

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
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putcoleg@putnamcountyny.gov

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Jake D'Angelo	Dist. 5
Thomas Regan Jr.	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 Crowley and Legislators Regan & Russo

Monday

April 27, 2026

(Immediately following Economic Development & Energy Committee Mtg. beginning at 6:00pm)

1. Pledge of Allegiance
2. Roll Call
3. Acceptance of Minutes – January 28, 2026
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 26A019 – Emergency Services – Additional Costs for Fire Training Center (Also reviewed in Protective)
 - c. Approval – Budgetary Amendment 26A021 – Veterans Service Agency – Peer to Peer Program Funding Awarded to Putnam County (Also reviewed in Rules)
 - d. Approval – Budgetary Amendment 26A022 – Sheriff – Record Remaining Expenditure and Revenues (Also reviewed in Protective)

- e. **Approval – Budgetary Amendment 26A023 – Health Dept. – Performance Incentive Initiative Award (Also reviewed in Health)**
 - f. **Approval – Budgetary Amendment 26A024 – DPW – Reallocate & Eliminate 2026 County Soil & Water Budget (Also reviewed in Personnel)**
 - g. **Approval – Budgetary Amendment 26A025 – Finance – Account for ARPA Spending through 03/31/2026**
 - h. **Approval – Budgetary Amendment 26A027 – DPW – Fund Costs of Bridge 5 Project along Maybrook Bikeway – Village of Brewster (Also reviewed in Physical)**
 - i. **Approval – Budgetary Amendment 26A029 – DPW – Fund SWIMS (Statewide Investment in More Swimming) Grant Program (Also reviewed in Physical)**
 - j. **Approval – Budgetary Amendment 26A030 – Sheriff’s Office – Receipt of Grant Awards – Special Victim’s Unit Facility (Also reviewed in Protective)**
6. **Approval for Signature – Fund Transfer 26T054 – Sheriff’s Office – Corrections – Kitchen Utensils (Also reviewed in Protective)**
 7. **Approval for Signature – Fund Transfer 26T055 – Sheriff’s Office – Reallocation from Senior Office Assistant to Principal Office Assistant (Also reviewed in Personnel)**
 8. **Approval – Fund Transfer 26T067 – Health Dept. – Early Learning Center – Move Funds from Itinerant Services to Care at Private Institutions (Also reviewed in Health)**
 9. **Approval for Signature – Fund Transfer 26T069 – Probation – Education and Training (Also reviewed in Protective)**
 10. **Approval – Fund Transfer 26T070 – Real Property – Increase Part Time Position from 25 hours to 30 hours per Week (Also reviewed in Personnel)**
 11. **Approval – Fund Transfer 26T071 – Dept. of Social Services – Cover Mandated Child Protective Services Overtime (Also reviewed in Personnel)**
 12. **Approval – Fund Transfer 26T084 – Finance – Increase District Attorney Salary pursuant to Judiciary Law 183-a**
 13. **Approval – Fund Transfer 26T094 – Dept. of Social Services – Temporary (Also reviewed in Personnel)**
 14. **Approval – Fund Transfer 26T095 – Health Dept. – Reorganization Effective May 1, 2026 – Create New Positions of Deputy Public Health Director and Environmental Health Aide – Title Change from Grade 5 Office Assistant to Account Clerk II (Also reviewed in Personnel)**

- 15. Approval – Budgetary Transfer 26T096 – DPW – Fund Capital Projects 20CP04, 25CP02 & 26CP01 (Also reviewed in Physical)**
- 16. Approval for Signature – Fund Transfer 26T098 – Dept. of General Services – Monthly Copier Chargeback**
- 17. Approval – Budgetary Transfer 26T101 – Finance – Support Agriculture Navigation Program through Cornell Cooperative Extension**
- 18. Approval – Semi-Annual Mortgage Tax Report – October 1, 2025 to March 31, 2026**
- 19. FYI – Deposit & Investment Policies – 1st Quarter Ending March 31, 2026**
- 20. Other Business**
- 21. Adjournment**

#3

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

Members: Chairwoman Crowley and Legislators Regan & Russo

**Wednesday January 28, 2026
(Immediately following the Protective Committee Mtg. beginning at 6:00pm)**

The Meeting was called to order at 6:20pm by Chairwoman Crowley who requested Legislator Russo lead in the Pledge of Allegiance. Upon roll call Legislators Regan and Russo and Chairwoman Crowley were present.

Item #3 – Acceptance of Minutes – September 29, 2025

The minutes were accepted as submitted.

Item #4 – Correspondence – County Auditor

- a. **Sales Tax Report** – Duly Noted
- b. **Board In Revenue Report** – Duly Noted
- c. **Transfer/Revenue Report** – Duly Noted
- d. **2025 Contingency/Subcontingency Report** – Duly Noted

- e. **2026 Contingency/Subcontingency Report**

Legislator Montgomery stated it was mentioned that funding for the majority and minority Legislative Counsel positions was in subcontingency however that is inaccurate; it is in the budget.

Item #5a – Approval – Budgetary Amendment 25A125 – Finance – Year End Entry #2

Legislator Regan questioned if there were anomalies that initiated any of these changes.

Commissioner Carlin stated no, these changes reflect the actual operations and there is nothing problematic.

Legislator Birmingham stated these year end entries correct the County's books so the financials are correct when submitted to the auditors.

Legislator Sayegh questioned if this also includes bills that have come in after the end of the year for fiscal year 2025.

Commissioner Carlin stated yes, claims are still being done. He stated there will be at least one more year end entry.

Legislator Montgomery questioned the \$1,350,000 Capital Fund transfer listed on the year end entry.

Commissioner Carlin stated capital funds are sometimes changed if the funding source changes; for example bonding versus using general fund.

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

Item #5b – Approval – Budgetary Amendment 25A126 – Finance – ARPA Spending through 12/31/2025

Commissioner Carlin stated about \$14.5 million of the \$19 million of ARPA (American Rescue Plan Act) funding has been utilized between the County and the municipalities who were allocated the funds. He stated the County is on track to spend the funding before the deadline, however there is one project that may need to be revisited.

Legislator Sayegh questioned when the money needs to be spent by.

Commissioner Carlin stated the funds need to be spent by the end of this year. He stated certain projects have a deadline of September 2026.

Legislator Sayegh clarified that any money unspent by the deadline will have to go back to the Federal Government.

Commissioner Carlin stated that is correct and it will be spent.

Legislator Birmingham questioned if any of the ARPA money is supplementing or replacing local tax dollars.

Commissioner Carlin stated the ARPA funding has to be accounted for in the general fund, but the actual projects are set up in the capital fund. He stated these are interfund transfers between the general fund to the capital fund that have no impact on other funding.

Legislator Sayegh questioned if ARPA money can still be reallocated if a project falls through.

Commissioner Carlin stated it can be reallocated to projects approved and encumbered by December 31, 2024.

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

Item #5c – Approval – Budgetary Amendment 26A001 – Dept. of Social Services, Mental Health & Youth Bureau – Adjust State Aid Levels – Safe Harbour Allocation

Department of Social Services, Mental Health & Youth Bureau Fiscal Manager Kristen Wunner stated this is an annual allocation that comes down from the State. She stated this is usually about \$30,000, but it was cut to just over \$16,000 this year.

Chairwoman Crowley questioned if this is pass through money from the Federal Government to the State.

Commissioner Carlin stated yes it is.

Legislator Addonizio stated the Safe Harbour program is vital and she is surprised that the funding would be decreased.

Fiscal Manager Wunner stated that they worked with their partner agency, Green Chimneys, and they reworked their budget to still be able to provide those services.

Legislator Montgomery stated it is unfortunate that this funding is being cut when it is most needed.

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

Item #5d – Approval – Budgetary Amendment 26A002 – Youth Bureau – Adjust State Aid Allocation

Director of the Youth Bureau Janeen Cunningham stated this is funding received from New York State Office of Children and Family Services and they are looking to appropriate the funds to the correct budget lines. She stated some current programs funded by this allocation are the youth sports and education programs. She stated this year the Philipstown Hub will receive funding as well. She stated some funding also goes towards the salary of the employee who monitors these programs.

Chairwoman Crowley questioned if there is an opportunity for more funding based on the success of these programs.

Director Cunningham stated the sports lines are the only ones that have received additional funding. She stated that funding came from the State's allocation of gambling proceeds.

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

Item #5e – Approval – Budgetary Amendment 26A003 – Sheriff – Reallocation of Positions in Road Patrol, BCI, and Narcotics Division

Sheriff Hess stated he is looking to reorganize the Sheriff's Office and reviewed some of the title changes that go along with it. He stated this budgetary is related to changes made in personnel lines. He stated they moved two (2) deputies from Narcotics to Road Patrol and two (2) investigators from BCI (Bureau of Criminal Investigation) to Narcotics. He stated the name of Narcotics has been changed to Special Investigations Unit so the investigators can widen their range of responsibilities since the number of drug cases have decreased significantly. He stated they changed a Senior Investigator position down to a Sergeant position and moved the position from BCI into Patrol.

Chairwoman Crowley stated these changes have no fiscal impact for 2026 or 2027.

Sheriff Hess stated there is actually a cost savings.

Legislator Regan thanked Sheriff Hess. He questioned if there are still vacancies in the department.

Sheriff Hess stated there are currently four (4) deputy sheriff vacancies and five (5) correction officer vacancies. He stated they are in the process of filling the deputy positions, however the corrections officers are harder positions to fill.

Legislator Sayegh questioned how overtime for road patrol will be affected as a result of the changes.

Sheriff Hess stated it should reduce overtime. He stated they are looking at minimizing response time. He stated the only way to do that is to have more cars available and have them deployed properly throughout the County.

Chairwoman Crowley stated personnel rotating through BCI and Narcotics is an established practice.

Sheriff Hess stated that is correct and he believes the investigators should be together in the budget, making it easier to manage. He stated he is hoping to do this in the 2027 budget.

Chairwoman Crowley questioned how many cars are on patrol in each tour.

Sheriff Hess stated there is a minimum of 5 cars on patrol, with optimal coverage being 6 or 7. He stated to bolster the number, there is a traffic unit that is available to provide backup if needed.

Chairwoman Crowley stated her support for increasing manpower to get those numbers up to provide better coverage throughout the County.

Legislator Montgomery questioned how these changes affect the Sheriff's Office response as part of the Co-Response Team.

Sheriff Hess stated their participation in the Co-Response team has not changed and he will continue to work with Commissioner Servadio moving forward.

Legislator Montgomery encouraged Sheriff Hess to come to the Legislature to request more manpower if necessary. She stated mental health is a serious concern right now. She stated historically, law enforcement is the first to respond to mental health calls where no crime is being committed and backup from professionals in that field is necessary.

Legislator Gouldman questioned if drug cases have decreased overall or is it only overdoses that have decreased.

Sheriff Hess credited the Department of Social Services and community education. He stated there are not as many drug cases as there used to be, however it is now more difficult to begin an investigation since the legalization of marijuana because that could be an entry way to an investigation.

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

Item #5f – Approval – Budgetary Amendment 26A005 – Sheriff – Donation from Matthew Marks and Jack Bankowsky (Also reviewed in Protective)

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

Item #6 – Approval for Signature – Fund Transfer 25T518 – Health Dept. – Rabies Vaccines for Pre and Post Exposure Patients

Chairwoman Crowley made a motion to sign Fund Transfer 25T518; Seconded by Legislator Russo. All in favor.

Item #7 – Approval for Signature – Fund Transfer 25T525 – Emergency Services – 4th Quarter Automotive Chargeback (Also reviewed in Protective)

Chairwoman Crowley made a motion to sign Fund Transfer 25T525; Seconded by Legislator Russo. All in favor.

Item #8 – Approval for Signature – Fund Transfer 25T526 – Dept. of Social Services – Process Invoice for Rent

Fiscal Manager Wunner stated this is an allocation from the NYS Office of Temporary and Disability Assistance. She stated this payment will be retroactive back to October.

Chairwoman Crowley made a motion to sign Fund Transfer 25T526; Seconded by Legislator Regan. All in favor.

Item #9 – Approval for Signature – Fund Transfer 25T528 – Health Dept. – 2025 Overtime

Chairwoman Crowley made a motion to sign Fund Transfer 25T528; Seconded by Legislator Russo. All in favor.

Item #10 – Approval for Signature – Fund Transfer 25T534 – Dept. of Social Services – Cover Year End Projected Costs

Chairwoman Crowley made a motion to waive the rules and accept the additional; Seconded by Legislator Russo. All in favor.

Fiscal Manager Wunner stated this is a year end analysis done annually to recognize State chargebacks and make bottom line adjustments.

Chairwoman Crowley made a motion to sign Fund Transfer 25T534; Seconded by Legislator Russo. All in favor.

Item #11 – Approval – Fund Transfer 26T001 – Finance – County Executive Salary Adjustment – Account for 2025 Raise Placed in Subcontingency and not Included in 2026 Calculation

Chairwoman Crowley made a motion to remove item #11 from the agenda; Seconded by Legislator Regan. All in favor.

Item #12 – Approval – Fund Transfer 26T002 – Finance – DSS Caseworker Position Inadvertently Omitted from 2026 Budget

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

Item #13 – Approval – Write Off Delinquent Real Property Taxes – Town of Southeast Tax Map #67.12-1-37

Commissioner Carlin stated this property was taken for a drainage project.

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

Item #14 – Approval – Authorizing Filing of an Application for State Assistance from the Household Hazardous Waste Assistance Program and Signing of the Associated State Master Grant Contract Under the Appropriate Laws of New York State

Chairwoman Crowley made a motion to waive the rules and accept the additional; Seconded by Legislator Russo. All in favor.

Chairwoman Crowley stated the Health Department was unable to attend, therefore she requested a written explanation.

Commissioner Carlin stated the County has two (2) successful Household Hazardous Waste events each year.

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

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

Item #16a – Other Business – Approval – Correction of Real Property Taxes – Town of Carmel

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

Commissioner Carlin stated the bill is being corrected for a property that is part of the Fair Street project.

Legislator Sayegh stated this is a \$400 correction.

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

Item #17 – Adjournment

There being no further business at 7:10pm, Chairwoman Crowley made a motion to adjourn; Seconded by Legislator Russo. All in favor.

Respectfully Submitted by Deputy Clerk Beth Robinson.

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 15. **FYI – Guardrail & Property Damage Table**
 16. **Other Business**
 17. **Adjournment**

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Rescheduled
due to
Snow Storm

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CARMEL, NY 10512

Members: Chairwoman Crowley and Legislators Regan & Russo

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 - d. Approval – Budgetary Amendment 26A002 – Youth Bureau – Adjust State Aid Allocation

- e. **Approval – Budgetary Amendment 26A003 – Sheriff – Reallocation of Positions in Road Patrol, BCI, and Narcotics Division**
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- 14. **Approval – Authorizing Filing of an Application for State Assistance from the Household Hazardous Waste Assistance Program and Signing of the Associated State Master Grant Contract Under the Appropriate Laws of New York State**
- 15. **FYI – Guardrail & Property Damage Table**
- 16. **Other Business**
- 17. **Adjournment**

#4

Sales Tax	2014	2015	2018	2019	2020	2021	2022	2023	2024	2025	2026	2026 vs 2025
January	\$ 3,910,113	\$ 4,117,955	4,699,597	4,966,930	5,536,978	4,810,372	6,071,784	6,673,020	7,112,139	7,785,254	7,540,922	(244,331)
February	3,270,383	3,234,919	4,062,844	4,228,841	4,573,894	4,483,277	5,047,591	5,979,925	6,138,980	5,833,205	5,767,652	(65,554)
March	5,708,091	4,670,041	5,383,664	5,792,011	5,949,514	8,065,989	8,250,002	7,952,761	7,642,006	5,854,261	7,649,728	1,795,467
April**	4,077,701	4,248,878	4,696,971	4,674,670	3,538,226	5,264,056	6,424,074	6,652,126	6,581,464	7,624,148		
May	5,793,860	6,075,331	6,807,221	7,425,730	5,011,290	7,975,256	9,113,026	10,361,506	8,845,599	9,291,972		
June	4,053,988	3,621,035	4,182,456	4,557,885	5,146,439	6,789,670	4,685,857	5,311,513	5,512,815	5,058,035		
July	4,320,542	4,558,502	4,835,632	5,266,612	4,871,906	6,094,635	6,393,098	6,737,854	7,635,468	6,068,354		
August	4,179,098	4,312,904	4,815,929	5,368,556	4,918,555	6,017,886	6,254,546	6,609,400	6,963,785	7,707,350		
September	5,997,983	5,347,273	7,067,806	7,331,396	9,125,106	8,508,962	8,459,469	9,682,066	8,395,971	9,133,480		
October	4,179,344	4,311,976	4,840,611	5,244,815	4,917,403	5,730,039	6,397,048	6,520,201	6,701,109	6,145,938		
November*	4,513,878	4,190,564	4,715,091	4,959,534	4,492,906	5,514,058	6,265,506	6,722,976	6,853,597	6,094,776		
December	5,881,014	5,264,022	7,037,269	6,186,904	8,678,973	8,798,537	8,601,579	9,246,964	6,878,953	9,465,077		
Year to date Actual	\$ 55,885,996	\$ 53,953,400	63,145,092	66,003,884	66,761,192	78,052,738	81,963,580	88,450,310	85,261,887	86,061,851	20,958,302	1,485,582
Annual Budget	\$ 55,885,996	\$ 53,953,400	63,145,092	66,003,871	65,705,798	61,765,294	65,000,000	76,060,632	78,150,000	79,319,718	83,500,000	
DISTRIBUTION OF SALES TAX												
Town of Carmel												
Town of Kent											221,269	
Town of Patterson											85,013	
Town of Philipstown											76,056	
Town of Putnam Valley											47,587	
Town of Southeast											77,513	
Village of Brewster											102,476	
Village of Cold Spring											16,528	
Village of Nelsonville											13,088	
PAID TO DATE											4,112	
											643,642	

#4b

BOARD IN REVENUE												
	2016*	2017*	2018*	2019*	2020*	2021*	2022*	2023*	2024*	2025*	2026*	+or(-) Same Period
January	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	38,675.00	(23,375.00)
February	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	35,900.00	(13,100.00)
March	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	48,025.00	(6,225.00)
April	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		
May	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		
June	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		
July	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		
August	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		
September	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		
October	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		
November	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	53,950.00		
December	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	48,425.00		
Actual	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	761,950.00	122,600.00	
Budget	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	810,000.00	
Revised Budget												
Surplus/(Deficit)	(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)	(48,050.00)	(687,400.00)	(42,700.00)
*Revenue includes US Marshalls												

2026 Transfer/Revenue Report - March

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2026 3 26T040	EMS Fed	10398901	52640	10200	AUDIO VISUAL EQUIPMENT	2,600.00 D	911 VIDEO WALL
2026 3 26T040	EMS Fed	10398901	54370	10200	AUTOMOTIVE	2,600.00 C	911 VIDEO WALL
2026 3 26T040	EMS Fed	10398901	52680	10200	OTHER EQUIPMENT	10,000.00 C	911 VIDEO WALL
2026 3 26T040	EMS Fed	10398901	52640	10200	AUDIO VISUAL EQUIPMENT	10,000.00 D	911 VIDEO WALL
2026 3 26T041	Sheriff - Patrol	17311000	54989	10102	MISCELLANEOUS	250.00 C	PURCHASE LIGHT STICKS-SRT
2026 3 26T041	Sheriff - Patrol	17311000	54410	10102	SUPPLIES AND MAT	250.00 D	PURCHASE LIGHT STICKS-SRT
2026 3 26T043	Sheriff	10311000	54710		MAINT AND REPAIRS	20,000.00 D	CORRECT ACCOUNT CODING ERROR
2026 3 26T043	Sheriff	10311000	54710	10003	MAINT AND REPAIRS	20,000.00 C	CORRECT ACCOUNT CODING ERROR
2026 3 26T046	EMS Fed	10398901	52695	10210	RESCUE EQUIPMENT	11,100.00 C	911 BACKUP CENTER
2026 3 26T046	EMS Fed	10398901	52140	10210	AUDIO VISUAL EQUIPMENT	11,100.00 D	911 BACKUP CENTER
2026 3 26T047	Corrections	10315000	54419		JANITORIAL SUPPLIES	10,000.00 D	PURCHASE JANITORIAL SUPPLIES
2026 3 26T047	Corrections	10315000	54300		MISC SUPPLIES	10,000.00 C	PURCHASE JANITORIAL SUPPLIES
2026 3 26T048	Sheriff - Patrol	17311000	52695	10210	RESCUE EQUIPMENT	10,000.00 C	PURCHASE BALLISTIC VESTS

#4C

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	3 26T048	Sheriff - Patrol	17311000	52180	10210	OTHER EQUIPMENT	10,000.00	D	PURCHASE BALLISTIC VESTS
2026	3 26T049	Inmate T Commission	10364501	52680	10200	OTHER EQUIPMENT	5,262.02	C	PURCHASE BALLISTIC VESTS
2026	3 26T049	Inmate T Commission	10364501	52195	10200	RESCUE EQUIPMENT	5,262.02	D	PURCHASE BALLISTIC VESTS
2026	3 26T049	Inmate T Commission	10364501	54646	10200	CONTRACTS	192.36	C	PURCHASE BALLISTIC VESTS
2026	3 26T049	Inmate T Commission	10364501	52195	10200	RESCUE EQUIPMENT	192.36	D	PURCHASE BALLISTIC VESTS
2026	3 26T050	Exp Prop Tax	10136400	54911		TAXES AND ASSESS ON CO PROP	880.00	C	TO COVER VETERAN BURIAL COST
2026	3 26T050	Veterans Services	10651000	54455		BURIALS	880.00	D	TO COVER VETERAN BURIAL COST
2026	3 26T051	Highway Admin	10149000	52120		OFFICE EQUIPMENT	477.00	D	TO REPLACE BROKEN SCANNER
2026	3 26T051	Highway Admin	10149000	54310		OFFICE SUPPLIES	477.00	C	TO REPLACE BROKEN SCANNER
2026	3 26T052	Early Intervention	10405900	58002		SOCIAL SECURITY	230.00	D	REPLENISH FICA LINE FOR EI
2026	3 26T052	Health - EHS	12401000	51093		OVERTIME	3,000.00	C	REPLENISH OT LINE FOR EI
2026	3 26T052	Early Intervention	10405900	51093		OVERTIME	3,000.00	D	REPLENISH OT LINE FOR EI
2026	3 26T052	Health - Nursing	11401000	51093		OVERTIME	3,000.00	C	REPLENISH OT LINE FOR EI
2026	3 26T052	Early Intervention	10405900	51093		OVERTIME	3,000.00	D	REPLENISH OT LINE FOR EI

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 3 26T052	Health - EHS	12401000	58002		SOCIAL SECURITY	230.00	C	REPLENISH FICA LINE FOR EI
2026 3 26T052	Health - Nursing	11401000	58002		SOCIAL SECURITY	230.00	C	REPLENISH FICA LINE FOR EI
2026 3 26T052	Early Intervention	10405900	58002		SOCIAL SECURITY	230.00	D	REPLENISH FICA LINE FOR EI
2026 3 26T053	Sheriff - Patrol	17311000	52650	10102	MOTOR VEHICLES	20,000.00	C	26T053 SEIZED ASSET REALLOCATE
2026 3 26T053	Sheriff - Patrol	17311000	52180	10102	OTHER EQUIPMENT	9,000.00	D	26T053 SEIZED ASSET REALLOCATE
2026 3 26T053	Sheriff - Patrol	17311000	54370	10102	AUTOMOTIVE	11,000.00	D	26T053 SEIZED ASSET REALLOCATE
2026 3 26T056	Board of Elections	10145000	52180		OTHER EQUIPMENT	2,900.00	D	MAIL BALLOT DROP BOX
2026 3 26T056	Board of Elections	10145000	54410		SUPPLIES AND MAT	2,900.00	C	MAIL BALLOT DROP BOX
2026 3 26T057	Highway Roads & Bridges	10511000	52140		AUDIO VISUAL EQUIPMENT	300.00	D	TO PURCHASE TRAIL CAMS
2026 3 26T057	Highway Roads & Bridges	10511000	54410		SUPPLIES AND MAT	300.00	C	TO PURCHASE TRAIL CAMS
2026 3 26T058	Board of Elections	10145000	54783		LICENSING SOFTWARE	1,000.00	D	SOFTWARE
2026 3 26T058	Board of Elections	10145000	54314		POSTAGE	6,500.00	C	AIR BALLOT PRINTERS
2026 3 26T058	Board of Elections	10145000	54410		SUPPLIES AND MAT	1,000.00	C	AIR BALLOT PRINTERS
2026 3 26T058	Board of Elections	10145000	52130		COMPUTER EQUIPMENT	14,380.00	D	AIR BALLOT PRINTERS

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 3 26T058	Board of Elections	10145000	54311		PRINTING AND FORMS	7,880.00	C	AIR BALLOT PRINTERS
2026 3 26T059	District Attorney	10116500	54682		SPECIAL SERVICES	1,000.00	C	SCANNER
2026 3 26T059	District Attorney	10116500	52120		OFFICE EQUIPMENT	1,000.00	D	SCANNER
2026 3 26T060	Mental Health Legal	10431000	54682		SPECIAL SERVICES	70.00	D	MH PROCESS SRVC FEES
2026 3 26T060	Mental Health Legal	10431000	54989		MISCELLANEOUS	70.00	C	MH PROCESS SRVC FEES
2026 3 26T061	DSS Overhead	10120000	54493		PAYMENTS TO RECIPIENTS	8,429.00	C	DSS SECURITY SERVICES (ADD'L)
2026 3 26T061	DSS Overhead	10120000	55646		CHRGBK CONTRACTS	8,429.00	D	DSS SECURITY SERVICES (ADD'L)
2026 3 26T062	Mental Health Legal	10033000	54783		LICENSING SOFTWARE	105.00	C	ADD'L FUNDING-CONTRACT W/CCSI
2026 3 26T062	Mental Health Legal	10033000	54646		CONTRACTS	105.00	D	ADD'L FUNDING-CONTRACT W/CCSI
2026 3 26T063	Health Admin	10401000	52130		COMPUTER EQUIPMENT	350.00	D	REPLACE DYING PRINTER
2026 3 26T063	Health Admin	10401000	54310		OFFICE SUPPLIES	350.00	C	REPLACE DYING PRINTER
2026 3 26T064	Early Intervention	10405900	54640		EDUCATION AND TRAINING	400.00	C	MANDATED TRAINING ELC STAFF
2026 3 26T064	Early Learning	10296001	54640		EDUCATION AND TRAINING	400.00	D	MANDATED TRAINING ELC STAFF
2026 3 26T064	Early Intervention	10405900	54310		OFFICE SUPPLIES	400.00	C	MANDATED TRAINING ELC STAFF

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 3 26T064	Early Learning	10296001	54640		EDUCATION AND TRAINING	400.00	D	MANDATED TRAINING ELC STAFF
2026 3 26T065	Highway Facilities	10511100	54410		SUPPLIES AND MAT	150.00	C	PURCHASE NEW BOOK CASE
2026 3 26T065	Highway Admin	10149000	52110		FURNITURE AND FURNISHINGS	150.00	D	PURCHASE NEW BOOK CASE
2026 3 26T066	Highway Road Machinery	10513000	52180		OTHER EQUIPMENT	440.00	C	TO PROP ALLOCATE EXPENSE
2026 3 26T066	Highway Road Machinery	10513000	54770		MISC SMALL TOOLS UNDER \$100	440.00	D	TO PROP ALLOCATE EXPENSE
2026 3 26T068	County Clerk	10141000	52110		FURNITURE AND FURNISHINGS	2,300.00	D	TO PURCHASE REED MAP
2026 3 26T068	County Clerk	10141000	54646		CONTRACTS	2,300.00	C	TO PURCHASE REED MAP
2026 3 26T072	IT	10168000	54675		TRAVEL	350.00	D	TO COVER EZPASS COSTS
2026 3 26T072	IT	10168000	54640		EDUCATION AND TRAINING	350.00	C	TO COVER EZPASS COSTS
2026 3 26T073	Mental Health Legal	10431000	54310		OFFICE SUPPLIES	85.00	C	MH FORUM SPEAKER
2026 3 26T073	Mental Health Legal	10431000	54640		EDUCATION AND TRAINING	4,000.00	D	MH FORUM SPEAKER
2026 3 26T073	Mental Health Legal	10431000	54989		MISCELLANEOUS	4,000.00	C	MH FORUM SPEAKER
2026 3 26T073	Mental Health Legal	10431000	54410		SUPPLIES AND MAT	85.00	D	MH FORUM SPEAKER
2026 3 RH#67/26	OEOP Crime Victims	22071000	54640		EDUCATION AND TRAINING	5,932.00	D	26A017 CAC OVS GRANT

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 3 R#67/26	OEOP Crime Victims	22071000	55870		CHRGBK AUTO ALL CTY VEHICLE	200.00	D	26A017 CAC OVS GRANT
2026 3 R#67/26	OEOP Crime Victims	22071000	54783		LICENSING SOFTWARE	4,500.00	D	26A017 CAC OVS GRANT
2026 3 R#67/26	OEOP Crime Victims	22071000	52110		FURNITURE AND FURNISHINGS	2,500.00	D	26A017 CAC OVS GRANT
2026 3 R#67/26	OEOP Crime Victims	22071000	52130		COMPUTER EQUIPMENT	3,311.00	D	26A017 CAC OVS GRANT
2026 3 R#67/26	OEOP Crime Victims	22071000	52180		OTHER EQUIPMENT	12,000.00	D	26A017 CAC OVS GRANT
2026 3 R#67/26	OEOP Crime Victims	22071000	54510		MACHINE MAINTENANCE	5,422.00	D	26A017 CAC OVS GRANT
2026 3 R#67/26	OEOP Crime Victims	22071000	446131		CRIME VICTIMS BOARD	33,865.00	C	26A017 CAC OVS GRANT
2026 3 R#69/26	Probation	10314000	443105	10238	IGNITION INTERLOCK	35,000.00	C	26A017 IIDEP GRANT
2026 3 R#69/26	Probation	10314000	54936	10238	PARTNERSHIP INITIATIVE	35,000.00	D	26A017 IIDEP GRANT
2026 3 R#72/26	Sheriff - Civil	15311000	58001		STATE RETIREMENT	7,210.00	D	26T040 REALLOCATE POSITION
2026 3 R#72/26	BCI	32311000	58009		VISION	242.00	C	26T040 REALLOCATE POSITION
2026 3 R#72/26	Sheriff - Civil	15311000	58009		VISION	242.00	D	26T040 REALLOCATE POSITION
2026 3 R#72/26	Sheriff - Civil	15311000	58002		SOCIAL SECURITY	5,419.00	D	26T040 REALLOCATE POSITION
2026 3 R#72/26	Sheriff - Civil	15311000	58004		WORKMENS COMPENSATION	971.00	D	26T040 REALLOCATE POSITION

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2026 3 R#72/26	Sheriff - Civil	15311000	58006		DENTAL BENEFITS	2,065.00 D	26T040 REALLOCATE POSITION
2026 3 R#72/26	Sheriff - Civil	15311000	58008		HEALTH PLANS	16,050.00 D	26T040 REALLOCATE POSITION
2026 3 R#72/26	BCI	32311000	51000		PERSONNEL SERVICES	70,834.00 C	26T040 REALLOCATE POSITION
2026 3 R#72/26	BCI	32311000	58001		STATE RETIREMENT	7,210.00 C	26T040 REALLOCATE POSITION
2026 3 R#72/26	BCI	32311000	58002		SOCIAL SECURITY	5,419.00 C	26T040 REALLOCATE POSITION
2026 3 R#72/26	BCI	32311000	58004		WORKMENS COMPENSATION	971.00 C	26T040 REALLOCATE POSITION
2026 3 R#72/26	BCI	32311000	58008		HEALTH PLANS	16,050.00 C	26T040 REALLOCATE POSITION
2026 3 R#72/26	Sheriff - Civil	15311000	51000		PERSONNEL SERVICES	70,834.00 D	26T040 REALLOCATE POSITION
2026 3 R#72/26	BCI	32311000	58006		DENTAL BENEFITS	2,065.00 C	26T040 REALLOCATE POSITION

Debits
 305,536.38
 Credits
 305,536.38

#40

2026 Contingency Report

		750,000.00
<u>Beginning Balance 1/1/26</u>		
26A030	PNW Women's Resource Center- receipt of funds	27,800.00
Subtotal General Contingency		<u>\$ 777,800.00</u>
Deductions:		
Res 33	Social Services-Caseworker	(115,300.00)
		(115,300.00)
Total		<u>\$ 662,500.00</u>
<u>Proposed Deductions:</u>		
26A022	CRT grant	(12,895.00)
26T055	Sheriff - Principal Office Assistant	(9,290.00)
26T070	Assessment Clerk pt	(4,646.00)
26T084	District Attorney salary	(3,634.00)
		(30,465.00)
Pending Balance 4/27/26		<u><u>\$632,035.00</u></u>

Note:

R= resolution

A= proposed budgetary amendment

2026 Subcontingency Report

4981- Subcontingency

Beginning Balance 1/1/26 **\$ 2,691.00**

Subtotal Subcontingency **\$ 2,691.00**

Deductions:

Total 0.00
\$ 2,691.00

Proposed Deductions:

Pending Balance 4/27/26 0.00
\$2,691.00

Note:

R= resolution

A= proposed budgetary amendment

2026 Subcontingency Report

4985- Maintenance & Repairs

Beginning Balance 1/1/26 \$ 45,000.00

Subtotal Subcontingency \$ 45,000.00

Deductions:

26LT01 nails, paint, plumbing & cleaning supplies for buildings at Park (10,000.00)

26LT02 nails, paint, plumbing & cleaning supplies for buildings at Tilly Foster (10,000.00)

Total \$ (20,000.00)
\$ 25,000.00

Proposed Deductions:

Pending Balance 4/27/26 \$25,000.00

Note:

R= resolution

A= proposed budgetary amendment

2026 Subcontingency Report

4990- Subcontingency (Homeowner Tax Relief)

Beginning Balance 1/1/26 **\$ 6,500,000.00**

Subtotal Subcontingency **\$ 6,500,000.00**

Deductions:

Total 0.00
\$ 6,500,000.00

Proposed Deductions:

Pending Balance 4/27/26 0.00
\$6,500,000.00

Note:

R= resolution

A= proposed budgetary amendment

2026 Subcontingency Report

4991- Subcontingency (Advertising Tourism)

Beginning Balance 1/1/26 **\$ 20,000.00**

Subtotal Subcontingency **\$ 20,000.00**

Deductions:

Total 0.00
\$ 20,000.00

Proposed Deductions:

Pending Balance 4/27/26 0.00
\$20,000.00

Note:

R= resolution

A= proposed budgetary amendment

2026 Subcontingency Report

4992- Subcontingency (Tilly Foster Ag Navigator)

Beginning Balance 1/1/26 \$ 25,000.00

Subtotal Subcontingency \$ 25,000.00

Deductions:

Total 0.00
\$ 25,000.00

Proposed Deductions:

26T101 Cornell Cooperative Extension - Ag Navigation program (25,000.00)

Pending Balance 4/27/26 (25,000.00)
\$0.00

Note:

R= resolution

A= proposed budgetary amendment

2026 Subcontingency Report

4995- Subcontingency (Food Insecurity)

Beginning Balance 1/1/26 **\$ 150,000.00**

Subtotal Subcontingency **\$ 150,000.00**

Deductions:

Total 0.00
\$ 150,000.00

Proposed Deductions:

Pending Balance 4/27/26 0.00
\$150,000.00

Note:

R= resolution

A= proposed budgetary amendment

#5a

WILLIAM J. CARLIN, JR.
COMMISSIONER OF FINANCE



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

2026 APR -9 PM 1:57
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

TO: Diane Trabulsy, Legislative Clerk
DATE: April 9, 2026
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 - 2026										As of Date:		April 9, 2026
Org Description	Org	Object	Project	Acct. Description	2025 Actual	2026 Original Budget	2026 Revised Budget	2026 Actual	2026 Distributed Budget	2026 Available	2026 Percent	
DPW - County Snow	10514200	51094		TEMPORARY	10,581.00	27,000.00	27,000.00	17,190.00	7,269.23	9,810.00	63.67%	
DPW - County Snow	10514200	51093		OVERTIME	414,541.75	285,000.00	285,000.00	398,693.44	76,730.77	(113,693.44)	139.89%	
DPW - Facilities	10511100	51094		TEMPORARY	32,756.93	30,000.00	30,000.00	11,260.00	8,076.92	18,740.00	37.53%	
DPW - State Snow	10514400	51093		OVERTIME	41,656.31	75,000.00	75,000.00	57,521.11	20,192.31	17,478.89	76.69%	
DSS - Income Maintenance	10101000	51093		OVERTIME	23,291.95	30,000.00	30,000.00	15,029.31	8,076.92	14,970.69	50.10%	
Emergency Services - Dispatch	13398900	51093		OVERTIME	389,097.25	200,000.00	200,000.00	96,102.39	53,846.15	103,897.61	48.05%	
Finance	10131000	51093		OVERTIME	17,419.72	20,000.00	20,000.00	8,862.03	5,384.62	11,137.97	44.31%	
Health - Early Intervention	10405900	51093		OVERTIME	9,610.50	9,000.00	15,000.00	14,188.39	4,038.46	811.61	94.59%	
Health - Preschool	10296000	51093		OVERTIME	5,127.94	2,500.00	2,500.00	3,272.59	673.08	(772.59)	130.90%	
IT/GIS	10168000	51093		OVERTIME	272.16	1,500.00	1,500.00	536.92	403.85	963.08	35.79%	
Public Safety Radio Project	53097000	51094	51601	TEMPORARY	52,023.75	-	-	13,357.50	-	(13,357.50)	100.00%	
Sheriff - Corrections - Jail Maint.	10011000	51093		OVERTIME	10,341.67	12,303.00	12,303.00	4,093.53	3,312.35	8,209.47	33.27%	
Transportation	95630000	51094		TEMPORARY	20,888.00	10,000.00	10,000.00	4,320.00	2,692.31	5,680.00	43.20%	
** New departments in bold.												

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



DEPARTMENT OF FINANCE

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Protective - April
Audit - April
May - Full

Reso #56

MEMORANDUM

TO: Diane Trabulsy, Legislative Clerk
FROM: Sheila Barrett, First Deputy Commissioner of Finance
DEPT: Budgetary Amendment - 26A019
DATE: March 18, 2026

2026 MAR 23 PM 12:27
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

GENERAL FUND:

Increase Estimated Appropriations:

10990100 59020 Transfer to Capital Fund 2,999

Decrease Estimated Appropriations:

10398900 54410 Supplies & Materials 2,999

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 532314 51509 Fire Training Center 2,999

Increase Estimated Revenues:

55197000 428601 51509 Transfer from General Fund 2,999

2026 Fiscal Impact \$ 0
2027 Fiscal Impact \$ 0

This Resolution is required to fund additional limestone at the Fire Training Center.

Please forward to the appropriate committee.

Approved: _____
Kevin M. Byrne, County Executive

26A019

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance
FROM: James Oster, Commissioner
DEPT: Bureau of Emergency Services
DATE: 3/16/26

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# /NAME	TO ACCOUNT# /NAME	AMOUNT	PURPOSE
10398900 54540 Radio Communications	55197000 532314 51509 Fire Training Center	\$2,999.00	Transfer needed for additional Limestone at Fire Training Center

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

MID HUDSON CONCRETE PRE-CAST
LLC

3504 ROUTE 9
NY 10516

Estimate

Date	Estimate #
3/6/2026	178

Name / Address
Putnam County Bureau of Services

Ship To
Pick Up

Project

Item	Description	Qty	Rate	Weight	Total
LM RHTC	LIMESTONE GARDEN 1/2 TOP CORNER	1	104.00	530	104.00T
LM RT	LIMESTONE RED ROCK TOP	5	142.00	1380	710.00T
LM RHM 28	LIMESTONE 28' 1/2 MIDDLE	1	113.00	750	113.00T
LM RM 28'	LIMESTONE 28' MIDDLE	14	148.00	1610	2,072.00T
	SALES TAX		0.00%		0.00
			Total		\$2,999.00

Phone #
845-265-3265

CC. 21

Roller - 4/14/26
Audit - 4/27/26
Full - 5/1/26

Reso
#5C



WILLIAM J. CARLIN, JR.
Commissioner Of Finance

SHEILA BARRETT
First Deputy Commissioner of
Finance
ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

March 27, 2026

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

2026 MAR 30 PM 12:09
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Mrs. Schonfeld,

Pursuant to Resolution 46 Section 5.1-B, dated February 14, 2010, the following request to amend the Putnam County Veterans Affairs 2024 budget has been submitted for approval.

Increase Revenues:

10651000 437895 10105 Veterans Peer to Peer Program \$203,008

Increase Appropriations:

10651000 54646 10105 Veterans Peer to Peer Program – Contracts \$203,008

2026 Fiscal Impact -0-
2027 Fiscal Impact -0-

Putnam County has been notified by the NYS Office of Mental Health that additional funding for the Veterans Peer to Peer Support Pilot Program has been awarded to the Putnam County Office of Veterans Affairs for SFY24-25. These funds are to be used to assist veterans suffering from post-traumatic stress syndrome, other related combat stress disorders, or having counseling needs, using individual and small group peer-to-peer counseling methods. The program is administered by the Putnam County Office of Veterans Affairs and the NYS Office of Mental Health. The funds are available for the period January 1, 2026 through December 31, 2026.

NYS OMH Attachment A – Funding Source Allocation Table: Year: 2026 Amendment:16 - 12/24/26, Dwyer Veteran P2P is attached for reference.

AUTHORIZATION:

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

Date County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000.00

Date Chairperson Audit/Designee: \$0 - \$10,000.00 **26A021**

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

VET TO VET PROGRAM

BY CY SALs		CUM BAL
TOTAL STATE AID -2013	185,000	185,000
2016 (6/30/18)	60,000	60,000
2017 (6/30/18)		245,000
(6/30/19)		60,000
2018 (6/30/19)	92,500	92,500
(6/30/20)	397,500	397,500
2019 (6/30/20)	92,500	92,500
(6/30/21)	582,500	582,500
2020 (6/30/21)	92,500	92,500
(12/31/22)	767,500	767,500
Rev. 2021 (12/31/22)	92,500	92,500
(12/31/23)	138,750	138,750
(12/31/23)	998,750	998,750
(12/31/23)	46,250	46,250
(12/31/23)	46,250	46,250
(12/31/23)	185,000	185,000
(12/31/23)	-69,375	-69,375
	1,206,875	1,206,875
2022 (12/31/23)	46,250	46,250
(12/31/23)	-23,125	-23,125
(3/31/24)	185,000	185,000
	1,415,000	1,415,000
2023 (3/31/24)	185,000	185,000
(3/31/24)	7,400	7,400
	1,607,400	1,607,400
2024 (12/31/24)	192,400	192,400
	-192,400	-192,400
	144,300	144,300
	4,098	4,098
	1,755,798	1,755,798
2025 (12/31/25)	197,864	197,864
	3,858	3,858
	1,957,520	1,957,520
2026 (12/31/26)	203,008	203,008
	2,160,528	2,160,528



Attachment A
Funding Source Allocation Table
 County Code: 40 County Name: Putnam
 Year: 2026 Amendment: 1 - 12/24/2025 11:56:02 AM

Print Date : 12/29/2025 09:13 AM
 Printed By : L6884KNW
 Page : 1 of 2

Funding Source	Code	Type	Final Annualized Value	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value	Annualized Value Changes	Fiscal Year Revised Annualized Value	Beds
Local Assistance	001A	GS	\$63,820	\$0	\$63,820	\$0	\$0	\$0	\$0
Community Support Services	014	GS	\$117,720	\$0	\$117,720	\$0	\$0	\$0	\$0
Adult Non-Medicaid Case Management	034A	GS	\$0	\$339,510	\$339,510	\$0	\$0	\$0	\$0
Remarks									
Effective 1/1/2026, Putnam County's PC: 2720 funding has been transferred from FSC 034J to FSC 034A. The full annual value of the funding transferred to Putnam County 034A SAL is \$339,510.									
Adult ACT State Aid	034J	GS	\$339,510	\$(339,510)	\$0	\$0	\$0	\$0	\$0
Remarks									
Effective 1/1/2026, Putnam County's PC: 2720 funding has been reduced from FSC 034J and transferred to FSC 034A. The full annual value of the funding transferred from Putnam county's 034J SAL to 034A SAL is \$339,510.									
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	\$55,216	\$0	\$55,216	\$0	\$0	\$0	\$0
PROS State Aid	037P	GS	\$180,400	\$0	\$180,400	\$0	\$0	\$0	\$0
Remarks									
Effective 1/1/26, the PROS Funding is being Rebased. The Total Annual Funding is \$180400. Please report the funding to the Program Codes as follows: \$82500 under program code 6340, \$23100 under program code 7340, \$74800 under program code 8350, and \$0 under program code 7330. For more information regarding individual provider funding, please contact your field office representative.									
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 \$13,1682 and should be reported as follows: \$53422 under program code 6340, \$0 under program code 7340, \$66710 under program code 8350, and \$11550 under program code 7330. For more information regarding individual provider funding, please contact your field office representative.									
Dwyer Veteran P2P	038F	GS	\$203,008	\$0	\$203,008	\$0	\$0	\$0	\$0
Clinical Infrastructure-Adult	039P	GS	\$66,008	\$0	\$66,008	\$0	\$0	\$0	\$0
CMHS Kids COVID Relief Funds	044C	F	\$0	\$0	\$0	\$0	\$0	\$0	\$0

NET TO NET PROGRAM
BY CLOSURE DATES

602

	6/30/17	6/30/18	6/30/19	6/30/20	6/30/21	12/31/22	12/31/23	3/31/24	12/31/24	12/31/25	12/31/26	
	CR 00100174	CR 00100174	CR 00100174	CR 00100174	CR 00100174	CR 00100174	CR 00100174	CR 001754	CR 001754	CR 001754	CR 001754	Cumulative Funding
2013 Year End Expenditures Claimed	141	3,780	0	0	0	0	0	0	0	0	0	
2014 Year End Expenditures Claimed	19,000	1,977,679	19,700	166,159	0	0	0	0	0	0	0	
2015 Year End Expenditures Claimed	75,780	1,861,899	75,780	89,379	0	0	0	0	0	0	0	
2016 Year End Expenditures Claimed	130,000	0	0	0	0	0	0	0	0	0	0	
2017 Year End Expenditures Claimed	145,117	1,471,280	145,117	149,827	0	0	0	0	0	0	0	
2018 Year End Expenditures Claimed	145,117	1,471,280	145,117	149,827	0	0	0	0	0	0	0	
2019 Year End Expenditures Claimed	186,783	1,785,517	186,783	3,997	0	0	0	0	0	0	0	
2020 Year End Expenditures Claimed	132,234	1,129,383	132,234	3,997	133,237	73,678	0	0	0	0	0	
2021 Year End Expenditures Claimed	132,234	1,129,383	132,234	3,997	133,237	73,678	0	0	0	0	0	
2022 Year End Expenditures Claimed	235,610	700,586	235,610	0	21,763	71,678	0	0	0	0	0	
2023 Year End Expenditures Claimed	411,453	389,135	411,453	0	0	0	0	0	0	0	0	
2024 Year End Expenditures Claimed	157,613	201,722	157,613	0	0	0	0	0	0	0	0	
Total:	1,755,798	120,000	185,000	185,000	185,000	185,000	185,000	192,000	148,398	0	0	1,755,798 Total Cumulative Expenditures
	661,290											404,238 Funding Balance

2026 Joseph P. Dwyer Vet2Vet Program of Putnam

Personnel

Dwyer Vet2Vet Program Director	35 hrs/wk	\$ 75,250.00
Dwyer Vet2Vet Program Coordinator	40 hrs/wk	\$ 65,000.00

Total Salaries \$ 140,250.00

Payroll Taxes \$ 21,037.50

Total Personnel Services \$ 161,287.50

Program Expenses

Family Ice Skating		
Renegades Game 1	\$	4,000.00
Renegades Game 2	\$	2,000.00
Renegades Game 3		
Couples Shakespeare at the Garrison	\$	460.00
Family Mini Golf	\$	500.00
Women Veterans Brunch	\$	-
TEE cohorts	\$	5,038.00
Veterans Appreciation Chow Down		
Total Program Expenses	\$	11,998.00
Subtotal	\$	173,285.50
Agency Admin @17.15236%	\$	29,722.50

Grand Total \$ 203,008.00

\$ 203,008.00

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



CCAH
Protective 4/8
Audit - 4/27
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE
Full - 5/5/2026
#50

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: Sheila M. Barrett, First Deputy Commissioner of Finance
Re: Budgetary Amendment - 26A022
Date: April 1, 2026

2026 APR - 1 PM 3: 04
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

GENERAL FUND

Increase Appropriations:

13311000 52650 10211 Motor Vehicle Sheriff Communications 26,416

Decrease Appropriations:

10431000 51000 10211 Personnel Services - Mental Health 5,773
10431000 54640 10211 Education & Training - Mental Health 15,090
10431000 58001 10211 State Retirement - Mental Health 921
10431000 58002 10211 Social Security - Mental Health 245
10431000 58004 10211 Workers Compensation - Mental Health 1,909
10431000 58008 10211 Health Plans - Mental Health 38,717

62,655

Decrease Appropriations:

13311000 52180 10211 Other Equipment - Sheriff Communications 10,863
13311000 54210 10211 Vehicle Leasing/Rental - Sheriff Comm. 13,326
13311000 54640 10211 Education & Training - Sheriff Comm. 10,943

35,132

Decrease Revenues:

10431000 444900 10211 CRT Grant - Co-Response Team Grant - Mental Health 75,550
13311000 444900 10211 CRT Grant - Co-Response Team Grant Sheriff Comm. 8,716

Decrease:

10199000 54980 Contingency 12,895

Fiscal Impact - 2026 - \$ -0- 12,895
Fiscal Impact - 2027 - \$ 0 -

This Resolution is necessary to record remaining expenditure & revenues related to the CoResponse Team Grant expiring on June 30, 2026.

Approved:

Kevin M. Byrne
County Executive

Purpose of Travel Location Type of Expense Cost Duration or Distance # of Staff Total Cost

No Items

Consultant Travel Total Cost

\$0

Procurement Total Cost

\$0

Other Costs

Description	Quantity	Basis	Costs	Length of Time	Total Costs
1 Overtime for Sworn Deputy Sheriff	1.00	Annual	\$15,000.00	2.00	\$30,000.00

Other Costs Total Cost

\$30,000

Additional Narrative

Overtime for call-out or holdover for sworn Deputy Sheriff associated with Co-Response Team activities.

Indirect Costs

Description

Base Indirect Cost Rate Total Cost

No Items

Indirect Costs Total Cost

\$0

For guidance, see DOJ Financial Guide Chapter 3.11 on "Indirect Costs" "BudgetModification"

Justification

We are requesting a Grant Award Modification for the FY23 Implementing Crisis Intervention Teams grant due to the approved extension of the grant period. As a result of this extension, additional funding is needed in the Salary and Fringe categories to retain the project's Mental Health Clinician through the end of the grant term.

To support this need, we propose transferring unutilized funds from the Travel budget line, along with excess Fringe Benefit funds, into Salary and Fringe. Travel funds remain available due to lower-than-anticipated travel-related expenses. Additionally, the Mental Health Clinician did not utilize county health insurance, resulting in unused fringe funds that can be redirected to support salary and



Department of Justice (DOJ)
Office of Community Oriented Policing Services (COPS Office)

Washington, D.C. 20531

Case Status:
Resolved-Completed

Solicitation Title:
FY23 Implementing Crisis Intervention Teams- Community Policing Development Solicitation

Project Title:
FY23 County Of Putnam , NY CIT Grant

Project Period:
10/1/23 - 6/30/26

Managing Office:
COPS

DOJ Grant Manager:
Linda Braswell

Grant Award Administrator:
Johnathon Cihanek

Last Updated Date:
03/27/2026

Solicitation Category
N/A

Federal Award Amount:
\$400,000.00

Funding Instrument Type:
Grant

UEI
RNKJAGJKCVL8

COPS ORI:

TIN:
*****2759

Award Number:
15JCOPS-23-GG-01767-PPSE

Budget Modification

Budget Detail and Summary Modification



Project Budget Summary

Budget Category	Approved Budget	Requested Budget Changes	Revised Budget	Percentage
Sworn Officer Positions:	\$0	\$0	\$0	
Civilian or Non-Sworn Personnel:	\$259,733	\$2,545	\$262,278	
Travel:	\$46,000	-\$23,000	\$23,000	
Equipment:	\$55,562	\$20,455	\$76,017	
Supplies:	\$8,705	\$0	\$8,705	
SubAwards:	\$0	\$0	\$0	
Procurement Contracts:	\$0	\$0	\$0	
Other Costs:	\$30,000	\$0	\$30,000	
Total Direct Costs:	\$400,000	\$0	\$400,000	
Indirect Costs:	\$0	\$0	\$0	
Total Project Costs:	\$400,000	\$0	\$400,000	
Federal Funds:	\$400,000	\$0	\$400,000	100.00%
Match Amount:	\$0	\$0	\$0	0.00%
Program Income:	\$0	\$0	\$0	0.00%

Vacation

Included In Salary? Hours \$0.00 \$0.00 \$0.00
Yes 0

Sick Leave

Included In Salary? Hours \$0.00 \$0.00 \$0.00
Yes 0

Retirement

Fixed Rate \$8,160.00 \$8,160.00 \$4,848.00
9.60% 9.60% 9.60%

Workers Compensation

Fixed Amount \$1,615.00 \$1,615.00 \$100.00
\$1,615.00 \$1,615.00 \$100.00

Unemployment Insurance

Exempt \$0.00 \$0.00 \$0.00

Other Benefit

None \$0.00 \$0.00 \$0.00

Other Benefit

None \$0.00 \$0.00 \$0.00

Other Benefit

None \$0.00 \$0.00 \$0.00

Summary Totals

Year:	Year 1	Year 2	Year 3
Benefits	\$16,283.45	\$16,283.45	\$9,211.25
Salary	\$85,000.00	\$85,000.00	\$50,500.00
Total	\$101,283.45	\$101,283.45	\$59,711.25
Mental Health Clinician			
Number of Positions			
1			
Total Salary and Benefits			
\$262,278			

Travel

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost
1 Co-Responder Conference	TBD	Transportation	Round-Trip	\$2,500.00	1.00	2.00	2.00	\$10,000.00
2 CIT International Conference	TBD	Other	N/A	\$750.00	1.00	2.00	2.00	\$3,000.00
3 CIT International Conference	TBD	Transportation	Round-Trip	\$2,500.00	1.00	2.00	2.00	\$10,000.00

Travel Total Cost

\$23,000

Additional Narrative

Training will be conducted at the National Co-Responder Conference and CIT International Conferences. Locations and conference fees have not been published for FY 24 & FY 25 events.

Equipment

Equipment Item	# of Items	Cost	Total Cost
1 APX 8500 Mobile Radio	1.00	\$7,712.10	\$7,712.10
2 APX 8000 Portable Radio w/ encryption	1.00	\$8,049.30	\$8,049.30
3 Lockable Vehicle Equipment Vault	1.00	\$1,241.67	\$1,241.67
4 Misc Equipment	1.00	\$2,559.41	\$2,559.41
5 Vehicle	1.00	\$56,455.00	\$56,455.00

Equipment Total Cost

\$76,017

Additional Narrative

A dedicated Co-Response Team vehicle will be leased through Enterprise Fleet at a projected cost of \$18,000.00 per year and suitable for interaction with persons in crisis. Land Mobile Radio for response vehicle and Portable Radio for clinician.

A lockable vehicle equipment vault was identified as a requirement to secure Co-response Team equipment & computers.

Supplies

Purpose of Supply Items	# of Items	Unit Cost	Total Cost
1 Mobile computer and peripherals	2.00	\$3,000.00	\$6,000.00
2 Computer Monitor	2.00	\$166.21	\$332.42
3 Color Printer	1.00	\$339.00	\$339.00
4 Wireless Mouse	2.00	\$16.55	\$33.10
5 Misc Computer and Office Supplies	1.00	\$2,000.00	\$2,000.00

Supplies Total Cost

\$8,705

Additional Narrative

Computing devices and general office supplies, forms, and miscellaneous supplies.

2 Computer monitors, color printer, and wireless mice were identified as a need for the Co-Response Team administrative workstations.

SubAwards

Item	Description	Country	State/U.S. Territory	City	Total Cost
------	-------------	---------	----------------------	------	------------

No Items

Subawards Total Cost

\$0

Procurement Contracts

Item	Description	Consultant	Country	State/U.S. Territory	City	Total Cost
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No Items

Procurement Cost

\$0

Consultant Travel Required

Yes

Consultant Travel

applicable fringe costs for the remainder of the grant period.

We also request approval to use available funds to pay off the lease of the dedicated co-response team vehicle prior to the grant's conclusion. The vehicle is a critical resource for the co-response team and directly supports ongoing crisis intervention activities under this award.

This budget modification is necessary to sustain essential personnel and operational capacity through the extended grant period. The proposed changes will not impact the project's scope of work or intended outcomes, but rather will ensure that grant funds are fully utilized in support of program objectives.

Budget/Financial Documentation

Grants Management Comments

Create Date	User	Note
No items		

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Reso

DEPARTMENT OF FINANCE

Health - 48 -
Medi - 4 - 27
Full - May 5th

#5e

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 26A023
Date: April 1, 2026

2026 APR - 1 PM 3: 57
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Public Health Director, the following budgetary amendment is required.

Increase Estimated Appropriations:

10401000 52110	Furniture	4,000
10401000 54783	Licensing software & accessories	1,500
11017000 54640	Education & Training	3,000
11401000 54330	Medical Supplies	5,000
11401000 54640	Education & Training	3,000
11401000 54445	Lab Supplies	2,000
12401000 54783	Licensing software & accessories	1,500
21401000 51093	Overtime	2,212
21401000 58002	FICA	169
21401000 54640	Education & Training	703
		<hr/>
		23,084

Increase Estimated Revenues:

10401000 434890 10118	State aid other - PII <i>Performance Incentive Initiative</i>	23,084
	Fiscal Impact - 2026 - \$ 0	
	Fiscal Impact - 2027 - \$ 0	

This Resolution will adjust the Health Department Budget to account for the Performance Incentive Award received as indicated in the attached correspondence. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive



MEMORANDUM

TO: William Carlin, Interim Commissioner of Finance

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

DATE: March 30, 2026

RE: **Budgetary Amendment**

Please review and approve this Budgetary Amendment for Performance Incentive Initiative (PII) disbursements to Health Department. This Amendment will ensure that we provide programs which align with the approved uses of the funds.

Increase Revenue: 10401000-434890-10118 \$23,084.00
PII-State Aid Other

Total Increase Revenue **\$23,084.00**

Increase Expense: 10401000-52110 \$ 4,000.00
Administration-Furniture
(Office task chairs for Public Health Directors Conference Table)

Increase Expense: 10401000-54783 \$ 1,500.00
Administration-Licensing & Software Accessories
(Webcams and headsets for Fiscal staff)

Increase Expense: 11017000-54640 \$ 3,000.00
Immunization-Education & Training
(Immunization Conference-see Justification next page)

Increase Expense: 11401000-54330 \$ 5,000.00
Nursing-Medical Supplies
(Colorectal Test Kits-see Justification next page)

Increase Expense: 11401000-54640 \$ 3,000.00
Nursing-Education & Training
(Public Health Partnership Conference-see Justification next page)

Increase Expense: 11401000-54445 Nursing-Laboratory (Colorectal Test Kits-see Justification next page)	\$ 2,000.00
Increase Expense: 12401000-54783 EHS-Licensing & Software Accessories (Webcams and headsets for EHS staff)	\$ 1,500.00
Increase Expense: 21401000-51093 Health Ed-Overtime	\$ 2,212.00
Increase Expense: 21401000-58002 Health Ed-FICA	\$ 169.00
Increase Expense: 21401000-54640 Health Ed-Education & Training	\$ 703.00
Total Increase Expense	<u>\$23,084.00</u>
Total Fiscal Impact	(0.00)

The Immunization Conference

Due to retirement, staff is new in the Immunization Program. This conference is solely dedicated to collaboration and partnership as a way to improve immunization uptake, educate our communities, and prevent the spread of disease.

Public Health Partnership Conference

This conference is a great opportunity for two nurses new to Public Health to see examples of public health work being conducted by counties across NYS. This conference is designed for anyone promoting and protecting the public's health: educators, academics, county health officials and employees, students, medical and dental practitioners, state health employees and others in the field of public health, education and medical care.

Colorectal Test Kits

The Health Department can provide colorectal cancer screening kits to support early detection and prevention. These kits help raise awareness, encourage regular screening, and improve overall community health by reducing the incidence of colorectal cancer.

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Reso

April 23 - Recs
April 27 - Audit
May 5 - Full

DEPARTMENT OF FINANCE

#5F

2026 APR - 6 PM 1:57
LEGISLATURE
PUTNAM COUNTY
CARROLL NY

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *wjc*
Re: Budgetary Amendment - 26A024
Date: April 3, 2026

At the request of the Commissioner of the Department of Public Works (DPW), the following budgetary amendment is required.

Increase estimated appropriations:

10144000 51000 (113)	Personnel Services <i>Program Manager</i>	108,150
10144000 51094	Temporary	10,000
10144000 54310	Office Supplies	100
10144000 54311	Printing & Forms	100
10144000 54640	Education & Training	1,200
10144000 54664	Advertising	700
10144000 54675	Travel	800
10144000 55314	Chargeback Postage	50
10144000 55370	Chargeback Automotive	400
10144000 55371	Chargeback Gasoline	500
10144000 55634	Chargeback telephone	200
10144000 58001	State Retirement	12,026
10144000 58002	Social Security	9,038
10144000 58003	Disability Insurance	163
10144000 58004	Workers Compensation	202
10144000 58006	Dental Benefits	1,302
10144000 58007	Life Insurance	796
10144000 58008	Health Insurance	16,050
10144000 58009	Vision	185
10144000 58011	Flex Plan	2,156
		<hr/>
		164,118

Decrease estimated appropriations:

10874500 51000 (107)	Personnel Services S&W Conservation District	108,150
10874500 51094	Temporary	10,000
10874500 54310	Office Supplies	100
10874500 54311	Printing & Forms	100
10874500 54313	Books & Supplements	2,000
10874500 54640	Education & Training	1,200
10874500 54664	Advertising	700
10874500 54675	Travel	1,800
10874500 54783	Licensing & Accessories	3,000
10874500 55314	Chargeback Postage	50
10874500 55370	Chargeback Automotive	400
10874500 55371	Chargeback Gasoline	500
10874500 55634	Chargeback telephone	200
10874500 58001	State Retirement	12,026
10874500 58002	Social Security	9,038
10874500 58003	Disability Insurance	163
10874500 58004	Workers Compensation	202
10874500 58006	Dental Benefits	1,302
10874500 58007	Life Insurance	796
10874500 58008	Health Insurance	16,050
10874500 58009	Vision	185
10874500 58011	Flex Plan	2,156
		<hr/>
		170,118

Decrease estimated revenues:

10874500 439105	State aid - Performance Measures	6,000
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Fiscal Impact - 2026 - \$0

Fiscal Impact - 2027 - \$0

This Resolution is necessary to reallocate to eliminate the 2026 County Soil and Water Budget as a result of the recently executed Memorandum of Agreement with the Putnam County Soil and Water Conservation District. The current employee and associated costs are being transferred to the DPW engineering department.

Approved:

Kevin M. Byrne
County Executive

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

KATHERINE L. McNEAL
Senior Deputy County Attorney



HEATHER M. ABISSI
Senior Deputy County Attorney

SARAH E. ENGLISH
Deputy County Attorney

MAT C. BRUNO, SR
Risk Manager

C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

MEMORANDUM

To: Kevin Byrne, County Executive
The Putnam County Legislature
Cassandra Roth, Chair, Putnam County SWCD

Cc: William Carlin, Commissioner of Finance
Mat Bruno, Risk Manager

From: Putnam County, County Attorney's Office

Pursuant to Resolution #384 of 2025 the Commissioner of Finance and Risk Manager in coordination and cooperation with this Office was charged with ensuring that all paperwork necessary to comply with Risk Management, County Audit, NYS Comptroller, NYS Taxation and Finance, and the IRS to ensure the County's ability to satisfy all final reporting and record keeping requirements and documentation needed to end Putnam County's fiduciary responsibilities were in place.

In consultation with Danielle Cordier, Counsel for NYS Agriculture and Markets, NYSAC, County Audit, the Commissioner of Finance, and Risk Manager, this memorandum confirms that indeed the Commissioner of Finance and Risk Manager have both confirmed that upon the signing of the Intermunicipal Agreement (IMA) with the Putnam County Soil and Water Conservation District, that they each will then have in their possession all paperwork necessary for them to meet any final reporting requirements, if any, imposed by the NYS Comptroller, NYS Taxation and Finance, and/or the IRS, needed to end Putnam County's fiduciary responsibilities.

As such, upon the full execution of the IMA, it shall be appended to Resolution #384 of 2025 as Schedule A, and shall satisfy the condition precedent to enactment; thus, on that day, Resolution #384 shall be deemed enacted.

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

Tel. (845) 808-1150 / Fax (845) 808-1903*
**This office will not accept service via facsimile*

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

cc: All

Reso

Audit - 4-27-26
Full - 5-5-26

DEPARTMENT OF FINANCE

#59

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 26A025
Date: April 6, 2026

2026 APR - 7 AM 9: 22
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Increase Estimated Appropriations:

10990100 59020 52225	Transfer to Capital Fund - ARPA	195,189
10990100 59020 52214	Transfer to Capital Fund - ARPA	403,255
10990100 59020 52405	Transfer to Capital Fund - ARPA	15,963
10990100 59020 52228	Transfer to Capital Fund - ARPA	3,205
10990100 59020 52416	Transfer to Capital Fund - ARPA	621,019
10990100 59020 52421	Transfer to Capital Fund - ARPA	197,038
		<hr/>
		1,435,669

Increase Estimated Revenues:

10131000 449898 52225	Fed Aid - ARPA	195,189
10131000 449898 52214	Fed Aid - ARPA	403,255
10131000 449898 52405	Fed Aid - ARPA	15,963
10131000 449898 52228	Fed Aid - ARPA	3,205
10131000 449898 52416	Fed Aid - ARPA	621,019
10131000 449898 52421	Fed Aid - ARPA	197,038
		<hr/>
		1,435,669

Fiscal Impact - 2026 - \$ 0
Fiscal Impact - 2027 - \$ 0

This Resolution is required to account for ARPA spending through March 31, 2026.
Please forward to the appropriate committee.

Approved : : _____
Kevin M, Byrne, County Executive

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



CC. All
Pays - 4-23-26
Audit - 4-27-26

Reso

COUNTY EXECUTIVE
KEVIN M. BYRNE

Fwd - 5-5-26

#5n

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 26A027
Date: April 16, 2026

2026 APR 16 PM 4:24
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

GENERAL FUND:

Increase Estimated Appropriations:

10990100 59020 Transfer to Capital Fund 779,462

Increase Estimated Revenues:

10131000 427112 Use of Capital Reserve 779,462

CAPITAL FUND:

Increase Estimated Appropriations:

55997000 53000 50309 Maybrook Bikeway II Phase A Pin 8756.84 779,462

Increase Estimated Revenues:

55997000 428601 50309 Transfer From General Fund 779,462

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This Resolution is required to fund costs incurred for the "Bridge 5" project as per the attached correspondence.

Approved : _____
Kevin M, Byrne, County Executive

JOHN TULLY
Commissioner



KEVIN M. BYRNE
County Executive

DEPT. OF GENERAL SERVICES -
PURCHASING

MEMORANDUM

TO: William Carlin, Commissioner, Department of Finance

FROM: Alexis Hawley, Assistant Supervisor of Planning & Design

CC: Thomas Feighery, Commissioner, Department of Public Works
Joseph Bellucci, Deputy Commissioner, Department of Public Works
Barbara Barosa, Commissioner, Department of Planning, Development & Public
Transportation

DATE: April 10, 2026

RE: AMEND CAPITAL PROJECT 50309 – Maybrook Bikeway II, Phase A – PIN 8756.84

Please accept this memorandum as a request to consider amending Capital Project 50309- Maybrook Bikeway II, Phase A – PIN 8756.84 in the amount of \$779,461.23.

The construction of "Bridge 5" along the Maybrook Bikeway in the Village of Brewster was awarded for construction on September 9, 2024 to Harrison & Burrowes Bridge Constructors, Inc. During construction, conditions were encountered that were not and could not be anticipated by the design Engineers because of the age of the structure and the nature of the work. As such, in order to successfully complete the project, Harrison & Burrowes was authorized to and performed additional work resulting from these changed conditions, which were outside of the original scope of work.

With these change orders, project costs owed to the contractor would be \$779,461.23 over the current available funding. We are therefore requesting the following:

Capital Project 52010 – Empire State Trail Access – PIN 8762.43 is complete, is an appropriate funding source, and we are therefore asking that the \$155,805.84 in the project line be transferred to Capital Project 50309.

To then close the remaining deficit of \$626,655.40, we are asking that these funds be transferred from the Capital Reserve to Capital Project 50309.

Decrease Appropriations 52010	\$155,805.84
Increase Appropriations 50309	\$155,805.84
Decrease Appropriations Capital Reserve	\$623,655.39
Increase Appropriations 50309	\$623,655.39

We appreciate the consideration.

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

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



- CC: All
- Prep - 4-23-26
- Audit 4-27-26
COUNTY EXECUTIVE *ReSO*
KEVIN M. BYRNE
- Full - 5-5-26 #5i

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *wjc*
Re: Budgetary Amendment - **26A029**
Date: April 16, 2026

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

Increase Estimated Appropriations:

10711000 54646 10239	Contracts	2,250
10711000 54647 10239	Subcontractors	5,000
10711000 54989 10239	Miscellaneous	22,750
		<u>30,000</u>

Increase Estimated Revenues:

10711000 43089110239	State AID - SWIMS grant	30,000
	Fiscal Impact - 2026 - \$ 0	
	Fiscal Impact - 2027 - \$ 0	

This Resolution is required to fund the SWIM grant program as per the attached correspondence.

Approved : : _____
Kevin M, Byrne, County Executive

2026 APR 16 PM 5:06
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Michele Alfano-Sharkey

From: William Carlin
Sent: Thursday, April 16, 2026 5:02 PM
To: Michele Alfano-Sharkey
Subject: FW: MEMORANDUM FOR RESOLUTION FOR NY STATE SWIMS GRANT \$30,000
Attachments: MEMO FOR RESOLUTION FOR SWIMS GRANT \$30,000.pdf; T1002861 Putnam County Executed Contract 10.6.25.pdf

From: Kerriane Knapp <Kerriane.Knapp@putnamcountyny.gov>
Sent: Wednesday, April 15, 2026 4:01 PM
To: William Carlin <William.Carlin@putnamcountyny.gov>
Cc: Thomas Feighery <Thomas.Feighery@putnamcountyny.gov>; Joseph Bellucci <Joseph.Bellucci@putnamcountyny.gov>; Barbara Barosa <Barbara.Barosa@putnamcountyny.gov>; Chris Ruthven <Chris.Ruthven@putnamcountyny.gov>; Kerry Brophy <Kerry.Brophy@putnamcountyny.gov>
Subject: MEMORANDUM FOR RESOLUTION FOR NY STATE SWIMS GRANT \$30,000

Hi Bill, attached please find the Memo you requested for the resolution for the Swims Grant in the amount of \$30,000.

I have attached the original signed contract. We are working on the amendment to extend the contract thru September 2026.

Please let me know if you need anything else.

Thank you

Kerri



Kerriane Knapp

Accounting Supervisor • Putnam County Department of Public Works

PHONE | 845.878.6331 x40113 • FAX | 845.808.1908 • WEBSITE | PUTNAMCOUNTY.GOV

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated service."

THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: William Carlin, Commissioner, Department of Finance

FROM: Thomas Feighery, Commissioner, Department of Public Works

CC: Joseph Bellucci, Deputy Commissioner, Department of Public Works
Barbara Barosa, Commissioner, Department of Planning, Development & Public Transportation

DATE: April 14, 2026

RE: BUDGETARY FOR NYS SWIMS GRANT T1002861

PROJECT NAME: PUTNAM COUNTY LIFEGUARD TRAINING AND TRAINING RECRUITMENT PROGRAM
NY STATE SWIMS GRANT CONTRACT #T1002861 CONTRACT PERIOD 4/1/24-9/30/26

Overview of the project including goals, tasks, desired outcome and performance measures:

In the Summer of 2026, the project will consist of three phases or tasks. The first task will be to work with partner local Town Municipalities, local schools, Cornell Cooperative Extension, Putnam County Youth Bureau and the Putnam County Personnel Department to increase recruitment for lifeguard classes. The second task will be training lifeguards by offering an avenue to receive certification by hiring the trainer and hosting the classes. The third goal will be to retain trained lifeguards through a certification or recertification reimbursement incentive. The goal for Putnam County is to add 40-50 new trained lifeguards to county swimming facilities throughout the county. These will be part time Jobs, without benefits.

Please accept this memorandum as a request to fund the NYS SWIMS grant.

Account numbers

01 10711000 54646 10239	CONTRACTS	\$ 2,250
01 10711000 54989 10239	SUBCONTRACTORS	\$ 5,000
01 10711000 54647 10239	MISC	\$ 22,750
01 10711000 43089110239	STATE AID	\$30,000

STATE OF NEW YORK CONTRACT FOR GRANTS FACE PAGE

<p>STATE AGENCY (Name & Address): New York State Department of State Division of Local Government Services One Commerce Plaza 99 Washington Avenue, Suite 1130 Albany, New York 12231</p>	<p>BUSINESS UNIT/DEPT. ID: DOS01/3800000</p> <p>CONTRACT NUMBER: T1002861</p> <p>CONTRACT TYPE (select one): <input type="checkbox"/> Multi-Year Agreement <input type="checkbox"/> Simplified Renewal Agreement <input checked="" type="checkbox"/> Fixed Term Agreement</p>
<p>CONTRACTOR NAME: Putnam County</p>	<p>TRANSACTION TYPE: <input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal (list periods): <input type="checkbox"/> Amendment (list periods):</p>
<p>CONTRACTOR IDENTIFICATION NUMBERS:</p> <p>NYS Vendor ID Number: 1000002443 Federal Tax ID Number: 14-6002759</p>	<p>PROJECT NAME: Putnam County Lifeguard Training and Training Recruitment Program</p> <p>ASSISTANCE LISTINGS (formerly CFDA) NUMBER (ALN) (Federally Funded Grants Only):</p>
<p>CONTRACTOR PRIMARY MAILING ADDRESS: 40 Gleneida Avenue Carmel, New York 10512</p> <p>CONTRACTOR PAYMENT ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address</p> <p>CONTRACT MAILING ADDRESS: <input checked="" type="checkbox"/> Check if same as primary mailing address</p> <p>CONTRACTOR PRIMARY E-MAIL ADDRESS: Chris.ruthven@putnamcountyny.gov</p>	<p>CONTRACTOR STATUS:</p> <p><input type="checkbox"/> For Profit <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Tribal Nation <input type="checkbox"/> Individual <input type="checkbox"/> Not-for-Profit</p> <p>Charities Registration Number:</p> <p>Exemption Status/Code:</p> <p><input type="checkbox"/> Sectarian Entity</p>

T1002861

STATE OF NEW YORK CONTRACT FOR GRANTS FACE PAGE

<p>CURRENT CONTRACT TERM:</p> <p>From: 04/01/2024 To: 09/30/2025</p> <p>AMENDED TERM:</p> <p>From: To:</p>	<p>CONTRACT FUNDING AMOUNT <i>(Fixed Term - enter current period amount; Simplified Renewal - enter cumulative amount to date; Multi-year - enter total projected amount of the contract):</i></p> <p>CURRENT: \$ 30,000.00</p> <p>AMENDED:</p> <p>FUNDING SOURCE(S)</p> <p><input checked="" type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/> Other</p>
---	---

ATTACHMENTS INCLUDED AS PART OF THIS AGREEMENT (select all that apply):

Appendix A

Attachment A: A-1 Agency Specific Terms and Conditions
 A-2 Program Specific Terms and Conditions
 A-3 Federally Funded Grants and Requirements Mandated by Federal Laws

Attachment B: B-1 Expenditure Based Budget
 B-2 Performance Based Budget
 B-3 Capital Budget
 B-4 Net Deficit Budget
 B-1(A) Expenditure Based Budget (Amendment)
 B-2(A) Performance Based Budget (Amendment)
 B-3(A) Capital Budget (Amendment)
 B-4(A) Net Deficit Budget (Amendment)

Attachment C: Work Plan

Attachment D: Payment and Reporting

Other:

IN WITNESS THEREOF, the parties hereto have executed or approved this Contract for Grants on the dates below their signatures.

CONTRACTOR:

PUTNAM COUNTY
40 Gleneida Avenue
Carmel, New York 10512

By: _____

Kevin Byrne

Printed Name

Title: Putnam County Executive

Date: 7/30/25

STATE AGENCY:

By: _____

LuAnn I. Hart

Printed Name

Title: Chief Administrative Officer

Date: 10/2/25

STATE OF NEW YORK

County of Putnam

On the 30th day of July, 2025 before me personally appeared Kevin Byrne, to me known, who being by me duly sworn, did depose and say they reside at Mahopac, NY, that they are the County Executive of the County of Putnam, the contractor described herein which executed the foregoing instrument; and that they signed their name thereto as authorized by the contractor named on the face page of this Contract for Grants.

(Notary) _____

JENNIFER TABUSO
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 02CA6395487
Qualified in Putnam County
My Commission Expires September 15, 2027

ATTORNEY GENERAL'S SIGNATURE

STATE COMPTROLLER'S SIGNATURE

Printed Name

Printed Name

Title: _____

Title: _____

Date: _____

Date: _____

Contract Number: # T1002861
Page 1 of 1, Contract for Grants Signature Page

January 2025

**STATE OF NEW YORK
CONTRACT FOR GRANTS**

This State of New York Contract for Grants, including all attachments and appendices (hereinafter referred to as "Contract" or "Agreement"), is hereby made by and between the State of New York acting by and through the applicable State Agency (State or Agency) and the public or private entity (Contractor) identified on the face page hereof (Face Page).

WITNESSETH:

WHEREAS, the State has the authority to regulate and provide funding for the operation of a program or performance of a service; and desires to contract with a responsive and responsible Contractor possessing the necessary resources to provide such services or work; and

WHEREAS, the Contractor is ready, willing, and able to provide such services or work and possesses or can make available all necessary qualified personnel, licenses, facilities and expertise to perform or have performed the services or work, as applicable, required pursuant to and in compliance with the terms of the Contract, specifications outlined in the grant solicitation, resulting award, and other associated documents comprising the Agreement.

NOW THEREFORE, in consideration of the promises, responsibilities, and covenants herein, the State and the Contractor agree to as follows:

STANDARD TERMS AND CONDITIONS

I. GENERAL PROVISIONS

A. Order of Precedence: In the event of a conflict among (i) the terms of the Contract or (ii) between the terms of the Contract and the original request for proposal, solicitation document, the program application or other documentation that was completed and executed by the Contractor in connection with a grant award, the order of precedence is as follows:

1. Appendix A – Standard Clauses for New York State Contracts
2. Contract for Grants Standard Terms and Conditions
3. Modifications to the Face Page
4. Modifications to Attachment A-2: Program Specific Terms and Conditions; Attachment A-3: Federally Funded Grants and Requirements Mandated by Federal Laws (modifications not required by the Federal government)¹, Attachment B: Budget, Attachment C: Work Plan, and Attachment D: Payment and Reporting
5. The Face Page

¹ For modifications required by the Federal government see Section I(M).

6. Attachment A-2: Program Specific Terms and Conditions, Attachment A-3: Federally Funded Grants and Requirements Mandated by Federal Laws, Attachment B: Budget, Attachment C: Work Plan; and Attachment D: Payment and Reporting
7. Modifications to Attachment A-1: Agency Specific Terms and Conditions
8. Attachment A-1: Agency Specific Terms and Conditions
9. Other attachments, including, but not limited to, the request for proposal or program application, if incorporated by reference on the Face Page

The documents above, collectively, comprise the entire Agreement and govern the program for the entirety of the term of the Contract and any resulting renewals.

B. Funding: Funding for the term of the Contract shall not exceed the amount specified as "Contract Funding Amount" on the Face Page or as subsequently revised to reflect an approved renewal or cost amendment. Funding for the initial and subsequent periods of the Contract shall not exceed the applicable amounts specified in the applicable Attachment B form (Budget).

C. Contract Performance: The Contractor shall perform all services or work, as applicable, and comply with all provisions of the Contract to the satisfaction of the State. The Contractor shall provide services or work, as applicable, and meet the program objectives summarized in Attachment C (Work Plan) in accordance with the provisions of the Contract, relevant laws, rules and regulations, administrative, program and fiscal guidelines, and where applicable, operating certificate for facilities or licenses for an activity or program.

D. Modifications: Any modifications to this Agreement, including any budgetary changes, must be mutually agreed to in writing by both parties and be reflected on the Face Page where such terms are modified. Modifications may be subject to the approval of the AG and OSC in accordance with Appendix A, Section 3, Comptroller's Approval. A modification that would result in a transfer of funds among program activities or budget cost categories that does not affect the amount, consideration, scope or other terms of such Contract may be subject to the approval of the AG and OSC where the amount of such modification is, as a proportion of the total value of the Contract, equal to or greater than ten percent for contracts of five million dollars or less, or five percent for contracts of more than five million dollars. Modifications that are not subject to the AG and OSC approval shall be processed in accordance with the guidelines stated in the Contract.

E. Severability: Any provision of the Contract that is held to be invalid, illegal or unenforceable in any respect by a court of competent jurisdiction, shall be ineffective only to the extent of such invalidity, illegality or unenforceability, without affecting in any way the remaining provisions hereof; provided, however, that the parties to the Contract shall attempt in good faith to reform the Contract in a manner consistent with the intent of any such ineffective provision for the purpose of carrying out such intent. If any provision is held void, invalid or unenforceable with respect to particular circumstances, it shall nevertheless remain in full force and effect in all other circumstances.

F. Interpretation: The headings in the Contract are inserted for convenience and reference only and do not modify or restrict any of the provisions herein. All personal pronouns used herein shall be considered gender neutral. The Contract has been made under the laws of the State of New York, and the venue for

T1002861

resolving any disputes hereunder shall be in a court of competent jurisdiction of the State of New York.

G. Notice: All Notices under this Contract, including termination notices, shall be made in writing and directed to the representatives identified herein, or their designees and shall be transmitted by: a) certified or registered United States mail, return receipt requested; b) facsimile transmission; c) personal delivery; d) expedited delivery service; and/or e) e-mail. Notice shall be deemed to have been given either at the time of personal delivery or, in the case of expedited delivery service or certified or registered United States mail, as of the date of first attempted delivery at the address and in the manner provided herein, or in the case of facsimile transmission or e-mail, upon receipt.

The parties may, on written notice, designate other individuals as their representatives. Such representatives shall request, oversee, supervise, and accept performance of services provided by the Contractor and shall receive any required submissions. Whenever an action is to be taken, or approval for services given by the Agency, such action or approval may be given only by the representatives designated pursuant to this Section.

H. Indemnification: The Contractor shall be solely responsible and answerable in damages for all accidents, incidents, and/or injuries to persons (including death) or property arising out of or related to the services to be rendered by the Contractor or its subcontractors pursuant to this Contract. The Contractor shall indemnify and hold harmless the State and its officers and employees from claims, suits, actions, damages, and cost of every nature arising out of the provision of services pursuant to the Contract.

I. Legal Action: No litigation or regulatory action shall be brought against the State of New York, the State Agency, or against any county or other local government entity with funds provided under the Contract. The term "litigation" shall include commencing or threatening to commence a lawsuit, joining, or threatening to join as a party to ongoing litigation, or requesting any relief from the State of New York, the State Agency, or any county, or other local government entity. The term "regulatory action" shall include commencing or threatening to commence a regulatory proceeding or requesting any regulatory relief from the State of New York, the State Agency, or any county, or other local government entity.

J. Partisan Political Activity and Lobbying: Funds provided pursuant to the Contract shall not be used for any partisan political activity, or for activities that attempt to influence legislation or election or defeat of any candidate for public office.

K. Reporting Fraud and Abuse: Contractor acknowledges that it has reviewed information on how to prevent, detect, and report fraud, waste, and abuse of public funds, including information about the Federal False Claims Act, the New York State False Claims Act, and whistleblower protections and will comply with requirements therein.

L. Reporting Risks to Performance: If any specific event, conjunction of circumstances, or any occurrence involving the staff, volunteers, directors, officers, subcontractors, or program participants of the Contractor threatens the successful completion of this project, in whole or in part, the Contractor agrees to notify the State Agency within three (3) calendar days of becoming aware of the occurrence describing the occurrence and the risk it poses to performance under the Contract. The Contractor's notice shall include a written description of the event and a recommended solution. Such events may include, but not be limited to, death or serious injury, an arrest or possible criminal activity.

M. Federally Funded Grants and Requirements Mandated by Federal Laws: All the Specific Federal

requirements that are applicable to the Contract are identified in Attachment A-3 (Federally Funded Grants and Requirements Mandated by Federal Laws), attached hereto. To the extent that the Contract is funded, in whole or part, with Federal funds or mandated by Federal laws: (i) the provisions of the Contract that conflict with Federal rules, Federal regulations, or Federal program specific requirements shall not apply and (ii) to the extent that the modifications to Attachment A-3 are required by Federal requirements and conflict with other provisions of the Contract, the modifications to Attachment A-3 shall supersede all other provisions of this Contract; and (iii) the Contractor agrees to comply with all applicable Federal rules, regulations and program specific requirements including, but not limited to, those provisions that are set forth in Attachment A-3 (Federally Funded Grants and Requirements Mandated by Federal Laws), attached hereto.

N. Renewal:

1. **General Renewal:** The Contract may consist of successive periods on the same terms and conditions, as specified within the Contract (a "Simplified Renewal Contract"). Each additional or superseding period shall be on the forms specified by the State and shall be incorporated in the Contract.
2. **Renewal Notice to Not-for-Profit Contractors:** The Contract, as specified herein, may consist of successive periods on the same terms and condition referred to as a "Simplified Renewal Contract." Each additional or superseding period shall be on the forms specified by the State and shall be incorporated into the Contract. Pursuant to State Finance Law §179-t, if the Contract is with a not-for-profit Contractor and provides for a renewal option, the State shall notify the Contractor of the State's intent to renew or not to renew the Contract no later than ninety (90) calendar days prior to the end of the term of the Contract, unless funding for the renewal is contingent upon enactment of an appropriation, than thirty (30) calendar days after the appropriation becomes law, whichever is later. Notwithstanding the foregoing, in the event the State is unable to comply with the time frames set forth in this paragraph due to unusual circumstances beyond the control of the State ("Unusual Circumstances"), no payment of interest shall be due to the Contractor. For purposes of State Finance Law §179-t, "Unusual Circumstances" shall not mean the failure by the State to (i) plan for implementation of a program, (ii) assign sufficient staff resources to implement a program, (iii) establish a schedule for the implementation of a program or (iv) anticipate any other reasonably foreseeable circumstance. Notification to the Contractor of the State's intent to not renew the Contract must be in writing in the form of a letter, with the reason(s) for the non-renewal included. If the State does not provide notice to the Contractor of its intent to not renew the Contract as required in this Section and State Finance Law §179-t, the Contract shall be deemed continued until the date the State provides the necessary notice to the Contractor, in accordance with State Finance Law §179-t. Expenses incurred by the not-for-profit Contractor during such extension shall be reimbursable under the terms of the Contract.

II. TERMINATION AND SUSPENSION

A. Termination:

1. Grounds:

- a) Mutual Consent: The Contract may be terminated at any time upon mutual written consent of the State and the Contractor.

b) Cause: The State may terminate the Contract immediately, upon written notice of termination to the Contractor, if the Contractor fails to comply with any of the terms and conditions of the Contract and/or any applicable laws, rules, regulations, policies, or procedures. If the termination for cause results from unsatisfactory performance by the Contractor, the value of the work performed by the Contractor prior to termination shall be established by the State.

c) Non-Responsibility: Upon written notice to the Contractor, and a reasonable opportunity to be heard by the appropriate State officials or staff, this Contract may be terminated by the State at the Contractor's expense where the Contractor is determined by the State to be non-responsible. In such event, the State may complete contractual requirements in any manner it deems advisable and pursue available legal or equitable remedies for breach.

d) Convenience: The State may terminate the Contract in its sole discretion upon thirty (30) calendar days prior written notice.

e) Lack of Funds: If for any reason the State or the Federal government terminates or reduces its appropriation to the applicable State Agency or entity entering into the Contract or fails to pay the full amount of the allocation for the operation of one or more programs funded under this Contract, the Contract may be terminated or reduced at the State Agency's discretion. No reduction or termination shall apply to allowable costs already incurred by the Contractor whereby funds are available to the State Agency for payment of such costs. Upon termination or reduction of the Contract, all remaining funds paid to the Contractor that are not subject to allowable costs already incurred by the Contractor shall be returned to the State Agency. In any event, no liability shall be incurred by the State (including the State Agency) beyond monies available for the purposes of the Contract. The Contractor acknowledges that any funds due to the State Agency or the State of New York because of disallowed expenditures after audit shall be the Contractor's responsibility.

f) Force Majeure: Performance under the Contract may be terminated or suspended by the State immediately upon the occurrence of a "force majeure" event. For purposes of the Contract, "Force majeure" shall include, but not be limited to, natural disasters, war, rebellion, declared pandemics, insurrection, riot, strikes, lockout, and any unforeseen circumstances and acts beyond the control of the parties which render the performance of contractual obligations impossible.

2. Effect of Notice and Termination on State's Payment Obligations:

Upon receipt of notice of termination provided pursuant to the notice requirements prescribed in this Agreement, the Contractor shall stop work immediately and complete only those specific assignments and/or obligations, if any, subsequently approved by the State. In the event of termination other than for cause, the Contractor shall be entitled to compensation for services performed through the date of termination that are accepted by the State, and for any subsequent services that are accepted by the State, rendered in connection with any successor consultants and contractors, including transfer of records, briefing and any other services deemed necessary or desirable by the State. The Contractor agrees to cooperate to the fullest respect with any successor consultants and contractors.

3. Effect of Termination Based on Misuse or Conversion of State or Federal Property:

Where the Contract is terminated for cause based on Contractor's failure to use some or all of the real property or equipment purchased pursuant to the Contract for the purposes set forth herein, the State

may, at its option, require: a) repayment to the State of any monies previously paid to the Contractor; b) return of any real property or equipment purchased under the terms of the Contract; or c) an appropriate combination of clauses (a) and (b) herein.

Nothing herein shall be intended to limit the State's ability to pursue such other legal or equitable remedies as may be available.

4. Suspension:

The State may, in its discretion, order the Contractor to suspend performance for a reasonable period of time. In the event of such suspension, the Contractor shall be given formal written notice outlining the specific details of such suspension. Upon issuance of such notice, the Contractor shall comply with the particulars of the notice. The State shall have no obligation to reimburse Contractor's expenses during such suspension period. Activities may resume at such time as the State issues a formal written notice authorizing a resumption of performance under the Contract.

III. ADDITIONAL OBLIGATIONS, REPRESENTATIONS AND WARRANTIES

A. Contractor as an Independent Contractor/Employees:

1. The State and the Contractor agree that the Contractor is an independent contractor, and not an employee of the State and may neither hold itself out nor claim to be an officer, employee, or subdivision of the State nor make any claim, demand, or application to or for any right based upon any different status. Notwithstanding the foregoing, the State and the Contractor agree that if the Contractor is a New York State municipality, the Contractor shall be permitted to hold itself out, and claim, to be a subdivision of the State.

The Contractor shall be solely responsible for the recruitment, hiring, provision of employment benefits, payment of salaries and management of its project personnel. These functions shall be carried out in accordance with the provisions of the Contract, and all applicable Federal and State laws and regulations.

2. The Contractor warrants that it, its staff, and any and all subcontractors have all the necessary licenses, approvals, and certifications currently required by the laws of any applicable local, state, or Federal government to perform the services or work, as applicable, pursuant to the Contract and/or any subcontract entered into under the Contract. The Contractor further agrees that such required licenses, approvals, and certificates shall be kept in full force and effect during the term of the Contract, or any extension thereof, and to secure any new licenses, approvals, or certificates within the required time frames and/or to require its staff and subcontractors to obtain the requisite licenses, approvals, or certificates. In the event the Contractor, its staff, and/or subcontractors are notified of a denial or revocation of any license, approval, or certification to perform the services or work, as applicable, under the Contract, Contractor shall immediately notify the State.

B. Subcontractors:

1. If the Contractor enters into subcontracts for the performance of work pursuant to the Contract, the Contractor shall take full responsibility for the acts and omissions of its subcontractors. Nothing in the subcontract shall impair the rights of the State under the Contract. No contractual relationship shall be deemed to exist between the subcontractor and the State.

2. If requested by the State, the Contractor agrees not to enter into any subcontracts, or revisions to subcontracts, that are in excess of \$100,000 for the performance of the obligations contained herein until it has received the prior written permission of the State, which shall have the right to review and approve each and every subcontract in excess of \$100,000 prior to giving written permission to the Contractor to enter into the subcontract. All agreements between the Contractor and subcontractors shall be by written contract, signed by individuals authorized to bind the parties. All such subcontracts shall contain provisions for specifying (1) that the work performed by the subcontractor must be in accordance with the terms of the Contract, (2) that nothing contained in the subcontract shall impair the rights of the State under the Contract, and (3) that nothing contained in the subcontract, nor under the Contract, shall be deemed to create any contractual relationship between the subcontractor and the State. In addition, subcontracts shall contain any other provisions which are required to be included in subcontracts pursuant to the terms herein.
3. If requested by the State, the Contractor agrees to require the subcontractor to provide to the State the information the State needs to determine whether a proposed subcontractor is a responsible vendor.
4. When a subcontract equals or exceeds \$100,000, the subcontractor shall submit a Vendor Responsibility Questionnaire (Questionnaire).
5. If requested by the State, upon the execution of a subcontract, the Contractor shall provide detailed subcontract information (a copy of subcontract will suffice) to the State within fifteen (15) calendar days after execution. The State may request from the Contractor copies of subcontracts between a subcontractor and its subcontractor.
6. The Contractor shall require any and all subcontractors to submit to the Contractor all financial claims for Services or work to the State agency, as applicable, rendered and required supporting documentation and reports as necessary to permit Contractor to meet claim deadlines and documentation requirements as established in Attachment D (Payment and Reporting). Subcontractors shall be paid by the Contractor on a timely basis after submitting the required reports and vouchers for reimbursement of services or work, as applicable. Subcontractors shall be informed by the Contractor of the possibility of non-payment or rejection by the Contractor of claims that do not contain the required information, and/or are not received by the Contractor by said due date.

C. Use of Material, Equipment, Or Personnel:

1. The Contractor shall not use materials, equipment, or personnel paid for under the Contract for any activity other than those provided for under the Contract, except with the State's prior written permission.
2. Any interest accrued on funds paid to the Contractor by the State shall be deemed to be the property of the State and shall either be credited to the State at the close-out of the Contract or, upon the written permission of the State, shall be expended on additional services or work, as applicable, provided for under the Contract.

D. Property:

1. For the purposes of the Contract, "Property" is defined as real property, equipment, or tangible

personal property having a useful life of more than one year and an acquisition cost of \$1,000 or more per unit. For Federally funded contracts, if there is any conflict in the definition of "Property" the federal awarding Agency definitions will apply.

- a) If an item of Property required by the Contractor is available as surplus to the State, the State at its sole discretion, may arrange to provide such Property to the Contractor in lieu of the purchase of such Property. Such Property shall be returned to the State at the Contractor's cost and expense upon the expiration of the Contract unless the State consents in writing to the Contractor retaining possession of the Property to use for similar purposes.
 - b) In addition, the Contractor agrees to permit the State to inspect the Property and to monitor its use at reasonable intervals during the Contractor's regular business hours.
 - c) The Contractor shall be responsible for maintaining and repairing Property purchased or procured under the Contract at its own cost and expense. The Contractor shall procure and maintain insurance at its own cost and expense in an amount satisfactory to the State Agency, naming the State Agency as an additional insured, covering the loss, theft, or destruction of such equipment. The Contractor may not charge rental or use fees under this Contract for use or acquisition of Property to carry out its obligations under the Contract.
 - d) The State has the right to review and approve in writing any new contract for the purchase of or lease for rental of Property (Purchase/Lease Contract) operated in connection with the provision of the services or work as specified in the Contract, if applicable, and any modifications, amendments, or extensions of an existing lease or purchase prior to its execution. If, in its discretion, the State disapproves of any Purchase/Lease Contract, then the State shall not be obligated to make any payments for such Property.
 - e) No member, officer, director, or employee of the Contractor shall retain or acquire any interest, direct or indirect, in any Property, paid for with funds under the Contract, nor retain any interest, direct or indirect, in such, without full and complete prior disclosure of such interest and the date of acquisition thereof, in writing to the Contractor and the State.
2. For non-Federally funded contracts, unless otherwise provided herein, the State shall have the following rights to Property purchased with funds provided under the Contract:
- a) For cost-reimbursable contracts, all right, title and interest in Property with a remaining useful life shall belong to the State unless otherwise agreed to, in writing, by the State and the Contractor. However, upon agreement by the State, title shall pass to Contractor upon the end of the Property's useful life (as the phrase "useful life" is defined in Internal Revenue Code § 1.169-2).
 - b) For performance-based contracts, all right, title and interest in such Property shall belong to the Contractor.
3. For Federally funded contracts, title to Property whose requisition cost is borne in whole or in part by monies provided under the Contract shall be governed by the terms and conditions of Attachment A-3 (Federally Funded Grants and Requirements Mandated by Federal Laws).
4. The Contractor shall maintain an inventory of all Property that is owned by the State and obtained

by the Contractor under this Agreement.

5. The Contractor shall execute any documents which the State may reasonably require to effectuate the provisions of this section.

E. Records and Audits:

1. General:

- a) The Contractor shall establish and maintain, in paper or electronic format, complete and accurate books, records, documents, receipts, accounts, and other evidence directly pertinent to its performance under the Contract (collectively, Records).
- b) The Contractor agrees to produce and retain for the balance of the term of the Contract, and for a period of six years from the later of the date of (i) the Contract and (ii) the most recent renewal of the Contract, any and all Records necessary to substantiate upon audit, the proper deposit and expenditure of funds received under the Contract. Such Records may include, but not be limited to, original books of entry (e.g., cash disbursements and cash receipts journal), and the following specific records (as applicable) to substantiate the types of expenditures noted:
 - (i) personal service expenditures: cancelled checks and the related bank statements, time and attendance records, payroll journals, cash and check disbursement records including copies of money orders and the like, vouchers and invoices, records of contract labor, any and all records listing payroll and the money value of non-cash advantages provided to employees, time cards, work schedules and logs, employee personal history folders, detailed and general ledgers, sales records, miscellaneous reports and returns (tax and otherwise), and cost allocation plans, if applicable.
 - (ii) payroll taxes and fringe benefits: cancelled checks, copies of related bank statements, cash and check disbursement records including copies of money orders and the like, invoices for fringe benefit expenses, miscellaneous reports and returns (tax and otherwise), and cost allocation plans, if applicable.
 - (iii) non-personal services expenditures: original invoices/receipts, cancelled checks and related bank statements, consultant agreements, leases, and cost allocation plans, if applicable.
 - (iv) receipt and deposit of advance and reimbursements: itemized bank stamped deposit slips, and a copy of the related bank statements.
- c) The OSC, AG and any other person or entity authorized to conduct an examination, as well as the State Agency or State Agencies involved in the Contract that provided funding, shall have access to the Records during the hours of 9:00 a.m. until 5:00 p.m., Monday through Friday (excluding State recognized holidays), at an office of the Contractor within the State of New York or, if no such office is available, at a mutually agreeable and reasonable venue within the State, for the term specified above for the purposes of inspection, auditing and copying.
- d) The State shall protect from public disclosure any of the Records which are exempt from disclosure under Section 87 of the Public Officers Law provided that: (i) the Contractor shall

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timely inform an appropriate State official, in writing, that said records should not be disclosed; and (ii) said records shall be sufficiently identified; and (iii) designation of said records, as exempt under Section 87 of the Public Officers Law, is reasonable.

e) Nothing contained herein shall diminish, or in any way adversely affect, the State's rights in connection with its audit and investigatory authority or the State's rights in connection with discovery in any pending or future litigation.

F. Confidentiality:

1. Contractor agrees that it will not use confidential, personally identifiable information relating to individuals who may receive services, or proprietary information disclosed to Contractor in connection with the services or work ("Confidential Information") for any purpose other than in connection with the services or work and in compliance with all applicable provisions of State and federal law. The Contractor is fully responsible for its staff, its subcontractor(s), and any subcontractor's staff with regard to Confidential Information and shall ensure that they meet all obligations with respect to maintaining the confidentiality and security of any information deemed confidential.

2. Information which falls into any of the following categories shall not be considered Confidential Information: a) information that is previously rightfully known to the Contractor without restriction on disclosure; b) information that becomes, from no breach of the Contract on the part of the Contractor, generally known in the relevant industry, or is otherwise publicly available; and c) information that is independently developed by Contractor without use of the Confidential Information.

3. Except as specifically permitted in this Agreement, Contractor shall not, at any time, in any fashion, form or manner, divulge, disclose, communicate, or use, any Confidential Information other than in connection with the services or as otherwise provided herein.

4. Contractor may disclose Confidential Information if such information is required to be disclosed by Contractor by any law, rule, regulation, judicial or administrative process or applicable professional standards, provided that, to the extent permitted by applicable law or regulation, the Contractor notifies the State prior to any such required disclosure.

5. Where allowable by law and agreed to by the State, Contractor may retain one copy of the Confidential Information and any summaries, analyses, notes, or extracts prepared by Contractor which are based on or contain portions of the Confidential Information evidencing its services or work for the State as required by law, regulation, professional standards, or reasonable business practice.

6. In protecting the Confidential Information, Contractor shall exercise the same standard of care used by Contractor to protect its own confidential and proprietary information, to prevent the disclosure of Confidential Information to any third party. Contractor shall not use Confidential Information for any purpose other than in furtherance of its services or work for the State.

G. Publicity:

1. Publicity regarding the work, services, performance, and/or project governed by this Agreement may not be released without prior written approval from the State. For the purposes of this Agreement, "Publicity" includes, but is not limited to: news conferences; news releases; public announcements; advertising; brochures; reports; discussions or presentations at conferences or

meetings; and/or the inclusion of State materials, the State's name, or other such references to the State in any document or forum.

2. Any Publicity, publications, presentations or announcements of conferences, meetings or trainings which are funded in whole or in part through any activity supported under the Contract may not be published, presented or announced without prior written approval of the State. Any such publication, presentation or announcement shall:

a) Acknowledge the support of the State of New York and, if funded with Federal funds, the applicable Federal funding agency; and

b) State that the opinions, results, findings and/or interpretations of data contained therein are the responsibility of the Contractor and do not necessarily represent the opinions, interpretations, or policy of the State or if funded with Federal funds, the State and the applicable Federal funding agency.

3. Notwithstanding the above, (i) if the Contractor is an educational research institution, the Contractor may, for scholarly or academic purposes, use, present, discuss, report or publish any material, data or analyses, other than Confidential Information, that derives from activity under the Contract and the Contractor agrees to use best efforts to provide copies of any manuscripts arising from Contractor's performance under this Contract, or if requested by the State, the Contractor shall provide the State with a thirty (30) calendar day period in which to review each manuscript for compliance with Confidential Information requirements prior to publication; or (ii) if the Contractor is not an educational research institution, the Contractor may submit for publication, scholarly or academic publications that derive from activity under the Contract (but are not deliverable under the Contract), provided that the Contractor first submits such manuscripts to the State forty-five (45) calendar days prior to submission for consideration by a publisher in order for the State to review the manuscript for compliance with confidentiality requirements and restrictions and to make such other comments as the State deems appropriate. All derivative publications shall follow the same acknowledgments and disclaimer as described in Section III(F)(2) (Publicity) hereof.

H. Web-Based Applications-Accessibility:

Any network-based information and applications development, or programming delivered to or by the State pursuant to this Contract or procurement, will comply with Section 508 of the Rehabilitation Act of 1973, as amended, and be consistent with New York State Enterprise IT Policy NYS-P08-005, Accessibility of Information Communication Technology, as such policy may be amended, modified, or superseded (the "Accessibility Policy"). The Accessibility Policy requires that State Entity Information Communication Technology shall be accessible to persons with disabilities as determined by accessibility compliance testing. Such accessibility compliance testing will be conducted by (State Entity name, contractor or other) and any report on the results of such testing must be satisfactory to (State Entity name).

I. Unemployment Insurance Compliance:

The Contractor shall remain current in both its quarterly reporting and payment of contributions or payments in lieu of contributions, as applicable, to the State Unemployment Insurance system as a condition of maintaining this grant.

1. The Contractor hereby authorizes the State Department of Labor to disclose to the State Agency staff only such information as is necessary to determine the Contractor's compliance with the State Unemployment Insurance Law. This includes, but is not limited to, the following: a) any records of unemployment insurance (UI) contributions, interest, and/or penalty payment arrears or reporting delinquency; b) any debts owed for UI contributions, interest, and/or penalties; c) the history and results of any audit or investigation; and d) copies of wage reporting information.
2. Such disclosures are protected under Section 537 of the State Labor Law, which makes it a misdemeanor for the recipient of such information to use or disclose the information for any purpose other than the performing due diligence as a part of the approval process for the Contract.

J. Charities Registration:

If applicable, the Contractor agrees to (i) obtain not-for-profit status, a Federal identification number, and a charitable registration number (or a declaration of exemption) and to furnish the State Agency with this information as soon as it is available, (ii) be in compliance with the OAG charities registration requirements at the time of the awarding of this Contract by the State and (iii) remain in compliance with the OAG charities registration requirements throughout the term of the Contract.

K. Vendor Responsibility:

The Contractor hereby acknowledges that the State Vendor Responsibility Questionnaire (Questionnaire) and certification are made part of this Contract and that any misrepresentation of fact in the Questionnaire and attachments, or in any Contractor responsibility information that may be requested by the State, may result in termination of this Contract.

The Contractor shall at all times during the contract term remain responsible. During the term of this Contract, any changes in the provided Questionnaire shall be disclosed to the State Agency, in writing, in a timely manner. Failure to make such disclosure may result in a determination of non-responsibility and termination of this Contract. Furthermore, the Contractor agrees, if requested by the State, it must present evidence of its continuing legal authority to do business in New York State, its integrity, experience, ability, prior performance, and organizational and financial capacity.

The State, in its sole discretion, reserves the right to make a final determination of non-responsibility at any time during the term of the Contract, based on any information provided in the Questionnaire and/or any updates, clarifications, or amendments thereof; and/or when it discovers information that calls into question the responsibility of the Contractor. Prior to making a final determination of non-responsibility, the State shall provide written notice to the Contractor that it has made a preliminary determination of non-responsibility. The State shall detail the reason(s) for the preliminary determination, and shall provide the Contractor with an opportunity to be heard.

The State reserves the right to suspend any or all activities under this Contract, upon discovery of such information warranting review of responsibility. In the event of such suspension, the Contractor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the Contractor must comply with the terms of the suspension order. Contract activity may resume at such time as the State issues a written notice authorizing a resumption of performance under this Contract.

L. Workers' Compensation Benefits:

1. In accordance with Section 142 of the State Finance Law, the Contract shall be void and of no force and effect unless the Contractor shall provide and maintain coverage during the life of the Contract for the benefit of such employees as are required to be covered by the provisions of the Workers' Compensation Law.

2. If a Contractor believes they are exempt from the Workers Compensation insurance requirement they must apply for an exemption.

APPENDIX A

STANDARD CLAUSES FOR NEW YORK STATE CONTRACTS

**PLEASE RETAIN THIS DOCUMENT
FOR FUTURE REFERENCE.**

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STANDARD CLAUSES FOR NYS CONTRACTS

The parties to the attached contract, license, lease, amendment or other agreement of any kind (hereinafter, "the contract" or "this contract") agree to be bound by the following clauses which are hereby made a part of the contract (the word "Contractor" herein refers to any party other than the State, whether a contractor, licensor, licensee, lessor, lessee or any other party):

1. **EXECUTORY CLAUSE.** In accordance with Section 41 of the State Finance Law, the State shall have no liability under this contract to the Contractor or to anyone else beyond funds appropriated and available for this contract.
2. **NON-ASSIGNMENT CLAUSE.** In accordance with Section 138 of the State Finance Law, this contract may not be assigned by the Contractor or its right, title or interest therein assigned, transferred, conveyed, sublet or otherwise disposed of without the State's previous written consent, and attempts to do so are null and void. Notwithstanding the foregoing, such prior written consent of an assignment of a contract let pursuant to Article XI of the State Finance Law may be waived at the discretion of the contracting agency and with the concurrence of the State Comptroller where the original contract was subject to the State Comptroller's approval, where the assignment is due to a reorganization, merger or consolidation of the Contractor's business entity or enterprise. The State retains its right to approve an assignment and to require that any Contractor demonstrate its responsibility to do business with the State. The Contractor may, however, assign its right to receive payments without the State's prior written consent unless this contract concerns Certificates of Participation pursuant to Article 5-A of the State Finance Law.
3. **COMPTROLLER'S APPROVAL.** In accordance with Section 112 of the State Finance Law, if this contract exceeds \$50,000 (or \$75,000 for State University of New York or City University of New York contracts for goods, services, construction and printing, and \$150,000 for State University Health Care Facilities) or if this is an amendment for any amount to a contract which, as so amended, exceeds said statutory amount, or if, by this contract, the State agrees to give something other than money when the value or reasonably estimated value of such consideration exceeds \$25,000, it shall not be valid; effective or binding upon the State until it has been approved by the State Comptroller and filed in his office. Comptroller's approval of contracts let by the Office of General Services, either for itself or its customer agencies by the Office of General Services Business Services Center, is required when such contracts exceed \$85,000. Comptroller's approval of contracts established as centralized contracts through the Office of General Services is required when such contracts exceed \$125,000, and when a purchase order or other procurement transaction issued under such centralized contract exceeds

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\$200,000.

4. **WORKERS' COMPENSATION BENEFITS.** In accordance with Section 142 of the State Finance Law, this contract shall be void and of no force and effect unless the Contractor shall provide and maintain coverage during the life of this contract for the benefit of such employees as are required to be covered by the provisions of the Workers' Compensation Law.
5. **NON-DISCRIMINATION REQUIREMENTS.** To the extent required by Article 15 of the Executive Law (also known as the Human Rights Law) and all other State and Federal statutory and constitutional non-discrimination provisions, the Contractor will not discriminate against any employee or applicant for employment, nor subject any individual to harassment, because of age, race, creed, color, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or domestic violence victim status or because the individual has opposed any practices forbidden under the Human Rights Law or has filed a complaint, testified, or assisted in any proceeding under the Human Rights Law. Furthermore, in accordance with Section 220-e of the Labor Law, if this is a contract for the construction, alteration or repair of any public building or public work or for the manufacture, sale or distribution of materials, equipment or supplies, and to the extent that this contract shall be performed within the State of New York, Contractor agrees that neither it nor its subcontractors shall, by reason of race, creed, color, disability, sex, or national origin: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. If this is a building service contract as defined in Section 230 of the Labor Law, then, in accordance with Section 239 thereof, Contractor agrees that neither it nor its subcontractors shall by reason of race, creed, color, national origin, age, sex or disability: (a) discriminate in hiring against any New York State citizen who is qualified and available to perform the work; or (b) discriminate against or intimidate any employee hired for the performance of work under this contract. Contractor is subject to fines of \$50.00 per person per day for any violation of Section 220-e or Section 239 as well as possible termination of this contract and forfeiture of all moneys due hereunder for a second or subsequent violation.
6. **WAGE AND HOURS PROVISIONS.** If this is a public work contract covered by Article 8 of the Labor Law or a building service contract covered by Article 9 thereof, neither Contractor's employees nor the employees of its subcontractors may be required or permitted to work more than the number of hours or days stated in said statutes, except as otherwise provided in the Labor Law and as set forth in prevailing wage

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and supplement schedules issued by the State Labor Department. Furthermore, Contractor and its subcontractors must pay at least the prevailing wage rate and pay or provide the prevailing supplements, including the premium rates for overtime pay, as determined by the State Labor Department in accordance with the Labor Law. Additionally, effective April 28, 2008, if this is a public work contract covered by Article 8 of the Labor Law, the Contractor understands and agrees that the filing of payrolls in a manner consistent with Subdivision 3-a of Section 220 of the Labor Law shall be a condition precedent to payment by the State of any State approved sums due and owing for work done upon the project.

7. NON-COLLUSIVE BIDDING CERTIFICATION. In accordance with Section 139-d of the State Finance Law, if this contract was awarded based upon the submission of bids, Contractor affirms, under penalty of perjury, that its bid was arrived at independently and without collusion aimed at restricting competition. Contractor further affirms that, at the time Contractor submitted its bid, an authorized and responsible person executed and delivered to the State a non-collusive bidding certification on Contractor's behalf.

8. INTERNATIONAL BOYCOTT PROHIBITION. In accordance with Section 220-f of the Labor Law and Section 139-h of the State Finance Law, if this contract exceeds \$5,000, the Contractor agrees, as a material condition of the contract, that neither the Contractor nor any substantially owned or affiliated person, firm, partnership or corporation has participated, is participating, or shall participate in an international boycott in violation of the federal Export Administration Act of 1979 (50 USC App. Sections 2401 et seq.) or regulations thereunder. If such Contractor, or any of the aforesaid affiliates of Contractor, is convicted or is otherwise found to have violated said laws or regulations upon the final determination of the United States Commerce Department or any other appropriate agency of the United States subsequent to the contract's execution, such contract, amendment or modification thereto shall be rendered forfeit and void. The Contractor shall so notify the State Comptroller within five (5) business days of such conviction, determination or disposition of appeal (2 NYCRR § 105.4).

9. SET-OFF RIGHTS. The State shall have all of its common law, equitable and statutory rights of set-off. These rights shall include, but not be limited to, the State's option to withhold for the purposes of set-off any moneys due to the Contractor under this contract up to any amounts due and owing to the State with regard to this contract, any other contract with any State department or agency, including any contract for a term commencing prior to the term of this contract, plus any amounts due and owing to the State for any other reason including, without limitation, tax delinquencies, fee delinquencies or monetary penalties relative thereto. The State shall exercise its set-off rights in accordance with normal State practices including, in cases of set-off pursuant to an audit, the

finalization of such audit by the State agency, its representatives, or the State Comptroller.

10. RECORDS. The Contractor shall establish and maintain complete and accurate books, records, documents, accounts and other evidence directly pertinent to performance under this contract (hereinafter, collectively, the "Records"). The Records must be kept for the balance of the calendar year in which they were made and for six (6) additional years thereafter. The State Comptroller, the Attorney General and any other person or entity authorized to conduct an examination, as well as the agency or agencies involved in this contract, shall have access to the Records during normal business hours at an office of the Contractor within the State of New York or, if no such office is available, at a mutually agreeable and reasonable venue within the State, for the term specified above for the purposes of inspection, auditing and copying. The State shall take reasonable steps to protect from public disclosure any of the Records which are exempt from disclosure under Section 87 of the Public Officers Law (the "Statute") provided that: (i) the Contractor shall timely inform an appropriate State official, in writing, that said records should not be disclosed; and (ii) said records shall be sufficiently identified; and (iii) designation of said records as exempt under the Statute is reasonable. Nothing contained herein shall diminish, or in any way adversely affect, the State's right to discovery in any pending or future litigation.

11. IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION. (a) Identification Number(s). Every invoice or New York State Claim for Payment submitted to a New York State agency by a payee, for payment for the sale of goods or services or for transactions (e.g., leases, easements, licenses, etc.) related to real or personal property must include the payee's identification number. The number is any or all of the following: (i) the payee's Federal employer identification number, (ii) the payee's Federal social security number, and/or (iii) the payee's Vendor Identification Number assigned by the Statewide Financial System. Failure to include such number or numbers may delay payment. Where the payee does not have such number or numbers, the payee, on its invoice or Claim for Payment, must give the reason or reasons why the payee does not have such number or numbers.

(b) Privacy Notification. (1) The authority to request the above personal information from a seller of goods or services or a lessor of real or personal property, and the authority to maintain such information, is found in Section 5 of the State Tax Law. Disclosure of this information by the seller or lessor to the State is mandatory. The principal purpose for which the information is collected is to enable the State to identify individuals, businesses and others who have been delinquent in filing tax returns or may have understated their tax liabilities and to generally identify persons affected by the taxes administered by the Commissioner of Taxation and Finance. The information will be used for tax administration purposes and for any other purpose authorized by law. (2) The personal information is

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requested by the purchasing unit of the agency contracting to purchase the goods or services or lease the real or personal property covered by this contract or lease. The information is maintained in the Statewide Financial System by the Vendor Management Unit within the Bureau of State Expenditures, Office of the State Comptroller, 110 State Street, Albany, New York 12236.

12. EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITIES AND WOMEN.

In accordance with Section 312 of the Executive Law and 5 NYCRR Part 143, if this contract is: (i) a written agreement or purchase order instrument, providing for a total expenditure in excess of \$25,000.00, whereby a contracting agency is committed to expend or does expend funds in return for labor, services, supplies, equipment, materials or any combination of the foregoing, to be performed for, or rendered or furnished to the contracting agency; or (ii) a written agreement in excess of \$100,000.00 whereby a contracting agency is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon; or (iii) a written agreement in excess of \$100,000.00 whereby the owner of a State assisted housing project is committed to expend or does expend funds for the acquisition, construction, demolition, replacement, major repair or renovation of real property and improvements thereon for such project, then the following shall apply and by signing this agreement the Contractor certifies and affirms that it is Contractor's equal employment opportunity policy that:

(a) The Contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force on State contracts and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. Affirmative action shall mean recruitment, employment, job assignment, promotion, upgradings, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation;

(b) at the request of the contracting agency, the Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein; and

(c) the Contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the State contract, all qualified applicants will be afforded equal

employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Contractor will include the provisions of "(a), (b) and (c)" above, in every subcontract over \$25,000.00 for the construction, demolition, replacement, major repair, renovation, planning or design of real property and improvements thereon (the "Work") except where the Work is for the beneficial use of the Contractor. Section 312 does not apply to: (i) work, goods or services unrelated to this contract; or (ii) employment outside New York State. The State shall consider compliance by a contractor or subcontractor with the requirements of any federal law concerning equal employment opportunity which effectuates the purpose of this clause. The contracting agency shall determine whether the imposition of the requirements of the provisions hereof duplicate or conflict with any such federal law and if such duplication or conflict exists, the contracting agency shall waive the applicability of Section 312 to the extent of such duplication or conflict. Contractor will comply with all duly promulgated and lawful rules and regulations of the Department of Economic Development's Division of Minority and Women's Business Development pertaining hereto.

13. CONFLICTING TERMS. In the event of a conflict between the terms of the contract (including any and all attachments thereto and amendments thereof) and the terms of this Appendix A, the terms of this Appendix A shall control.

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

15. LATE PAYMENT. Timeliness of payment and any interest to be paid to Contractor for late payment shall be governed by Article 11-A of the State Finance Law to the extent required by law.

16. NO ARBITRATION. Disputes involving this contract, including the breach or alleged breach thereof, may not be submitted to binding arbitration (except where statutorily authorized), but must, instead, be heard in a court of competent jurisdiction of the State of New York.

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

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calendar days after service hereunder is complete in which to respond.

18. PROHIBITION ON PURCHASE OF TROPICAL HARDWOODS. The Contractor certifies and warrants that all wood products to be used under this contract award will be in accordance with, but not limited to, the specifications and provisions of Section 165 of the State Finance Law, (Use of Tropical Hardwoods) which prohibits purchase and use of tropical hardwoods, unless specifically exempted, by the State or any governmental agency or political subdivision or public benefit corporation. Qualification for an exemption under this law will be the responsibility of the contractor to establish to meet with the approval of the State.

In addition, when any portion of this contract involving the use of woods, whether supply or installation, is to be performed by any subcontractor, the prime Contractor will indicate and certify in the submitted bid proposal that the subcontractor has been informed and is in compliance with specifications and provisions regarding use of tropical hardwoods as detailed in § 165 State Finance Law. Any such use must meet with the approval of the State; otherwise, the bid may not be considered responsive. Under bidder certifications, proof of qualification for exemption will be the responsibility of the Contractor to meet with the approval of the State.

19. MACBRIDE FAIR EMPLOYMENT PRINCIPLES. In accordance with the MacBride Fair Employment Principles (Chapter 807 of the Laws of 1992), the Contractor hereby stipulates that the Contractor either (a) has no business operations in Northern Ireland, or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Fair Employment Principles (as described in Section 165 of the New York State Finance Law), and shall permit independent monitoring of compliance with such principles.

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

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

NYS Department of Economic Development
Division for Small Business and Technology Development
625 Broadway
Albany, New York 12245
Telephone: 518-292-5100

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

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NYS Department of Economic Development
Division of Minority and Women's Business Development
633 Third Avenue 33rd Floor
New York, NY 10017
646-846-7364
email: mwbebusinessdev@esd.ny.gov
<https://ny.newnycontracts.com/FrontEnd/searchcertifieddirectory.asp>

The Omnibus Procurement Act of 1992 (Chapter 844 of the Laws of 1992, codified in State Finance Law § 139-i and Public Authorities Law § 2879(3)(u)-(p)) requires that by signing this bid proposal or contract, as applicable, Contractors certify that whenever the total bid amount is greater than \$1 million:

- (a) The Contractor has made reasonable efforts to encourage the participation of New York State Business Enterprises as suppliers and subcontractors, including certified minority- and women-owned business enterprises, on this project, and has retained the documentation of these efforts to be provided upon request to the State;
- (b) The Contractor has complied with the Federal Equal Opportunity Act of 1972 (P.L. 92-261), as amended;
- (c) The Contractor agrees to make reasonable efforts to provide notification to New York State residents of employment opportunities on this project through listing any such positions with the Job Service Division of the New York State Department of Labor, or providing such notification in such manner as is consistent with existing collective bargaining contracts or agreements. The Contractor agrees to document these efforts and to provide said documentation to the State upon request; and
- (d) The Contractor acknowledges notice that the State may seek to obtain offset credits from foreign countries as a result of this contract and agrees to cooperate with the State in these efforts.

21. RECIPROCITY AND SANCTIONS PROVISIONS. Bidders are hereby notified that if their principal place of business is located in a country, nation, province, state or political subdivision that penalizes New York State vendors, and if the goods or services they offer will be substantially produced or performed outside New York State, the Omnibus Procurement Act 1994 and 2000 amendments (Chapter 684 and Chapter 383, respectively, codified in State Finance Law § 165(6) and Public Authorities Law § 2879(5)) require that they be denied contracts which they would otherwise obtain. NOTE: As of May 2023, the list of discriminatory jurisdictions subject to this provision includes the states of South Carolina, Alaska, West Virginia, Wyoming, Louisiana and Hawaii.

22. COMPLIANCE WITH BREACH NOTIFICATION AND DATA SECURITY LAWS. Contractor shall comply with the provisions of the New York State Information Security

Breach and Notification Act (General Business Law §§ 899-aa and 899-bb and State Technology Law § 208).

23. COMPLIANCE WITH CONSULTANT DISCLOSURE LAW. If this is a contract for consulting services, defined for purposes of this requirement to include analysis, evaluation, research, training, data processing, computer programming, engineering, environmental, health, and mental health services, accounting, auditing, paralegal, legal or similar services, then, in accordance with Section 163 (4)(g) of the State Finance Law (as amended by Chapter 10 of the Laws of 2006), the Contractor shall timely, accurately and properly comply with the requirement to submit an annual employment report for the contract to the agency that awarded the contract, the Department of Civil Service and the State Comptroller.

24. PROCUREMENT LOBBYING. To the extent this agreement is a "procurement contract" as defined by State Finance Law §§ 139-j and 139-k, by signing this agreement the contractor certifies and affirms that all disclosures made in accordance with State Finance Law §§ 139-j and 139-k are complete, true and accurate. In the event such certification is found to be intentionally false or intentionally incomplete, the State may terminate the agreement by providing written notification to the Contractor in accordance with the terms of the agreement.

25. CERTIFICATION OF REGISTRATION TO COLLECT SALES AND COMPENSATING USE TAX BY CERTAIN STATE CONTRACTORS, AFFILIATES AND SUBCONTRACTORS.

To the extent this agreement is a contract as defined by Tax Law § 5-a, if the contractor fails to make the certification required by Tax Law § 5-a or if during the term of the contract, the Department of Taxation and Finance or the covered agency, as defined by Tax Law § 5-a, discovers that the certification, made under penalty of perjury, is false, then such failure to file or false certification shall be a material breach of this contract and this contract may be terminated, by providing written notification to the Contractor in accordance with the terms of the agreement, if the covered agency determines that such action is in the best interest of the State.

26. IRAN DIVESTMENT ACT. By entering into this Agreement, Contractor certifies in accordance with State

Finance Law § 165-a that it is not on the "Entities Determined to be Non-Responsive Bidders/Offerers pursuant to the New York State Iran Divestment Act of 2012" ("Prohibited Entities List") posted at: <https://ogs.ny.gov/iran-divestment-act-2012>

Contractor further certifies that it will not utilize on this Contract any subcontractor that is identified on the Prohibited Entities List. Contractor agrees that should it seek to renew or extend this Contract, it must provide the same certification at the time the Contract is renewed or extended. Contractor also agrees that any proposed Assignee of this Contract will be required to certify that it is not on the Prohibited Entities List before the contract assignment will be approved by the State.

During the term of the Contract, should the state agency receive information that a person (as defined in State Finance Law § 165-a) is in violation of the above-referenced certifications, the state agency will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then the state agency shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The state agency reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

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

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ATTACHMENT A-1

New York State Department of State (1/16/24)

Agency Specific Clauses

For the purposes of this Agreement, the terms "State" and "Department" are interchangeable, unless the context requires otherwise. In addition, the terms "Agreement" and "Contract" are interchangeable, unless the context requires otherwise.

A. Project Timetable

The Contractor agrees to proceed expeditiously with the Project and to complete the Project in accordance with any timetable associated therewith as set forth in the Work Plan (Attachment C) as well as with the conditions of any applicable permits, administrative orders, or judicial orders and this Agreement.

B. Budget Modifications

Prior DOS written approval is required for all requests for budget modifications, regardless of the amount of the modification, or where the proposed modification will result in a transfer of funds among program activities or budget cost categories, but does not affect the amount, consideration, scope or other terms of such contract. All requests for modifications must be done in writing and requires a detailed breakdown of requested changes and justification for the request. Additional approvals will be required when modifications exceed thresholds described below.

Any proposed modification to a contract that will result in a transfer of funds among program activities or budget cost categories, but does not affect the amount, consideration, scope or other terms of such contracts must be submitted to DOS for submission to the Office of State Comptroller for approval when:

1. The amount of the modification is equal to or greater than ten percent of the total value of the contract for contracts of less than five million dollars; or
2. The amount of the modification is equal to or greater than five percent of the total value of the contract for contracts of more than five million dollars.

C. Documentation of Performance

In addition to the criteria set forth in Section III(E)(1)(b) of the NYS Contract for Grants, documentation of personal service expenditures shall:

1. Be based upon actual work performed;
2. Be supported by internal controls that provide a reasonable assurance that the charges are accurate, allowable, and properly allocated; and
3. Comply with the Contractor's established accounting policies and conform to generally accepted accounting principles.

D. License to Use and Reproduce Documents, Intellectual Property and Other Works:

By acceptance of this Agreement, Contractor transfers to the Department a perpetual, transferable, nonexclusive license to use, reproduce in any medium, and distribute, for any purpose, any intellectual property or other work purchased, developed or prepared for or in connection with the Project using funding provided pursuant to this Contract, including but not limited to reports, maps, designs, plans, analysis, and

documents regardless of the medium in which they are originally produced. Contractor warrants to the Department that it has sufficient title or interest in such works to license pursuant to this Agreement, and further agrees and warrants that it shall not enter into any subcontract or other agreement purporting to limit such title or interest in such works in any manner that may compromise Contractor's ability to provide the aforesaid license to the Department. Such warranties shall survive the termination of this Agreement. Contractor agrees to provide the original of each such work, or a copy thereof which is acceptable to the Department, to the Department before payments shall be made under this Agreement.

E. Property

The ownership of all property or intellectual property described herein and purchased, developed or prepared under the terms of this Contract shall reside with the Contractor with a reversionary interest in such property or intellectual property held by the Department, unless otherwise authorized or directed in writing by the Department. Except as otherwise provided in Section II(A)(3) of the NYS Contract for Grants, Contractor shall retain ownership of such property or intellectual property after the term of this Contract so long as such property or intellectual property is used for purposes similar to those contemplated by this Contract. Otherwise, the Contractor shall return such property or intellectual property to the Department at the Contractor's cost and expense, and Contractor's ownership interests, rights and title in such property or intellectual property shall revert to the Department. The ownership of all property purchased with federal funds provided pursuant to this Agreement, however, shall be governed by the terms of applicable federal law including, but not limited to, 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as amended.

In addition to the requirements of Section III(D)(4) of the NYS Contract for Grants, the Contractor shall maintain an inventory of all property purchased under this Agreement and owned by the Contractor. Such inventory shall be retained by the Contractor for the time period specified in Section III(E)(1) and available for inspection and copying by the State.

F. Termination

The Department may terminate the Agreement in accordance with the terms and conditions set forth in Section II(A) of the NYS Contract for Grants. In addition to other reserved rights it has to terminate this Agreement, the Department may terminate or suspend the Agreement under the following circumstances:

1. The Contractor shall complete the project as set forth in this Agreement, and failure to render satisfactory progress or to complete the project to the satisfaction of the State may be deemed an abandonment of the project and may cause the suspension or termination of any obligation of the State. In the event the Contractor should be deemed to have abandoned the project for any reason or cause other than a national emergency or an Act of God, all monies paid to the Contractor by the State and not expended in accordance with this Agreement shall be repaid to the State upon demand. If such monies are not repaid within forty-five (45) days after such demand, the State Comptroller of the State of New York may cause to be withheld from the Contractor any State assistance to which the Contractor would otherwise be entitled in an amount equal to the monies demanded or the Department may pursue any other remedies available to the State.
2. The Department shall also have the right to postpone or suspend the Agreement or deem it abandoned without this action being a breach of the Agreement. The Department shall provide written notice to the Contractor indicating the Agreement has been postponed, suspended or abandoned. During any postponement, suspension or abandonment the Contractor agrees not to do any work under the Agreement without prior written approval of the Department.

3. Any funds paid to the Contractor by the Department which are not expended under the terms of the Agreement shall be repaid to the Department.

G. Subcontracting Requirements

1. Contractor agrees that it shall not enter into any subcontract for the performance of work in furtherance of this Contract with any subcontractor that at the time of contracting: (1) is listed on the New York State Department of Labor's list of companies with which New York State cannot do business (available at <https://apps.labor.ny.gov/EDList/searchPage.do>) or is listed on the New York State Office of General Service's list of companies with which New York State cannot do business (available at <https://ogs.ny.gov/debarred-and-non-responsible-entities>); (2) is listed as an entity debarred from federal contracts (available at: sam.gov); or (3) fails to possess requisite workers compensation and disability insurance coverage (see <http://www.wcb.ny.gov>).

In addition, Contractor agrees that it shall immediately suspend or terminate any subcontract entered into for the performance of work in furtherance of this Contract if at any time during the term of such subcontract the subcontractor: (1) is listed on the New York State Department of Labor's list of companies with which New York State cannot do business (available at <https://apps.labor.ny.gov/EDList/searchPage.do>) or is listed on the New York State Office of General Service's list of companies with which New York State cannot do business (available at <https://ogs.ny.gov/debarred-and-non-responsible-entities>); (2) is listed as an entity debarred from federal contracts (available at: sam.gov); or (3) fails to maintain requisite workers compensation or disability insurance coverage (see <http://www.wcb.ny.gov>). Contractor agrees that any such suspension shall remain in place until the condition giving rise to the suspension is corrected by the subcontractor. The terms of this clause shall be incorporated in any and all subcontracts entered into in furtherance of this Contract.

2. The Contractor's use of subcontractors shall not diminish the Contractor's obligations to complete the Work in accordance with the Contract. The Contractor shall control and coordinate the Work of its subcontractors.
3. The Contractor shall be responsible for informing its subcontractors of all the terms, conditions and requirements of the Contract including, but not limited to the terms of the Agreement, any and all Appendices, and any changes made by amendments thereto, and ensuring that any and all subcontracts entered into in furtherance of this Contract conform to and do not conflict with such terms.
4. Contractor shall file each and every subcontract entered into in furtherance of this Contract with the Department of State no later than fifteen (15) calendar days following the signing of the subcontract, unless otherwise authorized or directed by the Department of State.
5. In addition to the requirements of Section III(B)(2) of the NYS Contract for Grants, the Department reserves the right to require, upon notice to the Contractor, that, commencing from the date of such notice or a date otherwise specified in such notice, Contractor must obtain written approval from the Department prior to entering into any and all subcontracts valued at or below \$100,000 for the performance of any activities covered by this Contract. Contractor agrees to require any proposed subcontractors to timely provide to the Department such information as may be requested by the Department as necessary to assess whether the proposed subcontractor is a responsible entity capable of lawfully and satisfactorily performing the work. In the event the Department invokes this right of prior approval and a request for approval is submitted by Contractor and denied by the Department, Contractor agrees that it shall not enter into the proposed subcontract and that no costs associated with such subcontract shall be allowable under this Contract.

H. Compliance with Procurement Requirements

1. All contracts by municipalities for service, labor, and construction involving not more than \$35,000 and purchase contracts involving not more than \$20,000 are subject to the requirements of General Municipal Law §104-b, which requires such contracts to comply with the procurement policies and procedures of the municipality involved. All such contracts shall be awarded after and in accordance with such municipal procedures, subject to the MWBE requirements as set forth in Section M, SDVOB requirements set forth in Section N, and any additional requirements imposed by the State as set forth in this Agreement.

The municipal attorney, chief legal officer or financial administrator of the Contractor shall certify to the Department of State that applicable public bidding procedures of General Municipal Law §103 were followed for all service, labor, and construction contracts involving more than \$35,000 and all purchase contracts involving more than \$20,000. In the case of contracts by municipalities, service, labor, and construction contracts involving not more than \$35,000 and purchase contracts involving not more than \$20,000, the municipal attorney, chief legal officer or financial administrator shall certify that the procedures of the municipality established pursuant to General Municipal Law §104-b were fully complied with, in addition to the MWBE requirements as set forth in Section M, SDVOB requirements set forth in Section N, and any additional requirements imposed by the State as set forth in this Agreement.

2. For non-municipal entities, the chief legal officer or financial administrator of the Contractor shall certify to the State that alternative proposals and quotations for professional services were secured by use of written requests for proposals through a publicly advertised process satisfactory to meet the MWBE requirements set forth in Section M, SDVOB requirements set forth in Section N, any additional requirements imposed by the State as set forth in this Agreement, any applicable law, and its own policies.

I. Vendor Responsibility Determinations

A Vendor Responsibility Questionnaire and Certification is required for certain contracts. This Questionnaire is designed to provide information to assist the contracting agency in assessing a Contractor's responsibility, prior to entering into a contract, and must be completed and submitted electronically or returned with the contract. Contractor is invited to file the required Vendor Responsibility Questionnaire online via the New York State VendRep System or may choose to complete and submit a paper questionnaire. To enroll in and use the New York State VendRep System, see the VendRep System Instructions available at <http://osc.state.ny.us/vendrep/index.htm>. For direct VendRep System user assistance, the Office of the State Comptroller's Help Desk may be reached at 866-370-4672 or 518-408-4672 or by email at helpdesk@osc.state.ny.us. Vendors opting to file a paper questionnaire can obtain the appropriate questionnaire from the VendRep website www.osc.state.ny.us/vendrep or may contact the Department of State or the Office of the State Comptroller's Help Desk for a copy of the paper form.

J. State Attorney General Charities Registration

In accordance with the Estates, Powers and Trust Law § 8-1.4 (s), the Contractor certifies that it is in compliance with the requirements of Estate, Powers and Trusts Law sections 8-1.4 (d), (f), and (g), if applicable, regarding organizations which administer property for charitable purposes registering and filing periodic reports (together with the appropriate filing fees) with the New York State Attorney General's Charities Bureau. This certification is a material representation of fact upon which reliance was placed by the Department of State in entering into this Agreement with the Contractor.

The Contractor agrees that it will provide immediate written notice to the Department of State if at any time it learns that this certification was erroneous when made or has become erroneous by reason of changed circumstances.

K. Records Access

The Contractor shall make such records available for review by the Department upon request at any time. The Department shall have the right to conduct progress assessments and review books and records as necessary. The Department shall have the right to conduct an on-site review of the Project and/or books and records of the Contractor prior to, and for reasonable time following, issuance of the final payment. The Department shall be entitled to disallow any cost or expense, and/or terminate or suspend this Agreement, if the Contractor has misrepresented any expenditures or Project activities in its application to the Department, or in this Agreement, or in any progress reports or payment requests made pursuant hereto. The Contractor shall maintain such books and records in a manner so that reports can be produced therefrom in accordance with generally accepted accounting principles. The Contractor shall maintain separate financial books and records for all funds received through the Department pursuant to this Agreement.

L. Notices

Pursuant to Section I(G) of the NYS Contract for Grants, notice hereunder shall be addressed as follows:

1. Notice to the State

Name, Title	Kyle Wilber, Program Manager
Agency/Division	NYS Department of State
Address	99 Washington Avenue, Suite 1130, Albany, New York 12231
Phone/ Fax/Email	(P): 518-473-3355 (F): 518-474-6572 (E): SWIMS@dos.ny.gov

2. Notice to the Contractor

Name, Title	Christopher Ruthven, Deputy Commissioner of Parks
Address	201 Gipsy Trail Road, Carmel, New York 10512
Phone/ Fax/Email	(P): 845-808-1994 / 40911 (F): (E): Chris.ruthven@putnamcountyny.gov

M. Minority and Women Owned Business Participation

Article 15-A of the New York State Executive Law, as amended, authorized the creation of a Division of Minority and Women's Business Development to promote employment and business opportunities on state contracts for minorities and women. This law supersedes any other provision in state law authorizing or requiring an equal employment opportunity program or a program for securing participation by minority and women-owned business enterprises. Under this statute, State agencies are charged with establishing business participation goals for minorities and women. The Department of State administers a Minority and Women-owned Business Enterprises (MWBE) Program as mandated by Article 15-A.

1. General Provisions

- a. The Department of State is required to implement the provisions of New York State Executive Law Article 15-A and Parts 140-145 of Title 5 of the New York Codes, Rules and Regulations ("NYCRR") for all State contracts, as defined therein, with a value (1) in excess of \$25,000 for labor, services, equipment, materials, or any combination of the foregoing or (2) in excess of \$100,000 for real property renovations and construction.
- b. The Contractor to the subject Contract (the "Contractor" and the "Contract," respectively) agrees, in addition to any other nondiscrimination provision of the Contract and at no additional cost to the New York State Department of State (the "Agency"), to fully comply and cooperate with the Agency in the implementation of New York State Executive Law Article 15-A and the regulations promulgated thereunder. These requirements include equal employment opportunities for minority group members and women ("EEO") and contracting opportunities for New York State-certified minority and women-owned business enterprises ("MWBEs"). The Contractor's demonstration of "good faith efforts" pursuant to 5 NYCRR §142.8 shall be a part of these requirements. These provisions shall be deemed supplementary to, and not in lieu of, the nondiscrimination provisions required by New York State Executive Law Article 15 (the "Human Rights Law") and other applicable federal, state, and local laws. Contractor agrees that the terms "MWBE," "MBE" and "WBE" as used herein, shall mean those MBE or WBE firms certified as such by the State pursuant to NY Executive Law Article 15-A and listed in the directory of New York State Certified MWBEs found at the following internet address: <https://ny.newnycontracts.com/>.
- c. Failure to comply with all of the requirements herein may result in a finding of non-responsiveness, non-responsibility and/or a breach of contract, leading to the assessment of liquidated damages pursuant to Section M(7) of this Attachment and such other remedies as are available to the Agency pursuant to the Contract and applicable law.

2. Contract Goals

- a. The Department's New York State-certified Minority and Women-owned Business Enterprises ("MWBEs") utilization goal is 30%. For purposes of this Contract, the specific overall MWBE goal and the breakdown between the Minority-owned Business Enterprise ("MBE") and the Women-owned Business Enterprise ("WBE") utilization goals, are set forth in the Attachment B "Budget", based on the current availability of MBEs and WBEs.
- b. For purposes of providing meaningful participation by MWBEs on the Contract and achieving the MWBE Contract Goals established in this Agreement, the Contractor should reference the directory of New York State Certified MWBEs found at the following internet address: <https://ny.newnycontracts.com/>.

Additionally, the Contractor is encouraged to contact the Division of Minority and Women's Business Development at (212) 803-2414 to discuss additional methods of maximizing participation by MWBEs on the Contract.

- c. The Contractor understands that only sums paid to MWBEs for the performance of a commercially useful function, as that term is defined in 5 NYCRR § 140.1, may be applied towards the achievement of the applicable MWBE participation goal. The portion of a contract with an MWBE serving as a broker that shall be deemed to represent the commercially useful function performed by the MWBE shall be 25 percent of the total value of the broker's contract.

FOR CONSTRUCTION CONTRACTS – The portion of a contract with an MWBE serving as a supplier that shall be deemed to represent the commercially useful function performed by the MWBE shall be 60 percent of the total value of the supplier's contract. The portion of a contract with an MWBE serving as a broker that shall be deemed to represent the commercially useful function performed by the MWBE shall be the monetary value for fees, or the markup percentage, charged by the MWBE.

- d. The Contractor must document "good faith efforts," pursuant to 5 NYCRR §142.8, to provide meaningful participation by MWBEs as subcontractors and suppliers in the performance of the Contract. Such documentation shall include, but not necessarily be limited to:
- (1) Evidence of outreach to MWBEs;
 - (2) Any responses by MWBEs to the Contractor's outreach;
 - (3) Copies of advertisements for participation by MWBEs in appropriate general circulation, trade, and minority or women-oriented publications;
 - (4) The dates of attendance at any pre-bid, pre-award, or other meetings, if any, scheduled by the Agency with MWBEs; and,
 - (5) Information describing specific steps undertaken by the Contractor to reasonably structure the Contract scope of work to maximize opportunities for MWBE participation.

3. Equal Employment Opportunity ("EEO")

- a. The provisions of Article 15-A §312 of the Executive Law and the rules and regulations promulgated thereunder pertaining to equal employment opportunities for minority group members and women shall apply to the Contract.
- b. In performing the Contract, the Contractor shall:
- (1) Ensure that each contractor and subcontractor performing work on the Contract shall undertake or continue existing EEO programs to ensure that minority group members and women are afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status. For these purposes, EEO shall apply in the areas of recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation.
 - (2) The Contractor shall submit an EEO policy statement to the Agency within seventy two (72) hours after the date of the notice by Agency to award the Contract to the Contractor.
 - (3) If the Contractor, or any of the subcontractors does not have an existing EEO policy statement, the Agency may require the Contractor or subcontractor to adopt a model statement (see Form A - Minority and Women-Owned Business Enterprises Equal Employment Opportunity Policy Statement).
 - (4) The Contractor's EEO policy statement shall include the following language:
 - (a) The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, age, disability or marital status, will

- undertake or continue existing EEO programs to ensure that minority group members and women are afforded equal employment opportunities without discrimination, and shall make and document its conscientious and active efforts to employ and utilize minority group members and women in its work force.
- (b) The Contractor shall state in all solicitations or advertisements for employees that, in the performance of the Contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.
 - (c) The Contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment agency, labor union, or representative will not discriminate on the basis of race, creed, color, national origin, sex age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the Contractor's obligations herein.
 - (d) The Contractor will include the provisions of Subdivisions (a) through (c) of this Subsection 4 and Paragraph "e" of this section 3, which provides for relevant provisions of the Human Rights Law, in every subcontract in such a manner that the requirements of the subdivisions will be binding upon each subcontractor as to work in connection with the Contract.

c. Form B - Staffing Plan

If the total expenditure of this Contract is in excess of \$250,000, the following provision shall apply:

The Contractor shall submit a staffing plan to document the composition of the proposed workforce to be utilized in the performance of the Contract by the specified categories listed, including ethnic background, gender, and Federal occupational categories. The Contractor shall complete the Staffing plan form and submit it as part of their proposal or within a reasonable time, as directed by the Department of State.

d. Form C - Workforce Utilization Report

- (1) The Contractor shall submit a Workforce Utilization Report; and shall require each of its subcontractors to submit a Workforce Utilization Report, in such form as shall be required by the Agency on a monthly basis for construction contracts, and on a quarterly basis for all other contracts, during the term of the Contract.
 - (2) Separate forms shall be completed by the Contractor and any subcontractors performing work on the Contract.
- e. The Contractor shall comply with the provisions of the Human Rights Law, as well as all other State and Federal statutory and constitutional non-discrimination provisions. The Contractor and its subcontractors shall not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, citizenship or immigration status, sexual orientation, gender identity or expression, military status, age, disability, predisposing genetic characteristic, familial status, marital status or domestic violence victim status, or has filed a complaint, testified, or assisted in any proceeding under the Human Rights Law, and shall also follow the requirements of the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.

4. MWBE Utilization Plan

- a. The Contractor represents and warrants that the Contractor has submitted an MWBE Utilization Plan or shall submit an MWBE Utilization Plan at such time as shall be required by the Department of State through the New York State Contract System ("NYSCS"), which can be viewed at <https://ny.newnycontracts.com>, provided, however, that the Contractor may arrange to provide such evidence via a non-electronic method to the Department of State, either prior to, or at the time of, the execution of the Contract.
- b. The Contractor agrees to adhere to such MWBE Utilization Plan for the performance of the Contract.
- c. The Contractor further agrees that a failure to submit and/or adhere to such MWBE Utilization Plan shall constitute a material breach of the terms of the Contract. Upon the occurrence of such a material breach, the Agency shall be entitled to any remedy provided herein, including but not limited to, a finding that the Contractor is non-responsive.

5. Waivers

- a. If the Contractor, after making good faith efforts, is unable to achieve the MWBE Contract Goals stated herein, the Contractor may submit a request for a waiver through the NYSCS, or a non-electronic method provided by the Agency (use Form E - Waiver Request). Such waiver request must be supported by evidence of the Contractor's good faith efforts to achieve the maximum feasible MWBE participation towards the applicable MWBE Contract Goals. If the documentation included with the waiver request is complete, the Agency shall evaluate the request and issue a written notice of approval or denial within twenty (20) business days of receipt.
- b. If the Agency, upon review of the MWBE Utilization Plan, quarterly MWBE Contractor Compliance Reports described in Section 6, or any other relevant information, determines that the Contractor is failing or refusing to comply with the MWBE Contract Goals and no waiver has been issued in regards to such non-compliance, the Agency may issue a notice of deficiency to the Contractor. The Contractor must respond to the notice of deficiency within seven (7) business days of receipt. Such response may include a request for partial or total waiver of MWBE Contract Goals.

6. Quarterly MWBE Contractor Compliance Report

The Contractor is required to submit a Quarterly MWBE Contractor Compliance Report (Form F) to the Agency by the 10th day following each end of quarter over the term of the Contract documenting the progress made towards achievement of the MWBE goals of the Contract.

The Agency may require the Contractor to use the NYSCS to submit utilization plans, record payments to subcontractors and otherwise report compliance with the provisions of Article 15-A of the Executive Law and regulations. Technical assistance can be obtained through the NYSCS website at <https://ny.newnycontracts.com> by clicking on the "Contact Us & Support" link.

Questions regarding this program should be directed to the Department's Minority and Women-owned Business Program by calling (518) 474-2754. Potential contractors can access the NYS Directory of Certified Minority and Women-owned Business Enterprises on-line through the Empire State Development website at <https://ny.newnycontracts.com>. The Department makes no representation with respect to the availability or capability of any business listed in the Directory.

7. Liquidated Damages - MWBE Participation

- a. Where the Agency determines that the Contractor is not in compliance with the requirements of the Contract and the Contractor refuses to comply with such requirements, or if Contractor is found to have willfully and intentionally failed to comply with the MWBE participation goals, the Contractor shall be obligated to pay to the Agency liquidated damages.
- b. Such liquidated damages shall be calculated as an amount equaling the difference between:
 - i) All sums identified for payment to MWBEs had the Contractor achieved the contractual MWBE goals; and
 - ii) All sums actually paid to MWBEs for work performed or materials supplied under the Contract.
- c. In the event a determination has been made which requires the payment of liquidated damages and such identified sums have not been withheld by the Agency, the Contractor shall pay such liquidated damages to the Agency within sixty (60) days after they are assessed. Provided, however, that if the Contractor has filed a complaint with the Director of the Division of Minority and Women's Business Development pursuant to 5 NYCRR § 142.12, liquidated damages shall be payable only in the event of a determination adverse to the Contractor following the complaint process.

N. Service-Disabled Veteran-Owned Businesses Participation

Article 3 of Veterans' Services Law, as amended, authorized the creation of the Division of Service-Disabled Veterans' Business Development to promote participation of Service-Disabled Veteran-Owned Businesses (SDVOBs) in New York State contracting. The Service-Disabled Veteran-Owned Business Act recognizes the veterans' service to and sacrifice for our nation, declares that it is New York State's public policy to promote and encourage the continuing economic development of service-disabled veteran-owned businesses, and allows eligible Veteran business owners to become certified as a New York State Service-Disabled Veteran-Owned Business (SDVOB), in order to increase their participation in New York State's contracting opportunities. To this effect, the Department of State (DOS) has implemented a Veteran-Owned Businesses (SDVOB) Program, as mandated by Article 3.

To comply with the SDVOB Program goals of 6%, the Department of State strongly encourages grantees to make every effort, to the maximum extent possible, to engage certified SDVOBs in the purchasing of commodities, services and technology in the performance of their contracts with the Department. If SDVOB utilization is obtained, a quarterly SDVOB utilization report should be submitted to the Department with information of the utilization percentage achieved during that quarter. Contractor Reporting Forms are found at: <https://dos.ny.gov/supplier-diversity>.

The Division of Service-Disabled Veterans' Business Development (DSDVBD) is housed within the New York State Office of General Services (OGS) and maintains a directory of the NYS Certified SDVOBs. For assistance with engaging SDVOB vendors in your contracts, please contact the Division of Service-Disabled Veterans' Business Development at the following email address: VeteransDevelopment@ogs.ny.gov, or the DOS Bureau of Fiscal Management – SDVOB Program at dos.sm.sdvob@dos.ny.gov. The directory of certified SDVOB vendors can be found at: <https://sdves.ogs.ny.gov/business-search>.

O. Refunds and Repayments

The Contractor shall promptly return funds due the State, including repayment of unexpended advances or disallowances. The Contractor shall make payment within forty-five (45) days of the end or termination of the Contract or demand from the Department. The Contractor shall reference the contract number with its payment and include a brief explanation of why the refund is made. Refunds shall be made payable to and addressed, as stated below:

Payable to: NYS Department State
Mail to: NYS Department of State, Bureau of Fiscal Management
Address: One Commerce Plaza
99 Washington Ave, Suite 1110
Albany, NY 12210

P. Confidential Information and Security

In addition to the definition of Confidential Information set forth in Section III(F) of the NYS Contract for Grants, the Department may, in its sole discretion, notify the Contractor that other information shall be deemed Confidential Information under this Agreement. In addition to the requirements of Section III(F) of the NYS Contract for Grants, when the Contractor stores, uses, accesses or obtains Confidential Information the Contractor shall:

1. Implement and maintain appropriate administrative, technical and organizational security to safeguard against unauthorized access, disclosure or theft of Confidential Information. Such security measures shall comply with applicable federal and state laws, industry best practices and, at a minimum, NYS ITS Security Policies and Standards, including but not limited to:

- Acceptable Use of Information Technology Resources Policy
- Information Security Policy
- Security Logging Standard
- Information Security Risk Management Standard
- Information Security Controls Standard
- Sanitization/Secure Disposal Standard
- Mobile Device Security Standard
- Remote Access Standard

NYS ITS Security Policies and Standards are available at (<http://www.its.ny.gov/tables/technologypolicyindex.htm/security>). The Contractor shall not distribute, use, repurpose or share Confidential Information across other applications, environments, business units of the Contractor, or provide Confidential Information to other contractors, agents, subcontractors or interested parties unless required to fulfill this Agreement or directed by the State.

2. Encrypt all Confidential Information in transit and at rest. At a minimum, cryptographic modules used for data transmission must be validated to FIPS 140-2 for the protection of sensitive information. All Confidential Information shall be stored and accessed solely in the continental United States.
3. In addition to the requirements of Clause 22 of Appendix A, Standard Clauses for New York State Contracts, in the event any person, including Contractor's employees, officers, subcontractors and agents, obtains unauthorized access to Confidential Data, notify the ITS EISO and provide notice to the Department, and contact both by telephone as soon as possible, but in no event more than 24 hours from the time the Contractor confirms the unauthorized access. The Contractor shall consult with and receive authorization from the State as to the content of any notice to affected parties prior to notifying any affected parties. The Contractor shall cooperate with the ITS EISO and any contractor working on behalf of the State in attempting to determine the scope of the unauthorized access, prevent future recurrences and take corrective actions. Nothing herein shall in any way impair the authority of the State or Office of the Attorney General to bring an action against the Contractor to enforce the provisions of the New York State Information Security Breach Notification Act, limit the Contractor's liability for any violations of any application law, or limit the State's other remedies available under the Agreement, law, or equity.
4. Cause an independent third party to perform, at the Contractor's sole cost and expense, an audit of all data centers used to perform the services under this Agreement, when directed to by the Department. The independent third party shall produce a Service Organization Control Type 2 audit report, as defined by the American Institute of Certified Public Accountants, or approved equivalent, and the Contractor shall promptly provide a copy of the report to the Department.
5. Implement a written disaster recovery plan that meets or exceeds ISO 27031 standards.
6. Secure physical copies of Confidential Information in a place and manner that is secure from unauthorized access, such as through the use of locked cabinets and storage rooms.
7. If directed by the Department, provide the Department with a copy of the Confidential Information, including metadata and attachments, in a mutually agreed upon, commercially standard format and give the Department continued access to the Confidential Information for no less than ninety (90) days beyond the expiration or termination of the Contract. Thereafter, except for data required to be maintained by law or this contract, Contractor shall destroy the Confidential Information from its systems and wipe all its data storage devices to eliminate any and all Confidential Information from Contractor's systems. The sanitization process must be in compliance NYS Security Policy NYS-S13-003, <https://its.ny.gov/sanitization-secure-disposal-standard>, and, where required, the FBI's Criminal Justice Information sanitization and disposal standards. If immediate purging of all data storage components is not possible, the Contractor will certify that any Confidential Information remaining in any storage component will be safeguarded to prevent unauthorized disclosures. Contractor must then certify to the State, in writing, that it has complied with the provisions of this paragraph. The State may withhold payment to Contractor if the Confidential Information is not released to the State in accordance with the preceding sections.
8. The Contractor may submit to the Department evidence of exemption or hardship in complying with the Confidential Information and security provisions of this section. The Department shall determine, in its sole discretion, whether to waive or amend any of the requirements required by this section in response to the Contractor's claim of exemption or hardship.

ATTACHMENT A-2

New York State Department of State, Local Government Programs (05/30/2024)

I. Program Specific Clauses – Local Government Programs

A. General Provisions

1. The New York State Budget provides aid to municipalities administered by the Division of Local Government Services (LGS) to assist Local Governments develop projects that will achieve savings and improve municipal efficiency.
2. The Department is authorized to evaluate and determine eligibility of applications for funding of projects.
3. Based upon information, representations and certifications contained in Contractor's application for funding, including the Work Program as set forth in Attachment C, the Department has made a determination of eligibility of funding for Contractor's project under such Budget Act.
4. State funds (Funding Amount set forth on the Face Page) for this Project (Attachment C, Program Work Plan) are provided pursuant to an appropriation of funds made by the New York State Budget.
5. The Department, upon receipt and approval of payment requests, shall make payments for eligible costs incurred until the cumulative amount of such payments totals 90% of the State Share Funding Amount. A final payment request for any or all of the remaining 10% of the contract value will not be processed prior to satisfactory completion of the Project, as determined by the Department.
6. The Contractor shall submit with its request for final payment a Final Project Summary Report in the format available from the Department of State's Division of Local Government Services.
7. The Department will provide Contractor with a Quarterly Contractor Report form pursuant to the Department's Minority and Women-owned Business enterprises program as discussed in Attachment A-1, Section M.6. Such report shall be completed by the contractor and provided to the Department at the address on the Quarterly Contractor Report.
8. The Contractor shall submit two copies of a "Project Status Report" every six months from Contract execution date.

B. Reports, Documents and Maps

1. The Contractor shall identify documents, reports, and maps produced in whole or in part under this Agreement by endorsing on said documents, reports, and maps the following:

"This (document, report, map, etc.) was prepared with funds provided by the New York Department of State through programs administered by the Division of Local Government Services."
2. The Department of State requires a project sign at the site of all construction projects, which involve more than \$50,000 of LGS funds. The expense associated with meeting this

Q. Accessibility Compliance Testing

Accessibility compliance testing pursuant to Section III(H) of the NYS Contract for Grants shall be conducted by the Contractor. Any results or reports of such testing shall promptly be provided by the Contractor to Department.

requirement is an eligible expense and may be charged as a construction or administration expense.

The specifications for the sign are as follows:

a. Installation

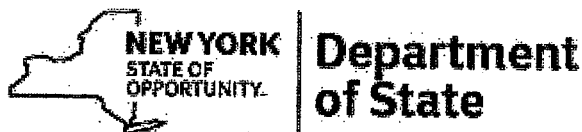
- (1) Install sign at the site within one week of the start of construction.
- (2) Erect sign in a prominent location, secure from vandalism.

b. Materials

- (1) Signboard: 4' X 8', 3/4" plywood, MDO B-B EXT-APA.
- (2) Primer: As recommended by finish coat manufacturer for the substrate and finish material.
- (3) Lettering and striping shall be uniform with sharp, neat profiles.
- (4) "Optional Information" included on sign shall be visually subordinate to other information provided.
- (5) Supports: Treated (Douglas Fir) posts.

c. Maintenance and Removal

- (1) Maintain the sign plumb and level for the duration of the work.
- (2) Remove the sign from the property within 10 days of final payment.



Funding for this project provided by a

**New York Department of State
Local Government Services**

New York Governor {Insert Name}

New York Secretary of State {Insert Name}

Local Officials {optional}

C. Environmental Review

1. Contractor agrees to provide the Department, in a timely manner, with all documentation, including but not limited to, permit applications, environmental assessments, designs, plans, studies, environmental impact statements, findings, and determinations, relating to the

Project.

2. Contractor acknowledges that compliance with the State Environmental Quality Review Act is a material term and condition of this Agreement. In no event shall any payments be made under this Agreement until Contractor has provided Department with appropriate documentation that contractor has met any requirements imposed on Contractor by the State Environmental Quality Review Act.

D. Date/Time Warranty

1. Contractor warrants that product(s) furnished pursuant to this contract shall, when used in accordance with the product documentation, be able to accurately process date/time data (including, but not limited to, calculating, comparing, and sequencing) and date/time transitions (including, but not limited to, leap year calculations). Where a Contractor proposes or an acquisition requires that specific products must perform as a package or system, this warranty shall apply to the products as a system.
2. Where Contractor is providing ongoing services, including but not limited to: i) consulting, integration, code or data conversion, ii) maintenance or support services, iii) data entry or processing, or iv) contract administration services (e.g. billing, invoicing, claim processing), Contractor warrants that services shall be provided in an accurate and timely manner without interruption, failure or error due to the inaccuracy of Contractor's business operations in processing date/time data (including, but not limited to, calculating, comparing, and sequencing) and date/time transitions (including, but not limited to, leap year calculations). Contractor shall be responsible for damages resulting from any delays, errors or untimely performance resulting therefrom, including, but not limited to, the failure or untimely performance of such services.
3. This Date/Time Warranty shall survive for a period of time beyond termination or expiration of this Contract, either through; a) an additional term of ninety (90) days, or b) the Contractor's or Product manufacturer/developer's stated date/time warranty term, whichever is longer. Nothing contained in, or omitted from, this warranty statement shall be construed to limit any rights or remedies otherwise available under this Contract for breach of warranty.

E. Submission of all correspondence, Project Documentation and Meeting Documentation

1. The Contractor agrees to provide the Department with one original and an electronic version (Word or PDF) of all documentation relating to this Project, including, but not limited to: notices of public meetings, products described in Attachment C, payment request documentation as described in Attachment D and press articles.
2. The Contractor agrees to provide the Department with timely notification of all meetings and events associated with the Project.
3. All information as described in Section E (1) above shall include the NYS Contract # as indicated on the Face Page of this Agreement.

**ATTACHMENT B-1 - EXPENDITURE BASED BUDGET
SUMMARY**

PROJECT NAME: Putnam County Lifeguard Training and Training Recruitment Program

CONTRACTOR SFS PAYEE NAME: Putnam County

CONTRACT PERIOD: From: 04/01/2024

To: 09/30/2025

CATEGORY OF EXPENSE	GRANT FUNDS	MATCH FUNDS	MATCH %	OTHER FUNDS	TOTAL
1. Personal Services					
a. Salary	5,000.00		0.00%		\$ 5,000.00
b. Fringe			0.00%		\$ 0.00
Subtotal	\$ 5,000.00	\$ 0.00	0.00	\$ 0.00	\$ 5,000.00
2. Non Personal Services					
a. Travel		0.00	0.00%		\$ 0.00
b. Space/Property & Utilities			0.00%		\$ 0.00
c. Operating Expenses			0.00%		\$ 0.00
d. Contractual Services	2,250.00	0.00	0.00%		\$ 2,250.00
e. Equipment			0.00%		\$ 0.00
f. Other	22,750.00		0.00%		\$ 22,750.00
Subtotal	\$ 25,000.00	\$ 0.00			\$ 25,000.00
TOTAL	\$ 30,000.00	\$ 0.00		\$ 0.00	\$ 30,000.00
TOTAL MWBE GOAL	30.00%	MBE GOAL	15.00%	WBEB GOAL	15.00%

MWBE GOAL AMOUNT \$ 9,000.00

**ATTACHMENT B-1 - EXPENDITURE BASED BUDGET
PERSONAL SERVICES DETAIL**

POSITION TITLE	SALARY					NUMBER OF MONTHS FUNDED	TOTAL
	ANNUALIZED SALARY PER POSITION	STANDARD WORK WEEK (HOURS)	PERCENT OF EFFORT FUNDED				
1. Instructor - American Red Cross/ CPR						\$ 5,000.00	
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
Subtotal						\$ 5,000.00	
FRINGE - TYPA/DESCRIPTION							
						PERSONAL SERVICES TOTAL	\$ 5,000.00

**ATTACHMENT B-1 - EXPENDITURE BASED BUDGET
NON-PERSONAL SERVICES DETAIL**

TRAVEL - TYPE/DESCRIPTION		TOTAL
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
	TOTAL	\$ 0.00

SPACE/PROPERTY EXPENSES: RENT - TYPE/DESCRIPTION		TOTAL
1.		
2.		
3.		
	TOTAL	

SPACE/PROPERTY EXPENSES: OWN - TYPE/DESCRIPTION		TOTAL
1.		
2.		
3.		
	TOTAL	

TYPE/DESCRIPTION OF UTILITY EXPENSES		TOTAL
1.		
2.		
3.		
	TOTAL	\$ 0.00

OPERATING EXPENSES - TYPE/DESCRIPTION		TOTAL
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
TOTAL		\$ 0.00

CONTRACTUAL SERVICES - TYPE/DESCRIPTION		TOTAL
1.	Advertising (Signage, printing, news adds - In-house/ Personnel/ Local newspapers/ Indeed)	\$ 2,250.00
2.		
3.		
4.		
5.		
6.		
7.		
8.		
TOTAL		\$ 2,250.00

EQUIPMENT - TYPE/DESCRIPTION		TOTAL
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
TOTAL		\$ 0.00

OTHER - TYPE/DESCRIPTION		TOTAL
1.	Certifications. American Red Cross Certifications for each.	\$ 22,750.00
2.		
3.		
4.		
5.		
6.		
7.		
8.		
TOTAL		\$ 22,750.00

ATTACHMENT C - WORK PLAN

SUMMARY

PROJECT NAME:

Putnam County Lifeguard Training & Recruitment program

CONTRACTOR SFS PAYEE NAME:

Putnam County

CONTRACT PERIOD:

From: 4/1/24

To: 9/30/25

AWARD: \$30,000.00

Provide an overview of the project including goals, tasks, desired outcome and performance measures:

In the Summer of 2025, the project will consist of three phases or tasks. The first task will be to work with partner local Town Municipalities, local schools, Cornell Cooperative Extension, Putnam County Youth Bureau and the Putnam County Personnel Department to increase recruitment for lifeguard classes. The second task will be training lifeguards by offering an avenue to receive certification by hiring the trainer and hosting the classes. The third goal will be to retain trained lifeguards through a certification or recertification reimbursement incentive. The goal for Putnam County is to add 40-50 new trained lifeguards to county swimming facilities throughout the county. These will be part time jobs, without benefits.

OBJECTIVE	BUDGET CATEGORY/DELIVERABLE (if applicable)	TASKS	PERFORMANCE MEASURES
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1: Advertise for Lifeguards Training & Jobs

Contractual

a. Advertise for lifeguards

i. 40-50 Lifeguards employed.

b. Hire lifeguards

OBJECTIVE	BUDGET CATEGORY/ DELIVERABLE (if applicable)	TASKS	PERFORMANCE MEASURES
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2. Offer Lifeguard Training Class	Personnel	Hold Lifeguard Training Class utilizing Qualified Instructor	Train 40-50 Lifeguards
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OBJECTIVE	BUDGET CATEGORY/ DELIVERABLE (if applicable)	TASKS	PERFORMANCE MEASURES
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3. Provide Certifications and Recertifications to Municipal Lifeguards	Other	Offer American Red Cross Lifeguard Certifications to High School Students	40-50 Students Certified and working at Municipal Beaches in Putnam County, NY
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**ATTACHMENT D
PAYMENT AND REPORTING**

A. General Terms and Conditions:

1. In full consideration of contract performance, the State Agency agrees to pay, and the Contractor agrees to accept a sum not to exceed the amount noted on the Face Page.
2. The State has no obligation to make payment until all required approvals, including the approval of the AG and OSC, if required, have been obtained and the contract is fully executed. Contractor obligations or expenditures that precede the start date of the Contract shall not be reimbursed.
3. Article 11-B of the State Finance Law sets forth certain time frames for the Full Execution of contracts or renewal contracts with not-for-profit organizations and the implementation of any program plan associated with such contract. For purposes of this section, "Full Execution" shall mean that the contract has been signed by all parties thereto and has obtained the approval of the AG and OSC. Any interest to be paid on a missed payment to the Contractor based on a delay in the Full Execution of the Contract shall be governed by Article 11-B of the State Finance Law.
4. Contractor must provide complete and accurate billing invoices to the State in order to receive payment. However, the State may, in its discretion, automatically generate a voucher in accordance with an approved contract payment schedule. The State may require the Contractor to submit billing invoices electronically.
5. The Contractor shall submit documentation to support its claims for payment pursuant to this Contract. All supporting documentation must be completed and provided in a manner satisfactory and acceptable to the State Agency in order for the Contractor to be eligible for payment.
6. Payment for invoices submitted by the Contractor shall be rendered electronically in accordance with OSC's procedures and practices governing electronic payment unless payment by paper check is expressly authorized by the head of the State Agency, in his or her sole discretion after the Contractor establishes extenuating circumstances requiring payment by paper check.
7. If travel expenses are an approved expenditure under the Contract, travel expenses shall be reimbursed at the lesser of the rates set forth in the written standard travel policy of the Contractor, the OSC guidelines, or United States General Services Administration rates. No out-of-state travel costs shall be permitted unless specifically detailed and pre-approved by the State.
8. The State reserves the right to withhold up to fifteen percent (15%) of the total amount of the Contract as security for the faithful completion of services or work, as applicable, under the Contract. This amount may be withheld in whole or in part from any single payment or combination of payments otherwise due under the Contract. In the event that such withheld funds are insufficient to satisfy Contractor's obligations to the State, the State may pursue all available remedies, including the right of setoff and recoupment.

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9. All vouchers must be submitted by the Contractor no later than thirty (30) calendar days after the end date of the period for which reimbursement is claimed. In no event shall the amount received by the Contractor exceed the budget amount approved by the State Agency, and, if actual expenditures by the Contractor are less than such sum, the amount payable by the State Agency to the Contractor shall not exceed the amount of actual expenditures.

10. All obligations must be incurred prior to the end date of the contract. The final claim of the contract term shall be submitted to the State Agency up to ninety (90) calendar days after the contract end date to make final expenditures if this contract is State Funded. However, if this contract is funded, in whole or in part, with Federal funds, the Contractor shall have up to sixty (60) calendar days after the contract end date to make expenditures and submit the claim to the State Agency.

11. The State shall not be liable for payments on the Contract if it is made pursuant to a Community Projects Fund appropriation if insufficient monies are available pursuant to Section 99-d of the State Finance Law.

12. The Contractor may be required to submit a Consolidated Fiscal Reporting System ("CFR"). The CFR is a standardized electronic reporting method accepted by State agencies, consisting of schedules which, in different combinations, capture financial information for budgets, quarterly and/or mid-year claims, an annual cost report, and a final claim. The CFR, which must be submitted annually, is both a year-end cost report and a year-end claiming document. For New York City contractors, the due date shall be May 1 of each year; for Upstate and Long Island contractors, the due date shall be November 1 of each year.

B. Advance Payments and Claiming Requirements:

1. Advance payments, which the State in its sole discretion may make to not-for-profit grant recipients, shall be made and recouped in accordance with State Finance Law Section 179-u for both multiyear and renewal contracts and the provisions of this contract. Federally funded contract advances will be made as set forth by the Federal grant award requirements and applicable Federal regulations and this contract.

2. For simplified renewals, the payment schedule will be modified as part of the renewal process. For subsequent contract years in multi-year contracts, Contractor will be notified of the scheduled advance payments for the upcoming contract year no later than 90 days prior to the commencement of the contract year.

3. Recoupment of any advance payment(s) shall be recovered by crediting the percentage of subsequent claims and such claims shall be reduced until the advance is fully recovered within the Contract Term. Any unexpended advance balance at the end of the Contract Term shall be refunded by the Contractor to the State.

4. All Claim Submissions including Advance Payments, Initial Payments, and Reimbursements shall be made in accordance with the State Agency approved Schedule A: Claiming Requirements below.

Schedule A: Claiming Requirements

Period : Month/Day – Month/Day			
Claim Number	Claim Type	Claim Period	Due Date
	Payment - (Reimbursement Request)	Quarterly through life of contract	4/30, 7/31, 10/31, 1/31
	Final Payment	At completion of project	Completion of Project Or 90 days after contract end

5. Milestone/Performance Reimbursement is based upon the Contractor satisfactorily meeting specified and meaningful events or milestones in performance of duties under this Contract. Requests for such payments be severable or cumulative. A severable event/milestone is independent of accomplishment of any other event. If the event is cumulative, the successful completion of an event or milestone is dependent on the previous completion of another event.

- For non-performance based contracts, the Contractor’s costs must be allocated pursuant to a plan that meets the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) at 2 CFR Part 200. Methods used to determine and assign costs shall conform to generally accepted accounting practices and shall be consistent with the method(s) used by the Contractor to determine costs for other operations or programs. Such accounting standards and practices shall be subject to approval of the State.
- For performance-based milestone contracts, or for the portion of the contract amount paid on a performance basis, the Contractor shall maintain documentation demonstrating that milestones were attained.

6. Fee for Service Reimbursement is based upon a rate established by the Contractor for a service or services rendered. Payment shall be limited to only those fees specifically agreed upon in the Contract and shall be payable in accordance with the State Agency approved Schedule A: Claiming Requirements.

7. Rate Based Reimbursement is based upon an established rate per unit at defined intervals to be paid to the Contractor in accordance with the State Agency approved Schedule A: Claiming Requirements. Payment shall be limited to rate(s) established in the Contract and may be requested no more frequently than monthly.

T1002861

8. Fifth Quarter Payments occur when there are scheduled payments and an expectation that services will be continued through renewals or subsequent contracts. Fifth quarter payment shall be paid to the Contractor at the conclusion of the final scheduled payment period of the preceding contract period. The State Agency shall generate a voucher in the fourth quarter of the current contract year to pay the scheduled payment for the next contract year.

9. If the Expenditure Based Budget is used in Attachment B-1 and the Expenditure Report is selected below, the Contractor shall submit, not later than the time period listed in the State Agency approved Schedule A: Claiming Requirements above, a detailed expenditure report, by object of expense. This report shall accompany the voucher submitted for such period.

Expenditure Report Required

C. Refunds:

1. In the event that the Contractor must refund the State for Contract-related activities, including repayment of an advance or an audit disallowance, the refund must be made payable as set forth by the State Agency, must reference the contract number with its payment, and include a brief explanation of why the refund is being made.

2. If at the end or termination of the Contract there remains any unexpended balance of the monies advanced under the Contract in the possession of the Contractor, the Contractor shall make payment within forty-five (45) calendar days of the end or termination of the Contract. In the event that the Contractor fails to refund such balance the State may pursue all available remedies.

D. Progress Reporting Requirements:

If the State Agency determines that Work Plan Based Reporting is required to summarize the progress made on the performance measures established in the Contract, such reporting shall be made online as directed by the State Agency.

If Work Plan Based Reporting is not required, the Contractor shall comply with the following applicable provisions and the Contractor shall provide the State Agency with one or more of the following reports as required by the State Agency:

1. *Narrative/Qualitative Report*: The Contractor shall submit no later than the time period identified in Schedule B: Progress Reporting Requirements, below, a report, in narrative form, summarizing the services rendered during the quarter. This report shall detail how the Contractor has progressed toward attaining the qualitative goals enumerated in the Work Plan. This report should address all goals and objectives of the project and include a discussion of problems encountered and steps taken to solve them.

2. *Statistical/Quantitative Report*: The Contractor shall submit, on a quarterly basis, no later than the time period listed in Schedule B: Progress Reporting Requirements, below, a detailed report analyzing the quantitative aspects of the program plan, as appropriate (e.g., number of meals served, clients transported, patient/client encounters, procedures performed, training sessions conducted, etc.).

3. *Final Report*: The Contractor shall submit a final report as required by the Contract, not later than the time period listed in Schedule B: Progress Reporting Requirements, below, which reports on all aspects of the program and detailing how the use of funds were utilized in achieving the goals set forth in Attachment C (Work Plan).

4. *Consolidated Fiscal Report*: The Contractor shall submit a consolidated fiscal report, which includes a year-end cost report and final claim not later than the time period listed in Schedule B: Progress Reporting Requirements below.

Schedule B: Progress Reporting Requirements

Period 1: Month X, - Month X, (Annual Requirements)			
Progress Report	Report Type	Report Period	Due Date
Quarterly - 1	Quarterly - Work Plan	1/1 - 3/31	30 Days *
Quarterly - 2	Quarterly - Work Plan	4/1 - 6/30	30 Days *
Quarterly - 3	Quarterly - Work Plan	7/1 - 9/30	30 Days *
Quarterly - 4	Quarterly - Work Plan	10/1 - 12/31	30 Days *
Final	Final Report	End of Contract	60 Days
	MWBE Utilization Form	Throughout life of the contract	Within 2 weeks of hire
	MWBE Utilization Report via NYSCS	Quarterly throughout life of contract	3/31, 6/30, 9/30, 12/31 *
		* Due every year during contract period, as amended	

E. Special Payment and Reporting Provisions

The Payment Contact for this contract is:

NYS Department of State
 Division of Local Government Services
 One Commerce Plaza
 99 Washington Avenue, Suite 1130
 Albany, NY 12231

Completed progress reports and payment request forms should be emailed to lgeprogram@dos.ny.gov, copying the DOS LGE project manager with the following subject line:

Payment Request/Progress Report: [Contract Number], [Grantee Name], [Grant Program]

T1002861



COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



CC: All
Protective 5-13-26 Reso
Add: 5-21-26
COUNTY EXECUTIVE
KEVIN M. BYRNE
Full: 6-7-26 #5j

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *wjc*
Re: Budgetary Amendment - **26A030**
Date: April 17, 2026

At the request of the Sheriff, the following budgetary amendment is required.

Increase estimated appropriations:

10199000 54980 Contingency 27,800

Increase estimated revenues:

32311000 44389 10174 Federal Aid - Other PS 27,800

Fiscal Impact - 2026 - \$ (27,800)

Fiscal Impact - 2027 - \$0

This Resolution is necessary to record the receipt of grant funds relating to the Special Victim's Unit Facility as per the attached correspondence. The 2026 Adopted Budget reflected the rent being funded by general taxation since the grant outcome was uncertain. These funds are being replaced by grant funds. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

2026 APR 17 PM 3:48
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY



PUTNAM COUNTY SHERIFF'S OFFICE

Three County Center
Carmel, New York 10512
(845) 225-4300



BRIAN M. HESS
SHERIFF

JAMES T. MENTON
UNDERSHERIFF

April 15, 2026

William J. Carlin, Jr.
Commissioner of Finance
County Office Building
40 Gleneida Avenue
Carmel, NY 10512

Dear Commissioner Carlin:


I am advising you of the following request to amend the 2026 Putnam County Sheriff's Department budget:

Increase Revenues:

32311000 44389 10174: Sheriff BCI: Fed Aid: BCI-Women's Resource Ctr. \$27,800

The Putnam County Sheriff's Office (PCSO) has been awarded grant money from the Putnam/Northern Westchester Women's Resource Center in the amount of \$27,800 for the period of January 1, 2026, through December 31, 2026. The grant is related to the existing establishment of a Special Victim's Unit facility. Please see attached 'Subcontract Between Putnam/Northern Westchester Women's Resource Center and Putnam County Sheriff's Department'.

Thank you for your attention to this matter.


Brian M. Hess
Sheriff

**SUBCONTRACT BETWEEN
PUTNAM/NORTHERN WESTCHESTER WOMEN'S RESOURCE CENTER
AND
PUTNAM COUNTY SHERIFF DEPARTMENT**

This is a subcontract between Putnam/Northern Westchester Women's Resource Center and Putnam County Sheriff (PCS or Sub-contractor).

1. Putnam/Northern Westchester Women's Resource Center is the lead agency for a project jointly proposed by Putnam/Northern Westchester Women's Resource Center and the Putnam County Sheriff.
2. The New York State Division of Criminal Justice Services has awarded funds to Putnam/Northern Westchester Women's Resource Center in the amount of \$27,800 for the one-year contract period from January 1, 2026 through December 31, 2026. The Subcontractor represents that it is able and willing to provide services, in accordance with all the applicable terms and conditions of the Master Contract between the NYS Division of Criminal Justice Services (DCJS) and Putnam/Northern Westchester Women's Resource Center (attached hereto and incorporated herein as Attachment A), and within the approved budget (attached hereto and incorporated herein as Attachment B);
3. Sub-contractor agrees to provide services as set forth in the Work Plan (attached hereto and incorporated herein as Attachment C) in return for reimbursement \$27,800 annually. Sub-recipient agrees to submit requests for reimbursement in a form required by Putnam/Northern Westchester Women's Resource Center. Putnam/Northern Westchester Women's Resource Center agrees to pay PCS on a timely basis after submitting the required reports and vouchers for reimbursement of services or work, as applicable. Putnam/Northern Westchester Women's Resource Center shall inform Putnam County Sheriff of the possibility of non-payment by Putnam/Northern Westchester Women's Resource Center of claims that do not contain the required information, and/or are not received by Putnam/Northern Westchester Women's Resource Center in a timely manner. Putnam/Northern Westchester Women's Resource Center will forward reimbursement to PCS promptly after receipt of reimbursement funds from the NYS DCJS.
5. Putnam County Sheriff agrees to collect and maintain all necessary statistics and information for the completion of grant reports and requirements in a timely manner as requested by Putnam/Northern Westchester Women's Resource Center.
6. This subcontract commences on January 1, 2026 through December 31, 2026 unless Contract #DCJ01-C00565GG is extended or terminated by the NYS DCJS.
7. Nothing contained in this subcontract shall impair the rights of the State under the Master Contract and nothing contained in the subcontract, nor under the Master Contract, shall be deemed to create any contractual relationship between the subcontractor and the State.
8. PCS agrees that it shall use and maintain personally identifiable information relating to individuals who may receive services, and their families pursuant to the Master Contract, or any

other information, data or records marked as, or reasonably deemed, confidential by the State (Confidential Information) only for the limited purposes of the Master Contract and in conformity with applicable provisions of State and Federal law. PCS (i) has an affirmative obligation to safeguard any such Confidential Information from unnecessary or unauthorized disclosure and (ii) must comply with the provisions of the New York State Information Security Breach and Notification Act (General Business Law Section 899-aa; State Technology Law Section 208).

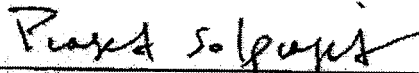
10. The contract may be terminated:

(a) By mutual written agreement of the contracting parties.

(b) By Putnam/Northern Westchester Women's Resource Center, immediately upon written notice to PCS, if PCS fails to comply with the terms and conditions of this Subcontract or any laws, rules and regulations, policies or procedures affecting this agreement.

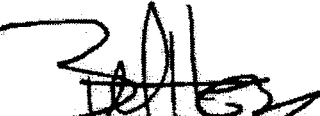
(c) By Putnam/Northern Westchester Women's Resource Center immediately if, the Master Contract between Putnam/Northern Westchester Women's Resource Center and the New York State Office Division of Criminal Justice Services is terminated, or modified to exclude participation of the Subcontractor. Putnam/Northern Westchester Women's Resource Center agrees to give notice to PCS within 48 hours by hand delivery or certified mail upon receipt of notice from the New York State Division of Criminal Justice Services of any termination of its contract.

Agreed to:



Piaget Solpiaget, Executive Director
Putnam/Northern Westchester
Women's Resource Center

Dated: 1/1/26



Brian Hess, Sheriff
Putnam County Sheriff Office

Dated: 1/1/26

FYI. Protective 4-8-26 Sign
Sign-Audit: 4-27-26

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

#6

TO: Commissioner of Finance
FROM: Undersheriff James T. Menton
DEPT: Corrections
DATE: March 6, 2026

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10315000.54300 (Jail General: Misc. Supplies)	10315000.54301 (Jail General: Kitchen Supplies Utensils)	\$10,000.00	Transfer of funds for appropriate purchases
Total		\$10,000.00	

2026 APR - 1 PM 4: 28
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2026 Fiscal Impact \$ 0
2027 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

26T054

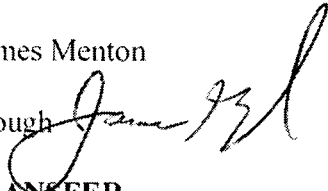
Putnam County Sheriff's Department

Inter - Office Memorandum

Date: March 4, 2026

To: Sheriff Brian Hess
Attn: Undersheriff James Menton

From: Captain James Greenough



Subject: BUDGET LINE TRANSFER


Request the following funding and budget transfers:

- Reduce 10315000.54300 Miscellaneous Supplies by \$10,000.00
- Increase 10010000.54301 Kitchen Supplies Utensils by \$10,000.00

This transfer will be used to fund the appropriate line.

RECEIVED AND FORWARDED FOR ACTION

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



26T054

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



APRIL - RES. 1
APRIL - Audit
MAY - FULL
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Reso

#7

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *wjc*
Re: Budgetary Transfer - 26T055
Date: March 12, 2026

LEGISLATURE
PUTNAM COUNTY
CARLIN, WJ

2026 MAR 18 PM 2:59

At the request of the Sheriff, the following budgetary transfer is required.

Increase Estimated Appropriations:

17311000 51000 (158)	Personnel Services	8,630
17311000 58002	FICA	660
		<u>9,290</u>

Decrease Estimated Appropriations:

10199000 54980	Contingency	9,290
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Fiscal Impact - 2026 - \$ 0 *9,290 mas*
Fiscal Impact - 2027 - \$ 0

This Resolution is required to fund a job reallocation from Senior Office Assistant to Principal Office Assistant as approved by the Personnel Department. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive



BRIAN M. HESS
SHERIFF

PUTNAM COUNTY SHERIFF'S OFFICE

Three County Center
Carmel, New York 10512
(845) 225-4300



JAMES T. MENTON
UNDERSHERIFF

MEMORANDUM

TO: William Carlin, Commissioner of Finance

Cc: Brian M. Hess, Sheriff

FROM: James T. Menton, Undersheriff 

RE: Fund Transfer Request

DATE: March 11, 2026

The Personnel Department has approved a title change for Danielle Mahoney of Road Patrol from Senior Office Assistant to Principal Office Assistant. Attached is the supporting personnel documentation.

I am requesting a fund transfer to accommodate this updated title.

Thank you for your attention and assistance.

ADRIENE IASONI
ACTING PERSONNEL OFFICER



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

March 9, 2026

Classification/Reclassification Notice

Brian Hess
Putnam County Sheriff

Via email

Sheriff Hess,

Our office has completed a review of the below referenced form and documentation that you submitted for a job classification evaluation or re-evaluation:

- Job Classification Questionnaire (Form 220) Dated 1/9/2026
- New Position Duties Statement (Form 222) Dated _____
- Request for Additional Position(s) in an Already Established Classification (Form 222A)

Please be advised that, pursuant to Civil Service Law, Section 22, we have classified this position as Principal Office Assistant in the Competitive jurisdictional classification. Please see requirements below.

Please Note:

- _____ Competitive Jurisdictional Classification requires:
Permanent appointment from an appropriate eligible list, now or subsequent to an approved provisional appointment, should this position be adopted as a position in your department or agency.
- _____ Non-Competitive Jurisdictional Classification requires:
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- _____ Labor Jurisdictional Classification requires:
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- _____ Exempt Jurisdictional Classification requires:
Appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.

In order to best assess next steps, we will need some information from your department. Please have a supervisor or department head complete page two (2) and return to me as soon as possible. This will ensure that the process is handled as quickly as possible.

If you have any questions regarding this notice, please contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "Patricia Rau".

Patricia Rau
Principal Personnel Specialist

PUTNAM COUNTY PERSONNEL DEPARTMENT
110 Old Route Six, Building Three
Carmel, NY 10512
Tel: 845-808-1650 Fax: 845-808-1921
www.putnamcountyny.gov/personneldept

ADRIENE IASONI
ACTING PERSONNEL OFFICER



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Classification/Reclassification Checklist

Name: Danielle Mahoney Title: Senior Office Assistant
Municipality: PCSO Department: _____
Preferred contact information: Undersheriff James Menton

For employee title re-classification:

- We plan on requesting and funding approval for this classification
- We have financial approval for this classification, please send the current eligible list/order exam
- We do not plan on moving forward with this classification, please advise as to how/if this will affect the subject employee
- We do not agree with this re-classification decision. Please advise as to next steps

For new titles:

- We plan on moving forward with this classification
- We have financial approval for this classification, please send the current eligible list/order exam
- We have a provisional/internal applicant we would like to place in this position.
The name of the employee is _____.
- We do not have an internal applicant and/or we would like to hold an Open Competitive Exam if there is no list.

The approved salary for this title is : _____.

Important Notes:

- Position(s) titles listed as PJC (pending jurisdictional classification) will require a request by our office to the New York State Civil Service Commission for approval to add such titles to the Putnam County Civil Service Rules and Appendices. Please contact our office for further guidance.
- Before appointing a provisional- **please be sure that they meet the minimum qualifications.** They will not be allowed to take the test if they do not meet the minimum qualifications.
- Provisional appointments will affect your employee probationary period. As per recent NYS legislation, *all* concurrent time spent as a provisional in the title an employee becomes permanent in, directly before their permanent appointment, must count as part of the probationary period. Therefore, if an employee is provisional longer than the probationary period, once they receive their permanent appointment, they will be permanent and will have completed their probationary period.

cc: All

Health - 4-8-26

Reel - 5-5-26

Reso

COUNTY OF PUTNAM

#8

FUND TRANSFER REQUEST # 1087

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DEPT: Health
DATE: March 24, 2026

2026 MAR 26 PM 12:44
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

Table with 3 columns: FROM ACCOUNT # / NAME, TO ACCOUNT # / NAME, AMOUNT. Row 1: 10296001-54441 Early Learning Center (ELC) -Itinerant Services, 10296001-54414 Early Learning Center (ELC) -Care at Private Inst, \$250,000.00

PURPOSE

At the submission of the 2026 budget last year, it was unclear what services the children at the ELC would be receiving. We had funded the Itinerant Services Line for all services to be rendered. During the fall semester of 2025, it became clear that half the children were receiving Special Education Itinerant Services (SEIT). This transfer will increase the Care at Private Institutions expense line (where SEIT Services reside) and properly reflect anticipated expenses for 2026.

2026 Fiscal Impact \$ 0.00

2027 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

26T067

FyE → Protec - April Sign

COUNTY OF PUTNAM

Signature - Audit - April

FUND TRANSFER REQUEST

#9

TO: Commissioner of Finance

FROM: John F Osterhout, Director

DEPT: Probation

DATE: March 27, 2026

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
10314000 - 54646 Contracts	10314000 - 54640 Education/Training	20,000.00	Cover pending shortfall for training budget for new hires/ existing po's

2026 MAR 31 PM 3:12
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

20 26 Fiscal Impact \$ 0.00

20 27 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



26T069


JOHN F. OSTERHOUT II
DIRECTOR OF PROBATION



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: William Carlin, Commissioner of Finance

FROM: John Osterhout, Probation Director 

DATE: March 26, 2026

RE: Budget Transfer

As we discussed, I'm requesting a modification to the Probation Department's budget to make up for a coming shortfall in our training line. We have two new Probation Officers who need to complete their initial training program. In the past we have sent our new officers to Westchester County, where the Probation Department runs an academy and accommodates our staff at no cost. Westchester is not running their academy this year. Hence, we are sending our officers to Albany for training. This will result in hotel and other expenses that will far exceed our current budget.

I would like to move \$20,000 from our Contracts budget line (10314000-54646) into our Training and Education budget line (10314000-54640). This will allow us to get our new officers through their academies and provide funding for mandatory training for existing officers. The funds I am requesting to move come from our pre-trial grant funds so this will not adversely affect Putnam County taxpayers.

Thank you for your assistance with this.

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Reso

DEPARTMENT OF FINANCE

Pers: 4-23-26
Audit 4-25-26
Full - 5-5-26

10

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *wjc*
Re: Budgetary Transfer - 26T070
Date: April 1, 2026

LEGISLATURE
PUTNAM COUNTY
CARROLL NY

2026 APR - 2 PM 4: 25

At the request of the Director of Real Property Tax Services, the following budgetary transfer is recommended.

Increase Estimated Appropriations:

10135500 51000 (109)	Personnel Services	4,316
10135500 58002	FICA	330
		<u>4,646</u>

Decrease Estimated Appropriations:

10199000 54980	Contingency	4,646
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Fiscal Impact - 2026 - \$ 4,646
Fiscal Impact - 2027 - TBD

This Resolution is required to increase the part time assessment clerk position from 25 to 30 hours per week as per the enclosed correspondence. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

26T070

TRISH McLOUGHLIN
DIRECTOR OF REAL PROPERTY



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

TO: Kevin Byrne, Putnam County Executive
FROM: Trish McLoughlin, County Director, Real Property
RE: Increased Clerk Hours – Real Property
DATE: 03/24/2026

.....

I would like to put in a formal request for an increase in hours for our Real Property Clerk here in Real Property. Our Clerk currently works 25 hours per week, typically Mon – Thursday, for 6-hour days (adding an hour on any given day for the 25 total). I would like to increase the hours to 30 hours per week. As requested, I have met with Bill Carlin to discuss the details of this increase in hours, and why I believe that it is necessary for our office.

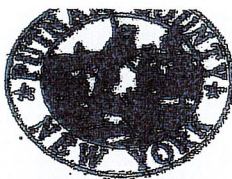
Due to the additional tasks that our office is now doing to help the various municipalities, as well as all of the town assessors, other County departments, and the public at large, we are finding that we could really utilize the Clerk for 6 hours, 5 days a week. Her tasks typically turn into tax map projects that are days, sometimes weeks long.

It would be very helpful to have our Clerk work Monday through Friday, 9-3. She also plays a large roll in continuing to train our front Sr. Office Asst, utilizing all of her search skills, which were not used by the prior employee who held this position. In addition, my Real Property Tax Office Asst is now training our Sr. Office Asst to seamlessly move into the Real Property Tax Office Asst position, as this employee may wish to go down to part-time hours at some point in the near future. I need to keep in mind the continuity of this office.

Thank you so much for your consideration.

Reg: FT. 267070

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

Reso

Para. 4-23-26
Audit 4-27-26
Full 5-5-26

11

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance
Re: Budgetary Transfer - 26T071
Date: April 1, 2026

WJC

2026 APR -2 PM 4:33
LEGISLATURE
PUTNAM COUNTY
CARNEL, NY

At the request of the Commissioner of Mental Health, Social Services, and Youth Bureau, the following budgetary transfer is required.

Increase Estimated Appropriations:

10102000 51093 Overtime 7,315

Decrease Estimated Appropriations:

10102000 51000 (123) Personnel Services 7,315

caseworker Spanish speaking

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This Resolution is required to cover mandated CPS case overtime as per the enclosed correspondence. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

Attached Backup
is
CONFIDENTIAL

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



CC: All
Pers. 4.23.26
Audit - 4.27.26
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE
Full - 5-5-26
Reso #12

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Transfer - 26T084
Date: April 9, 2026

2026 APR 13 AM 11:37
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Increase estimated appropriations:

10116500 51000 (101)	Personnel Services	3,375
10116500 58002(101)	FICA	259
		<u>3,634</u>

Decrease estimated appropriations:

10199000 54980	Contingency	3,634
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Fiscal Impact - 2026 - \$ 3,634
Fiscal Impact - 2027 - \$ 0

This budgetary transfer is required to increase The District Attorney Salary to \$ 228,200 as of April 1, 2026, pursuant to Judiciary Law 183-a regarding the Statewide compensation of all District Attorneys in New York State. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

26T084



Home / State Agencies / Payroll Bulletins / Unified Court System / Unified Court System Bulletin No. UCS-360

Unified Court System Bulletin No. UCS-360

Subject

April 2026 Salary Increase for Judges, Justices and New York City Court Clerks of the Unified Court System (UCS)

Date Issued

March 10, 2026

Purpose:

The purpose of this bulletin is to inform agencies of OSC's automatic processing of the April 2026 Salary Increases for Judges, Justices and New York City Court Clerks of the UCS.

26T084

Title	Current	New
04/01/2024	04/01/2026	
DCAJ (NYC)	\$245,100	\$250,100
DCAJ (outside NYC)	\$245,100	\$250,100
AJ (in NYC; Judicial District; County)	\$241,000	\$245,900
Supreme Court		
Justice	\$232,600	\$237,300
Court of Claims		
Presiding Judge	\$245,100	\$250,100
Judge	\$232,600	\$237,300
County Court		
	\$232,600	\$237,300
	\$223,700	\$228,200

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



CC: All
PORS. 4-23-26
Audit 4-27-26

COUNTY EXECUTIVE
KEVIN M. BYRNE

Full. 5-5-26

RC50

#13

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *wjc*
Re: Budgetary Transfer - **26T094**
Date: April 16, 2026

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

Increase estimated appropriations:

10101000 51094	Temporary	2,180
10107000 51094	Temporary	1,454
		<u>3,634</u> ✓

Decrease:

10101000 51000 (901)	Personnel Services	3,634
----------------------	--------------------	-------

Fiscal Impact - 2026 - \$ 0
Fiscal Impact - 2027 - \$ 0

This budgetary transfer will provide funding for a temporary employee covering for a Principal Office Assistant during a leave of absence. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

2026 APR 17 AM 9:53
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



CC: All
Per - 4-23-26
Audit - 4-27-26
Tull - 5-5-26
Reso

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

April 16, 2026

TO: William Carlin, Commissioner of Finance
FROM: Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau *KW*
SUBJECT: DSS 2026 Budgetary Amendment ^{Transfer}

The Department of Social Services is seeking approval of reappropriating funds to compensate a temporary employee fulfilling the duties of a **Principal Office Assistant** during a leave of absence. Funds transfer 26T077 covers \$4,900 of the estimated compensation for the temporary employee and to support the additional \$3,633 increase requested, funds are being utilized from a vacant Caseworker position within the TA unit.

Increase Appropriations:

10101000	SS PROG ADMN INC MAINT	
51094	TEMPORARY	\$2,179.80
10107000	SS PROG ADMN FDSTMPS	
51094	TEMPORARY	\$1,453.20

Decrease Appropriations:

10101000	SS PROG ADMN INC MAINT	
51000 (901)	PERSONNEL SERVICES	\$3,633.00

Fiscal Impact (26) -0-
Fiscal Impact (27) -0-

2026 APR 16 PM 4:51
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Thank you for your time and consideration of this request.

cc: *nm* Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau
Adriene Iasoni, Acting Personnel Officer

26T097

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



CC: A11
Pers - 4.23.26
Audit - 4.27.26
Full - 5.5.26

Reso

COUNTY EXECUTIVE
KEVIN M. BYRNE

#14

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: *Budgetary Transfer* - 26 T095
Date: April 16, 2026

2026 APR 16 PM 4:27
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Public Health Director, the following budgetary transfer is required.

Increase Estimated Appropriations:

10401000 51000 (102) <i>(122)</i>	Personnel Services (Deputy Director) <i>management</i>	91,188
10401000 51000 (123)	Personnel Services (Acct Clerk II) <i>CSEA</i>	33,584
12401000 51000 (138)	Personnel Services (Env Health Aide) <i>CSEA</i>	34,667 ✓
		<u>159,439</u>

Decrease Estimated Appropriations:

10401000 51000 (112)	Personnel Services (Office Assistant)	33,584
12401000 51000 (102)	Personnel Services (Env Health Director)	91,188
12401000 51000 (102)	Personnel Services (Env Health Director)	34,667 ✓
		<u>159,439</u>

Fiscal Impact - 2026 - \$ 0
Fiscal Impact - 2027 - \$ Undetermined

This Resolution will account for the Health Department Reorganization as per the attached correspondence. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

Michele Alfano-Sharkey

From: William Carlin
Sent: Thursday, April 16, 2026 3:36 PM
To: Michele Alfano-Sharkey
Subject: FW: Health Department 2026 Personnel Reorg
Attachments: Dir EHS to Deputy.doc; Eliminate EHS Dir Position.pdf; Request to Present to Committee in April.pdf; 3. New EHS Aide Memo Rev_RR.docx; 2. Rodriguez- Deputy Public Health Director.pdf; 3. EHS Aide Form 222A.pdf; 3. New EHS Aide Memo Rev_RR.docx; 3. New EHS Aide Reclass Notice.pdf; 4. Fiscal Vacancy 220.docx

FYI

From: William Orr <William.Orr@putnamcountyny.gov>
Sent: Thursday, April 16, 2026 11:36 AM
To: William Carlin <William.Carlin@putnamcountyny.gov>; Sheila Barrett <sheila.barrett2@putnamcountyny.gov>
Cc: Rian Rodriguez <Rian.Rodriguez@putnamcountyny.gov>; Nancy Collier <Nancy.Collier@putnamcountyny.gov>; Milena Berardi <Milena.McGovern@putnamcountyny.gov>; Adriene Iasoni <adriene.iasoni@putnamcountyny.gov>; Patricia Rau <Patricia.Rau@putnamcountyny.gov>
Subject: Health Department 2026 Personnel Reorg

Hi Bill,

Please review and approve the attached Personnel transfer and forward to the Personnel committee.

Attached is our requested transfer and corresponding justification for our Personnel reorganization.

We are requesting to eliminate the Environmental Health Director position and utilizing those funds to create two new positions.

The first new position is Deputy Public Health Director. (See memo from Rian Rodriguez to Kevin Byrne dated April 15, 2026 justifying this requested position).

The second new position we are requesting is an Environmental Health Aide position. (see memo from Brian Stevens to William Orr dated April 14, 2026.

In addition, we are requesting your approval for a title change from Grade 5 office assistant to Account Clerk II. (This position was vetted and approved by Personnel).

All requested budget changes per attached transfer are to be effective May 1, 2026. These salaries have been prorated as such.

The actual salaries for the Deputy Public Health Director is \$136,000 in 2026. This will become a Management / Confidential position.

The Environmental Health Aide position is \$51,705 in 2026. This is a CSEA position.

William A. Orr, Jr.

Fiscal Manager
Putnam County Department of Health
1 Geneva Road
Brewster, New York 10509
Phone: 845-808-1390 ext. 43146
Fax: 845-808-1916
Email: william.orr@putnamcountyny.gov



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Like us on Facebook

www.facebook.com/putnamhealth

www.facebook.com/putnamparents



Go Green

Please think about the environment before you print this email

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RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR




KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

Date: 04/15/2026

To: Daniel Birmingham, Chair of the Legislature
Toni Addonizio, Chair of the Personnel Committee

Cc: Putnam County Legislature
County Executive Kevin Byrne
Personnel Director Adriene Iasoni

From: Rian Rodriguez, Public Health Director 
William Orr, Senior Fiscal Manager

Subject: Request to Present to Committee in April

With your support we'd like to request a change in our organizational structure as part of our 2026 budget. The change being requested for our department would serve as a strategic investment in organizational effectiveness and create continuity in leadership. As public health responsibilities expand in complexity-ranging from infectious disease response to chronic disease prevention, environmental stewardship and emergency preparedness-there is an increasing need for strong, distributed leadership. Therefore, we are requesting the Environmental Health Director position be transitioned into a Deputy Director position. The proposed change reflects the focus we've had over the past year to ensure succession planning for all divisions. Establishing this role supports organizational stability and will allow for the addition of a front-line environmental health aide that can assist with expanding water concerns. Lastly, the proposed restructuring will assist in creating several upgrades to certain positions. The environmental health director line has been vacant for months and has sufficient funds for the requested change to occur, while keeping our budget cost neutral. Attached, please find a letter to County Executive Kevin Byrne explaining the rationale for the requested personnel change, as well as approval from Personnel approving classification/reclassification of these positions.

We thank you in advance for your consideration and invite you to reach out to us directly if you would like any additional information.

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

Date: April 15, 2026

To: Kevin Byrne
Putnam County Executive

Michael J. Nesheiwat, MD
County Coroner and Health Consultant

From: Rian Rodriguez, MPH
Director of Public Health, Department of Health

A handwritten signature in black ink, appearing to read "R. Rodriguez", is written over a circular stamp or mark.

I am respectfully requesting elimination of the environmental health director position to fund the creation of a Deputy Director position for the health department. This is a "cost neutral" strategic investment in organizational effectiveness, continuity of leadership, and improved public health outcomes. As public health responsibilities expand in complexity—ranging from infectious disease response to chronic disease prevention, health equity initiatives, and emergency preparedness—there is an increasing need for strong, distributed leadership.

A Deputy Director would enhance operational efficiency and oversight. The department requires management of multiple divisions such as epidemiology, environmental health, health education, and nursing. A Deputy Director can oversee day-to-day operations, coordinate across programs, and ensure alignment with strategic priorities. This allows the Director to focus on high-level functions such as external partnerships, policy advocacy, and long-term planning.

The position would also strengthen emergency preparedness and response capacity. Public health emergencies—such as pandemics, natural disasters, or environmental crises—require rapid decision-making and coordinated action. A Deputy Director provides additional leadership bandwidth, ensuring continuity of command and reducing bottlenecks during high-pressure situations.

Establishing this role supports succession planning and organizational stability. Leadership transitions can disrupt operations if there is no clear second-in-command. A Deputy Director develops institutional knowledge, maintains continuity, and can step in seamlessly when needed, reducing risk to critical public health services.

In conclusion, creating a Deputy Director position improves leadership capacity, operational coordination, and resilience—ultimately strengthening the health department's ability to improve and protect the health of the population it serves.

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: William Orr, Senior Fiscal Manager

FROM: Brian Stevens, Associate Public Health Sanitarian and Joseph Paravati Jr, P.E., Senior Public Health Engineer

DATE: April 14, 2026

RE: 2026 Budget - New Environmental Health Aide

I am writing to formally request a new Environmental Health Aide for the 2026 budget. The primary role of this position would be to work within the water program. As the State and EPA continue to expand water regulations and the demands they place on our department, it has become critical to increase staffing to maintain our Drinking Water Enhancement Grant (DWE) and PFAS mitigation rebate program with the State which has requirements that need to be met to retain the funding.

We are requesting the addition of an Environmental Health Aide to support ongoing and emerging water related public health requirements by assisting current staff with tasks that include water sampling, performing inspections of water systems, reviewing and processing sample results and completing EPA database entries. This position will help by freeing up higher level staff to focus on their job tasks and it will increase overall efficiency and program effectiveness.

This entry level position also provides a solid foundation for training and development that has historically led to advancement within the engineering or sanitarian sections of our department.

ADRIENE IASONI
ACTING PERSONNEL OFFICER



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

March 25, 2026

Classification/Reclassification Notice

Rian Rodriguez
Public Health Director

Via email

Mr. Rodriguez,

Our office has completed a review of the below referenced form and documentation that you submitted for a job classification evaluation or re-evaluation:

- Job Classification Questionnaire (Form 220) Dated _____
 New Position Duties Statement (Form 222) Dated _____
 Request for Additional Position(s) in an Already Established Classification (Form 222A)

Please be advised that, pursuant to Civil Service Law, Section 22, we have classified this position as Environmental Health Aide in the Non-competitive jurisdictional classification. Please see requirements below.

Please Note:

- Competitive Jurisdictional Classification requires:
Permanent appointment from an appropriate eligible list, now or subsequent to an approved provisional appointment, should this position be adopted as a position in your department or agency.
- Non-Competitive Jurisdictional Classification requires:
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Labor Jurisdictional Classification requires:
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Exempt Jurisdictional Classification requires:
Appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.

In order to best assess next steps, we will need some information from your department. Please have a supervisor or department head complete page two (2) and return to me as soon as possible. This will ensure that the process is handled as quickly as possible.

If you have any questions regarding this notice, please contact our office.

Sincerely,

A handwritten signature in blue ink, appearing to read "Patricia Rau".

Patricia Rau
Principal Personnel Specialist

PUTNAM COUNTY PERSONNEL DEPARTMENT
110 Old Route Six, Building Three
Carmel, NY 10512
Tel: 845-808-1650 Fax: 845-808-1921
www.putnamcountyny.gov/personneldept

ADRIENE IASONI
ACTING PERSONNEL OFFICER



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

April 8, 2026

Classification/Reclassification Notice

Rian Rodriguez
Public Health Director

Via email

Mr. Rodriguez,

Our office has completed a review of the below referenced form and documentation that you submitted for a job classification evaluation or re-evaluation:

- Job Classification Questionnaire (Form 220)
 New Position Duties Statement (Form 222)
 Request for Additional Position(s) in an Already Established Classification (Form 222A)

Please be advised that, pursuant to Civil Service Law, Section 22, we have classified this position as Deputy Public Health Director in the Competitive jurisdictional classification. Please see requirements below.

Please Note:

- Competitive Jurisdictional Classification requires:
Permanent appointment from an appropriate eligible list, now or subsequent to an approved provisional appointment, should this position be adopted as a position in your department or agency.
- Non-Competitive Jurisdictional Classification requires:
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Labor Jurisdictional Classification requires:
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Exempt Jurisdictional Classification requires:
Appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.

In order to best assess next steps, we will need some information from your department. Please have a supervisor or department head complete page two (2) and return to me as soon as possible. This will ensure that the process is handled as quickly as possible.

If you have any questions regarding this notice, please contact our office.

Sincerely,


Patricia Rau
Principal Personnel Specialist

PUTNAM COUNTY PERSONNEL DEPARTMENT

110 Old Route Six, Building Three
Carmel, NY 10512

Tel: 845-808-1650 Fax: 845-808-1921
www.putnamcountyny.gov/personneldept

Add'l - Pers. 4.23.26
Audit - 4.27.26
Full - 5-5-26

ADRIENE IASONI
ACTING PERSONNEL OFFICER



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

March 25, 2026

Classification/Reclassification Notice

Rian Rodriguez
Public Health Director

Via email

Mr. Rodriguez,

Our office has completed a review of the below referenced form and documentation that you submitted for a job classification evaluation or re-evaluation:

- Job Classification Questionnaire (Form 220) Dated 3/23/26
- New Position Duties Statement (Form 222) Dated _____
- Request for Additional Position(s) in an Already Established Classification (Form 222A)

Please be advised that, pursuant to Civil Service Law, Section 22, we have classified this position as Account Clerk II in the Competitive jurisdictional classification. Please see requirements below.

Please Note:

- Competitive Jurisdictional Classification requires:
Permanent appointment from an appropriate eligible list, now or subsequent to an approved provisional appointment, should this position be adopted as a position in your department or agency.
- Non-Competitive Jurisdictional Classification requires:
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Labor Jurisdictional Classification requires:
Permanent appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.
- Exempt Jurisdictional Classification requires:
Appointment following a review of a current application of any potential appointee should this position be adopted as a position in your department or agency.

In order to best assess next steps, we will need some information from your department. Please have a supervisor or department head complete page two (2) and return to me as soon as possible. This will ensure that the process is handled as quickly as possible.

If you have any questions regarding this notice, please contact our office.

Sincerely,

Patricia Rau
Principal Personnel Specialist

PUTNAM COUNTY PERSONNEL DEPARTMENT
110 Old Route Six, Building Three
Carmel, NY 10512
Tel: 845-808-1650 Fax: 845-808-1921
www.putnamcountyny.gov/personneldept

RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: William Orr, Senior Fiscal Manager

FROM: Brian Stevens, Associate Public Health Sanitarian and Joseph Paravati Jr, P.E., Senior Public Health Engineer

DATE: April 14, 2026

RE: 2026 Budget - New Environmental Health Aide

I am writing to formally request a new Environmental Health Aide for the 2026 budget. The primary role of this position would be to work within the water program. As the State and EPA continue to expand water regulations and the demands they place on our department, it has become critical to increase staffing to maintain our Drinking Water Enhancement Grant (DWEG) and PFAS mitigation rebate program with the State which has requirements that need to be met to retain the funding.

We are requesting the addition of an Environmental Health Aide to support ongoing and emerging water related public health requirements by assisting current staff with tasks that include water sampling, performing inspections of water systems, reviewing and processing sample results and completing EPA database entries. This position will help by freeing up higher level staff to focus on their job tasks and it will increase overall efficiency and program effectiveness.

This entry level position also provides a solid foundation for training and development that has historically led to advancement within the engineering or sanitarian sections of our department.

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



*cc All
Phys
Audit*

COUNTY EXECUTIVE
KEVIN M. BYRNE

Reso
#15

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *kjc*
Re: Budgetary Transfer - **26T096**
Date: April 16, 2026

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

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 532004 51509	Sidewalk Safety Program	50,000
55197000 532502 51509	Building Mgmt Systems	72,000
51997000 532601 51509	PV Senior Center Renovations	80,000
		<u>202,000</u> ✓

Decrease Estimated Appropriations:

55197000 53000 51509	Minor Renovations	202,000
----------------------	-------------------	---------

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This Resolution is required to fund the three CP projects as per the attached correspondence.

Approved : : _____
Kevin M, Byrne, County Executive

2026 APR 16 PM 4:58
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

CC: A11



Prep: 4-23-26
Final 5-5-26

Res

JOHN TULLY
Commissioner

KEVIN M. BYRNE
County Executive

DEPARTMENT OF GENERAL SERVICES
PURCHASING

MEMORANDUM

TO: Diane Trabulsy, Clerk, County Legislature

FROM: Alexis Hawley, Assistant Supervisor of Planning & Design *AH*

CC: Thomas Feighery, Commissioner, Department of Public Works
Joseph Bellucci, Deputy Commissioner, Department of Public Works
William Carlin, Commissioner, Department of Finance

DATE: April 10, 2026

RE: Physical Services – Amend 20CP04 – Sidewalk and Stair Safety Repair Program

Please approve the necessary resolution to amend and authorize adding \$50,000 to 20CP04.

20CP04 was authorized by the Full Legislature in July 2020 to fund specific and programmatic repairs and replacements to sidewalks and stairs throughout our County facility locations. Additional funding was authorized by the Full Legislature in December 2023 and October 2024 to continue this safety program.

This requested funding of \$50,000 will allow the continuation of this important program throughout our County facility locations to keep them safe and in a state of good repair.

We respectfully request your consideration.

Thank you.

2026 APR 10 PM 4:44
LESTER A. BURF
CLERK OF COUNTY
COUNTY OF HAMILTON, NY

cc: All

Prop 4.23.26
Full 5.5.26

Reso

JOHN TULLY
Commissioner



KEVIN M. BYRNE
County Executive

DEPT. OF GENERAL SERVICES -
PURCHASING

MEMORANDUM

TO: Diane Trabulsy, Clerk, County Legislature

FROM: Alexis Hawley, Assistant Supervisor of Planning & Design *AH*

CC: Thomas Feighery, Commissioner, Department of Public Works
Joseph Bellucci, Deputy Commissioner, Department of Public Works
William Carlin, Commissioner, Department of Finance

DATE: April 10, 2026

RE: Physical Services – Amend 25CP02 – Programmatic Building Management System Upgrades

Please approve the necessary resolution to amend and authorize adding \$72,000 to 25CP02.

25CP02 was authorized by the Full Legislature in May 2025 to programmatically upgrade the building management systems that run the mechanicals serving several of our critical operations facilities. The building management systems were prioritized at the time based on funding availability and need and the Historic Courthouse and the Correctional Facility were both upgraded under this program using the originally authorized funding.

This additional funding of \$72,000 being requested will allow the continuation of this important upgrade program at our Emergency Operations Center as the building management system at this location is now obsolete and there are no longer maintenance and support available for this legacy unit. An upgrade at this facility is critical.

We respectfully request your consideration.

Thank you.

2026 APR 10 PM 4:44
PUTNAM COUNTY
CLERK'S OFFICE

JOHN TULLY
Commissioner



Cell
Phy - 4.23.26
Fall - 5.5.26
KEVIN M. BYRNE
County Executive
-2000

DEPARTMENT OF GENERAL SERVICES
PURCHASING

MEMORANDUM

TO: Diane Trabulsy, Clerk, County Legislature

FROM: Alexis Hawley, Assistant Supervisor of Planning & Design *AMH*

CC: Thomas Feighery, Commissioner, Department of Public Works
Joseph Bellucci, Deputy Commissioner, Department of Public Works
William Carlin, Commissioner, Department of Finance

DATE: April 10, 2026

RE: Physical Services – 26CP01 – Putnam Valley Senior Center Renovations – State of Good Repair

Please approve the necessary resolution to authorize 26CP01 in an amount not to exceed \$80,000.

During a Department review of existing conditions at the Putnam Valley Senior Center, it was determined that there is a need for upgrades, repairs and rehabilitations in order to keep the facility in a state of good repair. This is important for both the staff and for the public that frequents the facility. Additionally, the Putnam Valley Senior Center is also designated as a shelter during times of declared emergencies.

We are respectfully requesting \$80,000 to make roof/gutter repairs, siding/trim repairs, kitchen floor crack repair & epoxy coating, chimney repairs, provide patio egress and ADA compliant ramp construction, kitchen entrance awning, fence repairs (2 locations), HVAC condenser pad and landscaping upgrades around the building. Department staff will accomplish a majority of the work in-house and that which has to be contracted will be done so following proper procurement protocols.

We respectfully request your consideration.

Thank you.

2026 APR 10 PM 1:44
HISTORICAL ARCHIVE
PUTNAM COUNTY
CLERK'S OFFICE

**COUNTY OF PUTNAM
2026**

Audit *Sign*
4-27-26

FUND TRANSFER REQUEST

#16

TO: Commissioner of Finance

FROM: John Tully

DEPT: Purchasing

DATE: 4/16/26

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	AMOUNT	PURPOSE
10101001 55561		2,300.00		cover copier
10135500 55561		650.00		monthly chargeback
10141100 55561		400.00		
10145000 55561		2,500.00		
10149000 55561		300.00		
10296000 55561		1,200.00		
10296001 55561		1,200.00		
10314000 55561		1,100.00		
10315000 55561		500.00		
10401000 55561		150.00		
10431000 55561		250.00		
10629300 55561		250.00		
10677200 55561		3,100.00		
10731000 55561		200.00		
22070000 55561		1,200.00		
12401000 55561		<u>100.00</u>		
(chargeback copier lease)		15,400.00		
	32311000 55561		650.00	
	10101000 55561		125.00	
	10102000 55561		125.00	
	10103000 55561		125.00	
	10104000 55561		125.00	
	10120000 55561		850.00	
	10123000 55561		225.00	
	10131000 55561		550.00	
	10132000 55561		175.00	
	10134500 55561		300.00	
	10146000 55561		800.00	
	10168000 55561		2,100.00	
	10311000 55561		950.00	
	10398900 55561		250.00	
	10405900 55561		400.00	
	10641000 55561		600.00	
	10651000 55561		1,300.00	
	10661000 55561		100.00	
	10711000 55561		400.00	
	10751000 55561		650.00	
	10802000 55561		1,100.00	
	14311000 55561		1,200.00	
	15311000 55561		250.00	
	17311000 55561		1,100.00	
	13311000 55561		<u>950.00</u>	
(chargeback copier lease)			15,400.00	

2026 APR 20 PM 4: 20
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

267098

20_25 Fiscal Impact \$ 0

20_26 Fiscal Impact \$ 0

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

267098

**COUNTY OF PUTNAM
2026**

FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: John Tully

DEPT: Purchasing

DATE: 4/16/26

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	AMOUNT	PURPOSE
10101001 55561		2,300.00		<i>cover copier monthly chargeback Re-allocation of Expenses. NO-fiscal Impact</i>
10135500 55561		650.00		
10141100 55561		400.00		
10145000 55561		2,500.00		
10149000 55561		300.00		
10296000 55561		1,100.00		
10296001 55561		1,200.00		
10314000 55561		1,100.00		
10315000 55561		500.00		
10401000 55561		150.00		
10431000 55561		250.00		
10629300 55561		250.00		
10677200 55561		3,100.00		
10731000 55561		200.00		
22070000 55561		1,200.00		
12401000 55561		<u>100.00</u>		
(chargeback copier lease)		15,400.00		
	32311000 55561		650.00	
	10101000 55561		125.00	
	10102000 55561		125.00	
	10103000 55561		125.00	
	10104000 55561		125.00	
	10120000 55561		850.00	
	10123000 55561		225.00	
	10131000 55561		550.00	
	10132000 55561		175.00	
	10134500 55561		300.00	
	10146000 55561		800.00	
	10168000 55561		2,100.00	
	10311000 55561		950.00	
	10398900 55561		250.00	
	10405900 55561		400.00	
	10641000 55561		600.00	
	10651000 55561		1,300.00	
	10661000 55561		100.00	
	10711000 55561		400.00	
	10751000 55561		650.00	
	10802000 55561		1,100.00	
	14311000 55561		1,200.00	
	15311000 55561		250.00	
	17311000 55561		1,100.00	
	13311000 55561		<u>950.00</u>	
(chargeback copier lease)			15,400.00	

26T098

20_25 Fiscal Impact \$ 0

20_26 Fiscal Impact \$ 0

 4/16/24
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

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

Date _____ County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

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

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

COPIERS CHARGEBACK TRANSFER

Equip. location Responsibility	Object CBK 55561		INCREASE	DECREASE
SHERIFF BCI	32311000	55561	650.00	
DBS BLDG 2 SOCIAL SVCS- TEMP ASSIST	10101000	55561	125.00	
DBS BLDG 2 SOCIAL SVCS-APS	10102000	55561	125.00	
SOCIAL SVCS/EMP & TRAINING BLDG 3	10103000	55561	125.00	
DBS BLDG 2 SOCIAL SVCS- Child Welfare-LTC	10104000	55561	125.00	
DBS BLDG 2 SOCIAL SVCS -Reception Area	10120000	55561	850.00	
COB/COUNTY EXES 3rd Floor	10123000	55561	225.00	
FINANCE COB	10131000	55561	550.00	
COB/LEGISLATURE AUDIT	10132000	55561	175.00	
Purchasing	10134500	55561	300.00	
RECORDS CENTER	10146000	55561	800.00	
DBS BLDG 3 IT DEPT	10168000	55561	2,100.00	
SHERIFFS OFFICE	10311000	55561	950.00	
EMERGENCY SERVICES	10398900	55561	250.00	
Health Dept/Early Intevention Preschool	10405900	55561	400.00	
Tilly Tourism	10641000	55561	600.00	
VETERANS / SHARED (Formerly Youth)	10651000	55561	1,300.00	
DBS BLDG 3 CONSUMER AFFAIR	10661000	55561	100.00	
HIGHWAY-Parks	10711000	55561	400.00	
HISTORIAN	10751000	55561	650.00	
PLANNING DEPT	10802000	55561	1,100.00	
Narcotics Dept	14311000	55561	1,200.00	
Sheriff Civil	15311000	55561	250.00	
SHERIFF ROAD PATROL	17311000	55561	1,100.00	
SHERIFF OFFICE - CSI	13311000	55561	950.00	
LEGI DEPARTMENT	10101001	55561		2,300.00
Office of Real Property Tax Services	10135500	55561		650.00
KERN/COUNTY CLERK/DMV	10141100	55561		400.00
Board of Elections	10145000	55561		2,500.00
HIGHWAY	10149000	55561		300.00
3 TO 5 PROGRAM PRE K	10296000	55561		1,200.00
EARLY LEARNING CENTER	10296001	55561		1,200.00
Probation Dept	10314000	55561		1,100.00
CORRECTIONS	10315000	55561		500.00
KERN/ WIC Program (MOVED TO RECEPTION AREA)	10401000	55561		150.00
MENTAL HEALTH	10431000	55561		250.00
BUILDING 3 Workforce (DSS ALLOCATION)	10629300	55561		250.00
OFFICE FOR SENIOR RESOURCES	10677200	55561		3,100.00
Tilly Youth	10731000	55561		200.00
SOCIAL SVCS -CAC	22070000	55561		1,200.00
KERN/HEALTH ENVIRONMENTAL	12401000	55561		100.00
	TOTAL		15,400.00	15,400.00

26T098

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

CC: Audit
4.27.26
Full 5.5.26
Reso
#17

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Transfer - 26T101
Date: April 20, 2026

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

Increase Estimated Appropriations:

25875000 54555 Ag Navigator Program 25,000

Decrease Estimated Appropriations:

10199000 54992 Sub Contingency 25,000

Fiscal Impact - 2026 - \$ 0
Fiscal Impact - 2027 - \$ 0

This Resolution is required to allocate \$ 25,000 from Sub Contingency to support the Ag Navigator program run through Cornell Cooperative Extension, as per the attached correspondence. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

2026 APR 21 PM 3:46
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

THE PUTNAM COUNTY LEGISLATURE

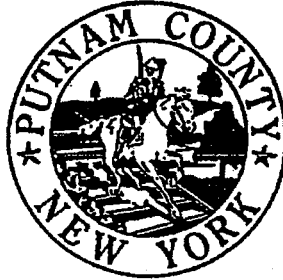
40 Gleneida Avenue

Carmel, New York 10512

Phone (845) 808-1020 • Fax (845) 808-1933

putcoleg@putnamcountyny.gov

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Laura E. Russo	Dist. 4
Jake D'Angelo	Dist. 5
Thomas Regan Jr.	Dist. 6
Daniel G. Birmingham	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

DATE: April 20, 2026

TO: Kevin Byrne
Putnam County Executive

CC: William Carlin
Commissioner of Finance

FROM: Erin Crowley 
Chairwoman, Audit & Administration Committee

RE: Agricultural Navigation Funding – Cornell Cooperative Extension

As you are aware, at the April 14th Rules Committee Meeting the funding for Cornell Cooperative Extension's Agricultural Navigation initiative was discussed. Legislators in attendance agreed to move forward with moving this funding out of sub-contingency, pending receipt of a list of tasks and responsibilities Cornell Cooperative would undertake. Attached is a letter I received from Executive Director Stefanie Hubert providing the requested details.

Respectfully, I request Commissioner of Finance William Carlin prepare a fund transfer to move this funding out of sub-contingency and into the appropriate line(s) for placement on the April 27th Audit & Administration Committee Meeting Agenda. Please note the Agenda will be published on Wednesday, April 22nd.

Thank you for your attention to this request.

Attachment

Cornell Cooperative Extension Putnam County

Terravest Corporate Park
1 Geneva Road
Brewster, New York 10509
t. 845-278-6738
f. 845-278-6761
putnam@cornell.edu
cceptnamcounty.org

April 16, 2026

Dear Legislator Crowley,

I am writing to respectfully request that the \$25,000 currently allocated within the sub contingency account for Tilly Foster Agriculture Navigation responsibilities be placed on the upcoming Audit Committee agenda.

I would like to clarify that Agriculture Navigation is not a formal position, but rather a defined set of contracted responsibilities and tasks that extend beyond the scope of services historically provided by Cornell Cooperative Extension through its support of the Agriculture and Farmland Protection Board (AFPB). This funding represents an increase to the agriculture program line contracted to Cornell Cooperative Extension, which has not seen a significant increase in many years and has historically been funded at a relatively modest level of less than \$10,000. The additional allocation is intended to enhance and expand upon that existing work in a targeted, accountable, and outcome-driven manner.

While not exhaustive, Agriculture Navigation responsibilities include:

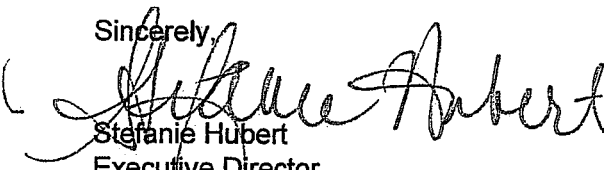
- Coordinating AFPB initiatives, supporting implementation of the Farmland Protection Plan, and aligning efforts across County departments and partners
- Conducting farmer outreach, facilitating access to funding and technical resources, assisting aspiring farmers to correctly and efficiently file applications with the Board for inclusion in the Putnam County Agricultural District, and supporting engagement with County programs and boards
- Advancing agricultural economic development, including strengthening local food systems and developing agritourism opportunities in coordination with the County Tourism Department
- Reviewing agricultural policies and local laws (in consultation with the Law Department) to support economic viability and long-term sustainability of farming
- Tracking outcomes, preparing and presenting an annual Agriculture Navigation report, communicating findings with Administration and partners, and providing occasional testimony to the County Legislature on matters related to agriculture and Board activities

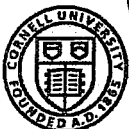
These funds are critically important to advancing agricultural support services within the county, particularly as they relate to strengthening local food systems, supporting farmers, and improving coordination of agricultural resources. Moving this item forward for Audit Committee consideration will allow for timely review and help ensure that these resources are deployed effectively.

I appreciate your attention to this matter and your continued support of initiatives that benefit our agricultural community. Please let me know if any additional information would be helpful in advance of the meeting.

Thank you for your consideration.

Sincerely,


Stefanie Hubert
Executive Director



Cornell Cooperative Extension is an employer and educator recognized for valuing AA/EEO, Protected Veterans, and individuals with disabilities and provides equal program and employment opportunities.

Building Strong and Vibrant New York Communities

PUTNAM COUNTY LEGISLATURE

Resolution #297

Introduced by Legislator: Greg Ellner at a Special Meeting held on October 29, 2025.

Seconded by Legislator: Toni Addonizio.

Amended by Legislator: Nancy Montgomery.

Seconded by Legislator: Dan Birmingham.

page 1

Extension Service (Cornell Cooperative Extension)

	FROM:	TO:
Tilly Foster Agriculture Program (Ag Navigator) 25875000 54555	36,811	11,811
Subcontingency 10199000 54992	0	25,000

A DIFFERENCE OF: 0

Adjust fringes and revenue accordingly.

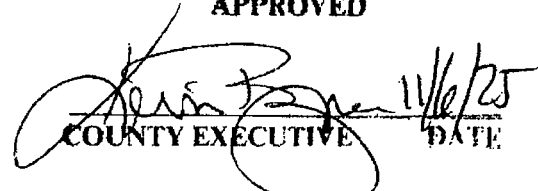
BY ROLL CALL VOTE: SIX AYES. THREE NAYS - LEGISLATORS CROWLEY, GOULDMAN, & RUSSO. MOTION CARRIES.

APPROVED

State of New York

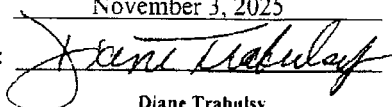
ss:

County of Putnam


 COUNTY EXECUTIVE 11/6/25
 DATE

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 29, 2025.

Dated: November 3, 2025

Signed: 
 Diane Trabulsy
 Clerk of the Legislature of Putnam County

26T101

cc All
Audit

Reso

#18

William Carlin
Interim Commissioner of Finance



TRISH McLOUGHLIN
County Director- Real Property

Memorandum

To: Hon. Daniel G. Birmingham, Chairman
Putnam County Legislature

From: Patricia A. McLoughlin, CCD - Real Property

Date: April 13, 2026

Subject: Mortgage Tax Apportionment of Payments – 10/1/2025 to 3/31/2026

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2026 APR 14 PM 1:53

Town of Carmel	\$703,645.38
Town of Kent	\$197,005.21
Town of Patterson	\$221,500.02
Town of Philipstown	
Village of Cold Spring	\$14,413.76
Village of Nelsonville	\$4,107.45
Town Outside	\$172,200.51
Town of Putnam Valley	\$209,921.29
Town of Southeast	
Village of Brewster	\$16,120.56
Town Outside	\$531,237.87
Total	<hr/> \$2,070,152.05

PART II

Distribution Statement
 (Columns 1 through 5) The "taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Taxation Department noted on the

Credit Statement
 (Column 6) This column is the net amount due to each tax district for which the Board of Supervisors shall issue its warrant or warrants.

	2	3	4	5	6
	Taxes Collected	*Additions	*Deductions	Taxes Adj. Corr	Amount Due Tax District
MUNICIPALITY					
CARMEL	732,986.20	0.00	0.00	732,986.20	\$703,645.38
KENT	205,220.00	0.00	0.00	205,220.00	\$197,005.21
PATTERSON	230,736.20	0.00	0.00	230,736.20	\$221,500.02
PHILIPSTOWN	198,674.50	0.00	0.00	198,674.50	\$190,721.72
PUTNAM VALLEY	218,674.66	0.00	0.00	218,674.66	\$209,921.29
SOUTHEAST	570,182.36	0.00	0.00	570,182.36	\$547,358.43
Total Tax Districts	2,156,473.92	0.00	0.00	2,156,473.92	2,070,152.05

*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers



COUNTY OF Putnam
CASH STATEMENT FOR TAXES COLLECTED PURSUANT TO ARTICLE 11

FOR THE PERIOD OF October 2025

THROUGH March 2026

NEW YORK STATE MORTGAGE TAX SEMI-ANNUAL REPORT

TAX RATE: 0.9599708269

Months	BASIC TAX DISTRIBUTED				TREASURER			ALL OTHER TAXES DISTRIBUTED			
	1 Basic Tax Collected	2 Interest Received by Recording Officer	3 Recording Officers Expense	4 Refunds or Adjustments	5 Amount Paid Treasurer (Col 1 + Col 2 - Col 3 - Col 4)	6 Interest Received by Treasurer	7 Treasurers Expense	8 Tax Districts Share (Col 5 + Col 6 - Col 7)	9 Local Tax	10 Additional Tax CNY	11 Special Assistance Fund
Oct	346,433.62	12.04	14,470.36	0.00	\$331,975.30	0.00	\$331,975.30	0.00	194,011.24	136,082.26	11,926.10
Nov	313,953.00	0.00	14,237.17	0.00	\$299,715.83	0.00	\$299,715.83	0.00	175,666.16	114,706.21	27,460.57
Dec	266,321.50	0.00	14,489.85	0.00	\$241,831.65	0.00	\$241,831.65	0.00	140,841.78	103,089.68	3,829.08
Jan	508,959.00	11.26	14,254.58	0.00	\$494,715.68	0.00	\$494,715.68	0.00	290,939.56	149,236.50	83,199.29
Feb	474,164.80	0.00	14,322.76	0.00	\$459,842.04	0.00	\$459,842.04	0.00	271,266.17	116,032.67	94,676.84
Mar	266,642.00	0.00	14,570.45	0.00	\$242,071.55	0.00	\$242,071.55	0.00	140,800.07	97,179.70	7,317.09
Apr											
May											
Jun											
Jul											
Aug											
Sep											
Totals	2,156,473.92	\$23.30	86,345.17	0.00	\$2,070,152.05	0.00	\$2,070,152.05	0.00	1,213,525.00	715,327.01	228,408.97

RECEIVED
Office of Real Property Tax Services
April 8, 2026
Mortgage Recording Tax

William Carl J.
Treasurer

Recording Officer

Mortgage Tax Apportionment
 2026 County/Town Roll Figures Total A/V
 10/01/2025 to 3/31/2026

Philipstown			\$	1,230,164,009	
	<u>Village of Cold Spring</u>				<u>Totals</u>
Total A/V	\$ 185,938,891	<u>Village of Nelsonville</u>	\$ 52,986,449	\$ 991,238,669	\$ 1,230,164,009
Percentage	0.075574838		0.021536335	0.90288827	1.00000000
Total Mtg. Tax	\$ 190,721.72		\$ 190,721.72	\$ 190,721.72	
Apportioned	\$ 14,413.76		\$ 4,107.45	\$ 172,200.51	\$ 190,721.72
	Southeast		\$	4,710,765,069	
	<u>Village of Brewster</u>	<u>Town of Southeast</u>			<u>Totals</u>
Total A/V	\$ 277,478,825	\$ 4,433,286,244	\$	4,710,765,069	\$ 4,710,765,069
Percentage	0.029451567	0.970548433			1.00000000
Total Mtg. Tax	\$ 547,358.43	\$ 547,358.43			
Apportioned	\$ 16,120.56	\$ 531,237.87			\$ 547,358.43
NOTE: For percentages of the Villages, the total Village AV is divided by the TTAL Town AV, and this is then					
divided by 2, per Tax Law Section 261 on Payment Over & Distribution of Taxes, as Villages pay only 50% of the					
Town's overall Mortgage Tax.					



PUTNAM COUNTY CLERK'S OFFICE
County Office Building
40 Gleneida Avenue
Carmel, New York 10512
Tel. (845) 808 ~1142
Fax (845) 225-3953

cc: all Audit
RESO

MICHAEL C. BARTOLOTTI
County Clerk

JAMES J. MCCONNELL
First Deputy County Clerk

April 10, 2026

VIA HAND DELIVERY

Hon. Daniel Birmingham, Chairman
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2026 APR 14 AM 10:18
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Re: Semi-Annual Mortgage Tax Report, October 1, 2025 through March 31, 2026

Dear Chairman Birmingham:

Enclosed you will find our Semi-Annual Mortgage Tax Report for the period from October 1, 2025 through March 31, 2026.

The report has been approved by the New York State Department of Taxation and Finance.

If you have any questions or concerns regarding this matter please do not hesitate to contact me. Thank you very much.

Sincerely,

A handwritten signature in black ink, appearing to be "M. Bartolotti".

Michael C. Bartolotti
Putnam County Clerk

MCB:jm

Enc. (2)



**Department of
Taxation and Finance**

April 10, 2026

Office of Real Property Tax Services Division

County: Putnam

Period: October-25 - March-26

Putnam County Clerk
40 Gleneida Avenue
Carmel, NY 10512

Putnam County Clerk
APR 10 2026
LEASING
PUTNAM COUNTY
CARMEL, NY
2:14 PM

We approved your report.

We approved your semi-annual form AU-202, New York State Mortgage Tax Semiannual Report, which we received on April 08, 2026.

The net amount of \$2,070,152.05 due to the respective tax districts is approved. You may submit the report to your county legislative body for their action, pursuant to Tax Law § 261.

Questions?

- Visit our website.
- Call George Muller at 518-486-6127



COUNTY OF Putnam
CASH STATEMENT FOR TAXES COLLECTED PURSUANT TO ARTICLE 11

NEW YORK STATE MORTGAGE TAX SEMI-ANNUAL REPORT

FOR THE PERIOD OF October 2025 THROUGH March 2026

THROUGH March 2026

2026 APR 10

LEGISLATIVE
PUTNAM COUNTY
CARMEL, NY

TAX RATE: 0.9599708259

Months	BASIC TAX DISTRIBUTED				TREASURER				ALL OTHER TAXES DISTRIBUTED			
	1 Basic Tax Collected	2 Interest Received by Recording Officer	3 Recording Officer's Expense	4 Refunds or Adjustments	5 Amount Paid Treasurer (Col 1 + Col 2 - Col 3 - Col 4)	6 Interest Received by Treasurer	7 Treasurer's Expense	8 Tax Districts Share (Col 5 + Col 6 - Col 7)	9 Local Tax	10 Additional Tax CNY	11 Special Assistance Fund	12 Special Additional Tax SONYMA
Oct	346,433.62	12.04	14,470.36	0.00	\$331,975.30	0.00	0.00	\$331,975.30	0.00	194,011.24	155,082.25	11,926.10
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Mar	256,642.00	0.00	14,570.45	0.00	\$242,071.55	0.00	0.00	\$242,071.55	0.00	140,800.07	97,179.70	7,317.09
Apr												
May												
Jun												
Jul												
Aug												
Sep												
Totals	2,156,473.92	\$23.30	86,345.17	0.00	\$2,070,152.05	0.00	0.00	\$2,070,152.05	0.00	1,213,525.00	715,327.01	228,408.97

RECEIVED
 Office of Real Property Tax Services
 April 8, 2026
 Mortgage Recording Tax

Recording Officer

William J. Carl...
Treasurer

Distribution Statement

(Columns 1 through 5) The "taxes collected" shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and correct errors are recorded in column 3 and 4, respectively. Authority for these additions and deductions is given by the orders of the Taxation Department noted on the

PART II

Credit Statement

(Column 6) This column is the net amount due to each tax district for which the Board of Supervisors shall issue its warrant or warrants.

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	Taxes Collected	*Additions	*Deductions	Taxes Adj. Corr	Amount Due Tax District
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KENT	205,220.00	0.00	0.00	205,220.00	\$197,005.21
PATTERSON	230,736.20	0.00	0.00	230,736.20	\$221,500.02
PHILIPSTOWN	198,674.50	0.00	0.00	198,674.50	\$190,721.72
PUTNAM VALLEY	218,674.66	0.00	0.00	218,674.66	\$209,921.29
SOUTHEAST	570,182.36	0.00	0.00	570,182.36	\$547,358.43
Total Tax Districts	2,156,473.92	0.00	0.00	2,156,473.92	2,070,152.05

*See refund, adjustment and special adjustment orders of Commissioner of Taxation and Finance, case numbers

WILLIAM J. CARLIN, JR., CPA
Commissioner Of Finance



DEPARTMENT OF FINANCE

CCI all
Audit F-11
SHEILA M. BARRETT
First Deputy Commissioner Of Finance

ALEXANDRA GORDON
Deputy Commissioner Of Finance

#19

April 22, 2026

Ms. Diane Trabulsy, Legislative Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, New York 10512

2026 APR 22 AM 11:56
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Trabulsy:

Pursuant to Section 11 of the County's Deposit and Investment Policies, enclosed is the report on the County's deposits and investments for the first quarter ending March 31, 2026.

Interest income through March 31, 2026 was **\$1,682,661.26 vs. \$2,260,292.38 as of March 31, 2025.** The decrease in interest is due to lower interest rates and the timing of investment maturities.

Very truly yours,

William J. Carlin, Jr.
Commissioner of Finance

Enclosures

	1/31/2026	6/30/2026	9/30/2026	12/31/2026	Total
10131000 424011	1,575,413.43				1,575,413.43
10085000 424011	18,980.22				18,980.22
10141000 424011					-
10141000 424013	47.50				47.50
10141100 424011	10.82				10.82
10601000 424011					-
2					-
3					-
4					-
61720000 424011	17,314.45				17,314.45
07000 290958	11,921.19				11,921.19
9					
V9710000 424011	26,335.75				26,335.75
V9710000 424012	4,430.28				4,430.28
					-
K1930000 424017	14,020.32				14,020.32
					-
05000 269105	14,187.30				14,187.30

Cumulative Balance

					Total
26	1,682,661.26	0.00	0.00	0.00	1,682,661.26
25	2,260,292.38	2,869,529.65	2,166,067.50	1,977,207.13	9,273,096.66
24	1,681,367.77	2,829,214.15	2,535,503.97	1,957,355.48	9,003,441.37
23	-	2,290,787.34	2,010,509.70	2,119,697.81	6,420,994.85
22		276,056.78	398,925.91	713,059.53	1,388,042.22
21		142,067.10	74,997.32	75,140.98	292,205.40
20		254,956.67	74,663.27	74,259.16	403,879.10
19		417,663.29	304,509.87	191,838.18	914,011.34
18		265,877.14	198,317.91	218,463.77	682,676.82
17		175,328.34	128,670.73	126,863.61	430,862.68
16		143,974.89	83,591.10	82,034.47	309,600.46
15		138,344.15	69,531.93	66,615.83	274,491.91
14		145,290.64	84,087.65	75,587.88	304,966.17
13		153,630.28	78,077.99	71,835.51	303,543.78

<u>FINANCIAL INSTITUTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>INTEREST RATE, %</u>	<u>AMOUNT</u>
DEMAND ACCOUNTS			
CHASE	GENERAL FUND	1.90%	\$ 18,449,164.22
TOMPKINS MAHOPAC BANK	PUTNAM COUNTY WELFARE ACCT COMM FINANCE	1.98%	\$ 179,536.30
PUTNAM COUNTY NATIONAL BANK	GENERAL FUND - CHECKING ACCT	0.05%	\$ 1,910,047.96
BEACON BANK	GENERAL FUND - MUNICIPAL MM	3.50%	\$ 3,123,823.42
TOMPKINS MAHOPAC BANK	PC GOLF COURSE OPERATING ACCT	1.98%	\$ 798,027.89
TD BANK	GENERAL FUND	0.00%	\$ 238,225.32
PUTNAM COUNTY NATIONAL BANK	PCSO STATE FORF. ASSETS	0.05%	\$ 210,314.16
TOMPKINS MAHOPAC BANK	INMATE T COMMISSION - CHECKING	0.00%	\$ 114,327.80
PUTNAM COUNTY NATIONAL BANK	DA FORF. ASSETS CHECKING ACCT	0.05%	\$ 195,775.18
PUTNAM COUNTY NATIONAL BANK	PCSO FORF. ASSETS	0.05%	\$ 967,514.58
PUTNAM COUNTY NATIONAL BANK	PCNB 6192 LAKELAND	0.05%	\$ 104.72
BEACON BANK	AMERICAN RESCUE ACT 2620	3.50%	\$ 857,802.97
JP MORGAN CHASE	ADOPTION SUBSIDY DC/DD		\$ -
TOMPKINS MAHOPAC BANK	PC GOLF COURSE FOOD & BEVERAGE	1.98%	\$ 163,123.32
TOMPKINS MAHOPAC BANK	PC GOLF COURSE MERCHANT	1.98%	\$ 1,714,420.58
TOMPKINS MAHOPAC BANK	PC GOLF COURSE FOOD & BEVERAGE MERCHANT	1.98%	\$ 1,033,100.00
PUTNAM COUNTY NATIONAL BANK	GENERAL FUND - CREDIT CARD ACCT	0.00%	\$ 283,936.64
TOMPKINS MAHOPAC BANK	GENERAL ACCOUNT	1.98%	\$ 103,601.12
JP MORGAN CHASE	PAYABLES		\$ -
TD BANK	BOND PROCEEDS - 2012	0.05%	\$ 196,135.36
NYCLASS	WATER QUALITY	3.64%	\$ 1,398,574.26
BEACON BANK	6N INSURANCE FUND - MUNICIPAL MM	3.50%	\$ 1,659,596.25
CHASE	TRUST ACCT - WORKMAN'S COMP	1.90%	\$ 3,760.13
CHASE	COP FLEX ACCT	1.90%	\$ 14,646.37
PCNB	TRUST ACCT - CHECKING	0.05%	\$ 3,764,557.66
PCNB	TRUST ACCT - VETERANS SECURITY SAVINGS	0.03%	\$ 20,212.18
PCNB	TRUST ACCT - COURT & TRUST	0.05%	\$ 1,691,703.61
TD BANK	TRUST ACCT - MTG TAX ACCT	2.27%	\$ 1,931,236.64
TOMPKINS MAHOPAC BANK	MUNI SAVINGS 1363	2.03%	\$ 2,455,545.85
CUSTOMERS BANK	BUSINESS CHECKING		\$ -
CHASE	PAYROLL - CHECKING		\$ -
TOTAL - DEMAND ACCOUNTS			\$ 43,478,814.49
MONEY MARKET POOL ACCOUNTS			
NEW YORK LIQUID ASSET FUND	GENERAL FUND	3.53%	\$ 1,183,094.55
NYLAF	WORKERS COMP RESERVE	3.53%	\$ 1,468,819.36
NYCLASS PRIME	GENERAL FUND	3.64%	\$ 1,311,552.65
NYCLASS PRIME	ARPA	3.64%	\$ 4,558,321.15
NY MUNICIPAL TRUST	EXCELSIOR FUND GIP470199	3.65%	\$ 50,359,763.84
TOTAL - MONEY MARKET POOL ACCOUNTS			\$ 58,881,551.55
CERTIFICATES OF DEPOSIT			
CUSTOMERS BANK	CD - 24 MONTH 3/10/26 - 3/10/28	3.66%	\$ 8,000,000.00
CUSTOMERS BANK	CD 18 MONTH 12/20/24 - 6/20/26	4.24%	\$ 15,812,677.59
CUSTOMERS BANK	CD - 36 MONTH 3/17/25 - 4/17/28	4.25%	\$ 10,433,376.70
CUSTOMERS BANK	CD - 18 MONTH 11/21/25 - 5/21/27	3.66%	\$ 5,059,441.08
CUSTOMERS BANK	CD - 12 MONTH 1/13/26 - 1/16/27	3.82%	\$ 4,024,283.22
TD BANK	CD - 24 MONTH 5/17/24 - 5/18/26	4.75%	\$ 4,583,788.18
TD BANK	CD - 24 MONTH 5/17/24 - 5/18/26	4.75%	\$ 11,459,470.43
TOMPKINS MAHOPAC BANK	CD - 24 MONTH 9/5/24 - 9/5/26	4.31%	\$ 30,000,000.00
TOMPKINS MAHOPAC BANK	CD - 24 MONTH 9/16/24 - 9/16/26	3.93%	\$ 8,000,000.00
CUSTOMERS BANK	CD 12 MONTH 5/29/25 - 5/29/26	4.30%	\$ 8,705,729.66
CUSTOMERS BANK	CD 18 MONTH 5/29/25 - 11/29/26	4.30%	\$ 8,705,729.66
MODERN BANK	CDARS - 12 MONTH 9/11/25 - 9/10/26	4.25%	\$ 4,170,521.74
TOTAL - CERTIFICATES OF DEPOSIT			\$ 118,955,018.26
GRAND TOTAL			\$ 221,315,384.30

RECAP BY BANK		BANK BALANCE		MAXIMUM CAP **
JPMorgan Chase		\$ 18,467,570.72		\$ 75,000,000.00
Putnam County National		9,044,166.69		\$ 75,000,000.00
BEACON		5,641,222.64		\$ 75,000,000.00
TD Bank		18,408,855.93		\$ 75,000,000.00
Tompkins Mahopac Bank		44,561,682.86		\$ 75,000,000.00
Customers Bank		60,741,237.91		\$ 75,000,000.00
NYClass		7,268,448.06		\$ 75,000,000.00
NYLAF		2,651,913.91		\$ 75,000,000.00
NY Municipal Trust		50,359,763.84		\$ 75,000,000.00
Modern Bank		4,170,521.74		
		\$ 221,315,384.30		

** pursuant to Chapter # 41 of the Putnam County Code