

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
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Amy E. Sayegh *Chairwoman*
Greg E. Ellner *Deputy Chair*
Diane Trabulsky *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
AUDIT & ADMINISTRATION COMMITTEE MEETING
TO BE HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NY 10512

Members: Chairwoman Sayegh and Legislators Birmingham & Crowley

Thursday **November 20, 2025**
(Immediately Following the Economic Development Mtg. at 6PM)

1. Pledge of Allegiance
2. Roll Call
3. Acceptance of Minutes – July 28 and August 25, 2025 Meetings
4. 2024 Audit Report – PKF O'Connor Davies, LLP
5. Correspondence – County Auditor
 - a. Sales Tax Report
 - b. Board In Revenue Report
 - c. Transfer/Revenue Report
 - d. Contingency/Subcontingency Report
6. Correspondence – Commissioner of Finance
 - a. FYI – Overtime & Temporary Report
 - b. Approval – Budgetary Amendment 25A096 – Finance – Account for ARPA Spending through September 30, 2025 (Also reviewed in Rules)
 - c. Approval – Budgetary Amendment 25A102 – Historian – Purchase “History of Putnam County” Books (Also reviewed in Health)
 - d. Approval – Budgetary Amendment 25A105 – Health Dept. – Classroom Staffing for Universal Pre-Kindergarten – To be Reimbursed by Carmel School District (Also reviewed in Health)

- e. Approval – Budgetary Amendment 25A106 – Health Dept. – Special Education Itinerant Services (Also reviewed in Health)
 - f. Approval – Budgetary Amendment 25A107 – Emergency Services – Flooring and Dispatcher Overtime (Also reviewed in Personnel & Physical)
 - g. Approval – Budgetary Amendment 25A108 – Finance – Adjust Capital Budget – Sybil Ludington Statue Restoration Project (Also reviewed in Physical)
 - h. Approval – Budgetary Amendment 25A109 – IT – Implementation of New Phone System
 - i. Approval – Budgetary Amendment 25A110 – Sheriff's Office – Use Federally Seized Asset Funds to Purchase a Personnel Transport Van (Also reviewed in Protective)
 - j. Approval – Budgetary Amendment 25A111 – Finance – Projected Golf Course Activity (Also reviewed in Physical)
 - k. Approval – Budgetary Amendment 25A112 – Social Services – Utilize Opioid Settlement Funds (Also reviewed in Health)
 - l. Approval – Budgetary Amendment 25A113 – Social Services – Adjust Mental Health State Aid Levels (Also reviewed in Health)
 - m. Approval – Budgetary Amendment 25A114 – Finance – Legal Aid 18b
- 7. Approval – Fund Transfer 25T358 – Sheriff's Office – Purchase New Evac Smoke/Fire Hood (Also reviewed in Protective)
 - 8. Approval – Fund Transfer 25T363 – Sheriff's Office – Purchase Bullet Proof Vests (Also reviewed in Protective)
 - 9. Approval – Fund Transfer 25T365 – Sheriff's Office – Purchase Safety/Restraint Chair (Also reviewed in Protective)
 - 10. Approval for Signature – Fund Transfer 25T367 – Sheriff's Office – Medical Assisted Treatment and Medical Opioid Use Disorder Program by Primecare
 - 11. Approval for Signature – Fund Transfer 25T370 – Social Services – Furniture (Also reviewed in Health)
 - 12. Approval – Fund Transfer 25T384 – Social Services – Overtime for remainder of 2025 (Also reviewed in Personnel)
 - 13. Approval for Signature – Fund Transfer 25T386 – Emergency Services – 3rd & 4th Quarter Chargebacks (Also reviewed in Protective)

14. Approval for Signature – Fund Transfer 25T391 – Probation – Ammunition (Also reviewed in Protective)
15. Approval – Fund Transfer 25T398 – Health Dept. – Early Intervention/Itinerant Services (Also reviewed in Health)
16. Approval – Fund Transfer 25T400 – Health Dept. – Pre-School Non-Employee Travel (Also reviewed in Health)
17. Approval – Fund Transfer 25T401 – Health Dept. – School District Billing for Pre-School Special Education (Also reviewed in Health)
18. Approval for Signature – Fund Transfer 25T402 – Tourism – Ad with Travel Taste & Tour Global Heroes (Also reviewed in Economic Development)
19. Approval – Fund Transfer 25T403 – Health Dept. – Pre-School Care at Private Institution (Also reviewed in Health)
20. Approval for Signature – Fund Transfer 25T409 – Sheriff's Office – Cover Coverage and Remaining Projection for 2025
21. Approval – Fund Transfer 25T412 – Social Services – Cover Projected Costs through Year End (Also reviewed in Health)
22. Approval – Fund Transfer 25T413 – Social Services – Cover Projected Costs through Year End (Also reviewed in Health)
23. Approval – Fund Transfer 25T414 – Social Services – Cover Projected Costs through Year End (Also reviewed in Health)
24. Approval – Fund Transfer 25T415 – Social Services – Cover Projected Costs through Year End (Also reviewed in Health)
25. Approval for Signature – Fund Transfer 25T420 – Legislature – Cover Temporary though Year End
26. Approval – Public Information Officer Stipends (Also reviewed in Personnel)
27. FYI – Guardrail & Property Damage Table
28. Other Business
29. Adjournment

**AUDIT & ADMINISTRATION COMMITTEE MEETING
HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NY 10512**

Members: Chairwoman Sayegh and Legislators Birmingham & Crowley

Monday 5:30pm July 28, 2025

The meeting was called to order at 5:30pm by Chairwoman Sayegh who requested Legislator Birmingham lead in the Pledge of Allegiance. Upon roll call, Legislators Birmingham and Crowley and Chairwoman Sayegh were present.

Item #3 – Acceptance of Minutes – February 19, 2025 & April 28, 2025

The minutes were approved as submitted.

Item #4 – Correspondence – County Auditor

a. Sales Tax Report – Duly Noted

b. OTB Report

Legislator Birmingham questioned if this report is necessary since there is no revenue coming in.

County Auditor Michele Sharkey stated moving forward she can provide the report only when there is a payment received.

Legislator Birmingham questioned how payments would be made as there is no longer a physical location in Putnam.

Commissioner of Finance Michael Lewis stated the revenue is sporadic as they are closing out their operation.

Legislator Crowley stated there is a County Representative, who is also a Legislator, serving on the Catskill Regional OTB Board and perhaps that is no longer needed.

c. Board In Revenue Report

Undersheriff Lindert stated Dutchess County has boarded about 20 inmates over the past few months.

Chairwoman Sayegh questioned how long those inmates might be in Putnam.

Undersheriff Lindert stated it fluctuates, but there are 18-20 daily board-in inmates.

Legislator Crowley questioned how Putnam County's board-in rate compares to others in the area. She stated she believed at one point, Putnam was on the higher end.

Undersheriff Lindert stated there are some facilities that are higher than Putnam. He stated the ease of use and transport is also an important factor. He stated Dutchess prefers using Putnam County because it is conveniently located.

d. Transfer/Revenue Report – Duly Noted

e. Contingency/Subcontingency Report

Legislator Montgomery requested clarification on the subcontingency line for outside agencies. She stated on January 1, 2025, it was at \$71,893 but she thought it was going to be \$75,000.

Commissioner Lewis stated as part of the budget process, some of those funds were used toward funding the Libraries.

Item #5 – Correspondence – Commissioner of Finance

a. FYI – Overtime & Temporary Report

Brett Yarris, resident of Carmel, questioned how much of the budgeted overtime has been used this year.

Commissioner Lewis stated 41% of the budget has been used.

Mr. Yarris questioned if that is an overall usage and if there are some departments that have used more than 41%.

Commissioner Lewis stated yes, some have underutilized and some have overutilized.

Mr. Yarris questioned what the process is if a department exceeds their overtime budget.

Legislator Birmingham stated a fund transfer would be necessary and would require Legislative approval. He stated that is a main reason the Legislature receives this report.

Chairwoman Sayegh stated the report allows the Legislature to monitor the usage throughout the year.

Legislator Crowley stated there are currently 53 vacant positions that can be used to cover the cost of overtime when necessary. She stated she would rather see these positions filled, but it is a good use of that funding in the meantime.

Commissioner Lewis stated a vacancy control factor budgetary is also done periodically.

b. Approval – Budgetary Amendment 25A058 – DPW – Purchase Asphalt Grinder (Also reviewed in Physical)

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

c. Approval – Budgetary Amendment 25A060 – Sheriff – Grant Award from NYS FY22 JAG Program – Purchase Equipment (Also reviewed in Protective)

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

d. Approval – Budgetary Amendment 25A061 – Sheriff – Insurance Recoveries

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

e. Approval – Budgetary Amendment 25A062 – Dept. of Social Services – Mental Health – State Aid Passthrough to Provider Agencies (Also reviewed in Health)

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

f. Approval – Budgetary Amendment 25A064 – Youth Bureau – Correct Budget Lines – Match Revenue to Appropriate Program

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

Item #6 – Approval – Fund Transfer 25T175 – Purchasing – Telematic Installation in Transit/Planning Fleet (Also reviewed in Physical)

Legislator Crowley questioned if all County vehicles will have this equipment.

Commissioner of Department of General Services John Tully stated yes, they eventually will.

Legislator Crowley stated once the full County fleet has the equipment, it will make a positive impact on the cost of insurance.

Chairwoman Sayegh made a motion to approve Fund Transfer 25T175; Seconded by Legislator Birmingham. All in favor.

Item #7 – Approval – Fund Transfer 25T177 – District Attorney – Temporary (Also reviewed in Personnel)

Mr. Yarris questioned if this temporary funding is needed because of a vacancy.

Commissioner Lewis stated there is an employee on leave who is expected to return soon.

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

Item #8 – Approval – Fund Transfer 25T179 – Health Dept. – Personnel for Early Learning Center (Also reviewed in Personnel)

Chairwoman Sayegh stated the opening of the Putnam County Early Learning Center has resulted in a savings in transportation costs. She stated these funds are being reallocated to the Early Learning Center.

Legislator Birmingham confirmed that this was being used for personnel only.

Commissioner Lewis stated that is correct.

Legislator Montgomery questioned what the title of the position is.

Commissioner Lewis stated the position is Preschool Program Manager and is a PuMA position.

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

Item #9 – Approval – Fund Transfer 25T189 – Subcontingency – County Contribution – Putnam Recreation Programs & Habilitation (PRPH) (Also reviewed in Rules)

Legislator Crowley questioned how much funding will be left in subcontingency for outside agencies after this transfer.

Commissioner Lewis stated there will be \$47,000 left.

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

Item #10 – Approval – Budgetary Transfer 25T190 – Health Dept. – Early Learning Center (Also reviewed in Health)

Legislator Birmingham questioned if any of this money will be going to any school districts within the County. He stated if so, he may need to abstain from this vote because the firm he works for represents some of the school districts.

Commissioner Lewis stated he is not aware.

Chairwoman Sayegh made a motion to pre-file the necessary resolution; Seconded by Legislator Crowley. Legislator Birmingham abstained. Motion carries.

Item #11 – Approval – Fund Transfer 25T191 – Health Dept. – Early Learning Center Start Up (Also reviewed in Health)

Legislator Birmingham questioned if these purchases will all be used within the County.

Commissioner Lewis confirmed it is for County use only.

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

Item #12 – Approval – Authorizing Redemption of Certain Outstanding Serial Bonds

Legislator Birmingham stated some bonds being paid off were entered into when the firm he works for served as bond counsel. He stated he does not believe this presents a conflict and he will be voting on this item but wanted to be fully transparent.

Commissioner Lewis stated as discussed last month, the County has the opportunity to partially or fully pay off certain bonds on January 15, 2025 for the Lake MacGregor (Putnam County Golf Course) property. He stated subsequent to purchasing this property in December 2003, the IRS (Internal Revenue Service) came out with Safe Harbor rules which restricts the County's ability to work with the vendor. He stated the ability to pay off this bond would allow the County to work with the vendor in a similar manner to how it works with the vendor of Tilly's Table. He stated his recommendation, supported by the Administration, is to fully pay off the bonds in the amount of \$4,725,000. He stated utilizing the unassigned fund balance for this payment would be a proper use of those funds. He stated \$3 million has been allocated toward this expenditure and another \$2 million will be taken from the audited financial statements from 2024. He stated this repayment will save about \$500,000 in future interest. He stated the resolution before the Committee this evening gives the Administration the authority to move forward with this process. He stated bond counsel needs to be notified of the County's decision by November 15, 2025, 60 days before the redemption date.

Legislator Birmingham stated he is in favor of repaying the bond. He stated paragraph 3 of the resolution speaks to where the money is coming from, but it is vague. He questioned if this could be made more specific.

Commissioner Lewis stated he will work with bond counsel on that. He stated he drafted a proposed 2026 budgetary for this purpose, which shows that the money would be coming from fund balance.

Legislator Birmingham questioned if a budgetary is necessary, or if it would be included in the 2026 budget.

Commissioner Lewis stated his recommendation is to do this as a standalone because otherwise it will distort the budget presentation by almost \$5 million. He stated he plans on submitting this budgetary to the Legislature for Committee review in December and consideration by the Full Legislature in January.

Chairwoman Sayegh stated this would be more transparent to the public to have it in the budget.

Commissioner Lewis stated it would be a standalone budget item.

Chairwoman Sayegh stated it is important to see how a \$5 million expenditure would affect the budget. She requested clarification on the projects referenced in the third paragraph of the resolution.

Commissioner Lewis stated there are multiple bonds being paid off. He stated at a minimum, the bond for the Golf Course property should be paid off.

Legislator Crowley stated if the County does not take advantage of this opportunity to pay off the bonds, it would cost an additional \$500,000 over the life of the bonds. She stated the County currently has a healthy fund balance that can be used for this purpose.

Commissioner Lewis stated paying it off would also release the County from the Safe Harbor provisions. He stated the County will have less liability and would not be involved in other aspects. He stated the vendor would benefit as well because they could operate more independently.

Legislator Crowley stated the County's insurance cost would go down as well.

Legislator Addonizio questioned if the current vendor would continue to operate the Golf Course.

Commissioner Tully stated the proposal before the Committee this evening gives them the ability to issue an RFP (Request for Proposal) without the same restrictions currently in place with the current vendor. He clarified that the current vendor would be able to

submit a proposal. He stated there are currently three (3) contracts in place for the Golf Course property for the golf course management company, the food and beverage management and the general manager.

Legislator Addonizio questioned if there would be multiple vendors.

Commissioner Tully stated it is possible, but having a single vendor would be preferable. He stated the contract with the current vendor has been extended with a new clause in the renewal pertaining to what is being proposed. He stated the County has a good relationship with the current vendor and community members seem to be happy as well. He stated he hopes the current vendor will participate in the RFP process.

Chairwoman Sayegh stated she spoke with the current vendor and they are familiar with this process, as they also have golf courses in Westchester County.

Legislator Montgomery stated she does not necessarily agree that it would be beneficial to have the same vendor for golf course management, food and beverage, and the general manager.

Commissioner Tully stated the RFP process allows for single or multiple vendors to be awarded a contract.

Legislator Montgomery questioned if the line items in the backup material could be identified.

Commissioner Tully stated it will be included in the response provided.

Legislator Montgomery questioned if the \$11,060,000 is all related to the Golf Course.

Commissioner Tully stated no, it is not.

Legislator Birmingham stated when the 2007 refunding bonds were issued, they refinanced multiple prior bonds of the County, which were then combined into one. He stated that is why this bond repayment covers multiple projects.

Legislator Montgomery stated the Safe Harbor rules were established to protect a tax-exempt finance facility from violating federal tax laws. She stated she is not sure if taking away the Safe Harbor rules is a good idea. She questioned what the restrictions are.

Commissioner Tully stated the manner in which the vendor can compensate. He stated the property has to be operated like a business and they can have some incentive payments if they hit certain targets and they can only be paid a managing fee for managing the property.

Legislator Montgomery questioned if the County gets the profits.

Commissioner Tully stated yes. He stated from an accounting perspective, the County needs to know where every single dollar goes. He stated under the future arrangement, it is up to the private vendor to ensure they have their fiscal controls in place.

Legislator Montgomery stated the debt from this property is not too bad since the interest rates are incredibly low. She stated she would rather see this expenditure be put toward public transportation or an Early Learning Center on the western side of the County.

Commissioner Tully stated the County will save \$500,000 in interest over the life of the bond. He stated there are a tremendous amount of indirect costs related to the operation of the property.

Commissioner Lewis stated the costs the County is responsible for includes the principal and interest on the bond, the inventory of the Golf Course, and the insurance.

Commissioner Tully stated future capital investments could be made the responsibility of the vendor in the contract. He stated we do not know what the proposals might be until they are received, but it is a function of what the County is willing to provide a potential vendor.

Chairwoman Sayegh stated she spoke with the current vendor of the Golf Course and they stated their willingness to make capital investments to the property.

Commissioner Tully stated there are also certain things the County would still want to have oversight on, such as ensuring the resident rate is maintained.

Legislator Montgomery questioned if the vendor would be interested in purchasing the property.

Commissioner Tully stated the County cannot sell it.

Legislator Montgomery requested an analysis comparing expected return on investment from restructuring this contract versus paying the bonds.

Commissioner Tully stated it will be speculated, but that could be provided.

Legislator Crowley questioned if the cell tower on the Golf Course property would require the County to enter into a lease agreement with the vendor.

Commissioner Tully stated no, the property where the communications tower is slated will not interfere with the operations of the Golf Course. He stated if it is not completed at the time the RFP is issued, the plans would be disclosed.

Mr. Yarris clarified that the Golf Course property is owned by the County but operated by a private vendor.

Commissioner Tully stated that is correct, there are three private vendors operating there: food and beverage, golf management, and general manager. He stated the County has a tremendous amount of fiscal oversight.

Commissioner Lewis stated there is constant communication with the Golf Course regarding finances.

Mr. Yarris questioned if the fiscal health of the Golf Course would factor into the length of the contract.

Commissioner Lewis stated as presented, it is based upon the current fiscal position of the County as a whole.

Mr. Yarris questioned if the decision to pay off the bond would be impacted by the fiscal health of the Golf Course.

Commissioner Lewis stated if the property were losing money, it would be on top of the bond and interest payment.

Commissioner Tully stated all of those things will ultimately factor into the bids received through the RFP process.

Chairwoman Sayegh stated she is in favor of this.

Legislator Montgomery stated it is discussed that the Golf Course is profitable because it is in the black, but that is really not known because the total amount spent since purchasing the property in 2003 has not been provided.

Commissioner Tully stated the financials of the Golf Course have been presented in different ways: with debt service and without debt service.

Legislator Crowley stated she is in favor of this as well. She stated there is some work to be done at the facility, which would be an added expense to the County.

Commissioner Lewis stated paying off the debt will bring the County's debt below \$20 million going into 2026.

Chairwoman Sayegh stated the County would also be released from liability once this is paid off.

Legislator Crowley stated the vendor would also be responsible for contracting security for events.

Chairwoman Sayegh stated she was unsure about this at first, but the more it has been discussed the more comfortable with it she is.

Legislator Crowley made a motion to pre-file the necessary resolution; Seconded by Legislator Birmingham. All in favor.

Item #13 – Approval – Authorization – Legislators to Attend September NYSAC Conference

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

Item #14 – FYI – 2025 Real Property Tax Sale – 2016 Tax Liens

Commissioner Lewis stated informational material will be available between August 6th and September 4th and the auction will be held on Friday, September 5th. He stated the County will then begin going into contract with the winning bidders between September 15th and 16th. He stated the ratification of sales will then go before the Physical Services Committee for approval. He stated there are approximately 56 parcels, and if each one successfully sold, it would put at least \$3.2 million back on the tax rolls.

Chairwoman Sayegh questioned if these 2016 tax liens are the most recent being worked on.

Commissioner Lewis stated yes, he believes a few years are in the courts now and once the County gets the deeds, the process can move forward.

Legislator Birmingham stated the County is paying all the taxes for these properties including the town and school taxes.

Item #15 – FYI – Guardrail & Property Damage Table – Duly Noted

Item #16 – Other Business – None

Item #17 – Adjournment

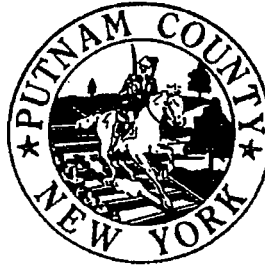
There being no further business at 6:46pm, Chairwoman Sayegh made a motion to adjourn; Seconded by Legislator Crowley. All in favor.

Respectfully submitted by Administrative Assistant Beth Robinson.

THE PUTNAM COUNTY LEGISLATURE

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AGENDA AUDIT & ADMINISTRATION COMMITTEE MEETING TO BE HELD IN ROOM #318 PUTNAM COUNTY OFFICE BUILDING CARMEL, NY 10512

Members: Chairwoman Sayegh and Legislators Birmingham & Crowley

Monday 5:30pm July 28, 2025

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Acceptance of Minutes – February 19, 2025 & April 28, 2025**
- 4. Correspondence – County Auditor**
 - a. Sales Tax Report**
 - b. OTB Report**
 - c. Board In Revenue Report**
 - d. Transfer/Revenue Report**
 - e. Contingency/Subcontingency Report**
- 5. Correspondence – Commissioner of Finance**
 - a. FYI – Overtime & Temporary Report**
 - b. Approval – Budgetary Amendment 25A058 – DPW – Purchase Asphalt Grinder (Also reviewed in Physical)**
 - c. Approval – Budgetary Amendment 25A060 – Sheriff – Grant Award from NYS FY22 JAG Program – Purchase Equipment (Also reviewed in Protective)**
 - d. Approval – Budgetary Amendment 25A061 – Sheriff – Insurance Recoveries**

- e. **Approval – Budgetary Amendment 25A062 – Dept. of Social Services – Mental Health – State Aid Passthrough to Provider Agencies (Also reviewed in Health)**
- f. **Approval – Budgetary Amendment 25A064 – Youth Bureau – Correct Budget Lines – Match Revenue to Appropriate Program**
- 6. **Approval – Fund Transfer 25T175 – Purchasing – Telematic Installation in Transit/Planning Fleet (Also reviewed in Physical)**
- 7. **Approval – Fund Transfer 25T177 – District Attorney – Temporary (Also reviewed in Personnel)**
- 8. **Approval – Fund Transfer 25T179 – Health Dept. – Personnel for Early Learning Center (Also reviewed in Personnel)**
- 9. **Approval – Fund Transfer 25T189 – Subcontingency – County Contribution – Putnam Recreation Programs & Habilitation (PRPH) (Also reviewed in Rules)**
- 10. **Approval – Budgetary Transfer 25T190 – Health Dept. – Early Learning Center (Also reviewed in Health)**
- 11. **Approval – Fund Transfer 25T191 – Health Dept. – Early Learning Center Start Up (Also reviewed in Health)**
- 12. **Approval – Authorizing Redemption of Certain Outstanding Serial Bonds**
- 13. **Approval – Authorization – Legislators to Attend September NYSAC Conference**
- 14. **FYI – 2025 Real Property Tax Sale – 2016 Tax Liens**
- 15. **FYI – Guardrail & Property Damage Table**
- 16. **Other Business**
- 17. **Adjournment**

**AUDIT & ADMINISTRATION COMMITTEE MEETING
HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NY 10512**

Members: Chairwoman Sayegh and Legislators Birmingham & Crowley

Monday August 25, 2025
(Immediately following meetings beginning at 5:30pm)

The meeting was called to order at 6:36pm by Chairwoman Sayegh who lead in the Pledge of Allegiance. Upon roll call, Legislators Birmingham and Crowley and Chairwoman Sayegh were present.

Item #3 – Acceptance of Minutes – May 22, 2025

The minutes were approved as submitted.

Item #4 – Correspondence – County Auditor
a. Sales Tax Report

Chairwoman Sayegh stated as compared to the same time period last year, the sales tax numbers are lower.

Legislator Birmingham questioned if all payments for July have come in.

Commissioner of Finance William Carlin stated the payments have come in, but it is important to remember that these numbers are estimated. He stated the quarterly final reconciled number is the actual number. He stated the County is about 6% over budget so far this year.

b. Board In Revenue Report – Duly Noted

c. Transfer/Revenue Report – Duly Noted

d. Contingency/Subcontingency Report – Duly Noted

Item #5 – Correspondence – Commissioner of Finance

a. FYI – Overtime & Temporary Report – Duly Noted

b. Approval – Budgetary Amendment 25A063 – Sheriff – Co-Response Team – DOJ Grant Award – Vehicle Leasing

Legislator Crowley questioned when this grant expires.

Commissioner Carlin stated it expires in 2026, but was unsure exactly when.

Legislator Crowley questioned if future plans have been made to fund the Co-Response Team since it is currently fully funded by this grant.

Commissioner Carlin stated he will inquire with the Sheriff's Department.

Captain James Schepperly stated the grant is fully funded through 2026.

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

c. Approval – Budgetary Amendment 25A065 – Sheriff – Utilize Reimbursement for BCI Overtime

Captain Schepperly stated this is reimbursement for an investigator who held a training in New Jersey on detecting drugs in someone's system. He stated this was funded by the Governor's Traffic Safety Counsel.

Legislator Crowley questioned how many Drug Recognition Experts (DRE) the Sheriff's Department has. She also questioned if the DRE is called upon by other agencies and if the Sheriff's Department is reimbursed for that work.

Captain Schepperly stated the Sheriff's Department is reimbursed anytime anyone is called upon by another agency. He stated there is currently one DRE and another deputy is currently in training to become a DRE and will be certified soon.

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

d. Approval – Budgetary Amendment 25A067 – DPW – ADA Compliant Ramp at County Office Building (Also reviewed in Physical)

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

e. Approval – Budgetary Amendment 25A068 – Sheriff – Create 2 Special Resource Officer Positions for Carmel Central School District

Legislator Birmingham stated he would be abstaining from voting on this item because the firm he works for represents the Carmel Central School District.

Captain Schepperly stated the Board of Education and Carmel School District Superintendent approached the Sheriff to inquire if it would be possible to provide two additional SROs (School Resource Officer); one in the high school and one in the middle school. He stated after discussions, it was agreed that the Sheriff's Department could assign the SROs if the school district funded them at 100%. He stated this was

included in their budget that passed in the spring and the Sheriff's Department is prepared to provide the officers.

Commissioner Carlin stated the methodology of funding the position 100% changed. He stated 100% used to encompass the salary and benefits. He stated the schools now fund a flat rate of \$90 per hour but the County is responsible for the administrative and supervisory charges, which includes equipment and vehicle costs. He stated he is looking forward and suggesting working with the Sheriff's Department to come up with a comprehensive program and guidelines pertaining to the SROs charges and who is paying for what. He stated the Sheriff decides which officer is assigned to which school, but the Legislature can decide who pays for what.

Legislator Crowley stated if there is a contract that outlines exactly what is being paid for that the Legislature could review.

Captain Schepperly stated the contracts are drawn up by the Law Department. He stated each district has a contract with the County and they are a little different from one another. He stated each SRO is provided with a vehicle to drive to and from the school.

Legislator Crowley stated she would like to see an audit of the contracts, especially if they do not mimic each other. She stated she would like to see a contract with every school district and a line-by-line breakdown so the Legislature knows exactly what is being paid for. She questioned if the vehicles are running all day while the SROs are in the schools.

Captain Schepperly stated the vehicles are off and parked.

Legislator Crowley questioned if the vehicles are leased or owned.

Captain Schepperly stated the SROs utilize older vehicles that are no longer suitable to be used for patrol. He stated these are essentially for transportation only; they are marked vehicles with lights and sirens.

Legislator Crowley requested line-by-line items and all contracts the County has with the schools. She stated she would like to see exactly what the County is paying for and what the differences are in the contracts.

Captain Schepperly stated the contracts outline which entity is paying for each expense. He stated the vehicle cost has not been broken out.

Legislator Crowley stated the officers are trained each year and that cost is not covered by the schools. She stated she would like to see the contracts.

Chairwoman Sayegh stated she believes the contracts were provided when the SRO program began but not since.

Legislator Crowley stated it is also important to look at the cost difference of an SRO and SPO (Special Patrol Officer).

Commissioner Carlin stated the SPOs earn an hourly rate without benefits.

Legislator Ellner requested clarification on the budgetary amendment.

Commissioner Carlin stated if these positions are approved, the contract would be for the \$90 per hour rate. He stated any changes contemplated by the Legislature would be implemented for the 2026-2027 school year. He stated he believes there should be guidelines, such as providing the schools numbers February 1st because their budgets are due in May and including an automatic escalator for administrative charges to cover the increase in costs.

Chairwoman Sayegh clarified Carmel Central School District currently has one SRO at each school and are requesting an additional SRO at the high school and middle school. She stated she is always supportive of the safety within our schools. She stated this is a program the County may need to evaluate moving forward.

Brett Yarris, resident of Carmel, questioned if this additional SRO is in response to the recent issues at George Fischer Middle School.

Captain Schepperly stated yes, there were many threat assessments and other issues going on in the school that were unprecedented last year.

Mr. Yarris stated he is a parent of an elementary school child in the Carmel Central School District and he receives emails notifying parents of situations happening in the schools, many of which are in the middle school. He stated he is happy to see this as it feels like an investment in a real problem right now. He stated any way to increase safety is very much appreciated.

Legislator Crowley stated her support for these two positions and restated her request to see the financial breakdown associated with it.

Chairwoman Sayegh made a motion to pre-file the necessary resolution; Seconded by Legislator Crowley. By poll vote: Two ayes – Chairwoman Sayegh and Legislator Crowley. One abstention – Legislator Birmingham. Motion carries.

f. Approval – Budgetary Amendment 25A069 – Pass Through Funds for Legal Aid Society

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

g. Approval – Bond Resolution – Authorizing Redemption of Certain Outstanding Serial Bonds (Tabled from August 5, 2025 Full Mtg.)

Chairwoman Sayegh stated she would like Commissioner Carlin to weigh in on this.

Commissioner Carlin stated this is a great idea. He stated the Finance Department has been keeping an eye on the call date of these bonds for many years, since the Safe Harbor rules came into effect. He stated the Safe Harbor rules were implemented by the IRS (Internal Revenue Service) because taxable bonds are great for everybody except the government and IRS. He stated once these bonds are paid off the County will have more freedom in their decision-making pertaining to the Golf Course. He stated this expenditure will be in the 2026 budget in the debt service fund.

Legislator Birmingham stated he is in favor of paying off these bonds and he believes it is a good use of the County's fund balance. He stated he was bond counsel when the original bonds were issued, but there is no conflict in relation to him voting on this. He stated this is a great idea as it will give the County more flexibility.

Chairwoman Sayegh stated she is very much in favor of this.

Legislator Ellner stated he questioned the current borrowing rate in the Capital Projects Meeting and learned it was between 4%-5%. He stated some of these bonds slated to be paid off have an interest rate of 2%-3%. He questioned why the County should pay off a bond with a lesser interest rate and borrow at a higher rate.

Commissioner Carlin stated paying off the bonds releases the County from the Safe Harbor restrictions. He stated calling bonds is very rare.

Legislator Ellner requested clarification on the Safe Harbor restrictions.

Commissioner Carlin stated the Safe Harbor rules essentially transfers the risk from the operator of the property to the owner. He stated in this case, the owner is the County. He provided an example of a rainout on a Friday night event at the Golf Course, that loss is on the County. He stated although money will be saved on the interest by paying the bonds early, the main reason to pay off these bonds is to be released from the Safe Harbor provisions.

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

h. Approval – Budgetary Amendment 25A070 – Pay off Callable Bonds

Legislator Birmingham stated it is important to get this appropriation on the books.

Commissioner Carlin stated the budget will be locked in and will be public record.

Legislator Crowley questioned if the County's bond rating will increase.

Commissioner Carlin stated it would be one of many factors that would be included in the bond rating. He stated the County currently has an excellent bond rating, Aa1. He stated the only better rating is AAA and he believes Rockland is the only County in the state with that rating.

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

Item #6 – Approval – Fund Transfer 25T208 – DPW – Golf Course – Insurance Expense through Year End

Chairwoman Sayegh questioned if the rate increased.

Commissioner Carlin stated it is based on activity, which increased.

Chairwoman Sayegh questioned if the County would continue to carry insurance on the Golf Course once the bond is paid off.

Commissioner Carlin stated yes, the County will always own the Golf Course so some insurance would be needed.

Legislator Crowley questioned if the insurance would decrease if the County no longer holds the liquor license.

Commissioner Carlin stated specifics on insurance would be best answered by Risk Manager Mat Bruno.

Chairwoman Sayegh made a motion to approve Fund Transfer 25T208; Seconded by Legislator Sayegh. All in favor.

Item #7 – Approval – Fund Transfer 25T218 – Mental Health/DSS – Furniture (Also reviewed in Health)

Chairwoman Sayegh made a motion to approve Fund Transfer 25T218; Seconded by Legislator Sayegh. All in favor.

Item #8 – Approval – Fund Transfer 25T220 – Subcontingency – County Contribution – Garrison Art Center (Also reviewed in Rules)

Legislator Ellner questioned if Garrison Art Center submitted their financial documents to the County.

Commissioner Carlin stated if they requested funding through the budget process last year they would have submitted their information.

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

Item #9 – Approval – Fund Transfer 25T245 – Subcontingency – County Contribution – CAREERS Support Solutions (Also reviewed in Rules)

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

Item #10 – Approval – Fund Transfer 25T249 – Veterans Service Agency – Row of Honor Flags (Also reviewed in Rules)

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

Item #11 – Approval – Budgetary Transfer 25T250 – County Contribution – Subcontingency – Boscobel House and Gardens

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

Item #12 – Approval – Budgetary Transfer 25T251 – County Contribution – Subcontingency – Second Chance Foods

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

Item #13 – Other Business

a. Approval – Budgetary Amendment 25A075 – DPW – Capital Project – Garage Roof Repair

Chairwoman Sayegh made a motion to waive the rules and accept the other business; Seconded by Legislator Crowley. All in favor.

Commissioner Carlin stated the engineer's estimate was lower than budgeted. He stated this work needs to be done, without it the building would need to be razed.

Legislator Birmingham stated this is one of the oldest facilities in the County.

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

Item #14 – Adjournment

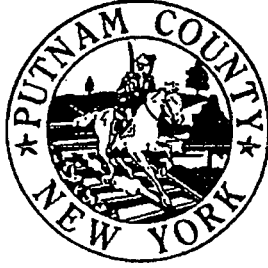
There being no further business at 7:22pm, Chairwoman Sayegh made a motion to adjourn; Seconded by Legislator Birmingham. All in favor.

Respectfully submitted by Administrative Assistant Beth Robinson.

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 Schonfeld *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
AUDIT & ADMINISTRATION COMMITTEE MEETING
TO BE HELD IN ROOM #318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NY 10512

Members: Chairwoman Sayegh and Legislators Birmingham & Crowley

Monday

August 25, 2025

(Immediately following Economic Development Mtg. & Rules Mtg. beginning at 5:30pm)

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Acceptance of Minutes – May 22, 2025**
- 4. Correspondence – County Auditor**
 - a. Sales Tax Report**
 - b. Board In Revenue Report**
 - c. Transfer/Revenue Report**
 - d. Contingency/Subcontingency Report**
- 5. Correspondence – Commissioner of Finance**
 - a. FYI – Overtime & Temporary Report**
 - b. Approval – Budgetary Amendment 25A063 – Sheriff – Co-Response Team – DOJ Grant Award – Vehicle Leasing**
 - c. Approval – Budgetary Amendment 25A065 – Sheriff – Utilize Reimbursement for BCI Overtime**
 - d. Approval – Budgetary Amendment 25A067 – DPW – ADA Compliant Ramp at County Office Building (Also reviewed in Physical)**

- e. Approval – Budgetary Amendment 25A068 – Sheriff – Create 2 Special Resource Officer Positions for Carmel Central School District
 - f. Approval – Budgetary Amendment 25A069 – Pass Through Funds for Legal Aid Society
 - g. Approval – Bond Resolution – Authorizing Redemption of Certain Outstanding Serial Bonds (Tabled from August 5, 2025 Full Mtg.)
 - h. Approval – Budgetary Amendment 25A070 – Pay off Callable Bonds
- 6. Approval – Fund Transfer 25T208 – DPW – Golf Course – Insurance Expense through Year End
 - 7. Approval – Fund Transfer 25T218 – Mental Health/DSS – Furniture (Also reviewed in Health)
 - 8. Approval – Fund Transfer 25T220 – Subcontingency – County Contribution – Garrison Art Center (Also reviewed in Rules)
 - 9. Approval – Fund Transfer 25T245 – Subcontingency – County Contribution – CAREERS Support Solutions (Also reviewed in Rules)
 - 10. Approval – Fund Transfer 25T249 – Veterans Service Agency – Row of Honor Flags (Also reviewed in Rules)
 - 11. Approval – Budgetary Transfer 25T250 – County Contribution – Subcontingency – Boscobel House and Gardens
 - 12. Approval – Budgetary Transfer 25T251 – County Contribution – Subcontingency – Second Chance Foods
13. Other Business
14. Adjournment

County of Putnam, New York Report to the County Legislators December 31, 2024

Nicholas DeSantis
Alan Kassay, Partner

November 20, 2025

Agenda

Audit Results – PKF O'Connor Davies Opinion on
Financial Statements

- General Fund - Budget to Actual Summary
- General Fund - Budget to Actual - Revenues
- General Fund - Budget to Actual – Expenditures
- Fund Balance – General Fund Retrospective
- Other Governmental Funds

Audit Results

We have completed our audit of the 2024 financial statements of the County of Putnam in accordance with auditing standards generally accepted in the United States of America. **The objective of our audit was to obtain reasonable assurance about whether these financial statements are free of material misstatement.** As part of the scope of our work, we reviewed management's accounting estimates and the accounting treatment afforded to all significant accounting matters.

Audit Scope

Our audit approach was directed at the evaluation of all significant aspects of the County's operations to reduce audit risks to an acceptable level. Our primary focus was not on individual transactions and balances but on the financial statements we are opining on taken as a whole. **We are satisfied that the scope of our audit was sufficient to enable us to express our opinion on these financial statements.**

We have issued an unmodified ("clean") opinion relating to the County of Putnam as of December 31, 2024 and for the year then ended.

General Fund – Budget to Actual Summary

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Total Revenues	\$ 165,464,679	\$ 206,684,193	\$ 196,663,068	\$ (10,021,125)
Total Expenditures	169,026,618	178,324,241	162,061,179	16,263,062
Excess (Deficiency) of Revenues Over Expenditures	(3,561,939)	28,359,952	34,601,889	6,241,937
Total Other Financing Sources (Uses)	(7,805,200)	(28,302,807)	(16,727,240)	11,575,567
Net Change in Fund Balance	(11,367,139)	57,145	17,874,649	17,817,504
Fund Balance - Beginning of Year	11,367,139	(57,145)	144,302,861	144,360,006
Fund Balance - End of Year	\$ -	\$ -	\$ 162,177,510	\$ 162,177,510

General Fund – Budget to Actual Revenues

	Budget		Actual	Variance with Final Budget (Negative)
	Original	Final		
REVENUES				
Real Property Taxes	\$ 30,737,843	\$ 30,737,843	\$ 35,290,763	\$ 4,552,920
Other Tax Items	5,263,000	4,140,494	4,137,383	(3,111)
Non-Property Taxes	78,645,000	87,378,058	87,279,881	(98,177)
Departmental Income	12,104,084	13,604,473	12,727,148	(877,325)
Use of Money and Property	3,270,804	8,956,248	8,791,498	(164,750)
Licenses and Permits	913,450	986,298	985,765	(533)
Fines and Forfeitures	95,450	188,879	202,210	13,331
Sale of Property and Compensation for Loss	85,100	188,000	186,148	(1,852)
State Aid	24,016,953	28,713,484	27,702,347	(1,011,137)
Federal Aid	9,043,833	27,193,803	15,578,020	(11,615,783)
Miscellaneous	1,289,162	4,596,613	3,781,905	(814,708)
Total Revenues	\$ 165,464,679	\$ 206,684,193	\$ 196,663,068	\$ (10,021,125)

General Fund – Budget to Actual Expenditures

	Budget		Actual	Variance with Final Budget - Positive (Negative)
	Original	Final		
EXPENDITURES				
Current:				
General Government Support	\$ 35,986,997	\$ 35,633,988	\$ 31,891,936	\$ 3,742,052
Education	13,262,297	15,328,797	15,186,388	142,409
Public Safety	44,984,288	48,172,926	42,533,791	5,639,135
Health	16,830,261	18,754,176	16,669,741	2,084,435
Transportation	1,555,276	1,575,353	1,575,353	-
Economic Opportunity and Development	39,452,463	40,597,208	36,999,801	3,597,407
Culture and Recreation	7,272,623	8,414,170	7,624,217	789,953
Home and Community Services	2,051,564	2,154,982	1,904,117	250,865
Employee Benefits Undistributed	7,630,849	7,692,641	7,675,835	16,806
Transfers Out	7,805,200	28,302,807	16,727,240	11,575,567
Total Expenditures	176,831,818	206,627,048	178,788,419	27,838,629
Net Change in Fund Balance	(11,367,139)	57,145	17,874,649	17,817,504
FUND BALANCE				
Beginning of Year	11,367,139	(57,145)	144,302,861	144,360,006
End of Year	\$ -	\$ -	\$ 162,177,510	\$ 162,177,510

Fund Balance – General Fund Retrospective

	Increase (Decrease) 2024 vs 2023	2024	2023	2022	2021
<i>Nonspendable:</i>					
Prepaid expenditures	\$ 21,834	\$ 2,180,632	\$ 2,158,798	\$ 2,011,851	\$ 2,409,653
Leases	-	-	-	115,940	-
Long term receivables	-	4,000,000	4,000,000	4,000,000	4,000,000
	21,834	6,180,632	6,158,798	6,127,791	6,409,653
<i>Restricted:</i>					
Law Enforcement	1,430,908	1,980,654	549,746	558,213	549,688
Health	-	14,321	14,321	20,308	20,308
Driving while intoxicated program	97,716	170,423	72,707	18,771	-
Opiod	459,536	1,844,936	1,385,400	-	-
Grants and obligations	(581,136)	1,041,402	1,622,538	1,196,035	3,198,393
	1,407,024	5,051,736	3,644,712	1,793,327	3,768,389
<i>Assigned</i>					
Purchases on order	251,678	1,216,206	964,528	1,607,886	1,047,092
Subsequent year's expenditures	(1,774,588)	1,878,023	3,652,611	2,283,691	2,917,315
Subsequent Year - Retirement	(1,000,000)	500,000	1,500,000	2,693,196	2,693,196
Subsequent Year - Future Capital projects	930,000	6,180,000	5,250,000	5,738,086	738,086
Retirement	306,804	5,500,000	5,193,196	-	-
Future Capital projects	10,320,000	17,820,000	7,500,000	-	-
Tax stabilization	2,500,000	10,000,000	7,500,000	5,000,000	3,537,683
Insurance	-	5,800,000	5,800,000	5,800,000	3,800,000
Post Employment	-	6,000,000	6,000,000	5,000,000	-
State aid	1,000,000	6,000,000	5,000,000	5,000,000	-
Callable bond	1,725,000	4,725,000	3,000,000	-	-
Disaster Recovery	-	2,000,000	2,000,000	-	-
Judgements and Settlements	2,000,000	5,000,000	3,000,000	-	-
	16,258,894	72,619,229	56,360,335	33,122,859	14,733,372
Unassigned	186,897	78,325,913	78,139,016	71,541,790	65,679,390
Total Fund Balance	12% \$ 17,874,649	\$ 162,177,510	\$ 144,302,861	\$ 112,585,767	\$ 90,590,804

** Represents approximately 42.4% of the 2025 Appropriations.

Other Governmental Funds

	Capital Projects Fund	County Road Fund	Road Machinery Funds	Transportation Fund	Special Purpose Fund	Debt Service Funds
Revenues						
	\$ 15,218,842	\$ 6,059,994	\$ 2,232,316	\$ 4,713,964	\$ 4,723	\$ 6,745,356
Expenditures						
	(29,171,570)	(5,594,331)	(2,246,688)	(2,752,082)	(145,320)	(6,828,670)
Other financing sources(uses)	17,159,439	(76,913)	76,913	-	-	48,771
Net Change in Fund Balance	3,206,711	388,750	62,541	1,961,882	(140,597)	(34,543)
Fund Balance - Beginning	13,019,239	3,844,994	958,277	4,971,256	378,519	190,384
Fund Balance - Ending	\$ 16,225,950	\$ 4,233,744	\$ 1,020,818	\$ 6,933,138	\$ 237,922	\$ 155,841

All Funds, have positive fund balances at year-end.

Summary – Closing Points

Issued an **UNMODIFIED OPINION (CLEAN)**

Received the *Certificate of Achievement in Financial Reporting*
- 32 of the last 34 years

Moody's Bond Rating at Aa1 -

"Obligations judged to be of high quality and subject to very low credit risk".

Tax Anticipation Notes

Last issued Tax Anticipation Notes in December 2015, 8th year in a row.
Reduced need to borrow from \$17 million in 2013, to \$0 in 2015
Saving annual interest expense by as much as \$165,000 per year,

Issued Report to Those Charged With Governance -

"Management Letter", No Material weaknesses noted.

New GASB Pronouncements:

GASB Statement No. 101 - Compensated Absences. Implemented in 2024.
GASB Statement No. 96 - Subscription-Based Information Technology Agreements (SBITA). 2023. Not applicable in 2023.

Contact Us

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Sales Tax	2014												+or(-) Same Period
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
January	\$ 3,910,113	\$ 4,117,955	\$ 4,235,351	\$ 4,472,651	\$ 4,699,597	\$ 4,966,930	5,536,978	4,810,372	6,071,784	6,673,020	7,112,139	7,785,254	673,114
February	3,270,383	3,234,919	3,828,416	3,797,974	4,062,844	4,228,841	4,573,894	4,483,277	5,047,591	5,979,925	6,138,980	5,833,205	(305,775)
March	5,708,091	4,670,041	5,932,547	5,174,049	5,383,664	5,792,011	5,949,514	8,065,989	8,250,002	7,952,761	7,642,006	5,854,261	(1,787,745)
April**	4,077,701	4,248,878	4,354,716	4,344,286	4,696,971	4,674,670	3,538,226	5,264,056	6,424,074	6,652,126	6,581,464	7,624,148	1,042,684
May	5,793,860	6,075,331	5,946,190	6,367,505	6,807,221	7,425,730	5,011,290	7,975,256	9,113,026	10,361,506	8,845,599	9,291,972	446,373
June	4,053,988	3,621,035	4,666,527	3,983,941	4,182,456	4,557,885	5,146,439	6,789,670	4,685,857	5,311,513	5,512,815	5,058,035	(454,781)
July	4,320,542	4,558,502	4,372,322	4,952,664	4,835,632	5,266,612	4,871,906	6,094,635	6,393,098	6,737,854	7,635,468	6,068,354	(1,567,113)
August	4,179,098	4,312,904	4,286,170	4,754,633	4,815,929	5,368,556	4,918,555	6,017,886	6,254,546	6,609,400	6,963,785	7,707,350	743,565
September	5,997,983	5,347,273	6,377,884	5,821,648	7,067,806	7,331,396	9,125,106	8,508,962	8,459,469	9,682,066	8,395,971	9,133,480	737,509
October	4,179,344	4,311,976	4,555,008	4,449,271	4,840,611	5,244,815	4,917,403	5,730,039	6,397,048	6,520,201	6,701,109	6,145,938	(555,171)
November*	4,513,878	4,190,564	4,407,709	4,616,873	4,715,091	4,959,534	4,492,906	5,514,058	6,265,506	6,722,976	6,853,597		
December	5,881,014	5,264,022	6,092,242	6,056,492	7,037,269	6,186,904	8,678,973	8,798,537	8,601,579	9,246,964	6,878,953		
Actual	\$ 55,885,996	\$ 53,953,400	\$ 59,055,082	\$ 58,791,988	\$ 63,145,092	\$ 66,003,884	66,761,192	78,052,738	81,963,580	88,450,310	85,261,887	70,501,998	
Budget/(Rev)	\$ 55,885,996	\$ 53,953,400	\$ 54,739,000	\$ 58,887,699	\$ 63,145,092	\$ 66,003,871	65,705,798	61,765,294	65,000,000	76,060,632	78,150,000	79,319,718	
Over/(Under)/Budget	(0)	(0)	4,316,082	(95,711)	(0)	13	1,055,394	16,287,444	16,963,580	12,389,678	7,111,887	(8,817,720)	(1,027,339)

#5a

#5b

BOARD IN REVENUE												
	2015*	2016*	2017*	2018*	2019*	2020*	2021*	2022*	2023*	2024*	2025*	+or(-) Same Period
January	22,190.00	43,680.00	47,160.00	54,980.00	52,490.00	74,950.00	104,400.00	126,600.00	94,350.00	66,250.00	62,050.00	(4,200.00)
February	17,970.00	41,610.00	41,280.00	52,760.00	45,070.00	72,300.00	95,250.00	113,100.00	86,250.00	57,750.00	49,000.00	(8,750.00)
March	26,490.00	41,400.00	50,480.00	59,820.00	50,795.00	70,650.00	119,700.00	130,800.00	91,100.00	69,750.00	54,250.00	(15,500.00)
April	30,930.00	37,670.00	55,060.00	53,730.00	50,490.00	68,400.00	149,650.00	124,350.00	84,000.00	63,000.00	48,900.00	(14,100.00)
May	35,580.00	39,120.00	61,070.00	49,860.00	52,975.00	63,150.00	149,850.00	131,550.00	84,550.00	72,700.00	79,000.00	6,300.00
June	37,160.00	45,700.00	59,190.00	39,060.00	48,300.00	61,050.00	153,300.00	120,450.00	74,850.00	70,500.00	99,800.00	29,300.00
July	43,010.00	52,480.00	64,540.00	37,260.00	47,840.00	86,550.00	161,100.00	125,550.00	79,300.00	72,850.00	82,950.00	10,100.00
August	43,340.00	49,600.00	62,650.00	37,530.00	50,180.00	92,250.00	154,500.00	121,500.00	78,250.00	72,850.00	73,900.00	1,050.00
September	48,370.00	46,290.00	61,050.00	36,180.00	43,600.00	91,200.00	145,800.00	118,800.00	80,850.00	70,050.00	57,300.00	(12,750.00)
October	54,340.00	40,340.00	57,380.00	41,850.00	71,750.00	99,750.00	150,300.00	100,650.00	74,200.00	68,200.00	52,425.00	(15,775.00)
November	45,700.00	34,120.00	56,580.00	43,080.00	71,400.00	95,550.00	135,000.00	90,000.00	70,500.00	64,200.00		
December	42,260.00	39,600.00	56,600.00	46,780.00	76,700.00	98,250.00	133,500.00	98,400.00	70,750.00	61,600.00		
Actual	447,340.00	511,610.00	673,040.00	552,890.00	661,590.00	974,050.00	1,652,350.00	1,401,750.00	968,950.00	809,700.00	659,575.00	
Budget	155,000.00	525,000.00	484,760.00	535,000.00	550,600.00	908,000.00	908,000.00	1,371,750.00	1,478,250.00	821,250.00	810,000.00	
Revised Budget												
Surplus/(Deficit)	292,340.00	(13,390.00)	188,280.00	17,890.00	110,990.00	66,050.00	744,350.00	30,000.00	(509,300.00)	(11,550.00)	(150,425.00)	(24,325.00)

*Revenue includes US Marshalls

2025 Transfer/Revenue Report - October

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	10 25A101	TANF	10061000	54647		SUB CONTRACTORS	25,000.00	D	NON-RESIDENTIAL DV TANF ALLOC.
2025	10 25A101	TANF	10061000	446123		TANF	25,000.00	C	NON-RESIDENTIAL DV TANF ALLOC.
2025	10 25T321	OSR	10677200	54419		JANITORIAL SUPPLIES	600.00	C	INCREASE US FOODS PO
2025	10 25T321	OSR	10677400	54419		JANITORIAL SUPPLIES	600.00	D	INCREASE US FOODS PO
2025	10 25T322	Health - EHS	12401000	54210		VEHICLE LEASING/RENTAL	3,500.00	D	FOR EHS VEHICLE LEASING
2025	10 25T322	Health - EHS	12401000	54445		LAB ANALYSIS	1,000.00	C	FOR EHS VEHICLE LEASING
2025	10 25T322	Health Admin	10401000	54210		VEHICLE LEASING/RENTAL	3,500.00	C	FOR EHS VEHICLE LEASING
2025	10 25T322	Health - EHS	12401000	54210		VEHICLE LEASING/RENTAL	1,000.00	D	FOR EHS VEHICLE LEASING
2025	10 25T323	OSR	10677900	52110		FURNITURE AND FURNISHINGS	1,000.00	D	PURCHASE OF TABLES
2025	10 25T323	OSR	10762000	54410		SUPPLIES AND MAT	3,770.00	C	PURCHASE OF TABLES
2025	10 25T323	OSR	10677900	52180		OTHER EQUIPMENT	2,500.00	C	PURCHASE OF TABLES
2025	10 25T323	OSR	10677900	52110		FURNITURE AND FURNISHINGS	3,770.00	D	PURCHASE OF TABLES
2025	10 25T323	OSR	10677900	52110		FURNITURE AND FURNISHINGS	2,500.00	D	PURCHASE OF TABLES

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YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025 10 25T323	OSR	10677200	54410		SUPPLIES AND MAT	1,000.00	C	PURCHASE OF TABLES
2025 10 25T324	OSR	10677200	54210		VEHICLE LEASING/RENTAL	1,000.00	D	COVER OSR VEHICLE LEASES 2025
2025 10 25T324	OSR	10762000	54989		MISCELLANEOUS	1,000.00	C	COVER OSR VEHICLE LEASES 2025
2025 10 25T324	OSR	10677400	54210		VEHICLE LEASING/RENTAL	1,000.00	D	COVER OSR VEHICLE LEASES 2025
2025 10 25T324	OSR	10762000	54989		MISCELLANEOUS	1,000.00	C	COVER OSR VEHICLE LEASES 2025
2025 10 25T325	Health - EHS	12401000	54410		SUPPLIES AND MAT	400.00	C	PURCHASE THERMOMETERS
2025 10 25T325	Health - EHS	12401000	54329		PROMOTIONAL MATERIALS	400.00	D	PURCHASE THERMOMETERS
2025 10 25T326	OEOP WIA	24077000	54634		TELEPHONE	150.00	D	COVER REST OF YEAR PHONE
2025 10 25T326	DSS Overhead	10120000	54634		TELEPHONE	100.00	C	COVER REST OF YEAR PHONE
2025 10 25T326	DSS Overhead	10120000	54634		TELEPHONE	150.00	C	COVER REST OF YEAR PHONE
2025 10 25T326	OEOP CAC	22070000	54634		TELEPHONE	100.00	D	COVER REST OF YEAR PHONE
2025 10 25T327	Health Admin	10401000	54320		FOOD	350.00	D	LUNCH FOR NYS DOH MEETING
2025 10 25T327	Health Admin	10401000	54640		EDUCATION AND TRAINING	350.00	C	LUNCH FOR NYS DOH MEETING
2025 10 25T328	Personnel	10143000	54782		SOFTWARE ACCESSORIES	100.00	D	PURCHASE SPEAKERS/WEBCAM

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025 10 25T328	Personnel	10143000	54640		EDUCATION AND TRAINING	100.00	C	PURCHASE SPEAKERS/WEBCAM
2025 10 25T329	Personnel	10143000	55314		CHRGBK POSTAGE	300.00	D	QUARTERLY CHARGEBACK PAYMENT
2025 10 25T329	Personnel	10143000	54640		EDUCATION AND TRAINING	300.00	C	QUARTERLY CHARGEBACK PAYMENT
2025 10 25T330	Emergency Services	10398900	54162		SIGNS	950.00	C	REMAINDER OF 2025
2025 10 25T330	Emergency Services	10398900	54636		INTERNET COSTS	950.00	D	REMAINDER OF 2025
2025 10 25T331	Emergency Services	10398900	54313		BOOKS AND SUPPLEMENTS	1,600.00	C	NEEDED FOR PIO ROOM
2025 10 25T331	Emergency Services	10398900	52130		COMPUTER EQUIPMENT	1,600.00	D	NEEDED FOR PIO ROOM
2025 10 25T332	Legislature	10101001	54783		LICENSING SOFTWARE	160.00	D	TO REPLACE KEYBOARD/MOUSE
2025 10 25T332	Legislature	10101001	54313		BOOKS AND SUPPLEMENTS	160.00	C	TO REPLACE KEYBOARD/MOUSE
2025 10 25T334	OSR	10677600	54210		VEHICLE LEASING/RENTAL	770.72	C	VEHICLES LEASES REMAINDER 2025
2025 10 25T334	OSR	10677300	54210		VEHICLE LEASING/RENTAL	16.48	C	VEHICLES LEASES REMAINDER 2025
2025 10 25T334	OSR	10677800	54210		VEHICLE LEASING/RENTAL	89.85	C	VEHICLES LEASES REMAINDER 2025
2025 10 25T334	OSR	10677500	54210		VEHICLE LEASING/RENTAL	89.85	D	VEHICLES LEASES REMAINDER 2025
2025 10 25T334	OSR	10677300	54210		VEHICLE LEASING/RENTAL	300.00	C	VEHICLES LEASES REMAINDER 2025

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	10	25T334	OSR	10677200	54210		VEHICLE LEASING/RENTAL	300.00	D	VEHICLES LEASES REMAINDER 2025
2025	10	25T334	OSR	10677500	54210		VEHICLE LEASING/RENTAL	438.32	D	VEHICLES LEASES REMAINDER 2025
2025	10	25T334	OSR	10677400	54210	10185	VEHICLE LEASING/RENTAL	438.32	C	VEHICLES LEASES REMAINDER 2025
2025	10	25T334	OSR	10677500	54210		VEHICLE LEASING/RENTAL	16.48	D	VEHICLES LEASES REMAINDER 2025
2025	10	25T334	OSR	10677300	54210		VEHICLE LEASING/RENTAL	500.00	C	VEHICLES LEASES REMAINDER 2025
2025	10	25T334	OSR	10677400	54210		VEHICLE LEASING/RENTAL	500.00	D	VEHICLES LEASES REMAINDER 2025
2025	10	25T334	OSR	10677500	54210		VEHICLE LEASING/RENTAL	770.72	D	VEHICLES LEASES REMAINDER 2025
2025	10	25T335	Corrections	10315000	54989		MISCELLANEOUS	1,218.00	D	INMATE HAIRCUTS/PORTA POTTIES
2025	10	25T335	Jail Maintenance	10011000	54770		MISC SMALL TOOLS UNDER \$100	718.00	C	INMATE HAIRCUTS/PORTA POTTIES
2025	10	25T335	Corrections	10315000	54675		TRAVEL	250.00	C	INMATE HAIRCUTS/PORTA POTTIES
2025	10	25T335	Jail Maintenance	10011000	54753		RUBBISH REMOVAL	250.00	C	INMATE HAIRCUTS/PORTA POTTIES
2025	10	25T336	Jail Maintenance	10011000	54753		RUBBISH REMOVAL	292.00	C	CLEANING SUBSTATION/NARCO
2025	10	25T336	Jail Maintenance	10011000	54755		JANITORIAL SERVICES	292.00	D	CLEANING SUBSTATION/NARCO
2025	10	25T337	Jail Maintenance	10011000	54753		RUBBISH REMOVAL	136.00	C	REPLACEMENT MEAL TRAY CART

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	10	25T337	Jail Food	10010000	52670		KITCHEN EQUIPMENT	8,136.00	D	REPLACEMENT MEAL TRAY CART
2025	10	25T337	Jail Food	10010000	54300		MISC SUPPLIES	2,000.00	C	REPLACEMENT MEAL TRAY CART
2025	10	25T337	Jail Food	10010000	52170		KITCHEN EQUIPMENT	2,500.00	C	REPLACEMENT MEAL TRAY CART
2025	10	25T337	Jail Food	10010000	54301		KITCHEN SUPPLIES	3,500.00	C	REPLACEMENT MEAL TRAY CART
2025	10	25T338	Health - EHS	12401000	51094		TEMPORARY	6,000.00	C	FUND EHS OVERTIME
2025	10	25T338	Health - EHS	12401000	51093		OVERTIME	6,000.00	D	FUND EHS OVERTIME
2025	10	25T339	EMS	14398900	54379		TRAINING SUPPLIES	2,000.00	C	MEDICAL SUPPLIES NEEDED
2025	10	25T339	EMS	14398900	54330		MEDICAL SUPPLIES	2,000.00	D	MEDICAL SUPPLIES NEEDED
2025	10	25T340	Legislature	10101001	54311		PRINTING AND FORMS	3,200.00	C	TO REPLACE DESK
2025	10	25T340	Legislature	10101001	52110		FURNITURE AND FURNISHINGS	3,200.00	D	TO REPLACE DESK
2025	10	25T341	BCI	32311000	54310		OFFICE SUPPLIES	100.00	C	PURCHASE VACUUM CLEANER
2025	10	25T341	BCI	32311000	54410		SUPPLIES AND MAT	100.00	D	PURCHASE VACUUM CLEANER
2025	10	25T342	Highway Roads & Bridges	10511000	52160		HIGHWAY AND STREET EQUIPMENT	75.00	D	PRICE OF SCARIFIER INCREASED
2025	10	25T342	Highway Roads & Bridges	10511000	54410		SUPPLIES AND MAT	75.00	C	PRICE OF SCARIFIER INCREASED

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025 10 25T344	OEOP CAC	22070000	54675		TRAVEL	200.00	C	TF-CBT TRAINING
2025 10 25T344	OEOP CAC	22070000	54640		EDUCATION AND TRAINING	200.00	D	TF-CBT TRAINING
2025 10 25T345	DSS	10101000	54989		MISCELLANEOUS	200.00	C	2026 CALENDAR PURCHASE
2025 10 25T345	DSS	10101000	54310		OFFICE SUPPLIES	200.00	D	2026 CALENDAR PURCHASE
2025 10 25T346	Tilly Foster	10084000	54410		SUPPLIES AND MAT	487.00	C	FOR NEW DRYER TILLY BLDG #5
2025 10 25T346	Tilly Foster	10084000	52170		KITCHEN EQUIPMENT	487.00	D	FOR NEW DRYER TILLY BLDG #5
2025 10 25T347	Emergency Services	10398900	54410		SUPPLIES AND MAT	1,900.00	D	FUNDS NEEDED FOR SUPPLIES
2025 10 25T347	Emergency Services	10398900	54510		MACHINE MAINTENANCE	1,900.00	C	FUNDS NEEDED FOR SUPPLIES
2025 10 25T348	Health - EHS	12401000	54385		UNIFORMS	300.00	D	SAFETY SHOE REIMBURSEMENTS
2025 10 25T348	Health - EHS	12401000	54510		MACHINE MAINTENANCE	300.00	C	SAFETY SHOE REIMBURSEMENTS
2025 10 25T349	Health - EHS	12401000	54635		CELLPHONES	800.00	C	FUND TELEPHONE
2025 10 25T349	Health - EHS	12401000	54634		TELEPHONE	800.00	D	FUND TELEPHONE
2025 10 25T350	Health - Community Health Assessment Fed	26401001	54329	10217	PROMOTIONAL MATERIALS	2,000.00	C	ANNUAL MRC STTRONG CONFERENCE
2025 10 25T350	Health - Community Health Assessment Fed	26401001	54640	10217	EDUCATION AND TRAINING	2,000.00	D	ANNUAL MRC STTRONG CONFERENCE

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025 10 25T351	ENGINEERING	10144000	54682		SPECIAL SERVICES	2,716.20	C	TO PROPERLY ALLOCATE FOR EQUIP
2025 10 25T351	ENGINEERING	10144000	52180		OTHER EQUIPMENT	2,716.20	D	TO PROPERLY ALLOCATE FOR EQUIP
2025 10 25T352	Legislature	10101001	54310		OFFICE SUPPLIES	360.00	C	TO REPLACE BROKEN PRINTER
2025 10 25T352	Legislature	10101001	52130		COMPUTER EQUIPMENT	360.00	D	TO REPLACE BROKEN PRINTER
2025 10 25T353	Health - EHS	12401000	54410		SUPPLIES AND MAT	700.00	D	SEPTIC TESTING DYE
2025 10 25T353	Health - EHS	12401000	52130		COMPUTER EQUIPMENT	700.00	C	SEPTIC TESTING DYE
2025 10 25T354	OEOP CAC	22070000	54313		BOOKS AND SUPPLEMENTS	3,000.00	D	CAC RE-ACCREDITATION FEE
2025 10 25T354	OEOP Crime Victims	22071000	54640		EDUCATION AND TRAINING	3,000.00	C	CAC RE-ACCREDITATION FEE
2025 10 25T355	Youth Bureau	10731000	54310		OFFICE SUPPLIES	325.00	C	PURCHASE RADIOS FOR YB PROG.
2025 10 25T355	Youth Bureau	10731000	52140		AUDIO VISUAL EQUIPMENT	325.00	D	PURCHASE RADIOS FOR YB PROG.
2025 10 25T356	Sheriff - Patrol Marine	17003000	58002		SOCIAL SECURITY	55.69	C	COVER RELATED FICA
2025 10 25T356	Sheriff - Security	19311000	58002		SOCIAL SECURITY	55.69	D	COVER RELATED FICA
2025 10 25T356	Sheriff - Security	19311000	51093		OVERTIME	728.00	D	COVER OT OVERAGE
2025 10 25T356	Sheriff - Patrol Marine	17003000	51093		OVERTIME	728.00	C	COVER OT OVERAGE

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	10	25T357	Health - Education State	21401000	54310		OFFICE SUPPLIES	500.00	D	NEEDED FOR OFFICE SUPPLIES
2025	10	25T357	Health - Education State	21401000	54783		LICENSING SOFTWARE	500.00	C	NEEDED FOR OFFICE SUPPLIES
2025	10	25T359	Sheriff - Patrol	17311000	52190		MEDICAL EQUIPMENT	2,596.00	C	PURCHASE MEDICAL KITS
2025	10	25T359	Sheriff - Patrol	17311000	54330		MEDICAL SUPPLIES	2,596.00	D	PURCHASE MEDICAL KITS
2025	10	25T360	Sheriff	10311000	54300	10003	MISC SUPPLIES	2,277.00	C	SOUND PROOFING EQUIP
2025	10	25T360	Sheriff	10311000	54710	10003	MAINT AND REPAIRS	2,277.00	D	SOUND PROOFING EQUIP
2025	10	25T361	Finance	10131000	52130		COMPUTER EQUIPMENT	1,669.00	D	COVER COST OF NEW PRINTER
2025	10	25T361	Finance	10131000	54646		CONTRACTS	1,669.00	C	COVER COST OF NEW PRINTER
2025	10	25T362	Tourism	10641000	54634		TELEPHONE	85.70	D	COVER TELEPHONE COSTS FOR 2025
2025	10	25T362	Tourism	10641000	54329		PROMOTIONAL MATERIALS	85.70	C	COVER TELEPHONE COSTS FOR 2025
2025	10	25T364	Health - EHS	12401000	52130		COMPUTER EQUIPMENT	300.00	C	REPLENISH ON HAND SEPTIC DYE
2025	10	25T364	Health - EHS	12401000	54410		SUPPLIES AND MAT	300.00	D	REPLENISH ON HAND SEPTIC DYE
2025	10	25T366	Highway - Parks	10711000	51094		TEMPORARY	2,756.93	C	TO COVER FACILITIES TEMP OVER
2025	10	25T366	Highway Facilities	10511100	51094		TEMPORARY	2,756.93	D	TO COVER FACILITIES TEMP OVER

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	10	25T369	Law	10142000	54634		TELEPHONE	500.00	D	COVER TELEPHONE EXPENSE
2025	10	25T369	Law	10142000	54310		OFFICE SUPPLIES	500.00	C	COVER TELEPHONE EXPENSE
2025	10	25T371	IT	10168000	54675		TRAVEL	250.00	D	TRANSFER FOR EZ-PASS
2025	10	25T371	IT	10168000	54640		EDUCATION AND TRAINING	250.00	C	TRANSFER FOR EZ-PASS
2025	10	25T372	DSS Overhead	10120000	54989		MISCELLANEOUS	30.19	C	LICENSE FEE - NOTARY RENEWAL
2025	10	25T372	DSS Overhead	10120000	54313		BOOKS AND SUPPLEMENTS	30.19	D	LICENSE FEE - NOTARY RENEWAL
2025	10	25T373	Transit - PART	95630000	54664		ADVERTISING	200.00	C	DECREASE
2025	10	25T373	Transit - PART	95630000	54162		SIGNS	200.00	D	INCREASE
2025	10	25T374	Veterans Home	10651100	52110		FURNITURE AND FURNISHINGS	1,000.00	C	NEW REFRIGERATOR FOR VET HOME
2025	10	25T374	Veterans Home	10651100	52170		KITCHEN EQUIPMENT	1,000.00	D	NEW REFRIGERATOR FOR VET HOME
2025	10	25T375	DSS Admin	10102000	54989		MISCELLANEOUS	130.00	C	BUSINESS CARDS - GUZMAN,SORIA
2025	10	25T375	DSS Admin	10102000	54311		PRINTING AND FORMS	130.00	D	BUSINESS CARDS - GUZMAN,SORIA
2025	10	25T376	Preschool	10296000	54670		TRAVEL NON EMPLOYEES	6,000.00	D	REIMBURSE PARENTS TRAVEL
2025	10	25T376	Preschool	10296000	54417		EVALUATIONS	6,000.00	C	REIMBURSE PARENTS TRAVEL

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	10	25T378	Purchasing	10134500	51094		TEMPORARY	2,000.00	C	COVER OT THRU END OF YEAR
2025	10	25T378	Purchasing	10134500	51093		OVERTIME	2,000.00	D	COVER OT THRU END OF YEAR
2025	10	25T380	Corrections	10315000	54783		LICENSING SOFTWARE	1,357.00	C	ELECTRONIC FOOD THERMOMETER
2025	10	25T380	Jail Food	10010000	52170		KITCHEN EQUIPMENT	1,357.00	D	ELECTRONIC FOOD THERMOMETER
2025	10	25T381	Highway Road Machinery	10513000	54300		MISC SUPPLIES	270.00	D	COVER GARAGE MATS
2025	10	25T381	Highway Road Machinery	10513000	54385		UNIFORMS	270.00	C	COVER GARAGE MATS
2025	10	25T382	Health ATUPA	12023000	51093		OVERTIME	1,600.00	D	FUND ATUPA OVERTIME
2025	10	25T382	Health - EHS	12401000	54640		EDUCATION AND TRAINING	123.00	C	FUND ATUPA FICA
2025	10	25T382	Health ATUPA	12023000	58002		SOCIAL SECURITY	123.00	D	FUND ATUPA FICA
2025	10	25T382	Health - EHS	12401000	54640		EDUCATION AND TRAINING	1,600.00	C	FUND ATUPA OVERTIME
2025	10	25T383	Health - Recycling	10816000	54640		EDUCATION AND TRAINING	931.00	C	PAY SOLID WASTE OT
2025	10	25T383	Health - Recycling	10816000	51093		OVERTIME	931.00	D	PAY SOLID WASTE OT
2025	10	25T383	Health - Recycling	10816000	54640		EDUCATION AND TRAINING	69.00	C	PAY SOLID WASTE FICA
2025	10	25T383	Health - Recycling	10816000	58002		SOCIAL SECURITY	69.00	D	PAY SOLID WASTE FICA

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	10	25T385	OSR	10677400	54301		KITCHEN SUPPLIES	2,000.00	D	KITCHEN SUPPLIES FOR OSR
2025	10	25T385	OSR	10677400	54320		FOOD	2,000.00	C	KITCHEN SUPPLIES FOR OSR
2025	10	25T387	Health - EHS	12401000	55371		CHRGBK GASOLINE	1,000.00	C	COST TO REPLACE WINDSHIELD
2025	10	25T387	Health - EHS	12401000	55370		CHRGBK AUTOMOTIVE	1,000.00	D	COST TO REPLACE WINDSHIELD
2025	10	25T388	Health - Recycling	10816000	51093		OVERTIME	600.00	D	OT FOR HHWD
2025	10	25T388	Health - Recycling	10816000	54664		ADVERTISING	46.00	C	FICA FOR HHWD
2025	10	25T388	Health - Recycling	10816000	58002		SOCIAL SECURITY	46.00	D	FICA FOR HHWD
2025	10	25T388	Health - Recycling	10816000	54664		ADVERTISING	600.00	C	OT FOR HHWD
2025	10	25T389	Judicial	10116200	54410		SUPPLIES AND MAT	2,900.00	C	TO PRPOPERLY ALLOCATE EXPENSES
2025	10	25T389	Highway Facilities	10511100	54419		JANITORIAL SUPPLIES	2,900.00	D	TO PRPOPERLY ALLOCATE EXPENSES
2025	10	R#267/25	Judgt & Claims	10193000	54933		JUDGEMENTS AND CLAIMS	1,600,000.00	D	25A095 ARBEN SETTLEMENT
2025	10	R#267/25	Finance	10131000	427115		USE OF JUDGEMENTS & SETTLE RESERVE	1,600,000.00	C	25A095 ARBEN SETTLEMENT
2025	10	R#304/25	CAP	25645000	54950		COUNTY CONTRIBUTION	50,000.00	D	ALLOCATION FOR FOOD INSECURITY
2025	10	R#304/25	Contingency	10199000	54980		CONTINGENCY	150,000.00	C	ALLOCATION FOR FOOD INSECURITY

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2025	10	R#304/25	United Way	25880000	54950		COUNTY CONTRIBUTION	75,000.00	D	ALLOCATION FOR FOOD INSECURITY
2025	10	R#304/25	Cornell Cooperative	25875000	54950		COUNTY CONTRIBUTION	25,000.00	D	ALLOCATION FOR FOOD INSECURITY
								1,861,579.08		
								1,861,579.08		

Debits

Credits

#52

2025 Contingency Report

<u>Beginning Balance 1/1/25</u>		2,494,060.00
Res29	Adjust personnel services to proper amounts	9,660.00
Res41	Reclass -Deputy Sheriff 1st Sgt.	7,037.00
Res72	Health department Personnel changes	56,245.00
Res99	Soil & Water Performance Measures- Part C	20,000.00
Res112	District Attorney Criminal Justice Discovery Reform Gr24-25	20,265.00
Res145	Close out Fema projects	927,322.00
Res253	UPWP Federal Aid	137,461.00
Subtotal General Contingency		<u>\$ 3,672,050.00</u>

Deductions:

Res25	PCSEA ratification	(328,170.00)
Res82	East Branch Rd Pin 8763.60	(30,579.00)
Res83	Peekskill Hollow Rd Pin 8763.61	(29,437.00)
Res104	CSEA Ratification	(1,381,346.00)
Res111	State Aid Public Health	(38,417.00)
Res138	Cordinator of Information Technology	(1,119.00)
Res140	PUMA ratification	(5,389.00)
Res146	Garage roof repair-Myrtle Ave	(200,000.00)
Res147	Youth Bureau reallocation	(190,000.00)
Res148	Waste Water Sewer charges	(68,000.00)
Res161	DA -Criminal Justce Disvry Reform Gr24-25-merit bonus	(3,663.00)
Res178	PCSO Life Safety Systems Modernization	(16,000.00)
Res180	Railroad Station Maintenance	(20,798.00)
Res 190	Youth Bureau furniture	(95,000.00)
Res218	Veterans - flags	(17,950.00)
Res239	Social Services - on call pay as per CSEA contract	(75,700.00)
25A094	Legal Services 18b	(100,000.00)
25T390	Food Insecurity	(150,000.00)
		<u>(2,751,568.00)</u>
Total		<u>\$ 920,482.00</u>

Proposed Deductions:

25A107	Emergency Services -Overtime	(90,426.00)
25A109	County Wide Telephone System	(178,970.00)
25A114	Legal Services 18b	(100,000.00)
		<u>(369,396.00)</u>

Pending Balance 11/20/25	<u><u>\$551,086.00</u></u>
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2025 Subcontingency Report

4985- Maintenance & Repairs

Beginning Balance 1/1/25

\$ 45,000.00

Subtotal Subcontingency

\$ 45,000.00

Deductions:

25LT01	normal maintenance -nails, paint, plumbing supplies- Tilly	(10,000.00)
25LT02	normal maintenance -nails, paint, plumbing supplies- Park	(10,000.00)
25LT03	normal maintenance -nails, paint, plumbing supplies- Tilly	(10,000.00)
25LT04	normal maintenance -nails, paint, plumbing supplies- Park	(10,000.00)

(40,000.00)

Total

\$ 5,000.00

Proposed Deductions:

Pending Balance 11/20/25

\$5,000.00

Note:

R= resolution

A= proposed budgetary amendment

2025 Subcontingency Report

4987- Subcontingency (Nursing,BES)

Beginning Balance 1/1/25

\$ 78,060.00

Subtotal Subcontingency

\$ 78,060.00

Deductions:

Total

0.00
\$ 78,060.00

Proposed Deductions:

Pending Balance 11/20/25

\$ 78,060.00

Note:

R= resolution

A= proposed budgetary amendment

2025 Subcontingency Report

4993- Subcontingency (Cty Exec COLA)

Beginning Balance 1/1/25

\$ 5,211.00

Subtotal Subcontingency

\$ 5,211.00

Deductions:

Total

0.00
\$ 5,211.00

Proposed Deductions:

Pending Balance 11/20/25

\$5,211.00

Note:

R= resolution

A= proposed budgetary amendment

#6a

WILLIAM J. CARLIN, JR.
COMMISSIONER OF FINANCE



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

2025 NOV 14 PM 2:31
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

TO: Diane Trabulsy, Legislative Clerk

DATE: November 14, 2025

FROM: William. J. Carlin, Jr., Commissioner of Finance *WJC*

SUBJECT: **Overtime/Temporary Help Recap for Audit and Administrative Committee Meeting**

Please include the attached report in the Audit and Administrative Committee Agenda for its next meeting.

Enclosure

Overtime Temporary - RECAP - 2025

As of Date: November 14, 2025

Org Description	Org	Object	Project	Acct. Description	2024 Actual	2025 Original Budget	2025 Revised Budget	2025 Actual	2025 Distributed Budget	2025 Available	2025 Percent
Capital Projects - Interop. Public	53097000	51094	51601	TEMPORARY	33,626.25	(15,221.25)	(15,221.25)	47,763.75	(13,464.95)	(62,985.00)	-313.80%
DPW - County Snow	10514200	51093		OVERTIME	231,909.52	276,000.00	276,000.00	284,493.96	244,153.85	(8,493.96)	103.08%
DPW - Facilities	10511100	51094		TEMPORARY	18,403.21	30,000.00	32,756.93	32,756.93	28,977.28	-	100.00%
DPW - Parks and Recreation	10711000	51093		OVERTIME	34,584.83	26,000.00	26,000.00	25,617.53	23,000.00	382.47	98.53%
DPW - Roads & Bridges	10511000	51093		OVERTIME	95,856.07	60,000.00	60,000.00	91,721.71	53,076.92	(31,721.71)	152.87%
DSS Administration	10102000	51093		OVERTIME	28,718.93	20,000.00	37,500.00	43,630.72	33,173.08	(6,130.72)	116.35%
DSS - Adoption and Legal Guardianship	10102000	51093	10229	OVERTIME	-	-	10,750.00	10,729.48	9,509.62	20.52	99.81%
Emergency Services - Dispatch	13398900	51093		OVERTIME	319,117.22	200,000.00	290,000.00	307,104.55	256,538.46	(17,104.55)	105.90%
Emergency Services Dispatch	13398900	51094		TEMPORARY	6,537.50	15,000.00	1,000.00	1,312.50	884.62	(312.50)	131.25%
Health - EHS - Water Quality	12022000	51094		TEMPORARY	23,587.20	19,900.00	19,900.00	20,354.88	17,603.85	(454.88)	102.29%
Health - Environmental Health Serv.	12401000	51093		OVERTIME	44,663.27	37,000.00	43,000.00	42,601.72	38,038.46	398.28	99.07%
Health - Health Education	21401000	51093		OVERTIME	1,243.81	800.00	5,800.00	5,742.69	5,130.77	57.31	99.01%
Health - Recycling	10816000	51093		OVERTIME	7,332.54	8,000.00	9,531.00	9,435.00	8,431.27	96.00	98.99%
Legislature	10101001	51094		TEMPORARY	1,118.75	-	9,100.00	12,771.55	8,050.00	(3,671.55)	140.35%
Mental Health	10431000	51094		TEMPORARY	19,354.02	-	5,154.00	7,610.35	5,443.92	(1,456.35)	123.67%
Mental Health - LOSS Teams	10431000	51094	10227	TEMPORARY	-	-	10,717.00	10,716.16	9,480.42	0.84	99.99%
Sheriff - Administration	10311000	51094		TEMPORARY	7,492.40	19,720.00	19,720.00	22,603.80	17,444.62	(2,883.80)	114.62%
Sheriff - Building Security - Kern Bldg.	19311000	51093		OVERTIME	12,892.18	10,570.00	11,298.00	11,297.51	9,994.38	0.49	100.00%
Sheriff - Communications	13311000	51093		OVERTIME	30,121.46	42,675.00	42,675.00	43,713.93	37,750.96	(1,038.93)	102.43%
Sheriff - Jail Training	10012000	51093		OVERTIME	77,383.44	99,310.00	99,310.00	101,948.23	87,851.15	(2,638.23)	102.66%
Sheriff - Oscawana	17003000	51093		OVERTIME	25,053.46	27,250.00	26,522.00	25,680.71	23,461.77	841.29	96.83%
Sheriff - Road Patrol - SRT Callouts	17311000	51093	10102	OVERTIME	105,416.11	94,250.00	94,250.00	135,004.24	83,375.00	(40,754.24)	143.24%
Sheriff - Youth	16311000	51093		OVERTIME	282,710.22	207,000.00	260,899.00	299,931.88	230,795.27	(39,032.88)	114.96%
Youth Court	10087000	51094		TEMPORARY	7,309.13	12,720.00	3,494.00	3,493.75	3,090.85	0.25	99.99%

** New departments in bold.

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

all
Rules
Audit

Reso
#66

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance
Re: Budgetary Amendment - 25A096
Date: October 8, 2025

KJC

LEGISLATURE
PUTNAM COUNTY
CARLIN, JR.

2025 OCT 22 PM 2:45

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

Increase Estimated Appropriations:

10990100 59020 50245	Transfer to Capital Fund - ARPA	149,594
10990100 59020 51622	Transfer to Capital Fund - ARPA	11,412
10990100 59020 52420	Transfer to Capital Fund - ARPA	500,078
10990100 59020 51914	Transfer to Capital Fund - ARPA	1,450,384
10990100 59020 52202	Transfer to Capital Fund - ARPA	40,378
10990100 59020 52225	Transfer to Capital Fund - ARPA	120,176
10990100 59020 52227	Transfer to Capital Fund - ARPA	15,623
10990100 59020 52405	Transfer to Capital Fund - ARPA	254,617
10990100 59020 52228	Transfer to Capital Fund - ARPA	77,907
10990100 59020 52224	Transfer to Capital Fund - ARPA	91,476
10990100 59020 51601	Transfer to Capital Fund - ARPA	85,284
10990100 59020 52214	Transfer to Capital Fund - ARPA	63,916
10990100 59020 52215	Transfer to Capital Fund - ARPA	80,092
10990100 59020 52217	Transfer to Capital Fund - ARPA	542,570
10990100 59020 52219	Transfer to Capital Fund - ARPA	542,500
		4,026,007

Increase Estimated Revenues:

10131000 449898 50245	Fed Aid - ARPA	149,594
10131000 449898 51622	Fed Aid - ARPA	11,412
10131000 449898 52420	Fed Aid - ARPA	500,078
10131000 449898 51914	Fed Aid - ARPA	1,450,384
10131000 449898 52202	Fed Aid - ARPA	40,378
10131000 449898 52225	Fed Aid - ARPA	120,176
10131000 449898 52227	Fed Aid - ARPA	15,623
10131000 449898 52405	Fed Aid - ARPA	254,617
10131000 449898 52228	Fed Aid - ARPA	77,907
10131000 449898 52224	Fed Aid - ARPA	91,476
10131000 449898 51601	Fed Aid - ARPA	85,284

10131000 449898 52214	Fed Aid - ARPA	63,916
10131000 449898 52215	Fed Aid - ARPA	80,092
10131000 449898 52217	Fed Aid - ARPA	542,570
10131000 449898 52219	Fed Aid - ARPA	<u>542,500</u>
		4,026,007

Fiscal Impact - 2025 - \$ 0

Fiscal Impact - 2026 - \$ 0

This Resolution is required to account for ARPA spending through September 30, 2025.
Please forward to the appropriate committee.

Approved : : _____
Kevin M, Byrne, County Executive

WILLIAM J. CARLIN
Commissioner of Finance



Health 11-17-25
Audit 11-20-25
Full 12-2-25
CC: All
Reso
#6c

SHEILA BARRETT
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

October 23, 2025

Ms. Diane Trabulsy, 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 2025 County Historian's budget.

Increase Estimated Revenues:

10751000 426551	Minor Sales and Other	\$250
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Increase Appropriations:

10751000 54313	Books for Supplements	\$250
	2025 Fiscal Impact -0-	
	2026 Fiscal Impact -0-	

Your approval is requested for the Budgetary Amendment of the County Historian's budget to purchase William S. Pelletreau's "History of Putnam County", at cost, no tax, for release on the County Historian's shopping website as a public service for the community.

AUTHORIZATION:

Date	Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00
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Date	County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000
------	---

Date	Chairperson Audit/Designee: \$0 - \$10,000.00
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Date	Audit & Administration Committee: \$10,000.01 - \$25,000.00
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25A102

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance
FROM: Jennifer Cassidy
DEPT: Putnam County Historian's Office
DATE: October 22, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
Minor Sales Other 10751000 426551	Books & Supplements 10751000 54313	250.00	Funds needed for purchase of William S. Pelletreau's "History of Putnam County" (at cost, no tax) for resale on County Historian's shopping website as a public service for community. Thank you!

20_25 Fiscal Impact \$ 0

20_26 Fiscal Impact \$ 0

 10/22/25
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

Landmarks Preservation Society of Southeast
P.O. Box 308, Brewster, NY 10509

10/21/2025

INVOICE

10 Pelletreau History of Putnam County Books @\$25 each
Total Due: \$250.00

Please make payable to: Landmarks Preservation Society of
Southeast

Thank you.

Nov - Aug + Nov - Health
Dec - Full
all

Reso
#60

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 4, 2025

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

2025 NOV - 6 PM 1:36
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following
2025 budgetary amendment to amend the Early Learning Center budget.

Increase Estimated Revenues:

10296001 423101	Contributions from School Districts	\$50,000
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Increase Appropriations:

10296001 54646	Early Learning Center – Contracts	\$50,000
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2025 Fiscal Impact -0-
2026 Fiscal Impact -0-

This request to amend the 2025 Health Department budget for the Early Learning Center (ELC) relating to classroom staffing for Universal Pre-Kindergarten children to be reimbursed by Carmel Central School District.

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

25A105



MEMORANDUM

TO: William Carlin, Interim Commissioner of Finance

FROM: William A. Orr, Jr., Senior Fiscal Manager *WAO*

DATE: November 3, 2025

RE: Budgetary Amendment

Please review and approve the Budgetary Amendment as regards to the Early Learning Center (ELC) and upon approval, please forward to the Legislative Committee.

Increase Revenue: 10296001-423101	\$50,000
Contributions from School Districts	

Total Revenue	<u>\$50,000</u>
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Increase Expense: 10296001-54646	\$50,000
ELC-Contracts	

Total Expense	<u>\$50,000</u>
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Fiscal Impact	<u>\$ 0.00</u>
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These expenses from Home Therapy Association (HTA) for classroom Staffing for Universal Pre-Kindergarten (UPK) children will be reimbursed by Carmel School District.

WAO: mb

Nov - Audit Nov - Health
Dec - Full
cc: [unclear]

Recd
#6c

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 4, 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
2025 budgetary amendment to amend the Early Learning Center budget.

Increase Estimated Revenues:

10296001 432773	ELC – Edu and Trans Hndcp Child 3 to 5	\$29,750
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Decrease Estimated Revenues:

10296000 432773	ELC – Edu and Trans Hndcp Child 3 to 5	\$29,750
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Increase Estimated Appropriations:

10296001 54414	ELC – Care at Private Institutions	\$50,000
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Decrease Estimated Appropriations:

10296000 54441	ELC – Itinerant Services	\$50,000
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2025 Fiscal Impact -0-

2026 Fiscal Impact -0-

This request to amend the 2025 Health Department budget for the Early Learning Center (ELC) relating to Special Education Itinerant Services (SEIT) provided.

AUTHORIZATION:

Date	Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00
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Date	County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000
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Date	Chairperson Audit/Designee: \$0 - \$10,000.00
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25A106

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

TO: William Carlin, Interim Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager *WAO*
DATE: November 3, 2025
RE: Budgetary Amendment

Please review and approve the Budgetary Amendment as regards to the Early Learning Center (ELC) and upon approval, please forward to the Legislative Committee.

Increase Revenue: 10296001-432773	\$29,750
ELC – Edu and Trans Hndcp Child 3 to 5	
Decrease Revenue: 102960000-432773	<u>(\$29,750)</u>
Preschool – Edu and Trans Hndcp Child 3 to 5	
Total Revenue:	<u>\$0.00</u>
Increase Expense: 10296001-54414	\$50,000
ELC – Care at Private Institutions	
Decrease Expense: 10296000-54441	<u>(\$50,000)</u>
Preschool – Itinerant Services	
Total Expense:	<u>\$0.00</u>
Fiscal Impact	<u>\$ 0.00</u>

These are expenses for Special Education Itinerant Services (SEIT) which are being provided at the Early Learning Center.

WAO: mb

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



NOV - PERS.
NOV - Prep
NOV - Audit
De-Full
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

cc: All
Reso
#6f

DEPARTMENT OF FINANCE

MEMORANDUM

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

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance *WJC*
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
		<u>115,426</u>

Decrease Estimated Appropriations:

10398900 54710	Maintenance & Repairs	25,000
10199000 54980	Contingency	90,426
		<u>115,426</u>

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



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.

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance *WJC*
Re: Budgetary Amendment - 25A108
Date: November 6, 2025

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

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 53000 52522	Sybil Statue Renovation	10,000
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Increase Estimated Revenues:

55197000 427051 52522	Outside Donations	10,000
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Fiscal Impact - 2025 - \$ 0

Fiscal Impact - 2026 - \$ 0

This Resolution is required to adjust the capital budget to account for a donation from Preserve Putnam County to fund the restoration of the Sybil Ludington Statue as per the letter enclosed. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2025 NOV - 7 AM 11:36

*Nov. Prep & Audit
See Feed
cc: All
Reso
#69*



PRESERVE PUTNAM COUNTY

THE SOCIETY FOR THE PRESERVATION OF
PUTNAM COUNTY ANTIQUITIES AND GREENWAYS, INC.



October 29, 2025

Dear Commissioner of Finance,

We are delighted to support the restoration of the Sybil Ludington statue. Enclosed please find our contribution toward this important effort.

George Whipple
Whipple Foundation for the Preservation
of Putnam County.

Business Office
Preservation Services

12 Main Street, Suite 303
250 Old Stone Road

Brewster, NY 10509
Garrison, NY 10524

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



Nov - Audit
Dec - Full
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

CC 411
Re SO
#6h

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk

From: William J. Carlin, Jr., Interim Commissioner of Finance *WJC*

Re: Budgetary Amendment - **25A109**

Date: November 7, 2025

2025 NOV 10 AM 11:34
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Director of I.T. & G.I.S. , the following budgetary amendment is required.

GENERAL FUND:

Increase Estimated Appropriations:

10990100 59020	Transfer to Capital Fund	178,970
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Decrease Estimated Appropriations:

10199000 54980	Contingency	178,970
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CAPITAL FUND:

Increase Estimated Appropriations:

55197000 53000 52523	County Wide Telephone System	178,970
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Increase Estimated Revenues:

55197000 428601 52523	Transfer From General Fund	178,970
-----------------------	----------------------------	---------

Fiscal Impact - 2025 - \$ 178,970

Fiscal Impact - 2026 - \$ 0

This Resolution is required to fund the implementation of a new phone system utilizing Microsoft Teams, as per the attached correspondence. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

William Carlin

From: Thomas Lannon
Sent: Thursday, November 6, 2025 5:00 PM
To: William Carlin
Cc: Eileen Hurlie
Subject: Request for funding
Attachments: Nextiva_PutnamCounty_CPO-632897.pdf

Bill

As discussed, we are hoping to implement a new phone system utilizing Microsoft Teams. This upgrade from our current seamless communication by enabling employees to stay connected through their computers, mobile devices, or tradition and integration offered by Teams will support a more agile and responsive workforce, enhancing internal collaboration and There are three phases of this project.

1. Onetime costs for implementation **\$128,748**
 - a. New equipment (phones and headsets) \$47,300
 - b. Operation Equipment (Bridges, fax adaptors, gateways) \$7,169
 - c. Shipping fees for equipment \$2,985
 - d. Service Delivery Charges (Implementation) \$26,294
 - e. Contractor on-site and remote services (\$40,000)
2. Annual Recurring telephone costs (**101,958 Annually**)
 - a. Dial tone, Teams integration, and phone number charges)
 - b. Currently paying approximately \$112,800 Annually
 - c. Payable monthly and fluctuates dependent on phone usage
 - d. Subject to change
3. Annual Recurring Microsoft costs (**\$50,220 Annually**)
 - a. Additional licensing is required to use the phone service within Teams
 - b. This an overestimate, we will get firm pricing once we are ready to implement

In reference to the above information, I am asking for funding for the one-time costs, \$128,748 that will be incurred this year, consider funding the costs of the Microsoft Licensing, \$50,220 as this would be due immediately as an annual payment. Thank you for your consideration.

Tom

Thomas C. Lannon, Sr.

Director of I.T. & G.I.S.

Putnam County Office of IT & GIS

110 Old Route 6

Building 3

Carmel, NY 10512

(845) 808 - 1800

Fax (845) 808 - 1810

thomas.lannon@putnamcountyny.gov

cc: #11
3000
#6i
New - Protection
New - Audit
Jed - Hall

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

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance
Re: Budgetary Amendment - 25A111
Date: November 10, 2025

KJC

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2025 NOV 12 AM 9:45

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

GENERAL FUND:

Increase Estimated Appropriations:

10085000 54646	Contracts - Putnam Golf Course	100,000
10085000 54646 10149	Contracts - Putnam Golf Course F & B	250,000
		<u>350,000</u>

Increase Estimated Revenues:

10085000 424011	Interest & Earnings	49,000
10085000 424011 10149	Interest & Earnings	30,000
10085000 420031	Income - Putnam Golf Course	51,000
10085000 420031 10149	Income - Putnam Golf Course F & B	220,000
		<u>350,000</u>

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

This Resolution is required to fund account for projected golf course activity through the end of the year. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance
Re: Budgetary Amendment - 25A112
Date: November 10, 2025

KJC

LEGISLATURE
PUTNAM COUNTY
CARLIN, JR.

2025 NOV 12 AM 9:57

At the request of the Commissioner of MH, DSS & Youth, the following budgetary amendment is required.

Increase Estimated Appropriations:

10431000 54646 10212	Contracts - Opiod - People USA	64,850
10431000 54646 10213	Contracts - Opiod - Cove Care Center	34,200
10431000 54646 10214	Contracts - Opiod - ST Christopher's Inn	42,000
10431000 54646 10215	Contracts - Opiod - Green Chimneys	49,900
10431000 54646 10216	Contracts - Opiod - Prevention Council	75,000
10431000 54646 10230	Contracts - Opiod - Mental Health Assn	85,273
		<u>351,223</u>

Increase Estimated Revenues:

10431000 427350 10212	Use Of Settlement Funds - People USA	64,850
10431000 427350 10213	Use of Settlement Funds- Cove Care Center	34,200
10431000 427350 10214	Use of Settlement Funds - ST Christopher's	42,000
10431000 427350 10215	Use of Settlement Funds - Green Chimneys	49,900
10431000 427350 10216	Use of Settlement Funds- Prevent Council	75,000
10431000 427350 10230	Use of Settlement Funds- MH Association	85,273
		<u>351,223</u>

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

This Resolution is required to utilize Opiod Settlement Funds as per the attached request.
Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

November 5, 2025

TO: William Carlin, Commissioner of Finance

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

SUBJECT: 2025 Opioid Settlement Budgetary Amendment

Your approval is requested to amend the 2025 Department of Mental Health budget to properly allocate agency awards pursuant to RFP-10-2025 utilizing up to \$351,223 of the Opioid Settlement Trust Funds. Funds will be rolled over into 2026 and awards will be effective January 1, 2026.

Increase Estimated Revenues:

10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10212	OPIOID - PEOPLE USA	\$64,850
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10213	OPIOID - COVE CARE CENTER	\$34,200
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10214	OPIOID - ST CHRISTOPHER'S INN	\$42,000
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10215	OPIOID - GREEN CHIMNEYS	\$49,900
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10216	OPIOID - PREVENTION	\$75,000
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10230	OPIOID - MENTAL HEALTH ASSOCIATION	\$85,273
	Total Estimated Revenues	\$351,223

Increase Appropriations:

10431000		MH LGU	
54646		CONTRACTS	
	10212	OPIOID – PEOPLE USA	\$64,850
10431000		MH LGU	
54646		CONTRACTS	
	10213	OPIOID – COVE CARE CENTER	\$34,200
10431000		MH LGU	
54646		CONTRACTS	
	10214	OPIOID - ST CHRISTOPHER'S INN	\$42,000
10431000		MH LGU	
54646		CONTRACTS	
	10215	OPIOID – GREEN CHIMNEYS	\$49,900
10431000		MH LGU	
54646		CONTRACTS	
	10216	OPIOID – PREVENTION	\$75,000
10431000		MH LGU	
54646		CONTRACTS	
	10230	OPIOID – MENTAL HEALTH ASSOCIATION	\$85,273
Total Appropriations			\$351,223
Fiscal Impact (25)			- 0 -
Fiscal Impact (26)			- 0 -

Thank you for your time and consideration of this request.

cc:  Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Paul Tang, Director of Department of Mental Health

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

November 4, 2025

TO: William Carlin, Commissioner of Finance

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

SUBJECT: 2026 Opioid Settlement Budgetary Amendment

Your approval is requested to amend the 2026 Department of Mental Health budget to properly allocate agency awards pursuant to RFP-10-2025 utilizing up to \$351,223 of the Opioid Settlement Trust Funds.

Increase Estimated Revenues:

10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10212	OPIOID - PEOPLE USA	\$64,850
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10213	OPIOID - COVE CARE CENTER	\$34,200
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10214	OPIOID - ST CHRISTOPHER'S INN	\$42,000
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10215	OPIOID - GREEN CHIMNEYS	\$49,900
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10216	OPIOID - PREVENTION	\$75,000
10431000	MH LGU	
427350	OPIOID SETTLEMENT MONIES	
10230	OPIOID - MENTAL HEALTH ASSOCIATION	\$85,273
	Total Estimated Revenues	\$351,223

Increase Appropriations:

10431000 MH LGU

54646		CONTRACTS	
10431000	10212	OPIOID – PEOPLE USA	\$64,850
54646		MH LGU	
10431000	10213	CONTRACTS	
54646		OPIOID – COVE CARE CENTER	\$34,200
10431000		MH LGU	
54646	10214	CONTRACTS	
10431000		OPIOID - ST CHRISTOPHER'S INN	\$42,000
54646		MH LGU	
10431000	10215	CONTRACTS	
54646		OPIOID – GREEN CHIMNEYS	\$49,900
10431000		MH LGU	
54646	10216	CONTRACTS	
10431000		OPIOID – PREVENTION	\$75,000
54646		MH LGU	
10431000	10230	CONTRACTS	
54646		OPIOID – MENTAL HEALTH ASSOCIATION	\$85,273
		Total Appropriations	\$351,223

Fiscal Impact (26) - 0 -

Fiscal Impact (27) - 0 -

Thank you for your time and consideration of this request.

cc:  Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Paul Tang, Director of Department of Mental Health

JOHN TULLY
Director



KEVIN M. BYRNE
County Executive

PURCHASING

October 29, 2025

VIA EMAIL TO: smiccio@people-usa.org

Steve Miccio, CEO
People USA
102 Fulton Avenue, Suite A
Poughkeepsie, NY 12603

RE: RFP-10-2025 – NOTICE OF INTENT TO AWARD

Mr. Miccio:

This is to inform you Putnam County intends to award your agency funding under the above RFP, pending Legislative approval.

After a complete technical and budgetary review of your submission, the evaluation committee has recommended that funding in the amount of \$64,850.00 would be consistent with the County's overall intent for this funding source for 2026.

The following items were approved and funded as follows:

Peer Navigator Salary:	\$37,500.00
Peer Navigator Fringe:	\$12,000.00
Project Manager Salary:	\$11,250.00
Project Manager Fringe:	\$3,600.00
Travel	\$500.00

Proposed expenses that were not deemed to be in line with your overall proposed goals or with Putnam County's goals were omitted. Marketing materials, Prevention Group Materials, and the AED of Respite Services were not deemed a priority by the evaluation committee. The EHR was not deemed a priority based on the stated objectives.

Should you wish to provide a response regarding the committee's recommended funding allocation and their reasonings therefore, please do so in writing to my attention no later than Monday, November 3, 2025.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "John Tully".

John Tully
Director

cc: Sara Servadio, Commissioner, Department of Mental Health, Social Services & Youth Bureau

PUTNAM COUNTY OFFICE BUILDING
COUNTY OF PUTNAM ~ 40 GLENEIDA AVENUE ~ ROOM 105 ~ CARMEL, NY 10512
(845) 808-1088

JOHN TULLY
Director



KEVIN M. BYRNE
County Executive

PURCHASING

October 29, 2025

VIA EMAIL TO: etoth@covecarecenter.org

Eric A. Toth, LMSW, MBA, CEO
CoveCare Center
1808 Route 6
Carmel, NY 10512

RE: RFP-10-2025 – NOTICE OF INTENT TO AWARD

Mr. Toth:

This is to inform you Putnam County intends to award your agency funding under the above RFP, pending Legislative approval.

After a complete technical and budgetary review of your submission, the evaluation committee has recommended that funding in the amount of \$34,200.00 would be consistent with the County's overall intent for this funding source for 2026.

The following items were approved and funded as follows:

Executive Staff Direction/Coordination	\$15,000.00
Total Fringe:	\$4,200.00
Training Center Training Costs	\$15,000.00

The executive staff direction/coordination and total fringe costs were approved. The training center training costs were reduced based on prior years' expenses in this budget line. The review committee awarded this cycle's funding with the intention of creating opportunity for sustainability for the approved costs.

Should you wish to provide a response regarding the committee's recommended funding allocation and their reasonings therefore, please do so in writing to my attention no later than Monday, November 3, 2025.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "John Tully".

John Tully
Director

cc: Sara Servadio, Commissioner, Department of Mental Health, Social Services & Youth Bureau

PUTNAM COUNTY OFFICE BUILDING
COUNTY OF PUTNAM ~ 40 GLENEIDA AVENUE ~ ROOM 105 ~ CARMEL, NY 10512
(845) 808-1088

JOHN TULLY
Director



KEVIN M. BYRNE
County Executive

PURCHASING

October 29, 2025

VIA EMAIL TO: apistone@atonementfriars.org

Mr. Alfonso Pistone, CEO
St. Christopher's Inn, Inc.
21 Franciscan Way, PO Box 150
Garrison, NY 10524

Re: RFP-10-2025 – NOTICE OF INTENT TO AWARD

Mr. Pistone:

This is to inform you that Putnam County intends to award your agency its full funding ask under the above RFP, pending Legislative approval.

We will be in touch upcoming to discuss next steps.

Should you have any questions, please feel free to contact me.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "John Tully".

John Tully
Director

cc: Sara Servadio, MA, Commissioner, Dept of Mental Health, Social Services & Youth Bureau

PUTNAM COUNTY OFFICE BUILDING
COUNTY OF PUTNAM ~ 40 GLENEIDA AVENUE ~ ROOM 105 ~ CARMEL, NY 10512
(845) 808-1088

St. Christopher's Inn Awarded Funding

Psychotherapist (0.38 FTE)	\$40,000.00
<u>Indirect Costs</u>	<u>\$2,000.00</u>
 Total Award	 \$42,000.00

JOHN TULLY
Director



KEVIN M. BYRNE
County Executive

PURCHASING

October 29, 2025

VIA EMAIL TO: cgrubman@greenchimneys.org

Ms. Carol Grubman, Manager of Foundation & Corporate Relations
Green Chimneys Children's Services
400 Doansburg Road, Box 719
Brewster, NY 10509

Re: RFP-10-2025 – NOTICE OF INTENT TO AWARD

Ms. Grubman:

This is to inform you that Putnam County intends to award your agency its full funding ask under the above RFP, pending Legislative approval.

We will be in touch upcoming to discuss next steps.

Should you have any questions, please feel free to contact me.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "John Tully".

John Tully
Director

cc: Sara Servadio, MA, Commissioner, Dept of Mental Health, Social Services & Youth Bureau

PUTNAM COUNTY OFFICE BUILDING
COUNTY OF PUTNAM ~ 40 GLENEIDA AVENUE ~ ROOM 105 ~ CARMEL, NY 10512
(845) 808-1088

Green Chimneys Awarded Funding

Program Administrative Costs	\$30,000.00
Direct Program Services	\$9,600.00
Flex Funds in support of service goals & objectives	\$5,300.00
<u>Transportation</u>	<u>\$5,000.00</u>
Total Award	\$49,900.00

JOHN TULLY
Director



KEVIN M. BYRNE
County Executive

PURCHASING

October 29, 2025

VIA EMAIL TO: info@preventioncouncilputnam.org

Kristin McConnell, M.S., Executive Director
The Prevention Council of Putnam
67 Gleneida Avenue
Carmel, NY 10512

RE: RFP-10-2025 – NOTICE OF INTENT TO AWARD

Ms. McConnell:

This is to inform you Putnam County intends to award your agency funding under the above RFP, pending Legislative approval.

After a complete technical and budgetary review of your submission, the evaluation committee has recommended that funding in the amount of \$75,000.00 would be consistent with the County's overall intent for this funding source for 2026.

The following items were approved and funded as follows:

Prevention Specialist (0.6 FTE):	\$45,484.00
Prevention Specialist Fringe:	\$19,200.00
Administrative Costs:	\$10,316.00

Proposed expenses that were not deemed to be in line with your overall proposed goals or with Putnam County's goals were omitted or reduced. Due to the high fringe rate compared to other applicants, the Prevention Specialist Salary allocation had to be reduced due to the overall program funding available. The Administrative Costs were in turn reduced but an allocation of more than 15% was awarded.

Should you wish to provide a response regarding the committee's recommended funding allocation and their reasonings therefore, please do so in writing to my attention no later than Monday, November 3, 2025.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "John Tully".

John Tully
Director

cc: Sara Servadio, Commissioner, Department of Mental Health, Social Services & Youth Bureau

PUTNAM COUNTY OFFICE BUILDING
COUNTY OF PUTNAM ~ 40 GLENEIDA AVENUE ~ ROOM 105 ~ CARMEL, NY 10512
(845) 808-1088

JOHN TULLY
Director



KEVIN M. BYRNE
County Executive

PURCHASING

October 29, 2025

VIA EMAIL TO: aherde@mhaputnam.org

Ms. Alice Herde, Director
The Mental Health Association in Putnam County, Inc.
1822 Route 6
Carmel, NY 10512

Re: RFP-10-2025 – NOTICE OF INTENT TO AWARD

Ms. Herde:

This is to inform you that Putnam County intends to award your agency its funding under the above RFP, pending Legislative approval.

After a complete technical and budgetary review of your submission, the evaluation committee has recommended that funding in the amount of \$85,273.00 would be consistent with the County's overall intent for this funding source for 2026.

The following items were approved and funded as follows:

Peer Salary:	\$60,000.00
Fringe Benefits:	\$15,000.00
Equipment & Supplies:	\$6,573.00
Insurance:	\$2,500.00
Internet/Landline:	\$1,200.00

Proposed expenses that were not deemed in line with your overall proposed goals or with Putnam County's goals were omitted or reduced. The proposed budget for equipment and supplies was not deemed a priority by the review committee and was therefore reduced.

Should you wish to provide a response regarding the committee's recommended funding allocation and their reasonings therefore, please do so in writing to my attention no later than Monday, November 3, 2025.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "John Tully".

John Tully
Director

cc: Sara Servadio, MA, Commissioner, Dept of Mental Health, Social Services & Youth Bureau

PUTNAM COUNTY OFFICE BUILDING
COUNTY OF PUTNAM ~ 40 GLENEIDA AVENUE ~ ROOM 105 ~ CARMEL, NY 10512
(845) 808-1088

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance *WJC*
Re: Budgetary Amendment - 25A113
Date: November 10, 2025

LEGISLATURE
PUTNAM COUNTY
CARLIN, NY

2025 NOV 12 AM 9:47

#6L

At the request of the Commissioner of MH, DSS & Youth, the following budgetary amendment is required.

Increase Estimated Appropriations:

10034000 54647	Subcontractors - MH Supported Housing	13,397
10037000 54647	Subcontractors - MH INTV Case Mgmt	7,841
10038000 54647	Subcontractors - MH COLA	21
		<u>21,259</u>

Increase Estimated Revenues:

10034000 434903	Subcontractors - MH Supported Housing	13,397
10037000 434946	Subcontractors - MH INTV Case Mgmt	7,841
10038000 434944	Subcontractors - MH COLA	21
		<u>21,259</u>

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

This Resolution is adjust Mental Health State Aid levels as per the attached request.
Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

November 5, 2025

TO: William Carlin, Commissioner of Finance

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

SUBJECT: Mental Health 2025 Budgetary Amendment

Your approval is requested to amend the 2025 Mental Health budget to reflect adjusted State Aid levels to be passed through to provider agencies in accordance with the most recent State Aid authorizations from the NYS Office of Mental Health (OMH) dated 09/29/2025 and 10/31/2025. Supporting documentation attached.

Increase Estimated Revenues:

10034000	MH SUPPORTED HOUSING	
434903	MH ST AID SUPPORTED HOUSING	\$13,397
10037000	MH INTV CASE MGMT	
434946	MH ST ADULT CASE MG	\$7,841
10038000	MH STATE AID ENHANCEMENTS/COLA	
434944	MH ST AID ENHANCE COLA	\$21
	Total Revenue	\$21,259

Increase Appropriations:

10034000	MH SUPPORTED HOUSING	
54647	SUB CONTRACTORS	\$13,397
10037000	MH INTV CASE MGMT	
54647	SUB CONTRACTORS	\$7,841
10038000	MH STATE AID ENHANCEMENTS/COLA	
54647	SUB CONTRACTORS	\$21
	Total Appropriations	\$21,259

Fiscal Impact (25) - 0 -

Fiscal Impact (26) - 0 -

Thank you for your time and consideration of this request.

Attachments:

SUMMARY OF COUNTY BUDGET ACCOUNTS – OMH / OASAS

OMH Attachment A – Funding Source Allocation Table – Amendment 8

OMH Attachment A – Funding Source Allocation Table – Amendment 9

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

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

November 5, 2025

TO: William Carlin, Commissioner of Finance

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

SUBJECT: Mental Health 2025 Budgetary Amendment

Your approval is requested to amend the 2025 Mental Health budget to reflect adjusted State Aid levels to be passed through to provider agencies in accordance with the most recent State Aid authorizations from the NYS Office of Mental Health (OMH) dated 09/29/2025 and 10/31/2025. Supporting documentation attached.

Increase Estimated Revenues:

10034000	MH SUPPORTED HOUSING	
434903	MH ST AID SUPPORTED HOUSING	\$13,397
10037000	MH INTV CASE MGMT	
434946	MH ST ADULT CASE MG	\$7,841
10038000	MH STATE AID ENHANCEMENTS/COLA	
434944	MH ST AID ENHANCE COLA	\$21
	Total Revenue	\$21,259

Increase Appropriations:

10034000	MH SUPPORTED HOUSING	
54647	SUB CONTRACTORS	\$13,397
10037000	MH INTV CASE MGMT	
54647	SUB CONTRACTORS	\$7,841
10038000	MH STATE AID ENHANCEMENTS/COLA	
54647	SUB CONTRACTORS	\$21
	Total Appropriations	\$21,259

Fiscal Impact (25) - 0 -

Fiscal Impact (26) - 0 -

Thank you for your time and consideration of this request.

Attachments:

SUMMARY OF COUNTY BUDGET ACCOUNTS – OMH / OASAS

OMH Attachment A – Funding Source Allocation Table – Amendment 8

OMH Attachment A – Funding Source Allocation Table – Amendment 9

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

FUNDING CODE	OASAS				ONH													
	013S	013W	013S	013S	142A	175A	078	014	034I / 570	865 / 985S	034K / 570K	200	400	046L	142A	037	170B	037P
TOTAL	10431000	10431000	10028000	10033000	10431000	10431000	10034000	10036000	10037000	10038000	10039000	10040000	10041000	10042000	10043000	10044000	10046000	10052000
ORG	56646	56646	56647	56647	56646	56646	56647	56647	56647	56647	56647	56647	56647	56647	56647	56647	56647	56647
OBJECT	10051	10234			10115	10120												
PROJECT																		
LOU (RESPIE / CIT)																		
PO SHERIFF	55,835				26,752	29,083												
PREVENTION COUNCIL	127,218	122,208	5,010															
PFGS COVECARE	185,006																	
FAMILY SUPP NAV	1,822,335		344,006	165,606				17,148	326,152			229,482	11,740	299,681			8,074	220,407
HEALTH HOME	111,461																	
ARG MIDHUDSON	129,917																	
CAREERS	87,849							62,894	72,572	5,966	57,345							
15,106																		
GREATER MH OF NY	32,893						32,893										18,989	
GREEN CHIMNEYS	12,380																15,106	
MHA PUTNAM	223,747																	
PEOPLE	764,146						98,678	33,222	11,197	17,227	60,045	135,600		12,380	26,501			
PEYLIABILITY	150,000																	
PUTNAM HOSPITAL	253,004																	
SEARCH FOR CHANGE	2,465,994						2,434,069			893		263,004			262,953			
TBD	17,139											10,261						
										21			17,118			20,771		
TOTAL	8,444,824	5,010	344,006	165,606	477,299	26,752	29,083	2,585,540	113,264	409,931	84,152	57,345	830,811	28,859	335,562	262,953	54,666	8,074
ADOPTED / REVISED	122,208	5,010	344,006	165,606	477,299	26,752	29,083	2,552,243	113,264	402,090	84,131	57,345	830,811	28,859	335,562	262,953	54,666	8,074
VARIANCE	-	-	-	-	-	-	-	(13,397)	-	(7,841)	(21)	-	-	-	-	-	-	-

[illegible]

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2025 Amendment: 8 - 9/29/2025 9:47:48 AM

Print Date : 10/01/2025 04:25 PM
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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Local Assistance	001A	GS	\$63,416	\$0	\$63,416	\$63,820	\$0	\$63,820	
Remarks									
An increase of \$1,212 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$404 and the full annual value is \$1,616.									
Community Support Services	014	GS	\$116,974	\$0	\$116,974	\$117,720	\$0	\$117,720	
Remarks									
An increase of \$2,238 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$746 and the full annual value is \$2,984.									
Adult ACT State Aid	034J	GS	\$337,359	\$0	\$337,359	\$339,510	\$0	\$339,510	
Remarks									
An increase of \$6,453 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$2,151 and the full annual value is \$8,604.									
Integrated Supp Emp	037	GS	\$54,866	\$0	\$54,866	\$55,216	\$0	\$55,216	
Remarks									
An increase of \$1,050 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$350 and the full annual value is \$1,400.									
PROS State Aid	037P	GS	\$220,407	\$0	\$220,407	\$180,400	\$0	\$180,400	



Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2025 Amendment: 8 - 9/29/2025 9:47:48 AM

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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
----------------	------	------	-------------------------	---------------------------------------	--	------------------------------------	--	--------------------------------------	------

Remarks

Effective 7/1/25, the PROS funding structure has been redesigned and Putnam County's funding has been re-based mid-year as a result. Putnam County's total PROS State Aid funding Calendar Year 2025 is \$131,682 and should be reported as follows: \$53,422 under program code 6340, \$0 under program code 7340, \$66,710 under program code 8350, and \$11,550 under program code 7330. For more information regarding individual provider funding, please contact your field office representative.

Effective 1/1/2025, PROS Residual State Aid and PROS Vocational Initiative funding recalculated based upon monthly census data reported in CAIRS. CY 2025 funding changes are: PFCS PROSper / CoveCare Center PROSper SA \$31,942 Voc \$50,750 (SA program code 6340; Voc program code 8350).

One time funding of \$88,725 represents the total 2025 PROS Viability funding. The funding for each provider is: Putnam Family & Comm Ser MH \$88,725 to be recorded on Program C 6340

Dwyer Veteran P2P

038F	GS	\$201,722	\$0	\$201,722	\$203,008	\$0	\$203,008	
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Remarks

An increase of \$3,868 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$1,286 and the annual value is \$5,144.

Quarterly Allocation of \$48,100 (FAV \$192,400) in the SFY 24-25 Enacted Budget for the period of 4/1/2024-3/31/2025, will be used for the Veteran Peer to Peer Support Service Program for veterans. The provider should use the program code 0690 on all OMH financial reporting documents.

Clinical Infrastructure-Adult

039P	GS	\$65,590	\$0	\$65,590	\$66,008	\$0	\$66,008	
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Remarks

An increase of \$1,254 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$418 and the full year value is \$1,672.

CMHS Kids COVID Relief Funds

Clinical Infrastructure-C&F

044C	F	\$0	\$0	\$0	\$0	\$0	\$0	
046A	GS	\$81,691	\$0	\$81,691	\$82,212	\$0	\$82,212	



Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2025 Amendment: 8 - 9/29/2025 9:47:48 AM

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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
An increase of \$1,563 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$521 and the full annual value is \$2,084.									
Community Support Programs-C&F	046L	GS	\$338,562	\$0	\$338,562	\$340,722	\$0	\$340,722	
Remarks									
An increase of \$6,476 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$2,159 and the full annual value is \$8,636.									
Supported Housing	078	GS	\$2,552,243	\$0	\$2,552,243	\$2,552,246	\$0	\$2,552,246	78
Prior Year Liability	122P	GS	\$0	\$0	\$0	\$0	\$0	\$0	
Expanded Community Support Adult	142A	GS	\$289,705	\$0	\$289,705	\$291,552	\$0	\$291,552	
Remarks									
An increase of \$5,541 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$1,847 and the full annual value is \$7,388.									
Suicide Prevention & Crisis Services	164	GS	\$150,000	\$0	\$150,000	\$0	\$0	\$0	
Trans. Mgmt. Kendra's	170B	GS	\$8,074	\$0	\$8,074	\$8,124	\$0	\$8,124	
Remarks									
An increase of \$154 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$51 and the full annual value is \$204.									
MGP Admin Kendra's	170C	GS	\$2,655	\$0	\$2,655	\$2,672	\$0	\$2,672	



Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

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<u>Funding Source</u>	<u>Code</u>	<u>Type</u>	<u>Prior Letter Allocation</u>	<u>Allocation Changes Since Prior Letter</u>	<u>Revised Current Fiscal Year Allocation</u>	<u>Annualized Value from Prior Letter</u>	<u>Annualized Value Changes from Prior Letter</u>	<u>Fiscal Year Revised Annualized Value</u>	<u>Beds</u>
Remarks									
An increase of \$51 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$17 and the full annual value is \$68.									
Article 28&31 Closure Re-Invest. (Adult)	175A	GS	\$29,083	\$0	\$29,083	\$29,268	\$0	\$29,268	
Remarks									
An increase of \$555 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$185 and the full annual value is \$740.									
Com. Reinvestment	200	GS	\$832,905	\$0	\$832,905	\$838,215	\$0	\$838,215	
Remarks									
An increase of \$15,930 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$5,310 and the full annual value is \$21,240.									
Supported Housing - Workforce RIV	200C	GS	\$0	\$0	\$0	\$0	\$0	\$0	
Commissioner's Perf.	400	GS	\$28,858	\$0	\$28,858	\$29,041	\$0	\$29,041	
Remarks									
An increase of \$552 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$184 and the full annual value is \$735.									
Health Home	570	GS	\$63,338	\$0	\$63,338	\$60,724	\$0	\$60,724	



Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2025 Amendment: 8 - 9/29/2025 9:47:48 AM

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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Revised Current Fiscal Year Allocation		Annualized Value from Prior Letter		Fiscal Year Revised Annualized Value		Beds
				Prior Letter	Year Allocation	Annualized Value	Changes from Prior Letter	Annualized Value		

Remarks

An increase of \$1,154 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$385 and the full value is \$1,154.

Effective 4/1/25 quarterly reduction of \$3,000 (FAV: \$12,000) reflects the removal of Health Home Care Management Service Dollars from Putnam County's FSC 570 funding as management of this funding is being transitioned back to NYS OMH.

Kids Health Home Care Management 570K GS

\$57,345

\$0

\$57,345

\$57,712

\$0

\$57,712

Remarks

An increase of \$1,087 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$366 and the full value is \$1,464.

Funding Reduction/COLA 965 GS

\$0

\$84,131

\$0

\$0

\$0

\$0

\$0

Personnel Services Enhancements 965S GS

\$84,152

\$21

\$84,152

\$84,664

\$28

\$84,692

Remarks

Addition of \$21 reflects alignment of 2025 965S funding with the revised Minimum Wage increase and associated TII funding. The annual value of the 2025 minimum wage increase is \$520 The annual value of the 2025 TII increase (effective 4/1/25) is \$2,160.

An increase of \$1,599 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$533 and the full value is \$2,132.

The SFY 25 Enacted Budget included funding for increases to minimum wage, effective 1/1/2025.

Quarterly allocation of \$1,374 for MW effective 1/1/2024, for a quarterly annualized value of \$1,374

Grand Total:

\$5,578,924

\$21

\$5,578,945

\$5,402,834

\$28

\$5,402,862



**Office of
Mental Health**

Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

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Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2025 Amendment: 9 - 10/31/2025 1:16:25 PM

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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Local Assistance	001A	GS	\$63,416	\$0	\$63,416	\$63,820	\$0	\$63,820	
Remarks									
An increase of \$1,212 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$404 and the full annual value is \$1,616.									
Community Support Services	014	GS	\$116,974	\$0	\$116,974	\$117,720	\$0	\$117,720	
Remarks									
An increase of \$2,238 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$746 and the full annual value is \$2,984.									
Adult ACT State Aid	034J	GS	\$337,359	\$0	\$337,359	\$339,510	\$0	\$339,510	
Remarks									
An increase of \$6,453 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$2,151 and the full annual value is \$8,604.									
Integrated Supp Emp	037	GS	\$54,866	\$0	\$54,866	\$55,216	\$0	\$55,216	
Remarks									
An increase of \$1,050 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$350 and the full annual value is \$1,400.									
PROS State Aid	037P	GS	\$220,407	\$0	\$220,407	\$180,400	\$0	\$180,400	

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Funding Source Allocation Table

County Code: 40 County Name: Putnam

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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
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Remarks

Effective 7/1/25, the PROS funding structure has been redesigned and Putnam County's funding has been re-based mid-year as a result. Putnam County's total PROS State Aid funding Calendar Year 2025 is \$131,682 and should be reported as follows: \$53,422 under program code 6340, \$0 under program code 7340, \$66,710 under program code 8350, and \$11,550 under program code 7330. For more information regarding individual provider funding, please contact your field office representative.

Effective 1/1/2025, PROS Residual State Aid and PROS Vocational Initiative funding recalculated based upon monthly census data reported in CAIRS. CY 2025 funding changes are: PFCS PROSper / CoveCare Center PROSper SA \$31,942 Voc \$50,750 (SA program code 6340; Voc program code 8350).

One time funding of \$88,725 represents the total 2025 PROS Viability funding. The funding for each provider is: Putnam Family & Comm Ser MH \$88,725 to be recorded on Program Code 6340

Dwyer Veteran P2P

038F	GS	\$201,722	\$0	\$201,722	\$203,008	\$0	\$203,008
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Remarks

An increase of \$3,858 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$1,286 and the annual value is \$5,144.

Quarterly Allocation of \$48,100 (FAV \$192,400) in the SFY 24-25 Enacted Budget for the period of 4/1/2024-3/31/2025, will be used for the Veteran Peer to Peer Support Service Program for veterans. The provider should use the program code 0690 on all OMH financial reporting documents.

Clinical Infrastructure-Adult

039P	GS	\$65,590	\$0	\$65,590	\$66,008	\$0	\$66,008
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Remarks

An increase of \$1,254 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$418 and the full annual value is \$1,672.

CMHS Kids COVID Relief Funds

044C	F	\$0	\$0	\$0	\$0	\$0	\$0
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Clinical Infrastructure-C&F

046A	GS	\$81,691	\$0	\$81,691	\$82,212	\$0	\$82,212
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Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Community Support Programs-C&F									
	046L	GS	\$338,562	\$0	\$338,562	\$340,722	\$0	\$340,722	
Remarks									
An increase of \$1,563 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$521 and the full annual value is \$2,084.									
Community Support Programs-C&F									
	046L	GS	\$338,562	\$0	\$338,562	\$340,722	\$0	\$340,722	
Remarks									
An increase of \$6,476 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$2,159 and the full annual value is \$8,636.									
Supported Housing									
	078	GS	\$2,552,243	\$13,397	\$2,565,640	\$2,552,246	\$17,859	\$2,570,105	78
Remarks									
An increase of \$75 per bed is being applied to 78 Standard SH beds in Putnam county and represents a stipend increase, effective 4/1/25. The 4/1/25 - 12/31/25 value of this increase is \$4,388. The full annual value of this increase is \$5,850.									
An increase of \$154 per bed is being applied to 78 Standard SH beds in Putnam county and represents a 2.6% TII, effective 4/1/25. The 4/1/25 - 12/31/25 value of this increase is \$9,009. The full annual value of this increase is \$12,012.									
Prior Year Liability									
	122P	GS	\$0	\$0	\$0	\$0	\$0	\$0	
Expanded Community Support Adult									
	142A	GS	\$289,705	\$0	\$289,705	\$291,552	\$0	\$291,552	
Remarks									
An increase of \$5,541 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$1,847 and the full annual value is \$7,388.									
Suicide Prevention & Crisis Services									
	164	GS	\$150,000	\$0	\$150,000	\$0	\$0	\$0	
Trans. Mgmt. Kendra's									
	170B	GS	\$8,074	\$0	\$8,074	\$8,124	\$0	\$8,124	

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Funding Source Allocation Table

County Code: 40 County Name: Putnam

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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
An increase of \$154 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$51 and the full annual value is \$204.									
MGP Admin Kendra's	170C	GS	\$2,655	\$0	\$2,655	\$2,672	\$0	\$2,672	
Remarks									
An increase of \$51 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$17 and the full annual value is \$68.									
Article 28&31 Closure Re-Invest. (Adult)	175A	GS	\$29,083	\$0	\$29,083	\$29,268	\$0	\$29,268	
Remarks									
An increase of \$555 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$185 and the full annual value is \$740.									
Com. Reinvestment	200	GS	\$832,905	\$0	\$832,905	\$838,215	\$0	\$838,215	
Remarks									
An increase of \$15,930 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$5,310 and the full annual value is \$21,240.									
Supported Housing - Workforce RIV	200C	GS	\$0	\$0	\$0	\$0	\$0	\$0	
Commissioner's Perf.	400	GS	\$28,858	\$0	\$28,858	\$29,041	\$0	\$29,041	
Remarks									
An increase of \$552 represents 3 quarters (4/1/25 thru 12/31/25) of the approved 2.6% COLA/TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$184 and the full annual value is \$735.									
Health Home	570	GS	\$63,338	\$9,234	\$72,572	\$60,724	\$12,312	\$73,036	

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Funding Source Allocation Table

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Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value	Fiscal Year Revised Annualized Value	Beds
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Remarks

Addition of \$9,234 reflects HHCM service dollar funding being added back to Putnam County's 570 SAL. This funding is inclusive of the 2.6% TII that took effect 4/1/25, The full annual value is \$12,312.

An increase of \$1,154 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$385 and the full value is \$1,154.

Effective 4/1/25 quarterly reduction of \$3,000 (FAV: \$12,000) reflects the removal of Health Home Care Management Service Dollars from Putnam County's FSC 570 funding as management of this funding is being transitioned back to NYS OMH.

Kids Health Home Care Management

570K

GS

\$57,345

\$0

\$57,345

\$57,712

\$0

\$57,712

Remarks

An increase of \$1,097 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$366 and the full value is \$1,097.

Funding Reduction/COLA

965

GS

\$0

\$0

\$0

\$0

\$0

\$0

Personnel Services Enhancements

9655

GS

\$84,152

\$0

\$84,152

\$84,692

\$0

\$84,692

Remarks

Addition of \$21 reflects alignment of 2025 965S funding with the revised Minimum Wage increase and associated TII funding. The annual value of the 2025 minimum wage increase is \$2,160. The annual value of the 2025 TII increase (effective 4/1/25) is \$2,160.

An increase of \$1,599 represents 3 quarters (4/1/25 through 12/31/25) of the approved 2.6% TII increase for fiscal year 2025, effective 4/1/25. The quarterly value is \$533 and the full value is \$1,599.

The SFY 25 Enacted Budget included funding for increases to minimum wage, effective 1/1/2025.

Quarterly allocation of \$1,374 for MW effective 1/1/2024, for a quarterly annualized value of \$1,374

Grand Total:

\$5,578,945

\$22,631

\$5,601,576

\$5,402,862

\$30,171

\$5,433,033



**Office of
Mental Health**
Aid to Localities Financial System

Attachment A
Funding Source Allocation Table
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WILLIAM J. CARLIN, JR.
COMMISSIONER OF FINANCE



cc: all
Audit
Reso
#6m
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 - **25A114**
Date: November 13, 2025

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

Increase Estimated Appropriations:

25117100 54125	Legal Services - 18B	200,000
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Increase Estimated Revenues:

25117100 430251	State Aid - ILSF	100,000
-----------------	------------------	---------

Decrease Estimated Appropriations:

10199000 54980	Contingency	100,000
----------------	-------------	---------

Fiscal Impact - 2025 - \$ 100,000

Fiscal Impact - 2026 - \$ 0

This Resolution is required to fund Mandated Legal Services to indigent persons pursuant to County Law. Please forward to the appropriate committee.

Approved : _____
Kevin M. Byrne, County Executive

2025 NOV 13 PM 3:33
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

cc All
Prot
Audit

Reso
#7

**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	AMOUNT	PURPOSE
ACCOUNT#/NAME	ACCOUNT #/NAME		
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

2025 OCT 22 PM 2:45
LEGISLATURE
PUTNAM COUNTY
CARNEGIE, NY

25T358

P-1

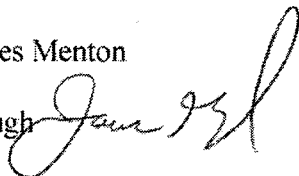
Putnam County Sheriff's Department

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@putnamcountynyny.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

RCSO
#8

**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

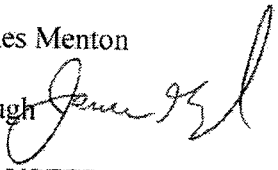
P-1

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: October 16, 2025

To: Sheriff Brian Hess
Attn: Undersheriff James Menton

From: Captain James Greenough 

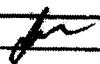
Subject: BUDGET LINE TRANSFER

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
#9

**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

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 2:43

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

Bob Barker

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 Facility
3 County Ctr
Carmel
NY 10512-1323
United States

Bill To

RFB-0010959
Putnam Cnty Corr Facility
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.

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

Subtotal \$4,553.46

Shipping Cost \$0.00

Handling Cost \$0.00

Tax Total \$0.00

Total \$4,553.46



EST0150942

1 of 1

25T365

200. Audit

3.90

#10

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
10315000.54640 (Jail General: Education&Training)	10008000.54646 (Jail Med Svcs: Contracts)	\$7,000.00	MAT/MOUD Primecare
10315000.54783 (Jail Gen: Licensing&Accessories)	10008000.54646 (Jail Med Svcs: Contracts)	\$6,000.00	MAT/MOUD Primecare
Total		\$13,000.00	

** medical Assisted Treatment and
* medical opiod use Disorder program*

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, IN

2025 OCT 27 AM 10:55

25T367

P-1

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: October 20, 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 10315000.54640 Education and Training by \$7,000.00

Reduce 10315000.54783 Licensing and Accessories by \$6,000.00

Increase 10008000.54646 Contracts by \$13,000.00

These funds will be used to make necessary payments for Medical Assisted Treatment and Medical Opioid Use Disorder program administered by Primecare. These costs will be reimbursable to the County, however it has to be paid out by the County and the State then reimburses these cost through a Department of Social Services Grant through OASAS (NYS Office of Addiction Services and Supports). These costs include a cost of per person per day to be in the program and some medications for people in this program which are not covered under the medical contract.

RECEIVED AND FORWARDED FOR ACTION

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

25T367

COUNTY OF PUTNAM
FUND TRANSFER REQUEST
2025

CO: 41
Health 11-17-25
Audit 11-20-25
3.97
#11

TO: Commissioner of Finance
FROM: Kristen Wunner
DEPT: Department of Mental Health & Social Services
DATE: October 17, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10102000.52110 Services Furniture	10120000.52110 Admin Furniture	\$ 240.00	Reappropriate funds to replace chairs in Dpty Comm's waiting area – Amazon
10102000.52110 Services Furniture	10120000.52110 Admin Furniture	\$1,350.00	Reappropriate funds to replace Dir of Eligibility's desk with return – HON & Langit
10102000.52110 Services Furniture	10101000.52110 TA Furniture	\$ 130.00	Reappropriate funds for file cabinet in TA – Amazon

TOTAL: \$1,720.00

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact -\$0-

2026 Fiscal Impact -\$0-

Kristen Wunner
Department Head Signature/Designee

10/20/25
Date

AUTHORIZATION:

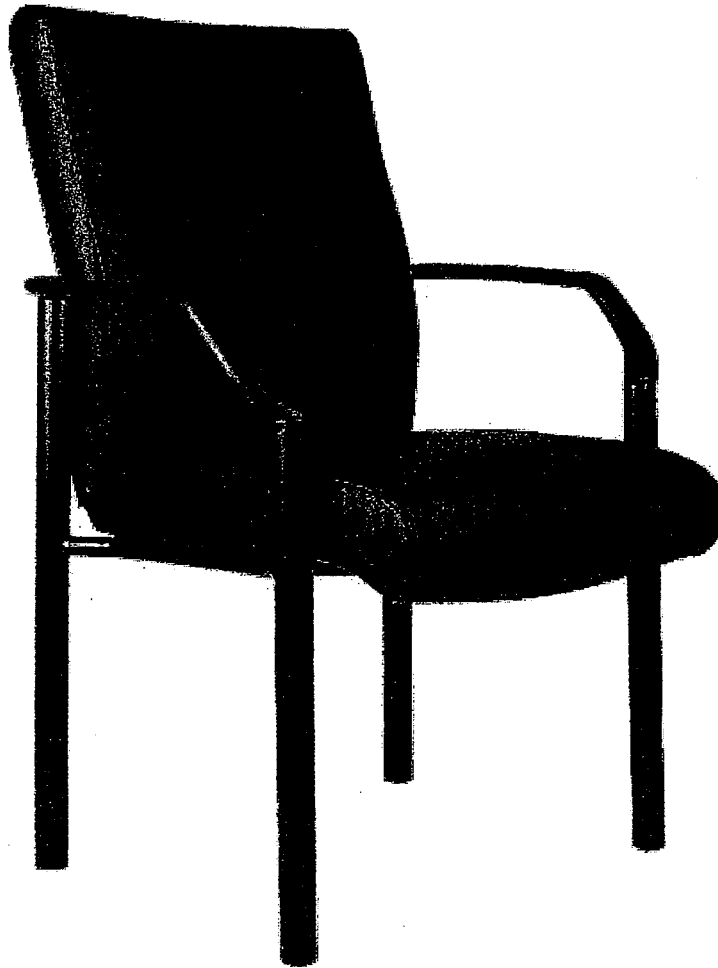
Date	Commissioner of Finance/Designee: Initiation and \$0-\$5,000.00
Date	County Executive/Designee: \$5,000.01 - \$10,000.00
Date	Chairperson Audit/Designee: \$0-\$10,000.00
Date	Audit & Administration Committee: \$10,000.01 - \$25,000.00

2025 OCT 29 AM 9:43
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

25T370

ADMIN -

Keep shopping for
Office guest chairs & reception chairs



Boss Office Products

B689 Mid Back LeatherPlus Guest Chair in Black, 250 lbs

3.3 out of 5 stars14

\$119.36

FREE delivery Mon, Oct 20

Add to Cart

2 quantity - \$238.72



QUOTATION

DATE	QUOTE #
8/18/2025	15330BP

P.O BOX 86, WALDEN, NY 12586

P) 845-692-6446 F) 845-695-1841

bpillius@lwcmetrobiz.com

SHIP TO: Putnam County Dept of Social Services
110 Old Route 6, Bldg 2
Carmel, New York 10512
845.808.1500 x45223
Alison Melahn
37a394@dfa.state.ny.us

QTY	DESCRIPTION	SELL PRICE	TOTAL SELL PRICE
1	#2030228300 - RIGHT HANDED END PANEL (TO MAKE DESK) PORTICO TEAK	\$237.40	\$ 237.40
1	#2030228400 - LEFT HANDED END PANEL (TO MAKE DESK) PORTICO TEAK	\$237.40	\$ 237.40
1	#2510163000 - HARDWARE PACK (TO MAKE DESK)	\$40.00	\$ 40.00
NOTES: HON CASE # 05871142 PRICE GAURENTEED FOR 30 DAYS PARTS TYPICALLY SHIP IN 6-10 BUSINESS DAYS			
SUBTOTAL			\$ 514.80
INSTALLATION			\$ 25.00
FREIGHT			\$ 34.00

TOTAL: \$ 573.80

Please Issue Order As Follows:

Langit & Associates, Inc.
P.O Box 86
Walden, NY 12586
Attn: Order Entry

This quotation may be withdrawn if not accepted after (30) days.

Langit's Authorized Signature: Rebecca Pillius

Date: 08/18/25

Acceptance of Quotation: Your signature below signifies that all prices, descriptions and services are satisfactory and hereby accepted. Payment will be made as outlined above.

Customer's Signature: _____

Date: _____

Delivering to Albany 12203
Update location

All ▾

3 drawer file cabinet

EN ▾

Hello, sign in
Account & Lists ▾

Returns
& Orders

0

Amazon Home

Shop by Room

Discover

Shop by Style

Home Décor

Furniture

Kitchen & Dining

Bed & Bath

Garden & Outdoor

Home Improvement

TA -

Shop Letaya Metal Cabinets

Sponsored

Office Products › Office Furniture & Lighting › Cabinets, Racks & Shelves › File Cabinets › Vertical File Cabinets

STAPLES 3-Drawer Vertical File Cabinet, Letter Size Documents, Lockable, 18.9" D x 14.3" W x 34.9" H, Black

Visit the STAPLES Store

4.3

46 ratings

50+ bought in past month

\$129⁹⁹

Brand STAPLES

Color Black

Recommended Home & Office
Uses For
Product

Product 20"D x 38.5"W x 16"H
Dimensions

Special Lockable
Feature



Material
Metal



Style
Modern



Number of
Drawers
2



Shape
Rectangular

About this item

- **ORGANIZE YOUR OFFICE:** 3-drawer vertical filing cabinet offers plenty of storage space for your office needs and keeps important documents, files, folders, and office supplies neatly organized (Sold as 1 Each)
- **LOCKABLE SECURITY:** Ensure only authorized personnel have access to sensitive documents and keep confidential information safe and secure with a built-in keyed lock
- **SMOOTH GLIDE DRAWERS:** No more struggling to open jammed drawers or stuck files with each drawer equipped with precision ball-bearing glides for easy opening, closing, and everyday use
- **LETTER-SIZED DOCUMENTS:** Perfect for any office setting, stay organized and efficient with our versatile storage solution accommodating letter sized hanging files and documents
- **STYLISH MODERN DESIGN:** Made from high-quality materials, our file cabinet is partially assembled and offers a sleek, black finish measuring 18.9 inches D x 14.3 inches W x 34.9 inches H

Report an issue with this product or seller

4+ star item to consider

\$129⁹⁹

FREE delivery **October 22 - 23.**

[Details](#)

Delivering to Albany 12203 -
Update location

In Stock

Quantity: 1

Add to Cart

Buy Now

Ships from Fast and Precise by
Staples

Sold by Fast and Precise by
Staples

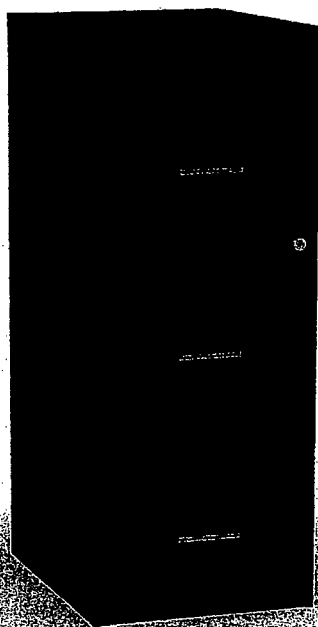
Returns 30-day
refund/replacement

Payment Secure transaction

Add a Protection Plan:

- ☐ 2-Year Protection Plan for \$27.99
- ☐ 3-Year Protection Plan for \$34.99
- ☐ Complete Protect: One plan covers all eligible past and future purchases for \$16.99/month

Add to List



Click to see full view

2+



VASAGLE 3 Drawer File Cabinet,...

4.0

1,951

\$98⁹⁹

Sponsored

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

*cc All
Pers
Audit*

*Bess
#12*

TO: Commissioner of Finance

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

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 - hty \$34,567
CASEWORKER (CO)
Last day 6/27/25

Grade	Step	Levy	2025												TOTAL
			23	20	21	22	22	21	23	21	22	23	20	23	
	15	1	\$ 5,564	\$ 4,838	\$ 5,080	\$ 5,322	\$ 5,322	\$ 4,838	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,963
			(20 days)												\$ 1,028
															\$ 31,991

2025 Salary \$63,135 - hty \$34,567
CASEWORKER (TBD)
Projected start date 11/1/25

Grade	Step	Levy	23	20	21	22	22	21	23	21	22	23	20	23	TOTAL
			JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
	15	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 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

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

cc: All
Protective - No Sign
Audit - No Sign
#13

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

CC: All Sign
Protective - FYT
Audit - Sign
14

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

20 26 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

Nov-Audit Nov-Health
Dec-Fell
Small

Resc

#15

COUNTY OF PUTNAM

FUND TRANSFER REQUEST #56

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: November 4, 2025

2025 NOV -6 PM 1:37
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10405900-54417 Early Intervention – Evaluations	10405900-54441 Early Intervention – Itinerant Services	\$40,000
	Total:	\$40,000

PURPOSE:

Slight increase in children from 215 in 2024 to 225 in 2025. Additionally, NYS recently increased rates by 5% per units billed.

2025 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

25T398

Nov-Audit Nov-Health
DC - Full

REC-00
#16

COUNTY OF PUTNAM

FUND TRANSFER REQUEST #59

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: November 4, 2025

2025 NOV - 6 PM 1:37
LEGISLATURE
PUTNAM COUNTY
CARROLL NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10296000-54678 Pre-School – Leased Transportation	10296000-54670 Pre-School – Non-Employee Travel	\$10,000
	Total:	\$10,000

PURPOSE:

37 parents driving children to school in 2025. In 2024 30 parents were driving their children to schools.

2025 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

25T400

NOV - Audit
 Nov - Health
 Dec. Full
 CC #11
 Recd
 #17

COUNTY OF PUTNAM

FUND TRANSFER REQUEST #60

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: November 4, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10296000-54441 Pre-School – Itinerant Services	10296000-54113 Pre-School – Excessive School Dist. Admin	\$120,000
	Total:	\$120,000

2025 NOV -6 PM 1:37
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

PURPOSE:

These expenses are the districts billing for Pre-School Special Education. The number of children receiving services in 2024 was 583. In 2025 it increased by 59 children to 642. The charge per child went from \$708 in 2024 to \$752 in 2025. 642 children X \$752 = \$482,784

2025 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

25T401

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

Nov-2020-FYI
Nov-2020-Sign

cc: 44
sign

#18

TO: Commissioner of Finance

FROM: Tara Keegan – Director of Tourism

DEPT: Finance

DATE: 11/04/2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10641000-54640 (Education & Training)	10641000-54664 (Advertising)	\$2000.00	Funds needed for an ad/feature with Travel Taste & Tour Global Heroes and other Holiday ads
10641000-54989 (Miscellaneous)	10641000-54664 (Advertising)	\$1000.00	
10641000-54311 (Printing & Forms)	10641000-54664 (Advertising)	\$500.00	
		<u>Total:</u> \$3500.00 ✓	

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 NOV - 7 AM 11:36
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

25T402



INSERTION ORDER

Reference Number: 251015

Date: October 22, 2025

Vendor

APA Media, LLC
Nick Menia
Account Executive
8900 N. Armenia Ave, Suite 302
Tampa, FL 33604
(813) 709-7966
NickM@traveltasteandtour.com

Advertiser

Putnam County Tourism
Tara Keegan
Director of Tourism
40 Gleneida Avenue
Carmel, NY 10512
(845) 808-1015
tara.keegan@putnamcountyny.gov

Agency

On Sale Date	Publication/Issue	Material Due Date	AD Size	Feature	Added Value	Cost	Terms
December 30th, 2025	Travel, Taste + Tour Winter 2025	November 7th, 2025	Full Page Advertisement 25%	NA	Social Media Campaign Website Feature Package Digital Replica	\$2,000.00 Net	NET 30

AD Material Contact: Tara Keegan Email: tara.keegan@putnamcountyny.gov Phone: 845-808-1015

Accts. Payable Contact: Tara Keegan Email: tara.keegan@putnamcountyny.gov Phone: 845-808-1015

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Advertising Material Deadline: All materials requested/required by the Publisher must be provided in electronic format as outlined in the 2025 media kit and the material guideline email sent by artwork@traveltasteandtour.com by the above stated material due date unless the Advertiser has made a request for extension in writing and that request has been accepted by the Publisher. Courtesy proofs are provided in the final weeks before printing. Early or specialty proofs are available upon request ONLY and must be requested before the material deadline.

Please review and sign this contract, then send to: NickM@traveltasteandtour.com

Signature: Tara Keegan Print Name: Tara Keegan Date: 10/22/2025

Title: Director of Tourism Phone: 845-808-1015 Email: tara.keegan@putnamcountyny.gov



Please make all checks payable to APA Media, LLC

25T402

Nov - Audit Nov - Health
Dec - Full

cc: all
Re: 20

COUNTY OF PUTNAM

19

FUND TRANSFER REQUEST #80

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: November 5, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10296000-54441 Pre-School – Itinerant Services	10296000-54414 Pre-School – Care at Private Institution	\$100,000
10296000-54678 Pre-School – Leased Transportation	10296000-54414 Pre-School – Care at Private Institution	\$30,000
10405900-54414 Early Interven – Care at Private Inst	10296000-54414 Pre-School – Care at Private Institution	\$40,000
	Total:	\$170,000

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2025 NOV - 6 PM 1:37

PURPOSE:

In 2024 the total expenses were \$7,400,000. We had originally budgeted \$6,000,000. This was the year we had multiple rate increases and children at schools increased by 15 students; from 105 to 120. At the time of preparing the budget for 2025 we were aware of the increase in children at schools but not to the extent of the 15 additional children. In 2025 we budgeted \$7,000,000, children at schools had leveled off and we anticipate needing more money in this line. Rate changes continually increase.

2025 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

25T403

Nov. - Audit - sign

Sign
#20

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: Undersheriff Menton

DEPT: Sheriff

DATE: November 4, 2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
32311000.51094 (Sheriff BCI: Temporary)	10311000.51094 (Sheriff Admin: Temporary)	\$6,712.00	cover coverage and remaining projection For 2025
18311000.51094 (Traffic Safety Board: Temporary)	10311000.51094 (Sheriff Admin: Temporary)	\$2,662.00	cover coverage and remaining projection For 2025
32311000.58002 (Sheriff BCI: FICA)	10311000.58002 (Sheriff Admin: FICA)	\$ 513.47	cover related FICA
18311000.58002 (Traffic Safety Board: FICA)	10311000.58002 (Sheriff Admin: FICA)	\$ 203.64	cover related FICA

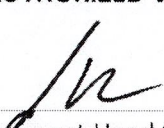
Total

\$10,091.11

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: 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

LEGISLATURE
PUTNAM COUNTY
CARMEL, IN

2025 NOV -6 PM 1:37

25T409

2025

COUNTY OF PUTNAM

FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: Kristen Wunner

DEPT: Dept of Social Services

DATE: 11/5/2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# /NAME	AMOUNT	PURPOSE
10607000 54471 (Day Care)	10605500 54471 (Day Care)	\$90,000.00	To reallocate funds to cover projected costs through 12/31/25
10607000 54670 (Travel Non Employee)	10605500 54471 (Day Care)	\$15,000.00	
10610900 54433 (EAF IVE FP)	10605500 54471 (Day Care)	\$80,000.00	

Emergency Assistance for Families
Title IVE Federally Participating

TOTAL: \$185,000.00

2025_ Fiscal Impact \$ 0 0

2026_ Fiscal Impact \$ 0 0

Kristen Wunner 11/6/25
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic Signature)

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

25T412

2025

HEALTH
MAY - JUNE
DEPT - FULL

2025
RESO

#22

COUNTY OF PUTNAM

FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: Kristen Wunner

DEPT: Dept of Social Services

DATE: 11/5/2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# /NAME	AMOUNT	PURPOSE
10610900-54435 (EAF CW FC) <i>Emergency Assistance for Families Child Welfare Foster Care</i>	10605500-54471 (Day Care)	\$550,000.00	To reallocate funds to cover projected costs through 12/31/25
10610900-54495 (Payments To Recipients)	10605500-54471 (Day Care)	\$25,000.00	
10610900-54436 (EAF CW FC JP PINS) <i>Emergency Assistance for Families Child Welfare Foster Care JP Pins</i>	10611900-54114 (Comm. On Spec. Educ.)	\$245,000.00	
10611900-54415 (Adoptive Subsidy FNP) <i>FNP Federally Non-Participating</i>	10611900-54114 (Comm. On Spec. Educ.)	\$20,000.00	
TOTAL:		\$840,000.00	

2025 NOV -7 AM 11:51
LEGISLATURE
PUTNAM COUNTY
CARROLL, NY

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

Kristen Wunner 11/6/25
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic Signature)

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

25T413

2025

COUNTY OF PUTNAM

FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: Kristen Wunner

DEPT: Dept of Social Services

DATE: 11/5/2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# /NAME	AMOUNT	PURPOSE
10611900 54416 (Adoptive Subsidy FP) <i>FPs Federally Participating</i>	10611900 54114 (Committee On Spec Educ)	\$10,000.00	To reallocate funds to cover projected costs through 12/31/25
10611900 54420 (Foster Care FNP) <i>NP Federally Non Participating</i>	10611900 54114 (Committee On Spec Educ)	\$200,000.00	
10612300 54414 (Care At Priv. Institution)	10611900 54114 (Committee On Spec Educ)	\$200,000.00	

TOTAL: \$410,000.00

2025_ Fiscal Impact \$ 0 0

2026_ Fiscal Impact \$ 0 0

K. Wunner
Department Head Signature/Designee

11/6/25
Date

AUTHORIZATION: (Electronic Signature)

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

25T414

2025

COUNTY OF PUTNAM

FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: Kristen Wunner

DEPT: Dept of Social Services

DATE: 11/5/2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# /NAME	AMOUNT	PURPOSE
10610900 54493 (Payments To Recipients)	10614000 54493 (Payments To Recipients SN) <i>*sn = safety Net</i>	\$120,000.00	To reallocate funds to cover projected costs through 12/31/25
10610900 54495 (Payments To Recipients)	10614000 54493 (Payments To Recipients SN) <i>*sn = safety Net</i>	\$85,000.00	

TOTAL: \$205,000.00

2025_ Fiscal Impact \$ 0 0

2026_ Fiscal Impact \$ 0 0

Kristen Wunner 11/6/25
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic Signature)

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

25T415

Nov. Audit

Sign

#25

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2025 NOV 12 AM 10:03

TO: Commissioner of Finance
FROM: Diane Trabulsy, Legislative Clerk
DEPT: Legislature
DATE: 11/10/2025

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
10101001.54989 Miscellaneous	10101001.51094 Temporary	\$9,260.00	to cover cost for office assistance thru year end
10101001.54989 Miscellaneous	10101001.58002 FICA	\$ 710.00	FICA cost thru year end
	Total	\$9,970.00	

20_25 Fiscal Impact \$ 0

20_26 Fiscal Impact \$ 0

Diane E. Trabulsy 11/10/2025
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

25T420

THE PUTNAM COUNTY LEGISLATURE

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

#26

Amy E. Sayegh *Chairwoman*
Greg E. Ellner *Deputy Chair*
Diane Trabulsky *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 13, 2025

TO: Kevin Byrne
County Executive
Amy Sayegh
Chairwoman, Audit & Administration Committee

CC: William Carlin
Commissioner of Finance

FROM: Paul Jonke
Chairman, Personnel Committee 

RE: Public Information Officer Stipends

Last evening the Personnel Committee discussed the stipends for the three (3) Public Information Officers which are currently in subcontingency. It was the consensus of the Committee and Legislators present that these funds be released.

Respectfully, I request Commissioner of Finance Carlin prepare the appropriate transfer to be included on the November 20, 2025 Audit & Administration Committee Meeting agenda. Please be aware that the agenda for the Audit Committee Meeting will be published tomorrow, Friday November 14, 2025.

Thank you for your attention to this request.

November 20, 2025
Audit Meeting

#27

FYI/ Guardrail & Property Damage Table