final payment, the total amount payable pursuant to Section 4.01 hereof, less all progress payments/milestone payments previously made to the Contractor with respect thereto and subject to the maximum commitment set forth in Section 4.06 hereof.

NYSERDA from all claims and liability that the Contractor, its representatives and assigns might otherwise have relating to this Agreement.

Section 4.05. Maintenance of Records. The Contractor shall keep, maintain, and preserve at its principal office throughout the term of the Agreement and for a period of three years after acceptance of the Work, full and detailed books, accounts, and records pertaining to this Agreement, including without limitation, all data, bills, invoices, payrolls, time records, expense reports, subcontracting efforts and other documentation evidencing, or in any material way related to, Contractor's performance under this Agreement. shall be the amount appearing at Item 5 of page one of this Agreement. NYSERDA shall not be liable for any costs or expenses in excess of such amount incurred by the Contractor in the performance and completion of the Work.

Section 4.07. Audit. NYSERDA shall have the right from time to time and at all reasonable times during the term of this Agreement and for the maintenance period set forth in Section 4.05 hereof to inspect and audit any and all books, accounts and records related to this Agreement or reasonably necessary to the performance of an audit at the office or offices of the Contractor where they are then being kept, maintained and preserved pursuant to Section 4.05 hereof. Any payment made under the Agreement shall be subject to retroactive reduction for amounts included therein which are found by NYSERDA on the basis of any audit of the Contractor by NYSERDA, the State of New York or an agency of the United States not to constitute an allowable charge or cost hereunder.

## Article V

### Assignments, Subcontracts and Performance

Section 5.01. General Restrictions. Except as specifically provided otherwise in this Article, the assignment, transfer, conveyance, subcontracting or other disposal of this Agreement or any of the Contractor's rights, obligations, interests or responsibilities hereunder, in whole or in part, without the express consent in writing of NYSERDA shall be void and of no effect as to NYSERDA.

Section 5.02. Subcontract Procedures. Without relieving it of, or in any way limiting, its obligations to NYSERDA under this Agreement, the Contractor may enter into Subcontracts for the performance of Work or for the purchase of materials or equipment. Prior to beginning any Work, Contractor shall notify the NYSERDA Project Manager of all subcontractors performing work under the Agreement, as well as all changes in subcontractors throughout the term of the Agreement. Except for a subcontractor or supplier specified in a team arrangement with the Contractor in the Contractor's original proposal, and except for any subcontract or order for equipment, supplies or materials from a single subcontractor or supplier totaling less than \$50,000, the Contractor shall select all subcontractors or suppliers through a process of competitive bidding or multi-source price review. A team arrangement is one where a subcontractor or supplier specified in the Contractor's proposal is performing a substantial portion of the Work and is making a substantial contribution to the management and/or design of the Project. In the event that a competitive bidding or multi-source price review is not feasible, the Contractor shall document an explanation for, and justification of, a sole source selection. The Contractor shall document the process by which a subcontractor or supplier is selected by making a record summarizing

the nature and scope of the work, equipment, supplies or materials sought, the name of each person or organization submitting, or requested to submit, a bid or proposal, the price or fee bid, and the basis for selection of the subcontractor or supplier. An explanation for, and justification of, a sole source selection must identify why the work, equipment, supplies or materials involved are obtainable from or require a subcontractor with unique or exceptionally scarce qualifications or experience, specialized equipment, or facilities not readily available from other sources, or patents, copyrights, or proprietary data. All Subcontracts shall contain provisions comparable to those set forth in this Agreement applicable to a subcontractor or supplier, and those set forth in Exhibit C to the extent required by law, and all other provisions now or hereafter required by law to be contained therein. Each Subcontract shall make express reference to this Agreement, and shall state that in the event of any conflict or inconsistency between any Subcontract and this Agreement, the terms and conditions of this Agreement shall control as between Subcontractor and Contractor. For each Subcontract valued at \$100,000 or more, the Contractor shall obtain and maintain, pursuant to Section 4.05, a completed Vendor Assurance of No Conflict of Interest or Detrimental Effect form from such Subcontractor prior to the execution of the Subcontract. Such form shall be made available to the Contractor by NYSERDA. Each such Subcontract shall contain a provision whereby the Subcontractor warrants and guarantees that there is and shall be no actual or potential conflict of

Section 5.03. Performance. The Contractor shall promptly and diligently comply with its obligations under each Subcontract and shall take no action that would impair its rights thereunder. The Contractor shall take no action, and shall take all reasonable steps to prevent its Subcontractors from taking any action, that would impair NYSERDA's rights under this Agreement. The Contractor shall not assign, cancel or terminate any Subcontract without the prior written approval of NYSERDA's Contract Administrator as long as this Agreement remains in effect. Such approval shall not be unreasonably withheld and, in the event that notice of approval or disapproval is not received by the Contractor within thirty days after receipt of request for approval by NYSERDA, the requested assignment, cancellation, or termination of the Subcontract shall be considered approved by NYSERDA. In the event that NYSERDA requires additional time for considering approval, NYSERDA shall notify the Contractor within thirty (30) days of receipt of the request for approval that additional time is required and shall specify the additional amount of time necessary up to sixty (60) days.

## Article VI

### Schedule; Acceptance of Work

Section 6.01. Schedule. The Work shall be performed as expeditiously as possible in conformity with the schedule requirements contained herein and in the Statement of Work. The draft and final versions of all deliverables shall be submitted by the dates specified in the Exhibit A Schedule. It is understood and agreed that

the delivery of the draft and final versions of such deliverables by the Contractor shall occur in a timely manner and in accordance with the requirements of the Exhibit A Schedule and Project Period noted in Item No. 7 of this Agreement.

Section 6.02. Acceptance of Work. The completion of the Work shall be subject to acceptance by NYSERDA in writing of all deliverables as defined in Exhibit A, Statement of Work. Where the specified deliverable is in the form of report, acceptance of such report is contingent on Contractor complying with all its obligations set forth in the corresponding task and that the report be complete, and sufficiently and accurately described.

## Article VII

### Force Majeure

Section 7.01. Force Majeure. Neither party hereto shall be liable for any failure or delay in the performance of its respective obligations hereunder if and to the extent that such delay or failure is due to a cause or circumstance beyond the reasonable control of such party, including, without limitation, acts of God or the public enemy, expropriation or confiscation of land or facilities, compliance with any law, order or request of any Federal, State, municipal or local governmental authority, acts of war, rebellion or sabotage or damage resulting therefrom, fires, floods, storms, explosions, accidents, riots, strikes, or the delay or failure to perform by any Subcontractor by reason of any cause or circumstance beyond the reasonable control of such Subcontractor.

## Article VIII

### Rights in Information; Confidentiality

Section 8.01. Rights in Contract and Proprietary Information.

- (a) All Contract Information shall be the property of NYSERDA. The Contractor shall not use Contract Information for any purpose other than to implement its obligations under this Agreement.
- (b) All Proprietary Information shall be the property of Contractor.
- (c) The use, public performance, reproduction, distribution, or modification of any materials used by Contractor in the performance of this Agreement does not and will not violate the rights of any third parties, including, but not limited to, copyrights, trademarks, service marks, publicity, or privacy. The Contractor shall be responsible for obtaining and paying for any necessary licenses to use any third-party content.
- (d) The Contractor agrees that to the extent it receives or is given any information from NYSERDA or a NYSERDA contractor or subcontractor, the Contractor shall treat such data in accordance with any restrictive legend contained thereon or instructions given by NYSERDA, unless another use is specifically authorized by prior written approval of the NYSERDA Project Manager. Contractor acknowledges that in

the performance of the Work under this Agreement, Contractor may come into possession of personal information as that term is defined in Section 92 of the New York State Public Officers Law. Contractor agrees not to disclose any such information without the consent of NYSERDA.

## Article IX

### Warranties and Guarantees

Section 9.01. Warranties and Guarantees. The Contractor warrants and guarantees that:

(a) all information provided, and all representations made by Contractor as a part of the Proposal Checklist or application, if any, submitted to NYSERDA in order to obtain this Agreement were, to the best of Contractor's knowledge, complete, true and accurate when provided or made;

do business and is in good standing in all jurisdictions necessary for Contractor to perform its obligations under this Agreement;

(c) it is familiar with and will comply with all general and special Federal, State, municipal and local laws, ordinances and regulations, and New York State Executive Orders in effect during the contract term, if any, that may in any way affect the performance of this Agreement;

(d) the design, supervision and workmanship furnished with respect to performance of the Work shall be in accordance with sound and currently accepted scientific standards and engineering practices;

(e) all materials, equipment and workmanship furnished by it and by Subcontractors in performance of the Work or any portion thereof shall be free of defects in design, material and workmanship, and all such materials and equipment shall be of first-class quality, shall conform with all applicable codes, specifications, standards and ordinances and shall have service lives and maintenance characteristics suitable for their intended purposes in accordance with sound and currently accepted scientific standards and engineering practices;

any patent issued under the laws of the United States or any other matter which could constitute a basis for any claim that the performance of the Work or any part thereof infringes any patent or otherwise interferes with any other right of any Person;

(g) to the best of Contractor's knowledge, there are no existing undisclosed or threatened legal actions, claims, or encumbrances, or liabilities that may adversely affect the Work or NYSERDA's rights hereunder;

connection with this Agreement contains any untrue statement of a material fact or omits to state a material fact necessary to make the statement not misleading, and that all facts have been disclosed that would materially adversely affect the Work;

(i) all information provided to NYSERDA with respect to State Finance Law Sections 139-j and 139-k is complete, true and accurate;

(j) Contractor is familiar with and will comply with NYSERDA's Code of Conduct for Contractors,

Consultants, and Vendors with respect to the performance of this Agreement,<sup>1</sup> including, but not limited to, the provisions that ensure the appropriate use of public funds by requiring Contractors, Consultants and Vendors to refrain from policy advocacy on behalf of NYSERDA unless explicitly authorized, and in the manner described, under the terms of their Agreement; and to refrain from providing advocacy positions or opinions of their own that could be construed as those of NYSERDA;

anticipated indirect costs during the term of the Agreement and calculated consistent with generally accepted accounting principles.

(l) Contractor shall at all times during the Agreement term remain Responsible, and Contractor agrees, if requested by NYSERDA, to present evidence of its continuing legal authority to do business in New York State, integrity, experience, ability, prior performance, and organizational and financial capacity; and

the Contractor's satisfactory or ethical performance of duties required to be performed pursuant to the terms of this Agreement. The Contractor shall have a duty to notify NYSERDA immediately of any actual or potential conflicts of interest.

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<sup>1</sup> <http://www.nyserda.ny.gov/About/Board-Governance.aspx>

## Article X

### Indemnification

Section 10.01. Indemnification. The Contractor shall protect, indemnify and hold harmless NYSERDA and the State of New York from and against all liabilities, losses, claims, damages, judgments, penalties, causes of action, costs and expenses (including, without limitation, attorneys' fees and expenses) imposed upon or incurred by or asserted against NYSERDA or the State of New York resulting from, arising out of or relating to Contractor's or its Subcontractors' performance of this Agreement. The obligations of the Contractor under this Article shall survive any expiration or termination of this Agreement, and shall not be limited by any enumeration herein of required insurance coverage.

## Article XI

### Insurance

Section 11.01. Maintenance of Insurance; Policy Provisions. The Contractor, at no additional direct cost to NYSERDA, shall maintain or cause to be maintained throughout the term of this Agreement, insurance of the types and in the amounts specified in the Section hereof entitled Types of Insurance. All such insurance shall be evidenced by insurance policies, each of which shall:

- (a) except policies in evidence of insurance required under Section 11.02(b), name or be endorsed to cover NYSERDA, the State of New York and the Contractor as additional insureds;
- (b) provide that such policy may not be cancelled or modified until at least 30 days after receipt by NYSERDA of written notice thereof; and
- (c) be reasonably satisfactory to NYSERDA in all other respects.

Section 11.02. Types of Insurance. The types and amounts of insurance required to be maintained under this Article are as follows:

- (a) Commercial general liability insurance for bodily injury liability, including death, and property damage liability, incurred in connection with the performance of this Agreement, with minimum limits of \$1,000,000 in respect of claims arising out of personal injury or sickness or death of any one person, \$1,000,000 in respect of claims arising out of personal injury, sickness or death in any one accident or disaster, and \$1,000,000 in respect of claims arising out of property damage in any one accident or disaster; and

- (b) Workers Compensation, Employers Liability, and Disability Benefits as required by New York State.

Section 11.03. Delivery of Policies; Insurance Certificates. Prior to commencing the Work, the Contractor shall deliver to NYSERDA certificates of insurance issued by the respective insurers, indicating the Agreement number thereon, evidencing the insurance required by Article XI hereof.

In the event any policy furnished or carried pursuant to this Article will expire on a date prior to acceptance of the Work by NYSERDA pursuant to the section hereof entitled Acceptance of Work, the Contractor, not less than 15 days prior to such expiration date, shall deliver to NYSERDA certificates of insurance evidencing the renewal of such policies, and the Contractor shall promptly pay all premiums thereon due. In the event of threatened legal action, claims, encumbrances, or liabilities that may affect NYSERDA hereunder, or if deemed necessary by

NYSERDA due to events rendering a review necessary, upon request the Contractor shall deliver to NYSERDA a certified copy of each policy.

## Article XII

### Stop Work Order; Termination; Non-Responsibility

#### Section 12.01. Stop Work Order.

(a) NYSERDA may at any time, by written Order to the Contractor, require the Contractor to stop all or any part of the Work called for by this Agreement for a period of up to ninety (90) days after the Stop Work Order is delivered to the Contractor, and for any further period to which the parties may agree. Any such order shall be specifically identified as a Stop Work Order issued pursuant to this Section. Upon receipt of such an Order, the Contractor shall forthwith comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the Work covered by the Order during the period of work stoppage consistent with public health and safety. Within a period of ninety (90) days after a Stop Work Order is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, NYSERDA shall either:

(i) by written notice to the Contractor, cancel the Stop Work Order, which shall be effective as provided in such cancellation notice, or if not specified therein, upon receipt by the Contractor, or

(ii) terminate the Work covered by such order as provided in the Termination Section of this Agreement.

(b) If a Stop Work Order issued under this Section is cancelled or the period of the Order or any extension thereof expires, the Contractor shall resume Work. An equitable adjustment shall be made in the delivery schedule, the estimated cost, the fee, if any, or a combination thereof, and in any other provisions of the Agreement that may be affected, and the Agreement shall be modified in writing accordingly, if:

(i) the Stop Work Order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this Agreement, and

(ii) the Contractor asserts a claim for such adjustments within 30 days after the end of the period of Work stoppage; provided that, if NYSERDA decides the facts justify such action, NYSERDA may receive and act upon any such claim asserted at any time prior to final payment under this Agreement.

(c) If a Stop Work Order is not cancelled and the Work covered by such Order is terminated, the reasonable costs resulting from the Stop Work Order shall be allowed by equitable adjustment or otherwise.

(d) Notwithstanding the provisions of this Section 12.01, the maximum amount payable by NYSERDA to the Contractor pursuant to this Section 12.01 shall not be increased or deemed to be increased except by specific written amendment hereto.

#### Section 12.02. Termination.

(a) This Agreement may be terminated by NYSERDA at any time during the term of this Agreement with or without cause, upon ten (10) days prior written notice to the Contractor. In such event, payment shall be paid to the Contractor for Work performed and expenses incurred prior to the effective date of termination in accordance



with the provisions of the Article hereof entitled Payment and in reimbursement of any amounts required to be paid by the Contractor pursuant to Subcontracts; provided, however, that upon receipt of any such notice of termination, the Contractor shall cease the performance of Work, shall make no further commitments with respect thereto and shall reduce insofar as possible the amount of outstanding commitments (including, to the extent requested by NYSERDA, through termination of subcontracts containing provisions therefore). Articles VIII, IX, and X shall survive any termination of this Agreement, and Article XVII shall survive until the payment obligations pursuant to Article VIII have been met.

(b) NYSERDA specifically reserves the right to terminate this agreement upon its determination of excessive project schedule lapses or delays. NYSERDA also reserves the right to deny schedule extensions for project completion beyond those to which the parties agreed upon the initial execution of the agreement.

(c) NYSERDA specifically reserves the right to terminate this agreement in the event that the certification filed by the Contractor in accordance with State Finance Law Sections 139-j and 139-k is found to have been intentionally false or intentionally incomplete, or that the certification filed by the Contractor in accordance with New York State Tax Law Section 5-a is found to have been intentionally false when made. Terminations under this subsection (c) will be effective upon Notice.

(d) Nothing in this Article shall preclude the Contractor from continuing to carry out the Work called for by the Agreement after receipt of a Stop Work Order or termination notice at its own election, provided that, if the Contractor so elects: (i) any such continuing Work after receipt of the Stop Work Order or termination notice shall be deemed not to be Work pursuant to the Agreement, and (ii) NYSERDA shall have no liability to the Contractor for any costs of the Work continuing after receipt of the Stop Work Order or termination notice.

#### Section 12.03. Suspension or Termination for Non-Responsibility.

(a) Suspension. NYSERDA, in its sole discretion, reserves the right to suspend any or all activities under this Agreement, at any time, when it discovers information that calls into question the Responsibility of the Contractor. In the event of such suspension, the Contractor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Contractor must comply with the terms of the suspension order. Contract activity may resume at such time as NYSERDA issues a written notice authorizing a resumption of performance under the Contract.

(b) Termination. Upon written notice to the Contractor, and a reasonable opportunity to be heard with appropriate NYSERDA officials or staff, this Agreement may be terminated by NYSERDA at the Contractor's expense where the Contractor is determined by NYSERDA to be non-Responsible. In such event, NYSERDA may complete the contractual requirements in any manner it may deem advisable and pursue available legal or equitable remedies for breach.

### Article XIII

#### Independent Contractor

##### Section 13.01. Independent Contractor.

(a) The status of the Contractor under this Agreement shall be that of an independent contractor and not that of an agent, and in accordance with such status, the Contractor, the Subcontractors, and their respective officers, agents, employees, representatives and servants, including the Project Director, shall at all times during the term of this Agreement conduct themselves in a manner consistent with such status and by reason of this Agreement shall neither hold themselves out as, nor claim to be acting in the capacity of, officers, employees, agents, representatives or servants of NYSERDA nor make any claim, demand or application for any right or privilege

applicable to NYSERDA, including, without limitation, vicarious liability, professional liability coverage or indemnification, rights or privileges derived from workers' compensation coverage, unemployment insurance benefits, social security coverage and retirement membership or credit. It is understood and agreed that the personnel furnished by Contractor to perform the Work shall be Contractor's employee(s) or agent(s), and under no circumstances are such employee(s) to be considered NYSERDA's employee(s) or agent(s), and shall remain the employees of Contractor, except to the extent required by section 414(n) of the Internal Revenue Code.

(b) Contractor expressly acknowledges NYSERDA's need to be advised, on an immediate basis, of the existence of any claim or event that might result in a claim or claims against NYSERDA, Contractor and/or Contractor's personnel by virtue of any act or omission on the part of NYSERDA or its employees. Accordingly, Contractor expressly covenants and agrees to notify NYSERDA of any such claim or event, including but not limited to, requests for accommodation and allegations of harassment and/or discrimination, immediately upon contractor's discovery of the same, and to fully and honestly cooperate with NYSERDA in its efforts to investigate and/or address such claims or events, including but not limited to, complying with any reasonable request by NYSERDA for disclosure of information concerning such claim or event even in the event that this Agreement should terminate for any reason.

#### Article XIV

##### Compliance with Certain Laws

Section 14.01. Laws of the State of New York. The Contractor shall comply with all of the requirements set forth in Exhibit C hereto.

Section 14.02. All Legal Provisions Deemed Included. It is the intent and understanding of the Contractor and NYSERDA that each and every provision of law required by the laws of the State of New York to be contained in this Agreement shall be contained herein, and if, through mistake, oversight or otherwise, any such provision is not contained herein, or is not contained herein in correct form, this Agreement shall, upon the application of either NYSERDA or the Contractor, promptly be amended so as to comply strictly with the laws of the State of New York with respect to the inclusion in this Agreement of all such provisions.

Section 14.03. Other Legal Requirements. The references to particular laws of the State of New York in this Article, in Exhibit C and elsewhere in this Agreement are not intended to be exclusive and nothing contained in such Article, Exhibit and Agreement shall be deemed to modify the obligations of the Contractor to comply with all legal requirements.

Section 14.04. Sexual Harassment Policy. The Contractor and all Subcontractors must have a written sexual harassment prevention policy addressing sexual harassment in the workplace and must provide annual sexual harassment training to all employees.

#### Article XV

##### Notices, Entire Agreement, Amendment, Counterparts

Section 15.01. Notices.

- (a) All notices, requests, consents, approvals and other communications which may or are required to be given by either party to the other under this Agreement shall be in writing and shall be transmitted either: (i) via certified or registered United States mail, return receipt requested;
- (ii) by facsimile transmission;
  - (iii) by personal delivery;
  - (iv) by expedited delivery service; or
  - (v) by e-mail, return receipt requested.

Such notices shall be addressed as follows, or to such different addresses as the parties may from time-to-time designate as set forth in paragraph (c) below:

**NYSERDA**

Name: Wendy M. MacPherson

Title: Director of Contract Management

Address: 17 Columbia Circle, Albany, New York 12203 Facsimile

Number: (518) 862-1091

E-Mail Address: Wendy.MacPherson@nyserda.ny.gov

Personal Delivery: Reception desk at the above address

**PUTNAM COUNTY**

Name: Barbara Barosa

Title: Commissioner of Planning

Address: 40 Gleneida Avenue, 3<sup>rd</sup> Floor, Carmel, NY 10512

Phone: (845) 878-3480

E-Mail Address: barbara.barosa@putnamcountyny.gov

of expedited delivery service or certified or registered United States mail, as of the date of first attempted delivery at the address and in the manner provided herein, or in the case of facsimile transmission or email, upon receipt.

(c) The parties may, from time to time, specify any new or different address in the United States as their address for purpose of receiving notice under this Agreement by giving fifteen (15) days written notice to the other party sent in accordance herewith. The parties agree to mutually designate individuals as their respective representatives for the purposes of receiving notices under this Agreement. Additional individuals may be designated in writing by the parties for purposes of implementation and administration/billing, resolving issues and problems and/or for dispute resolution.

Section 15.02. Entire Agreement; Amendment. This Agreement embodies the entire agreement and understanding between NYSERDA and the Contractor and supersedes all prior agreements and understandings relating to the subject matter hereof. Except for no-cost time extensions, which may be signed by NYSERDA and require no counter-signature by the Contractor, and except as otherwise expressly provided for herein, this Agreement may be changed, waived, discharged or terminated only by an instrument in writing, signed by the party against which enforcement of such change, waiver, discharge or termination is sought.

Section 15.03. Counterparts. This Agreement may be executed in counterparts each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

Article XVI

## Publicity

### Section 16.01. Publicity.

- (a) The Contractor shall collaborate with NYSERDA's Communications Department to prepare any press release and to plan for any news conference concerning the Work. In addition the Contractor shall notify NYSERDA's Communications Department regarding any media interview in which the Work is referred to or discussed.
- (b) It is recognized that during the course of the Work under this Agreement, the Contractor or its employees may from time to time desire to publish information regarding scientific or technical developments made or conceived in the course of or under this Agreement. In any such information, the Contractor shall credit NYSERDA's funding participation in the Project, and shall state that "NYSERDA has not reviewed the information contained herein, and the opinions expressed in this report do not necessarily reflect those of NYSERDA or the State of New York." Notwithstanding anything to the contrary contained herein, the Contractor shall have the right to use and freely disseminate project results for educational purposes, if applicable, consistent with the Contractor's policies.
- (c) Commercial promotional materials or advertisements produced by the Contractor shall credit NYSERDA, as stated above, and shall be submitted to NYSERDA for review and recommendations to improve their effectiveness prior to use. The wording of such credit can be approved in advance by NYSERDA, and, after initial approval, such credit may be used in subsequent promotional materials or advertisements without additional approvals for the credit, provided, however, that all such promotional materials or advertisements shall be submitted to NYSERDA prior to use for review, as stated above. Such approvals shall not be unreasonably withheld, and, in the event that notice of approval or disapproval is not received by the Contractor within thirty days after receipt of request for approval, the promotional materials or advertisement shall be considered approved. In the event that NYSERDA requires additional time for considering approval, NYSERDA shall notify the Contractor within thirty days of receipt of the request for approval that additional time is required and shall specify the additional amount of time necessary up to 180 days. If NYSERDA and the Contractor do not agree on the wording of such credit in connection with such materials, the Contractor may use such materials, but agrees

## EXHIBIT C

REVISED 12/19

### STANDARD TERMS AND CONDITIONS

#### FOR ALL NYSERDA AGREEMENTS

(Based on Standard Clauses for New York State Contracts and Tax Law Section 5-a)

The parties to the Agreement agree to be bound by the following clauses which are hereby made a part of the Agreement to the extent applicable:

1. NON-DISCRIMINATION REQUIREMENTS. To the extent required by Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, sexual orientation, age, disability, genetic predisposition or

carrier status, or marital status. Furthermore, in accordance with Section 220-e of the Labor Law, if this is an Agreement for the construction, alteration or repair of any public building or public work or for the manufacture, sale or distribution of materials, equipment or supplies, and to the extent that this Agreement shall be performed within the State of New York, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, disability, sex or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this Agreement. If this is a building service Agreement as defined in Section 230 of the Labor Law, then, in accordance with Section 239 thereof, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. Contractor is subject to fines of \$50.00 per person per day for any violation of Section 220-e or Section 239 as well as possible termination of this Agreement and forfeiture

2. WAGE AND HOURS PROVISIONS. If this is a public work Agreement covered by Article 8 of the Labor Law or a building service Agreement covered by Article 9 thereof, neither Contractor's employees nor the employees of its subcontractors may be required or permitted to work more than the number of hours or days stated in said statutes, except as otherwise provided in the Labor Law and as set forth in prevailing wage and supplement schedules issued by the State Labor Department. Furthermore, Contractor and its subcontractors must pay at least the prevailing wage rate and pay or provide the prevailing supplements, including the premium rates for overtime pay, as determined by the State Labor Department in accordance with the Labor Law. Additionally, effective April 28, 2008, if this is a public work contract covered by Article 8 of the Labor Law, the Contractor understands and agrees that the filing of payrolls in a manner consistent with Subdivision 3-a of Section 220 of the Labor Law shall be a condition precedent to payment by NYSERDA of any NYSERDA-approved sums due and owing for work done upon the project.

3. NON-COLLUSIVE BIDDING REQUIREMENT. In accordance with Section 2878 of the Public Authorities Law, if this Agreement was awarded based upon the submission of bids, Contractor warrants, under penalty of perjury, that its bid was arrived at independently and without collusion aimed at restricting competition. Contractor further warrants that, at the time Contractor submitted its bid, an authorized and responsible person executed and delivered to NYSERDA a non-collusive bidding certification on Contractor's behalf. \$5,000, the Contractor agrees, as a material condition of the Agreement, that neither the Contractor nor any substantially owned or affiliated person, firm, partnership or corporation has participated, is participating, or shall participate in an international boycott in violation of the Federal Export Administration Act of 1979 (50 USC App. Sections 2401 et seq.) or regulations thereunder. If such Contractor, or any of the aforesaid affiliates of Contractor, is convicted or is otherwise found to have violated said laws or regulations upon the final determination of the United States Commerce Department or any other appropriate agency of the United States subsequent to the Agreement's execution, such Agreement, amendment or modification thereto shall be rendered forfeit and void. The Contractor shall so notify NYSERDA within five (5) business days of such conviction, determination or disposition of appeal. (See and compare Section 220-f of the Labor Law, Section 139-h of the State Finance Law, and 2 NYCRR 105.4).

5. SET-OFF RIGHTS. NYSERDA shall have all of its common law and statutory rights of set-off. These rights shall include, but not be limited to, NYSERDA's option to withhold for the purposes of set-off any moneys due to the Contractor under this Agreement up to any amounts due and owing to NYSERDA with regard to this Agreement, any other Agreement, including any Agreement for a term commencing prior to the term of this Agreement, plus any amounts due and owing to NYSERDA for any other reason including, without limitation, tax delinquencies, fee delinquencies or monetary penalties relative thereto.

6. PROPRIETARY INFORMATION. Notwithstanding any provisions to the contrary in the Agreement, Contractor and NYSERDA acknowledge and agree that all information, in any format, submitted to NYSERDA shall be subject to and treated in accordance with the NYS Freedom of Information Law (“FOIL,” Public Officers Law, Article 6). Pursuant to FOIL, NYSERDA is required to make available to the public, upon request, records or portions thereof which it possesses, unless that information is statutorily exempt from disclosure. Therefore, unless the Agreement specifically requires otherwise, Contractor should submit information to NYSERDA in a non-confidential, non-proprietary format. FOIL does provide that NYSERDA may deny access to records or portions thereof that “are trade secrets or are submitted to an agency by a commercial

enterprise or derived from information obtained from a commercial enterprise and which if disclosed would cause substantial injury to the competitive position of the subject enterprise.” [See Public Officers Law, § 87(2)(d)]. Accordingly, if the Agreement specifically requires submission of information in a format Contractor considers a proprietary and/or confidential trade secret, Contractor shall fully identify and plainly label the information “confidential” or “proprietary” at the time of disclosure. By so marking such information, Contractor represents that the information has actual or potential specific commercial or competitive value to the competitors of Contractor.

Without limitation, information will not be considered confidential or proprietary if it is or has been (i) generally known or available from other sources without obligation concerning its confidentiality; (ii) made available by the owner to others without obligation concerning its confidentiality; or (iii) already available to NYSERDA without obligation concerning its confidentiality. In the event of a FOIL request, it is NYSERDA’s policy to consider records as marked above pursuant to the trade secret exemption procedure set forth in 21 New York Codes Rules & Regulations § 501.6 and any other applicable law or regulation. However, NYSERDA cannot guarantee the confidentiality of any information submitted. More information on FOIL, and the relevant statutory law and regulations, can be found at the website for the Committee on Open Government

7. IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION. . (a) FEDERAL EMPLOYER IDENTIFICATION NUMBER and/or FEDERAL SOCIAL SECURITY NUMBER. As a condition to NYSERDA’s obligation to pay any invoices submitted by Contractor pursuant to this Agreement, Contractor shall provide to NYSERDA its Federal employer identification number or Federal social security number, or both such numbers when the Contractor has both such numbers. Where the Contractor does not have such number or numbers, the Contractor must give the reason or reasons why the payee does not have such number or numbers.

(b) PRIVACY NOTIFICATION. The authority to request the above personal information from a seller of goods or services or a lessor of real or personal property, and the authority to maintain such information, is found in Section 5 of the State Tax Law. Disclosure of this information by Contractor to the State is mandatory. The principal purpose for which the information is collected is to enable the State to identify individuals, businesses and others who have been delinquent in filing tax returns or may have understated their tax liabilities and to generally identify persons affected by the taxes administered by the Commissioner of Taxation and Finance. The information will be used for tax administration purposes and for any other purpose authorized by law.

attachments thereto and amendments thereof) and the terms of this Exhibit C, the terms of this Exhibit C shall control.

9. GOVERNING LAW. This Agreement shall be governed by the laws of the State of New York except where the Federal supremacy clause requires otherwise.

10. NO ARBITRATION. Disputes involving this Agreement, including the breach or alleged breach thereof, may not be submitted to binding arbitration (except where statutorily required) without the NYSERDA's written consent, but must, instead, be heard in a court of competent jurisdiction of the State of New York.

11. SERVICE OF PROCESS. In addition to the methods of service allowed by the State Civil Practice Law and Rules ("CPLR"), Contractor hereby consents to service of process upon it by registered or certified mail, return receipt requested. Service hereunder shall be complete upon Contractor's actual receipt of process or upon NYSERDA's receipt of the return thereof by the United States Postal Service as refused or undeliverable. Contractor must promptly notify NYSERDA, in writing, of each and every change of address to which service of process can be made. Service by NYSERDA to the last known address shall be sufficient. Contractor will have thirty (30) calendar days after service hereunder is complete in which to respond.

12. CRIMINAL ACTIVITY. If subsequent to the effectiveness of this Agreement, NYSERDA comes to know of any allegation previously unknown to it that the Contractor or any of its principals is under indictment for a felony, or has been, within five (5) years prior to submission of the Contractor's proposal to NYSERDA, convicted of a felony, under the laws of the United States or Territory of the United States, then NYSERDA may exercise its stop work right under this Agreement. If subsequent to the effectiveness of this Agreement, NYSERDA comes to know of the fact, previously unknown to it, that Contractor or any of its principals is under such indictment or has been so convicted, then NYSERDA may exercise its right to terminate this Agreement. If the Contractor knowingly withheld information about such an indictment or conviction, NYSERDA may declare the Agreement null and void and may seek legal remedies against the Contractor and its principals. The Contractor or its principals may also be subject to penalties for any violation of law which may apply in the particular circumstances. For a Contractor which is an association, partnership, corporation, or other organization, the provisions of this paragraph apply to any such indictment or conviction of the organization itself or any of its officers, partners, or directors or members of any similar governing body, as applicable.

13. PERMITS. It is the responsibility of the Contractor to acquire and maintain, at its own cost, any and all permits, licenses, easements, waivers and permissions of every nature necessary to perform the work.

14. PROHIBITION ON PURCHASE OF TROPICAL HARDWOODS. The Contractor certifies and warrants that all wood products to be used under this Agreement will be in accordance with, but not limited to, the specifications and provisions of State Finance Law Section 165 (Use of Tropical Hardwoods), which prohibits purchase and use of tropical hardwoods, unless specifically exempted by NYSERDA.

15. OMNIBUS PROCUREMENT ACT OF 1992. It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority and women-owned business enterprises as bidders, subcontractors and suppliers on its procurement contracts.

Information on the availability of New York State subcontractors and suppliers is available from:

NYS Department of Economic Development  
Division for Small Business  
625 Broadway  
Albany, New York 12207  
Telephone: 518-292-5200 Fax:  
518-292-5884  
<http://www.esd.ny.gov>



A directory of certified minority and women-owned business enterprises is available from:

NYS Department of Economic Development  
Division of Minority and Women's Business Development  
625 Broadway  
Albany, New York 12207  
Telephone: 518-292-5200  
Fax: 518-292-5803  
<http://www.empire.state.ny.us>

The Omnibus Procurement Act of 1992 requires that by signing this Agreement, Contractors certify that whenever the total amount is greater than \$1 million:

- (a) The Contractor has made reasonable efforts to encourage the participation of New York State Business Enterprises as suppliers and subcontractors, including certified minority and women-owned business enterprises, on this project, and has retained the documentation of these efforts to be provided upon request to the State;
  - (b) The Contractor has complied with the Federal Equal Opportunity Act of 1972 (P.L. 92-261), as amended;
  - (c) The Contractor agrees to make reasonable efforts to provide notification to New York State residents of employment opportunities on this project through listing any such positions with the Job Service Division of the New York State Department of Labor, or providing such notification in such manner as is consistent with existing collective bargaining contracts or agreements. The Contractor agrees to document these efforts and to provide said documentation to the State upon request; and
  - (d) The Contractor acknowledges notice that the State may seek to obtain offset credits from foreign countries as a result of this contract and agrees to cooperate with the State in these efforts.
16. RECIPROCITY AND SANCTIONS PROVISIONS. Bidders are hereby notified that if their principal place of business is located in a country, nation, province, state or political subdivision that penalizes New York State vendors, and if the goods or services they offer will be substantially produced or performed outside New York State, the Omnibus Procurement Act 1994 and 2000 amendments (Chapter 684 and Chapter 383, respectively) require that they be denied contracts which they would otherwise obtain. NOTE: As of May 15, 2002, the list of discriminatory jurisdictions subject to this provision includes the states of South Carolina, Alaska, West Virginia, Wyoming, Louisiana and Hawaii. Contact NYS Department of Economic Development for a current list of jurisdictions subject to this provision.
17. COMPLIANCE WITH NEW YORK STATE INFORMATION SECURITY BREACH AND NOTIFICATION ACT. Contractor shall comply with the provisions of the New York State Information Security Breach and Notification Act (General Business Law Section 899-aa; State Technology Law Section 208).
18. PROCUREMENT LOBBYING. To the extent this Agreement is a "procurement contract" as defined by State Finance Law Sections 139-j and 139-k, by signing this Agreement the Contractor certifies and affirms that all disclosures made in accordance with State Finance Law Sections 139-j and 139-k are complete, true and accurate. In the event such certification is found to be intentionally false or intentionally incomplete, NYSERDA may terminate the agreement by providing written notification to the Contractor in accordance with the terms of the agreement.

19. COMPLIANCE WITH TAX LAW SECTION 5-a. The following provisions apply to Contractors that have entered into agreements in an amount exceeding \$100,000 for the purchase of goods and services:

- a) Before such agreement can take effect, the Contractor must have on file with the New York State Department of Taxation and Finance a Contractor Certification form (ST-220-TD).
- b) Prior to entering into such an agreement, the Contractor is required to provide NYSERDA with a completed Contractor Certification to Covered Agency form (Form ST-220-CA).
- c) Prior to any renewal period (if applicable) under the agreement, the Contractor is required to provide NYSERDA with a completed Form ST-220-CA.

Certifications referenced in paragraphs (b) and (c) above will be maintained by NYSERDA and made a part hereof and incorporated herein by reference.

NYSERDA reserves the right to terminate this agreement in the event it is found that the certification filed by the Contractor in accordance with Tax Law Section 5-a was false when made.

20. IRANIAN ENERGY SECTOR DIVESTMENT. In accordance with Section 2879-c of the Public Authorities Law, by signing this contract, each person and each person signing on behalf of any other party certifies, and in the case of a joint bid or partnership each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each person is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the State Finance Law (See <https://ogs.ny.gov/iran-divestmentact-2012>).

21. COMPLIANCE WITH NEW YORK STATE DIESEL EMISSION REDUCTION ACT (DERA) OF 2006. Contractor shall comply with and, if applicable to this Agreement, provide proof of compliance with the New York State Diesel Emission Reduction Act of 2006 ("DERA"), Environmental Conservation Law (ECL) Section 19-0323, and the NYS Department of Environmental Conservation (DEC) Law implementing regulations under 6 NYCRR Part 248, Use of Ultra Low Sulfur Diesel Fuel (ULSD) and Best Available Retrofit Technology ("BART"). Compliance includes, but is not limited to, the development of a heavy-duty diesel vehicle (HDDV), maintaining documentation associated with BART evaluations, submitting to and receiving DEC approval of a technology or useful-life waiver, and maintaining records where BART-applicable vehicles are primarily located or garaged. DEC regulation under 6 NYCRR Part 248, Use of Ultra Low Sulfur Diesel and Best Available Technology for Heavy Duty Vehicles can be found at: <https://www.dec.ny.gov/regs/2492.html>.

22. ADMISSIBILITY OF REPRODUCTION OF CONTRACT. Notwithstanding the best evidence rule or any other legal principle or rule of evidence to the contrary, the Contractor acknowledges and agrees that it waives any and all objections to the admissibility into evidence at any court proceeding or to the use at any examination before trial of an electronic reproduction of this contract, regardless of whether the original of said contract is in existence.

## EXHIBIT D

### NYSERDA PROMPT PAYMENT POLICY STATEMENT

504.1. Purpose and Applicability. 504.1. Purpose and Applicability. (a) The purpose of this Exhibit is to provide a description of Part 504 of NYSERDA's regulations, which consists of NYSERDA's policy for making payment promptly on amounts properly due and owing by NYSERDA under this Agreement. The section numbers used in this document correspond to the section numbers appearing in Part 504 of the regulations. (This is only a summary; the full text of Part 504 can be accessed at: (<http://www.nyserda.ny.gov/About/New-York-State-Regulations.aspx>))

this Agreement. However, this Exhibit does not apply to Payments due and owing when NYSERDA is exercising a Set-Off against all or part of the Payment, or if a State or Federal law, rule or regulation specifically requires otherwise.

504.2. Definitions. Capitalized terms not otherwise defined in this Exhibit shall have the same meaning as set forth earlier in this Agreement. In addition to said terms, the following terms shall have the following meanings, unless the context shall indicate another or different meaning or intent:

- (a) "Date of Payment" means the date on which NYSERDA requisitions a check from its statutory fiscal agent, the Department of Taxation and Finance, to make a Payment.
- (b) "Designated Payment Office" means the Office of NYSERDA's Controller, located at 17 Columbia Circle, Albany, New York 12203.

Agreement.

- (d) "Prompt Payment" means a Payment within the time periods applicable pursuant to Sections 504.3 through 504.5 of this Exhibit in order for NYSERDA not to be liable for interest pursuant to Section 504.6.

provisions of Sections 504.3 through 504.5 of this Exhibit, in order for NYSERDA not to be liable for interest pursuant to Section 504.6.

- (f) "Proper Invoice" means a written request for Payment that is submitted by a Contractor setting forth the description, price or cost, and quantity of goods, property or services delivered or rendered, in such form, and supported by such other substantiating documentation, as NYSERDA may reasonably require, including but not limited to any requirements set forth in Exhibits A or B to this Agreement; and addressed to NYSERDA's Controller, marked "Attention: Accounts Payable," at the Designated Payment Office.

- (g)(1) "Receipt of an Invoice" means:

- (i) if the Payment is one for which an invoice is required, the later of:

- (a) the date on which a Proper Invoice is actually received in the Designated Payment Office during normal business hours; or

goods, property or services covered by a Proper Invoice previously received in the Designated Payment Office.

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(ii) if the Agreement provides that a Payment will be made on a specific date or at a predetermined interval, without having to submit a written invoice the 30th calendar day, excluding legal holidays, before the date so specified or predetermined.

(2) For purposes of this subdivision, if the Agreement requires a multifaceted, completed or working system, or delivery of no less than a specified quantity of goods, property or services and only a portion of such systems or less than the required goods, property or services are working, completed or delivered, even though the Contractor has invoiced NYSERDA for the portion working, completed or delivered, NYSERDA will not be in Receipt of an Invoice until the specified minimum amount of the systems, goods, property or services are working, completed or delivered.

(h) "Set-off" means the reduction by NYSERDA of a payment due a Contractor by an amount equal to the amount of an unpaid legally enforceable debt owed by the Contractor to NYSERDA.

504.5 of this Exhibit, the Date of Payment by NYSERDA of an amount properly due and owing under this Agreement shall be no later than thirty (30) calendar days, excluding legal holidays, after Receipt of a Proper Invoice.

#### 504.4. Payment Procedures.

(a) Unless otherwise specified in this Agreement, a Proper Invoice submitted by the Contractor to the Designated Payment Office shall be required to initiate payment for goods, property or services. As soon as any invoice is received in the Designated Payment Office during normal business hours, such invoice shall be dated stamped. The invoice shall then promptly be reviewed by NYSERDA.

(b) NYSERDA shall notify the Contractor within fifteen (15) calendar days after Receipt of an Invoice of:

(1) any defects in the delivered goods, property or services;

(2) any defects in the invoice; or

(3) suspected improprieties of any kind.

(c) The existence of any defects or suspected improprieties shall prevent the commencement of the time period specified in Section 504.3 until any such defects or improprieties are corrected or otherwise resolved.

(d) If NYSERDA fails to notify a Contractor of a defect or impropriety within the fifteen (15) calendar day period specified in subdivision (b) of this section, the sole effect shall be that the number of days allowed for Payment shall be reduced by the number of days between the 15th day and the day that notification was transmitted to the Contractor. If NYSERDA fails to provide reasonable grounds for its contention that a defect or impropriety exists, the sole effect shall be that the Payment Due Date shall be calculated using the original date of Receipt of an Invoice.

- (e) In the absence of any defect or suspected impropriety, or upon satisfactory correction or resolution of a defect or suspected impropriety, NYSERDA shall make Payment, consistent with any such correction or resolution and the provisions of this Exhibit.

504.5. Exceptions and Extension of Payment Due Date. NYSERDA has determined that, notwithstanding the provisions of Sections 504.3 and 504.4 of this Exhibit, any of the following facts or circumstances, which may occur concurrently or consecutively, reasonably justify extension of the Payment Due Date:

- (a) If this Agreement provides Payment will be made on a specific date or at a predetermined interval, without having to submit a written invoice, if any documentation, supporting data, performance verification, or notice specifically required by this Agreement or other State or Federal mandate has not been submitted to NYSERDA on a timely basis, then the Payment Due Date shall be extended by the number of calendar days from the date by which all such matter was to be submitted to NYSERDA and the date when NYSERDA has actually received such matter.

- (b) If an inspection or testing period, performance verification, audit or other review or documentation independent of the Contractor is specifically required by this Agreement or by other State or Federal mandate, whether to be performed by or on behalf of NYSERDA or another entity, or is specifically permitted by this Agreement or by other State or Federal provision and NYSERDA or other entity with the right to do so elects to have such activity or documentation undertaken, then the Payment Due Date shall be extended by the number of calendar days from the date of Receipt of an Invoice to the date when any such activity or documentation has been completed, NYSERDA has actually received the results of such activity or documentation conducted by another entity, and any deficiencies identified or issues raised as a result of such activity or documentation have been corrected or otherwise resolved.

- (c) If an invoice must be examined by a State or Federal agency, or by another party contributing to the funding of the Contract, prior to Payment, then the Payment Due Date shall be extended by the number of calendar days from the date of Receipt of an Invoice to the date when the State or Federal agency, or other contributing party to the Contract, has completed the inspection, advised NYSERDA of the results of the inspection, and any deficiencies identified or issues raised as a result of such inspection have been corrected or otherwise resolved.

not yet been made available to NYSERDA, then the Payment Due Date shall be extended by the number of calendar days from the date of Receipt of an Invoice to the date when such funds are made available to NYSERDA.

504.6. Interest Eligibility and Computation. If NYSERDA fails to make Prompt Payment, NYSERDA shall pay interest to the Contractor on the Payment when such interest computed as provided herein is equal to or more than ten dollars (\$10.00). Interest shall be computed and accrue at the daily rate in effect on the Date of Payment, as set by the New York State Tax Commission for corporate taxes pursuant to Section 1096(e)(1) of the Tax Law. Interest on such a Payment shall be computed for the period beginning on the day after the Payment Due Date and ending on the Date of Payment.

504.7. Sources of Funds to Pay Interest. Any interest payable by NYSERDA pursuant to Exhibit shall be paid only from the same accounts, funds, or appropriations that are lawfully available to make the related Payment.

504.8. Incorporation of Prompt Payment Policy Statement into Contracts. The provisions of this Exhibit shall apply to all Payments as they become due and owing pursuant to the terms and conditions of this Agreement, notwithstanding that NYSERDA may subsequently amend its Prompt Payment Policy by further rulemaking. 504.9. Notice of Objection. Contractor may object to any action taken by NYSERDA

pursuant to this Exhibit that prevents the commencement of the time in which interest will be paid by submitting a written notice of objection to NYSERDA. Such notice shall be signed and dated and concisely and clearly set forth the basis for the objection and be addressed to the Vice President, New York State Energy Research and Development Authority, at the notice address set forth in Exhibit B to this Agreement. The Vice President of NYSERDA, or his or her designee, shall review the objection for purposes of affirming or modifying NYSERDA's action. Within fifteen (15) working days of the receipt of the objection, the Vice President, or his or her designee, shall notify the Contractor either that NYSERDA's action is affirmed or that it is modified or that, due to the complexity of the issue, additional time is needed to conduct the review; provided, however, in no event shall the extended review period exceed thirty (30) working days.

504.10. Judicial Review. Any determination made by NYSERDA pursuant to this Exhibit that prevents the commencement of the time in which interest will be paid is subject to judicial review in a proceeding pursuant to Article 78 of the Civil Practice Law and Rules. Such proceedings shall only be commenced upon completion of the review procedure specified in Section 504.9 of this Exhibit or any other review procedure that may be specified in this Agreement or by other law, rule, or regulation.

504.11. Court Action or Other Legal Processes.

Contractor pursuant to this Exhibit shall not extend beyond the date of a notice of intention to file a claim, the date of a notice of a claim, or the date commencing a legal action for the payment of such interest, whichever occurs first.

(b) With respect to the court action or other legal processes referred to in subdivision (a) of this section, any interest obligation incurred by NYSERDA after the date specified therein pursuant to any provision of law other than Public Authorities Law Section 2880 shall be determined as prescribed by such separate provision of law, shall be paid as directed by the court, and shall be paid from any source of funds available for that purpose.

#### Exhibit E

### Clean Energy Communities Program Metrics Workbook

Overview After it has been approved by NYSERDA, the Contractor's CEC Grant Application including all approved project information is referred to as the Metrics Workbook. NYSERDA requires that the information in the Metrics Workbook be updated at the Planning Phase (Task 1) and at the Completion Phase (Task 2) to confirm the energy savings from the project. These submittals are referred to as the Metrics Workbook and shall be submitted in excel format.

To simplify the process and ensure consistency, NYSERDA has automated all energy savings calculations for the following pre-approved project types: Solar, Electric Vehicles, Charging Stations, and LED Street lights. The Contractor is required to ensure that all project details in the Metrics Workbook align with the project design at the Planning Phase (Task 1) and how the project was actually built at the Completion Phase (Task 2).

For Building Upgrades and Custom project types, the Contractor is responsible for documenting energy savings from the project. The required metrics should be provided if the measures are recommended in a CEC Energy Study or ASHRAE Level II or III Energy Audit. NYPA Clean Energy Solutions projects will typically provide energy savings estimates. ASHP and GSHP projects will typically include energy savings calculations as part of the feasibility analysis and design. The Contractor must quantify these project benefits for all the metrics applicable to the project in the Metrics Workbook.

The Metrics Workbook may be updated periodically, therefore the customer should confirm with NYSERDA that they have the latest version.

The Project Plan Metrics Workbook submittal will serve as documentation that the project has been designed to the specification of the CEC program, the contract performance requirements and that the data provided to estimate benefits was based on the design. Upon request, the Contractor may be required to provide NYSERDA with project design documentation, which may include energy audits, contractor proposals, outreach or draft plans, or purchase orders.

Depending on the number of types of projects within a contract, there may be one or more Task 1 Metric Workbook submittals. Once the necessary data has been entered, the Task 1 Planning Phase Metrics Workbook shall be submitted as a separate excel file to NYSERDA, with additional documentation if requested.

project has been completed, the customer will revise the Metrics Workbook values if appropriate to reflect the final implementation of the project.

This submittal will serve as the documentation that the project has been completed in accordance with the CEC program, the contract requirements and that the data provided to calculate the energy savings were based on the final implementation conditions. Upon request, the Contractor may be required to provide NYSERDA with project completion documentation, such as executed contracts or purchase orders, photographs, and or final outreach or planning reports.

Depending on the number of types of projects within a contract, there may be one or more Task 2 Metric Workbook submittals. Once the necessary data has been entered, the Task 2 Project Completion Metrics Workbook shall be submitted as a separate excel file to NYSERDA with additional documentation if requested.

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

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

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

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

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

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

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

Vendor Name: \_\_\_\_\_  
(legal entity)

By: \_\_\_\_\_  
(signature)

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

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

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



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

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

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

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

Vendor Name: Putnam County  
(legal entity)

By:  
(signature)

Name: Kevin M. Byrne

Title: County Executive

Date: 10/22/24

**New York State Energy Research and Development Authority  
("NYSERDA")**

**AGREEMENT**

1. Agreement Number: 240085
2. Contractor: Putnam County
3. Project Director: Barbara Barosa
4. Effective Date: October 8, 2024
5. Total Amount of Award: \$125,000.00
6. Project Period: October 8, 2024 - June 30, 2027
7. Expiration Date: December 31, 2027
8. Commitment Terms and Conditions

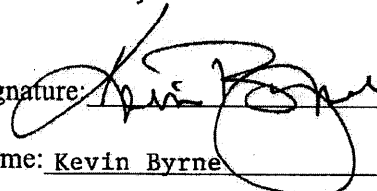
This Agreement consists of this form plus the following documents:

- Exhibit A, Statement of Work;
- Exhibit B, General Contract Provisions, Terms and Conditions;
- Exhibit C, Standard Terms and Conditions;
- Exhibit D, Prompt Payment Policy Statement; and
- Exhibit E, Metrics Workbook.

9. ACCEPTANCE. THIS AGREEMENT SHALL NOT BECOME EFFECTIVE UNLESS EXECUTED BELOW BY NYSERDA

Putnam County

NEW YORK ENERGY RESEARCH  
AND DEVELOPMENT AUTHORITY

Signature:  \_\_\_\_\_  
Name: Kevin Byrne

Signature: \_\_\_\_\_  
NYSERDA Authorized Signatory

Title: County Executive

#6f

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

**APPROVAL – BUDGETARY AMENDMENT (24A114) – PLANNING – 5307/5340 & 5339  
DANBURY, CT-NY SMALL URBANIZED AREA (SUZA) – METROPOLITAN  
TRANSPORTATION AUTHORITY (MTA)**

**WHEREAS, Putnam County and the Metropolitan Transportation Authority (MTA) have reached an agreement on the fair and rational sub-regional allocation of the Federal Fiscal Year (FFY) 2024 Sections 5307/5340 and 5339 funds apportioned to the New York side of Danbury, CT-NY Small Urbanized Area (SUZA); and**

**WHEREAS, the Commissioner of Planning has requested a budgetary amendment (24A114) to account for this final FFY 2024 allocation; and**

**WHEREAS, said budgetary amendment accounts for the 10% State and 10% local matching funds; 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 Revenues:**

<b>55997000 428601 52413</b>	<b>Interfund Transfer – General (Local 10%)</b>	<b>55,008</b>
<b>55997000 435970 52413</b>	<b>State Aid – Transit 5307/5339 FFY24</b>	<b>55,008</b>
<b>55997000 445970 52413</b>	<b>Federal Aid – Transit 5307/5339 FFY24</b>	<b>440,061</b>

**Increase Appropriations:**

<b>55997000 53000 52413</b>	<b>Capital – Transit Section 5307 FFY23</b>	<b>518,812</b>
<b>55997000 53000 52413</b>	<b>Capital – Transit Section 5339 FFY23</b>	<b>31,265</b>

**GENERAL FUND:**

**Increase Appropriations:**

<b>10990100 59020</b>	<b>Transfer Out – General</b>	<b>55,008</b>
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**Decrease Appropriations:**

<b>10199000 54980</b>	<b>Contingency</b>	<b>55,008</b>
-----------------------	--------------------	---------------

**2024 Fiscal Impact - \$55,008  
2025 Fiscal Impact – 0 –**

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

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

cc: all  
Phys  
A+A  
Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A114**  
DATE: November 7, 2024

2024 NOV - 7 PM 12: 41  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Planning, the following budgetary amendment is recommended.

**Capital Fund:**

**Increase Estimated Revenues:**

<b>55997000 428601 52413</b>	INTERFUND TRANSFER - GENERAL (LOCAL 10%)	\$	55,008
<b>55997000 435970 52413</b>	STATE AID - TRANSIT 5307/5339 FFY24		55,008
<b>55997000 445970 52413</b>	FEDERAL AID - TRANSIT 5307/5339 FFY24		440,061

**Increase Appropriations:**

<b>55997000 53000 52413</b>	CAPITAL - TRANSIT SECTION 5307 FFY23	\$	518,812
<b>55997000 53000 52413</b>	CAPITAL - TRANSIT SECTION 5339 FFY23		31,265

**General Fund:**

**Increase Appropriations:**

<b>10990100 59020</b>	TRANSFER OUT - GENERAL	\$	55,008
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**Decrease Appropriations:**

<b>10199000 54980</b>	CONTINGENCY	\$	55,008
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***Fiscal Impact - 2024 - \$55,008***

***Fiscal Impact - 2025 - \$ 0***

The above budgetary amendment is the County's final Section 5307/5339 allocation for Federal Fiscal Year (FFY) 2024. Please refer to the memorandum attached from Commissioner Barbosa. The budgetary amendment above also accounts for the 10% State and 10% local matching of the funds.

Please forward it to the appropriate committee.



**Putnam County  
Department of Planning, Development,  
and Public Transportation**

*www.putnamcountyny.com*

**Barbara Barosa  
Commissioner**

**841 Fair Street  
Carmel, NY 10512**

**Phone: (845) 878-3480  
Fax: (845) 808-1948**

October 10, 2024

Mr. Michael Culotta  
Acting Regional Administrator, Region II  
Federal Transit Administration  
1 Bowling Green, Room # 429  
New York, NY 10004-1415

Mr. Peter Butler  
Regional Administrator, Region I  
Federal Transit Administration  
55 Broadway, Suite # 920  
Cambridge, MA 02142-1093

**Re: Allocation of FFY 2024 Section 5307/5340 Danbury, CT-NY Small Urbanized Area (SUZA) Funds between Putnam County, Connecticut, and the Metropolitan Transportation Authority (MTA).**

Dear Messrs. Culotta and Butler:

Putnam County, Connecticut, and the MTA have reached an agreement on the fair and rational sub-regional allocation of the FFY 2024 Section 5307 and Section 5340 funds apportioned to the New York side of Danbury CT-NY Small Urbanized Area. The agreed upon allocation is as follows:

Section	FFY 2024 Allocation
Section 5307	
Connecticut	\$10,044,511
Putnam County, NY	\$375,832
MTA	\$0
Section 5340	
Connecticut	\$2,911,382
Putnam County, NY	\$108,934
MTA	\$0
Section 5307/5340 combined	
Connecticut	\$198,618
Putnam County, NY	\$6,176
MTA	\$0
Section 5307/5340 combined	
Connecticut	\$1,558,861
Putnam County, NY	\$27,870
MTA	\$0
Section 5307/5340 combined	
Connecticut	\$1,558,861
Putnam County, NY	\$27,870
MTA	\$0

FTA Letter 2024 Split Section 5307/5340  
October 10, 2024

Please do not hesitate to contact the undersigned if there is anything further that you require in this regard.

Sincerely,



Barbara Barosa  
Commissioner, Putnam County Department of Planning, Development & Public Transportation

cc: Marie Therese Dominguez, Commissioner, NYS Department of Transportation  
Garrett Eucalitto, Commissioner, Connecticut Department of Transportation  
Janno Lieber, Chairman, Chief Executive Officer, MTA  
Stephanie Delisle, MTA  
Donald Burns, FTA Region II  
Darreyl Davis, FTA Region II  
Faye Ellison, FTA Region II  
Madeleine Duchatellier, FTA Region II  
Maureen Kent, Capital Programming, CTDOT  
Tom Vaughan, Public Transportation Bureau, NYSDOT  
Jonathan Cmaylo, Public Transportation Bureau, NYSDOT  
Harriet Lewis, Statewide Planning Bureau, NYSDOT  
Gerry Bogacz, NYMTC  
Ali Mohseni, MHSTCC  
Kevin Byrne, County Executive, Putnam County  
Matthew Covucci, Putnam County  
Carrie DeMarchi, Putnam County  
Barbara Barosa, Putnam County  
Sean Bennett, Putnam County



**Putnam County  
Department of Planning, Development,  
and Public Transportation**

*www.putnamcountyny.com*

**Barbara Barosa  
Commissioner**

**841 Fair Street  
Carmel, NY 10512**

**Phone: (845) 878-3480  
Fax: (845) 808-1948**

October 10, 2024

Mr. Michael Culotta  
Acting Regional Administrator, Region II  
Federal Transit Administration  
1 Bowling Green, Room # 429  
New York, NY 10004-1415

Mr. Peter Butler  
Regional Administrator, Region I  
Federal Transit Administration  
55 Broadway, Suite # 920  
Cambridge, MA 02142-1093

**Re: Allocation of FFY 2024 Section 5339 Danbury CT-NY Small Urbanized Area (SUZA)  
Funds between Putnam County and the Metropolitan Transportation Authority (MTA)**

Dear Messrs. Culotta and Butler:

Putnam County and the MTA have reached an agreement on the fair and rational sub-regional allocation of the FFY 2024 Section 5339 apportioned to the New York side of Danbury CT-NY. The agreed upon allocation is as follows:

Putnam County, NY	\$8,364
MTA	\$0
Putnam County, NY	\$22,901
MTA	\$0

Please do not hesitate to contact the undersigned if there is anything further that you require in this regard.

Sincerely,

Barbara Barosa  
Commissioner, Putnam County Department of Planning, Development & Public Transportation



FTA Letter 2024 Split Section 5339  
October 10, 2024

cc: Marie Therese Dominguez, Commissioner, NYS Department of Transportation  
Garrett Eucalitto, Commissioner, Connecticut Department of Transportation  
Janno Lieber, Chairman, Chief Executive Officer, MTA  
Stephanie Delisle, MTA  
Donald Burns, FTA Region II  
Darreyl Davis, FTA Region II  
Faye Ellison, FTA Region II  
Madeleine Duchatellier, FTA Region II  
Maureen Kent, Capital Programming, CTDOT  
Tom Vaughan, Public Transportation Bureau, NYSDOT  
Jonathan Cmaylo, Public Transportation Bureau, NYSDOT  
Harriet Lewis, Statewide Planning Bureau, NYSDOT  
Gerry Bogacz, NYMTC  
Ali Mohseni, MHSTCC  
Kevin Byrne, County Executive, Putnam County  
Matthew Covucci, Putnam County  
Carrie DeMarchi, Putnam County  
Barbara Barosa, Putnam County  
Sean Bennett, Putnam County

#69

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

**APPROVAL - LEAD AGENCY - SEQRA DETERMINATION - SNAKE HILL ROAD OVER PHILIPSE BROOK CULVERT REPLACEMENT**

**WHEREAS, the Putnam County Legislature is considering the approval of a Putnam County Department of Public Works project that involves the replacement of the Snake Hill Road culvert over Philipse Brook (the "Project"). Anticipated project work will involve the replacement of the existing culvert with a new structure. The current structure is showing signs of hydraulic inadequacy, scour exposure and deteriorating and broken headwalls and wingwalls. All proposed project activities will occur within areas previously disturbed during the original road/culvert construction; and**

**WHEREAS, the purpose of the Project is to ensure a safe and convenient crossing over Philipse Brook by eliminating structural deficiencies and meeting current design standards; and**

**WHEREAS, the Proposed Action is subject to review under the State Environmental Quality Review Act ("SEQRA") and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and**

**WHEREAS, other potential involved or interested agencies have been identified in connection with the Proposed Action; and**

**WHEREAS, the Putnam County Legislature hereby declares its intent to act as the Lead Agency under the procedures and requirements of SEQRA; and**

**WHEREAS, a short Environmental Assessment form (EAF) has been prepared for the Project, along with supporting documentation, which is attached hereto and made a part hereof; and**

**WHEREAS, the Putnam County Legislature, after a review of SEQRA 6 NYCRR Part 617 et seq., finds that the Proposed Action is an Unlisted action; now therefore be it**

**RESOLVED, that the Putnam County Legislature will conduct a coordinated SEQRA environmental review for the Proposed Action in connection with the Project; and be it further**

**RESOLVED, that this Resolution shall take effect immediately.**

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

cc: all  
phys.

**LEAD AGENCY/ SEQRA DETERMINATION/ SNAKE HILL ROAD OVER PHILIPSE BROOK CULVERT REPLACEMENT**

WHEREAS, the Putnam County Legislature is considering the approval of a Putnam County Department of Public Works project that involves the replacement of the Snake Hill Road culvert over Philipse Brook (the "Project"). Anticipated project work will involve the replacement of existing culvert with a new structure. The current structure is showing signs of hydraulic inadequacy, scour exposure and deteriorating and broken headwalls and wingwalls. All proposed project activities will occur within areas previously disturbed during the original road/culvert construction; and

WHEREAS, the purpose of the Project is to ensure a safe and convenient crossing over Philipse Brook by eliminating structural deficiencies and meeting current design standards; and

WHEREAS, the Proposed Action is subject to review under the State Environmental Quality Review Act ("SEQRA") and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and

WHEREAS, other potential involved or interested agencies have been identified in connection with the Proposed Action; and

WHEREAS, the Putnam County Legislature hereby declares its intent to act as the Lead Agency under the procedures and requirements of SEQRA; and

WHEREAS, a short Environmental Assessment form (EAF) has been prepared for the Project, along with supporting documentation, which is attached hereto and made a part hereof; and

WHEREAS, the Putnam County Legislature, after a review of SEQRA 6 NYCRR Part 617 *et seq.*, finds that the Proposed Action is an Unlisted action; now therefore be it

RESOLVED, that the Putnam County Legislature will conduct a coordinated SEQRA environmental review for the Proposed Action in connection with the Project; and be it further

RESOLVED, that this Resolution shall take effect immediately.

2024 NOV -5 AM 10:47  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

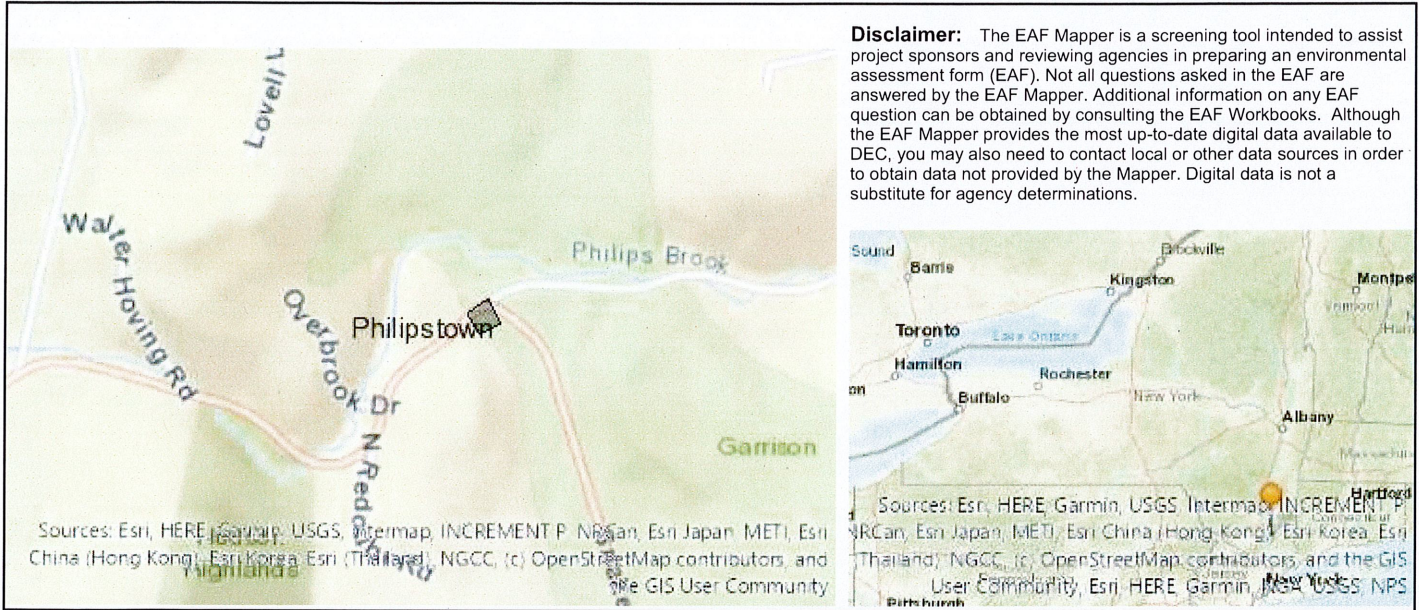
Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Snake Hill Road over Philipse Brook Culvert Replacement PIN 8762.77			
Project Location (describe, and attach a location map): Snake Hill Road over Philipse Brook, Town of Philipstown, Putnam County, NY			
Brief Description of Proposed Action: The project involves the replacement of the Snake Hill Road culvert over Philipse Brook. Anticipated project work will involve the replacement of existing culvert with a new structure. The current structure is showing signs of hydraulic inadequacy, scour exposure and deteriorating and broken headwalls and wingwalls. All proposed project activities will occur within areas previously disturbed during the original road/culvert construction. Please refer to the project location map and photographs in Attachments 1 and 2. The proposed replacement will ensure a safe and convenient crossing over Philipse Brook by eliminating structural deficiencies and meeting current design standards.			
Name of Applicant or Sponsor: Putnam County Legislature		Telephone: 845-808-1020 E-Mail: putcoleg@putnamcountyny.gov	
Address: 40 Gleneida Avenue			
City/PO: Carmel		State: NY	Zip Code: 10512
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: NYSDEC Article 24 Freshwater Wetlands Permit & Water Quality Certification. NYSDOT Bridge NY funding/ design approval			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		0.3 acres	
b. Total acreage to be physically disturbed?		0.3 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.254 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input checked="" type="checkbox"/> Other(Specify): Hudson Highlands Land Trust			
<input type="checkbox"/> Parkland			

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ Philipse Brook			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input checked="" type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Northern Long-eared Bat, Ba...	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <ul style="list-style-type: none"> <li>a. Will storm water discharges flow to adjacent properties?</li> <li>b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?</li> </ul> If Yes, briefly describe: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
<p><b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor/name: _____ Date: _____</p> <p>Signature: _____ Title: _____</p>		





Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Northern Long-eared Bat, Bald Eagle
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No



## Diane Schonfeld

---

**From:** Barbara Barosa  
**Sent:** Monday, November 4, 2024 3:39 PM  
**To:** Diane Schonfeld; Diane Trabulsy  
**Subject:** FW: SEQR Lead Agency for PIN 8762.77 Snake Hill Culvert  
**Attachments:** Resolution-SnakeHill Road Culvert SEQR-Lead Agency-Nov24.docx; Snake Hill Culvert SEAF.pdf

Attached please find a proposed Resolution and supporting documentation respectfully requested be placed on the next Physical Services Meeting agenda for the Legislature's review/consideration.

Thank you,  
Barbara



**Barbara Barosa, AICP**

Commissioner ● Department of Planning, Development & Public Transportation ●

**PHONE | 845.878-3480 ● WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)**

PUTNAM COUNTY NEW YORK GOVERNMENT

**"Empowering Putnam County through dedicated service."**

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**From:** Jennifer Nygard <Jennifer.Nygard@putnamcountyny.gov>

**Sent:** Monday, November 4, 2024 3:24 PM

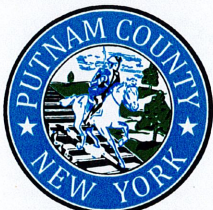
**To:** Barbara Barosa <Barbara.Barosa@putnamcountyny.gov>; Compton Spain <Compton.Spain@putnamcountyny.gov>

**Subject:** RE: SEQR Lead Agency for PIN 8762.77 Snake Hill Culvert

Barbara, our office has reviewed the attached and all is in order. Thank you.

May your troubles be less, and your blessings be more, and nothing but happiness come through your door 😊

---



**Jennifer Nygard**

Paralegal ● Putnam County Department of Law

**PHONE | 845.808.1150 Ext. 49400 ● WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)**

PUTNAM COUNTY GOVERNMENT NEW YORK

**"Empowering Putnam County through dedicated service."**

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NOTICE: The information in this e-mail message and any attachments thereto have been sent by an attorney or his/her agent, and is or are intended to be confidential and for the use of only the individual or entity named above. The information may be protected by attorney/client privilege, work product immunity or other legal rules. If the reader of this message and any attachments thereto is not the intended recipient, you



are notified that retention, dissemination, distribution or copying of this e-mail message or any attachments is strictly prohibited. Although this e-mail message (and any attachments) is believed to be free of any virus or other defect that might affect any computer system into which it is received and opened, the intended recipient is responsible to ensure that it is virus free.

---

**From:** Barbara Barosa <[Barbara.Barosa@putnamcountyny.gov](mailto:Barbara.Barosa@putnamcountyny.gov)>  
**Sent:** Monday, November 4, 2024 9:48 AM  
**To:** Jennifer Nygard <[Jennifer.Nygaard@putnamcountyny.gov](mailto:Jennifer.Nygaard@putnamcountyny.gov)>; Compton Spain <[Compton.Spain@putnamcountyny.gov](mailto:Compton.Spain@putnamcountyny.gov)>  
**Subject:** SEQR Lead Agency for PIN 8762.77 Snake Hill Culvert

Please review the attached draft Reso and EAF to conduct SEQR on a DPW project. Please let me know if Law has any edits. I plan to submit to the Legislature tomorrow for the November Physical.

Thank you,  
Barbara



**Barbara Barosa, AICP**

Commissioner • Department of Planning, Development & Public Transportation •  
**PHONE | 845.878-3480 • WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)**  
PUTNAM COUNTY NEW YORK GOVERNMENT  
**"Empowering Putnam County through dedicated service."**

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**From:** Brian Hildenbrand <[Brian.Hildenbrand@putnamcountyny.gov](mailto:Brian.Hildenbrand@putnamcountyny.gov)>  
**Sent:** Thursday, September 19, 2024 8:28 AM  
**To:** Barbara Barosa <[Barbara.Barosa@putnamcountyny.gov](mailto:Barbara.Barosa@putnamcountyny.gov)>  
**Subject:** PIN 8762.77 Snake Hill Culvert

For SEQRA



**Brian Hildenbrand, P.E.**

Supervisor of Planning & Design • Putnam County Department of Public Works  
**PHONE | 845.878.6331 ext. 40114 • WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)**  
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# 6h

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

**APPROVAL - LEAD AGENCY - SEQRA DETERMINATION - PEEKSKILL HOLLOW ROAD OVER WICCOPEE BROOK CULVERT REPLACEMENT**

**WHEREAS, the Putnam County Legislature is considering the approval of a Putnam County Department of Public Works project that involves the replacement of the Peekskill Hollow Road culvert over Wiccopee Brook (the "Project"). Anticipated project work will involve the replacement of the existing culvert with a new structure. This structure will consist of a new concrete span structure, in addition, new headwalls and wingwalls will be installed. This replacement will restore the structural condition and improve the hydraulic capacity of the culvert. All proposed project activities will occur within areas previously disturbed during the original road/culvert construction; and**

**WHEREAS, the purpose of the Project is to ensure a safe and convenient crossing over Wiccopee Brook by eliminating structural deficiencies and removing the weight limit restriction; and**

**WHEREAS, the Proposed Action is subject to review under the State Environmental Quality Review Act ("SEQRA") and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and**

**WHEREAS, other potential involved or interested agencies have been identified in connection with the Proposed Action; and**

**WHEREAS, the Putnam County Legislature hereby declares its intent to act as the Lead Agency under the procedures and requirements of SEQRA; and**

**WHEREAS, a short Environmental Assessment form (EAF) has been prepared for the Project, along with supporting documentation, which is attached hereto and made a part hereof; and**

**WHEREAS, the Putnam County Legislature, after a review of SEQRA 6 NYCRR Part 617 *et seq.*, finds that the Proposed Action is an Unlisted action; now therefore be it**

**RESOLVED, that the Putnam County Legislature will conduct a coordinated SEQRA environmental review for the Proposed Action in connection with the Project; and be it further**

**RESOLVED, that this Resolution shall take effect immediately.**

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



cc:all  
Phys.

**LEAD AGENCY/ SEQRA DETERMINATION/ PEEKSKILL HOLLOW ROAD OVER WICCOPEE BROOK CULVERT REPLACEMENT**

WHEREAS, the Putnam County Legislature is considering the approval of a Putnam County Department of Public Works project that involves the replacement of the Peekskill Hollow Road culvert over Wiccopee Brook (the "Project"). Anticipated project work will involve the replacement of the existing culvert with a new structure. This structure will consist of a new concrete span structure, in addition, new headwalls and wingwalls will be installed. This replacement will restore the structural condition and improve the hydraulic capacity of the culvert. All proposed project activities will occur within areas previously disturbed during the original road/culvert construction; and

WHEREAS, the purpose of the Project is to ensure a safe and convenient crossing over Wiccopee Brook by eliminating structural deficiencies and removing the weight limit restriction; and

WHEREAS, the Proposed Action is subject to review under the State Environmental Quality Review Act ("SEQRA") and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and

WHEREAS, other potential involved or interested agencies have been identified in connection with the Proposed Action; and

WHEREAS, the Putnam County Legislature hereby declares its intent to act as the Lead Agency under the procedures and requirements of SEQRA; and

WHEREAS, a short Environmental Assessment form (EAF) has been prepared for the Project, along with supporting documentation, which is attached hereto and made a part hereof; and

WHEREAS, the Putnam County Legislature, after a review of SEQRA 6 NYCRR Part 617 *et seq.*, finds that the Proposed Action is an Unlisted action; now therefore be it

RESOLVED, that the Putnam County Legislature will conduct a coordinated SEQRA environmental review for the Proposed Action in connection with the Project; and be it further

RESOLVED, that this Resolution shall take effect immediately.

2024 NOV -5 AM 11:34  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Peekskill Hollow Road over Wiccopee Brook PIN 8762.76			
Project Location (describe, and attach a location map): Peekskill Hollow Road culvert over Wiccopee Brook, Town of Putnam Valley, Putnam County, NY			
Brief Description of Proposed Action: The project involves the replacement of the Peekskill Hollow Road culvert over Wiccopee Brook. Anticipated project work will involve the replacement of the existing culvert with a new structure. This structure will consist of a new concrete span structure, in addition, new headwalls and wingwalls will be installed. This replacement will restore the structural condition and improve the hydraulic capacity of the culvert. All proposed project activities will occur within areas previously disturbed during the original road/culvert construction. Please refer to the project location map and photographs in Attachments 1 and 2. The proposed replacement will ensure a safe and convenient crossing over Wiccopee Brook by eliminating structural deficiencies and removing the weight limit restriction.			
Name of Applicant or Sponsor: Putnam County Legislature		Telephone: 845-808-1020 E-Mail: putcoleg@putnamcountyny.gov	
Address: 40 Gleneida Avenue			
City/PO: Carmel		State: NY	Zip Code: 10512
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		0.3 acres	
b. Total acreage to be physically disturbed?		0.3 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.3 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

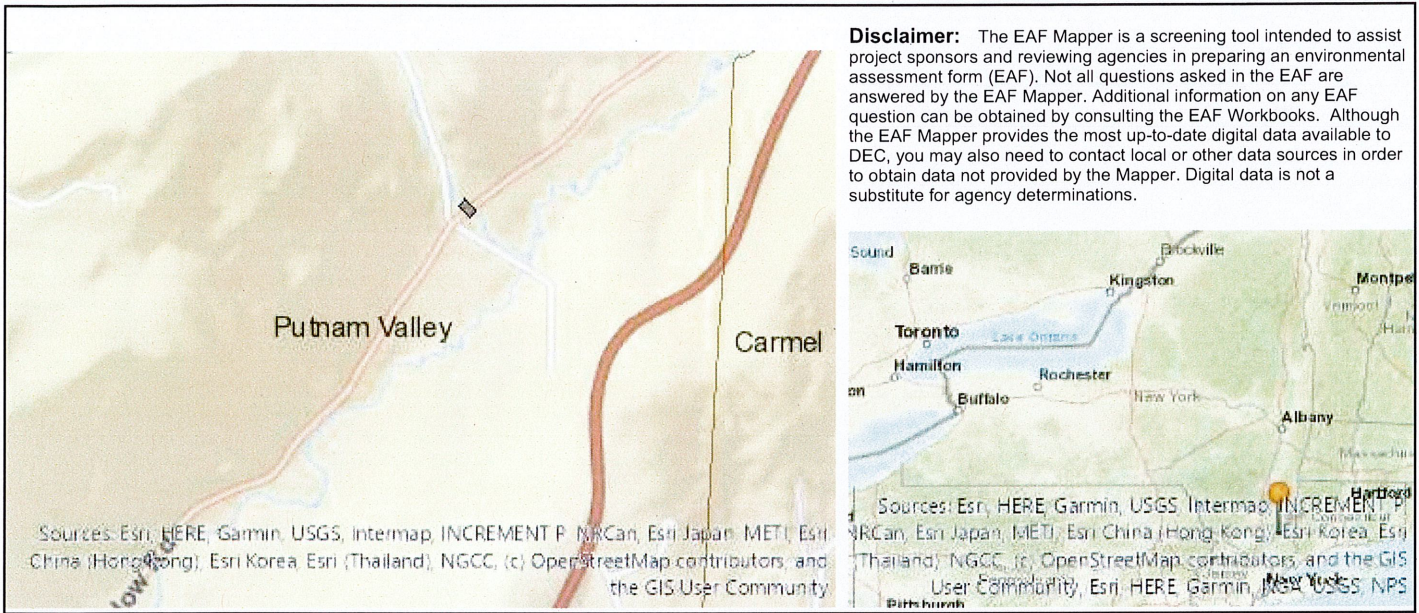
	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: N/A	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ Wiccopee Brook	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>		

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Northern Long-eared Bat, Ti...	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <ul style="list-style-type: none"> <li>a. Will storm water discharges flow to adjacent properties?</li> <li>b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?</li> </ul> If Yes, briefly describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>  Applicant/sponsor/name: _____ Date: _____  Signature: _____ Title: _____		



# EAF Mapper Summary Report

Monday, November 4, 2024 4:01 PM



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Northern Long-eared Bat, Timber Rattlesnake
Part 1 / Question 16 [100 Year Flood Plain]	Yes
Part 1 / Question 20 [Remediation Site]	No

#62

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

**APPROVAL - PUTNAM COUNTY LEGISLATURE'S INTENT TO ACT AS LEAD AGENCY UNDER SEQRA RE: LEASE APPROVAL AND MONROE BALANCING TEST FOR A WIRELESS COMMUNICATIONS FACILITY**

**WHEREAS, the County of Putnam (the "County") is the owner of the property located at 161-165 Hill Street, Mahopac, New York ("Property"); and**

**WHEREAS, the County desires to use a portion of the Property for the installation of a wireless communications support structure; and**

**WHEREAS, Homeland Towers, LLC ("Homeland") desires to use a portion of the Property to install the support structure and compound area necessary to accommodate the wireless coverage needs of various County Emergency Service Departments, in addition to the providing capacity for the collocation of private public utility wireless communication facilities in order to close significant gaps in reliable wireless service that exist in the vicinity of the Property within the County; and**

**WHEREAS, the County and Homeland desire to enter into a public private partnership by entering into a lease agreement ("Agreement"), for the purpose of constructing a 160-foot tower designed to resemble a tree (the "Facility"), with County emergency service antennas located thereon and which shall provide for the collocation of commercial wireless communication facilities including antennas and related equipment on the Facility all of which shall be situated on or within a 2,730 (apx.) square foot lease parcel; and**

**WHEREAS, the County Legislature intends to also review the proposal to determine whether the Facility should be exempt from local zoning requirements; and**

**WHEREAS, the approval of the Agreement and the determination whether the Facility should be exempt from local zoning requirements shall be deemed the "Project"; and**

**WHEREAS, the proposed action hereunder is subject to review under the State Environmental Quality Review Act and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and**

**WHEREAS, other involved agencies (the "Involved Agencies") have been identified in connection with the proposed action; and**

**WHEREAS, a full Environmental Assessment form (EAF) has been prepared for the Project; and**

**WHEREAS, the Putnam County Legislature (the "Legislature"), after a review of Part 617, finds that the proposed action is an "Unlisted" action, as defined in 6 NYCRR Part 617.2; and**

**WHEREAS, pursuant to the requirements of 6 NYCRR Part 617.6(b)(3) a coordinated review of this action will be conducted; now therefore be it**

**RESOLVED, that the Legislature hereby declares its Intent to serve as the Lead Agency under the procedures and requirements of SEQRA, and will circulate a Lead Agency Notice along with the EAF and associated documentation to all Involved Agencies and will follow protocol in accordance with and as required by all relevant rules and regulations.**

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



cc:all  
Phys. Reso

**Diane Schonfeld**

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**From:** Barbara Barosa  
**Sent:** Monday, November 4, 2024 3:22 PM  
**To:** Diane Schonfeld; Diane Trabulsy  
**Cc:** Thomas Lannon; Andrew Negro  
**Subject:** SEQR Lead Agency Resolution and Supporting Documentation  
**Attachments:** SEQRA reso 1 - Golf Course 11-4-2024.docx; NY 187 LEAF 10-31-24.pdf; NY187 Mahopac\_Airport FAA Opinion Letter Lot 8 2-9-24.pdf; NY187 County Golf Course Ground Lease 082924 Infra CL 161 Hill St w exhib.pdf; NY187B\_Airport Rd ZD's 09-25-24 V2.pdf

Attached please find a proposed Resolution and supporting documentation respectfully requested be placed on the next Physical Services Meeting agenda for the Legislature's review/consideration.

Thank you,  
Barbara



**Barbara Barosa, AICP**  
Commissioner • Department of Planning, Development & Public Transportation •  
PHONE | 845.878-3480 • WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)  
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Nov. 12, 2024  
Phelps Reso #8

APPROVAL/PUTNAM COUNTY LEGISLATURE'S INTENT TO ACT AS LEAD AGENCY UNDER SEQRA RE: LEASE APPROVAL AND MONROE BALANCING TEST FOR A WIRELESS COMMUNICATIONS FACILITY

WHEREAS, the County of Putnam (the "County") is the owner of the property located at 161-165 Hill Street, Mahopac, New York ("Property"); and

WHEREAS, the County desires to use a portion of the Property for the installation of a wireless communications support structure; and

WHEREAS, Homeland Towers, LLC ("Homeland") desires to use a portion of the Property to install the support structure and compound area necessary to accommodate the wireless coverage needs of various County Emergency Service Departments, in addition to the providing capacity for the collocation of private public utility wireless communication facilities in order to close significant gaps in reliable wireless service that exist in the vicinity of the Property within the County; and

WHEREAS, the County and Homeland desire to enter into a public private partnership by entering into a lease agreement ("Agreement"), for the purpose of constructing a 160-foot tower designed to resemble a tree (the "Facility"), with County emergency service antennas located thereon and which shall provide for the collocation of commercial wireless communication facilities including antennas and related equipment on the Facility all of which shall be situated on or within a 2,730 (apx.) square foot lease parcel; and

WHEREAS, the County Legislature intends to also review the proposal to determine whether the Facility should be exempt from local zoning requirements; and

WHEREAS, the approval of the Agreement and the determination whether the Facility should be exempt from local zoning requirements shall be deemed the "Project"; and

WHEREAS, the proposed action hereunder is subject to review under the State Environmental Quality Review Act and the Regulations promulgated thereunder ("SEQRA 6 NYCRR Part 617"); and

WHEREAS, other involved agencies (the "Involved Agencies") have been identified in connection with the proposed action; and

WHEREAS, a full Environmental Assessment form (EAF) has been prepared for the Project; and

WHEREAS, the Putnam County Legislature (the "Legislature"), after a review of Part 617, finds that the proposed action is an "Unlisted" action, as defined in 6 NYCRR Part 617.2; and

WHEREAS, pursuant to the requirements of 6 NYCRR Part 617.6(b)(3) a coordinated review of this action will be conducted; now therefore be it

RESOLVED, that the Legislature hereby declares its Intent to serve as the Lead Agency under the procedures and requirements of SEQRA, and will circulate a Lead Agency Notice along with the EAF and associated documentation to all Involved Agencies and will follow protocol in accordance with and as required by all relevant rules and regulations.

**Full Environmental Assessment Form**  
**Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: Homeland Towers - Hill Street/Airport Road (NY187)		
Project Location (describe, and attach a general location map): 161 Hill Street, Mahopac, NY		
Brief Description of Proposed Action (include purpose or need): The proposed action is a public safety communications tower and personal wireless telecommunications facility within a leased area, consisting of a 160' monopole with antennas, together with related equipment within a 2,520 sf fenced gravel compound area, and access via an existing road.		
Name of Applicant/Sponsor: Homeland Towers, LLC		Telephone: (203)297-6345
		E-Mail:
Address: 9 Harmony Street, 2nd Floor		
City/PO: Danbury	State: CT	Zip Code: 06810
Project Contact (if not same as sponsor; give name and title/role): Christine Vergati		Telephone: 203)297-6345
		E-Mail: cv@homelandtowers.us
Address: same as above		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor): County of Putnam		Telephone: (845)808-1880
		E-Mail: Katherine.Hanrahand@putnamcountyny.gov
Address: 40 Gleneida Avenue		
City/PO: Carmel	State: NY	Zip Code: 10512

**B. Government Approvals**

<b>B. Government Approvals, Funding, or Sponsorship.</b> ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)		
<b>Government Entity</b>	<b>If Yes: Identify Agency and Approval(s) Required</b>	<b>Application Date (Actual or projected)</b>
a. City Counsel, Town Board, <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No or Village Board of Trustees		
b. City, Town or Village <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	New York City DEP release of restrictions	
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lease approval, Parkland alienation home rule request; and Monroe balancing test	
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Parkland alienation legislation	
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**C. Planning and Zoning**

<b>C.1. Planning and zoning actions.</b>	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<ul style="list-style-type: none"> <li>• <b>If Yes</b>, complete sections C, F and G.</li> <li>• <b>If No</b>, proceed to question C.2 and complete all remaining sections and questions in Part 1</li> </ul>	
<b>C.2. Adopted land use plans.</b>	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s): NYC Watershed Boundary _____ _____ _____	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s): _____ _____ _____	

**C.3. Zoning**

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.  Yes  No  
If Yes, what is the zoning classification(s) including any applicable overlay district?  
R - Residential

b. Is the use permitted or allowed by a special or conditional use permit? N/A  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No  
If Yes,  
i. What is the proposed new zoning for the site? Zoning exemption requested

**C.4. Existing community services.**

a. In what school district is the project site located? Mahopac

b. What police or other public protection forces serve the project site?  
Carmel Police Department, Putnam County Sheriffs Department

c. Which fire protection and emergency medical services serve the project site?  
Mahopac Falls Fire Department

d. What parks serve the project site?  
Donald J. Trump State Park (southwest), Clarence Fahnestock State Park (northwest),

**D. Project Details**

**D.1. Proposed and Potential Development**

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? Proposed action is a public safety communications tower and personal wireless service facility.

b. a. Total acreage of the site of the proposed action? 103.36 acres  
b. Total acreage to be physically disturbed? 0.06 acres  
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? 0.06 acres **Area to be leased**

c. Is the proposed action an expansion of an existing project or use?  Yes  No  
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?  Yes  No  
If Yes,  
i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) \_\_\_\_\_  
ii. Is a cluster/conservation layout proposed?  Yes  No  
iii. Number of lots proposed? \_\_\_\_\_  
iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases?  Yes  No  
i. If No, anticipated period of construction: 1-2 months  
ii. If Yes:  
• Total number of phases anticipated \_\_\_\_\_  
• Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year  
• Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year  
• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_



f. Does the project include new residential uses?  Yes  No  
 If Yes, show numbers of units proposed.

	One Family	Two Family	Three Family	Multiple Family (four or more)
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)?  Yes  No  
 If Yes, **\*Monopole 160' in height**

i. Total number of structures \_\_\_\_\_ 1

ii. Dimensions (in feet) of largest proposed structure: \_\_\_\_\_ 160' height; \_\_\_\_\_ NA width; and \_\_\_\_\_ NA length

iii. Approximate extent of building space to be heated or cooled: \_\_\_\_\_ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?  Yes  No  
 If Yes,

i. Purpose of the impoundment: \_\_\_\_\_

ii. If a water impoundment, the principal source of the water:  Ground water  Surface water streams  Other specify: \_\_\_\_\_

iii. If other than water, identify the type of impounded/contained liquids and their source. \_\_\_\_\_

iv. Approximate size of the proposed impoundment. Volume: \_\_\_\_\_ million gallons; surface area: \_\_\_\_\_ acres

v. Dimensions of the proposed dam or impounding structure: \_\_\_\_\_ height; \_\_\_\_\_ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): \_\_\_\_\_

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both?  Yes  No  
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)  
 If Yes:

i. What is the purpose of the excavation or dredging? \_\_\_\_\_

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): \_\_\_\_\_
- Over what duration of time? \_\_\_\_\_

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. \_\_\_\_\_

iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No  
 If yes, describe. \_\_\_\_\_

v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres

vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres

vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet

viii. Will the excavation require blasting?  Yes  No

ix. Summarize site reclamation goals and plan: \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No  
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): \_\_\_\_\_

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iii. Will the proposed action cause or result in disturbance to bottom sediments?  Yes  No

If Yes, describe: \_\_\_\_\_

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation?  Yes  No

If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

c. Will the proposed action use, or create a new demand for water?  Yes  No  
If Yes: \_\_\_\_\_ unmanned wireless facility

i. Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

ii. Will the proposed action obtain water from an existing public water supply?  Yes  No

If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No
- Do existing lines serve the project site?  Yes  No

iii. Will line extension within an existing district be necessary to supply the project?  Yes  No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site?  Yes  No

If, Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: \_\_\_\_\_ gallons/minute.

d. Will the proposed action generate liquid wastes?  Yes  No  
If Yes: \_\_\_\_\_ unmanned wireless facility

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

iii. Will the proposed action use any existing public wastewater treatment facilities?  Yes  No

If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No



- Do existing sewer lines serve the project site?  Yes  No
- Will a line extension within an existing district be necessary to serve the project?  Yes  No

 If Yes:
 

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site?  Yes  No  
 If Yes:
 

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- What is the receiving water for the wastewater discharge? \_\_\_\_\_

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):  
 \_\_\_\_\_  
 \_\_\_\_\_

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction?  Yes  No  
 If Yes:
 

- How much impervious surface will the project create in relation to total size of project parcel?  
 \_\_\_\_\_ Square feet or \_\_\_\_\_ acres (impervious surface)  
 \_\_\_\_\_ Square feet or \_\_\_\_\_ acres (parcel size)
- Describe types of new point sources. \_\_\_\_\_
- Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?  
 \_\_\_\_\_  
 \_\_\_\_\_
  - If to surface waters, identify receiving water bodies or wetlands: \_\_\_\_\_
  - Will stormwater runoff flow to adjacent properties?  Yes  No

Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater?  Yes  No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations?  Yes  No  
 If Yes, identify:
 

- Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)  
 \_\_\_\_\_
- Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)  
 \_\_\_\_\_
- Stationary sources during operations (e.g., process emissions, large boilers, electric generation)  
 \_\_\_\_\_

 Site will contain an emergency backup generator for use during temporary power outages, subject to final carrier specifications.

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit?  Yes  No  
 If Yes:
 

- Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year)  Yes  No
- In addition to emissions as calculated in the application, the project will generate:
  - \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)
  - \_\_\_\_\_ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)
  - \_\_\_\_\_ Tons/year (short tons) of Perfluorocarbons (PFCs)
  - \_\_\_\_\_ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)
  - \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
  - \_\_\_\_\_ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No

If Yes:

i. Estimate methane generation in tons/year (metric): \_\_\_\_\_

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

---

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): \_\_\_\_\_

---

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?  Yes  No

If Yes:

i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): \_\_\_\_\_

iii. Parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Net increase/decrease \_\_\_\_\_

iv. Does the proposed action include any shared use parking?  Yes  No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: \_\_\_\_\_

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site?  Yes  No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

---

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  Yes  No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: \_\_\_\_\_  
800 Amps: Energy uses associated with the operation of the facility includes electricity.

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other):  
NYSEG (grid/local utility)

iii. Will the proposed action require a new, or an upgrade, to an existing substation?  Yes  No

---

l. Hours of operation. Answer all items which apply.

i. During Construction:

- Monday - Friday: \_\_\_\_\_ 8 AM - 5 PM
- Saturday: \_\_\_\_\_
- Sunday: \_\_\_\_\_
- Holidays: \_\_\_\_\_

ii. During Operations:

- Monday - Friday: \_\_\_\_\_ Facility is unmanned and will
- Saturday: \_\_\_\_\_ operate 24/7 after the completion
- Sunday: \_\_\_\_\_ of construction.
- Holidays: \_\_\_\_\_

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both?  Yes  No

If yes:

i. Provide details including sources, time of day and duration:

The proposed action will temporarily produce noise associated with general site construction activities during construction only. Any and all noise produced during construction or when the generator is in use will be minimal.

ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen?  Yes  No

Describe: One (1) existing tree will be removed, one (1) existing dead tree will be removed

---

n. Will the proposed action have outdoor lighting?  Yes  No

If yes:

i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:

Security light on equipment will be installed per carrier's specifications. Lighting will be dark sky compliant and include an automatic timer and will be only used when a technician is on site during low light conditions.

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen?  Yes  No

Describe: One (1) existing tree will be removed, one (1) existing dead tree will be removed

---

o. Does the proposed action have the potential to produce odors for more than one hour per day?  Yes  No

If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures:

---

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage?  Yes  No

If Yes:

i. Product(s) to be stored \_\_\_\_\_

ii. Volume(s) \_\_\_\_\_ per unit time \_\_\_\_\_ (e.g., month, year)

iii. Generally, describe the proposed storage facilities: \_\_\_\_\_

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q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation?  Yes  No

If Yes:

i. Describe proposed treatment(s):

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ii. Will the proposed action use Integrated Pest Management Practices?  Yes  No

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r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)?  Yes  No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: \_\_\_\_\_ tons per \_\_\_\_\_ (unit of time)
- Operation : \_\_\_\_\_ tons per \_\_\_\_\_ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: \_\_\_\_\_
- Operation: \_\_\_\_\_

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: \_\_\_\_\_
- Operation: \_\_\_\_\_

s. Does the proposed action include construction or modification of a solid waste management facility?  Yes  No  
 If Yes:  
 i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_  
 ii. Anticipated rate of disposal/processing:  
 • \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or  
 • \_\_\_\_\_ Tons/hour, if combustion or thermal treatment  
 iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste?  Yes  No  
 If Yes:  
 i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_  
 \_\_\_\_\_  
 ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month  
 iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_  
 \_\_\_\_\_  
 v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility?  Yes  No  
 If Yes: provide name and location of facility: \_\_\_\_\_  
 If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_  
 \_\_\_\_\_

**E. Site and Setting of Proposed Action**

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.  
 i. Check all uses that occur on, adjoining and near the project site.  
 Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)  
 Forest  Agriculture  Aquatic  Other (specify): Golf course maintenance \_\_\_\_\_  
 ii. If mix of uses, generally describe:  
 Putnam County Golf Course with surrounding residential areas.  
 \_\_\_\_\_

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	3.53	3.59	+0.06
• Forested	40.45	40.45	
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)	38.06	38.00	-0.06
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)	20.72	20.72	0
• Wetlands (freshwater or tidal)	0.60	0.60	0
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

c. Is the project site presently used by members of the community for public recreation?  Yes  No  
i. If Yes: explain: \_\_\_\_\_

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d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site?  Yes  No  
If Yes,  
i. Identify Facilities: \_\_\_\_\_  
\_\_\_\_\_

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e. Does the project site contain an existing dam?  Yes  No  
If Yes:  
i. Dimensions of the dam and impoundment:  
• Dam height: \_\_\_\_\_ feet  
• Dam length: \_\_\_\_\_ feet  
• Surface area: \_\_\_\_\_ acres  
• Volume impounded: \_\_\_\_\_ gallons OR acre-feet  
ii. Dam's existing hazard classification: \_\_\_\_\_  
iii. Provide date and summarize results of last inspection: \_\_\_\_\_  
\_\_\_\_\_

---

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility?  Yes  No  
If Yes:  
i. Has the facility been formally closed?  Yes  No  
• If yes, cite sources/documentation: \_\_\_\_\_  
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: \_\_\_\_\_  
\_\_\_\_\_

---

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste?  Yes  No  
If Yes:  
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_  
\_\_\_\_\_

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h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site?  Yes  No  
If Yes:  
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:  Yes  No  
 Yes – Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
 Yes – Environmental Site Remediation database Provide DEC ID number(s): \_\_\_\_\_  
 Neither database  
ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
\_\_\_\_\_

---

iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?  Yes  No  
If yes, provide DEC ID number(s): \_\_\_\_\_  
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_  
\_\_\_\_\_

v. Is the project site subject to an institutional control limiting property uses?  Yes  No

- If yes, DEC site ID number: \_\_\_\_\_
- Describe the type of institutional control (e.g., deed restriction or easement): \_\_\_\_\_
- Describe any use limitations: \_\_\_\_\_
- Describe any engineering controls: \_\_\_\_\_
- Will the project affect the institutional or engineering controls in place?  Yes  No
- Explain: \_\_\_\_\_

---

**E.2. Natural Resources On or Near Project Site**

a. What is the average depth to bedrock on the project site? \_\_\_\_\_ 1.67-3.25 feet

b. Are there bedrock outcroppings on the project site?  Yes  No  
 If Yes, what proportion of the site is comprised of bedrock outcroppings? \_\_\_\_\_ %

c. Predominant soil type(s) present on project site:

PnB Paxton fine sandy loam	_____	50 %
PnD Paxton fine sandy loam	_____	_____ %
_____	_____	_____ %

d. What is the average depth to the water table on the project site? Average: \_\_\_\_\_ 1.5-3 feet

e. Drainage status of project site soils:  Well Drained: \_\_\_\_\_ 100 % of site  
 Moderately Well Drained: \_\_\_\_\_ % of site  
 Poorly Drained \_\_\_\_\_ % of site

f. Approximate proportion of proposed action site with slopes:  0-10%: \_\_\_\_\_ 50 % of site  
 10-15%: \_\_\_\_\_ 50 % of site  
 15% or greater: \_\_\_\_\_ % of site

g. Are there any unique geologic features on the project site?  Yes  No  
 If Yes, describe: \_\_\_\_\_

---

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?  Yes  No

ii. Do any wetlands or other waterbodies adjoin the project site?  Yes  No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?  Yes  No  
**all adjoining project site, see attached map**

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

• Streams:	Name	Muscoot River, Upper, and tribs	Classification	C
• Lakes or Ponds:	Name	Lake MacGregor	Classification	B
• Wetlands:	Name	_____	Approximate Size	482.2
• Wetland No. (if regulated by DEC)	ML-10			

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies?  Yes  No  
 If yes, name of impaired water body/bodies and basis for listing as impaired: \_\_\_\_\_

---

i. Is the project site in a designated Floodway?  Yes  No

j. Is the project site in the 100-year Floodplain?  Yes  No

k. Is the project site in the 500-year Floodplain?  Yes  No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer?  Yes  No  
 If Yes:  
 i. Name of aquifer: \_\_\_\_\_

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____          _____          _____</p>	
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>          If Yes:            i. Describe the habitat/community (composition, function, and basis for designation): _____            ii. Source(s) of description or evaluation: _____            iii. Extent of community/habitat:                • Currently: _____ acres                • Following completion of project as proposed: _____ acres                • Gain or loss (indicate + or -): _____ acres</p>	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>          If Yes:            i. Species and listing (endangered or threatened): _____          _____          _____</p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>          If Yes:            i. Species and listing: _____          _____</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>          If yes, give a brief description of how the proposed action may affect that use: _____          _____</p>	
<b>E.3. Designated Public Resources On or Near Project Site</b>	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>          If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>            i. If Yes: acreage(s) on project site? _____            ii. Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>          If Yes:            i. Nature of the natural landmark:   <input type="checkbox"/> Biological Community   <input type="checkbox"/> Geological Feature            ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____          _____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>          If Yes:            i. CEA name: _____            ii. Basis for designation: _____            iii. Designating agency and date: _____</p>	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input checked="" type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: Eligible property: Hill-Agor Farm	
<i>iii.</i> Brief description of attributes on which listing is based:	
07901.000068: Building - Eligible. No descriptive information found in OPRHP Cultural Resources information System (CRIS)	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify resource: Clarence Fahnestock Memorial State Park (2.1 mi), Donald J. Trump State Park (3.0 mi), and Taconic State Parkway (1.9 mi)	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): state park, state park, and scenic byway	
<i>iii.</i> Distance between project and resource: 2.1, 3.0, and 1.9 miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

**F. Additional Information**

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Homeland Towers, LLC Date November 15, 2023

Signature  Title Principal

Matthew W. Allen, RLA



# EAF Mapper Summary Report

Wednesday, November 15, 2023 9:31 AM

**Disclaimer:** The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.

Sources: Esri, Maxar, Earthstar Geographics, and the IGN, USGS, NPS, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community, Esri, HERE, Garmin, INCREMENT P, Heidelberg

B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Yes - Digital mapping data are not available for all Special Planning Districts. Refer to EAF Workbook.
C.2.b. [Special Planning District - Name]	NYC Watershed Boundary
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	No
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	No
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	No
E.2.j. [100 Year Floodplain]	No
E.2.k. [500 Year Floodplain]	No
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	No



E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Yes - Digital mapping data for archaeological site boundaries are not available. Refer to EAF Workbook.
E.3.e.ii [National or State Register of Historic Places or State Eligible Sites - Name]	Eligible property:Hill-Agor Farm
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No

#6j

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

**APPROVAL - RATIFICATION OF APPLICATION FOR STATE FISCAL YEAR 2024 GRANT FUNDS AVAILABLE THROUGH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION'S PUBLIC TRANSPORTATION MODERNIZATION AND ENHANCEMENT PROGRAM (MEP)**

**WHEREAS, the New York State Department of Transportation (NYSDOT) has apportioned Putnam County \$206,562 in funding to upgrade, modernize and enhance public transportation services through NYSDOT's State Fiscal Year (SFY) 2024 Modernization and Enhancement Program (MEP); and**

**WHEREAS, the MEP grant funding is one hundred (100%) percent State funding; and**

**WHEREAS, the MEP grant funding requires an application to apply the funding to an eligible project, and the deadline for application submission is December 10, 2024; and**

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

**WHEREAS, the County, by and through the Putnam County Department of Planning, Development and Public Transportation (the "Department"), is desirous to utilize the awarded funding for modernizing the public transit system by purchasing cashless fare software technology and submit a grant application by the December 10, 2024 deadline set forth by NYSDOT; and**

**WHEREAS, the Legislature, by and through the Physical Services Committee, approves the County's application for MEP grant funding to NYSDOT by the December 10, 2024 deadline; now therefore be it**

**RESOLVED, that the County Executive, together with the County Legislature, supports the County's application for NYSDOT's MEP grant funding in connection with the costs associated with cashless fare software for the public transit system to be formally submitted to NYSDOT on/before December 10, 2024, is hereby accepted, approved and ratified by the County Legislature.**

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

cc:all  
Phys

RESOLUTION

**APPROVAL/RATIFICATION OF APPLICATION FOR STATE FISCAL YEAR 2024 GRANT FUNDS AVAILABLE THROUGH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION'S PUBLIC TRANSPORTATION MODERNIZATION AND ENHANCEMENT PROGRAM**

WHEREAS, the New York State Department of Transportation (NYSDOT) has apportioned Putnam County \$206,562 in funding to upgrade, modernize and enhance public transportation services through NYSDOT's State Fiscal Year (SFY) 2024 Modernization and Enhancement Program (MEP); and

WHEREAS, the MEP grant funding is one hundred (100%) percent State funding; and

WHEREAS, the MEP grant funding requires an application to apply the funding to an eligible project, and the deadline for application submission is December 10, 2024; and

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

WHEREAS, the County, by and through the Putnam County Department of Planning, Development and Public Transportation (the "Department"), is desirous to utilize the awarded funding for modernizing the public transit system by purchasing cashless fare software technology and submit a grant application by the December 10, 2024 deadline set forth by NYSDOT; and

WHEREAS, the Legislature, by and through the Physical Services Committee, approves the County's application for MEP grant funding to NYSDOT by the December 10, 2024 deadline; now therefore be it

RESOLVED, that the County Executive, together with the County Legislature, supports the County's application for NYSDOT's MEP grant funding in connection with the costs associated with cashless fare software for the public transit system to be formally submitted to NYSDOT on/before December 10, 2024, is hereby accepted, approved and ratified by the County Legislature.

2024 NOV - 5 AM 10: 47  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY



## Diane Schonfeld

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**From:** Barbara Barosa  
**Sent:** Monday, November 4, 2024 3:55 PM  
**To:** Diane Schonfeld  
**Cc:** Diane Trabulsy  
**Subject:** FW: Reso for Physical Services RE: Grant Funding  
**Attachments:** Reso-MEP Grant App Approval-Nov 2024.docx

Attached please find a proposed Resolution respectfully requested be placed on the next Physical Services Meeting agenda for the Legislature's review/consideration.

Thank you,  
Barbara



**Barbara Barosa, AICP**

Commissioner ● Department of Planning, Development & Public Transportation ●

**PHONE | 845.878-3480 ● WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)**

PUTNAM COUNTY NEW YORK GOVERNMENT

**"Empowering Putnam County through dedicated service."**

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**From:** Jennifer Nygard <Jennifer.Nygard@putnamcountyny.gov>

**Sent:** Monday, November 4, 2024 3:23 PM

**To:** Barbara Barosa <Barbara.Barosa@putnamcountyny.gov>; Compton Spain <Compton.Spain@putnamcountyny.gov>

**Subject:** RE: Reso for Physical Services RE: Grant Funding

Good afternoon. This has been reviewed and everything looks in order. Thank you.

May your troubles be less, and your blessings be more, and nothing but happiness come through your door 😊

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**Jennifer Nygard**

Paralegal ● Putnam County Department of Law

**PHONE | 845.808.1150 Ext. 49400 ● WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)**

PUTNAM COUNTY GOVERNMENT NEW YORK

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**From:** Barbara Barosa <[Barbara.Barosa@putnamcountyny.gov](mailto:Barbara.Barosa@putnamcountyny.gov)>  
**Sent:** Monday, November 4, 2024 10:06 AM  
**To:** Jennifer Nygard <[Jennifer.Nygard@putnamcountyny.gov](mailto:Jennifer.Nygard@putnamcountyny.gov)>; Compton Spain <[Compton.Spain@putnamcountyny.gov](mailto:Compton.Spain@putnamcountyny.gov)>  
**Subject:** Reso for Physical Services RE: Grant Funding

Good Morning,

I have prepared a resolution that I plan to submit for next week's Physical Services (deadline for submittal is tomorrow). Please assign an attorney to review.

Thank you,  
Barbara



**Barbara Barosa, AICP**

Commissioner • Department of Planning, Development & Public Transportation •  
**PHONE | 845.878-3480 • WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)**  
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#6K

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

**APPROVAL – DEPARTMENT OF PUBLIC WORKS – USE OF CAPITAL FACILITY RESERVE – (24CP06) (District Attorney’s Office Renovations)**

**WHEREAS, the Commissioner of DPW has proposed the use of \$20,000 from the Capital Facility Reserve to fund Project #24CP06 – District Attorney’s Office Renovations; and**

**WHEREAS, the District Attorney’s Office has a new position forthcoming in 2025 and there is a need for an additional office to accommodate this new hire; and**

**WHEREAS, the proposal is to convert the conference room into two (2) rooms; one (1) being the new office and one (1) the conference room; and**

**WHEREAS, the renovations may include, but not limited to, doors, lighting, blinds, furniture, ceiling tiles, HVAC, AV/IT, electrical, flooring, and wall removal/installation; 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:**

**24CP06 – District Attorney’s Office Renovations**

**Project cost not to exceed \$20,000**

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



JOHN TULLY  
Commissioner



*cc: all  
Phys  
Reso*

KEVIN M. BYRNE  
County Executive

DEPARTMENT OF GENERAL SERVICES  
PURCHASING

**MEMORANDUM**

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M. Hawley, Assistant Supervisor of Planning & Design *AMH*

CC: John Tully, Commissioner  
Thomas Feighery, Commissioner, Department of Public Works  
Michael Lewis, Commissioner, Department of Finance

DATE: November 7, 2024

RE: Physical Services – 24CP06 – District Attorney’s Office Renovations

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Please approve the necessary resolution to authorize 24CP06 in an amount not to exceed \$20,000.

The District Attorney’s Office has a new position forthcoming in 2025. Currently, there is the need for an additional office to accommodate this new hire. It is proposed to convert the conference room into two rooms. One would become the new office and the other would remain a conference room. This would allow the office to maintain a conference room while also making room for the new employee.

The renovations may include but will not be limited to doors, lighting, blinds, furniture, ceiling tiles, HVAC, AV/IT, electrical, flooring, wall removal/installation.

We respectfully request your consideration.

Thank you.

2024 NOV 12 PM 1:11  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

#62

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

**APPROVAL – PUTNAM COUNTY VETERANS MEMORIAL PARK REVISED FEE SCHEDULE – DEPARTMENT OF PUBLIC WORKS**

**WHEREAS, by Resolution #143 of 2017, the Putnam County Legislature approved an amendment to Resolution #27 of 2009; the fee schedule for usage of the Putnam County Veterans Memorial Park; and**

**WHEREAS, the park fees have remained unchanged since 2017; and**

**WHEREAS, the County recognizes the contributions made by Putnam County employees and first responders and feels such contributions warrant a change in the fee schedule to reflect same; and**

**WHEREAS, the new proposed fee schedule has been reviewed and approved by the Deputy Commissioner of Parks and the Putnam County Veterans Memorial Park Advisory Board; and**

**WHEREAS, the Physical Services Committee has reviewed and approved said fee schedule; now therefore be it**

**RESOLVED, that the Putnam County Legislature approves the attached revised Putnam County Park Fees schedule.**

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






*cc: all  
Phys  
Reso*

**PUTNAM COUNTY EXECUTIVE  
KEVIN M. BYRNE**

**MEMORANDUM**

**To:** Paul E. Jonke  
Chairman, Putnam County Legislature

**CC:** The Putnam County Legislature  
Chris Ruthven, Deputy Commissioner of Parks  
Karl Rohde, Veterans Service Agency Director  
Members of the Veterans Park Advisory Board

**FROM:** Kevin M. Byrne  
County Executive 

**DATE:** October 9, 2024

**RE:** Putnam County Veterans Memorial Park Fee Reduction

2024 OCT -9 PM 4:42  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

As a follow-up to the proposal discussed during my budget presentation, please see the attached resolution drafted by the Law Department granting a 50% reduction for all Putnam County employees and first responders purchasing annual park permits for the Veterans Memorial Park. This discount is already provided to Putnam County senior citizens.

We believe this proposal can serve to further highlight and promote the park, while recognizing the great efforts of our county employees and first responders.

Last month, I wrote a memo to the Veterans Park Advisory Board asking they review this request and provide a recommendation during its first meeting since being reorganized earlier in the year. The board informed my office several days later that it fully supports the proposal.

Thank you for your consideration to this proposed resolution. I am happy to discuss any questions the Legislature may have.

RESOLUTION

APPROVAL/REVISED FEE SCHEDULE/PUTNAM COUNTY VETERANS MEMOIRAL  
PARK/PUBLIC WORKS

WHEREAS, by resolution #143 of 2017, the Putnam County Legislature approved a fee schedule for usage of the Putnam County Veterans Memorial Park; and

WHEREAS, the park fees have remained unchanged since 2017; and

WHEREAS, the County recognizes the contributions made by Putnam County employees and first responders and feels such contributions warrant a change in the fee schedule to reflect same; and

WHEREAS, the new proposed fee schedule has been reviewed and approved by the Deputy Commissioner of Parks and the Putnam County Veterans Memorial Park Advisory Board; now therefore be it

RESOLVED, the fees for usage of the Putnam Veterans Memorial Park, Community Gardens at Tilly Foster Farm, and other miscellaneous items are hereby revised in accordance with the attached document titled "Putnam County Park Fees."

RESOLVED, that this schedule will take effect immediately.

# Putnam County Park Fees

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<b>Park Permits</b>	
Season Permit	\$40.00
2nd Season Permit	\$20.00
Senior Permit	\$20.00
Second Senior Permit	\$15.00
<u>Putnam County Employee or First Responder Permit</u>	\$20.00
<u>Second Putnam County Employee or First Responder Permit</u>	\$15.00
Day Pass	\$8.00
Non-Resident Permit	\$85.00
Group Use Permit	\$100.00
½ Day Group Use Permit	\$50.00
Day Campers	\$5.00
Pavilion Rental	\$100.00
Wedding Rental	\$1000.00
Vendor Permit	\$50.00

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<b>Camping</b>	
Camping (w/ electric hook-up)	\$20.00
Camping (no electric hook-up)	\$10.00
Camping (tents)	\$5.00

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<b>Community Garden (Tilly Foster Farm)</b>	
Garden Plot	\$40.00
2 <sup>nd</sup> Plot	\$35.00
Partial Plot	\$20.00
2 <sup>nd</sup> Partial Plot	\$15.00
Small Partial Plot	\$10.00

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<b>Miscellaneous</b>	
Bench Donation	\$180.00

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#6m

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

**APPROVAL – MEMORIALIZATION CONCERNING THE IMPACTS OF EFFORTS TO ELECTRIFY HIGHWAY DEPARTMENT VEHICLES BY ADOPTION OF THE ADVANCED CLEAN TRUCK RULE**

**WHEREAS, in 2019, the Climate Leadership and Community Protection Act (CLCPA) was signed into law to require New York to reduce economy-wide greenhouse gas emissions 40 percent by 2030 and no less than 85 percent by 2050 from 1990 levels; and**

**WHEREAS, the CLCPA directs the development of performance-based standards for sources of greenhouse gas (GHG) emissions including for the transportation sector by reducing GHG emissions from motor vehicles; and**

**WHEREAS, New York State adopted California’s Advanced Clean Trucks (ACT) Rule in December 2021 that requires applicable medium and heavy-duty (M/HD) vehicle manufacturers to sell a percentage of their total sales in New York as zero-emission vehicles (ZEVs) starting in model year 2025 with increasing ZEV sales through model year 2035; and**

**WHEREAS, the cost of transitioning the state and local highway departments’ utility and construction vehicles, snowplows and equipment to run on battery power as mandated by ACT and other state strategies is at this juncture incalculable, but expected to exceed the ability to be financed without substantial sources of new revenues directed strictly for the retrofit or procurement of such ZEVs and equipment; and**

**WHEREAS, as commercial production of M/HD large-scale, electric construction vehicles is today a nascent industry, the ability of local highway departments to plan for this transition, with its concomitant mandates that fuel and electricity charging sources be carbon-free, is of tremendous concern considering that the transportation system at all levels of New York government is significantly underfunded; and**

**WHEREAS, while ACT regulations do not require M/HD fleets, owners, operators, or dealerships to purchase ZEVs, the sales mandates on vehicle manufacturers are expected to lead to shortages in supply of not only complying electric vehicles but of traditional gasoline and diesel vehicles as well; and**

**WHEREAS, alarmingly, some M/HD vehicle dealerships have notified highway departments that, due to manufacturers’ need to plan for the sales mandates adopted by New York and some other states, many orders for trucks are being delayed or cancelled; and**

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



**WHEREAS, notably, Maine, North Carolina and Connecticut among other states recently stepped back from adopting ACT regulations citing concerns over the availability of heavy-duty vehicle charging stations and the high cost of zero-emission trucks; and**

**WHEREAS, in July 2024, the New York state Comptroller released an audit on the State's progress in meeting Climate Act goals and noted several deficiencies including the need to increase communication with stakeholders and provide more accurate cost estimates. The audit goes on to add that the lack of cost estimates jeopardizes the chances of success in meeting climate goals. The comptroller urges the state to clarify for key stakeholders, especially energy ratepayers, the extent to which ratepayers will be responsible for Climate Act implementation costs; and**

**WHEREAS, New York's climate goals must be implemented in a way that is affordable while assuring adequate supplies of these specialized vehicles and functional highway construction equipment that meet state specifications, estimated to increase the cost of a new truck by about one-third; and**

**WHEREAS, the rush to introduce electric vehicles in New York can be counter productive to the environment as the bulk of the power generation used to charge new vehicle batteries is produced by fossil fuels, and is the reason to move more slowly to sync with the pace of the transition to a zero-emission electric grid by 2040; and**

**WHEREAS, recognizing these potential impacts on the ability of local governments to continue to deliver necessary transportation services and facilities to the traveling public it is vital that state elected representatives and agencies assist county highway departments in developing strategies, funding sources, and realistic timelines for achieving these aggressive GHG emissions reduction goals in the face of market and fiscal barriers to the transition; and**

**WHEREAS, all levels of government need to work together throughout the regulatory process to assure strategies and mandates put in place to meet the CLCPA goals for the transportation sector are realistic and achievable and will benefit the environment; now therefore be it**

**RESOLVED, that Putnam County of New York State calls on Governor Hochul, the NYS Department of Transportation (NYSDOT) and NYS Department of Environmental Conservation (NYSDEC), NYSERDA, Public Service Commission, Putnam County's Representatives in the New York State Senate and Assembly to commit to providing support for addressing these concerns in the regulatory and implementation process and to dedicate the funding necessary to fully cover the counties' costs of complying with the state mandates under the CLCPA; and be it further**

**RESOLVED, that Governor Hochul consider a pause or suspension of the implementation of ACT until there is strong evidence that the state has in place the necessary direct financial assistance and incentives and charging infrastructure necessary, and can definitively determine that vehicle manufacturers are prepared to effectively supply the New York market without disruption to the critical work needed to maintain the state's vast and aging infrastructure; and be it further**

**RESOLVED, that the state recognize that highway construction, maintenance vehicles, and equipment are critical to governments' mission to maintain a safe and functional transportation system by designating these municipally owned vehicle and equipment as a category among "transit buses, motor coaches, and emergency vehicles," and thus exempt from ACT regulation; and be it further**

**RESOLVED, that Putnam County shall forward copies of this resolution to Governor Kathy Hochul, Putnam County Representatives in the New York State Senate and Assembly, the Commissioners of NYSDOT, NYSDEC, NYSERDA, and PSC.**



2024 OCT 22 AM 10:30

*cc: all  
P. the other  
counties*

LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY  
**Resolution No. 371-24**

**Resolution Concerning The Impacts Of Efforts To Electrify  
Highway Department Vehicles By Adoption Of The Advanced  
Clean Truck Rule**

WHEREAS, in 2019, the Climate Leadership and Community Protection Act (CLCPA) was signed into law to require New York to reduce economy-wide greenhouse gas emissions 40 percent by 2030 and no less than 85 percent by 2050 from 1990 levels; and

WHEREAS, the CLCPA directs the development of performance-based standards for sources of greenhouse gas (GHG) emissions including for the transportation sector by reducing GHG emissions from motor vehicles; and

WHEREAS, New York State adopted California's Advanced Clean Trucks (ACT) Rule in December 2021 that requires applicable medium and heavy-duty (M/HD) vehicle manufacturers to sell a percentage of their total sales in New York as zero-emission vehicles (ZEVs) starting in model year 2025 with increasing ZEV sales through model year 2035; and

WHEREAS, the cost of transitioning the state and local highway departments' utility and construction vehicles, snowplows and equipment to run on battery power as mandated by ACT and other state strategies is at this juncture incalculable, but expected to exceed the ability to be financed without substantial sources of new revenues directed strictly for the retrofit or procurement of such ZEVs and equipment; and

WHEREAS, as commercial production of M/HD large-scale, electric construction vehicles is today a nascent industry, the ability of local highway departments to plan for this transition, with its concomitant mandates that fuel and electricity charging sources be carbon-free, is of tremendous concern considering that the transportation system at all levels of New York government is significantly underfunded; and

WHEREAS, while ACT regulations do not require M/HD fleets, owners, operators, or dealerships to purchase ZEVs, the sales mandates on vehicle manufacturers are expected to lead to shortages in supply of not only complying electric vehicles but of traditional gasoline and diesel vehicles as well; and

WHEREAS, alarmingly, some M/HD vehicle dealerships have notified highway departments that, due to manufacturers' need to plan for the sales mandates adopted by New York and some other states, many orders for trucks are being delayed or canceled; and

WHEREAS, notably, Maine, North Carolina and Connecticut among other states recently stepped back from adopting ACT regulations citing concerns over the availability of heavy-duty vehicle charging stations and the high cost of zero-emission trucks; and

WHEREAS, in July 2024, the New York State Comptroller released an audit on the

State's progress in meeting Climate Act goals and noted several deficiencies including the need to increase communication with stakeholders and provide more accurate cost estimates. The audit goes on to add that the lack of cost estimates jeopardizes the chances of success in meeting climate goals. The comptroller urges the state to clarify for key stakeholders, especially energy ratepayers, the extent to which ratepayers will be responsible for Climate Act implementation costs; and

WHEREAS, New York's climate goals must be implemented in a way that is affordable while assuring adequate supplies of these specialized vehicles and functional highway construction equipment that meet state specifications, estimated to increase the cost of a new truck by about one-third; and

WHEREAS, the rush to introduce electric vehicles in New York can be counter productive to the environment as the bulk of the power generation used to charge new vehicle batteries is produced by fossil fuels, and is a reason to move more slowly to sync with the pace of the transition to a zero-emission electric grid by 2040; and

WHEREAS, recognizing these potential impacts on the ability of local governments to continue to deliver necessary transportation services and facilities to the traveling public it is vital that state elected representatives and agencies assist county highway departments in developing strategies, funding sources and realistic timelines for achieving these aggressive GHG emissions reduction goals in the face of market and fiscal barriers to the transition; and

WHEREAS, all levels of government need to work together throughout the regulatory process to assure strategies and mandates put in place to meet the CLCPA goals for the transportation sector are realistic and achievable and will benefit the environment.

THEREFORE, BE IT RESOLVED, that Greene County of New York State calls on the Governor, the NYS Department of Transportation (NYSDOT) and NYS Department of Environmental Conservation (NYSDEC), NYSERDA, PSC, Commissioners and legislative leaders to commit to providing support for addressing these concerns in the regulatory and implementation process and to dedicate the funding necessary to fully cover the counties' costs of complying with the state mandates under the CLCPA; and

BE IT FURTHER RESOLVED, that the Governor consider a pause or suspension of the implementation of ACT until there is strong evidence that the state has in place the necessary direct financial assistance and incentives and charging infrastructure necessary, and can definitively determine that vehicle manufacturers are prepared to effectively supply the New York market without disruption to the critical work needed to maintain the state's vast and aging infrastructure; and

BE IT FURTHER RESOLVED, that the state recognize that highway construction, maintenance vehicles, and equipment are critical to governments' mission to maintain a safe and functional transportation system by designating these municipally owned vehicle and equipment as a category among "transit buses, motor coaches, and emergency vehicles," and thus exempt from ACT regulation.

BE IT FURTHER RESOLVED, that Greene County shall forward copies of this resolution to Governor Kathy Hochul, the New York State Legislature; and the commissioners of NYSDOT, NYSDEC, NYSERDA, PSC and all others deemed necessary and proper.

**Meeting History**

10/15/24 Public Works

MOVED FOR ADOPTION

<b>RESULT:</b>	<b>MOVED FOR ADOPTION [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Bulich, Legislator
<b>SECONDER:</b>	James Thorington, Patricia Handel, Patrick Linger
<b>AYES:</b>	Thorington, Martinez, Hobart, Bulich, Handel, Legg, Linger, Luvera, Lennon

**Current Meeting**

10/16/24      Greene County Legislature      ADOPTED

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Bulich, Legislator
<b>SECONDER:</b>	Gregory Davis, Patricia Handel, James Thorington, Patrick Linger
<b>AYES:</b>	Bloomer, Bulich, Davis, Handel, Hobart, Legg, Lennon, Lucas, Luvera, Martinez, Overbaugh, Thorington, True, Linger

(10,000)  
Ayes 14    Noes 0    Absent 0

APPROVED AS TO FORM  
EDWARD I. KAPLAN, ESQ.  
GREENE COUNTY ATTORNEY

- cc: All Departments via County Wide Sharepoint
- 1 - Highway (Certified)
  - 1 - Gov. Hochul (Certified)
  - 1 - NYS Legislature (Certified)
  - 1 - NYS DOT Commissioners (Certified)
  - 1 - NYS DEC Commissioners (Certified)
  - 1 - NYSERDA Commissioners (Certified)
  - 1 - NYS PSC Commissioners (Certified)
  - 1 - NYSAC (Certified Vial Email)
  - 2 - File - Highway



THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue

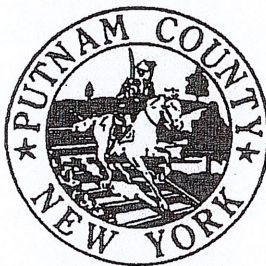
Carmel, New York 10512

(845) 808-1020

Fax (845) 808-1933

NOV  
Prnp  
Discuss/Approve

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



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

**MEMORANDUM**

**DATE:** October 23, 2024

**TO:** Greg Ellner  
Chairman, Physical Services Committee

**FROM:** Toni Addonizio  
Legislator, District #3

**RE:** Memorializing Greene County Resolution

The Legislative Office is in receipt of the attached resolution, passed by Greene County, NY. This resolution pertains to concerns regarding New York State's requirements to reduce greenhouse gas emissions.

Respectfully, I request that the Physical Services Committee consider memorializing a similar resolution to send to the State.

Thank you for your attention to this request. I look forward to the discussion.

Attachment



#6n

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

**APPROVAL – RE-APPOINTMENTS – PLUMBING & MECHANICAL TRADES BOARD**

**RESOLVED, that the following be re-appointed to the Putnam County Plumbing & Mechanical Trades Board pursuant to Section 190-6(D) of the Putnam County Code:**

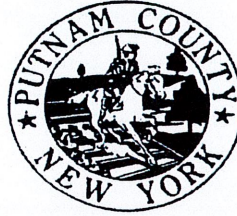
**Henry Boyd, Town of Kent, Section 190-6(D)(8), as Well Driller, for a three (3) year term, said term to expire December 31, 2027.**

**Homer Losee, Town of Patterson, Section 190-6(D)(1), as Master Plumber, for a three (3) year term, said term to expire December 31, 2027.**

**Christopher Lyons, Town of Southeast, Section 190-6(D)D6), as Licensed HVAC Mechanical Tradesperson, for a three (3) year term, said term to expire December 31, 2027.**

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

Michael Budzinski, P.E.  
Director  
Ext. 46111



cc All  
Rules

Reso

Ellen Sorrento, Secretary  
Plumbing/Mechanical Board  
Ext. 46026

**PUTNAM COUNTY PLUMBING BOARD  
CONSUMER AFFAIRS  
110 OLD ROUTE 6, BUILDING 3  
CARMEL, NY 10512  
Trades Licensing & Registration**

**MEMORANDUM**

**TO: Diane Schonfeld, Clerk  
Legislature**

**FROM: Ellen Sorrento, Secretary  
Plumbing/Mechanical Trades Board**

**DATE: September 13, 2024**

**RE: Re-appointment of Board Members**

2024 SEP 13 PM 12:19  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

The following recommendations have been made by the Plumbing/Mechanical Trades Board at the August 8 and September 12, 2024 meetings:

Henry Boyd – Well Driller – Three (3) year term – said term to expire 12/31/2027  
Homer Losee – Master Plumber – Three (3) year term – said term to expire 12/31/2027  
Christopher Lyons – Three (3) year term – said term to expire 12/31/2027

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

The following recommendations have been made by the Plumbing/Mechanical Trades Board at the August 8, 2024 meeting to elect:

Russell Bleakley – Chairman  
Robert Sleight – Vice Chairman

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

Cc: Michael Budzinski

#60

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

**APPROVAL - SHERIFF'S DEPARTMENT – ARPA FUNDING SCHOOL SAFETY REALLOCATION – AXON OFFICER SAFETY TECHNOLOGY PROJECT AND YOUTH BUREAU RELOCATION PROJECT**

**WHEREAS, Putnam County allocated its American Rescue Plan Act (ARPA) funds pursuant to Resolution # 135 of 2022, with a focus on infrastructure, related to school safety, mental health, substance abuse, food insecurity, clean water, roads, bridges and buildings; and**

**WHEREAS, a budgetary amendment was made pursuant to Resolution #135 of 2022 wherein \$2,000,000 was appropriated for School Safety- Infrastructure Upgrades through Putnam County Sheriff's Office; and**

**WHEREAS, the Sheriff's Office has requested that \$1,000,000 of the funds originally allocated now be reallocated to pursue additional projects; and**

**WHEREAS, the Administration has proposed that \$800,000 be reallocated to the AXON Officer Safety Technology Project; and**

**WHEREAS, the remaining \$200,000 of the funds may be reallocated to another County project, the relocation of the Youth Bureau Project; and**

**WHEREAS, the County consultant has indicated that the AXON Officer Safety Technology Project and the Youth Bureau Relocation Project are both allowable uses of ARPA funds; and**

**WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and**

**WHEREAS, the County Executive has reviewed and recommended said reallocation; and**

***WHEREAS, the Rules, Enactments and Intergovernmental Relations Committee has reviewed and approved of this request; now therefore be it***

**RESOLVED, that \$1,000,000 of ARPA funds from the Sheriff's Office School Safety -Infrastructure Upgrades be reallocated to the Sheriff's AXON Officer Safety Technology Project (\$800,000) and the Youth Bureau Relocation Project (\$200,000).**

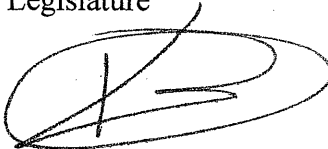
Legislator Addonizio \_\_\_\_\_  
Legislator Castellano \_\_\_\_\_  
Legislator Crowley \_\_\_\_\_  
Legislator Ellner \_\_\_\_\_  
Legislator Gouldman \_\_\_\_\_  
Legislator Montgomery \_\_\_\_\_  
Legislator Nacerino \_\_\_\_\_  
Legislator Sayegh \_\_\_\_\_  
Chairman Jonke \_\_\_\_\_



PUTNAM COUNTY EXECUTIVE  
KEVIN M. BYRNE

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

CC: The Putnam County Legislature

FROM: Kevin M. Byrne  
County Executive 

DATE: November 13, 2024

RE: November Rules

2024 NOV 13 PM 3:12  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

---

I am in receipt of your November 12, 2024 Memo regarding certain requests related to American Rescue Plan Act (ARPA) items for the Committee's consideration at its November 19, 2024. This serves as my response to the queries cited in yesterday's correspondence.

Please be advised that several members of the County's internal ARPA Committee (including individuals from this office and the Administration) will be present to provide information on the items submitted for consideration. Additionally, it is my understanding that a representative from Camp Herrlich and Supervisor Williams from the Town of Patterson intend to attend as well.

This Administration's position remains that the Camp Herrlich Building project is the best use of the funds, to encumber them timely, while honoring the original intent of the funding to support County school children, and that also addresses a need at a County-owned property. However, should the Legislature wish to provide for Camp Herrlich in a different manner, the ARPA funds may be encumbered timely by putting them into other, pre-approved ARPA eligible County projects such as the AXON security project through the Sheriff's Office and the relocation of the Youth Bureau to Tilly Foster (a project already approved in the County's 2025 Capital Plan). Should the Legislature choose to not support ARPA funding being used for the Camp Herrlich Building Project, please see the attached draft resolution for review and consideration.

To expand upon Commissioner Lewis' memorandum of October 30, 2024 which accompanied the proposed resolution for the Budgetary Amendment 24A111, the ARPA Committee has carefully reviewed the County's ARPA projects. As a result of these reviews, it was decided that to ensure proper ARPA compliance, including timely encumbrance, certain funds should be

reallocated. It was also proposed collaboratively by several departments (including DGS, DPW and Finance) to combine certain categories into a new project category to be called "General Infrastructure/Design Services." The goal in proposing this resolution and category was to enable the future reallocation of ARPA funds to projects internally, in an expeditious manner to projects that are *already pre-approved by this Legislature* in the Capital Plan. This broader category would allow the County to use ARPA funds for Capital Plan projects that are already preapproved by the ARPA consultant as an ARPA eligible project, and projects that have already been procured in compliance with the ARPA guidelines. Projects that could fall into this category also may include certain DPW projects (such as paving). Members of the ARPA Committee will be on hand to answer questions regarding this as well.

Finally, please see enclosed an additional reallocation request identified by the ARPA Committee for the Committee's consideration. Commissioner Lewis will be present at the meeting to assist in further clarifying this request as well.

Thank you for your interest and support.

WHEREAS, Putnam County allocated its American Rescue Plan Act (ARPA) funds pursuant to Resolution # 135 of 2022, with a focus on infrastructure, related to school safety, mental health, substance abuse, food insecurity, clean water, roads, bridges and buildings; and

WHEREAS, a budgetary amendment was made pursuant to Resolution #135 of 2022 wherein \$2,000,000 was appropriated for School Safety- Infrastructure Upgrades through Putnam County Sheriff's Office;

WHEREAS, the Sheriff's Office has requested that \$1,000,000 of the funds originally allocated now be reallocated to pursue additional projects; and

WHEREAS, the Administration has proposed that \$800,000 be reallocated to the AXON Officer Safety Technology Project and

WHEREAS, the remaining \$200,000 of the funds may be reallocated to another County project, the relocation of the Youth Bureau Project.

WHEREAS, the County consultant has indicated that the AXON Officer Safety Technology Project and the Youth Bureau Relocation Project are both allowable uses of ARPA funds; and

WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

*WHEREAS, the Rules, Enactments and Intergovernmental Relations Committee has reviewed and approved of this request; now therefore be it*

RESOLVED, that \$1,000,000 of ARPA funds from the Sheriff's Office School Safety - Infrastructure Upgrades be reallocated to the Sheriff's AXON Officer Safety Technology Project (\$800,000) and the Youth Bureau Relocation Project (\$200,000).





October 28, 2024

Michael Lewis  
Commissioner of Finance  
40 Gleneida Avenue  
Putnam County  
Carmel, NY 10512

Dear Mr. Lewis

Following our recent discussion and subsequent review of the County Youth Bureau relocation projects, we have assessed that the project is deemed eligible under the Coronavirus State & Local Fiscal Recovery Funds (SLFRF) issued by the U.S. Department of the Treasury. This project aligns with the objectives of the American Rescue Plan, specifically by enhancing essential community services and strengthening public health support systems for disproportionately impacted populations.

The SLFRF, a component of the American Rescue Plan Act, provides \$350 billion to state, local, and Tribal governments nationwide to facilitate response and recovery efforts in the wake of the COVID-19 public health emergency. This funding is intended to enable governments to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue,
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The program has seven allowable categories:

- Replacing Lost Public Sector Revenue
- Public Health and Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure
- Emergency relief from natural disasters
- Support surface transportation projects
- Support Title I projects



After a comprehensive review, we recommend that the County Youth Bureau relocation projects be considered under EC 2.34 (Services to Disproportionately Impacted Communities) and EC 3.9 (Public Health and Economic Recovery), given their focus on expanding equitable access to essential community services.

**Renovation for County Youth Bureau Use:** The proposed renovations will strengthen the County Youth Bureau's infrastructure, enabling it to serve as an enhanced community resource and meet the increased demand for services resulting from the pandemic. This project supports both public health and economic recovery objectives as specified under ARPA.

#### Compliance and Monitoring Requirements

As outlined in the U.S. Department of the Treasury's Final Rule, recipients of SLFRF funds must adhere to strict compliance and monitoring standards, especially in cases where subrecipients are involved. The Treasury's guidance stipulates eligible uses for public health and recovery funding, including:

- Enhanced behavioral health services, particularly for at-risk youth.
- Expansion of critical community services to address pandemic-related impacts.
- Equitable access to programs that mitigate disparities in public health and economic outcomes.

**Subrecipient Monitoring.** SLFRF recipients that are pass-through entities as described under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with the requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

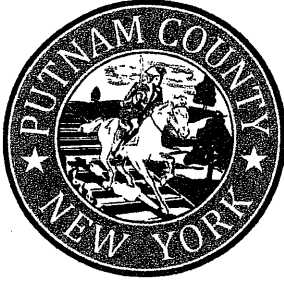
We are confident that these projects align with ARPA's focus on fostering strong, resilient, and healthy communities and recommend their classification under the relevant expenditure categories as indicated.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Very truly yours,

*Elizabeth Ballotte*

Elizabeth G. Ballotte  
Partner



# Capital Request # 2025-011

REQUEST INFORMATION:

DEPARTMENT: Public Works

REQUESTER: Thomas Feighery, Commissioner

STATUS: \_\_\_\_\_  
 \_\_\_\_\_

## **Description of Project or Purchase: Youth Bureau Relocation**



This project involves the renovation of Building 7 at the Tilly Foster Farm and the subsequent relocation of the Putnam County Youth Bureau from the Donald B Smith Campus to the Farm. This new location would provide additional and advantageous resources and opportunities that are not available at their current offices at the Donald B Smith Campus.

**Description of program impacted by capital request:**

Relocating the Youth Bureau to the Tilly Foster Farm would enhance the services the Youth Bureau currently provides.

<b>Capital Request: Financial Summary/Information</b>	
<b>FUNDING SOURCE</b>	<b>2025</b>
Capital Request	\$125,000.00
<b>COUNTY FUNDING REQUESTED</b>	<b>\$125,000.00</b>



October 30, 2024

Michael Lewis  
Commissioner of Finance  
40 Gleneida Avenue  
Putnam County  
Carmel, NY 10512

Dear Mr. Lewis

Following our recent discussion and subsequent review of AXON transition project, we have assessed that the project is deemed eligible under the Coronavirus State & Local Fiscal Recovery Funds (SLFRF) issued by the U.S. Department of the Treasury.

The SLFRF, a component of the American Rescue Plan Act, provides \$350 billion to state, local, and Tribal governments nationwide to facilitate response and recovery efforts in the wake of the COVID-19 public health emergency. This funding is intended to enable governments to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue,
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The program has seven allowable categories:

- Replacing Lost Public Sector Revenue
- Public Health and Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure
- Emergency relief from natural disasters
- Support surface transportation projects
- Support Title I projects



After a comprehensive review, we recommend that the Putnam County Sheriff's Office AXON transition project be considered under EC 6.1 (Provision of Government Services), given its focus on modernizing law enforcement resources and enhancing officer and public safety.

AXON's Officer Safety 10 (OSP 10) package offers a comprehensive suite of tools and AI software designed to improve police operations, including body-worn cameras, advanced TASER devices, and case management capabilities. This project supports both public safety and recovery objectives as specified under ARPA.

We have summarized the compliance requirements below:

The U.S. Department of Treasury's FAQ's state the following:

Recipients have broad flexibility under the revenue loss eligible use category to provide government services, which generally include any service traditionally provided by a government. These services may include but are not limited to maintenance of infrastructure or pay-go spending for building of new infrastructure, including roads. Construction of schools and hospitals, road building and maintenance, other infrastructure and health services and general government administration, staff and administrative facilities are all allowable under this category.

**Subrecipient Monitoring.** SLFRF recipients that are pass-through entities as described under 2. CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with the requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

We do believe this project is eligible under the Provision of Government Services.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Very truly yours,

*Elizabeth Ballotte*

Elizabeth G. Ballotte  
Partner

#6p

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

**APPROVAL – BUDGETARY AMENDMENT (24A119) – SHERIFF’S DEPARTMENT – REALLOCATION OF SCHOOL SAFETY ARPA FUNDING – AXON OFFICER SAFETY TECHNOLOGY PROJECT**

WHEREAS, a budgetary amendment was made pursuant to Resolution #135 of 2022 wherein \$2 million dollars was appropriated for School Safety-Infrastructure Upgrades through the Putnam County Sheriff’s Office; and

WHEREAS, the Administration has worked closely with the Sheriff’s Department to ensure compliance with applicable rules and regulations set forth by the US Treasury; and

WHEREAS, this has included efforts from our internal ARPA Committee, as well as review and assistance from the County’s outside ARPA consultant; and

WHEREAS, as a result of these reviews, the Administration has proposed that \$800,000 be reallocated to the AXON Officer Safety Technology Project; and

WHEREAS, as the County approaches the 12/31/24 deadline set forth by the US Treasury to commit funds, it is the Administration’s and Sheriff’s belief that reallocating \$800,000 towards this project is the best way to utilize the ARPA funds; and

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

RESOLVED, that \$800,000 of ARPA funds from the Sheriff’s Office School Safety – Infrastructure Upgrades be reallocated to the AXON Officer Safety Technology Project; and be it further

RESOLVED, that the following budgetary amendment (24A119) be made:

**CAPITAL FUND:**

**Increase Appropriations:**

53097000 53000 52416      Capital – (ARPA) AXON Officer Safety Technology Project      800,000

**Increase Estimated Revenues:**

53097000 428651 52416      Transfer In – Debt Service Fund      800,000

**Decrease Appropriations:**

53097000 53000 52223      Capital – (ARPA) PCSO School Safety      800,000

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





cc: all  
Audit  
Reso

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A119**  
DATE: November 20, 2024

2024 NOV 20 PM 1:35  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is requested.

<b><u>Capital Fund:</u></b>			
<b><u>Increase Appropriations:</u></b>			
53097000 53000 52416	Capital - (ARPA) Axon Officer Safety Tech Project	\$	800,000
<b><u>Increase Estimated Revenues:</u></b>			
53097000 428651 52416	Transfer in - Debt Service Fund	\$	800,000
<b><u>Decrease Appropriations:</u></b>			
53097000 53000 52223	Capital - (ARPA) PCSO School Safety	\$	800,000
<b><u>Decrease Estimated Revenues:</u></b>			
53097000 428601 52223	Transfer in - General	\$	800,000
<b><u>Debt Service Fund:</u></b>			
<b><u>Increase Appropriations:</u></b>			
V9710000 59020 52416	Transfer Out - Capital (ARPA )	\$	800,000
<b><u>Increase Estimated Revenues:</u></b>			
V9710000 449898 52416	Federal Aid - ARPA CFDA 21.027	\$	800,000

**General Fund:**

**Decrease Appropriations:**

10990100 59020 52223

Transfer Out - Capital (ARPA) PCSO School Safety

\$ 800,000

**Decrease Estimated Revenues:**

10131000 449898 52223

Federal Aid - ARPA CFDA 21.027

\$ 800,000

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

The Administration has worked closely with the Sheriff's Department that was granted ARPA funds pursuant to Resolution #135 of 2022 by the Legislature to ensure compliance with applicable rules and regulations set forth by the US Treasury. This has included efforts from our own internal ARPA Committee, as well as review and assistance by the County's outside ARPA consultant. As a result of these reviews, the Administration has proposed that \$800,000 be reallocated to the AXON Officer Safety Technology Project. Please refer to the attached memorandum and the attached letter from the ARPA consultant which was deemed as a 6.1 Provision of Government Services project. As the County approaches the 12/31/2024 deadline set forth by the US Treasury to commit funds, it is the Administration's and the Sheriff's belief that reallocating \$800,000 towards this project is the best way to use the ARPA funds.



October 30, 2024

Michael Lewis  
Commissioner of Finance  
40 Gleneida Avenue  
Putnam County  
Carmel, NY 10512

Dear Mr. Lewis

Following our recent discussion and subsequent review of AXON transition project, we have assessed that the project is deemed eligible under the Coronavirus State & Local Fiscal Recovery Funds (SLFRF) issued by the U.S. Department of the Treasury.

The SLFRF, a component of the American Rescue Plan Act, provides \$350 billion to state, local, and Tribal governments nationwide to facilitate response and recovery efforts in the wake of the COVID-19 public health emergency. This funding is intended to enable governments to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue,
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The program has seven allowable categories:

- Replacing Lost Public Sector Revenue
- Public Health and Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure
- Emergency relief from natural disasters
- Support surface transportation projects
- Support Title I projects





After a comprehensive review, we recommend that the Putnam County Sheriff's Office AXON transition project be considered under EC 6.1 (Provision of Government Services), given its focus on modernizing law enforcement resources and enhancing officer and public safety.

AXON's Officer Safety 10 (OSP 10) package offers a comprehensive suite of tools and AI software designed to improve police operations, including body-worn cameras, advanced TASER devices, and case management capabilities. This project supports both public safety and recovery objectives as specified under ARPA.

We have summarized the compliance requirements below:

The U.S. Department of Treasury's FAQ's state the following:

Recipients have broad flexibility under the revenue loss eligible use category to provide government services, which generally include any service traditionally provided by a government. These services may include but are not limited to maintenance of infrastructure or pay-go spending for building of new infrastructure, including roads. Construction of schools and hospitals, road building and maintenance, other infrastructure and health services and general government administration, staff and administrative facilities are all allowable under this category.

**Subrecipient Monitoring.** SLFRF recipients that are pass-through entities as described under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with the requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

We do believe this project is eligible under the Provision of Government Services.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Very truly yours,

*Elizabeth Ballotte*

Elizabeth G. Ballotte  
Partner

# 69

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

**APPROVAL – BUDGETARY AMENDMENT (24A120) - SHERIFF’S DEPARTMENT – REALLOCATION OF SCHOOL SAFETY ARPA FUNDING – PUTNAM COUNTY YOUTH BUREAU RELOCATION PROJECT**

WHEREAS, a budgetary amendment was made pursuant to Resolution #135 of 2022 wherein \$2 million dollars was appropriated for School Safety-Infrastructure Upgrades through the Putnam County Sheriff's Office; and

WHEREAS, the Administration has worked closely with the Sheriff’s Department to ensure compliance with applicable rules and regulations set forth by the US Treasury; and

WHEREAS, this has included efforts from our internal ARPA Committee, as well as review and assistance from the County’s outside ARPA consultant; and

WHEREAS, as a result of these reviews, the Administration has proposed that \$200,000 be reallocated to the Putnam County Youth Bureau Relocation Project; and

WHEREAS, this project was presented as part of the 2025 Capital Plan (#2025-011) which involves the renovation of Building 7 at Tilly Foster Farm and subsequent relocation of the Putnam County Youth Bureau from the Donald B. Smith Campus to the Farm; and

WHEREAS, as the County approaches the 12/31/24 deadline set forth by the US Treasury to commit funds, it is the Administration’s and Sheriff’s belief that reallocating \$200,000 towards this project is the best way to utilize the ARPA funds; and

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

RESOLVED, that \$200,000 of ARPA funds from the Sheriff’s Office School Safety – Infrastructure Upgrades be reallocated to the Putnam County Youth Bureau Relocation Project; and be it further

RESOLVED, that the following budgetary amendment (24A120) be made:

**CAPITAL FUND:**

**Increase Appropriations:**

57997000 53000 52421      Capital – (ARPA) Youth Bureau Relocation Project      200,000

**Increase Estimated Revenues:**

57997000 428601 52421      Transfer In – General      200,000

- 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 \_\_\_\_\_

**Decrease Appropriations:**  
**53097000 53000 52223      Capital – (ARPA) PCSO School Safety      200,000**

**Decrease Estimated Revenues:**  
**53097000 428601 52223      Transfer In – General      200,000**

**GENERAL FUND:**

**Increase Appropriations:**  
**10990100 59020 52421      Transfer Out – Capital (ARPA) Youth  
 Bureau Relocation Project      200,000**

**Increase Estimated Revenues:**  
**10131000 449898 52421      Federal Aid – ARPA CFDA 21.027      200,000**

**Decrease Appropriations:**  
**10990100 59020 52223      Transfer Out – Capital (ARPA)  
 PCSO School Safety      200,000**

**Decrease Estimated Revenues:**  
**10131000 449898 52223      Federal Aid – ARPA CFDA 21.027      200,000**

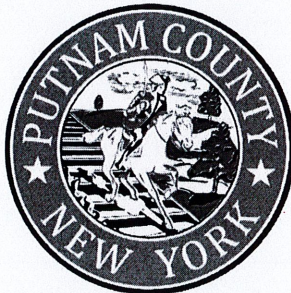
**2024 Fiscal Impact – 0 –  
 2025 Fiscal Impact – 0 –**

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

cc: All Audit

RESO

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A120**  
DATE: November 20, 2024

2024 NOV 20 PM 2:24  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is requested.

<b>Capital Fund:</b>			
<b>Increase Appropriations:</b>			
57997000 53000 52421	Capital - (ARPA) Youth Bureau Reallocation	\$	200,000
<b>Increase Estimated Revenues:</b>			
57997000 428601 52421	Transfer in - General	\$	200,000
<b>Decrease Appropriations:</b>			
53097000 53000 52223	Capital - (ARPA) PCSO School Safety	\$	200,000
<b>Decrease Estimated Revenues:</b>			
53097000 428601 52223	Transfer in - General	\$	200,000
<b>General Fund:</b>			
<b>Increase Appropriations:</b>			
10990100 59020 52421	Transfer Out - Capital (ARPA ) Youth Bureau Reallocation	\$	200,000
<b>Increase Estimated Revenues:</b>			
10131000 449898 52421	Federal Aid - ARPA CFDA 21.027	\$	200,000
<b>Decrease Appropriations:</b>			
10990100 59020 52223	Transfer Out - Capital (ARPA) PCSO School Safety	\$	200,000
<b>Decrease Estimated Revenues:</b>			
10131000 449898 52223	Federal Aid - ARPA CFDA 21.027	\$	200,000
	Fiscal Impact - 2024 - \$ 0		
	Fiscal Impact - 2025 - \$ 0		

The Administration has worked closely with the Sheriff's Department that was granted ARPA funds pursuant to Resolution #135 of 2022 by the Legislature to ensure compliance with applicable rules and regulations set forth by the US Treasury. This has included efforts from our own internal ARPA Committee, as well as review and assistance by the County's outside ARPA consultant. As a result of these reviews, the Administration has proposed that \$200,000 be reallocated to the County Youth Bureau reallocation project. This project was presented as part of the 2025 Capital Plan (#2025-011). This project involves the renovation of Building 7 at the Tilly Foster Farm and subsequent reallocation of the Putnam County Youth Bureau from the Donald B. Smith Campus to the Farm. This would in addition enhance the services the Youth Bureau currently provides. Please refer to the attached letter from the ARPA consultant. As the County approaches the 12/31/2024 deadline set forth by the US Treasury to commit funds, it is the Administration's and the Sheriff's belief that reallocating \$200,000 towards this project is the best way to use the ARPA funds.





October 28, 2024

Michael Lewis  
Commissioner of Finance  
40 Gleneida Avenue  
Putnam County  
Carmel, NY 10512

Dear Mr. Lewis

Following our recent discussion and subsequent review of the County Youth Bureau relocation projects, we have assessed that the project is deemed eligible under the Coronavirus State & Local Fiscal Recovery Funds (SLFRF) issued by the U.S. Department of the Treasury. This project aligns with the objectives of the American Rescue Plan, specifically by enhancing essential community services and strengthening public health support systems for disproportionately impacted populations.

The SLFRF, a component of the American Rescue Plan Act, provides \$350 billion to state, local, and Tribal governments nationwide to facilitate response and recovery efforts in the wake of the COVID-19 public health emergency. This funding is intended to enable governments to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue,
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The program has seven allowable categories:

- Replacing Lost Public Sector Revenue
- Public Health and Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure
- Emergency relief from natural disasters
- Support surface transportation projects
- Support Title I projects



After a comprehensive review, we recommend that the County Youth Bureau relocation projects be considered under EC 2.34 (Services to Disproportionately Impacted Communities) and EC 3.9 (Public Health and Economic Recovery), given their focus on expanding equitable access to essential community services.

Renovation for County Youth Bureau Use: The proposed renovations will strengthen the County Youth Bureau's infrastructure, enabling it to serve as an enhanced community resource and meet the increased demand for services resulting from the pandemic. This project supports both public health and economic recovery objectives as specified under ARPA.

#### Compliance and Monitoring Requirements

As outlined in the U.S. Department of the Treasury's Final Rule, recipients of SLFRF funds must adhere to strict compliance and monitoring standards, especially in cases where subrecipients are involved. The Treasury's guidance stipulates eligible uses for public health and recovery funding, including:

- Enhanced behavioral health services, particularly for at-risk youth.
- Expansion of critical community services to address pandemic-related impacts.
- Equitable access to programs that mitigate disparities in public health and economic outcomes.

**Subrecipient Monitoring.** SLFRF recipients that are pass-through entities as described under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with the requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

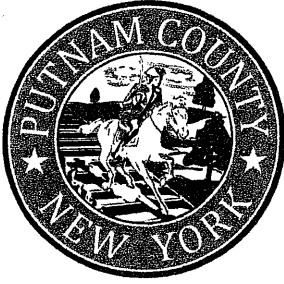
We are confident that these projects align with ARPA's focus on fostering strong, resilient, and healthy communities and recommend their classification under the relevant expenditure categories as indicated.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Very truly yours,

*Elizabeth Ballotte*

Elizabeth G. Ballotte  
Partner



# Capital Request # 2025-011

REQUEST INFORMATION:

DEPARTMENT: Public Works

REQUESTER: Thomas Feighery, Commissioner

STATUS: \_\_\_\_\_  
 \_\_\_\_\_

## **Description of Project or Purchase: Youth Bureau Relocation**



This project involves the renovation of Building 7 at the Tilly Foster Farm and the subsequent relocation of the Putnam County Youth Bureau from the Donald B Smith Campus to the Farm. This new location would provide additional and advantageous resources and opportunities that are not available at their current offices at the Donald B Smith Campus.

**Description of program impacted by capital request:**

Relocating the Youth Bureau to the Tilly Foster Farm would enhance the services the Youth Bureau currently provides.

<b>Capital Request: Financial Summary/Information</b>	
<b>FUNDING SOURCE</b>	<b>2025</b>
Capital Request	\$125,000.00
<b>COUNTY FUNDING REQUESTED</b>	<b>\$125,000.00</b>



#6r

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

**APPROVAL - TOWN OF PATTERSON AMERICAN RESCUE PLAN ACT (ARPA) FUNDING REALLOCATION & SALES TAX FUNDING REALLOCATION**

**WHEREAS, the Town of Patterson was allocated a total of \$1,181,656.00 of American Rescue Plan Act (ARPA) and sales tax funding pursuant to Resolutions # 133 & # 134 of 2022; and**

**WHEREAS, the Town of Patterson has requested that the use of the funds originally approved for the Putnam Lake Dam pursuant to Resolutions #133 and #134 of 2022 be modified to provide that \$234,940 be reallocated to the EMS Building project; and**

**WHEREAS, the Commissioner of Finance and the County Auditor have confirmed that the EMS Building project is an existing, pre-approved project.**

**WHEREAS, the County Executive has reviewed and recommended said reallocation; and**

***WHEREAS, the Rules, Enactments and Intergovernmental Relations Committee has reviewed and approved of this request; now therefore be it***

**RESOLVED, that the Putnam County Legislature approves and authorizes the Town of Patterson funding of \$234,940 originally allocated pursuant to Resolution # 133 and #134 of 2022 hereby authorized to be expended on the EMS Building.**

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

PROJECT DESCRIPTION	ARPA EXPENDITURE CATEGORY	EC CODE	APPROVED ALLOCATION	APRA Allocation Reso #133-2022	Sales Tax Allocation Reso #134-2022	Revised APRA Allocation Reso #90-2024	Revised Sales Tax Allocation Reso#-2022	Proposed Allocation	YTD Actual	Available	Revised APRA Available Funds	Revised Sales Tx Available Funds
EMS Building	Public Health	1.6	\$ 850,200	\$ 425,100	\$ 425,100	\$ 175,100	\$ 425,100					
Electronic Message Board	Public Health	1.7	96,517	48,259	48,259	48,259	48,259	234,940	-	835,140	292,570	542,570
Putnam Lake Dam	Water and Sewer	5.6	234,939	117,470	117,470	117,470	117,470	(234,940)	-	250,000	48,258	48,258
Dorset Hollow Water Dist.	Water and Sewer	5.11	-	-	-	250,000	-	-	-	250,000	250,000	-
			\$ 1,181,656	\$ 590,828	\$ 590,828	\$ 590,828	\$ 590,828	-	-	\$ 1,181,656	\$ 590,828	\$ 590,828

ccAll  
Rules

APPROVAL/TOWN OF PATTERSON AMERICAN RESCUE PLAN ACT (ARPA) FUNDING  
REALLOCATION & SALES TAX FUNDING REALLOCATION

WHEREAS, the Town of Patterson was allocated a total of \$1,181,656.00 of American Rescue Plan Act (ARPA) and sales tax funding pursuant to Resolutions # 133 & # 134 of 2022; and

WHEREAS, the Town of Patterson has requested that the use of the funds originally approved for the Putnam Lake Dam pursuant to Resolutions #133 and #134 of 2022 be modified to provide that \$234,940 be reallocated to the EMS Building project; and

WHEREAS, the Commissioner of Finance and the County Auditor have confirmed that the EMS Building project is an existing, pre-approved project

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

*WHEREAS, the Rules, Enactments and Intergovernmental Relations Committee has reviewed and approved of this request; now therefore be it*

RESOLVED, that the Putnam County Legislature approves and authorizes the Town of Patterson funding of \$234,940 originally allocated pursuant to Resolution # 133 and #134 of 2022 hereby authorized to be expended on the EMS Building.

DRAFT

MICHAEL J. LEWIS  
*Commissioner of Finance*



SHEILA BARRETT  
*First Deputy Commissioner of Finance*

DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Town of Patterson ARPA and Sales Tax Reallocation Request**

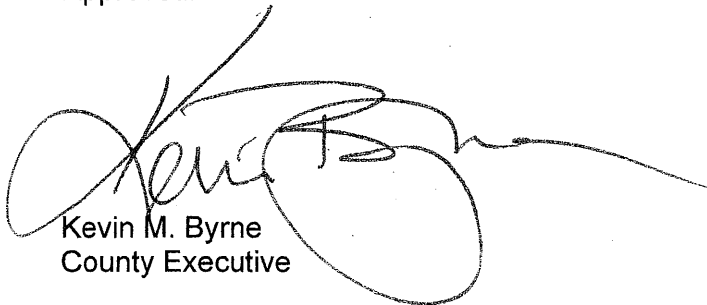
DATE: October 30, 2024

---

Enclosed, please find correspondence from the Town of Patterson requesting that both the Sales Tax and ARPA funding from its Putnam Lake Dam Project be reallocated to its EMS Building Project. Pursuant to Resolutions #133 & 134 of 2022, the County Legislature approved **\$234,940** to be used for the Putnam Lake Dam. The Supervisor has requested that this funding be now used for the EMS building, which is an already existing, pre-approved project. The Town of Patterson has indicated that it does not anticipate completion of the Putnam Lake Dam Project within the timeline provided by ARPA, but that the EMS building will be bid imminently, and will be completed prior to the December 31, 2026 deadline required by ARPA.

Attached is a proposed resolution for consideration by the Legislature.

Approved:



Kevin M. Byrne  
County Executive

**SUPERVISOR**

Richard Williams Sr.  
Tel. (845) 878-6500  
Fax. (845) 878-6343  
supervisor@pattersonny.org



**TOWN BOARD**

Peter Muentener  
Shawn Rogan  
Mary E. Smith

Susan Brown  
*Aide to the Town Board*

**TOWN COUNSEL**

Hogan & Rossi  
Tel. (845) 279-2986  
Fax (845) 278-6135

**TOWN OF PATTERSON**

1142 Route 311  
P.O. Box 470  
Patterson, New York 12563  
www.pattersonny.org

**TOWN CLERK**

Donna Ramos  
Tel. (845) 878-6500  
Fax (845) 878-6343  
townclerk@pattersonny.org

September 23, 2024  
Revised October 3, 2024

Jennifer L. Caruso  
Director of Compliance and Intergovernmental Relations  
Putnam County Office Building  
40 Gleneida Avenue, 3<sup>rd</sup> Floor  
Carmel, NY 10512

Re: Reallocation of ARPA Funds

Dear Mrs. Caruso:

I would like to request that all funding presently allocated to the Putnam Lake Dam be reallocated to the Patterson EMS Building project. The Patterson EMS Building has already been reviewed and approved for use of ARPA Funds.

Based on design and permitting issues, it does not appear that the Town will be in a position to fully commit the ARPA Funds allocated to the Putnam Lake Dam by December 31, 2024, or when the project will be ready for construction. I would therefore request that the ARPA funding and sales tax funding allocated to the Putnam Lake dam project be reallocated to the EMS Building. The EMS building should be ready for bidding within the next two weeks which, when awarded would fully commit any ARPA funds allocated to this project.

Thank you for your consideration.

Richard Williams Sr.  
**SUPERVISOR**

cc: Kevin Byrne, County Executive  
Michael Lewis, Commissioner of Finance  
Ginny Nacerino, Legislator

**KEVIN M. BYRNE**  
PUTNAM COUNTY EXECUTIVE



**JAMES BURPOE**  
DEPUTY COUNTY EXECUTIVE

**TO:** Paul Jonke  
Chairman, Putnam County Legislature

**CC:** Diane Schonfeld,  
Clerk, Putnam County Legislature  
  
The Putnam County Legislature

**FROM:** James Burpoe  
Deputy County Executive

**DATE:** October 30, 2024

**RE:** Request for Meeting to Consider ARPA Items

2024 OCT 30 PM 4:07  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

The deadline to encumber ARPA funds that the County received is December 31, 2024, as you may recall. This means that all the funds must be allocated properly (generally, either by contract or purchase order) by the end of this year. While we do have until December 31, 2026 to fully expend the funds, we have been constantly monitoring the status of the projects (both internal County and subrecipient projects) for compliance with various ARPA guidelines. This monitoring included determining if any funds should be reallocated to different projects before the encumbrance deadline, so that every dollar can be used properly.

As we near this first major deadline, some funds remain that have not yet been encumbered within our own Putnam County projects. It is essential that this is done before the end of the year. There are some subrecipient reallocations requests as well.

It is essential that we work together to ensure that all ARPA funds given to Putnam County have been expended timely and in compliance with all applicable ARPA rules and regulations.

In the interest of efficiency and allowing as much time as possible for actions related to these changes (i.e. accounting, drafting of contracts, procurement etc.), on behalf of the Administration's ARPA Committee, I respectfully request that the Legislature consider these items together, and as soon as feasible.

We remain grateful that the Legislature has been a crucial partner in being responsible stewards of the County's ARPA funds.

Please see the attached ARPA requests for the Legislature's review and consideration.





**PUTNAM COUNTY EXECUTIVE  
KEVIN M. BYRNE**

**TO:** Paul Jonke  
Chairman, Putnam County Legislature

**CC:** Diane Schonfeld,  
Clerk, Putnam County Legislature

The Putnam County Legislature

**FROM:** Kevin M. Byrne  
County Executive

A handwritten signature in black ink, appearing to be "KB", is written over the name "Kevin M. Byrne" in the "FROM:" field.

**DATE:** October 30, 2024

**RE:** Request to Reconsider Reallocation of Sheriff's ARPA Funds to the Camp Herrlich Building Project

---

I am writing regarding the request to reallocate \$1M of ARPA funds from the Sheriff's Office that was originally allocated to be expended on school safety-infrastructure projects pursuant to Resolution #135 of 2022. Due to challenges identified by the Sheriff, the Sheriff's Office has indicated that it would not be able to utilize the \$1M in the manner allocated, and in compliance with ARPA requirements.

With the Sheriff's request to reallocate the funds to a project supporting County school children, this Administration identified the Camp Herrlich Building Project as a project that fit this description. Among its numerous programs, Camp Herrlich supports County school children with its before and after school childcare. Most notably, Camp Herrlich provided licensed, full-day childcare to the children of essential workers (at no cost to those families) during the COVID-19 pandemic, which is in line with the intent of ARPA funding to provide relief from the effects of the COVID-19 pandemic.

Further, as stated in memoranda from this office (dated September 12, 2024) and Commissioners Feighery and Tully (dated September 27, 2024), in response to queries received from Legislator Nacerino (September 6, 2024), it was made clear that using the funds for the Camp Herrlich Project both meets a current, identified need at a County-owned property, with the potential to also increase the value of this County-owned asset.

Most members of the Legislature have had the opportunity to personally tour the facility and to ask questions of both members of the Administration and Camp Herrlich staff.

With the deadline to encumber ARPA funds looming, it is imperative that these funds be allocated to a project where they can be successfully encumbered before the end of the year. With initial terms between the County and Camp Herrlich already determined per the Letter of Intent signed in August, a contract between these parties could be executed in time to encumber the funds for the Camp Herrlich Project.

For the foregoing reasons, it is the Administration's position that the Camp Herrlich Project is the best use of these funds, to encumber them timely, while honoring the commitment made by the previous Administration and Legislature to use them for County school children. As such, I ask that the Legislature reconsider this request. A proposed resolution is attached.

However, if the Legislature still finds itself unwilling to support this proposal, to ensure that these ARPA funds are properly encumbered in time, and not at risk of being returned to the federal government, the Administration will make itself available to offer alternative suggestions.

It should be noted that if the Legislature chooses not to address the needs of Camp Herrlich through the approval of this request, the obligations the County has as lessor will still need to be provided for in an alternative manner.

#65

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

**APPROVAL - PUTNAM CAP/WESTCOP AMERICAN RESCUE PLAN ACT (ARPA) FUNDING REALLOCATION**

**WHEREAS, Putnam CAP/WestCOP ("Putnam CAP") was allocated a \$130,000 of American Rescue Plan Act (ARPA) funding pursuant to Resolution # 135 of 2022; and**

**WHEREAS, Putnam CAP has requested that the use of the funds originally approved for a mobile food pantry pursuant to Resolution #135 of 2022 be reallocated to another project that will benefit the County; and**

**WHEREAS, the Administration and the ARPA Committee have requested that the funds be reallocated to administrative expenses associated with ARPA accounting and compliance; and**

**WHEREAS, the Commissioner of Finance and the County Auditor have confirmed that the use of these funds for administrative expenses is an existing, pre-approved use of ARPA funds.**

**WHEREAS, the County Executive has reviewed and recommended said reallocation; and**

***WHEREAS, the Rules, Enactments and Intergovernmental Relations Committee has reviewed and approved of this request; now therefore be it***

**RESOLVED, that the Putnam County Legislature approves and authorizes that the \$130,000 of funding originally allocated to a mobile food pantry to be operated by Putnam CAP pursuant to Resolution # 135 of 2022 is hereby authorized to be expended on administrative expenses.**

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

CALL  
Rules

APPROVAL/PUTNAM CAP/WESTCOP AMERICAN RESCUE PLAN ACT (ARPA)  
FUNDING

WHEREAS, Putnam CAP/WestCOP (“Putnam CAP”) was allocated a \$130,000 of American Rescue Plan Act (ARPA) funding pursuant to Resolution # 135 of 2022; and

WHEREAS, Putnam CAP has requested that the use of the funds originally approved for a mobile food pantry pursuant to Resolution #135 of 2022 be reallocated to another project that will benefit the County; and

WHEREAS, the Administration and the ARPA Committee have requested that the funds be reallocated to administrative expenses associated with ARPA accounting and compliance; and

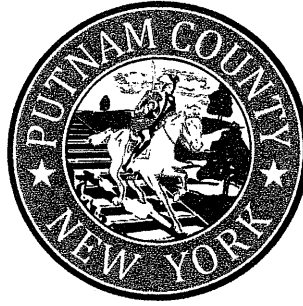
WHEREAS, the Commissioner of Finance and the County Auditor have confirmed that the use of these funds for administrative expenses is an existing, pre-approved use of ARPA funds.

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

*WHEREAS, the Rules, Enactments and Intergovernmental Relations Committee has reviewed and approved of this request; now therefore be it*

RESOLVED, that the Putnam County Legislature approves and authorizes that the \$130,000 of funding originally allocated to a mobile food pantry to be operated by Putnam CAP pursuant to Resolution # 135 of 2022 is hereby authorized to be expended on administrative expenses.

MICHAEL J. LEWIS  
*Commissioner of Finance*



SHEILA BARRETT  
*First Deputy Commissioner of Finance*

DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Putnam CAP/WestCOP ARPA Reallocation Request**

DATE: October 30, 2024

---

Enclosed, please find correspondence from Putnam CAP/WestCOP regarding the \$130,000 that was allocated for this organization to start a mobile food pantry through Resolution #135 of 2022.

As enumerated in the attached correspondence, establishing and maintaining the mobile food pantry is not feasible for Putnam CAP, and may in fact, cause the agency a hardship. For these reasons, Putnam CAP has asked that the County reallocate the funds.

Please find a proposed resolution for consideration by the Legislature.

Approved:

A handwritten signature in black ink, appearing to read "Kevin M. Byrne", is written over a large, empty oval shape.

Kevin M. Byrne  
County Executive

**Jennifer Caruso**

---

**From:** John Tully  
**Sent:** Monday, September 16, 2024 5:09 PM  
**To:** Kevin Byrne  
**Cc:** James Burpoe; Jennifer Caruso; Michael Lewis  
**Subject:** FW: ARPA Funds WESCOP Putnam CAP

**Categories:** ARPA

County Executive,

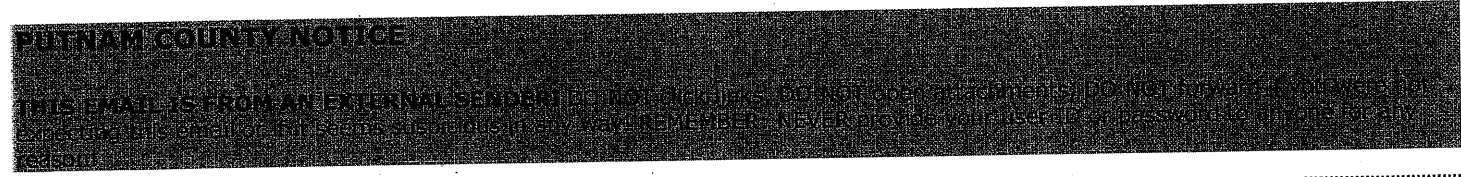
Please see below from Marissa O'Leary.

This was sent to me as a member of your ARPA committee in response to my confirmation phone call. I am working on getting something similar from Second Chance Foods if they do not plan to purchase the refrigerator units.

Thank you,  
John

---

**From:** Marisa O'Leary <moleary@westcop.org>  
**Sent:** Monday, September 16, 2024 4:23 PM  
**To:** John Tully <John.Tully@putnamcountyny.gov>  
**Subject:** ARPA Funds



Good Afternoon John,  
I am writing in regard to the \$130,000 in ARPA funding Putnam CAP/WestCOP was approved for to start a mobile food pantry program. While this is a program that is certainly needed due to the increasing levels of food insecurity throughout Putnam County, the feasibility of the program, at this time, is not sustainable for the organization. Approximately \$75,000 of the funding would be exhausted just by the purchase of the outfitted vehicle, leaving a very modest amount of funding to support the salary of a part-time staff member to drive the mobile pantry out to the Western side of the County, gas, maintenance of and insurance for the vehicle as well as the increased expense of food to serve more individuals/families. Those additional costs, which would be incurred annually, are not sustainable for the organization. Putnam CAP must fundraise \$150,000 annually to sustain our current programs and services, and with our small staff, it is not realistic to think we could raise enough additional funds to adequately ensure success of the mobile food pantry program at this time. It is with great regret that I share this with you. Please know that Putnam CAP is grateful for the County's consideration and support in such an endeavor. We respectfully request that the funds be reallocated to another program/project that will benefit the Putnam County community.  
Should you have any questions, please do hesitate to reach out to me at (845) 278-8021, ext. 250.

Best Regards,



#6t

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

**APPROVAL – BUDGETARY AMENDMENT (24A110) – FINANCE – INDEPENDENT AUDITORS – PKF O’CONNOR DAVIES LLP – AMERICAN RESCUE PLAN ACT (ARPA)**

**WHEREAS, on January 10, 2024, the County amended their engagement with PKF O’Connor Davies LLP to assist the County with grant compliance and subrecipient monitoring in connection with the American Rescue Plan Act (ARPA); and**

**WHEREAS, the County’s ARPA consultant and her team have provided the County and its subrecipients with effective management and oversight with continuous meetings with both the Administration and our local Towns and Villages; and**

**WHEREAS, pursuant to the U.S. Treasury’s 2022 Final Rule, recipients may elect up to 10% of their ARPA allocation to administer these projects; and**

**WHEREAS, by Resolution #138 of 2024, the Putnam County Legislature approved the recommendation of the Commissioner of Finance to cover an additional \$70,000 to adhere to the current U.S. Treasury Guidelines of obligating the County and subrecipient projects through the end of 2024; and**

**WHEREAS, the Commissioner of Finance is recommending another budgetary amendment (24A110) to cover an additional \$138,293 to adhere to the current U.S. Treasury Guidelines of obligating the County and subrecipient projects through the end of 2024; and**

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

**RESOLVED, that the following budgetary amendment:**

**CAPITAL FUND:**

**Increase Appropriations:**

<b>58989000 53000 52228</b>	<b>Capital – ARPA Administrative Costs</b>	<b>138,293</b>
<b>53097000 53000 52404</b>	<b>Capital – ARPA PCSO Gate Improvements</b>	<b>20,412</b>

**Increase Estimated Revenues:**

<b>58989000 428601 52228</b>	<b>Transfer In – General</b>	<b>138,293</b>
<b>53097000 428601 52404</b>	<b>Transfer In – General</b>	<b>20,412</b>

**Decrease Appropriations:**

<b>58989000 53000 52226</b>	<b>Capital – ARPA CAP Mobile Food Pantry</b>	<b>130,000</b>
<b>58989000 53000 52227</b>	<b>Capital – ARPA Second Chance Foods</b>	<b>1,856</b>
<b>53097000 53000 52405</b>	<b>Capital – ARPA PCSO Life Safety</b>	<b>26,849</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 \_\_\_\_\_

**Decrease Estimated Revenues:**

<b>58989000 428601 52226</b>	<b>Transfer In – General</b>	<b>130,000</b>
<b>58989000 428601 52227</b>	<b>Transfer In – General</b>	<b>1,856</b>
<b>53097000 428601 52405</b>	<b>Transfer In – General</b>	<b>26,849</b>

**GENERAL FUND:**

**Increase Appropriations:**

<b>10990100 59020 52228</b>	<b>Transfer Out – Capital – ARPA Administrative Costs</b>	<b>138,293</b>
<b>10990100 59020 52404</b>	<b>Transfer Out – Capital – ARPA PCSO Gate Improvements</b>	<b>20,412</b>

**Increase Estimated Revenues:**

<b>10131000 449898 52228</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>138,296</b>
<b>10131000 449898 52404</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>20,412</b>

**Decrease Appropriations:**

<b>10990100 59020 52226</b>	<b>Transfer Out – Capital – ARPA CAP Mobile Food Pantry</b>	<b>130,000</b>
<b>10990100 59020 52227</b>	<b>Transfer Out – Capital – ARPA Second Chance Foods</b>	<b>1,856</b>
<b>10990100 59020 52405</b>	<b>Transfer Out – Capital – ARPA PCSO Life Safety</b>	<b>26,849</b>

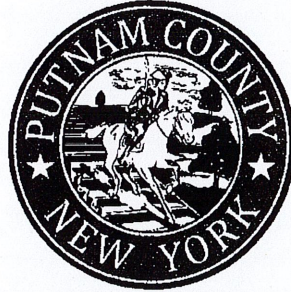
**Decrease Estimated Revenues:**

<b>10131000 449898 52226</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>130,000</b>
<b>10131000 449898 52227</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>1,856</b>
<b>10131000 449898 52405</b>	<b>Federal Aid – ARPA CFDA 21.027</b>	<b>26,849</b>

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

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

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

ccAll  
Rules  
A+A

PCSO

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*  
RE: **Budgetary Amendment – 24A110**  
DATE: October 30, 2024

At the request of the Commissioner of Finance, the following budgetary amendment is requested.

**Capital Fund:**

**Increase Appropriations:**

58989000 53000 52228	Capital - ARPA Administrative Costs	\$	138,293
53097000 53000 52404	Capital - ARPA PCSO Gate Improvements	\$	20,412

**Increase Estimated Revenues:**

58989000 428601 52228	Transfer in - General	\$	138,293
53097000 428601 52404	Transfer in - General	\$	20,412

**Decrease Appropriations:**

58989000 53000 52226	Capital - ARPA CAP MOBILE FOOD PANTRY	\$	(130,000)
58989000 53000 52227	Capital - ARPA Second Chance Foods	\$	(1,856)
53097000 53000 52405	Capital - ARPA PCSO Life Safety	\$	(26,849)

**Decrease Estimated Revenues:**

58989000 428601 52226	Transfer in - General	\$	(130,000)
58989000 428601 52227	Transfer in - General	\$	(1,856)
53097000 428601 52405	Transfer in - General	\$	(26,849)

**General Fund:**

**Increase Appropriations:**

10990100 59020 52228	Transfer Out - Capital (ARPA Administrative Costs)	\$	138,293
10990100 59020 52404	Transfer Out - Capital (ARPA PCSO Gate Improvements)	\$	20,412

**Increase Estimated Revenues:**

10131000 449898 52228	Federal Aid - ARPA CFDA 21.027	\$	138,293
10131000 449898 52404	Federal Aid - ARPA CFDA 21.027	\$	20,412

**Decrease Appropriations:**

10990100 59020 52226	Transfer Out - Capital - ARPA CAP MOBILE FOOD PANTRY	\$	(130,000)
10990100 59020 52227	Transfer Out - Capital - ARPA Second Chance Foods	\$	(1,856)
10990100 59020 52405	Transfer Out - Capital - ARPA PCSO Life Safety	\$	(26,849)

**Decrease Estimated Revenues:**

10131000 449898 52226	Federal Aid - ARPA CFDA 21.027	\$	(130,000)
10131000 449898 52227	Federal Aid - ARPA CFDA 21.027	\$	(1,856)
10131000 449898 52405	Federal Aid - ARPA CFDA 21.027	\$	(26,849)

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

Back on January 10, 2024, the County amended their engagement with PKF O'Connor Davies LLP to assist the County with grant compliance and subrecipient monitoring in connection with the American Rescue Plan Act (ARPA). Since that time, the County's ARPA consultant and her team have provided the County and its subrecipients with effective management and oversight with continuous meetings with both the administration and our local Towns and Villages. Pursuant to the US Treasury's 2022 Final Rule, recipients may elect up to 10% of their ARPA allocation to administer these projects. Therefore, an additional \$138,293 is recommended to adhere to the current U.S. Treasury Guidelines of obligating County and subrecipient projects through the end of 2024.

#6u

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

**APPROVAL - BUDGETARY AMENDMENT (24A111)/ COMMISSIONER OF FINANCE - COUNTY ARPA PROJECTS REALLOCATION – AMEND RESOLUTION #135 OF 2022**

**WHEREAS, the County was allocated \$19.1 million through ARPA, to be used to provide certain government services; and**

**WHEREAS the County allocated a portion of these funds to certain projects pursuant to Resolution #135 of 2022; and**

**WHEREAS ARPA requires funds to be encumbered by December 31, 2024; and**

**WHEREAS, in order to ensure compliance with the encumbrance deadline, and to best serve the needs of the County, the Commissioner of Finance has requested a budgetary amendment to reallocate certain of the funds; and**

**WHEREAS, the requested reallocations shall be put into a project category called “General Infrastructure/Design Services” for paving projects; and**

**WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and**

**WHEREAS, the County Executive has reviewed and recommended said reallocation; and**

**WHEREAS, the Rules, Enactments and Intergovernmental Relations Committee has reviewed and approved of this request; now therefore be it**

**RESOLVED, that the following budgetary amendment (24A111) be made:**

**CAPITAL FUND:**

**Increase Appropriations:**

**55197000 53000 52420      Capital – ARPA General Infrastructure & Design Services      481,568**

**Increase Estimated Revenues:**

**55197000 428601 52420      Transfer In – ARPA General Infrastructure & Design Services      481,568**

**Decrease Appropriations:**

**55197000 53000 52202      Capital – ARPA – Highway Infrastructure      7,200**  
**55197000 53000 52229      Capital – ARPA – Feasibility Studies      202,668**

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

**Decrease Estimated Revenues:**

55197000 428601 52202	Transfer In – General ARPA Highway Infrastructure	7,200
55197000 428601 52229	Transfer In – General ARPA Feasibility Studies	202,668

**GENERAL FUND:**

**Increase Appropriations:**

10990100 59020 52420	Transfer Out – Capital – ARPA General Infrastructure & Design Serv.	481,568
10990100 59020 51912	Transfer Out – Capital – ARPA Drewville Rd PIN 8757.65	182,535

**Increase Estimated Revenues:**

10131000 449898 52420	Federal Aid – ARPA CFDA 21.027	481,568
10131000 449898 51912	Federal Aid – ARPA CFDA 21.027	182,535

**Decrease Appropriations:**

10990100 59020 52202	Transfer Out – Capital - ARPA Highway Infrastructure	7,200
10990100 59020 52229	Transfer Out – Capital – ARPA Feasibility Studies	202,668
10990100 59020 51912	Transfer Out – Capital – ARPA Drewville Rd PIN 8757.65	271,700

**Decrease Estimated Revenues:**

10131000 449898 52202	Federal Aid – ARPA CFDA 21.027	7,200
10131000 449898 52229	Federal Aid – ARPA CFDA 21.027	202,668
10131000 449898 52405	Federal Aid – ARPA CFDA 21.027	271,700

2024 Fiscal Impact – 0 –

2025 Fiscal Impact – 0 –

And be it further

**RESOLVED**, that future ARPA funds reallocations from Putnam County ARPA projects be put into the General Infrastructure/Design Services category, to be used on ARPA-compliant (as confirmed by the County's ARPA consultant), approved Capital Program projects.



MICHAEL J. LEWIS  
Commissioner of Finance



cc:iall  
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A+A

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – MJL  
RE: **Budgetary Amendment – 24A111**  
DATE: October 30, 2024

2024 NOV -5 PM 4:42  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is requested.

**Capital Fund:**

**Increase Appropriations:**

55197000 53000 52420 Capital - ARPA General Infrastructure & Design Services \$ 481,568

**Increase Estimated Revenues:**

55197000 428601 52420 Transfer in - General ARPA General Infrastructure & Design Services \$ 481,568

**Decrease Appropriations:**

55197000 53000 52202 Capital - ARPA - Highway Infrastructure \$ 7,200  
55197000 53000 52229 Capital - ARPA - Feasibility Studies \$ 202,668

**Decrease Estimated Revenues:**

55197000 428601 52202 Transfer in - General ARPA Highway Infrastructure \$ 7,200  
55197000 428601 52229 Transfer in - General ARPA Feasibility Studies \$ 202,668

**General Fund:**

**Increase Appropriations:**

10990100 59020 52420 Transfer Out - Capital (ARPA General Infrastructure & Design Services) \$ 481,568  
10990100 59020 51912 Transfer Out - Capital (ARPA Drewville Rd (PIN 8757.65)) \$ 182,535

**Increase Estimated Revenues:**

10131000 449898 52420 Federal Aid - ARPA CFDA 21.027 \$ 481,568  
10131000 449898 51912 Federal Aid - ARPA CFDA 21.027 \$ 182,535

**General Fund (continued):**

**Decrease Appropriations:**

10990100 59020 52202	Transfer Out - Capital - ARPA Highway Infrastructure	\$	7,200
10990100 59020 52229	Transfer Out - Capital - ARPA Feasibility Studies	\$	202,668
10990100 59020 51912	Transfer Out - Capital - ARPA Drewville Rd (PIN 8757.65)	\$	271,700

**Decrease Estimated Revenues:**

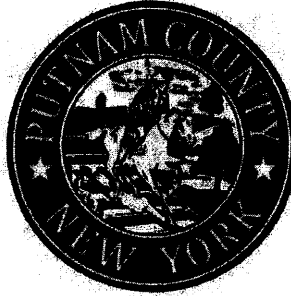
10131000 449898 52202	Federal Aid - ARPA CFDA 21.027	\$	7,200
10131000 449898 52229	Federal Aid - ARPA CFDA 21.027	\$	202,668
10131000 449898 52405	Federal Aid - ARPA CFDA 21.027	\$	271,700

Fiscal Impact - 2024 - \$ 0

Fiscal Impact - 2025 - \$ 0

Please refer to the cover memo attached.

MICHAEL J. LEWIS  
*Commissioner of Finance*



SHEILA BARRETT  
*First Deputy Commissioner of Finance*

DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Putnam County Projects Reallocation Request**

DATE: October 30, 2024

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As a result of careful internal reviews, members of the Administration and its ARPA Committee have identified certain reallocations of funds to ensure proper compliance with applicable ARPA guidelines, including timely encumbrance.

Please see the attached proposed resolution and budgetary amendment outlining these reallocations to a project category, "General Infrastructure/Design Services." General Infrastructure/Design Services may include DPW projects (such as paving), and Capital Program projects.

Approved:

A handwritten signature in black ink, appearing to read "Kevin M. Byrne".

Kevin M. Byrne  
County Executive

APPROVAL/BUDGETARY AMENDMENT (24A111)/ COMMISSIONER OF  
FINANCE/COUNTY ARPA PROJECTS REALLOCATION

WHEREAS, the County was allocated \$19.1 million through ARPA, to be used to provide certain government services; and

WHEREAS the County allocated a portion of these funds to certain projects pursuant to Resolution #135 of 2022; and

WHEREAS ARPA requires funds to be encumbered by December 31, 2024; and

WHEREAS, in order to ensure compliance with the encumbrance deadline, and to best serve the needs of the County, the Commissioner of Finance has requested a budgetary amendment to reallocate certain of the funds; and

WHEREAS, the requested reallocations shall be put into a project category called "General Infrastructure/Design Services"; and

WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

*WHEREAS, the Rules, Enactments and Intergovernmental Relations Committee has reviewed and approved of this request; now therefore be it*

RESOLVED, that the following budgetary amendment (24A111) be made:

; and be it further

RESOLVED, that future ARPA funds reallocations from Putnam County ARPA projects may be done so administratively, and put into the General Infrastructure/Design Services category, to be used on ARPA-compliant (as confirmed by the County's ARPA consultant), approved Capital Program projects.

#6v

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

**APPROVAL – PUTNAM COUNTY GOLF COURSE RENOVATION PROJECT ARPA FUNDING REALLOCATION**

**WHEREAS, the County was allocated \$19.1 million through ARPA, to be used to provide certain government services; and**

**WHEREAS, a budgetary amendment was made allocating a total of \$400,000 of American Rescue Plan Act (ARPA) funding pursuant to Resolutions # 37 of 2022 to carry out Capital Improvements to the MacGregor Grille at the Putnam County Golf Course; and**

**WHEREAS, it has since been determined by the County’s ARPA consultant that these costs are not eligible ARPA expenses and/or likely will not comply with ARPA rules and guidelines set forth by the U.S. Treasury; and**

**WHEREAS, in order to comply with ARPA rules and in an effort to preserve the ARPA funds granted to it by the U.S. Treasury, the County wishes to reallocate the ARPA funds to the “General Infrastructure/Design Services” project category to fund ARPA eligible paving projects; and**

**WHEREAS, the County must then fund the Golf Course Renovation Project with \$400,000 from the General Fund; and**

**WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and**

**WHEREAS, the County Executive has reviewed and recommended said reallocation; and**

**WHEREAS, the *Rules, Enactments and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it**

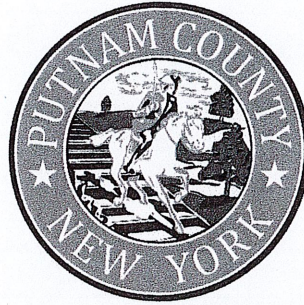
**RESOLVED, that the ARPA funding of \$400,000 originally allocated to the Putnam County Golf Course Renovation Project pursuant to Resolution # 37 of 2022 is hereby authorized to be placed into a project category called “General Infrastructure/Design Services” with the intent for the funds to be expended on ARPA-eligible County Capital paving project(s); and be it further**

**RESOLVED, that \$400,000 from the General Fund shall be used to fund the Golf Course Renovations Project expenses.**

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



MICHAEL J. LEWIS  
Commissioner of Finance



cc: all  
Rules

SHEILA BARRETT  
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

**MEMORANDUM**

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Golf Course Renovation Project Reallocation Request**

DATE: November 13, 2024

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2024 NOV 13 PM 4:29  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

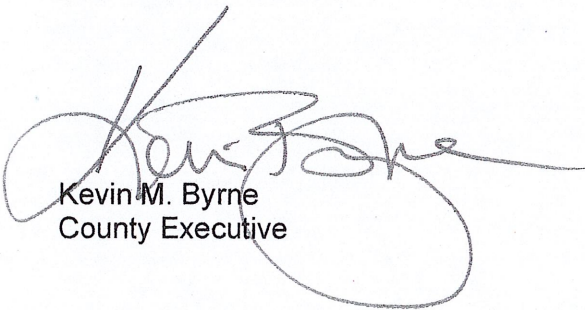
As a result of internal reviews, it has come to the attention of the Administration's ARPA Committee that expenses related to the Golf Course Renovation Project are not ARPA eligible as the Project itself was not eligible for ARPA.

Please see the attached correspondence from the County's ARPA Consultant, PKF O'Connor Davies as to same.

In order to comply with ARPA guidelines and the encumbrance deadline, the ARPA Committee has proposed reallocating these funds to the project category, "General Infrastructure/Design Services." Monies from the General Fund will need to be used to fund the Golf Course Renovation Project.

I will make myself available at the meeting discussing this request should further information be needed.

Approved:



Kevin M. Byrne  
County Executive



APPROVAL/PUTNAM COUNTY GOLF COURSE RENOVATION PROJECT ARPA FUNDING REALLOCATION

WHEREAS, the County was allocated \$19.1 million through ARPA, to be used to provide certain government services; and

WHEREAS, a budgetary amendment was made allocating a total of \$400,000 of American Rescue Plan Act (ARPA) funding pursuant to Resolutions # 37 of 2022 to carry out Capital Improvements to the MacGregor Grille at the Putnam County Golf Course; and

WHEREAS, it has since been determined by the County's ARPA consultant that these costs are not eligible ARPA expenses and/or likely will not comply with ARPA rules and guidelines set forth by the U.S. Treasury; and

WHEREAS, in order to comply with ARPA rules and in an effort to preserve the ARPA funds granted to it by the U.S. Treasury, the County wishes to reallocate the ARPA funds to the "General Infrastructure/Design Services" project category to fund other ARPA eligible projects; and

WHEREAS, the County must then fund the Golf Course Renovation Project with \$400,000 from the General Fund; and

WHEREAS, the Commissioner of Finance, and the County Auditor have reviewed and recommended said reallocation; and

WHEREAS, the County Executive has reviewed and recommended said reallocation; and

WHEREAS, the *Rules, Enactments and Intergovernmental Relations Committee* has reviewed and approved of this request; now therefore be it

RESOLVED, that the ARPA funding of \$400,000 originally allocated to the Putnam County Golf Course Renovation Project pursuant to Resolution # 37 of 2022 is hereby authorized to be placed into a project category called "General Infrastructure/Design Services" with the intent for the funds to be expended on ARPA-eligible County Capital project(s); and be it further

RESOLVED, that \$400,000 from the General Fund shall be used to fund the Golf Course Renovations Project expenses.



November 7, 2024

Michael Lewis  
Commissioner of Finance  
40 Gleneida Avenue  
Putnam County  
Carmel, NY 10512

Dear Mr. Lewis:

After our discussion and review of the *Golf Course Renovations project* we have assessed that the project is deemed ineligible under the Coronavirus State & Local Fiscal Recovery Funds issued by the Department of Treasury. The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan, delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency.

The program ensures that governments have the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue,
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The program has seven allowable categories:

- Replacing Lost Public Sector Revenue
- Public Health and Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure
- Emergency relief from natural disasters
- Support surface transportation projects
- Support Title I projects

We have summarized the compliance requirements below:

In reviewing Putnam County's ARPA-funded projects ahead of the encumbrance deadline, it was found that the Golf Course Renovations project was the first standalone project undertaken with ARPA funding before the County's compliance standards for ARPA were fully established.

PKF O'CONNOR DAVIES, LLP

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

Additional project details:

- A new project funding request was made on January 19, 2022.
- Project funding was approved (Resolution #37/2022 attached) by Full Legislature on February 1, 2022.
- The ARPA Checklist and Addendum were developed and finalized in 2023.
- A list of project expenditures is provided for review.

**Subrecipient Monitoring.** SLFRF recipients that are pass-through entities as described under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

We do believe this project is ineligible

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Very truly yours,



Elizabeth G. Ballotte

Partner

#62

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

**APPROVAL – BUDGETARY AMENDMENT (24A116) – ARPA GOLF COURSE RENOVATION PROJECT REALLOCATION TO GENERAL INFRASTRUCTURE/DESIGN SERVICES**

WHEREAS, by Resolution # \_\_\_\_\_ of 2024, the Putnam County Legislature approved and authorized the reallocation of \$400,000 originally allocated for the Putnam County Golf Course Renovation Project (Improvements to the MacGregor Grille) to be placed into a project category called “General Infrastructure/Design Services” with the intent for the funds to be expended on ARPA eligible County Capital paving projects; and

WHEREAS, the Commissioner of Finance has requested a budgetary amendment (24A116) to account for this reallocation; and

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

RESOLVED, that the following budgetary amendment be made:

**CAPITAL FUND:**

**Increase Appropriations:**

55197000 53000 52420      Capital Expenditures – General Infrastructure & Design Services (ARPA)      400,000

**Decrease Appropriations:**

57110000 53000 52212      Capital Exp. – PC Golf Renovations      36,879

**Increase Estimated Revenues:**

55197000 428601 52420      Transfer In – Capital (General Infrastructure & Design Services) (ARPA)      400,000

**Decrease Estimated Revenues:**

57110000 428601 52212      Transfer In – Capital (PC Golf Renovations)      36,879

**GENERAL FUND:**

**Increase Appropriations:**

10990100 59020 52240      Transfer Out – General Fund (General Infrastructure & Design Services)      400,000

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 \_\_\_\_\_

**Increase Estimated Revenues:**

<b>10131000 449898 52420</b>	<b>Federal Aid – ARPA CFDA 21.027 (General Infrastructure &amp; Design Services)</b>	<b>400,000</b>
<b>10131000 427112</b>	<b>Use of Capital Reserve</b>	<b>400,000</b>

**Decrease Estimated Revenues:**

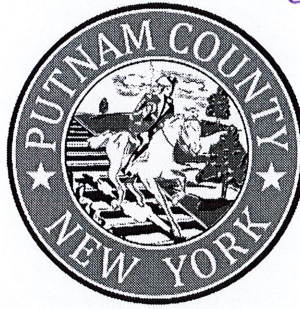
<b>10131000 449898 52212</b>	<b>Federal Aid – ARPA CFDA 21.027 (PC Golf Renovations)</b>	<b>400,000</b>
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**2024 Fiscal Impact - \$400,000**

**2025 Fiscal Impact – 0 -**

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

MICHAEL J. LEWIS  
Commissioner of Finance



*cc: all Rates - other business #1/19/24*  
*A+A*

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – *MJL*

RE: **Budgetary Amendment – 24A116**

DATE: November 15, 2024

At the request of the Commissioner of Finance, the following budgetary amendment is requested.

**Capital Fund:**

**Increase Appropriations:**

55197000 53000 52420 Capital Expenditures - General Infrastructure & Design Services (ARPA) \$ 400,000

**Decrease Appropriations:**

57110000 53000 52212 Capital Expenditures - PC Golf Renovations \$ 36,879

**Increase Estimated Revenues:**

55197000 428601 52420 Transfer In - Capital (General Infrastructure & Design Services) (ARPA) \$ 400,000

**Decrease Estimated Revenues:**

57110000 428601 52212 Transfer In - Capital (PC Golf Renovations) \$ 36,879

**General Fund:**

**Increase Appropriations:**

10990100 59020 52240 Transfer Out - General Fund (General Infrastructure & Design Services) \$ 400,000

**Increase Estimated Revenues:**

10131000 449898 52420 Federal Aid - ARPA CFDA 21.027 (General Infrastructure & Design Services) \$ 400,000

10131000 427112 Use of Capital Reserve \$ 400,000

**Decrease Estimated Revenues:**

10131000 449898 52212 Federal Aid - ARPA CFDA 21.027 (PC Golf Course Renovations) \$ 400,000

Fiscal Impact - 2024 - \$ 400,000

Fiscal Impact - 2025 - \$ 0

Please refer to the attached cover memorandum dated on November 13, 2024 as well as the Letter dated November 7, 2024 by PKF O'Connor Davies regarding the Golf Course Renovation Project.




**MICHAEL LEWIS**  
COMMISSIONER OF FINANCE



*cc: all  
Rules  
A+A*

**KEVIN M. BYRNE**  
PUTNAM COUNTY EXECUTIVE

## MEMORANDUM

Date: **November 19, 2024**  
To: Chairwoman Addonizio– Rules, Enactments & Intergov't Relations Committee  
From: **Michael Lewis, Commissioner of Finance – MJL**   
CC: Diane Schonfeld – Legislative Clerk  
RE: **ARPA Reallocation Budgetary Amendments – 24A116**

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Please consider the above referenced item for inclusion on the agenda for the upcoming November 19<sup>th</sup> meeting of the Rules, Enactments, Intergovernmental relations Committee. The Administration has put forth a letter dated October 30<sup>th</sup> to consider/reconsider ARPA related projects as the County approaches the December 31<sup>st</sup> deadline to encumber these said funds as set forth by the US Treasury.

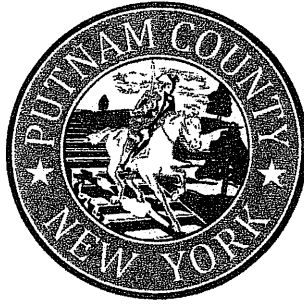
As part of the Rules Agenda for this evening is agenda item **4e** which is the consideration to reallocation the ARPA funds that were originally approved for the Golf Course (Resolution #37-2022) and repurpose to the project category called "General Infrastructure/Design Services" with the intent to be expended on ARPA-eligible County projects which will be discussed as well in agenda item **4g**.

Please accept this proposed budgetary amendment for consideration.

Thank you in advance.

2024 NOV 19 AM 10:31  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

MICHAEL J. LEWIS  
Commissioner of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

cc: all  
Rules

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk

FROM: Michael J. Lewis, Commissioner of Finance – MJL

RE: **Golf Course Renovation Project Reallocation Request**

DATE: November 13, 2024

2024 NOV 13 PM 4:29  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

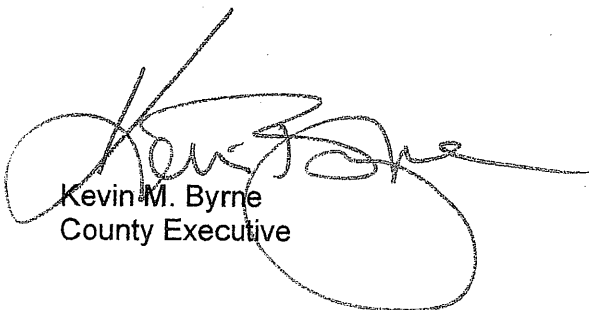
As a result of internal reviews, it has come to the attention of the Administration's ARPA Committee that expenses related to the Golf Course Renovation Project are not ARPA eligible as the Project itself was not eligible for ARPA.

Please see the attached correspondence from the County's ARPA Consultant, PKF O'Connor Davies as to same.

In order to comply with ARPA guidelines and the encumbrance deadline, the ARPA Committee has proposed reallocating these funds to the project category, "General Infrastructure/Design Services." Monies from the General Fund will need to be used to fund the Golf Course Renovation Project.

I will make myself available at the meeting discussing this request should further information be needed.

Approved:



Kevin M. Byrne  
County Executive



**November 7, 2024**

Michael Lewis  
Commissioner of Finance  
40 Gleneida Avenue  
Putnam County  
Carmel, NY 10512

Dear Mr. Lewis:

After our discussion and review of the *Golf Course Renovations project* we have assessed that the project is deemed ineligible under the Coronavirus State & Local Fiscal Recovery Funds issued by the Department of Treasury. The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan, delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency.

The program ensures that governments have the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue,
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The program has seven allowable categories:

- Replacing Lost Public Sector Revenue
- Public Health and Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure
- Emergency relief from natural disasters
- Support surface transportation projects
- Support Title I projects

We have summarized the compliance requirements below:

In reviewing Putnam County's ARPA-funded projects ahead of the encumbrance deadline, it was found that the Golf Course Renovations project was the first standalone project undertaken with ARPA funding before the County's compliance standards for ARPA were fully established.

PKF O'CONNOR DAVIES, LLP

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

Additional project details:

- A new project funding request was made on January 19, 2022.
- Project funding was approved (Resolution #37/2022 attached) by Full Legislature on February 1, 2022.
- The ARPA Checklist and Addendum were developed and finalized in 2023.
- A list of project expenditures is provided for review.


**Subrecipient Monitoring.** SLFRF recipients that are pass-through entities as described under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

We do believe this project is ineligible

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Very truly yours,



Elizabeth G. Ballotte  
Partner

PKF O'CONNOR DAVIES, LLP

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.



PROJECT	ACCOUNT	YEAR	EFF DATE	POST DATE	PO/REF2	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	11/15/2022	11/17/2022		-481.73		HOME DEPOT REFUND
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	08/22/2022	08/22/2022		16,520.61		STAFF OT - ARPA #1 PCGC
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	12/12/2022	12/27/2022	22000507	930.28	AAA CARTING	12/08/22 PICK UP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	12/06/2022	12/15/2022	22000507	516.64	AAA CARTING	PICK UP 09/28/22
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	09/16/2022	09/30/2022	22000507	405.41	AAA CARTING	8/16/22 PICK UP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	09/07/2022	09/16/2022	22000507	356.74	AAA CARTING	06/30/22 PICK UP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	07/05/2022	07/15/2022	22000507	472.32	AAA CARTING	06/02/22 PICK UP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/10/2022	06/24/2022	22000507	580.08	AAA CARTING	4/29 DUMPSTER PICKUP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/05/2022	04/15/2022	22000507	1,487.31	AAA CARTING	03/08/22 PICK UP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	03/28/2022	04/08/2022	22000507	812.97	AAA CARTING	02/16/22 PICK UP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	03/21/2022	04/01/2022	22000507	624.40	AAA CARTING	PICK UP 01/26/22
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	03/07/2022	03/18/2022	22000507	772.99	AAA CARTING	01/24/22 PICK UP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	03/07/2022	03/18/2022	22000507	711.30	AAA CARTING	02/01/22 PICK UP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	10/12/2022	10/28/2022		204.59	AMAZON.COM CORPORATE CREDIT	PO 22002229 10/5/22, 3 SETS OF
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/17/2022	06/03/2022	22001187	942.48	AMAZON.COM CORPORATE CREDIT	5/9/22, 14 SETS SOLID WOOD SAD
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/17/2022	06/03/2022	22001176	2,046.00	AMAZON.COM CORPORATE CREDIT	5/9/22, 11 SETS BAR STOOL WOOD
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/17/2022	06/03/2022	22001163	119.97	AMAZON.COM CORPORATE CREDIT	5/4/22, 3 SETS PENDANT LIGHTIN
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/04/2022	06/02/2022	22001092	54.40	AMAZON.COM CORPORATE CREDIT	4/27/22, 1 SET WALL SCONCES FOR
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/27/2022	06/02/2022	22001054	158.31	AMAZON.COM CORPORATE CREDIT	4/22/22, 3 SETS WALL SCONCES F
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/19/2022	05/11/2022		203.96	AMAZON.COM CORPORATE CREDIT	PO 22000983 4/14/22, 2 BAR CHA
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/24/2022	06/03/2022		65.00	ANDREN EQUIPMENT RENTAL INC.	FORM OIL IN 5 GAL UNIT
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	10/25/2022	11/04/2022	22000940	6,702.95	B&G FOOD SERVICE EQUIPMENT LLC	BACK BAR CABINET REFRIGERATED
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	07/26/2022	08/04/2022	22000940	1,585.00	B&G FOOD SERVICE EQUIPMENT LLC	BEER BATH-LIFT GATE-BACK BAR 3
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	12/06/2022	12/15/2022	22002665	412.42	BEDFORD STONE & MASONRY SUPPLY CORP	THERMAL SLAB BLUESTONE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	12/02/2022	12/15/2022	22000555	6,504.32	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	MOSAIC STONE,QUIKRETE, BLUESTO
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	11/07/2022	11/18/2022	22000555	1,396.80	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	COPPER TRANSLUCENT TIN CEILING
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	10/31/2022	11/10/2022	22000555	1,080.10	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	35-4X10 FIRE CODE SHEETROCK
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	09/16/2022	09/30/2022	22000555	3,144.71	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	LUMBER
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	09/16/2022	09/30/2022	22000555	617.99	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	CONCRETE BLOCK
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	07/19/2022	07/28/2022	22000555	1,626.45	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	LUMBER
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/22/2022	07/01/2022	22000555	5,709.00	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	ARISTOCRAT CRYSTAL CLEAR POLYM
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/07/2022	06/16/2022	22000555	5,881.67	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	CLASS A FIRE RATED SMOOTH PANE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/07/2022	06/16/2022	22000555	2,855.52	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	CLEAN ROOM TILE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/07/2022	06/16/2022	22000555	7,387.38	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	TIN TILE CEILING PANELS-CROSS
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/03/2022	05/13/2022	22000555	5,228.36	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	SHEETROCK-DRYWALL SCREWS-COMP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/03/2022	05/13/2022	22000555	821.60	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	WHITE PINE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	03/11/2022	03/22/2022	22000555	3,942.50	BERTHIAUME'S NEVERSINK LUMBER CO. INC.	LUMBER
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	10/25/2022	11/04/2022	22001686	1,872.00	BREWSTER GLASS SHOP	CLEAR TEMPERED SAFETY GLASS
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/24/2022	06/03/2022	22000670	845.00	CARTWRIGHT & DAUGHTERS TENTS & PARTY RENTALS INC.	HEATER TENT PROPANE-HEATER DUC
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	09/26/2022	10/07/2022	22000574	164.97	COOPER ELECTRIC SUPPLY	RISER ORANGE, HOLE STRAPS
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	09/26/2022	10/07/2022	22000574	400.50	COOPER ELECTRIC SUPPLY	INNERDUCT COORGE, NEMA1 SC BOX
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	07/19/2022	07/28/2022	22000574	2,262.44	COOPER ELECTRIC SUPPLY	MOTOR-BLADE SET
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/31/2022	06/10/2022	22000574	76.00	COOPER ELECTRIC SUPPLY	CONN-BOLT-SLTITE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/03/2022	05/13/2022	22000574	690.56	COOPER ELECTRIC SUPPLY	QUAD SHLD RISER-CATG DATA CABL
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/03/2022	05/13/2022	22000574	956.89	COOPER ELECTRIC SUPPLY	SCREW COVER BOX-WIRE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/03/2022	05/13/2022	22000574	570.00	COOPER ELECTRIC SUPPLY	CATE DATA LINES
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/03/2022	05/13/2022	22000574	502.35	COOPER ELECTRIC SUPPLY	WIRE-OCTAGON BOX-MULB
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/25/2022	05/06/2022	22000574	2,303.53	COOPER ELECTRIC SUPPLY	PVC-WIC MCA-MULB-BUSHING-BOX C
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/05/2022	04/15/2022	22000574	14.72	COOPER ELECTRIC SUPPLY	LOAD CENTER COVER
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/05/2022	04/15/2022	22000574	2,266.14	COOPER ELECTRIC SUPPLY	A C UNITS-CONNECTOR-EMT STRAP
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/19/2022	05/11/2022	22000939	3,308.14	D&B BASES, INC	4/4/22, 5 BAR HEIGHT BLACK TA
52212	05.00.70.02.7110.000.020.00.53000.52212	2023	05/12/2023	05/25/2023	22002538	3,013.14	DOYLE SECURITY SYSTEMS, INC.	ADD'L WIRE SERVICES PCGC 12/20
52212	05.00.70.02.7110.000.020.00.53000.52212	2023	03/07/2023	03/16/2023	23000211	1,250.00	DOYLE SECURITY SYSTEMS, INC.	02/15/23 INSTALLATION SERV RAD
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/24/2022	06/02/2022	22000712	3,100.00	DOYLE SECURITY SYSTEMS, INC.	03/31/22 PANEL UPGRADE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/24/2022	06/02/2022	22000457	1,085.00	DOYLE SECURITY SYSTEMS, INC.	03/31/22 REMOVAL OF WIRING DUR
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/05/2022	04/15/2022	22000575	1,792.67	DURANTE RENTALS, LLC	WALK BEHIND SAW-FLATBED
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	09/27/2022	10/07/2022	22001275	32,967.00	EMPIRE ENERGY SPECIALISTS, INC.	INSTALL DOORS FRAMES AND HARDW
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	03/07/2022	03/18/2022	22000445	41,951.00	ENVIRONMENTAL MAINTENANCE CONTRACTORS INC	ENVIRONMENTAL SERV HAZARDOUS M
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	11/07/2022	11/18/2022		24.80	FRASER ACE HARDWARE	TAILPIECE T END-WST DRN TUBE-E
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	10/17/2022	10/27/2022		7.19	FRASER ACE HARDWARE	MASONARY NAIL
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	08/18/2022	09/08/2022		49.49	FRASER ACE HARDWARE	POLY FAST DRY GLS GL
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	07/19/2022	07/28/2022		27.23	FRASER ACE HARDWARE	TAILPIECE-STRT ELBOW
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	07/19/2022	07/28/2022		49.49	FRASER ACE HARDWARE	POLY FAST DRY GLS GL
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/07/2022	06/16/2022		77.00	FRASER ACE HARDWARE	BIT HAMIR-PUNCH PIN-DROP IN ANC
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/07/2022	06/16/2022		62.99	FRASER ACE HARDWARE	PAINT
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	05/16/2022	05/27/2022		183.49	FRASER ACE HARDWARE	OIL DANISH WATCO
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	02/28/2022	03/11/2022		19.38	FRASER ACE HARDWARE	GRIND WHEEL-CUTOFF WHEEL
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/22/2022	07/01/2022	22001132	292.40	GOVCONNECTION	FIXED WALL MOUNT
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/22/2022	07/01/2022	22001132	1,257.74	GOVCONNECTION	(2) 60 IN CRYSTAL UHO 7 SERIES
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	07/26/2022	08/04/2022	22001307	1,494.88	HAIGHT FIRE EQUIPMENT SUPPLY	REINSTALLATION OF PYROCHEM FIR
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	06/22/2022	07/01/2022	22001307	205.00	HAIGHT FIRE EQUIPMENT SUPPLY	MECHANICAL GAS VALVE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	04/19/2022	04/29/2022		205.00	HAIGHT FIRE EQUIPMENT SUPPLY	MECHANICAL GAS VALVE
52212	05.00.70.02.7110.000.020.00.53000.52212	2022	03/11/2022	03/25/2022		190.00	HAIGHT FIRE EQUIPMENT SUPPLY	01/26/22 SERVICE REPAIRS

LEGISLATURE  
 PUTNAM COUNTY  
 CARMEL, NY  
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52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22001167	288.15	HILTI INC.	CEILING CLIP
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	200.41	HOME DEPOT	CONNECTORS-FITTING-HALO CAN
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	111.38	HOME DEPOT	PU ADHESIVE-BLADE DISP-UTILITY
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	259.88	HOME DEPOT	ALL IN ONE APRON FRONT
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	1,119.18	HOME DEPOT	JOINT COMP-PINE BOARD
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	410.63	HOME DEPOT	BIRCH FLYWOOD-PAINT
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	168.35	HOME DEPOT	WALL FIRE-BUCKET GRID-GRANITE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	154.67	HOME DEPOT	PAINT-BRUSH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	28.64	HOME DEPOT	GOOF OFF-SPRAYER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	150.00	HOME DEPOT	CONCRETE GRINDER RENTAL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	29.40	HOME DEPOT	FINAL AMT DUE FOR CONCRETE GRI
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	329.21	HOME DEPOT	WALLPLATE-OUTLET-LEVELER-RESPI
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	106.00	HOME DEPOT	PAINT
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	142.71	HOME DEPOT	SAKRETE CONCRETE GLUE-ADHESIVE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	913.24	HOME DEPOT	BIFOLD DOOR-BUTCHER BLOCK-COMM
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	128.22	HOME DEPOT	DIRMNT LED-SQ BOX
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	217.76	HOME DEPOT	TRIM-FOAMULAR
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	162.24	HOME DEPOT	MAIN RUNNER-CABLE CUTTERS-CEIL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	557.37	HOME DEPOT	HAND RAIL-FENCE POST-PAINTERS
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	393.84	HOME DEPOT	EXERCISE EQUIPME-CARPET ADHESI
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	16.53	HOME DEPOT	BRUSH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	362.28	HOME DEPOT	BARN WOOD TRIM-PAINT TRAY-ROLL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	31.25	HOME DEPOT	SCREW EYES-FLOOR BRUSH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/25/2022	11/04/2022	22000497	69.00	HOME DEPOT	WALL CABINET
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/27/2022	10/07/2022	22000497	245.67	HOME DEPOT	CONCRETE MIX
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/27/2022	10/07/2022	22000497	148.53	HOME DEPOT	PLYWOOD-COMMON BOARD-FUZE IT-G
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/27/2022	10/07/2022	22000497	128.83	HOME DEPOT	UNIVERSAL METALLIC COPPER-BRUS
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/27/2022	10/07/2022	22000497	53.10	HOME DEPOT	STRIPS
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/27/2022	10/07/2022	22000497	41.88	HOME DEPOT	STOPS RUST FLAT BLACK
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/27/2022	10/07/2022	22000497	481.73	HOME DEPOT	STD BAND SAWN EWP-BOX RAIL-COM
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/13/2022	09/23/2022	22000497	481.73	HOME DEPOT	WHITEWOOD BOARD-BOX RAIL-HANGE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/13/2022	09/23/2022	22000497	228.42	HOME DEPOT	FLOOR PUTTY-CARPET TRIM-HARDW
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/13/2022	09/23/2022	22000497	38.92	HOME DEPOT	SPILL ABSORBER-UNIVERSAL METAL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	09/13/2022	09/23/2022	22000497	230.89	HOME DEPOT	PAINT-UNIVERSAL METALLIC AGED
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/26/2022	09/08/2022	22000497	97.58	HOME DEPOT	POLY SHEETING-SCOTCHBLUE-MASKI
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/26/2022	09/08/2022	22000497	165.15	HOME DEPOT	COMMON BOARD-PATCHER-CONCRETE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/26/2022	09/08/2022	22000497	393.21	HOME DEPOT	STD BAND SAWN EWP-PAINT
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/26/2022	09/08/2022	22000497	63.16	HOME DEPOT	STD BAND SAWN EWP-DOUG FIR
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/26/2022	09/08/2022	22000497	185.32	HOME DEPOT	PHENOSEAL-SHEDLESS KNIT-ROLLER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/25/2022	09/01/2022	22000497	354.34	HOME DEPOT	MORTAR MIX-GAUGING TROWEL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/25/2022	09/01/2022	22000497	261.78	HOME DEPOT	CONCRETE MIX-PALLET FEE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/25/2022	09/01/2022	22000497	117.70	HOME DEPOT	MORTAR MIX
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/01/2022	08/12/2022	22000497	304.67	HOME DEPOT	WAINSCOT-BAR FLAT ALUM-CEDAR B
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/03/2022	08/12/2022	22000497	206.77	HOME DEPOT	CONCRETE MIX
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	640.20	HOME DEPOT	GALVANIZED STEEL ROOF PANEL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	183.46	HOME DEPOT	SHAKER CORNER SINK BASE KITCH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	556.48	HOME DEPOT	SINK BASE CABINET-SHAKER DOVE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	99.80	HOME DEPOT	UNIVERSAL METALLIC AGED COPPER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	49.90	HOME DEPOT	UNIVERSAL METALLIC AGED COPPER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	230.77	HOME DEPOT	SWITCH-GFCI-CONNECTOR-3 WAY DI
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	286.00	HOME DEPOT	PAINT-CONTRACTOR BAGS-COPPER-S
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	183.47	HOME DEPOT	PVC PIPE-ADAPTER-FITTING-WASHE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	706.32	HOME DEPOT	CONDUIT-TAPCON-FITTING-EXIT EM
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	1,294.88	HOME DEPOT	BUTCHER BLOCK-VARA SPAR URETHN
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	376.25	HOME DEPOT	PAINT-SEAMERTOO-COUNTERTOP-CO
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	102.49	HOME DEPOT	TRANSLUCENT BUCKET-MIXING BUCK
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	161.86	HOME DEPOT	HINGE-CEDAR BOARD-STRAP TIE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	49.77	HOME DEPOT	BRUSH-CORNER BRACE-HINGE-VERA
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	-196.46	HOME DEPOT	SHAKER DOVE RETURNED
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/22/2022	07/01/2022	22000497	176.61	HOME DEPOT	FENCE-CEFR BOARD-LED LIGHTS-S
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	45.41	HOME DEPOT	GLOVES-STEEL WOOL PAD-SAND SPO
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	7.66	HOME DEPOT	NIPPLE-ELBOW
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	69.86	HOME DEPOT	UNIVERSAL METALLIC AGED COPPER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	466.11	HOME DEPOT	HALO IC AIRTIGHT NC HOUSING-DE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	630.52	HOME DEPOT	TROWEL-MORTAR MIX-PAINT-CONCRE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	67.41	HOME DEPOT	SPLIT RECESSED MTN BLOCK
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	141.34	HOME DEPOT	WALLPLATE-JACK-KT F COMP
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	294.19	HOME DEPOT	SHIPLAP BOARD-DROP CLOTH-COMMO
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	692.75	HOME DEPOT	FUZEIT ALL SURFACE-COMMON BOAR
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	242.09	HOME DEPOT	COMMON BOARD-MAPLE BOARD-STRAP
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	415.78	HOME DEPOT	SHIPLAP BOARD-COMMON BOARD-MAP
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	141.72	HOME DEPOT	EMSEAL UNIVERSAL SEAL-GLV SMTH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000497	404.75	HOME DEPOT	SPREADER-UTILITY KNIFE-ROSN P
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/24/2022	06/03/2022	22000497	549.93	HOME DEPOT	MC WIRE CABLE-LED SHOP LIGHT-B
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/24/2022	06/03/2022	22000497	175.83	HOME DEPOT	GLOVES-EXIT EMER COMBO-GFCI-SA
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/24/2022	06/03/2022	22000497	312.89	HOME DEPOT	ALUM GUTTER-PAINT-WIRE BRUSH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/24/2022	06/03/2022	22000497	325.40	HOME DEPOT	BIT-MAPLE BOARD-AMP X B
52212									



52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/24/2022	06/03/2022	22000497	264.42	HOME DEPOT	BOX EXTENDER-SS PLATE-FITTING-
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/24/2022	06/03/2022	22000497	829.38	HOME DEPOT	SCREW-PINE-FINGERJOINT-WOOD PR
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	608.79	HOME DEPOT	SAW BLADE-WIRE MESH-ROD CHAIR-
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	452.11	HOME DEPOT	TAPE-BATT INSUL-PLYWOOD-JOINT
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	175.34	HOME DEPOT	DRYWALL-BATT INSUL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	34.42	HOME DEPOT	WOOD
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	28.31	HOME DEPOT	SPLIT RING HANGER-CAP-BUSHING
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	70.79	HOME DEPOT	BRUSH-RAGS-TVK CVRALL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	138.70	HOME DEPOT	LEVELER-OSCILLATING-TRIM-BAFFL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	302.76	HOME DEPOT	WIRE BRUSH-SPRAYER-FIRE CAULK-
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	30.80	HOME DEPOT	PVC PIPE-FITTING-COUPLING
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	84.71	HOME DEPOT	ORANGE TRAY-TOWEL-PAINT-STAIN
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	89.48	HOME DEPOT	STAPLES-
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	423.24	HOME DEPOT	PAINT-SEALER-ROLLER-BRUSH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	269.03	HOME DEPOT	BRACKET W CLAMPS-POLE-CONDUIT-
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	863.58	HOME DEPOT	PLYWOOD
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	34.61	HOME DEPOT	WOOD
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	68.33	HOME DEPOT	BATT INSUL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	68.56	HOME DEPOT	BUCKET-SPRAY BOTTLE-STOPPS RUST
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	230.22	HOME DEPOT	STOPPS RUST-VERA FLOOR POLY-KLE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000497	160.31	HOME DEPOT	PAIR TOLD OIL-TAPE MEASURE-GFCI
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	04/19/2022	04/29/2022	22000497	370.34	HOME DEPOT	DRYWALL-LITE CABLE-FITTING-CON
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	04/19/2022	04/29/2022	22000497	318.41	HOME DEPOT	PIPE-TEST PLUG-SHEILDED COUPLI
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	04/19/2022	04/29/2022	22000497	713.31	HOME DEPOT	WOOD-DRYWALL BUCKET-TRIM SCREW
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/25/2022	04/08/2022	22000497	136.44	HOME DEPOT	BREAKER HOM TANDEM-NIPPLE-PON
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/25/2022	04/08/2022	22000497	28.71	HOME DEPOT	SAFETY GLASS-POLYBUTYLENE ADAP
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/25/2022	04/08/2022	22000497	9.97	HOME DEPOT	X LOCK MTL CUT
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	40.91	HOME DEPOT	TEKS ROOFING
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	96.97	HOME DEPOT	FITTING-COUPLING
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	120.68	HOME DEPOT	HANGER STRAP-ACID BRUSHES-PAST
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	55.46	HOME DEPOT	TEKS,FLEX SEAL AEROSOL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	197.60	HOME DEPOT	PIPE-FITTING-COUPLING-DOUG FIR
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	150.57	HOME DEPOT	WIRE REMESH SHEET-WEATHERSHIEL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	3.22	HOME DEPOT	BLK PLUG
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	169.89	HOME DEPOT	ROSN SOLDER-PULL BOX-CONCRETE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	360.41	HOME DEPOT	PAINT-ACCESS PANEL-WEATHERSHIE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	100.00	HOME DEPOT	ELECTRIC CONCRETE SAW RENTAL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/21/2022	04/01/2022	22000497	25.35	HOME DEPOT	ELECTRIC CONCRETE SAW RENTAL B
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	115.63	HOME DEPOT	TAPCON-MASONRY CUT-GAULING TRO
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	85.67	HOME DEPOT	WOOD-WEATHERSHIELD-DOUG FIR-RO
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	676.36	HOME DEPOT	TRAY SET-PLYWOOD
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	13.78	HOME DEPOT	GAL CAP-PIPE TAPE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	52.19	HOME DEPOT	SDS PLUS MX-BIT-CARPENTERS PEN
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	211.09	HOME DEPOT	PAINT LINERS-PAINT-HINGE-PUSH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	108.78	HOME DEPOT	PLYWOOD-BIT-COVERALL-SWIVEL-KN
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	110.28	HOME DEPOT	CARB NAIL-SAFETY GLASSES CLEAR
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	50.90	HOME DEPOT	ZEP CLM SWEEP-GOGGLES-WONDER B
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	88.77	HOME DEPOT	SOCKET SET-DRIVE GUIDE-FLOOR S
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	369.53	HOME DEPOT	STUD-PHENOSEAL-PLYWOOD
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	72.50	HOME DEPOT	GORILLA DUCT TAPE-POLY SHEETIN
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/04/2022	03/18/2022	22000497	36.44	HOME DEPOT	METAL CUTTING BLADE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	08/26/2022	09/08/2022	22000570	4,398.76	JOHNSTONE SUPPLY	STAINLESS STEEL-TRIM MOLDING
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	07/26/2022	08/04/2022	22000570	4,300.00	JOHNSTONE SUPPLY	UNDERCOUNTER ICE MACHINE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	06/13/2022	06/24/2022	22000570	129.94	JOHNSTONE SUPPLY	GRILLE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/31/2022	06/10/2022	22000570	95.86	JOHNSTONE SUPPLY	FLANGE FILTER RACK
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/31/2022	06/10/2022	22000570	735.91	JOHNSTONE SUPPLY	TRANSITION-CANVAS-LINER-DRIVE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/31/2022	06/10/2022	22000570	672.11	JOHNSTONE SUPPLY	ELBOW
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/24/2022	06/03/2022	22000570	107.01	JOHNSTONE SUPPLY	PVC PIPE-SEALER LEAK LOCK-ELBO
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/24/2022	06/03/2022	22000570	29.64	JOHNSTONE SUPPLY	DIFFUSER-EGG CRATE RETURN
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000570	282.11	JOHNSTONE SUPPLY	PEDESTAL BASE-FLANGE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000570	241.36	JOHNSTONE SUPPLY	HEAT PUMP TSTAT
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	05/03/2022	05/13/2022	22000570	195.95	JOHNSTONE SUPPLY	BOX OF SD 100
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	04/25/2022	05/06/2022	22000570	251.95	JOHNSTONE SUPPLY	COUPLING
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	04/19/2022	04/29/2022	22000570	549.58	JOHNSTONE SUPPLY	INSULATION PIPE,NIPPLE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	04/19/2022	04/29/2022	22000570	176.52	JOHNSTONE SUPPLY	MISC. FITTINGS-COUPLING
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	04/19/2022	04/29/2022	22000570	55.89	JOHNSTONE SUPPLY	CONDENSATE PUMP-SWITCH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	04/19/2022	04/29/2022	22000570	295.51	JOHNSTONE SUPPLY	DRESSER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	5,121.23	JOHNSTONE SUPPLY	PIPE-FITTING-TUBING-TEE-ADAPTE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	1,063.18	JOHNSTONE SUPPLY	GALVANIZED CLEVIS HANGER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	1,179.80	JOHNSTONE SUPPLY	PIPE-INSULATION-COUPLING-TUBIN
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	577.75	JOHNSTONE SUPPLY	ADAPTER-VALVE-CAP
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	51.04	JOHNSTONE SUPPLY	PRESS
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	144.66	JOHNSTONE SUPPLY	SHEETMETAL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	57.30	JOHNSTONE SUPPLY	PRESS REDUCER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	585.78	JOHNSTONE SUPPLY	PIPE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	31.61	JOHNSTONE SUPPLY	DRAIN TUBE
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	37.76	JOHNSTONE SUPPLY	TAPE DUCT CLOTH
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/28/2022	04/08/2022	22000570	114.60	JOHNSTONE SUPPLY	REDUCER
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/11/2022	03/22/2022	22000570	10,904.10	JOHNSTONE SUPPLY	HEAT PUMP-AIR HANDLER-MINI SPL
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	03/11/2022	03/22/2022	22000570	55.14	JOHNSTONE SUPPLY	BLADE RECIP
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	11/15/2022	12/09/2022	22002551	2,391.24	KATOM RESTAURANT SUPPLY INC	22 HERCULES RESTAURANT BAR STO
52212	05.00.70.02.7110.000.020.00.53000	52212	2023	12/18/2023	12/21/2023	2018031	299.00	M.G. MCLAREN ENGINEERING AND LAND SURVEYING PC	GOLF COURSE RENO, 4/11/22-4/2
52212	05.00.70.02.7110.000.020.00.53000	52212	2022	10/07/2022	10/21/2022	22002244	826.00	MARIAM SUPPLY CO	SELF LEVELING UNDERLAY
52212	05.00.70.02.7110.000.020.00.53000	522							

52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	05/09/2022	05/10/2022	67.95	MID-COUNTY ELECTRIC SALES	SPRING NUTS-BLANK COVER-STRAP-	
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	04/19/2022	04/29/2022	99.66	MID-COUNTY ELECTRIC SALES	CONN-INLINE POLARIS TAP-BUSH L	
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	03/29/2022	04/08/2022	22.95	MID-COUNTY ELECTRIC SALES	STEEL STRAP-POLARIS TAP	
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	03/29/2022	04/08/2022	59.70	MID-COUNTY ELECTRIC SALES	SCREW COVER	
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	07/05/2022	07/15/2022	22000859	50,000.00	MILBURN SALES CO INC.	FLOOR COVERING FURNISH AND INS
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	09/26/2022	10/07/2022		50.68	N & S PLUMBING SUPPLIES	ELBOW, COPPER PRESS ADAPTER
52212	05.00.70.02.7110.000.020.00.53000 .52212	2023	10/17/2023	10/27/2023	22002248	1,573.17	NET WORLD SPORTS LTD	BALL STOP NETTING
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	09/16/2022	09/30/2022	22000498	1,358.51	NEW YORK REPLACEMENT PARTS	COUPLING, AQUAPEX, ELBOW, TEE,
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	06/07/2022	06/16/2022	22000498	305.60	NEW YORK REPLACEMENT PARTS	NITRILE GLOVES-MULTI TOOL-CITRU
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	06/07/2022	06/16/2022	22000498	3,611.31	NEW YORK REPLACEMENT PARTS	STL TBE-TEE-CAP-FLOOR FLANGE-A
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	04/05/2022	04/15/2022	22000498	121.21	NEW YORK REPLACEMENT PARTS	FIBERGLASS CVR-ELL-CLEVIS HANG
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	03/11/2022	03/22/2022	22000498	6,164.55	NEW YORK REPLACEMENT PARTS	FLOOR SINK GRATE-PVC FLOOR DRA
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	02/18/2022	03/04/2022	22000498	2,328.39	NEW YORK REPLACEMENT PARTS	DOUBLE PANTRY FAUCET-NOZZLE-EL
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	12/21/2022	12/29/2022	22002457	400.00	NEXGEN MACHINING LLC	STEEL STOCK METAL SIGN GOLF CO
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	04/05/2022	04/15/2022	22000448	3,100.00	NICHE ANALYSIS INC	AIR MONITORING AND LAB ANALYSI
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	11/18/2022	12/02/2022	22001537	1,400.00	ONE TIME CARPENTRY	SIDING ON LOWER BACK BAR DOOR
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	10/25/2022	11/04/2022	22001537	3,670.00	ONE TIME CARPENTRY	INSTALL SIDING ON LOWER BAR WA
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	08/26/2022	09/08/2022	22001537	640.00	ONE TIME CARPENTRY	INSPECT & PATCH HOLES ON ROOF
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	08/18/2022	09/01/2022	22000675	838.00	PUTNAM MOBILE MIX	4000 PSI-3 YARDS
52212	05.00.70.02.7110.000.020.00.53000 .52212	2021	05/31/2022	06/10/2022	22000675	646.75	PUTNAM MOBILE MIX	4000 PSI-2 YARDS
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	04/19/2022	04/29/2022	22000675	910.00	PUTNAM MOBILE MIX	5 YARDS 4000 PSI
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	03/28/2022	04/08/2022	22000675	684.00	PUTNAM MOBILE MIX	CONCRETE 3 YARDS
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	03/28/2022	04/08/2022	22000675	1,023.50	PUTNAM MOBILE MIX	CONCRETE 4 YARDS
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	07/26/2022	08/04/2022	22001325	9,775.00	RVP FLOORING SYSTEMS, INC.	RIP UP CARPETING AND SUPPLY IN
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	05/24/2022	06/03/2022	22001003	1,600.00	RVP FLOORING SYSTEMS, INC.	BASEMENT HALLWAY INFINITI RIGI
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	07/26/2022	08/09/2022		166.70	THE WEBSTAIRANT STORE, INC	INDUSTRIAL BAR HEIGHT CHAIR
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	05/14/2022	07/13/2022		53.00	THE WEBSTAIRANT STORE, INC	WIRE WALL MOUNT SHELF
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	06/06/2022	06/30/2022		108.49	THE WEBSTAIRANT STORE, INC	6/1/22, WALL MOUNTED HAND SINK
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	12/31/2022	01/25/2023		32.99	TRACTOR SUPPLY CREDIT PLAN	GRATE HEX
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	12/31/2022	01/25/2023		79.80	TRACTOR SUPPLY CREDIT PLAN	FIREBRICK
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	11/15/2022	11/22/2022	22002533	498.75	TRACTOR SUPPLY CREDIT PLAN	FIREBRICK
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	06/06/2022	06/30/2022	22001308	1,862.08	ULINE	5/27/22, SHELVING
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	10/24/2022	11/04/2022		33.63	UNITED PARCEL SERVICE	COURIER SERV
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	05/31/2022	06/10/2022	22000499	538.91	UNITED RENTALS	TILE SCRAPER BLADE
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	05/31/2022	06/10/2022	22000571	1,381.90	UNITED RENTALS	MINI EXCAVATOR-POWER CORD
52212	05.00.70.02.7110.000.020.00.53000 .52212	2022	11/07/2022	11/18/2022	22002336	8,200.00	WBE FENCE COMPANY INC	FENCING

363,120.83

PUTNAM COUNTY LEGISLATURE

Resolution #37

Introduced by Legislator: Joseph Castellno on behalf of the Audit & Administration Committee at a Regular Meeting held on February 1, 2022.

page 1

**APPROVAL/ BUDGETARY AMENDMENT (22A008)/ COMMISSIONER OF FINANCE/ HIGHWAYS & FACILITIES/ CAPITAL IMPROVEMENTS/ PUTNAM COUNTY GOLF COURSE/ MACGREGOR GRILLE**

**WHEREAS, the Deputy Commissioner of Highways & Facilities has informed the Putnam County Legislature of several Capital Improvement Projects needed at the Putnam Golf Course; and**

**WHEREAS, there was the potential for these projects, and several other Capital betterments throughout the County, to be funded through the American Rescue Plan Act (ARPA) and therefore a funding request approved during the budget process was put on hold; and**

**WHEREAS, some limited demolition and structural assessment commenced to investigate the extent that water damage, discovered during the Article 9 project, may have migrated; and**

**WHEREAS, during the demolition, a significant amount of unanticipated asbestos was found; and**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (22A008) to mitigate water damage, complete structural assessment, perform the asbestos abatement and carry out the Capital Improvements to the MacGregor Grille, which will remain closed until the abatement and renovations are completed; 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:**

<b>Increase Estimated Appropriations:</b>		
57110000 53000 52212	ARPA Project #1 – PCGC	400,000
<b>Increase Estimated Revenues:</b>		
57110000 449898 52212	Fed Aid – ARPA Project #1 – PCGC	400,000
	2022 Fiscal Impact – 0 –	
	2023 Fiscal Impact – 0 –	

**BY ROLL CALL VOTE: SIX AYES. TWO NAYS – LEGISLATORS GOULDMAN & MONTGOMERY. LEGISLATOR SAYEGH WAS 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 February 1, 2022.

Dated: February 3, 2022

Signed: *Diane Schonfeld*

Diane Schonfeld  
Clerk of the Legislature of Putnam County

#6x

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

**APPROVAL – FUND TRANSFER (24T417) – COUNTY ATTORNEY – JUDGMENT & CLAIMS**

**WHEREAS, the County Attorney has requested a fund transfer (24T417) to cover NYMIR Invoices through year end 2024; and**

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

**RESOLVED, that the following fund transfer be made:**

**Decrease:**  
**10199000 54980                      General Contingency                      30,000**

**Increase:**  
**10193000 54933                      Judgment & Claims                      30,000**

**2024 Fiscal Impact - \$30,000**  
**2025 Fiscal Impact – 0 –**

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

cc:all  
Rules  
A+R

Reso

**COUNTY OF PUTNAM  
FUND TRANSFER REQUEST**

**TO:** Michael Lewis  
Commissioner of Finance

**FROM:** C. Compton Spain  
County Attorney

**DEPT:** Law

**DATE:** November 8, 2024

2024 NOV 12 PM 1:48  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

I hereby request approval for the following transfer of funds:

<u>FROM ACCOUNT# /NAME</u>	<u>TO ACCOUNT# /NAME</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
10199000 54980 General Contingency	10193000 54933 Judgment & Claims	\$30,000.00	To cover NYMIR Invoices through Year end.

2024 Fiscal Impact \$ 30,000.00

2025 Fiscal Impact \$ \_\_\_\_\_

C. Spain 11/8/24  
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

24T417

#64

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

**APPROVAL – FUND TRANSFER (24T424) – COUNTY ATTORNEY – LEGAL SERVICES**

**WHEREAS, the County Attorney has requested a fund transfer (24T424) to cover outstanding legal services invoices not yet received for the remainder of 2024; and**

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

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

**10199000 54980                      Contingency                      50,000**

**Increase:**

**10142000 54125                      Legal Services                      50,000**

**2024 Fiscal Impact - \$50,000**

**2025 Fiscal Impact – 0 –**

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



**COUNTY OF PUTNAM  
FUND TRANSFER REQUEST**

*cc: all  
Rules  
A+A*

*Reso.*

**TO:** Commissioner of Finance

**FROM:** C. Compton Spain  
County Attorney.

**DEPT:** Law

**DATE:** November 12, 2024


2024 NOV 13 AM 11:48  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

I hereby request approval for the following transfer of funds:

<u>FROM ACCOUNT# /NAME</u>	<u>TO ACCOUNT# /NAME</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
10199000 54980 Contingency	10142000 54125 Legal Services	\$50,000.00	To cover outstanding legal services invoices Not yet received for The remainder of 2024

2024 Fiscal Impact \$ 50,000

2025 Fiscal Impact \$ 0

  
 \_\_\_\_\_ 11/12/24  
 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

*247424*

#62

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

**APPROVAL – NEW COUNTY MISSION STATEMENT**

**WHEREAS, on March 6, 2024, the County Executive formed the Executive Review Committee, an advisory committee pursuant to Section 3.02(e) of the Putnam County Charter to review the fundamental framework by which the County government operates, including a review and update of the County’s Mission Statement; and**

**WHEREAS, the Executive Review Committee members presented an updated Mission Statement draft to the County Executive; and**

**WHEREAS, the County Executive has adopted the updated Mission Statement as submitted by the Executive Review Committee; and**

**WHEREAS, the Rules, Enactment & Intergovernmental Relations Committee has reviewed and approved the new County Mission Statement; now therefore be it**

**RESOLVED, that the County Mission Statement be amended to read as follows:**

**Mission Statement:**

**Putnam County Government provides for the health, safety and well-being of the public while upholding the laws of the United States, New York State, and the County. Our dedicated workforce is critical to meeting community needs and we strive to deliver a fiscally responsible, accountable, and accessible government that serves everyone with transparency. By working in partnership with all levels of government and others, we are committed to providing services that will achieve the best possible outcomes for our residents.**

**Our Vision:**

**The County seeks to encourage community engagement, responsible economic growth, and a high-quality of life for all residents through innovative and collaborative efforts. We aspire to be a vibrant and healthy community that values and nurtures Putnam County’s natural beauty, rich history, cultural heritage, and most importantly, our people. Together, we seek to build a future that honors our past, embraces our present, and inspires generations to come.**

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





*Rules*

PUTNAM COUNTY EXECUTIVE  
KEVIN M. BYRNE

MEMORANDUM

TO: Paul E. Jonke  
Chairman, Putnam County Legislature

CC: The Putnam County Legislature

FROM: Kevin M. Byrne  
County Executive

DATE: October 9, 2024

RE: Mission Statement

2024 OCT - 9 PM 4:42  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

In my March 6, 2024 memo, I informed the Legislature of the creation of an advisory committee, the Executive Review Committee. As you may recall, the Committee's first endeavor was to review and update the County's Mission Statement.

The Committee rose to the task. After a number of meetings, varied research, and much thoughtful consideration the Committee drafted an updated Mission Statement, which also includes a vision statement.

Please see attached the Mission Statement submitted by the Committee, which has been adopted by this Administration.

I hope that you join me in recognizing the efforts of the Executive Review Committee in crafting what I believe to be a timeless and inclusive Mission Statement.

**Enclosures:**

Cover Memo From Executive Review Committee  
Updated Putnam County Mission Statement



To: Kevin M. Byrne, County Executive

From: The Executive Review Committee

Date: August 26, 2024

Re: Final Mission Statement Draft

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Attached for your consideration is the Executive Review Committee's final draft of an updated Putnam County Mission Statement. The current Mission Statement, adopted by the Legislature and signed into law by County Executive Bondi in 2003, is also attached.

The Committee met seven times between April and August. During this time, the Committee utilized surveys submitted by County employees, sought and received input from County Department Heads, and performed pertinent research, including reviewing the mission statements of counties throughout New York State. Additionally, the Committee relied on the current Mission Statement of the County as a valuable resource and took great effort to incorporate its principles and spirit into the new version.

As you will see, our final draft includes a Mission and Vision Statement. After careful discussion and deliberation, the Committee felt that the inclusion of both would best describe the core purpose of county government, how we intend to meet those responsibilities, all while also looking towards the future and what we aspire to be.

We would also like to highlight how well the Committee worked together and collaborated since its formation. This is a diverse group of experienced, thoughtful, and diligent individuals who brought forth valuable insights and contributions throughout this process.

The Committee is available for any questions you may have. Additionally, we are happy to attend any Legislative Committee meetings that may be called to consider our draft.

We would like to thank the County Department Heads and employees for their time in providing much-appreciated perspectives and suggestions to the Committee.

Finally, we would like to thank Marjorie Keith for her work as Special Advisor during our review of the Mission Statement. As a member of the last Mission Statement Committee in 2003, Marjorie's knowledge and expertise has been second to none.

We look forward to continuing our work and turning our attention towards the County Charter and Code, as requested by you in at the Committee's formation.

**Mission Statement:**

Putnam County Government provides for the health, safety and well-being of the public while upholding the laws of the United States, New York State, and the County. Our dedicated workforce is critical to meeting community needs and we strive to deliver a fiscally responsible, accountable, and accessible government that serves everyone with transparency. By working in partnership with all levels of government and others, we are committed to providing services that will achieve the best possible outcomes for our residents.

**Our Vision:**

The County seeks to encourage community engagement, responsible economic growth, and a high-quality of life for all residents through innovative and collaborative efforts. We aspire to be a vibrant and healthy community that values and nurtures Putnam County's natural beauty, rich history, cultural heritage, and most importantly, our people. Together, we seek to build a future that honors our past, embraces our present, and inspires generations to come.

# PUTNAM COUNTY

## MISSION STATEMENT

*Putnam County Government, while operating under statute, primarily exists to provide and facilitate the delivery of essential, quality public services for the health, safety, protection and well-being of all residents in the County in cooperation and conjunction with the community. These services will be provided at the least cost to the taxpayers consistent with the efficient delivery of quality services and delivered with a "good neighbor" attitude. Leadership shall identify and plan for changes in resources that create an environment whereby the people in the County can be afforded opportunities for achieving quality of life.*

## PRINCIPLES\*

*In carrying out those principles embodied in its mission statement, Putnam County shall:*

- *Promote responsible, honest, respectful and caring behavior toward the public and its employees*
- *Value participatory decision-making and teamwork through partnering at all levels*
- *Be responsive to community needs*
- *Be responsible and ethical stewards of public resources*
- *Encourage self-sufficiency and empower the public and employees to maximize their potential*
- *Enhance quality of services through a continued development of a well-trained workforce*
- *Be a learning, improving and achieving organization*
- *Participate to the extent possible in the setting of Regional, State and Federal goals.*

*\*Revised Fall, 2002  
Adopted May, 2003*



# PUTNAM COUNTY

## MISSION STATEMENT

Putnam County government, while operating under statute, primarily exists to provide and facilitate the delivery of essential, quality public services for the health, safety, protection and well-being of all residents in the County in cooperation and conjunction with the community. These services will be provided at the least cost to the taxpayers consistent with the efficient delivery of quality services and delivered with a "good neighbor" attitude. Leadership shall identify and plan for changes in resources that create an environment whereby the people in the County can be afforded opportunities for achieving quality of life.

## PRINCIPLES

In carrying out those principles embedded in its mission statement, Putnam County shall:

- ◆ provide affordable government
- ◆ be responsive to community needs
- ◆ encourage self-sufficiency
- ◆ support the continued improvement of services
- ◆ provide services through a coordinated interdepartmental approach
- ◆ be responsible stewards of public resources
- ◆ be governed by professional integrity
- ◆ treat the public and its employees with respect and dignity
- ◆ value participant decision-making
- ◆ participate, to the extent possible, in the setting of State goal

Adopted March 1, 1994

THE PUTNAM COUNTY LEGISLATURE

Resolution # 89 Meeting  
Introduced by Legislator: Regina Morini on b/h of Personnel Committee Regular May 6, 2003  
Seconded by Legislator: Michael Semo Jr. & Vincent Tamagna Special \_\_\_\_\_

AMENDMENT TO THE MISSION STATEMENT OF PUTNAM COUNTY

Putnam County Government, while operating under statute, primarily exists to provide and facilitate the delivery of essential, quality public services for the health, safety, protection and well-being of all residents in the County in cooperation and conjunction with the community. These services will be provided at the least cost to the taxpayers consistent with the efficient delivery of quality services and delivered with a "good neighbor" attitude. Leadership shall identify and plan for changes in resources that create an environment whereby the people in the County can be afforded opportunities for achieving quality of life.

Principles\*

In carrying out those principles embodied in its mission statement, Putnam County shall:

- Promote responsible, honest, respectful and caring behavior toward the public and its employees
- Value participatory decision-making and teamwork through partnering at all levels

Vote:  
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

\_\_\_\_\_  
Dated: \_\_\_\_\_

Signed: \_\_\_\_\_

**10**  
Donna C. McMahon  
Clerk Of The Legislature Of Putnam County

THE PUTNAM COUNTY LEGISLATURE

Resolution # 89 (continued)

Meeting

Introduced by Legislator: \_\_\_\_\_

Regular \_\_\_\_\_

Seconded by Legislator: \_\_\_\_\_

Special \_\_\_\_\_

- Be responsive to community needs
- Be responsible and ethical stewards of public resources
- Encourage self-sufficiency and empower the public and employees to maximize their potential
- Enhance quality of services through a continued development of a well-trained workforce
- Be a learning, improving and achieving organization
- Participate to the extent possible in the setting of Regional, State and Federal goals.

\*Revised Fall, 2002

BY POLL VOTE: ALL AYES, CARRIED UNANIMOUSLY.

Vote:  
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 6, 2003

Dated: May 8, 2003

Signed: Donna C. McMahon

**11** Donna C. McMahon  
Clerk Of The Legislature Of Putnam County

#6aa

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

**APPROVAL - CONTRACT - LEGISLATIVE COUNSEL**

**WHEREAS, on July 21, 2021, Putnam County issued a Request for Proposal for legislative counsel for the Putnam County Legislature; and**

**WHEREAS, after review of the one proposal submitted in response to the Request for Proposal the Legislature recommended contracting with Boutin & Altieri, P.L.L.C. for personal services, encompassed in the terms as specified in the Request for Proposal; and**

**WHEREAS, the term of the agreement was for three (3) years commencing January 1, 2022 and shall terminate December 31, 2024; and**

**WHEREAS, under the terms of the Agreement, upon mutual agreement by the parties hereto in writing, this Agreement may be renewed for three (3) consecutive one (1) year periods, to be renewed one (1) year at a time; and**

**WHEREAS, per the contract addendum in April 2024 Legislative Counsel services continued to be provided by Firriolo Law Office, P.L.L.C.; now therefore be it**

**RESOLVED, that the Putnam County Legislature designates Firriolo Law Office, P.L.L.C. for outside services encompassing the terms as specified in the Request for Proposal 6-2021, and as amended in the addenda to the Agreement; and**

**WHEREAS, as stated in the Agreement, the annual fees shall increase based upon the consumer price index for All Urban Consumers (CPI-U), taken from the then-current annual index for "all items" or the category encompassing legal services, whichever is greater; now therefore be it**

**RESOLVED, that the contract term shall be extended for an additional one (1) year to run from January 1, 2025 through December 31, 2025.**

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

cc:all  
Rules

Add'l to  
Item # 8

October 21, 2024

**VIA EMAIL**

Ms. Diane Schonfeld, Clerk  
Putnam County Legislature  
40 Gleneida Avenue  
Carmel, NY 10512  
Email: Diane.Schonfeld@putnamcountyny.gov

**Re: Legislative Counsel Contract Renewal Option**

Dear Clerk Schonfeld:

I am pleased to have provided Legislative Counsel services to the Putnam County Legislature since May 2017, most recently under Contract #2021228, as amended by addendum #2021228A (the "Contract").

The initial term of the Contract runs for three years, from January 1, 2022, through December 31, 2024, and may be renewed in writing, by mutual agreement, for three (3) consecutive one (1) year periods, one year at a time. The annual fees for years four, five, and six are to increase from the year three annual fee based upon the Consumer Price Index for All Urban Consumers (CPI-U), taken from the current annual index for "all items" or the category encompassing legal services, whichever is greater.

I wish to exercise the option to renew the Contract, and respectfully request that the Putnam County Legislature extend the term of the Contract for the period January 1, 2025, through December 31, 2025.

Thank you for your attention to this request.

Very truly yours,



Robert P. Firriolo



#666

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

**APPROVAL – BUDGETARY AMENDMENT (24A113) – SHERIFF’S DEPARTMENT – OVERTIME REIMBURSEMENT – CRISIS INTERVENTION TEAM (CIT) TRAINING & DRUG RECOGNITION EXPERT (DRE) ANNUAL CONFERENCE**

**WHEREAS**, the Putnam County Sheriff’s Department has received grant funding through the NYS Governor’s Traffic Safety Committee for funding assistance for a Deputy who attended the DRE Annual Conference, August 15th through 18<sup>th</sup> in Washington, DC; and

**WHEREAS**, the Putnam County Sheriff’s Department also received reimbursement from Coordinated Care Services, Inc. for 15 members who attended and completed CIT Training; and

**WHEREAS**, the Putnam County Sheriff has requested a budgetary amendment (24A113) to cover overtime expense; and

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

**Increase Revenues:**

<b>17311000 427701</b>	<b>Sheriff Patrol – Unclassified</b>	<b>22,500.00</b>
<b>14311000 427701</b>	<b>Sheriff Narcotics – Unclassified</b>	<b><u>2,101.12</u></b>
		<b>24,601.12</b>

**Increase Expenses:**

<b>17311000 51093</b>	<b>Sheriff Patrol – Overtime</b>	<b>20,902.50</b>
<b>17311000 58002</b>	<b>Sheriff Patrol – FICA</b>	<b>1,597.50</b>
<b>14311000 51093</b>	<b>Sheriff Narcotics – Overtime</b>	<b>1,951.95</b>
<b>14311000 58002</b>	<b>Sheriff Narcotics – FICA</b>	<b><u>149.17</u></b>
		<b>24,601.12</b>

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

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



MICHAEL LEWIS  
Commissioner Of Finance



cc:all  
Prot  
A+A

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 4, 2024

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

Dear Ms. Schonfeld

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

2024 NOV - 5 AM 11:19  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

Increase Revenues:

17311000 427701	Sheriff Patrol – Unclassified	\$ 22,500.00
14311000 427701	Sheriff Narcotics – Unclassified	<u>2,101.12</u>
		<u>\$ 24,601.12</u>

Increase Expenses:

17311000 51093	Sheriff Patrol - Overtime	\$ 20,902.50
17311000 58002	Sheriff Patrol - Social Security	1,597.50
14311000 51093	Sheriff Narcotics – Overtime	1,951.95
14311000 58002	Sheriff Narcotics – Social Security	<u>149.17</u>
		<u>\$ 24,601.12</u> ✓

2024 Fiscal Impact - 0  
2025 Fiscal Impact - 0

The Sheriff's Department has received reimbursement from Coordinated Care Services, Inc. for the department's participation in Crisis Intervention Team (CIT) training and from the NYS Sheriffs' Association for attending the DRE Annual Conference in Washington DC. Sheriff McConville respectfully requests these funds be used to cover overtime expense.

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

24A113

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

NYS Sheriffs' Association - Ck 7065 - \$2,101.12 Coordinated Care Services, Inc. – Ck 114690 - \$22,500.00



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

**REIMBURSEMENT FOR CIT TRAINING**

DATE: 10/28/2024

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

Dear Commissioner Lewis:

Check #114690 in the amount of \$22,500.00

**From: COORDINATED CARE SERVICES, INC.**

Enclosed please find the above referenced check which represents reimbursement for 15 members who attended and completed CIT (Crisis Intervention Team) training.

Please apply to the corresponding revenue account# 17311000.427701

Also, please increase expenditure lines:

17311000.51093	\$20,902.50
17311000.58002	1,597.50

Very truly yours,

A handwritten signature in black ink, appearing to read 'Tom Lindert'.

Thomas H. Lindert  
Undersheriff

THL/kv  
Enclosure

24A113



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

October 15, 2024

**Invoice for Reimbursement: CIT Training**

Dates of Training:	9/16/24-9/20/24
Number of Deputies Completed Training:	15
Amount per Deputy for Reimbursement:	\$1,500
<b>Amount Due for Overtime and Backfill Expenses:</b>	<b><u>\$22,500</u></b>

Please make Payment Payable to:

Putnam County Sheriff's Office  
Attn: Kristin Van Tassel, Fiscal Manager  
3 County Center  
Carmel, NY 10516



Vendor ID	Name	Payment Number	Check Date	Check Number
PUTNAM CO SD	Putnam County Sheriff's Office	P0085132	10/24/2024	114690
Invoice Number	Invoice Date	Description		Amount Paid
101724	10/15/2024	LE reimbursement for CIT train	\$22,500.00	\$22,500.00



\$22,500.00      \$22,500.00



KEVIN J. MCCONVILLE  
SHERIFF

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

Deputy Outside Services



THOMAS H. LINDERT  
UNDERSHERIFF

DATE: 10/22/2024

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

Dear Commissioner Lewis

Check #7065 in the amount of \$2,101.12

From: NYS SHERIFF'S ASSOCIATION INC.

Is reimbursement for Robert Weinberg to attend the DRE Annual Conference, August 15 thru 18<sup>th</sup>, in Washington D.C. This is a grant through NYS Governor's Traffic Safety Committee for funding assistance to attend DRE Annual Conference.

Please apply to corresponding revenue account # 14311000.427701 \$2,101.12

Additionally, please increase expenditure lines:

14311000.51093	\$1,951.95
14311000.58002	\$ 149.17

Very truly yours,

Kristin D. Van Tassel  
Fiscal Manager

54A 113

Putnam County Sheriff's Office

Date      Type    Reference  
9/19/2024    Bill    DRE Annual Conf

Original Amt.  
2,101.12

Balance Due  
2,101.12

9/26/2024

Discount

Check Amount

Payment  
2,101.12  
2,101.12

M&T Checking Accou    DRE Annual Conf R Weinberg

2,101.12





PS-1 (10/2023-9/30/2024)

NYS GOVERNOR'S TRAFFIC SAFETY COMMITTEE ITEMIZED LISTING OF SERVICES FOR FUNDING ASSISTANCE TO ATTEND ARIDE OR DRE SCHOOL ONLY FRINGE BENEFITS ARE NOT AN ALLOWABLE COST

Grant Type:  HS1 Grant Number: HS1-2024-NYS Sheriff's Assoc.-00128-(088)

Payee Information - all fields required		School Information - all fields required	
NAME (Payee for Check)	Putnam County Sheriff's Office	DRE or ARIDE	DRE
Address	3 County Center, Carmel, NY 10512	School Location	Washington DC
E-Mail	Robert.Weinberg@Putnamcountyny.gov	School Dates	08/15/2024-08/18/2024
Contact Number	845-743-3477		

DATE	OFFICER NAME (for multiple officers use multiple forms)	NUMBER OF HOURS	HOURLY RATE	TOTAL SALARY AMOUNT	OTHER (Please indicate)
8/15/24	Robert J. Weinberg	8	\$52.53	\$420.24	
8/16/24	Robert J. Weinberg	8	\$52.53	\$420.24	
8/17/24	Robert J. Weinberg	8	\$78.79	\$630.32	OVERTIME
8/18/24	Robert J. Weinberg	8	\$78.79	\$630.32	OVERTIME
TOTALS				32	\$2101.12

Officer Signature: *[Signature]* Date: 8/19/2024

PLEASE RETURN THIS FORM TO RENEE BORDEN DRE.PROGRAM@dmv.ny.gov

State DRE Coordinator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sheriff's Association Representative: \_\_\_\_\_ Date: \_\_\_\_\_

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT THE ABOVE EXPENDITURES ARE MADE IN ACCORDANCE WITH THE GRANT GUIDELINES AND ARE DIRECTLY RELATED TO THE GOALS AND OBJECTIVES OF THE GRANT LISTED ABOVE. I ALSO CERTIFY THAT THE APPROPRIATE SALARY REGISTERS, TIME AND ATTENDANCE RECORDS, AND IF APPLICABLE, TIME DISTRIBUTION SHEETS IN RELATION TO THE ABOVE-MENTIONED GRANT ARE BEING KEPT AND ARE AVAILABLE FOR AN ON-SITE AUDIT AND/OR REVIEW BY THE GOVERNORS TRAFFIC SAFETY COMMITTEE, THE NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION AND/OR BY THE OFFICE OF THE STATE COMPTROLLER.

Supervisor's Signature	Print Name	Today's Date
<i>[Signature]</i>	John Kerwick	8/19/24

#6cc

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

**APPROVAL – BUDGETARY TRANSFER (24T406) – FINANCE – LEGAL AID 18B**

**WHEREAS, the Commissioner of Finance has requested a budgetary transfer (24T406) adjust appropriations through the end of the year 2024 based on the fourth quarter 2024 estimated 18b claims for misdemeanors, felonies, criminal and family court appeals; and**

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

**Increase Appropriations:**

**25117100 54125                      Legal Aid 18b – Legal Services                      125,000**

**Decrease Appropriations:**

**10199000 54980                      Contingency                      125,000**

**2024 Fiscal Impact - \$125,000**

**2025 Fiscal Impact – 0 –**

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

MICHAEL J. LEWIS  
Commissioner of Finance



cc: all  
Prot  
A+A

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk  
FROM: Michael J. Lewis, Commissioner of Finance – MJL  
RE: **Budgetary Transfer – 24T406**  
DATE: November 5, 2024

2024 NOV 12 AM 10:40  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary transfer is recommended.

**Increase Appropriations:**

25117100 54125                      Legal Aid 18b- Legal Services                      \$    125,000

**Decrease Appropriations:**

10199000 54980                      Contingency                      \$    125,000

Fiscal Impact - 2024 - \$125,000

Fiscal Impact - 2025 - \$ 0

The above proposed budgetary amendment is to adjust appropriations through the end of the year based on Q424 estimated 18b claims for misdemeanors, felonies, criminal and family court appeals

24T406

#6dd

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

**APPROVAL – GRANT APPLICATION – BUREAU OF EMERGENCY SERVICES – 2024-25 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) GRANT PROGRAM**

**WHEREAS, the Bureau of Emergency Services has requested permission to apply for grant funding for the 2024-25 Local Planning & Training Grant under the New York State Homeland Security and Emergency Services “Hazardous Materials Emergency Preparedness (HMEP) Grant Program; and**

**WHEREAS, 18 HazMat regions and the City of New York are eligible to apply for funding; and**

**WHEREAS, the FY2024-25 HMEP performance period is expected to run from October 1, 2024 – September 30, 2025, with no extensions to the period of performance allowed; and**

**WHEREAS, each County is being offered \$16,000 under this grant program; and**

**WHEREAS, applications for this grant are due October 17, 2024; and**

**WHEREAS, this grant requires a 20% match by the County which will be met with in-kind services; 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 2024-25 grant in the amount of \$16,000 from the New York State Division of Homeland Security and Emergency Services under its 2024-25 Hazardous Materials Emergency Preparedness (HMEP) Grant 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



*Response  
TO 11/22/24  
memo*

*cc: All*

Kevin M. Byrne  
County Executive

Robert A. Lipton  
Commissioner of Emergency Services

J. Ralph Falloon  
Deputy Commissioner of Emergency Services

Christopher E. Shields  
Director of Emergency Management

Robert Cuomo  
Director of Emergency Medical Services

November 25, 2024

Dear Chairwoman Nacerino:

I hope this message finds you well. I regret to inform you that I was unable to attend the recent Protective Services meeting to discuss the application for the Hazardous Materials Emergency Preparedness Grant.

Unfortunately, we have encountered challenges in coordinating with all three counties involved. As a result, we were unable to secure the necessary signoffs in a timely manner, and as such, the application was not submitted by the deadline.

Thank you for your understanding and support.

Sincerely,

Robert Lipton  
Commissioner  
Putnam County  
Bureau of Emergency Services  
112 Old Route 6  
Carmel, NY, 10512  
[Robert.lipton@putnamcountyny.gov](mailto:Robert.lipton@putnamcountyny.gov)  
845-808-4000 Ext 41101

2024 NOV 26 AM 10:25  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY



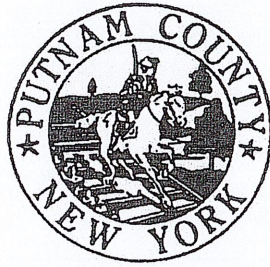
6N1DT/DS

cc: A1)

THE PUTNAM COUNTY LEGISLATURE

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

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



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

MEMORANDUM

DATE: November 22, 2024

TO: Kevin Byrne  
County Executive

FROM: Ginny Nacerino  
Chairwoman Protective Services Committee

*Ginny Nacerino*

CC: Robert Lipton  
Commissioner of Bureau of Emergency Services (BES)

RE: Application - NYS Division of Homeland Security and Emergency Services  
– FY2024-25 Hazardous Materials Emergency Preparedness (HMEP)  
Grant

At last night's Protective Services Meeting, the application for the NYS Division of Homeland Security and Emergency Services – FY2024-25 Hazardous Materials Emergency Preparedness (HMEP) Grant was on the agenda for consideration for approval. Unfortunately, there was no one present to answer the questions that were presented. On behalf of my colleague, Chairman Jonke, please respond in writing prior to the December 3, 2024 Full Legislature Meeting as to whether an application was submitted for the HMEP Grant and if it did meet the deadline of 5:00p.m. on October 17, 2024.

When there are items sent to the Legislature for consideration for approval, please have a representative from the requesting department and/or member of the Administration present to speak to the item and address any questions.

Thank you.





# PUTNAM COUNTY BUREAU OF EMERGENCY SERVICES



*cc:all  
Prot*

Kevin M. Byrne  
County Executive

Robert A. Lipton  
Commissioner of Emergency Services

J. Ralph Falloon  
Deputy Commissioner of Emergency Services

Christopher E. Shields  
Director of Emergency Management

Robert Cuomo  
Director of Emergency Medical Services

## MEMORANDUM

**To:** Ginny Nacerino, Chair, Protective Services  
**From:** Robert A. Lipton, Commissioner  
**Re:** November Protective Services Meeting  
**Date:** November 4, 2024

I would like to add the 2024-25 Hazardous Materials Emergency Preparedness (HMEP) Grant to the Protective Services agenda for November.

The total amount of Grant is \$16,000. There is 25% matching in kind. It will be used for training and exercise, this is a one year Grant. The information package is attached.

Thank you.

2024 NOV -4 PM 12:07  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

#6ee

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

**APPROVAL – BUDGETARY AMENDMENT (24A112) – HEALTH DEPARTMENT – PRESCHOOL 3 TO 5 PROGRAM**

**WHEREAS, the Commissioner of Health has requested a budgetary amendment (24A112) to meet the increased cost of providing services for children enrolled in the Health Department’s Preschool 3 to 5 Program; and**

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

**RESOLVED, that the following budgetary amendment be made:**

**Increase Revenues:**

<b>10296000</b>	<b>Health – Preschool 3 to 5 Program</b>	
<b>444516</b>	<b>Preschool – Medicaid 3 to 5</b>	<b>70,000</b>

**Increase Expenses:**

<b>10296000</b>	<b>Health – Preschool 3 to 5 Program</b>	
<b>54414</b>	<b>Care at Private Institution</b>	<b>70,000</b>

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

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

MICHAEL LEWIS  
Commissioner Of Finance



cc:all  
Health  
A+A

Reso

SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 4, 2024

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

Dear Ms. Schonfeld

2024 NOV - 5 AM 11:14  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

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

**Increase Revenues:**

<b>10296000</b>	<b>Health – Preschool 3 to 5 Program</b>	
<b>444516</b>	<b>Preschool – Medicaid 3 to 5</b>	<b><u>\$ 70,000.</u></b>

**Increase Expenses:**

<b>10296000</b>	<b>Health – Preschool 3 to 5 Program</b>	
<b>54414</b>	<b>Care at Private Institution</b>	<b><u>\$ 70,000.</u></b>

2024 Fiscal Impact - 0  
2025 Fiscal Impact - 0

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

AUTHORIZATION:

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

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

\_\_\_\_\_  
Date Chairperson Audit/Designee: \$0 - \$10,000.00 **24A112**

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



# MEMORANDUM

**TO:** Michael Lewis, Commissioner of Finance  
**FROM:** William A. Orr, Jr., Senior Fiscal Manager *WAO*  
**DATE:** October 30, 2024  
**RE:** **Budgetary Amendment**

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

**Increase Revenue Line: 10296000-444516 \$70,000.00**  
Preschool – Medicaid 3 to 5

**Total Revenue Increase: \$70,000.00**

**Increase Expense Line: 10296000-54414 \$70,000.00**  
Preschool – Care at Private Institution

**Total Expense Increase: \$70,000.00**

**Fiscal Impact \$ 0.00**

\*Budget Line 10296000-54414 includes SEIT and Center-Based services.

**SEIT:**

Rates for SEIT services increased \$10.00 pr hour effective 7/1/24 per NY state, resulting in a \$2,000.00 additional cost per child per school year. Anticipated increase in children coupled with the increased cost of SEIT will result in a \$20,000.00 per month/ \$240,000.00 per year increase.

**Center-Based Rate Changes:**

Rate increases effective 7/1/24, resulting in an additional \$1,800-\$5,800 cost per child, depending on the number of services each child receives.

**Summer Program:**

State increases effective 7/1/24: Summer program is expected to cost an additional \$349,000.00 than originally budgeted. Original budgeted: \$375,000.00 + \$349,000.00 = Actual projected to spend \$724,000.00.

**Medicaid Revenues:**

Medicaid Revenues are expected to increase accordingly.

WAO: mb

#6ff

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

**APPROVAL – BUDGETARY AMENDMENT (24A115) – HEALTH DEPARTMENT – LOCAL HEALTH DEPARTMENT (LHD) PERFORMANCE INCENTIVE PROGRAM AWARD**

**WHEREAS, the Putnam County Health Department has been awarded \$20,099 through the NYS Department of Health’s Local Health Department (LHD) Performance Incentive Program for 2024; and**

**WHEREAS, the Commissioner of Health has requested a budgetary amendment (24A115) to account for this award; and**

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

**RESOLVED, that the following budgetary amendment be made:**

**Increase Revenues:**

<b>10401000 10118</b>	<b>Health Administration – State Aid Other</b>	
<b>434890</b>	<b>Performance Initiative</b>	<b>20,099</b>

**Increase Expenses:**

<b>10401000 10118</b>	<b>Health Administration</b>	
<b>52110</b>	<b>Furniture &amp; Furnishings</b>	<b>6,100</b>
<b>54310</b>	<b>Office Supplies</b>	<b>150</b>
<b>54311</b>	<b>Printing &amp; Forms</b>	<b>149</b>
<b>12401000 10118</b>	<b>Environmental Health Services</b>	
<b>52110</b>	<b>Furniture &amp; Furnishings</b>	<b>1,200</b>
<b>54210</b>	<b>Vehicle Leasing/Rental</b>	<b>8,000</b>
<b>54370</b>	<b>Automotive</b>	<b>4,500</b>
		<b>20,099</b>

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

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



Reso

cc: all  
Health  
A+A

MICHAEL LEWIS  
Commissioner Of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 13, 2024

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

Dear Ms. Schonfeld

2024 NOV 14 PM 1:29  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

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

Increase Revenues:

10401000	10118	Health Admin – State Aid Other	
	434890	Performance Initiative	\$ 20,099

Increase Expenses:

10401000	10118	Health Admin -	
	52110	Furniture & Furnishings	\$ 6,100
	54310	Office Supplies	150
	54311	Printing & Forms	149
12401000	10118	Environmental Health Services	
	52110	Furniture & Furnishings	1,200
	54210	Vehicle Leasing/Rental	8,000
	54370	Automotive	4,500
			<u>\$ 20,099</u> ✓

2024 Fiscal Impact -0-

2025 Fiscal Impact -0-

The Putnam County Health department has been awarded \$20,099 through the NYS Department of Health’s Local Health Department (LHD) Performance Incentive Program for 2024. This resolution is required to fund the lines.

24A115

AUTHORIZATION:

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



**MICHAEL J. NESHEIWAT, MD**  
INTERIM COMMISSIONER OF HEALTH



**KEVIN M. BYRNE**  
PUTNAM COUNTY EXECUTIVE

TO: Michael Lewis, Commissioner of Finance  
FROM: William A. Orr, Jr., Senior Fiscal Manager *WAO*  
DATE: November 12<sup>th</sup> 2024  
RE: Budgetary Amendment

Please process this Budgetary Amendment for the following Health Department accounts:

Increase Revenue: Performance Incentive Initiative 10401000-434890-10118 (See attachment A -Award letter)	<u>\$20,099.00</u>
<b>TOTAL Revenue</b>	<b>\$20,099.00</b>
Increase Expense: 10401000-52110 <i>10118</i> Administration-Furniture	\$ 6,100.00
Increase Expense: 10401000-54310 <i>10118</i> Administration-Office Supplies	\$ 150.00
Increase Expense: 10401000-54311 <i>10118</i> Administration: Printing	\$ 149.00
Increase Expense: 12401000-52110 <i>10118</i> EHS Furniture	\$ 1,200.00
Increase Expense: 12401000-54210 <i>10118</i> EHS-Automotive Lease	\$ 8,000.00
Increase Expense: 12401000-54370 <i>10118</i> EHS-Automotive	\$ 4,500.00
<b>TOTAL Expense</b>	<b>\$20,099.00</b>
<b>2024 TOTAL Fiscal Impact</b>	<b>\$-0-</b>

## **Justification:**

Administration Furniture: Replace conference room chairs, (assessment was done on 11/6/24 by Rebecca from Metrobiz to determine best chair). **See attachment B** quote for conference room chairs (will not be taking inside delivery). Purchase desk and chair for new Fiscal Office Assistant, purchase three small stools to use with existing small round conference table to enable Fiscal support staff to have a meeting area and group work area.

Administration: Office Supplies: basic office supplies and desk accessories for New Fiscal Office Assistant.

Administration: Printing- purchase payroll/temp vouchers and Time Off Requests.

EHS Furniture: Purchase two chairs for EHS Support staff and one four-drawer filing cabinet. (PCDOH has checked with Highway, there are no similar cabinets available in storage).

EHS Automotive Lease: to replace vehicle that was in an accident and has been deemed "Totaled". **See Attachment C- Email thread regarding Junking vehicle (EHS Engineering)**

EHS automotive: Repairs to Leased vehicle involved in minor accident  
**See Attachment D – Estimate for repair ( EHS Sanitarian).**

# Attachment "A"

1 page



## Department of Health

**KATHY HOCHUL**  
Governor

**JAMES V. McDONALD, M.D., M.P.H.**  
Commissioner

**JOHANNE E. MORNE, M.S.**  
Acting Executive Deputy Commissioner

Dear Michael Nesheiwat, MD,

Thank you for your participation in the New York State Department of Health's ongoing Local Health Department (LHD) Performance Incentive Program. In year eleven (2023) of the program, which began in December 2022 and concluded in August 2023, the Department focused on promoting wastewater surveillance.

The Department is pleased to announce that once again county participation in the program was strong. This year, 57 LHDs receive an award.

Putnam County participated, receiving a composite score of 93.6 and has been awarded a total of \$20,099. Congratulations.

As with prior Performance Incentive program years, awards must be used to support costs associated with Article 6 eligible services. While costs associated with any eligible activity are acceptable, LHDs are encouraged to consider utilizing the award funds to support environmental health related work.

The Article 6 Team is requesting that each LHD submit a separate voucher for the Performance Incentive award specified in this letter. However, LHDs are not required to voucher the full award amount in a single voucher and may claim award funds throughout the 2024 program (calendar) year, allowing each LHD to determine the timing of the Performance Incentive award payment(s). The Performance Incentive award amount must be reflected on the Performance Incentive line in the 2024 Quarterly Expenditure Report (QER) and may be submitted with any 2024 QER(s) no later than March 31, 2025. Please submit the Performance Incentive award voucher electronically to [a6fis@health.ny.gov](mailto:a6fis@health.ny.gov).

Thank you again for your participation. We look forward to continuing to work with you and your staff to improve the delivery of public health services. Please send any questions regarding the award program to [a6PI@health.ny.gov](mailto:a6PI@health.ny.gov).

Sincerely,

Bryan Tarr  
GPHW Manager

Christopher F. Davis  
Performance Incentive Coordinator



# Attachment "B"

*1 page*

DATE: 11/08/24

QUOTE #: 15212BP

TO:

Putnam County Department of Health  
 Shanna Siegel, RN, BSN  
 PHONE | 845.808.1390 ext 43258  
 FAX | 845.278.7921

QTY	Model #	Description	LIST PRICE	TOTAL LIST PRICE	STATE PRICE	TOTAL STATE PRICE
12	HIWMM.Y0.F.H.IM.COMP10.NL.SB.T -		\$ 795.00	\$ 9,540.00	\$ 310.45	\$ 3,725.40
		• IGNITION MID BACK TASK CHAIR WITH:				
		• PNUEMATIC LIFT				
		• SWIVEL				
		• SYNCHR-TILT				
		• TILT LOCK				
		• TILT TENSION				
		• BLACK MESH BACK				
		• FIXED ARMS				
		• 300 LBS WEIGHT LIMIT				
		• GRADE 1 FABRIC- COMP10 - INK				
	NOTES:	HON QUOTE ID SQCRU000415-1				
		STANDARD LEAD TIME 6 - 7 WEEKS				
<b>Please Issue Order As Follows:</b>						
<b>Ordering Address:</b>		The HON Company				
		c/o Langit & Associates, Inc.				
		200 Oak Street				
		Muscatine, IA 52761				
<b>NYS Contract No.:</b>		PC70286				
<b>Contract Period:</b>		12/01/28				
<b>Contract Delivery:</b>		60 Days ARO or Sooner				



TOTAL LIST PRICE:	\$ 9,540.00	
SUBTOTAL:		\$ 3,725.40
INSIDE DELIVERY: (optional)		\$ 745.08
<b>TOTAL STATE PRICE:</b>		<b>\$ 4,470.48</b>

# Attachment "C"

7 pages

This vehicle was

**From:** Christopher Vitiello  
**Sent:** Tuesday, October 8, 2024 6:56 AM  
**To:** Margaret Purcigliotti  
**Cc:** Dawn Alterman; Michele Pinto  
**Subject:** RE: PCDOH County Car Accident Paperwork

jinked -  
 Please  
 review email  
 Assigned  
 (Engineering Dept)

Good Morning,

Please drop the car off at the DPW garage and I will surrender the plates and handle the vehicles disposal.

Thank you,  
Chris

**From:** Margaret Purcigliotti <Margaret.Canning@putnamcountyny.gov>  
**Sent:** Monday, October 7, 2024 2:09 PM  
**To:** Dawn Alterman <dawn.alterman@putnamcountyny.gov>  
**Cc:** William Orr <William.Orr@putnamcountyny.gov>; Mat Bruno <Mat.Bruno@putnamcountyny.gov>; Christopher Vitiello <christopher.vitiello@putnamcountyny.gov>  
**Subject:** RE: PCDOH County Car Accident Paperwork

Hi Dawn,

Do I need to contact the body shop and surrender the car to them (and get everything you mentioned below)?

Margaret

**From:** Dawn Alterman <dawn.alterman@putnamcountyny.gov>  
**Sent:** Friday, October 4, 2024 9:36 AM  
**To:** Margaret Purcigliotti <Margaret.Canning@putnamcountyny.gov>  
**Cc:** William Orr <William.Orr@putnamcountyny.gov>; Mat Bruno <Mat.Bruno@putnamcountyny.gov>; Christopher Vitiello <christopher.vitiello@putnamcountyny.gov>  
**Subject:** RE: PCDOH County Car Accident Paperwork

Hi Margaret,

When you surrender the car, please provide the FS-6T from DMV so we can remove the car from our vehicle policy. In addition, when you lease the new car and take delivery, we will need all the information on the vehicle to add it to our policy. Most leased vehicles will have comp and collision. Once added to the policy, we will send you an insurance card to keep in the vehicle.

Thank you,





---

## Dawn Alterman

Office Manager , Putnam County Risk Department  
PHONE | 845.808.1150 ext. 49412 FAX | 845.808.1903  
WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)  
PUTNAM COUNTY GOVERNMENT NEW YORK  
"Empowering Putnam County through dedicated service."

---

**From:** Margaret Purcigliotti <[Margaret.Canning@putnamcountyny.gov](mailto:Margaret.Canning@putnamcountyny.gov)>  
**Sent:** Friday, October 4, 2024 9:00 AM  
**To:** Mat Bruno <[Mat.Bruno@putnamcountyny.gov](mailto:Mat.Bruno@putnamcountyny.gov)>; Dawn Alterman <[dawn.alterman@putnamcountyny.gov](mailto:dawn.alterman@putnamcountyny.gov)>  
**Cc:** William Orr <[William.Orr@putnamcountyny.gov](mailto:William.Orr@putnamcountyny.gov)>  
**Subject:** RE: PCDOH County Car Accident Paperwork

Good morning Mat and Dawn!

Bill Orr and John Tully discussed this and decided the car should be junked. We are going to look into leasing a new vehicle. Please advise on next steps for us, thanks!

Margaret

**From:** Mat Bruno <[Mat.Bruno@putnamcountyny.gov](mailto:Mat.Bruno@putnamcountyny.gov)>  
**Sent:** Wednesday, September 25, 2024 2:28 PM  
**To:** Margaret Purcigliotti <[Margaret.Canning@putnamcountyny.gov](mailto:Margaret.Canning@putnamcountyny.gov)>; Dawn Alterman <[dawn.alterman@putnamcountyny.gov](mailto:dawn.alterman@putnamcountyny.gov)>  
**Subject:** RE: PCDOH County Car Accident Paperwork

They don't make them like they used to, that's for sure LOL

Ok let me know. I'm good either way you guys wanna handle it.



## Mat C. Bruno Sr.

Risk Manager • Putnam County Risk Department  
PHONE | 845.808.1150 • FAX/ALT | 845.808.1906 • WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)  
PUTNAM COUNTY GOVERNMENT NEW YORK  
"Empowering Putnam County through dedicated service."

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Preliminary Estimate

Customer: PUTNAM COUNTY HEALTH DEPARTMENT

2020 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			2,726.65
Parts Discount	\$ 2,726.65	-7.0 %	-190.87
Body Labor	11.8 hrs @	\$ 46.00 /hr	542.80
Paint Labor	11.5 hrs @	\$ 46.00 /hr	529.00
Paint Supplies	11.5 hrs @	\$ 27.00 /hr	310.50
Miscellaneous			42.00
Subtotal			3,960.08
<b>Grand Total</b>			<b>3,960.08</b>

*estimate only*

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 RESPOSIBLE FOR LOSS OR DAMAGE TO VEHICLE OR ARTICLESLEFT 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 ELSEWARE 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.

**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: d5b6cfd6  
PartsShare: 8345fW  
Federal ID: 272558295  
License Number: 7110711

**Preliminary Estimate**

*estimate for  
Repair to  
Vehicle  
(EHS  
assigned)*

**Customer: PUTNAM COUNTY HEALTH DEPARTMENT**

Written By: Anibal Cuba

Insured: PUTNAM COUNTY HEALTH DEPARTMENT  
Type of Loss: Comprehensive  
Point of Impact: 12 Front

Policy #:  
Date of Loss:

Claim #:  
Days to Repair: 0

**Owner:**  
PUTNAM COUNTY HEALTH DEPARTMENT  
(845) 808-1390 x43118 Business

**Inspection Location:**  
AUTO CRAFT BODY & COLLISION  
146 Hill and Dale Rd  
CARMEL, NY 10512  
Repair Facility  
(845) 225-4565 Day  
Date Inspected: 7/10/2024

**Insurance Company:**

**Attachment "D"**

*7 pages*

**VEHICLE**

2020 JEEP Compass Sport 4WD 4D UTV 4-2.4L Gasoline Sequential MPI WHITE

VIN: 3C4NJDAB5LT212250 Interior Color: Mileage In: 13,314 Vehicle Out:  
License: DB3018 Exterior Color: WHITE Mileage Out:  
State: NY Production Date: Condition: Job #:

**TRANSMISSION**

6 Speed 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

**Preliminary Estimate**

**Customer: PUTNAM COUNTY HEALTH DEPARTMENT**

2020 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	519.00	Incl.	3.0
4		Add for Clear Coat					1.2
5	R&I	R&I grille assy				Incl.	
6	Repl	RT Side retainer	68244508AB	1	15.65	Incl.	
7		<b>FRONT LAMPS</b>					
8	Repl	RT Headlamp assy	55112706AF	1	675.00	0.3	
9		Alm headlamps				0.5	
10	R&I	LT Headlamp assy				0.3	
11	R&I	RT Signal lamp				Incl.	
12	R&I	LT Signal lamp				Incl.	
13		<b>HOOD</b>					
14	Repl	Hood (ALU)	68524063AA	1	1,130.00	1.6	2.4
15		Add for Clear Coat					1.0
16		Add for Underside(Complete)					1.2
17		Add for Clear Coat					0.2
18	Repl	Nameplate "Jeep" chrome	68243730AA	1	132.00	0.2	
19		<b>FENDER</b>					
20	*	Blnd RT Fender (HSS)					1.0
21	*	Blnd LT Fender (HSS)					1.0
22	R&I	RT Wheel opng mldg				0.3	
23	R&I	LT Wheel opng mldg				0.3	
24		<b>VEHICLE DIAGNOSTICS</b>					
25	*	Pre-repair scan		1	125.00 m		
26	*	Post-repair scan		1	125.00 m		
27		<b>MISCELLANEOUS OPERATIONS</b>					
28	* Repl	Cover car/bag		1	5.00	0.2	
29	#	Test Fit New Parts		1		1.0	
30	#	CLEAN FOR DELIVERY		1	10.00 T	1.0	
31	#	DENIB & POLISH TO MATCH FACTORY CLEARCOAT		1		T 1.0	
32	#	FLEX ADDITIVE		1	15.00 T		
33	#	EPOXY PRIMERS/ANTI-CORROSIVE		1	12.00 T		
34	#	TINT COLOR/SPRAY CARDS		1		0.5	0.5
35	#	HAZARDOUS WASTE DISPOSAL		1	5.00 T		
36	#	d&r Battery		1		0.3	
37	#	Reset Electrical Components		1		0.3	
38	#	Support & Maintain Battery Voltage		1		0.5	
39	#	Protect open electrical connectors		1		0.5	
<b>SUBTOTALS</b>					<b>2,768.65</b>	<b>11.8</b>	<b>11.5</b>

#699

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

**APPROVAL – FUND TRANSFER (24T387) – HEALTH DEPARTMENT – PRESCHOOL CARE AT PRIVATE INSTITUTION – RATE INCREASES**

**WHEREAS, the Commissioner of Health has requested a fund transfer (24T387) due to rate increases effective 7/1/24; and**

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

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

<b>104059000 54414</b>	<b>Early Int. – Care at Private Inst.</b>	<b>55,000</b>
<b>104059000 54678</b>	<b>Early Int. – Leased Transportation</b>	<b>45,000</b>
<b>102960000 54678</b>	<b>Preschool – Leased Transportation</b>	<b><u>90,000</u></b>
		<b>190,000</b>

**Increase:**

<b>102960000 54414</b>	<b>Preschool – Care at Private Inst.</b>	<b>190,000</b>
------------------------	--	----------------

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

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

cc: all  
Health  
A+A

Reso

COUNTY OF PUTNAM

FUND TRANSFER REQUEST # 1520

TO: Commissioner of Finance  
FROM: William A. Orr, Jr., Senior Fiscal Manager  
DEPT: Health  
DATE: October 30, 2024

2024 NOV - 1 PM 12: 33  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
104059000-54414 Early Int.-Care at Private Inst.	10296000-54414 Preschool.-Care at Private Inst.	\$55,000.00
104059000-54678 Early Int.-Leased Transportation	10296000-54414 Preschool.-Care at Private Inst.	\$45,000.00
10296000-54678 Preschool-Leased Transportation	10296000-54414 Preschool.-Care at Private Inst.	\$90,000.00
	TOTAL	\$190,000.00

PURPOSE

1. Center-Based Rate Changes

Rate increases effective 7/1/24, resulting in an additional \$1,800 - \$5,800 cost per child, depending on the number of services each child receives.

2. Summer Program

State increases 7/1/24: Summer program is expected to cost an additional \$349,000.00 than originally budgeted. Original budgeted: \$375,000 + \$349,000.00 = Actual projected to spend \$724,000.00.

2024 Fiscal Impact \$ 0.00

2025 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

24T387



#6hh

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

**APPROVAL – FUND TRANSFER (24T391) – HEALTH DEPARTMENT – NURSING OVERTIME**

**WHEREAS, the Commissioner of Health has requested a fund transfer (24T391) to cover the Nursing Overtime line through year end 2024 due to three (3) vacant Nursing positions; and**

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

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

<b>11401000 51094</b>	<b>Nursing – Temporary</b>	<b>2,000</b>
<b>11401000 51000 (120)</b>	<b>Nursing – Vacant Public Health Nurse</b>	<b><u>12,000</u></b>
		<b>14,000</b>

**Increase:**

<b>11401000 51093</b>	<b>Nursing – Overtime</b>	<b>14,000</b>
-----------------------	---------------------------	---------------

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

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

cc: all Health AFA

Reso

COUNTY OF PUTNAM

FUND TRANSFER REQUEST # 1534

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: October 30, 2024

2024 NOV - 1 PM 12:33
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

Table with 3 columns: FROM ACCOUNT # / NAME, TO ACCOUNT # / NAME, AMOUNT. Rows include Nursing-Temp (\$2,000.00), Nursing-Vacant Public Health Nurse Position #401011120 (\$12,000.00), and a TOTAL of \$14,000.00.

PURPOSE

To fund the Nursing Overtime line for the rest of 2024. Currently down three full-time positions in Nursing.

2024 Fiscal Impact \$ 0.00

2025 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

24T391

#626

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

**APPROVAL – GRANT APPLICATION – COUNTY HISTORIAN PARTNERSHIP WITH GREATER HUDSON HERITAGE NETWORK GRANT PROPOSAL**

**WHEREAS, the Putnam County Historian's Office has requested permission to partner with Greater Hudson Heritage Network's (GHHN) grant proposal to be submitted to the 2024 Save America's Treasures Collections Grant Program; and**

**WHEREAS, this competitive grant, established to protect threatened cultural treasures, is from the Historic Preservation Fund administered by the National Parks Service in partnership with the National Endowment for the Arts, the National Endowment for the Humanities, and the Institute for Museum and Library Services; and**

**WHEREAS, the purpose of said partnership would be to potentially help fund conservation efforts for the statue of Sybil Ludington located on the shore of Lake Gleneida in Carmel, which is owned by the County of Putnam; and**

**WHEREAS, this historically and artistically significant statue is in need of repair, restoration, and/or conservation efforts; and**

**WHEREAS, this grant would not require any county matching funds but would require in-kind services; now therefore be it**

**RESOLVED, that the Putnam County Legislature and the Putnam County Executive authorize the County Historian to partner with the GHHN grant proposal to be submitted to the 2024 Save America's Treasures Collections Grant Program to fund conservation efforts for the statue of Sybil Ludington.**

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



**JENNIFER M. CASSIDY**  
COUNTY HISTORIAN



*cc: all  
Health  
ReSO*

**KEVIN M. BYRNE**  
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

To: Putnam County Legislature  
From: Jennifer M. Cassidy, County Historian  
Date: November 13, 2024  
Re: Grant Proposal Partnership with Greater Hudson Heritage Network

2024 NOV 14 PM 12:18  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

The Historian's Office respectfully requests permission to partner with Greater Hudson Heritage Network's (GHHN) grant proposal to be submitted to the 2024 Save America's Treasures Collections Grant program, to potentially help fund conservation efforts for the Sybil Ludington statue located on the shore of Lake Gleneida in Carmel, NY. This consideration does not require any county funding.

This competitive grant, established to protect threatened cultural treasures, is from the Historic Preservation Fund administered by the National Parks Service in partnership with the National Endowment for the Arts, the National Endowment for the Humanities, and the Institute for Museum and Library Services.

If supported, notification will be received by August 2025 and the conservation activities would take place between Oct 1, 2025 - September 2028. It is anticipated that the conservation of the statue will take 8-12 months within that time period. The actual conservation dates would be determined by the availability of the conservator and the timeline of programs at Carmel/Putnam County involving the statue.

To secure conservation funding from this grant program, GHHN would apply on behalf of Putnam County (owner of the sculpture) and other selected organizations for the conservation of specific object(s) and would facilitate staff/volunteer training on the care of the object post-conservation. If Putnam County were to be considered and approved, conservation costs would be covered in part by the Save America's Treasures Collection Grant and in-kind contributions.

I have attached more details on this unique opportunity and make myself available for any questions you may have. Thank you for your consideration.



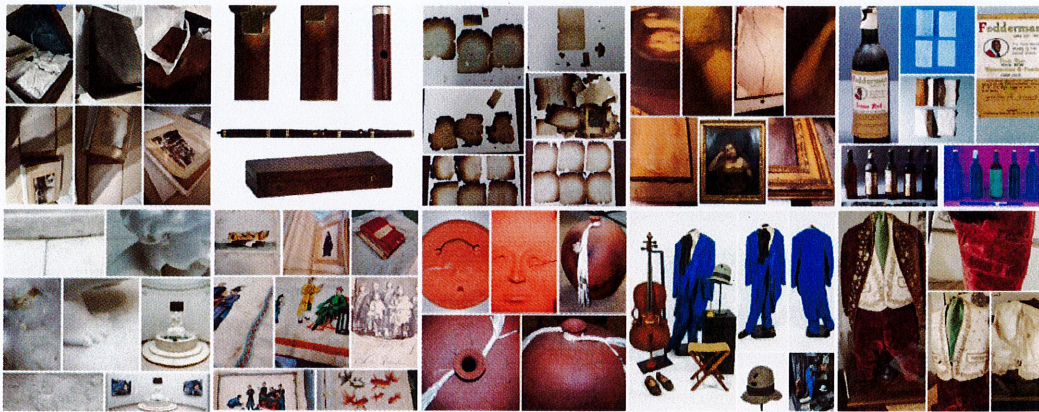
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# GREATER HUDSON HERITAGE NETWORK

Proudly Serving Heritage Keepers for Over 40 Years



## **GHHN Seeks Organizational Partners for Grant Proposal!**

Do you have an object or a group of related objects that are in dire need of conservation? If the estimated cost of conservation is between \$8,000 - \$20,000, we have an opportunity for you...

As you know, GHHN has managed the NYSCA/GHHN Conservation Treatment Grant Program for over 24 years and has provided approximately \$2.5 million in support to conserve over 1277 objects in 606 NYS museums. However, the ceiling for funding in this program is \$7,500, and we are limited in the types of objects that can be conserved. GHHN has identified a way in which we can support larger conservation projects for small organizations in New York State.

On August 24, 2024, GHHN received \$269,038.00 from Save America's Treasures to conserve objects from 10 small and mid-size museums in New York State. This grant, established to protect threatened cultural treasures, is from the Historic Preservation Fund administered by the National Park Service in partnership with the National Endowment for the Arts, the National Endowment for the Humanities, and the Institute for Museum and

Library Services. The objects from 10 small and mid-size museums include 35 items of historical significance and a wide range of materials, which, after a preliminary assessment, were selected as those items most in need of treatment. A panel of conservators will work on the objects over the course of 8-10 months and will also participate in a Community Engagement Conservation Workshop at each museum for staff and visitors to highlight unique challenges and new discoveries during the process of conserving these unique stories from New York State. The conservation of these 35 projects will take place from the Fall of 2024 through the Summer of 2027. The project will be matched with \$269,359 in non-federal share for a total project cost of \$538,398.

**We are again looking to partner with 10 organizations from across the state for a conservation opportunity through the 2024 Save America's Treasures - Collections Grant.** In our proposed grant, GHHN would apply on behalf of these 10 organizations for the conservation of specific object(s) and would facilitate staff/volunteer training on the care of the object post-conservation at your site.

All are welcome to participate, however, priority will be given to partners who have:

- operating budget of \$350,000 or less
- objects with demonstrable damage that require conservation treatment
- objects that can be considered 'nationally significant'. This is not as limiting as it sounds; in fact, it is quite broad! Objects that meet any of the criteria below can be supported:
  - Are associated with events that have made a significant contribution to, and are identified with, or that outstandingly represent the broad patterns of United States history and culture and from which an understanding and appreciation of those patterns may be gained; or,
  - Are associated importantly with the lives of persons nationally significant in United States history or culture; or,
  - Represent great historic, cultural, artistic, or scholarly ideas or ideals of the American people; or,
  - Embody the distinguishing characteristics of a resource type that:
    - Is exceptionally valuable for the study of a period or theme of United States history or culture; or
    - Represents a significant, distinctive and exceptional entity whose components may lack individual distinction but that collectively form an entity of exceptional historical, artistic or cultural significance (e.g., an historic district with national significance or a collection that as whole describes a significant aspect of America's development), or
    - Outstandingly commemorates or illustrates a way of life or culture; or,



- Have yielded or may yield information of major importance by revealing or by shedding light upon periods or themes of United States history or culture.

**IMPORTANT: the object that you select for conservation may not have previously received conservation from a prior Save America's Treasures grant. Objects owned by state or federal agencies are ineligible.**

For this grant proposal, all objects may be considered, which include but not limited to: paintings, works on paper (including individual drawings, watercolors, prints or photographs), textiles (including costumes, domestic textiles and upholstery), furniture, frames, sculpture, historical, ethnographic and decorative objects, as well as archival objects (books, ledgers, log books, letters, scrapbooks, newspapers, ephemera, maps) are eligible!

To see what kind of objects are being conserved through the current Save America's Treasures grant, please visit:

[www.greaterhudson.org/save-americas-treasures](http://www.greaterhudson.org/save-americas-treasures)

If you are interested in partnering with GHHN on this grant proposal, please click the button below to tell us more about the object(s) you have in need of conservation. We are looking to work with one organizational partner from each REDC region.

We have a very fast turnaround on this grant proposal - please fill out the interest form by **5PM on Monday, November 18th**. If you have any questions, please give us a call! Priscilla at 914-592-6726 or Kerry at 914-582-3353.

I'm interested in partnering!

Thank you!



*Priscilla*

**Priscilla Brendler**  
Executive Director, GHHN



*Kerry*

**Kerry Sclafani**  
Program Director, GHHN

**GREATER HUDSON  
HERITAGE NETWORK**

Proudly Serving Heritage Keepers for 40 Years





#theghhn

Greater Hudson Heritage Network | 2199 Saw Mill River Road | Elmsford, NY 10523 US

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#622

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

**APPROVAL – BUDGETARY AMENDMENT (24A117) – DPW – RISK MANAGER – GUIDE  
RAIL DAMAGE – INSURANCE RECOVERIES**

**WHEREAS, the Risk Manager has requested a budgetary amendment (24A117) to recognize reimbursement of \$8,256.31 from Travelers Insurance for damages to a guide rail at Church Road & Kramers Pond; and**

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

**RESOLVED, that the following budgetary amendment be made:**

**Increase Revenues:**

**10511000 426801 DPW Rd/Bridges – Insurance Recoveries 8,256.31**

**Increase Expenses:**

**10511000 54410 DPW Rd/Bridges – Supplies & Materials 3,200.35**

**10511000 54647 DPW Rd/Bridges – Sub-Contractors 5,055.96**

**8,256.31**

**2024 Fiscal Impact – 0 –**

**2025 Fiscal Impact – 0 –**

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



MICHAEL LEWIS  
Commissioner Of Finance



SHEILA BARRETT  
First Deputy Commissioner of Finance

ALEXANDRA GORDON  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 13, 2024

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

Dear Ms. Schonfeld

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

**Increase Revenues:**

10511000 426801 DPW Rd/Bridges – Insurance Recoveries \$ 8,256.31

**Increase Expenses:**

10511000 54410 DPW Rd/Bridges – Supplies & Materials \$ 3,200.35

10511000 54647 DPW Rd/Bridges – Sub-Contractors 5,055.96

\$ 8,256.31

2024 Fiscal Impact - 0

2025 Fiscal Impact - 0

The PC DPW has been compensated for guardrail damages resulting from an accident. This amendment is required for the County to proceed with the repairs.

AUTHORIZATION:

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

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

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

24A117

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

Travelers – Check 883H 33728447 - \$8,256.31

cc: all  
AVA

Reso

2024 NOV 19 PM 12:56  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY



**PC DPW INSURANCE CLAIM RECEIPT 2024**

NAME OF ROAD	Description	TOTAL PAYMENT TO BE RECEIVED			ACCOUNT
CHURCH RD & KRAMERS POND	REIMBURSEMENT FOR GUIDERAIL REPAIR				
BL-2024-20000	INCREASE EXPENSES:		LABOR	\$4,705.96	5110 54647
			MATERIALS	\$3,200.35	5110 54410
			ADMIN	\$350.00	5110 54647
INSURANCE DID NOT PAY THE \$350.00 ADMIN FEE/REDUCED LABOR FEE TO ADJUST TO CHECK AMOUNT.					
				\$8,256.31	

TRANSMITTAL DATE

11/13/24



**JOHN B. CHERICO**  
*First Deputy County Attorney*

**ANNA M. DIAZ**  
*Senior Deputy County Attorney*

**CONRAD J. PASQUALE**  
*Senior Deputy County Attorney*




**HEATHER M. ABISSI**  
*Senior Deputy County Attorney*

**MAT C. BRUNO, SR.**  
*Risk Manager*

**C. COMPTON SPAIN**  
*County Attorney*

**DEPARTMENT OF LAW**

**TO:** Michael Lewis, Finance  
**FROM:** Mat C Bruno, Risk Manager  
**DATE:** November 5, 2024  
**RE:** Property Damage Reimbursement



Enclosed please find Travelers check \_\_\_\_\_ dated 11/01/2024, in the amount of \$8256.31 made payable to Putnam County representing payment for the property damage claim below:

Claim Number	Date of Accident	Reimbursement	Ins. Co
	10/11/2024	\$8256.31	Travelers

Please credit the Department of Public Works for this payment.

Thank you.

MCB/da

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

Tel. (845) 808-1150 / Fax (845) 808-1903\*  
\*This office will not accept service via facsimile

THE TRAVELERS - TRAVELERS - NASHVIL  
TRAVELERS - NASHVILLE CLAIM  
P.O. BOX 650293  
DALLAS TX 75265-0293

883H

SA04278

**TRAVELERS** 

DATE: 11/01/24  
LOSS DATE: 10/11/24  
FILE NUMBER: 263 PP I7W2222 J

PUTNAM CTY/RISK DEPT/M.BRUNO  
48 GLENEIDA AVE  
CARMEL NY 10512

CLAIMANT:  
/PUTMAN COUNTY HIGHWAY DEPT

TRAVELERS PERSONAL INSURANCE COMPANY

**EXPLANATION OF PAYMENT**

Property Damage Liability - Insurers Interest \$8256.31  
TOTAL PAID \$8256.31

ACCIDENT REPORT:#2024-20000/INVOICE:0005  
SUBROGATION PAYMENT FULL & FINAL

FOR ADDITIONAL INFORMATION, CONTACT: SHIRLEY PAGE AT (615)660-6514

308004298  
DETACH CHECK

UNSUMM -11131  
OVRPUN92-121298  
DETACH CHECK



# Putnam County

842 Fair St  
 10512  
 8458786331  
 brian.whitten@putnamcountyny.gov

INVOICE  
 INV0005

DATE  
 Oct 31, 2024

DUE  
 On Receipt

BALANCE DUE  
 USD \$8,606.31

### BILL TO

Accident Report #2024-20000  
 Church Rd & Kramers Pond Putnam Valley

DESCRIPTION	RATE	QTY	AMOUNT
(1) Post Pounder W/2 Operators	\$422.66	6 Hours	\$2,535.96
(1) Pickup Truck & Trailer	\$40.00	6 Hours	\$240.00
(1) Mechanics Truck	\$30.00	6 Hours	\$180.00
(2) Flaggers & Equipment for Traffic Control	\$350.00	6 Hours	\$2,100.00
Post	\$87.40	6 Each	\$524.40
Box Beam Rail	\$687.60	2 Each	\$1,375.20
Sign post and hardware	\$110.75	1 Each	\$110.75
Green & White sign	\$95.00	2 Each	\$190.00
Concrete Repairs	\$250.00	4 Hours	\$1,000.00

*5,055.96*

*\$ 3,200.35*

Administrative Fee

\$350.00 1 Each

~~\$350.00~~

250<sup>00</sup>

TOTAL

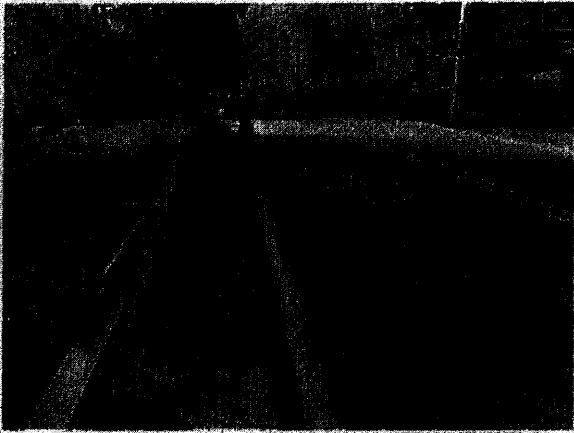
\$8,606.31

BALANCE DUE

USD ~~\$8,606.31~~

< 350<sup>00</sup> >

\$ 8,256.31 ✓



Labour + Equip - 5055.96

Supplies - 3200.35

Admin

350

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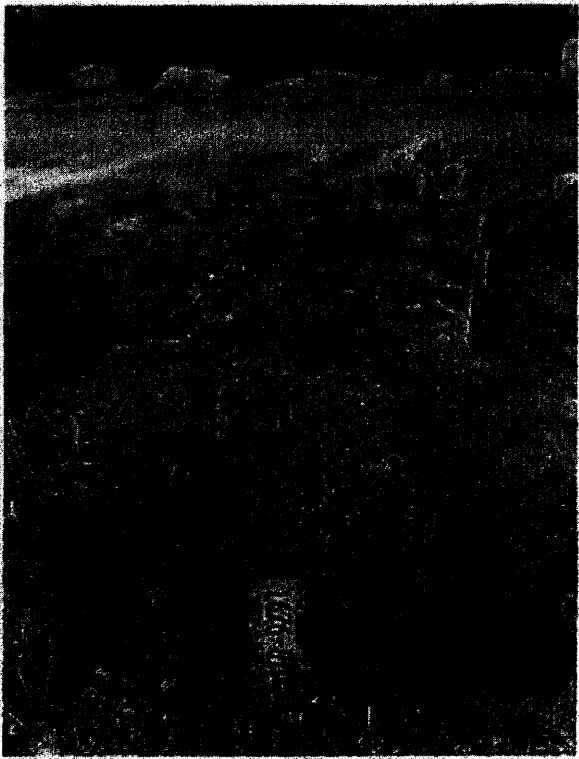
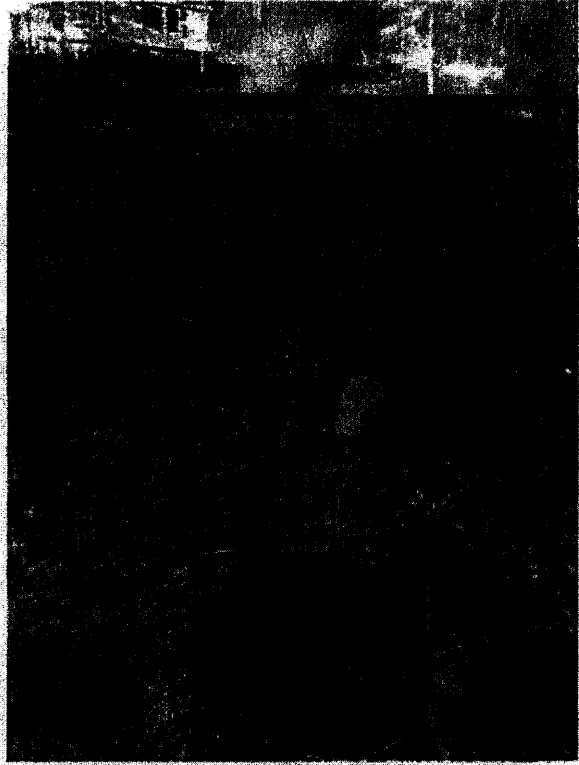
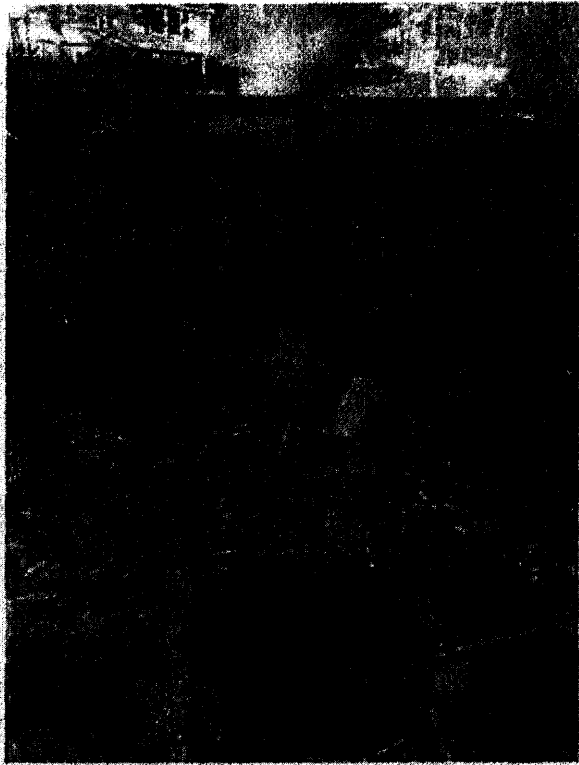
\$ 8,606.31

< 350 >

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\$ 8,256.31 ✓







#6KK

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

**APPROVAL – BUDGETARY AMENDMENT (24A118) – FINANCE – PUTNAM GOLF – CONTRACTUAL PAYMENTS**

**WHEREAS, the Commissioner of Finance has requested a budgetary amendment (24A118) to adjust the 2024 budget to provide for contractual payments to Putnam Golf properties; and**

**WHEREAS, \$450,000 is required to provide operational funding through year end based on the increased activity at Putnam Golf in 2024; 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:**

**10085000 54646                      Contracts    450,000**

**Increase Estimated Revenues:**

**10131000 424011                      Interest & Earnings    450,000**

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

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

cc: all  
A+P

Reso

# MEMORANDUM

To: Diane Schonfeld, Legislative Clerk

From: Michael J. Lewis., Commissioner of Finance

Re: Budgetary Amedment - **24A118**

Date: November 18, 2024

2024 NOV 18 PM 4:27  
 LEGISLATURE  
 PUTNAM COUNTY  
 CARMEL, NY

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At the request of the Commissioner of Finance, the following budgetary amendment is required.

**Increase estimated appropriations:**

10085000 54646	Contracts	450,000
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**Increase estimated revenues:**

10131000 424011	Interest and Earnings	450,000
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Fiscal Impact - 2024 - 0

Fiscal Impact - 2025 - 0

This Resolution is necessary to adjust the 2024 budget to provide for contractual payments to golf course properties.

The \$450,000 is required to provide for operational funding through the end of the year based on the increased activity at the Golf Course in 2024.

Please forward to the appropriate committee.

Approved:

Kevin M. Byrne  
County Executive

#666

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

**APPROVAL – FUND TRANSFER (24T418) – PURCHASING – DGS - TEMPORARY**

**WHEREAS, the Commissioner of the Department of General Services (DGS) has requested a fund transfer (24T418) to utilize funding from vacant Capital Asset & Procurement Coordinator position to cover Temporary line for remainder of 2024; and**

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

**RESOLVED, that the following fund transfer be made:**

**Decrease:**

**10134500 51000 (103)                      Pers. – Capital Asset & Procurement Coordinator                      3,000**

**Increase:**

**10161000 51094                                      Temporary                                      3,000**

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

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



cc:all  
A+A

Reso

# COUNTY OF PUTNAM FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: Michele Pinto

DEPT: Purchasing

DATE: 11/08/24

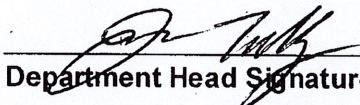
2024 NOV 18 PM 3:28  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
10134500 51000 (103) (PERSONNEL) <i>Capital Asset &amp; Procurement Coordinator</i>	10161000 51094 (TEMP) <i>Temporary</i>	3,000.00	cover payroll for 2024 for Asset Manager/Procurement Coordinator position. Budgeted against a personnel line in 2025
	Total	3,000.00	Temporary funds only needed for remainder of 2024

20\_22 Fiscal Impact \$ 0

20\_23 Fiscal Impact \$ 0

 11/8/24  
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

247418

#6mm

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

**APPROVAL - CORRECTIVE ACTION PLAN - PUTNAM COUNTY'S RECREATION & GOLF COURSE COLLECTIONS – NYS AUDIT 2024**

**WHEREAS, the New York State Comptroller's Office, Division of Local Government & School Accountability has forwarded to the County an Audit Report that was completed after reviewing whether the Putnam County Parks and Recreation Department and Putnam County Golf Course recorded, deposited, remitted, and reported collections accurately and in a timely manner and whether the collections were supported; and**

**WHEREAS, the Office of the State Comptroller concluded with the report by making several recommendations to address any deficiencies in the county's prior and current policies and procedures; and**

**WHEREAS, the Putnam County Executive, through the Commissioner of Finance, has issued a Corrective Action Plan, *attached hereto*, addressing the various Audit Recommendations with an Implementation Plan of Action; and**

**WHEREAS, this Corrective Action Plan has been reviewed and approved by the Audit & Administration Committee of the Putnam County Legislature, now therefore be it**

**RESOLVED, that the Putnam County Legislature accepts the Corrective Action Plan prepared by the County Executive, through the Commissioner of Finance, and authorizes it to be sent to the New York State Comptroller's Office, Division of Local Government and School of Accountability; and be it further**

**RESOLVED, that this Resolution take effect immediately.**

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



#6nn

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

**APPROVAL - COUNTY CASH COLLECTIONS POLICY – NYS AUDIT 2024**

**WHEREAS, the Putnam County Legislature has adopted various policies and procedures regarding fiscal matters within the county; and**

**WHEREAS, upon review of the New York State Audit Report by the county, the Putnam County Legislature agrees that the county should adopt a written collections policy to help ensure adequate controls are in place and documentation is consistently maintained to support collections and cash handling throughout the county; and**

**WHEREAS, the Finance Department has drafted such a policy, addressing internal control directives regarding cash collections, which is attached hereto; and**

**WHEREAS, the Audit & Administration Committee has reviewed and approved the Cash Collections Policy as submitted to the Legislature; now therefore be it**

**RESOLVED, that the Putnam County Legislature hereby adopts the Putnam County Cash Collections Policy prepared by the Putnam County Finance Department in the form *attached hereto*, provided that the Finance Department or Law Department may from time to time amend said policy as necessary, so long as said changes do not materially alter the policies and procedures contained therein; and be it further**

**RESOLVED, that the Finance Department shall work with county departments to review this policy to ensure controls align with other departmental policies, and to ensure each department is maintaining documentation to support collections; and be it further**

**RESOLVED, except to the extent inapplicable due to requirements, procedures, or laws specific to each department, the failure to adhere to the terms of the policy may result in disciplinary action; and be it further**

**RESOLVED, that any policies or procedures inconsistent with this policy are hereby superseded; and be it further**

**RESOLVED, that this Resolution take effect immediately.**

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

MICHAEL J. LEWIS  
*Commissioner of Finance*



*cc: all  
AAA*

SHEILA BARRETT  
*First Deputy Commissioner of Finance*

ALEXANDRA GORDON  
*Deputy Commissioner of Finance*

DEPARTMENT OF FINANCE

**MEMORANDUM**

*Revised*

To: Diane Schonfeld., Legislative Clerk  
From: Michael J. Lewis., Commissioner of Finance  
RE: Cash Collections Policy – Response for NYS Audit 2024  
Date: November 15, 2024

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Please find enclosed correspondence to the New York State Comptroller's Office, regarding our correction action plan, following the Audit of Putnam County's Recreation and Golf Course Collections. The audit from the New York State Comptroller's Office highlighted the recommendation of implementing a County Cash Collection Policy.

A proposed Cash Collection Policy for consideration by the Legislature is attached.

2024 NOV 19 PM 2: 20  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

# **Putnam County**

## **Cash Handling Policy and Procedures**

### **POLICY STATEMENT**

Putnam County (County) establishes this Administrative Policy to set forth policy for cash handling throughout the County. The purpose of this cash handling policy is to provide all County departments with guidelines for handling cash when it is received by a County department for payment of a County debt, deposit, tax, or fee for service. This policy provides information about how and when to collect and secure payments in accordance with legal and policy requirements.

All cash collection processes shall be performed within delegated scopes of authority and in compliance with all Federal, State, and County codes, regulations, and generally accepted accounting principles. All documentation shall be maintained in accordance with Federal, State, County guidelines, record storage and retention requirements. The Finance Department shall be the point of contact for questions concerning this policy. This policy is not meant to supersede any requirements, procedures, and any laws specific to each department. Periodic updates may be necessary to address any changes.

### **1.0 PURPOSE**

The purpose of Cash Handling policy and procedures are to ensure that proper procedures, internal controls, and documentation are in place to adequately safeguard County collections.

Putnam County is required to maintain proper internal controls, authorized under existing County laws, to provide reasonable assurance that County assets are properly accounted for and safeguarded to minimize risk. This policy can help ensure that public funds are used prudently and in the best interests of the taxpayer.

### **2.0 INTERNAL CONTROLS OF CASH**

County departments should require all funds received to be accepted through a County approved Cashiering System Software. When a Cashiering System is not possible, then Departments must establish a procedure that contains the elements of this Cash Handling policy. The procedure must be approved by the Department of Finance. Segregation of duties must be established for depositing, recording, and reconciling funds. The responsibilities for Cash Collecting activities should be assigned to different individuals and the responsibility for record keeping for funds should be separate from the physical custody of those funds, depending on department size. Related activities should be assigned to separate individuals to reduce the potential for errors or irregularities. Daily processing of cash receipts and account receivable transactions should occur to ensure accurate recording of transactions. Funds received should be recorded in the same accounting period. Funds should be deposited to the bank daily to prevent theft or loss of funds. Alternate bank deposit schedules may be arranged based upon transaction volume, dollar amount, and physical

security of cash. The establishment of internal cash controls by departments shall be reviewed periodically by the Department of Finance, and subject to Audit.

### **3.0 Deposits**

Deposits should be made by methods approved by the Finance Department. Deposits should be made within 48 hours from receipt date of monies, and in accordance with departmental procedures approved by the Finance Department. Timely reconciliations must occur to detect errors, fraud, or misuse. The reconciliation method used must consider the type of funds being received, the use of large amounts of cash, the length of time between receipt and deposit, and the safeguards in place for securing the funds. Departments may require daily department reconciliation and a monthly bank reconciliation to ensure accuracy of the accounting records. The establishment of internal cash controls by departments shall be reviewed periodically by the Department of Finance. Internal controls should be established for Bank Reconciliations.

Periodic review by the Audit department for internal control compliance must occur based upon the schedule set by the Audit department. The Audit department shall be notified immediately if management has a suspicion regarding non-compliance with internal control directives.

### **4.0 Recording of Monies**

Revenue shall be recorded in the applicable general ledger account and in the applicable fiscal accounting period. Accounts receivable shall be established for services provided in advance of payment. Invoices shall be generated in the County's centralized accounting system, Munis, whenever possible. If invoices are generated from a system other than Munis, the receivable shall be recorded in the general ledger in a timely manner and at the close of the fiscal period. Disbursements should not be made from cash receipts and checks should not be cashed from cash receipts collected.

Monthly reconciliations of cash receipts and deposits to the bank should be performed by departments receiving cash/checks. Timely reconciliation to the general ledger and other supporting accounting ledgers must occur to detect errors, fraud or misuse.

### **5.0 Credit Cards**

The County accepts credit cards and debit cards, with a credit card logo, as a form of payment. If payment is collected via credit card and a refund is necessary, all refunds should be issued through the initial form of payment. Credit Cards transactions shall be recorded in the applicable general ledger account and in the applicable fiscal accounting period. Credit Card reports shall be sent daily to the Finance Department.

### **6.0 Petty Cash**

If a department determines that a petty cash fund is needed, the department must file a request through the Finance Department. If the request is approved by the Finance

Department, the request must be approved through resolution by the County Legislature, as per County Law Section 371 (1).

Petty Cash is to be used for the purchase of small ticket items, such as postage, tolls, and emergency office supplies. NYS sales tax will not be reimbursed to the petty cash fund. All petty cash should be kept in a secure location. If the department does not have a locked cash box to store petty cash and slips, then a cash box should be purchased. Petty cash funds should be authorized at the lowest amount practical.

### **Control of Petty Cash**

Petty cash shall be maintained on an imprest basis, i.e., the cash is replenished for the exact amount of the expenditures reported. Petty Cash shall not be used as a substitution for other cash funds.

Caution should be exercised to ensure that the amount of cash on hand is consistent with the needs for which it was created. Periodically, the necessity for the cash and the amount thereof should be reevaluated by the Finance Department, and if an adjustment is needed, resubmitted to the Legislature for approval.

All disbursements from non-bank petty cash should be supported by invoices that are properly approved and dated. These should be examined and cancelled when the cash is reimbursed. This reimbursement should be frequent, and the distribution of the charges clearly shown on the voucher submitted for reimbursement.

Periodic physical counts should be made of the cash by someone other than the custodian of the fund. The cashing of personal checks from non-bank petty cash is not permitted.

### **7.0 Wire Transfers**

All wire transfers should be made at the direction of the Commissioner of Finance, or other officer having custody of the monies being disbursed, or in their absence, by their deputies. Before approval is granted, documentation detailing the amount, purpose, and destination of the wire should be presented for review. Such documentation should be retained for audit purposes.

Employees who execute wire transfers should not prepare, post, or reconcile journal entries pertaining to the executed wire. When it is not practical to segregate these duties, a compensating control, such as supervisory review of journal entries, should be considered.

### **8.0 DOCUMENTATION REQUIRED**

All source documents relating to the receipt and deposit of funds must be maintained by each County Department, and whenever possible, County departments should use pre-numbered documents. All documents should be accounted for and promptly forwarded to the Finance Department, with the cash receipt form for daily deposit and verification. The



cash receipt procedures approved by the Finance Department must be used and the document must include accounting entries.

## **9.0 INTERNAL VERIFICATION**

The Department of Finance and/or the Audit Department shall periodically verify records unannounced. An employee who is independent of the department should make the verification. All records must be maintained on-site and in accordance with the County's record retention policy. Discrepancies and exceptions should be reported to the Audit Department who shall take appropriate corrective actions.