

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 Trabulsy *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 PROTECTIVE SERVICES COMMITTEE TO BE HELD IN ROOM #318 PUTNAM COUNTY OFFICE BUILDING CARMEL, NEW YORK 10512

Members: Chairman Jonke and Legislators Addonizio & Birmingham

Wednesday 6:00pm November 12, 2025

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Overview – Shared Projects – Sheriff's Office and Dept. of Social Services**
- 4. Approval – Budgetary Amendment 25A110 – Sheriff – Utilize Seized Asset Funds to Purchase Personnel Transport Van**
- 5. Approval – Fund Transfer 25T358 – Sheriff – Corrections – 6 Air Protection Systems for Officers**
- 6. Approval – Fund Transfer 25T363 – Sheriff – Corrections – Bullet Proof Vests**
- 7. Approval – Fund Transfer 25T365 – Sheriff – Corrections – Safety/Restraint Chair**
- 8. FYI – Fund Transfer 25T386 – Emergency Services – 3rd & 4th Quarter Chargebacks**
- 9. FYI – Fund Transfer 25T391 – Probation – Ammunition**
- 10. FYI – 3rd Quarter Coroner Cases**
- 11. Other Business**
- 12. Adjournment**

THE PUTNAM COUNTY LEGISLATURE

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

#3

Amy E. Sayegh *Chairwoman*
Greg E. Ellner *Deputy Chair*
Diane Trabulsy *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

MEMORANDUM

DATE: November 7, 2025

TO: Brian Hess
Putnam County Sheriff-Elect

Kevin Byrne
Putnam County Executive

CC: Sara Servadio
Commissioner, Dept. of Social Services

FROM: Paul Jonke
Chairman, Protective Services Committee

RE: Overview of Shared Projects

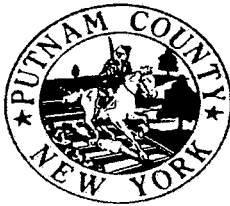
As you are aware, the Sheriff's Office and Department of Social Services, Mental Health, and Youth Bureau work in tandem on shared projects that provide vital safety measures to our community.

Respectfully, I request Sheriff-Elect Hess and Commissioner Servadio attend the Wednesday, November 12, 2025 Protective Services Meeting to provide an overview on those shared projects. Please contact the Legislative Office to confirm availability.

Thank you.

Nov - Protection
Nov - Asset
Dec - full
3000
#4

WILLIAM J. CARLIN, JR.
CPA
Commissioner Of Finance



SHEILA M. BARRETT
First Deputy Commissioner Of Finance

ALEXANDRA GORDON
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

November 7, 2025

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

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following to amend the 2025 Putnam County Sheriff Department's budget.

2025 NOV - 7 PM 2:06
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Increase Estimated Revenues:

17311000.427151.10102	Sheriff Road Patrol – SRT	\$100,000
	Proceeds of Seized Assets	

Increase Estimated Appropriations:

17311000.52650.10102	Sheriff Road Patrol - SRT	\$100,000
	Motor Vehicles	

2025 Fiscal Impact -0-
2026 Fiscal Impact -0-

Sheriff Hess requests the Use of Federally Seized Asset Forfeiture funds to purchase a personnel transport van to be used for transporting Sheriff's Department Personnel to special events, details and assignments, moving personnel from staging areas to active police calls or critical incidents, supporting Special Response Team (SRT) warrant operations and planned tactical deployments and serving as a warming or temporary shelter area for civilians displaced during emergencies. Any unused funds from these purchases will be deposited back into the Sheriff's Federal Seized Asset Revenue Account.

AUTHORIZATION:

Date _____ Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000

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

25A110

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

MEMORANDUM

TO: William Carlin
Commissioner of Finance

FROM: James Menton
Undersheriff, Putnam County

Cc: Brian Hess
Sheriff, Putnam County

RE: Request for Use of Seized Asset Funds to Purchase Personnel Transport Van

DATE: November 7, 2025

Good Afternoon Commissioner Carlin,

The Putnam County Sheriff's Office respectfully requests approval to utilize approximately \$100,000 from seized asset funds for the purchase of a personnel transport van.

This vehicle will be an essential addition to our operational fleet, providing enhanced flexibility and support across multiple mission areas. The van will be used for:

- Transporting members of the Sheriff's Office to special events, details, and assignments;
- Moving personnel from staging areas to active police calls or critical incidents;
- Supporting Special Response Team (SRT) warrant operations and planned tactical deployments; and
- Serving as a warming or temporary shelter area for civilians displaced from their homes or vehicles during emergencies.

Your consideration of this request is greatly appreciated. Please let us know if any additional documentation or budgetary details are required to support this submission.

Respectfully,
James Menton
Undersheriff, Putnam County

cc: Brian Hess, Sheriff
Putnam County Sheriff's Office

cc All
Prot
Audit

3250

#5

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: Undersheriff J. Menton

DEPT: Corrections

DATE: October 17, 2025

I hereby request approval for the following transfer of funds:

FROM	TO		
ACCOUNT#/NAME	ACCOUNT #/NAME	AMOUNT	PURPOSE
10315000.54319	10315000.52180	\$1,359.00	Purchase (6) new Evac
(Jail General: Clothing Cleaners)	(Jail General: Other Equipt.)		Smoke/Fire Hood
			Model E900
	Total	\$1,359.00	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact \$ 0

2026 Fiscal Impact \$ 0

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

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2025 OCT 22 PM 2:45

25T358

P-1

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: October 16, 2025

To: Sheriff Brian Hess
Attn: Undersheriff James Menton

From: Captain James Greenough

Subject: **BUDGET LINE TRANSFER**

Request the following funding and budget transfers:

Reduce 10315000.54319 Clothing Cleaners by \$1,359.00

Increase 10315000.52180 Other Equipment by \$1,359.00

These funds will be used to purchase six new Evac Smoke/Fire Hood model E900. These are air protection system for Officer's to use in case of Fire and are needed for evacuating Inmates during smokey conditions.

RECEIVED AND FORWARDED FOR ACTION

SGT	_____
LT	_____
LT	_____
CAPT	_____
US	_____
SHERIFF	_____

25T358

**Elmridge Protection**

1200 Clint Moore Rd. Unit 15
Boca Raton, Florida 33487
United States (561) 244-8337

Quote

Valid Until: 12/16/25

Quote Number : 5061

Date Created: 10/16/25 03:53 PM

BILL TO:

Putnam County Sheriff's Office
Michael Villani
3 County Center
Carmel
NY
10512

SHIP TO:

Putnam County Sheriff's Office
Michael Villani
3 County Center
Carmel
NY
10512

Please Email your Purchase Orders to sales@ElmridgeProtection.com

Account Name: Putnam County Sheriff's Office

Contact Name: Michael Villani

Contact Phone: 845-225-5255x42316

Contact Email: michael.villani@putnamcountyny.gov

Account Manager: Sadna O'Connell

Quote Stage: Delivered

Bid Number:

S.No.	Product Details	Qty	Price	Total
1	iEvac Smoke/Fire Hood E900	6	\$ 220.00	\$ 1,320.00
2	Shipping	1	\$ 38.75	\$ 38.75

Sub Total \$ 1,358.75

Tax \$ 0.00

Grand Total \$ 1,358.75

Terms and Conditions

ERRORS IN THIS QUOTE ARE SUBJECT TO CORRECTION

Net 30

Ships UPS Ground Ex Works Florida

iEvac Smoke/Fire Hood E900 list price \$225.00; discounted price \$220.00 for Putnam County Sheriff's Office

25T358

cc All
Prot
Audit

R-50

#0

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: Commissioner of Finance

FROM: Undersheriff James T. Menton

DEPT: Corrections

DATE: October 20, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10009000.52180 (Jail Transport: Other Equipt.<\$5k)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$ 500.00	Purchase Bullet Proof Vests
10011000.54770 (Jail Maint.:Misc.Sm.Tools<\$100)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$ 700.00	Purchase Bullet Proof Vests
10315000.51099 (Jail Gen: Clothing Allowance)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$ 100.00	Purchase Bullet Proof Vests
10315000.54311 (Jail Gen: Printing & Forms)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$2,666.00	Purchase Bullet Proof Vests
10315000.54319 (Jail Gen: Clothing Cleaners)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$ 153.00	Purchase Bullet Proof Vests
10315000.54330 (Jail Gen: Medical Supplies)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$ 151.00	Purchase Bullet Proof Vests
Total		\$4,270.00	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact \$ 0

2026 Fiscal Impact \$ 0

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

2025 OCT 22 PM 2:44
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

25T363

P-1

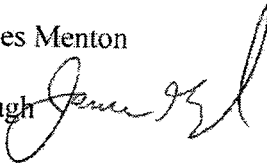
Putnam County Sheriff's Department

Inter - Office Memorandum

Date: October 16, 2025

To: Sheriff Brian Hess
Attn: Undersheriff James Menton

From: Captain James Greenough



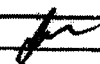
Subject: BUDGET LINE TRANSFER

Request the following funding and budget transfers:

Reduce 10009000.52180 Other Equipment by \$500.00
Reduce 10011000.54770 Miscellaneous Small Tools Under \$100 by \$700.00
Reduce 10315000.51099 Clothing Allowance by \$100.00
Reduce 10315000.54311 Printing and Forms by \$2,666.00
Reduce 10315000.54319 Clothing Cleaners by \$153.00
Reduce 10315000.54330 Medical Supplies by \$151.00
Increase 10315000.52180 Other Equipment by \$4,270.00

These funds will be used to purchase four new Bullet Proof Vests for new members hired this year. The previous dedicated money was used to purchase new vest for newly hired members and for current Corrections members whose vests have expired (every 5 years). Half of these cost, will be returned to the County from a Bullet Proof Vest Grant. The funds from previous vest purchases haven't been credited to the Corrections Accounts as of this time which would have been used to purchase these additional vests.

RECEIVED AND FORWARDED FOR ACTION

SGT _____
LT _____
LT _____
CAPT _____
US  _____
SHERIFF _____

25T363

cc All
Pro +
Audit

Reso
#7

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: Commissioner of Finance

FROM: Undersheriff James T. Menton

DEPT: Corrections

DATE: October 20, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10011000.52180 (Jail Maint.:Other Equipt.<\$5k)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$2,980.00	Purchase Safety/ Restraint Chair
10315000.54313 (Jail Gen: Books&Supplements)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$1,502.00	Purchase Safety/ Restraint Chair
10315000.54330 (Jail Gen: Medical Supplies)	10315000.52180 (Jail Gen:Other Equipt.<\$5k)	\$ 72.00	Purchase Safety/ Restraint Chair
Total		\$4,554.00	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact \$ 0
2026 Fiscal Impact \$ 0

Department Head Signature/Designee

Date
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2025 OCT 22 PM 2:43

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

25T365

P-1

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: October 16, 2025

To: Sheriff Brian Hess
Attn: Undersheriff James Menton

From: Captain James Greenough

Subject: BUDGET LINE TRANSFER

Request the following funding and budget transfers:

Reduce 10011000.52180 Other Equipment by \$2,980.00
Reduce 10315000.54313 Books and Supplements by \$1,502.00
Reduce 10315000.54330 Medical Supplies by \$72.00
Increase 10315000.52180 Other Equipment by \$4,554.00

These funds will be used to purchase a new Safety/ Restraint Chair to replace one which has broken. The original chair is more than 20 years old.

RECEIVED AND FORWARDED FOR ACTION

SGT	_____
LT	_____
LT	_____
CAPT	_____
US	_____
SHERIFF	_____

25T365



7925 Purfoy Rd, Fuquay-Varina NC 27526

Customer Service: 1-800-334-9880 Fax: 800-322-7537
Private Management Customer Service: 888-708-5012

Quote

#EST0150942

9/26/2025

Ship To

RFB-0010959
Putnam Cnty Corr Factly
3 County Ctr
Carmel
NY 10512-1323
United States

Bill To

RFB-0010959
Putnam Cnty Corr Factly
3 County Ctr
Carmel
NY 10512-1323
United States

TOTAL

\$4,553.46

Expires: 11/10/2025

Expires	Requestor	Sales Rep	Customer
11/10/2025	PUTNY1 : Michael Villani	Cynthia Nokland	PUTNY1

Quantity	Item	Customer Price	UOM	Extended Price
1	ZSG-CORRECTIONAL SureGuard SafetyRestraintChair - Law Enforcement & Corrections	\$4,553.46	EA	\$4,553.46

Note: If your item includes the DSC in the description, availability is limited due to product discontinuation and is not returnable. Note: If your item ships directly from the manufacturer, the item is not returnable.

Subtotal \$4,553.46

Shipping Cost \$0.00

Handling Cost \$0.00

When placing your order, please refer to this quote number.

BBC reserves the right to evaluate and change pricing if quantities are adjusted and/or if this quote expiration date has passed. We also reserve the right to reevaluate pricing based on market conditions.
Fed I.D. # 56-1558062

Tax Total \$0.00

Total \$4,553.46



EST0150942

1 of 1

25T365

(C: A1)
Protective - No Sign
Audit - No Sign
#8

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: Commissioner of Finance
FROM: J. Ralph Falloon, Deputy Commissioner
DEPT: Bureau of Emergency Services
DATE: 10/31/25

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
10398900 52180 Other Equipment	10398900 55370 Chargeback Automotive	\$8,842.00	Transfer needed for 3 rd & 4 th Quarter Chargeback

20 Fiscal Impact \$ _____

20 Fiscal Impact \$ _____

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

2025 NOV - 3 AM 11:55
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

25T386

PUTNAM COUNTY DEPARTMENT OF PUBLIC WORKS

3RD QUARTER CHARGEBACKS

CREDIT ACCOUNT - ROAD MACHINERY FUND - Revenue Account

DEPARTMENT CHARGE: Bureau of Emerg. Serv.

3rd Quarter

PARTS	821.82
TIRES	1,561.72
LABOR	1,240.41
FLUIDS	151.50
FUEL	0.00
TOTAL	3,775.45

25T386

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

Q1:411 Sign
Protective - FYI
Audit Sign
#9

TO: Commissioner of Finance

FROM: John F Osterhout, Director

DEPT: Probation

DATE: November 3, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
10314000 54445 Lab Analysis	10314000 54305 Range Supplies	5,000.00	Ammunition

2025 NOV -5 AM 11:10
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

20~~25~~ Fiscal Impact \$ 0.00

20²⁶ 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

25T391

2025 CORONER CASES BY QUARTER	
JANUARY – MARCH 2025	# OF CASES
Natural	5
Accidental	3
Suicide	1
Homicide	0
Undetermined	0
PENDING	0
All Coroner Cases for January-March 2025	9
From Accidental/Undetermined/Suicide Cases: Overdoses	0
From Accidental/Undetermined/Suicide Cases: Ethanol Intoxication	0

APRIL – JUNE 2025	# OF CASES
Natural	5
Accidental	4
Suicide	1
Homicide	0
Undetermined	0
PENDING	0
All Coroner Cases for April-June 2025	10
From Accidental/Undetermined/Suicide Cases: Overdoses	0
From Accidental/Undetermined/Suicide Cases: Ethanol Intoxication	0

JULY – SEPTEMBER 2025	# OF CASES
Natural	3
Accidental	5
Suicide	2
Homicide	0
Undetermined	0
PENDING	1
All Coroner Cases for July-September 2025	11
From Accidental/Undetermined/Suicide Cases: Overdoses	0
From Accidental/Undetermined/Suicide Cases: Ethanol Intoxication	0

OCTOBER - DECEMBER 2025	# OF CASES
Natural	0
Accidental	0
Suicide	0
Undetermined	0
PENDING	0
All Coroner Cases for October-December 2025	0
From Accidental/Undetermined/Suicide Cases: Overdoses	0
From Accidental/Undetermined/Suicide Cases: Ethanol Intoxication	0

cc All
Prot - FYI

#10

2025 OCT - 6 PM 12:32
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY