

THE PUTNAM COUNTY LEGISLATURE

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

Amy E. Sayegh *Chairwoman*
Greg E. Ellner *Deputy Chair*
Diane Trubulsky *Clerk*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Greg E. Ellner	Dist. 5
Paul E. Jonke	Dist. 6
Daniel G. Birmingham	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

AGENDA PERSONNEL COMMITTEE TO BE HELD IN ROOM #318 PUTNAM COUNTY OFFICE BUILDING CARMEL, NEW YORK 10512

Members: Chairman Jonke and Legislators Addonizio & Gouldman

Wednesday November 12, 2025
(Immediately following the Protective Meeting beginning at 6:00pm)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval – Fund Transfer 25T384 – Dept. of Social Services – Overtime through Year End due to Increased Case Loads**
- 4. Overview – County Appointed Legal Defense of Indigents – Commissioner of Finance Carlin**
- 5. Discussion – Public Information Officer Stipends – Personnel Officer Eldridge**
- 6. Approval – Employee Health Insurance Contribution Review Committee – MOA – Revised Employee Contributions – 4 Unions: CSEA, PCSEA, PuMA, & PBA (Tabled from September Personnel Mtg.)**
- 7. Approval – Local Law Establishing the 2026 Salaries of Certain Appointed Officers Serving for Fixed Terms**
- 8. Approval – Local Law Establishing the 2026 Salaries of Certain Elected Officials Serving for Fixed Terms**
- 9. Approval – Financial Disclosure List for the Year 2026**

10. Approval – Budgetary Amendment 25A107 – Emergency Services – Dispatcher Overtime

11. FYI – Incident Report

12. FYI – Accident Report

13. Other Business

14. Adjournment

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

*cc All
Pers
Audit*

Reso

#3

TO: Commissioner of Finance

FROM: Sheila Barrett, First Deputy Commissioner of Finance *onb*

DEPT: Finance

DATE: October 29, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10102000.51000.10132 DSS Administrative Services Personnel Services <i>Caseworker</i>	10102000.51093 DSS Administrative Services Overtime	\$19,290.00	Fund Overtime Line for remainder of 2025 due to increased case- loads

25T384

Total \$19,290.00

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact \$ 0

**2025 OCT 30 PM 3:04
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

25T384

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

October 24, 2025

TO: William Carlin, Commissioner of Finance

FROM:  Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: DSS 2025 Budgetary Amendment

The Department of Social Services is seeking approval to amend the 2025 DSS budget to increase Overtime within the Services Unit encompassing Adult Protective Services, Child Protective Services, and Child Welfare Services. Due to the increase in caseload and severity of cases requiring field staff, additional funds are requested to compensate Caseworkers, Senior Caseworkers, and Supervisors when working after hours to assess the safety of children. Additionally, overtime is necessary for the purpose of recruitment and retention of foster parents at local community events on the weekends allowing staff to have a table to engage with prospective foster parents.

To support the increase, funds are being utilized from a vacant Caseworker position within the Services Unit (CWS).

Increase Appropriations:

10102000	SS PROGRAM ADMN SVCS	
51093	OVERTIME	\$19,290

Decrease Appropriations:

10102000	SS PROG ADMN CHILD SPT CLTN	
51000 (132)	PERSONNEL SERVICES	\$19,290

Fiscal Impact (25)	- 0 -
Fiscal Impact (26)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

2025 SALARY ANALYSIS POSITION #601002132

cc:  Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau

2025 SALARY ANALYSIS
POSITION #601002132 (SERVICES)

Days 261
Hours 1827

2025 Salary \$63,135 - Mty \$34,5567
CASEWORKER (CQ)
Last day 6/27/25

Grade	Step	Lgty	2025												TOTAL
			23	20	21	22	22	21	23	21	22	23	20	23	
15	1		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
			\$ 5,564	\$ 4,838	\$ 5,080	\$ 5,322	\$ 5,322	\$ 4,838	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,963
			(20 days)												\$ 1,028
															\$ 31,991

2025 Salary \$63,135 - Mty \$34,5567
CASEWORKER (TBD)
Projected start date 11/1/25

Grade	Step	Lgty	2025												TOTAL
			23	20	21	22	22	21	23	21	22	23	20	23	
15	1		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,838	\$ 5,564	\$ 10,402

SUMMARY - 601002132

BUDGET \$ 72,829
CASEWORKER 1/1-6/27 \$ (31,991)
CASEWORKER 11/1-12/31 \$ (10,402)
BALANCE REMAINING \$ 30,437

2025 SERVICES OVERTIME

JANUARY 2025 \$ 303
FEBRUARY 2025 \$ 2,398
MARCH 2025 \$ 2,082
APRIL 2025 \$ 2,795
MAY 2025 \$ 5,004
JUNE 2025 \$ 5,682
JULY 2025 \$ 5,599
AUGUST 2025 \$ 7,624
SEPTEMBER 2025 \$ 6,068
OCTOBER 2025 TBD
NOVEMBER 2025 TBD
DECEMBER 2025 TBD

REVISED BUDGET \$ 37,500
EXPENSES YTD \$ 37,555
REMAINING BUDGET \$ (55)

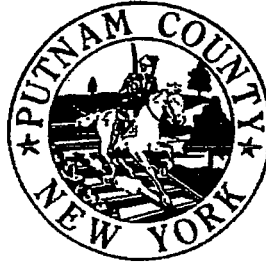
JULY - SEPTEMBER AVG \$ 6,430
OCTOBER - DECEMBER PROJECTION \$ 19,290

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#4

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MEMORANDUM

DATE: October 10, 2025

TO: Kevin Byrne
County Executive

CC: William Carlin
Commissioner of Finance

FROM: Paul Jonke
Chairman, Personnel Committee 

RE: Legal Defense

At last night's Personnel Budget Meeting while reviewing the budget for County Appointed Legal Defense of Indigents, I expressed my interest in having an overview of this process in a regular committee meeting,

Respectfully, I request Commissioner of Finance William Carlin attend the November 12, 2025 Personnel Meeting to provide said overview.

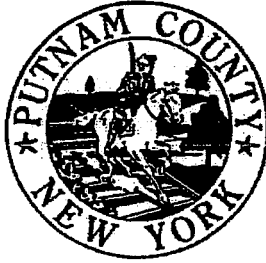
Thank you, I look forward to the discussion.

THE PUTNAM COUNTY LEGISLATURE

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#5

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MEMORANDUM

DATE: September 23, 2025

TO: Kevin Byrne
County Executive

CC: Paul Eldridge
Personnel Officer

FROM: Paul Jonke
Chairman, Personnel Committee

RE: Public Information Officer Stipends

A handwritten signature in black ink, appearing to read "Paul Jonke", is written over the "FROM:" line of the memorandum.

The November Personnel Committee Meeting agenda will include a discussion pertaining to the Public Information Officers stipends. Respectfully, I request Personnel Officer Paul Eldridge attend said meeting to participate in the discussion.

A date has not yet been set for the November Personnel Meeting, I will follow up once it has been scheduled. Thank you for your attention to this request.



Personnel

#6

PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE

September 11, 2025

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

Dear Ms. Schonfeld,

With the County facing recruitment and retention issues, I directed the formation of an Employee Health Insurance Contribution Review Committee (Committee). As you are aware, the Committee met over the course of several months and presented their conclusions which reflected several options for my consideration. I selected the option that I felt was considered reasonable, fiscally informed, fair and regionally competitive which also gave full consideration to the taxpayers as well as the dedicated Putnam County employees. I then presented this final recommendation to all four unions represented in Putnam County (CSEA, PBA, PCSEA, and PuMA).

After meeting with the four unions and their representatives, agreements have been reached regarding revised employee health-insurance contributions.

Attached please find a draft resolution to be considered by the Legislature for ratification at the next appropriate committee meeting. Also attached please find signed copies of the Memoranda of Agreement signed by union leadership. A summation of the Committee's findings is also enclosed back-up.

Personnel Officer Paul Eldridge is prepared to present this matter to the Legislature. Representatives from the Employee Health Insurance Contribution Review Committee will be encouraged to attend and participate as well.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin M. Byrne", is written over a circular stamp. The signature is fluid and cursive.
Kevin M. Byrne
County Executive

cc: James Burpoe, Deputy County Executive
William Carlin, Commissioner of Finance
Paul Eldridge, Personnel Officer
Members of the "Blue Ribbon" Employee Health Insurance Contribution Review Committee

2025 SEP 11 PM 3:56
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Enclosures: Draft Resolution on Health Insurance Contributions
MOAs for respective collective-bargaining units
Summation of Committee's findings

Employee Insurance Contribution Rates: Regional Comparisons and Potential Models

Putnam County Employee Insurance Review Committee
June 2025

Process

Convene Committee

Personnel briefing for committee
Finance briefing for committee
Define purpose
Outline process

JANUARY 2025

FEBRUARY – MARCH – APRIL 2025

MAY-JUNE 2025

Advise

Present Current Employee Contribution Rate recommendations to County Executive

Prioritize and Review

Gather and assess contribution rates and models for a regional comparison
Request and review fiscal impact of potential models
Incorporate findings to determine committee recommendation for current employee contribution rates

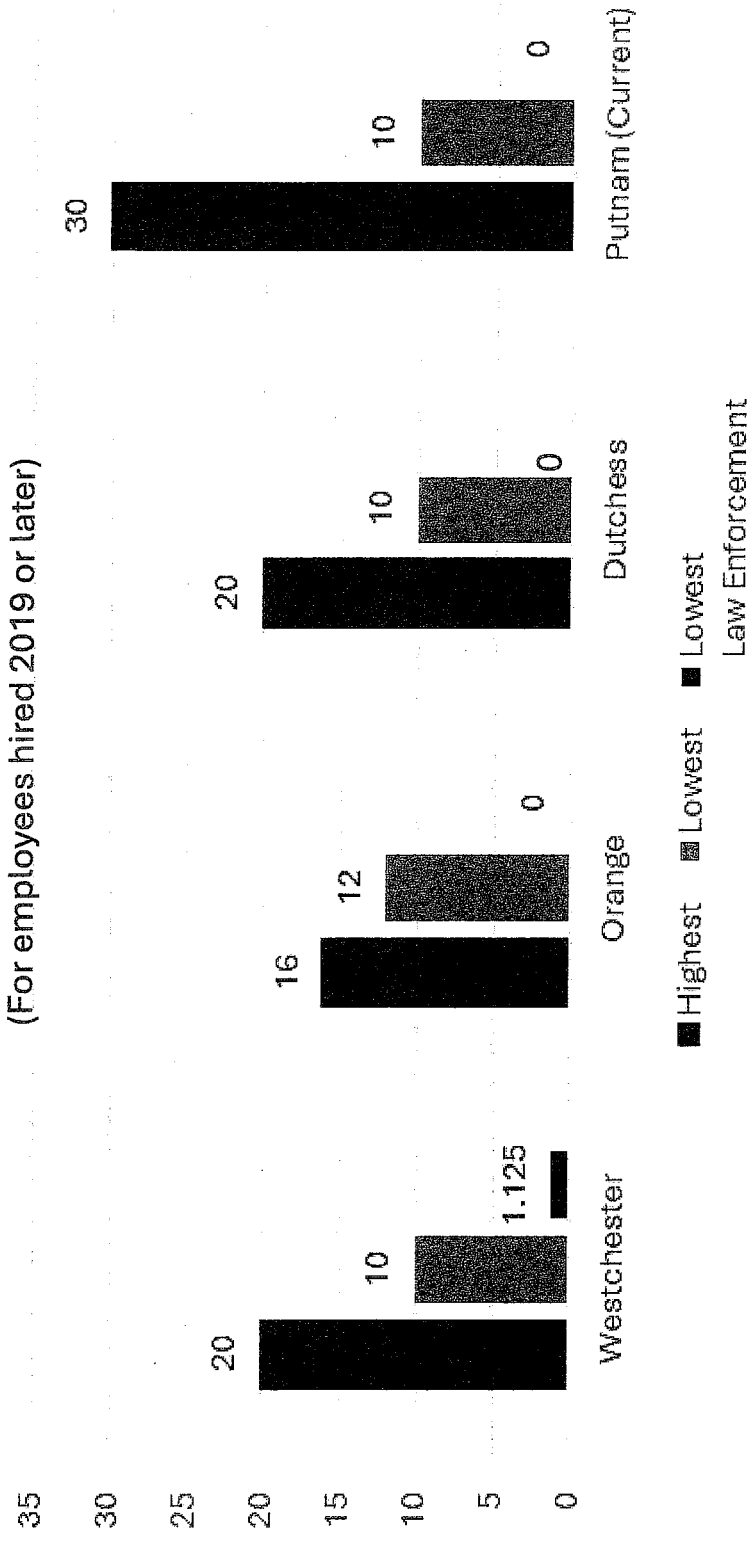
Purpose Statement

The Putnam County Employee Insurance Review Committee will recommend reasonable, fiscally-informed, fair, and regionally competitive employee health insurance contribution rates.

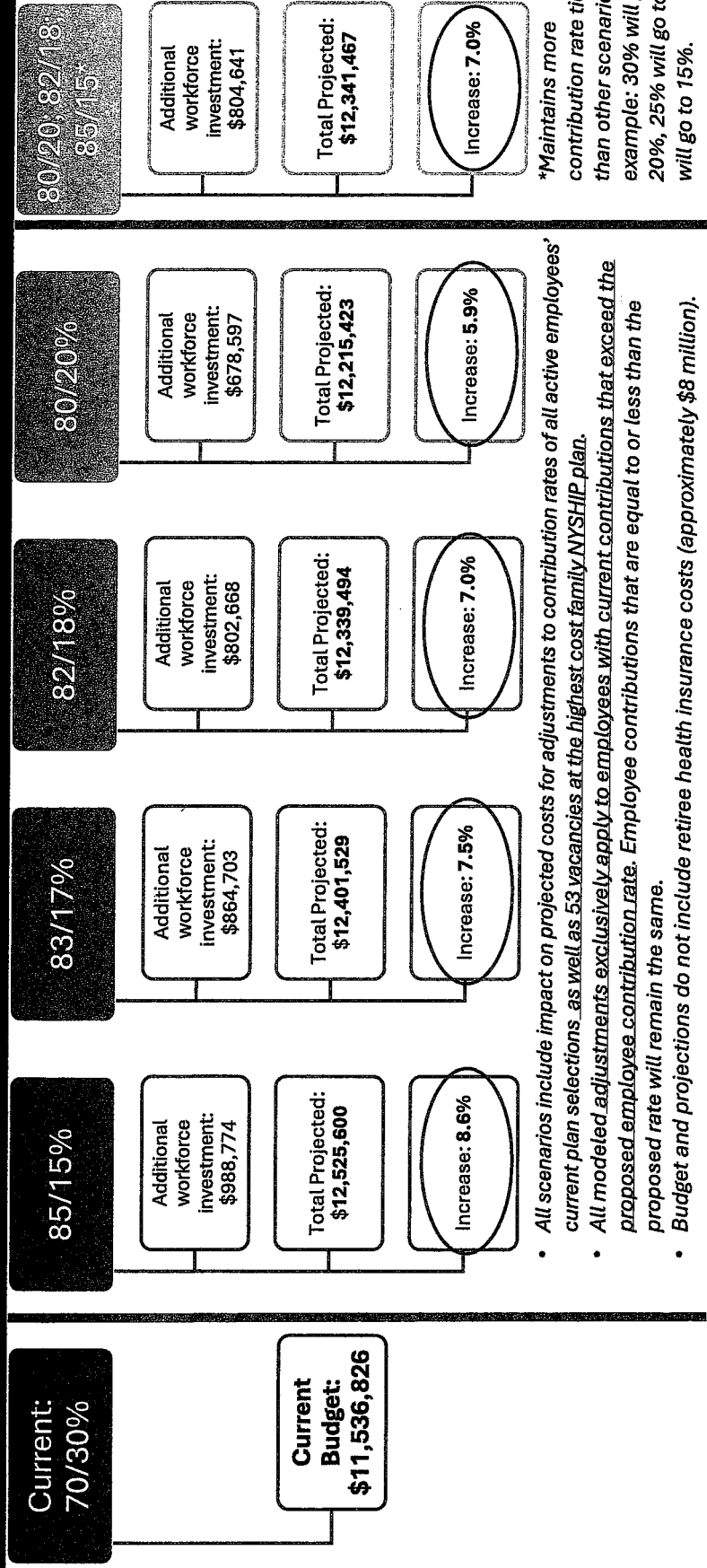
This will be achieved by conducting a thorough review of employee and retiree contribution rate options with full consideration for the taxpayer as well as the dedicated Putnam County employees.

Employee Insurance Contribution Rates Regional Comparison of Range

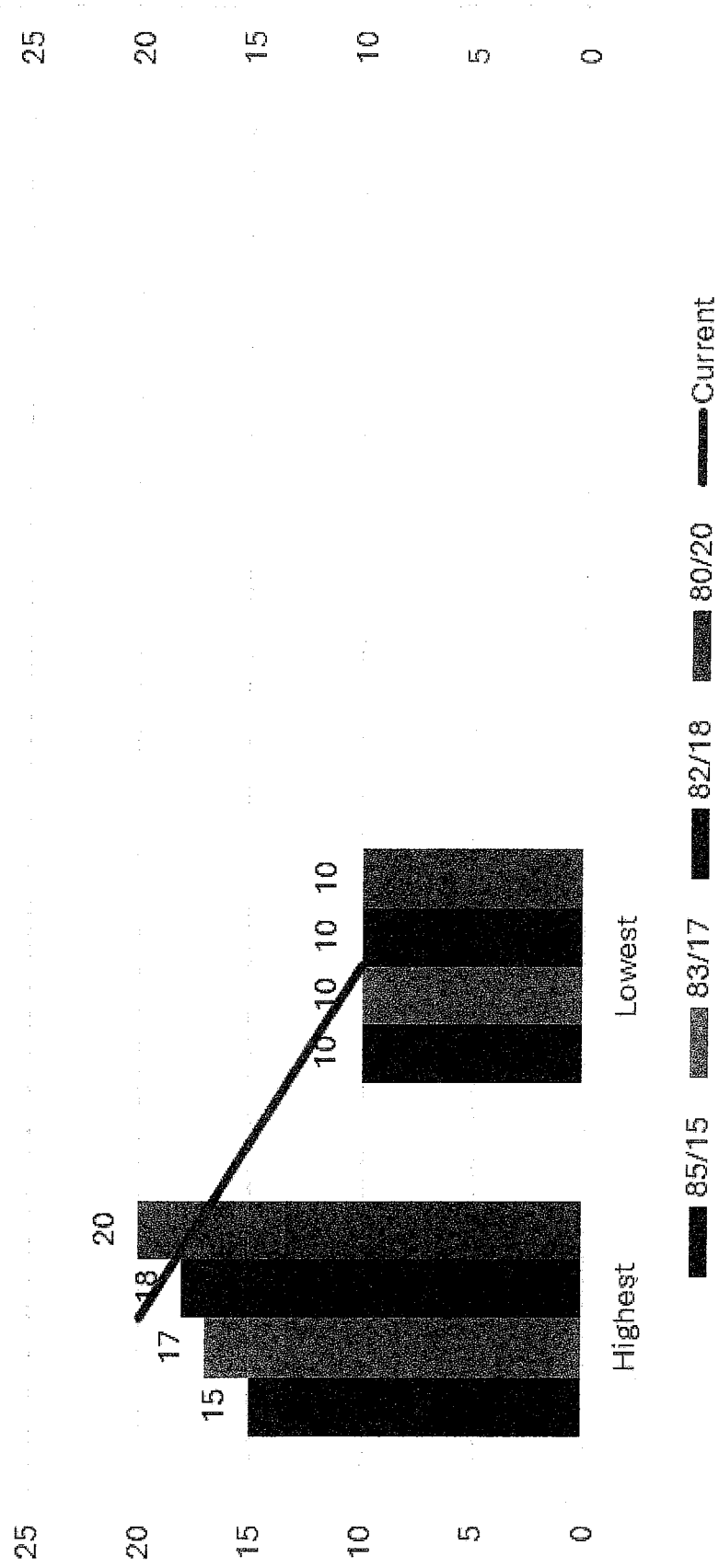
(For employees hired 2019 or later)



Employee Insurance Contribution Rate Review



Employee Insurance Contribution Rates Putnam Models: Proposed and Current



Potential Considerations



**A LOCAL LAW ESTABLISHING THE 2026 SALARIES OF CERTAIN APPOINTED OFFICERS
SERVING FOR FIXED TERMS**

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

Section 1.

Section 201 of the County Law and Municipal Home Rule Law, Section 24 (2)(h) requires that certain salary increases of fixed term officers be established by Local Law, subject to permissive referendum.

Section 2.

The annual salaries of the hereinafter designated County Officers appointed for a fixed term are hereby set at the following amounts effective January 1, 2026:

Paul Eldridge..... Personnel Officer	\$163,358
Sara Servadio..... Commissioner, Social Services/ Mental Health/ Youth Bureau	\$170,428
Patricia McLoughlin..... Director of Real Property Tax Services	\$113,093
Rian Rodriguez..... Public Health Director	\$159,650
Kelly Primavera..... Commissioner, Board of Elections	\$112,710
Catherine Croft..... Commissioner, Board of Elections	\$112,710
Michele Alfano-Sharkey..... County Auditor	\$150,000

Section 3.

**THIS LOCAL LAW SHALL TAKE EFFECT FORTY-FIVE DAYS AFTER ITS PASSAGE AND
IS SUBJECT TO PERMISSIVE REFERENDUM.**

**A LOCAL LAW ESTABLISHING THE 2026 SALARY OF CERTAIN ELECTED OFFICIALS
SERVING FOR FIXED TERMS**

BE IT ENACTED BY THE PUTNAM COUNTY LEGISLATURE AS FOLLOWS:

Section 1.

Section 201 of the County Law and Municipal Home Rule Law Section 24 (2)(h) requires that salary increases of fixed term officers shall be established by Local Law, subject to permissive referendum.

Section 2.

The annual salary of the hereinafter designated County Officers elected for a fixed term is hereby set the following amounts effective January 1, 2025:

Kevin Byrne.....	\$181,303
Putnam County Executive	
Michael Bartolotti.....	\$156,963
Putnam County Clerk	
John Bourges.....	\$48,173
Putnam County Coroner	
Wendy Erickson.....	\$48,173
Putnam County Coroner	
Michael Nesheiwat.....	\$48,173
Putnam County Coroner	
Nancy Montgomery.....	\$48,173
Putnam County Legislator	
William Gouldman.....	\$48,173
Putnam County Legislator	
Toni Addonizio.....	\$48,173
Putnam County Legislator	
Laura Russo.....	\$48,173
Putnam County Legislator	
Daniel Birmingham.....	\$48,173
Putnam County Legislator	
Amy Sayegh.....	\$48,173
Putnam County Legislator	
• Additional Stipend for Legislature Chairperson.....	\$12,044

Section 3.

**THIS LOCAL LAW SHALL TAKE EFFECT FORTY-FIVE DAYS AFTER ITS PASSAGE AND IS
SUBJECT TO PERMISSIVE REFERENDUM.**

Financial Disclosures Required for 2026
Calendar Year 2025 Informaton

uAll
Pers

#9

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 Management	P
Bureau of Emergency Services	Director of Emergency Medical Services	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	Chief of Staff	P
County Executive's Office	County Executive	P
County Executive's Office	Deputy County Executive	P
County Executive's Office	Director of Communications	P
County Executive's Office	Director of Compliance & Intergovernmental Relations	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 General Services	Commissioner	P
Department of Public Works	Commissioner of DPW	P
Department of Public Works	Deputy Commissioner of DPW	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	Assistant District Attorney -Appeals	P
District Attorney's Office	Assistant District Attorney -Bureau Chief	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	P

2025 NOV -6 AM 10:28
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Financial Disclosures Required for 2026
Calendar Year 2025 Informaton

Department or Agency	Title	A or P
Finance Department	Commissioner of Finance	P
Finance Department	Deputy Commissioner of Finance	P
Finance Department	First Deputy Commissioner of Finance	P
Health Department	Director of Environmental Health Services	P
Health Department	Medical Consultant	P
Health Department	Public Health Director	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
Office for Individuals with Disabilities	Coord., Office for Individuals with Disabilities	P
Office for Senior Resources	Deputy Director, Office for Senior Resources	P
Office for Senior Resources	Director, Office for Senior Resources	P
Office for Senior Resources	Fiscal Manager	P
Office for Tourism	Director	P
Personnel Department	Deputy Personnel Officer	P
Personnel Department	Personnel Officer	P
Personnel Department	Principal Personnel Specialist	P
Planning & Development	Commissioner of Plan., Devel. & Public Transp.	P
Planning & Development	Deputy Commissioner of Plan., Devel. & Public Tr.	P
Plumbing Board	All Members	P
Probation Department	Probation Director	P
Purchasing & Central Services	Asset Manager	P
Purchasing & Central Services	Director of Purchasing & Central Services	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	Corrections Captain	P
Sheriff's Department	Corrections Lieutenant	P
Sheriff's Department	Criminal Investigations Captain	P
Sheriff's Department	Fiscal Manager	P
Sheriff's Department	Operations Captain	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 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 2026
Calendar Year 2025 Informaton

Department or Agency	Title	A or P
Social Services Department	Deputy Commissioner of Social Services & Youth Bureau	P
Social Services Department	Director, Child Advocacy Center	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

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance
Re: Budgetary Amendment - 25A107
Date: November 6, 2025

At the request of the Bureau of Emergency Services, the following budgetary amendment is required.

GENERAL FUND:

Increase Estimated Appropriations:

10990100 59020	Transfer to Capital Fund	25,000
13398900 51093	Overtime	84,000
13398900 58002	Fica	6,426
		115,426

Decrease Estimated Appropriations:

10398900 54710	Maintenance & Repairs	25,000
10199000 54980	Contingency	90,426
		115,426

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 532201 51509	CP - Flooring	25,000
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Increase Estimated Revenues:

55197000 428601 51509	Transfer From General Fund	25,000
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Fiscal Impact - 2025 - \$ 90,426
Fiscal Impact - 2026 - \$ 0

This Resolution is required to fund improvements to the Bureau of Emergency Services flooring and address Dispatcher Overtime through the end of the year. Please forward to the appropriate committee.

Approved :
Kevin M, Byrne, County Executive

- Personnel
Physical

NOV - PERS.
NOV - Prep
NOV - Audit
CC: #11
Reso
#10
Personnel

2025 NOV - 7 AM 11:17
LEGISLATURE
PUTNAM COUNTY
CARLIN, NY



PUTNAM COUNTY BUREAU OF EMERGENCY SERVICES



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: William Carlin, Commissioner of Finance

From: Ralph Falloon, Acting Commissioner

Re: 911 Dispatch Center Overtime/BES Lobby Floor

Date: November 6, 2025

The 911 Dispatch Center's overtime budget line 13398900 51093 will soon be exhausted. We are requesting \$84,000 to cover overtime for the remainder of 2025.

In 2026 the Bureau of Emergency Services lobby floor will be replaced. Please transfer \$25,000 from budget line 10398900 54710 to the appropriate Capital Projects budget line.

Thank you.

November 12, 2025
Personnel Meeting

#11. FYI – Incident Report

#12. FYI – Accident Report