

THE PUTNAM COUNTY LEGISLATURE

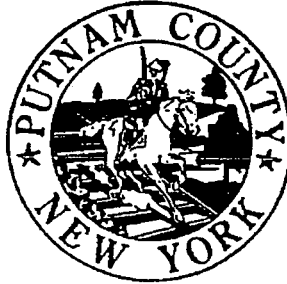
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Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*



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

Thursday **6:00pm** **May 21, 2026**

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. Approval – Amending County Policy on Non-PuMA Management/Confidential Active Employee and Current Retiree Health Insurance Benefits (Addressed in Rules & Personnel)
6. Approval – Correction of Real Property Taxes – Town of Carmel Tax Map #55.-2-24.6
7. Approval – Correction of Real Property Taxes – Town of Putnam Valley Tax Map #999.-99-154.-1
8. Approval – Correction of Real Property Taxes – Town of Putnam Valley Tax Map #999.-99-154.-3

9. Approval – Correction of Real Property Taxes – Town of Putnam Valley Tax Map #999.-99-154.-4

10. Correspondence – Commissioner of Finance

- a. **FYI – Overtime/Temporary Report**
- b. **Approval – Budgetary Amendment 26A030 – Sheriff’s Office – Receipt of Grant Funds from Putnam/Northern Westchester Women’s Resource Center (Also reviewed in Protective)**
- c. **Approval – Budgetary Amendment 26A031 – DPW – Repair Damage from Accident (Also reviewed in Physical)**
- d. **Approval – Budgetary Amendment 26A032 – Sheriff – Repair 2 Automobiles in Patrol Fleet (Also reviewed in Protective)**
- e. **Approval – Budgetary Amendment 26A033 – Senior Resources – Repair Automobile Damaged in Accident (Also reviewed in Health)**
- f. **Approval – Budgetary Amendment 26A035 – Finance – Fund Snow and Ice Deficit (Also reviewed in Physical)**
- g. **Approval – Budgetary Amendment 26A036 – Sheriff – Record Remaining Expenditure and Revenues Related to Byrne State Crisis Intervention Programming Grant (Also reviewed in Protective)**
- h. **Approval – Budgetary Amendment 26A037 – Finance – Receipt of SICG (Statewide Interoperable Communications Grant) Formula Grant (Also reviewed in Protective)**
- i. **Approval – Budgetary Amendment 26A038 – Emergency Services – Fund NYS Emergency Services IP Network Readiness Grant (Also reviewed in Protective)**
- j. **Approval – Budgetary Amendment 26A039 – DSS – Record 2026-2027 NYS Rental Supplement Program Award (Also reviewed in Health)**
- k. **Approval – Budgetary Amendment 26A041 – DSS – Adjust Mental Health State Aid Levels (Also reviewed in Health)**
- l. **Approval – Budgetary Amendment 26A042 – DSS – Adjust Mental Health State Aid Levels (Also reviewed in Health)**
- m. **Approval – Budgetary Amendment 26A043 – Vacancy Control Factor (Also reviewed in Personnel)**

- n. **Approval – Budgetary Amendment 26A044 – Emergency Services – Account for Insurance Proceeds – Maintenance Facility at Golf Course (Also reviewed in Physical)**
 - o. **Approval – Budgetary Amendment 26A045 – DPW – Fund Jail HVAC Improvements (Also reviewed in Physical)**
11. **Approval – Fund Transfer 26T110 – Emergency Services – Development of Continuity of Operations Plan (Also reviewed in Protective)**
 12. **Approval – Fund Transfer 26T124 – DPW – Fund Amendments to 22CP01 & 23CP17 (Capital Projects reviewed in Physical)**
 13. **Approval – Proposed Resolution from Commissioner of Finance Carlin – Fixed Asset Financial Statement Reporting and Tracking**
 14. **Approval – Rescind Resolution #84 of 2026 – Motor Fuel Sales Tax Adjustment**
 15. **Approval – Motor Fuel Sales Tax Adjustment**
 16. **FYI – Guardrail and Property Damage Report**
 17. **Other Business**
 18. **Adjournment**

#3

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

Members: Chairwoman Crowley and Legislators Regan & Russo

Thursday

6:00pm

February 19, 2026

The Meeting was called to order at 6:05pm by Chairwoman Crowley who requested Legislator Regan lead in the Pledge of Allegiance. Upon roll call Legislators Regan and Russo were present.

Chairwoman Crowley made a motion to go out of order to address agenda item #5 first; Seconded by Legislator Regan. All in favor.

Item #5 – Approval – Planning Dept. – Submission of Application for the 2025 Dept. of Transportation Alternatives Program (TAP) Grant Funding Available through NYSDOT

Legislator Birmingham stated as Chairman he is a member of the Committee and he would be recusing himself from this discussion because of a potential conflict with the law firm he works for.

Commissioner of Planning, Development and Public Transportation Barbara Barosa stated this request is to apply for a TAP (Transportation Alternatives Program) grant to fund a sidewalk project for a section along Fair Street in the Town of Philipstown. She stated the project involves a county-owned segment with a small portion extending into the Village, and it would fill a missing link along a key corridor connecting the Village to Little Stony Point. She stated the County would be sponsoring this project and the match would be provided by Hudson Highlands Fjord Trail and there is no cost to the County. She stated the application deadline is March 12, 2026.

Legislator Montgomery thanked Commissioner Barosa for her collaborative work with the Town and Village on this project. She thanked Hudson Highlands Fjord Trail for their \$450,000 contribution to this needed pedestrian safety project. She stated she has remained focused on keeping this opportunity viable while ensuring the grant record accurately reflects the County's adopted planning documents.

Chairwoman Crowley thanked Commissioner Barosa as well for her work on this.

Town of Philipstown Supervisor John Van Tassel stated he is thankful to the County for their assistance in getting this done.

Cold Spring Mayor Kathleen Foley stated the County Planning, Finance, and DPW Departments have worked well with the Town and Village to spearhead this application.

Andrew Hall, Village of Cold Spring Trustee, stated he lives on Fair Street and can attest to how busy it is. He stated his strong support for this project.

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

Item #6 – Approval – Local Law to Amend Article V of Chapter 220 of the Code of Putnam County to (1) Clarify Application of Real Property Tax Law Section 467 and (2) Increase the Maximum Senior Citizen Property Tax Exemption

Chairwoman Crowley made a motion to go out of order to address #6; Seconded by Legislator Regan. All in favor.

Commissioner Carlin stated the County portion of a property tax bill is the smallest, therefore increasing this threshold to 65% will be a minimal cost per person. He stated when an exemption is given to one group of people the total cost is then spread amongst the other groups. He stated the biggest impact will be on the school taxes, which are the biggest part of the bill.

Legislator Montgomery stated she was made aware of this first from the New York State law taking effect in December 2025, which increased the allowable exemption from 50% to 65% and also from constituents bringing this to her attention. She stated she was in contact with the assessors in the Town of Philipstown and Town of Carmel as well as the County Real Property Director Trish McLoughlin. She explained that this amendment is not primarily about increasing the threshold to 65%, which will not take effect until 2027. She stated this ensures that the exemption program is administered correctly and consistently with state law while not conflicting with town or village laws. She thanked the County Law Department and Legislative Counsel Hearther Abissi for working on this as well.

Legislator Regan questioned if this exemption would be automatically granted or if individuals will need to apply.

Commissioner Carlin stated that would be a question for Real Property Director McLoughlin.

Legislator Gouldman questioned what the financial impact would be.

Commissioner Carlin stated the assessed value is about \$64.4 million, which equates to a very small number in terms of County tax.

Chairwoman Crowley stated based on the information provided by Director McLoughlin it would result in a \$1.90 change on a tax bill for a \$300,000 home and about \$3.20 for a \$500,000 home.

Legislator D'Angelo stated he is happy that this is moving forward. He stated senior citizens are members of our community who have contributed for many years and with the increasing cost of living, anything the County can do to give back is impactful. He stated he would like to see the State enact a cap for senior citizens.

Legislator Birmingham stated he believes every penny counts, this is a great thing the County can do.

Legislator Montgomery stated she would like to clarify what this law actually does so there are no issues. She stated this law is complex, it allows the County to go up to 65% but any increase in the exemption is going to require another formal Legislative step to update the income brackets.

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

Item #8 – Other Business

a. Approval – Budgetary Amendment 25A127 – Year End Journal Entry #3

Chairwoman Crowley made a motion to go out of order to address #8a; Seconded by Legislator Regan. All in favor.

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

Commissioner Carlin stated this is another year end entry that is adjusting everything to actuals. He stated the last two lines show the funds being increased for access control to begin security upgrades in the County Office Building.

Legislator Regan questioned if the adjustments are departmentalized.

Commissioner Carlin stated it will be done across all departments through the Capital Projects fund.

Legislator Birmingham questioned the Danbury Rail Study capital project.

Commissioner Carlin stated that is being closed out.

Legislator Montgomery questioned if the study is complete.

Commissioner Carlin stated yes, it is complete.

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

Item #3 – Correspondence – County Auditor

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

Item #4 – Correspondence – Commissioner of Finance

- a. **Approval – Budgetary Amendment 26A004 – Health Dept. – Private Well PFAS Pilot Program (Also reviewed in Health)**

Commissioner Carlin stated the County is receiving \$300,000 in State Aid for this program; there is no cost to the County.

Legislator Montgomery stated there is the potential to get \$1.5 million that has been allocated to Putnam County.

Commissioner Carlin stated the pilot program will demonstrate the need for the County to receive that funding.

Legislator Birmingham stated he would like to see a quarterly report on this program from Public Health Director Rian Rodriguez.

Legislator Montgomery stated she would be happy to include that update on the Health Committee agenda.

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

- b. **Approval – Budgetary Amendment 26A007 – Planning Dept. – Fund Pavement Management Program Utilizing Federal UPWP Funds (Also reviewed in Physical)**

Commissioner Barosa stated this is funding from NYMTC (New York Metropolitan Transportation Council). She stated the County has to complete certain tasks and part of it is conducting studies. She stated they are currently doing a pavement management study.

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

- c. **Approval – Budgetary Amendment 26A008 – Planning Dept. – Account for Federal HUD Grant Received (Also reviewed in Physical)**

Commissioner Barosa stated this is 100% funding with no County match. She stated as the work is done they will submit for reimbursement.

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

d. Approval – Budgetary Amendment 26A009 – Dept. of Social Services, Mental Health, and Youth Bureau – Account for NYS OMH and OASAS State Aid Funding (Also reviewed in Health)

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

e. Approval – Budgetary Amendment 26A013 – Litigation Settlement – Lara-Grimaldi v. County of Putnam (Settlement reviewed in Rules)

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

Item #7 – FYI – County's Deposits and Investments – 4th Quarter 2025

Commissioner Carlin stated the County had a decent year, the same amount of interest was collected although the rates were lower.

Legislator Birmingham requested that the report include more information such as the breakage fees.

Legislator Gouldman questioned how the County's relationship with a bank is maintained when banks change names or are bought out.

Commissioner Carlin stated the County will need to amend the deposit and investment policy to update the name of the bank, but the County's finances remain.

Legislator Regan questioned how often the performance of the County's consultants is reviewed and if Commissioner Carlin is satisfied with them.

Commissioner Carlin stated yes, he is very satisfied with their performance, and it is reviewed monthly.

Item #9 – Adjournment

There being no further business at 6:45pm, Chairwoman Crowley made a motion to adjourn; Seconded by Legislator Russo. All in favor.

Respectfully Submitted by Deputy Clerk Beth Robinson.

e. Approval – Budgetary Amendment 26A013 – Litigation Settlement – Lara-Grimaldi v. County of Putnam (Settlement reviewed in Rules)

5. Approval – Planning Dept. – Submission of Application for the 2025 Dept. of Transportation Alternatives Program (TAP) Grant Funding Available through NYSDOT

6. Approval – Local Law to Amend Article V of Chapter 220 of the Code of Putnam County to (1) Clarify Application of Real Property Tax Law Section 467 and (2) Increase the Maximum Senior Citizen Property Tax Exemption

7. FYI – County’s Deposits and Investments – 4th Quarter 2025

8. Other Business

9. Adjournment

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	6,566,928	(1,057,221)
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	27,525,230	428,361
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											221,269	
Town of Kent											85,013	
Town of Patterson											76,056	
Town of Philipstown											47,587	
Town of Putnam Valley											77,513	
Town of Southeast											102,476	
Village of Brewster											16,528	
Village of Cold Spring											13,088	
Village of Nelsonville											4,112	
PAID TO DATE											643,642	

2026 Transfer/Revenue Report - April

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 4 26A034	DSS HEAP	10614100	54457		HEAP NON PA	27,552.00	D	HEAP 25-26 ALLOCATION
2026 4 26A034	DSS HEAP	10614100	446411		FED AID FUEL CRISIS HEAP	27,552.00	C	HEAP 25-26 ALLOCATION
2026 4 26T074	Mental Health Legal	10431000	54329		PROMOTIONAL MATERIALS	1,944.00	D	MH FORUM GIVEAWAYS
2026 4 26T074	Mental Health Legal	10431000	54989		MISCELLANEOUS	1,944.00	C	MH FORUM GIVEAWAYS
2026 4 26T075	Health Admin	10401000	54310		OFFICE SUPPLIES	100.00	C	HEADSET NEEDED FOR RIAN RODRIG
2026 4 26T075	Health Admin	10401000	54783		LICENSING SOFTWARE	100.00	D	HEADSET NEEDED FOR RIAN RODRIG
2026 4 26T076	Early Intervention	10405900	54989		MISCELLANEOUS	100.00	C	TOYS FOR EVENTS
2026 4 26T076	Early Intervention	10405900	54329		PROMOTIONAL MATERIALS	100.00	D	TOYS FOR EVENTS
2026 4 26T077	DSS	10101000	51094		TEMPORARY	2,940.00	D	COVER TEMP HELP (EMPL ON LOA)
2026 4 26T077	DSS Overhead	10120000	51094		TEMPORARY	1,960.00	C	COVER TEMP HELP (EMPL ON LOA)
2026 4 26T077	DSS Food Stamps	10107000	51094		TEMPORARY	1,960.00	D	COVER TEMP HELP (EMPL ON LOA)
2026 4 26T077	DSS Overhead	10120000	51094		TEMPORARY	2,940.00	C	COVER TEMP HELP (EMPL ON LOA)
2026 4 26T078	DSS Overhead	10120000	52130		COMPUTER EQUIPMENT	200.00	C	TO PURCHASE MONITORS

#4C

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 4 26T078	DSS WMS	10116000	52130		COMPUTER EQUIPMENT	200.00	D	TO PURCHASE MONITORS
2026 4 26T078	DSS Overhead	10120000	52130		COMPUTER EQUIPMENT	200.00	C	TO PURCHASE MONITORS
2026 4 26T078	DSS Medicaid	10104000	52130		COMPUTER EQUIPMENT	200.00	D	TO PURCHASE MONITORS
2026 4 26T079	EMS Dispatch	13398900	52110		FURNITURE AND FURNISHINGS	1,420.00	C	ADDITIONAL QUOTE FOR CONSOLES
2026 4 26T079	EMS Dispatch	13398900	52610		FURNITURE AND FURNISHINGS	1,420.00	D	ADDITIONAL QUOTE FOR CONSOLES
2026 4 26T080	Mental Health Legal	10033000	54782		SOFTWARE ACCESSORIES	38.00	D	REPLACE EXTERNAL WEBCAM
2026 4 26T080	Mental Health Legal	10033000	54310		OFFICE SUPPLIES	38.00	C	REPLACE EXTERNAL WEBCAM
2026 4 26T081	Early Learning	10296001	54636		INTERNET COSTS	900.00	D	FUND THROUGH OCT 26
2026 4 26T081	Early Learning	10296001	54310		OFFICE SUPPLIES	900.00	C	FUND THROUGH OCT 26
2026 4 26T082	Health Litter	10027000	54646		CONTRACTS	300.00	C	PURCHASE ERGO DESK
2026 4 26T082	Health - Recycling	10816000	52110		FURNITURE AND FURNISHINGS	300.00	D	PURCHASE ERGO DESK
2026 4 26T083	Health - Community Health Assessment Fed	26401001	54640	10205	EDUCATION AND TRAINING	400.00	C	QIPM NEEDS PRIVACY SCREEN
2026 4 26T083	Health - Community Health Assessment Fed	26401001	52110	10205	FURNITURE AND FURNISHINGS	400.00	D	QIPM NEEDS PRIVACY SCREEN
2026 4 26T085	Consumer Affairs	10661000	54640		EDUCATION AND TRAINING	420.00	C	TRANSFER TO BOOKS & SUPPLEMENT

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 4 26T085	Consumer Affairs	10661000	54313		BOOKS AND SUPPLEMENTS	420.00	D	TRANSFER FROM ED & TRAINING
2026 4 26T086	Personnel	10143000	52110		FURNITURE AND FURNISHINGS	3,000.00	D	FURNITURE
2026 4 26T086	Personnel	10143000	54640		EDUCATION AND TRAINING	3,000.00	C	FURNITURE
2026 4 26T087	Health - Epidemiology	21401003	54640		EDUCATION AND TRAINING	200.00	C	FOR NEW CABINET
2026 4 26T087	Health - Epidemiology	21401003	52110		FURNITURE AND FURNISHINGS	200.00	D	FOR NEW CABINET
2026 4 26T088	Sheriff - Communications	13311000	52680	10222	OTHER EQUIPMENT	2,436.85	C	PURCHASE ELECTRONIC EQUIPT
2026 4 26T088	Sheriff - Communications	13311000	52130	10222	COMPUTER EQUIPMENT	293.01	C	PURCHASE ELECTRONIC EQUIPT
2026 4 26T088	Sheriff - Communications	13311000	52180	10222	OTHER EQUIPMENT	2,729.86	D	PURCHASE ELECTRONIC EQUIPT
2026 4 26T089	Law	10142000	54310		OFFICE SUPPLIES	180.00	C	PURCHASE BADGE
2026 4 26T089	Law	10142000	54385		UNIFORMS	180.00	D	PURCHASE BADGE
2026 4 26T090	Law	10142000	54310		OFFICE SUPPLIES	105.00	C	ADOBE ACROBAT PRO
2026 4 26T090	Law	10142000	54783		LICENSING SOFTWARE	105.00	D	ADOBE ACROBAT PRO
2026 4 26T091	Health - EHS	12401000	54640		EDUCATION AND TRAINING	1,700.00	C	NURSING CONFERENCE
2026 4 26T091	Health - Nursing	11401000	54640		EDUCATION AND TRAINING	1,700.00	D	NURSING CONFERENCE

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	4 26T092	Emergency Services	10398900	52140		AUDIO VISUAL EQUIPMENT	2,200.00	D	NEW CAMERAS FOR BES
2026	4 26T092	Emergency Services	10398900	52180		OTHER EQUIPMENT	2,200.00	C	NEW CAMERAS FOR BES
2026	4 26T097	Mental Health Legal	10431000	54310		OFFICE SUPPLIES	27.00	C	PRICE INCREASE - SOUND MACHINE
2026	4 26T097	Mental Health Legal	10431000	54410		SUPPLIES AND MAT	27.00	D	PRICE INCREASE - SOUND MACHINE
2026	4 26T099	Early Intervention	10405900	51093		OVERTIME	3,000.00	D	REPLENISH OVERTIME
2026	4 26T099	Early Intervention	10405900	51094		TEMPORARY	3,000.00	C	REPLENISH OVERTIME
2026	4 26T100	Preschool	10296000	58002		SOCIAL SECURITY	210.00	D	NEEDED FOR FICA
2026	4 26T100	Preschool	10296000	54441		ITINERANT SERVICES	210.00	C	NEEDED FOR FICA
2026	4 26T100	Preschool	10296000	51093		OVERTIME	4,500.00	D	NEEDED FOR OVERTIME
2026	4 26T100	Preschool	10296000	54441		ITINERANT SERVICES	4,500.00	C	NEEDED FOR OVERTIME
2026	4 26T102	Health ATUPA	12023000	54783		LICENSING SOFTWARE	100.00	D	PURCHASE PROTECTIVE GEAR
2026	4 26T102	Health ATUPA	12023000	52130		COMPUTER EQUIPMENT	100.00	C	PURCHASE PROTECTIVE GEAR
2026	4 26T103	Emergency Services	10398900	52180		OTHER EQUIPMENT	400.00	C	TV NEEDED AT BES
2026	4 26T103	Emergency Services	10398900	52140		AUDIO VISUAL EQUIPMENT	400.00	D	TV NEEDED AT BES

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 4 26T104	Mental Health Legal	10033000	54310		OFFICE SUPPLIES	38.00	D	REVERSE 26T080
2026 4 26T104	Mental Health Legal	10033000	54782		SOFTWARE ACCESSORIES	38.00	C	REVERSE 26T080
2026 4 26T105	District Attorney	10116500	54682		SPECIAL SERVICES	2,715.00	C	4 DRAGON SPEAK LICENSES
2026 4 26T105	District Attorney	10116500	54783		LICENSING SOFTWARE	2,715.00	D	4 DRAGON SPEAK LICENSES
2026 4 26T106	Youth Bureau	10731000	54989		MISCELLANEOUS	350.00	C	ADDITIONAL CELLPHONE LINE
2026 4 26T106	Youth Bureau	10731000	55635	10114		350.00	D	ADDITIONAL CELLPHONE LINE
2026 4 26T107	IT	10168000	54636		INTERNET COSTS	1,100.00	D	INTERNET AT PNGC - 2.26 -12.26
2026 4 26T107	Golf	10085000	54646		CONTRACTS	1,100.00	C	INTERNET AT PNGC - 2.26 -12.26
2026 4 26T108	OEOP CAC	22070000	54640		EDUCATION AND TRAINING	97.66	C	AODBE ACROBAT LICENSE
2026 4 26T108	OEOP CAC	22070000	54783		LICENSING SOFTWARE	97.66	D	AODBE ACROBAT LICENSE
2026 4 26T109	DSS Admin	10102000	54540		RADIO COMMUNICATIONS	3,076.00	C	AC UNIT REFERRED TO ATTACHED
2026 4 26T109	DSS Admin	10102000	52180		OTHER EQUIPMENT	3,076.00	D	AC UNIT REFERRED TO ATTACHED
2026 4 26T111	Board of Elections	10145000	54640		EDUCATION AND TRAINING	430.00	D	ECA SUMMER CONF
2026 4 26T111	Board of Elections	10145000	54313		BOOKS AND SUPPLEMENTS	430.00	C	ECA SUMMER CONF

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 4 26T112	Board of Elections	10145000	54989		MISCELLANEOUS	2,000.00	D	POLL SITE USE FEES
2026 4 26T112	Board of Elections	10145000	54310		OFFICE SUPPLIES	1,500.00	C	POLL SITE USE FEES
2026 4 26T112	Board of Elections	10145000	54410		SUPPLIES AND MAT	500.00	C	POLL SITE USE FEES
2026 4 26T113	Sheriff - Patrol	17311000	54385		UNIFORMS	2,230.00	C	COLD WEATHER GEAR SRT TEAM
2026 4 26T113	Sheriff - Patrol	17311000	54385	10102	UNIFORMS	2,230.00	D	COLD WEATHER GEAR SRT TEAM
2026 4 26T114	Sheriff - Communications	13311000	54410		SUPPLIES AND MAT	500.00	C	CVR COST OF MEMBERSHIPS
2026 4 26T114	Sheriff - Communications	13311000	54313		BOOKS AND SUPPLEMENTS	500.00	D	CVR COST OF MEMBERSHIPS
2026 4 26T115	Sheriff - Civil	15311000	55370		CHRGBK AUTOMOTIVE	3,000.00	D	CVR Q1&PROJ. AUTO CHGBK DPW
2026 4 26T115	Sheriff - Patrol	17311000	55370		CHRGBK AUTOMOTIVE	3,000.00	C	CVR Q1&PROJ. AUTO CHGBK DPW
2026 4 R#103/26	Capital Projects	55997000	53000	50309	CAPITAL EXPENDITURES	779,462.00	D	PIN 8756.84 PRJ 50309
2026 4 R#103/26	Finance	10131000	427112		USE OF CAPITAL PROJECT RESERVE	779,462.00	C	PIN 8756.84 PRJ 50309
2026 4 R#103/26	Capital Projects	55997000	428601	50309	TRANSFER FROM OTHER FUND	779,462.00	C	PIN 8756.84 PRJ 50309
2026 4 R#103/26	To Road	10990100	59020		TRANSFER TO CAPITAL	779,462.00	D	PIN 8756.84 PRJ 50309
					Debits			1,631,286.52
					Credits			1,631,286.52

#4d

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)
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)
		(145,765.00)
Total		<u>\$ 632,035.00</u>
<u>Proposed Deductions:</u>		
26A035	Snow and Ice	(350,000.00)
		(350,000.00)
Pending Balance 5/21/26		<u><u>\$282,035.00</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 5/21/26 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 5/21/26 \$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 5/21/26 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 5/21/26 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:

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

Total \$ -

Proposed Deductions:

Pending Balance 5/21/26 \$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 5/21/26 0.00
\$150,000.00

Note:

R= resolution

A= proposed budgetary amendment

#5

RESOLUTION AMENDING COUNTY POLICY ON NON-PuMA MANAGEMENT/
CONFIDENTIAL ACTIVE EMPLOYEE AND CURRENT RETIREE HEALTH INSURANCE
BENEFITS

WHEREAS, the Putnam County Legislature has previously considered the issues surrounding the costs of health insurance and has considered: comprehensive health insurance contribution structure; and

WHEREAS, the County Legislature recognizes that the high cost of health insurance offered to both Retirees and Non-PuMA Management/Confidential Employees has added a significant burden to the operating budget of the County in recent years; and

WHEREAS, the County Legislature has previously adopted several Resolutions in which it outlined various plans for providing health insurance to both Retirees and non-PuMA Management/Confidential Employees; and

WHEREAS, the Legislature previously based its policies relative to Retiree health insurance contributions on years of service, but now determines that contribution percentages based upon the amount of a Retiree's pension benefit would be more equitable; and

WHEREAS, the Putnam County Legislature further adopted Resolution #135 of 2006, which clarified the premiums to be charged to a surviving spouse of a Retiree, and the Legislature does not wish to amend such structure at this time; and

WHEREAS, the Legislature feels that it would be prudent to adopt a Resolution containing the entire policy relative to Retiree and Non-PuMA Management/Confidential Employee health insurance contributions.

NOW THEREFORE, THE COUNTY LEGISLATURE OF THE
COUNTY OF PUTNAM, NEW YORK, HEREBY RESOLVES AS FOLLOWS:

A. Legislative Findings and Intent:

The County of Putnam previously established a program of post-retirement health insurance benefits for certain employees by subsidizing a portion of the cost of health insurance premiums for certain classes of Retirees. In addition, some Retirees receive Medicare Part B reimbursement which results in a net profit to some Retirees.

This Legislature hereby finds and determines that the costs of such County subsidized benefits have steadily increased over the past ten years, in some cases by double digit percentages. The rising cost of State and Federal mandates couple with pension benefits and existing employees and retiree health insurance benefits can no longer be sustained, especially in light of the State imposed tax cap.

The Legislature hereby finds and determines that it is now necessary to establish a uniform policy with respect to post-retirement health insurance benefits for those persons who have previously retired from County service, as well as for those currently employed by the County of Putnam, as well as for contributions from existing employees toward the cost of providing health insurance.

B. Definitions:

~~"Allowable Service Time": That amount of time an employee has been employed by the State of New York or any of its political subdivisions (excluding the County) or school districts, or that amount of time such employee has accrued as a full-time active member of the United States Armed Forces, or any combination thereof.~~

"Allowable Service Time" That amount of time an employee has been employed by the State of New York or any of its political subdivisions (excluding the county), any branch of the federal government, or school districts, or that amount of time such employee has accrued as a full time active member of the United States Armed Forces, or any combination thereof.

~~"County Service Time": That amount of time a n Employee has been employed by the government of Putnam County, New York.~~

County Service Time: The amount of time an employee has been employed by the government of Putnam County, New York.

~~"Eligible Employee": Any person who has accrued at least twenty-five (25) years of County Service Time OR at least twelve (12) years of Allowable Service Time PLUS at least thirteen (13) years of County Service Time OR who meets the requirements of Sections (D)(2) (a), (b), (c), or (d) of this Resolution.~~

"Eligible Employee" Any person who has a) accrued at least twenty-five (25) years of County Service Time; OR b) accrued a combination of County Service Time and Allowable Service Time totaling twenty-five (25) years; however, under this calculation, allowable service time cannot be more than 12 years.

"Initially Hired": That point in time when a person first entered into the employment of the County of Putnam.

"Post-Retirement Health Insurance Benefit": That percentage of health insurance premium which the County shall subsidize, as the Legislature shall from time to time determine by resolution, for the post-retirement health insurance of an Eligible Employee.

"Retiree": Any Individual who has retired from County of Putnam service, and who receives health insurance benefits through the County of Putnam as of the effective date of this Resolution, except as provided for in Section (D)(1)(d) below.

"Surviving Spouse of a Retiree": Any individual who was covered for health insurance benefits as a dependent of a Retiree who is now deceased.

C. Management Health Insurance

1. Employees Hired Prior to April 11, 2006.

Any employee of the County classified in the Management/Confidential category and employed by the County as of midnight on April 10, 2006, and who

elected to participate in the County employee health insurance program shall pay a portion of the premium cost of such health insurance coverage pursuant to the following schedule:

Years of County Employment	Amount of Premium Payable by Employee
9+	10%
5-8	15%
0-4	25%

b . Any person hired as a Management/Confidential employee by the County effective April 11, 2006, and who elects to participate in the County employee health insurance program shall pay 25% of the premium cost; which sum shall not be diminished during such employee's term of employment, except as provided for in the following section.

Any employee hired after the effective date of this Resolution shall work minimum of thirty (30) hours per week on an annual basis to be eligible for the County employee health insurance program. Employees promoted from non-Management-Confidential classification to Management-Confidential classification subsequent to the effective date of this Resolution, who elect to participate in the County employee health insurance program and who work a minimum of thirty (30) hours per week on an annual basis, shall pay a portion of the premium cost of such health insurance coverage pursuant to the schedule outlined in subsection (a) above, based upon their years of service.

D. Retiree Health Insurance Benefits

1. General Policy.

a . All current Retirees shall be provided a retirement health insurance benefit in accordance with the following contribution schedule:

Annual Amount of Pension Benefit	Amount of Premium Payable by Retiree
\$65,000 & higher	30%
\$40,000 - \$64,999	25%
\$30,000 - \$39,999	18%
\$20,000 - \$29,999	13%
\$10,000 - \$19,999	10%
\$-0-- \$9,999	8%

2. Specific Provisions and Exceptions.

a. Any individual hired prior to April 1, 1975 shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of five (5) years of Allowable Service and/or County Service Time.

b. Any individual hired after April 1, 1975 but before January 1 , 1982 shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was

an Employee of the County of Putnam at the time of retirement and had a minimum of ten (10) years of and/or County Service Time Allowable Service.

c. Any individual hired after January 1, 1982 but before January 1, 2005 shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of fifteen (15) years of Allowable Service and/or County Service Time.

d. Any individual hired on January 1, 2005 or thereafter shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of twenty-five (25) years of Allowable Service and/or County Service Time.

e. Any Post-Retirement Health Insurance Benefits granted herein shall not be construed to be an entitlement. Such benefits may be altered or eliminated as the Legislature may from time to time determine by resolution, and may include differential rates based on the date of hire, age at date of retirement and/or length of service.

f. With respect to any persons having already retired from County employment, post-Retirement Health Insurance Benefits cannot be the subject of collective bargaining between the County and any collective bargaining unit, as said Retirees are not to be represented by said bargaining units.

Dual Family Coverage shall not be permissible under this Policy. Proof that not secondary or additional coverage is applicable may be sought by the County and shall be required to be provided by any Retiree or Retiree Surviving Spouse.

The provisions of this Section shall be applicable to any Retiree, [with the exception of a Retiree who had been a member of the Putnam County PBA as an Active Employee for the period covered by the Award referenced below and thereafter. The Post-Retirement Health Insurance Benefits for such Retirees shall continue to be governed by the "Final and Binding Opinion and Award of the Tripartite Arbitration Panel" of the New York State Public Employment Relations Board, dated February 15, 2007, or applicable Collective Bargaining Agreement between the County of Putnam and the Putnam County PBA or will be appointed by offer of Putnam County to the Lieutenant or Captain of the following Law Enforcement Divisions:](#)

[Civil Division;](#)
[Road Patrol Division;](#)
[Communications Division; and](#)
[Bureau of Criminal Investigation Division.](#)

E. Retiree Requirements:

1. General Provisions:

a. Any Employee who files for retirement subsequent to the adoption of this Resolution and who is otherwise eligible for health insurance benefits in retirement shall provide the County of Putnam with a copy of the letter from the New York State and Local Retirement System which

outlines the completed calculations and the final retirement allowance for said newly retired Employee within ten (10) business days of receipt of said letter.

b. All Retirees shall be required to provide the Putnam County Commissioner of Finance with a W-2, 1099 or other proof of income Form by no later than March 1st of each year, so that said Retiree's exact contribution can be calculated.

c. Failure to comply with the provisions of this Section shall result in a calculation of the Retiree's Health Insurance costs at the maximum contribution rate of thirty percent (30%).

F. Retiree Surviving Spouse:

1. General Provisions:

Ten (10) separate Surviving Spouses of Retirees who became eligible for health insurance coverage prior to January 1, 2005 shall continue to receive coverage at the fixed cost per month as outlined in a Schedule maintained by the Commissioner of Finance. The surviving spouse of a Retiree who became eligible for health insurance coverage by the County on or after January 1, 2005, shall continue to be covered under the Retiree's contribution requirement during the month of death of the Retiree and for three (3) months thereafter. The Retiree Surviving Spouse may then elect to continue the health insurance coverage by paying one-half (50%) of the actual cost of the health insurance coverage for the remainder of that calendar year. For the Retiree Surviving Spouse of a Retiree who became eligible for health insurance benefits on or after January 1, 2005, every year the rate paid by the Retiree Surviving Spouse shall be adjustable. Once the County has been notified by the health insurance provider of the cost of the health insurance premium for the upcoming calendar year, whether it be an increase or decrease in the cost of the policy from the previous year, the Retiree Surviving Spouse may continue such coverage by paying one-half (50%) of the premium being charged to Putnam County for that calendar year.

G. Severability:

In the event that any provision of this Resolution shall be deemed illegal, invalid or unenforceable by a court of competent jurisdiction or agency of the State of New York, such holding shall not render the remaining provisions of this Resolution invalid or otherwise unenforceable.

H. Affordable Care Act implications:

In the event that any provision of this Resolution shall be deemed to be in violation of the Affordable Care Act by a court of competent jurisdiction or agency of the State of New York or the Federal government, such holding shall not render the remaining provisions of this Resolution invalid or otherwise unenforceable.

I. Exclusive Subject Matter:

Notwithstanding any prior rule, regulation, resolution or procedure heretofore such prior rule, regulation, resolution or procedure with respect to the matters described herein. Post-Retirement

Health Insurance Benefits offered herein shall be independent of, and not necessarily related to, any retirement benefits or years of and Local Employees' Retirement System or the New York State and local Police and Fire Retirement System.

J. Personnel Department Distribution:

The Director of Personnel is hereby authorized and directed to distribute a copy of this Resolution to all current County employees, Retirees and all persons entering the employment of the County of Putnam subsequent to the adoption hereof.

K . Effective Date:

This resolution shall take effect immediately.

Diane Trabulsy

From: Robert Tendy
Sent: Thursday, April 30, 2026 4:27 PM
To: Thomas Regan; Diane Trabulsy
Cc: Daniel Birmingham; Amy Sayegh
Subject: Next Protective Services Committee
Attachments: 227. Amending County Policy on Non-PuMA Management Confidential Active Employee and Current Retiree Health Insurance Benefits (003).pdf

Good afternoon:

I am requesting an agenda item be added to the next Protective Services committee. As the conversation will take on aspects of the Budget and Finance, and Rules & Enactments Committees, I am copying Legislators Birmingham and Sayegh on this email.

The legislature was forward thinking during our last budget round to authorize a much-needed additional Assistant District Attorney position for my office. Unfortunately, since then we have had an assistant leave the office in early December 2025. So, there have now been two open positions for over four months.

We have had only four applicants apply for the positions. Two were law students waiting to take the bar exam. The other two were practicing attorneys. One law student withdrew the application before the interview; the other withdrew after the interview. One of the practicing attorneys withdrew his application after the interview. The other practicing attorney was not qualified to be hired. We have had no other applicants.

The problems routinely expressed are the low salary offer, health insurance contribution, and the so-called 12 years/13 years of service time and “allowable” service time for post-retirement health benefits (see pages 1 – 4 of the attachment). I know the county has repeatedly said that the law as written is not *interpreted* that way; however, when the topic comes up at an interview I have to be honest and tell them what the law states, not how it is interpreted.

Finally, there is a law on the books that apparently makes it impossible for any management position to earn more than the county executive earns. My chief assistant has been a practicing attorney for 36 years, is an encyclopedia of knowledge and skills, and handles our most serious child sex crimes and numerous other violent felonies. She is seriously considering leaving because she has hit an earning ceiling for no valid reason. I would like to address this as well.

Of course, not all of the above needs to be discussed, but the situation regarding hiring qualified applicants is dire-and needs to be addressed.

I greatly appreciate your consideration of these issues.

Very truly yours,
Robert V. Tendy
Putnam County District Attorney
40 Gleneida Ave.
Carmel, NY 10512
845-808-1050
845-260-5178 (mobile)
845-808-1909 (fax)

2026 APR 30 PM 4:39
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

PUTNAM COUNTY LEGISLATURE

Resolution #227

Introduced by Legislator: Carl L. Albano on behalf of the County Executive at a Special Meeting held on October 28, 2015.

Amended by Legislator: Ginny Nacerino.

Seconded by Legislator: Carl L. Albano.

Further Amended by Legislator: Joseph Castellano.

Seconded by Legislator: Barbara Scuccimarra.

page 1

RESOLUTION AMENDING COUNTY POLICY ON NON-PuMA MANAGEMENT/ CONFIDENTIAL ACTIVE EMPLOYEE AND CURRENT RETIREE HEALTH INSURANCE BENEFITS

WHEREAS, the Putnam County Legislature has previously considered the issues surrounding the costs of health insurance and has considered a comprehensive health insurance contribution structure; and

WHEREAS, the County Legislature recognizes that the high cost of health insurance offered to both Retirees and Non-PuMA Management/Confidential Employees has added a significant burden to the operating budget of the County in recent years; and

WHEREAS, the County Legislature has previously adopted several Resolutions in which it outlined various plans for providing health insurance to both Retirees and non-PuMA Management/Confidential Employees; and

WHEREAS, the Legislature previously based its policies relative to Retiree health insurance contributions on years of service, but now determines that contribution percentages based upon the amount of a Retiree's pension benefit would be more equitable; and

WHEREAS, the Putnam County Legislature further adopted Resolution #135 of 2006, which clarified the premiums to be charged to a surviving spouse of a Retiree, and the Legislature does not wish to amend such structure at this time; and

WHEREAS, the Legislature feels that it would be prudent to adopt a Resolution containing the entire policy relative to Retiree and Non-PuMA Management/Confidential Employee health insurance contributions.

NOW THEREFORE, THE COUNTY LEGISLATURE OF THE COUNTY OF PUTNAM, NEW YORK, HEREBY RESOLVES AS FOLLOWS:

A. Legislative Findings and Intent:

The County of Putnam previously established a program of post-retirement health insurance benefits for certain employees by subsidizing a portion of the cost

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 28, 2015.

Dated: November 2, 2015

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #227

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Further Amended by Legislator: Joseph Castellano.

Seconded by Legislator: Barbara Scuccimarra.

page 2

of health insurance premiums for certain classes of Retirees. In addition, some Retirees receive Medicare Part B reimbursement which results in a net profit to some Retirees.

This Legislature hereby finds and determines that the costs of such County-subsidized benefits have steadily increased over the past ten years, in some cases by double digit percentages.

Additionally, the rising costs of State and Federal mandates coupled with the cost of pension benefits and existing employee and Retiree health insurance benefits can no longer be sustained, especially in light of the State imposed tax cap.

The Legislature hereby finds and determines that it is now necessary to establish a uniform policy with respect to post-retirement health insurance benefits for those persons who have previously retired from County service, as well as for those currently employed by the County of Putnam, as well as for contributions from existing employees toward the cost of providing health insurance.

B. Definitions:

"Allowable Service Time": That amount of time an employee has been employed by the State of New York or any of its political subdivisions (excluding the County) or school districts, or that amount of time such employee has accrued as a full-time active member of the United States Armed Forces, or any combination thereof.

"County Service Time": That amount of time an Employee has been employed by the government of Putnam County, New York.

"Eligible Employee": Any person who has accrued at least twenty-five (25) years of County Service Time OR at least twelve (12) years of Allowable Service Time PLUS at least thirteen (13) years of County Service Time OR who meets the requirements of Sections (D)(2) (a), (b), (c), or (d) of this Resolution.

"Initially Hired": That point in time when a person first entered into the employ of the County of Putnam.

"Post-Retirement Health Insurance Benefit": That percentage of health insurance premium which the County shall subsidize, as the Legislature shall from

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 28, 2015.

Dated: November 2, 2015

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

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Further Amended by Legislator: Joseph Castellano.

Seconded by Legislator: Barbara Scuccimarra.

page 3

time to time determine by resolution, for the post-retirement health insurance of an Eligible Employee.

“Retiree”: Any Individual who has retired from County of Putnam service, and who receives health insurance benefits through the County of Putnam as of the effective date of this Resolution, except as provided for in Section (D)(1)(d) below.

“Surviving Spouse of a Retiree”: Any individual who was covered for health insurance benefits as a dependent of a Retiree who is now deceased.

C. Management Health Insurance

1. Employees Hired Prior to April 11, 2006.

a. Any employee of the County classified in the Management/Confidential category and employed by the County as of midnight on April 10, 2006, and who elected to participate in the County employee health insurance program shall pay a portion of the premium cost of such health insurance coverage pursuant to the following schedule:

<u>Years of County Employment by Employee</u>	<u>Amount of Premium Payable</u>
9 +	10%
5-8	15%
0-4	25%

b. Any person hired as a Management/Confidential employee by the County effective April 11, 2006, and who elects to participate in the County employee health insurance program shall pay 25% of the premium cost; which sum shall not be diminished during such employee’s term of employment, except as provided for in the following section.

b. Any employee hired after the effective date of this Resolution shall work a minimum of thirty (30) hours per week on an annual basis to be eligible for the County employee health insurance program.

c. Employees promoted from non-Management-Confidential classification to Management-Confidential classification subsequent to the effective date of this Resolution, who elect to participate in the County employee health insurance

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 28, 2015.

Dated: November 2, 2015

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

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Further Amended by Legislator: Joseph Castellano.

Seconded by Legislator: Barbara Scuccimarra.

page 4

program and who work a minimum of thirty (30) hours per week on an annual basis, shall pay a portion of the premium cost of such health insurance coverage pursuant to the schedule outlined in subsection (a) above, based upon their years of service.

D. Retiree Health Insurance Benefits

1. General Policy.

a. All current Retirees shall be provided a retirement health insurance benefit in accordance with the following contribution schedule:

<u>Annual Amount of Pension Benefit</u> <u>Payable by Retiree</u>	<u>Amount of Premium</u>
\$65,000 & higher	30%
\$40,000 - \$64,999	25%
\$30,000 - \$39,999	18%
\$20,000 - \$29,999	13%
\$10,000 - \$19,999	10%
\$0- - \$9,999	8%

2. Specific Provisions and Exceptions.

a. Any individual hired prior to April 1, 1975 shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of five (5) years of Allowable Service and/or County Service Time¹.

b. Any individual hired after April 1, 1975 but before January 1, 1982 shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of ten (10) years of and/or County Service Time Allowable Service².

c. Any individual hired after January 1, 1982 but before January 1, 2005 shall be entitled to health insurance benefits upon retirement in accordance with this

¹ As per Resolution#238 of 2004.

² As per Resolution#238 of 2004.

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 28, 2015.

Dated: November 2, 2015

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

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Further Amended by Legislator: Joseph Castellano.

Seconded by Legislator: Barbara Scuccimarra.

page 5

Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of fifteen (15) years of Allowable Service and/or County Service Time³.

d. Any individual hired on January 1, 2005 or thereafter shall be entitled to health insurance benefits upon retirement in accordance with this Resolution so long as he or she was an Employee of the County of Putnam at the time of retirement and had a minimum of twenty-five (25) years of Allowable Service and/or County Service Time. ⁴

e. Any Post-Retirement Health Insurance Benefits granted herein shall not be construed to be an entitlement. Such benefits may be altered or eliminated as the Legislature may from time to time determine by resolution, and may include differential rates based on the date of hire, age at date of retirement and/or length of service.

f. With respect to any persons having already retired from County employment, post-Retirement Health Insurance Benefits cannot be the subject of collective bargaining between the County and any collective bargaining unit, as said Retirees are not be represented by said bargaining units.

g. Dual Family Coverage shall not be permissible under this Policy. Proof that not secondary or additional coverage is applicable may be sought by the County and shall be required to be provided by any Retiree or Retiree Surviving Spouse.

h. The provisions of this Section shall be applicable to any Retiree, with the exception of a Retiree who had been a member of the Putnam County PBA as an Active Employee for the period covered by the Award referenced below and thereafter. The Post-Retirement Health Insurance Benefits for such Retirees shall continue to be governed by the "Final and Binding Opinion and Award of the Tripartite Arbitration Panel" of the New York State Public Employment Relations Board, dated February 15, 2007, or applicable Collective Bargaining Agreement between the County of Putnam and the Putnam County PBA.

³ As per Resolution#238 of 2004.

⁴ As per Resolution#239 of 2004.

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 28, 2015.

Dated: November 2, 2015

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #227

Introduced by Legislator: Carl L. Albano on behalf of the County Executive at a Special Meeting held on October 28, 2015.

Amended by Legislator: Ginny Nacerino.

Seconded by Legislator: Carl L. Albano.

Further Amended by Legislator: Joseph Castellano.

Seconded by Legislator: Barbara Scuccimarra.

page 6

i. The provisions of this Section shall also not apply to anyone who has been or will be appointed by the Sheriff of Putnam County to the title of Lieutenant or Captain of the following Law Enforcement Divisions:

- (1) Civil Division;
- (2) Road Patrol Division;
- (3) Communications Division; and
- (4) Bureau of Criminal Investigation Division.

E. Retiree Requirements:

1. General Provisions:

a. Any Employee who files for retirement subsequent to the adoption of this Resolution and who is otherwise eligible for health insurance benefits in retirement shall provide the County of Putnam with a copy of the letter from the New York State and Local Retirement System which outlines the completed calculations and the final retirement allowance for said newly retired Employee within ten (10) business days of receipt of said letter.

b. All Retirees shall be required to provide the Putnam County Commissioner of Finance with a W-2, 1099 or other proof of income Form by no later than March 1st of each year, so that said Retiree's exact contribution can be calculated.

c. Failure to comply with the provisions of this Section shall result in a calculation of the Retiree's Health Insurance costs at the maximum contribution rate of thirty percent (30%).

F. Retiree Surviving Spouse:

1. General Provisions:

a. Ten (10) separate Surviving Spouses of Retirees who became eligible for health insurance coverage prior to January 1, 2005 shall continue to receive

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 28, 2015.

Dated: November 2, 2015

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

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Further Amended by Legislator: Joseph Castellano.

Seconded by Legislator: Barbara Scuccimarra.

page 7

coverage at the fixed cost per month as outlined in a Schedule maintained by the Commissioner of Finance⁵.

b. The surviving spouse of a Retiree who became eligible for health insurance coverage by the County on or after January 1, 2005, shall continue to be covered under the Retiree's contribution requirement during the month of death of the Retiree and for three (3) months thereafter. The Retiree Surviving Spouse may then elect to continue the health insurance coverage by paying one-half (50%) of the actual cost of the health insurance coverage for the remainder of that calendar year.

c. For the Retiree Surviving Spouse of a Retiree who became eligible for health insurance benefits on or after January 1, 2005, every year the rate paid by the Retiree Surviving Spouse shall be adjustable. Once the County has been notified by the health insurance provider of the cost of the health insurance premium for the upcoming calendar year, whether it be an increase or decrease in the cost of the policy from the previous year, the Retiree Surviving Spouse may continue such coverage by paying one-half (50%) of the premium being charged to Putnam County for that calendar year.

G. Severability:

In the event that any provision of this Resolution shall be deemed illegal, invalid or unenforceable by a court of competent jurisdiction or agency of the State of New York, such holding shall not render the remaining provisions of this Resolution invalid or otherwise unenforceable.

H. Affordable Care Act implications:

In the event that any provision of this Resolution shall be deemed to be in violation of the Affordable Care Act by a court of competent jurisdiction or agency of the State of New York or the Federal government, such holding shall not render the remaining provisions of this Resolution invalid or otherwise unenforceable.

I. Exclusive Subject Matter:

⁵ As per resolution#135 of 2006.

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 28, 2015.

Dated: November 2, 2015

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #227

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Amended by Legislator: Ginny Nacerino.

Seconded by Legislator: Carl L. Albano.

Further Amended by Legislator: Joseph Castellano.

Seconded by Legislator: Barbara Scuccimarra.

page 8

Notwithstanding any prior rule, regulation, resolution or procedure heretofore adopted or promulgated by the Legislature or any unit of the County government, if there exists at any time any inconsistencies between this Resolution and any such prior rule, regulation or procedure, this resolution shall be deemed to supersede any such prior rule, regulation, resolution or procedure with respect to the matters described herein. Post-Retirement Health Insurance Benefits offered herein shall be independent of, and not necessarily related to, any retirement benefits or years of service requirements expressed in the rules and regulations of the New York State and Local Employees' Retirement System or the New York State and local Police and Fire Retirement System.

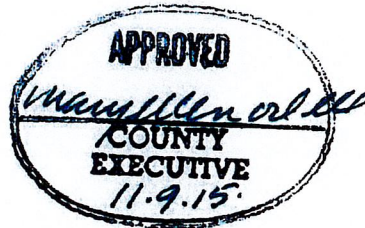
J. Personnel Department Distribution:

The Director of Personnel is hereby authorized and directed to distribute a copy of this Resolution to all current County employees, Retirees and all persons entering the employment of the County of Putnam subsequent to the adoption hereof.

K. Effective Date:

This resolution shall take effect April 1, 2016.

BY ROLL CALL VOTE: FIVE AYES. FOUR NAYS – LEGISLATORS ADDONIZIO, GROSS, LOBUE & WRIGHT. MOTION CARRIES.



Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 28, 2015.

Dated: November 2, 2015

Signed: Diane Schonfeld

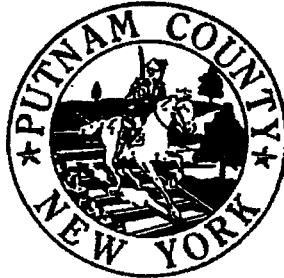
Diane Schonfeld
Clerk Of The Legislature Of Putnam County

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
Phone (845) 808-1020 • Fax (845) 808-1933
putcoleg@putnamcountyny.gov

Audit

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsky *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: May 6, 2026

TO: Toni Addonizio
Chairperson of Personnel Committee

Erin Crowley
Chairperson of Audit & Administration Committee

Amy Sayegh
Chairperson of Rules, Enactments & Intergovernmental Committee

CC: Thomas Regan Jr.
Legislator, District #6

FROM: Daniel G. Birmingham *DGB/det*
Chairman, Putnam County Legislature

RE: Legislator Regan's 5-1-26 Request – District Attorney's Email of 04-30-26
– Request to Address County Policy on Non-PuMA Management
Confidential Active Employee and Current Retiree Health Insurance
Benefits

Pursuant to Section III. Committees of the Legislature (C)(2)(a) of the Legislative Manual, I am referring this item to the Rules, Personnel and Audit Committees for consideration. Please include this matter and any other information relating thereto on the next agenda of the designated committees.

Thank you for your attention to this matter.

THE PUTNAM COUNTY LEGISLATURE

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

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsky *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: May 1, 2026

TO: Daniel G. Birmingham
Chairman, Putnam County Legislature

FROM: Thomas Regan Jr.
Legislator, District #6

CC: Robert Tendy
District Attorney

RE: District Attorney's Email of 04-30-26 - Request to Address County Policy on Non-PuMA Management Confidential Active Employee and Current Retiree Health Insurance Benefits

*Rules
Review
Audit.*

Thomas J. Regan Jr.

I am in receipt of the referenced email from District Attorney Tendy (attached). Respectfully, I request you assign this matter to the appropriate committee for consideration and discussion.

Additionally, I would like the Interim Personnel Director Iasoni and Principal Specialist Rau to be invited to the designated committee to offer their knowledge and expertise to the discussion.

Thank you for your attention to this request.

Attachment

CO: Audit
May 21
Full
June

**APPROVAL ROUTING SHEET
FOR REAL PROPERTY CORRECTIONS**

#6

Assessment & Tax Rolls Requiring a

Correction (RP-554) Or Refund/Credit (RP-556) in the Amount Above \$2,500

2026 MAY -8 PM 1:36
LEGISLATURE
PLUYAM COUNTY
GARNHILL, NY

Supporting Documents are Attached. All Undersigned please **Approve** and **Date**

Paul J. M. Fyfe 4/27/26
Signature Date

DIRECTOR OF REAL PROPERTY
TAX SERVICES

William J. Carl 4/28/26
Signature Date

COMMISSIONER OF FINANCE

[Signature] 4/30/26
Signature Date

LAW Department.

Signature Date

COUNTY AUDITOR

Signature Date

CLERK OF THE BOARD OF LEGISLATORS
(after full Leg Meeting and Reso)

Kevin Boyce 5/4/26
Signature Date

COUNTY EXECUTIVE

If **NO REFUND is necessary, and just a correction was made, please return sheet with above signatures to Real Property for final filing.

If a **REFUND is necessary, please forward to the **Commissioner of Finance** for final signature and payment.

Signature Date

COMMISSIONER - REFUND PAID
OF FINANCE - (see below note)

After **refund** and signature, please return signed sheet to Real Property for final filing.

DATE: 3/25/2026

NAME Toll Northeast Building Inc. **TOWN :** Carmel
ADDRESS: 2054 Route 6 **SCHOOL:** N/A
Carmel NY 10512 **TAX MAP #** 55.-2-24.6

Tax Map # 55.-2-24.6

Pursuant to Real Property Tax Law 554, as defined in Sec. 550 (2) para b, a clerical error has occurred on this parcel. The Assessor has determined that no special district charge should have been calculated for this property. See Reason box on RP-554 form.

Tax Jurisdiction:	Amount Billed	Corrected Bill	Amount Paid	Correction Amt
2026 County/Town Town of Carmel	2,889.00	0	0	2,889.00
TOTALS	2,889.00	0	0	2,889.00

Taxpayer Still Owes: \$0
No Refund Due.
Fiscal Impact: \$0



Application for Corrected Tax Roll

Part 1 – General information: To be completed in duplicate by the applicant.

Names of owners Toll Northeast Building Inc.					
Mailing address of owners (number and street or PO box) 1140 Virginia Dr			Location of property (street address) 2054 RT 6		
City, village, or post office Fort Washington		State PA	ZIP code 19034	City, town, or village Carmel	
		State NY	ZIP code 10512		
Daytime contact number (203) 616-4909		Evening contact number		Tax map number of section/block/lot: Property identification (see tax bill or assessment roll) 55.-2-24.6	
Account number (as appears on tax bill)			Amount of taxes currently billed 2,889.00		
Reasons for requesting a correction to tax roll: This is the mother parcel for Overlook I. There should have been no units applied for special district SW015 (Carmel Sewer #2 Capital Charges). This is considered a clerical error.					

I hereby request a correction of tax levied by Town of Carmel for the year(s) 2026
(County, city, village, etc.)

Signature of applicant <i>Jason Guttles</i>	Date 03-20-2026
--	--------------------

Part 2 – To be completed by the County Director or Village Assessor. Attach a written report including documentation and recommendation. Specify the type of error and paragraph of subdivision 2, 3, or 7 of Section 550 under which the error falls.

Date application received 3/21/26	Period of warrant for collection of taxes 1/1/26 - 3/31/26
Last day for collection of taxes without interest 1/31/26	Recommendation Approve application <input checked="" type="checkbox"/> Deny application <input type="checkbox"/>
Signature of official <i>Patricia McFayle</i>	Date 3/25/26

If approved, the County Director must file a copy of this form with the assessor and board of assessment review of the city/town/village of CARMEL who must consider the attached report and recommendation as equivalent of petitions filed under section 553.

Part 3 – For use by the tax levying body or official designated by resolution _____:

Application approved (mark an X in the applicable box):

(insert number or date, if applicable)

Clerical error Error in essential fact Unlawful Entry

Amount of taxes currently billed 2,889.00	Corrected tax 0.00
Date notice of approval mailed to applicant	Date order transmitted to collecting officer

Application denied (reason): _____

Signature of chief executive officer, or official designated by resolution	Date
--	------

Instructions

General information

Where to send

Submit two copies of this application to the County Director of Real Property Tax Services (in Nassau and Tompkins Counties, submit to Chief Assessing Officer).

When to send

Submit the application only **before** the collection warrant expires.

Wholly exempt parcel

Attach statement signed by assessor or majority of board of assessors substantiating that assessor obtained proof that parcel should have been granted tax exempt status on tax roll.

Payment requirements

You may pay without interest and penalties **only** if:

- the application was filed with the County Director on or before the last day that taxes may be paid without interest (see *Date application received* in Part 2); **and**
- you pay the corrected tax within eight days of the date on which the notice of approval is mailed to the applicant (see Part 3).

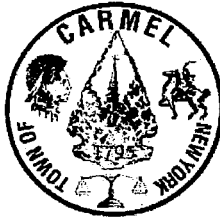
If either of these conditions is not satisfied, interest, penalties, or both must be paid on the corrected tax.

For use by Collecting Officer:

Order from tax levying body received on _____
Date

Corrected tax due	Date tax roll corrected
Interest and penalties (if applicable)	Date tax bill corrected
Total corrected tax due	Date application and order added to tax roll
Date payment received	

Signature of collecting officer	Date
---------------------------------	------



TOWN OF CARMEL

Assessor Office

60 McAlpin Ave, Mahopac, New York 10541
Tel. (845) 628-1500 · Fax (845) 628-7085

<https://www.townofcarmelny.gov>

April 27, 2026

RE: Correction of Sewer Charge for 2054 Rt 6, Parcel #55.-2-24.6

To Whom It May Concern:

The RP-556 Form was submitted to correct an erroneous sewer charge assessed to the mother parcel for the Overlook by Toll Brothers I condominium project by the previous assessor. This is a clerical error, and the applicant seeks the property tax bill to be appropriately credited to show a zero-balance due.

Please feel free to contact this office should you have any questions.

Regards,

Christopher Paleo
Carmel Town Assessor
(845) 628-1500 x162

TOWN OF CARMEL - TOWN & COUNTY 2026

FISCAL YEAR: 1/1/2026 to 12/31/2026 WARRANT DATE: 12/18/2025 STATE AID: CNTY \$140,362

MAKE CHECKS PAYABLE TO:
 Kathleen Kraus, Tax Receiver
 P.O. BOX 887
 MAHOPAC, NY 10541

BANK	BILL	TAX MAP NUMBER
	11489	372000 55.-2-24.6

TO PAY IN PERSON:
 Carmel Town Hall
 Mon-Fri 8:30 AM - 4:30 PM
 Sat 9:00 AM - 12:00 PM
 1/10, 1/17, 1/24, 1/31 only

PROPERTY INFORMATION:
 ACCOUNT#: _____
 DIMENSION: 35.27 Acres
 ROLL SECTION: 1 CLASS: 682 - Rec facility
 LOCATION: 2054 Rt 6
 MUNICIPALITY: Carmel
 SCHOOL: 372002 Carmel Central
 FULL MARKET VALUE: As of 7/1/24 0
 UNIFORM % OF VALUE: 100.00
 LAND ASSESSMENT: 0
 TOTAL ASSESSMENT: 0

PROPERTY OWNER:
 TOLL BROTHERS HOA OVERLOOK BY
 2054 RT 6
 CARMEL, NY 10512

EXEMPTION	VALUE	FULL VALUE	TAX PURPOSE
------------------	--------------	-------------------	--------------------

APPLY FOR THIRD PARTY NOTIFICATION BY: 11/15/26

PROPERTY TAX PAYERS BILL OF RIGHTS: DELINQUENT TAXES ARE DUE ON THIS PARCEL

If you feel the assessment on your property is too high, you have the right to file a grievance to lower it for future tax bills. For information, please contact your assessor for the booklet "How to File a Complaint on Your Assessment" and to inquire about exemptions. Any reduction in assessment will NOT be reflected on this bill. The filing date for this assessment has passed.

LEVY DESCRIPTION	TOTAL TAX LEVY	% CHANGE FROM PRIOR YEAR LEVY	TAXABLE VALUE OR UNITS	RATE	TAX AMOUNT
COUNTY TAX	45,212,312	-2.2	0.00	2.13928300	0.00
TOWN TAX	27,568,496	4.3	0.00	4.04622400	0.00
AMBULANCE #1	294,700	3.5	0.00	0.19101500	0.00
FIRE #3	1,022,000	2.1	0.00	1.03249700	0.00
SEWER #2A CAP	0	0.0	28.89	100.00000000	2,889.00
CARMEL WATER #2	1,432,422	-10.1	0.00	1.30076900	0.00

FULL PAYMENT OPTION					
Paid From	Paid To	Tax Amount	Penalty	Notice	Total Due
03/01/2026	03/31/2026	2,889.00	57.78	2.00	2,948.78
04/01/2026	04/30/2026	2,889.00	86.67	2.00	2,977.67

TOWN OF CARMEL - TOWN & COUNTY 2026

MUNICIPALITY: Carmel
 SCHOOL: 372002 CARMEL CENTRAL
 LOCATION: 2054 RT 6

RECEIVER'S STUB

BILL NUMBER: 11489
 Tax Map: 372000 55.-2-24.6
 BANK:

Toll Brothers HOA Overlook By
 2054 Rt 6
 Carmel, NY 10512

Please consult the payment schedule above for any additional penalty you may owe. Please write your Bill Number on your check.

TOTAL BASE TAX:
\$2,889.00

AMOUNT ENCLOSED:

\$

CHECK THIS BOX TO REQUEST A RECEIPT

RECEIVER STUB MUST BE RETURNED WITH PAYMENT

Printed On: 03/19/2026 At: 04:11:20 PM

#7

APPROVAL ROUTING SHEET
FOR REAL PROPERTY CORRECTIONS

Assessment & Tax Rolls Requiring a
Correction (RP-554) Or Refund/Credit (RP-556) in the Amount Above \$2,500

Supporting Documents are Attached. All Undersigned please **Approve** and **Date**

MAY 14 PM 17
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Patricia M. Jochim 4/30/26
Signature Date

DIRECTOR OF REAL PROPERTY TAX SERVICES

William J. Conley 5/5/26
Signature Date

COMMISSIONER OF FINANCE

[Signature] 5/8/26
Signature Date

DEPARTMENT OF LAW

[Signature] 5/4/26
Signature Date

COUNTY EXECUTIVE

Signature Date

CLERK OF THE BOARD OF LEGISLATORS
(after full Leg Meeting and Reso)

Signature Date

COUNTY Auditor

~~** IF NO REFUND is necessary, and just a correction was made, please return sheet with above signatures to Real Property for final filing.~~

~~** If a REFUND is necessary, please forward to the **Commissioner of Finance** for final signature and payment/correction.~~

Signature Date

COMMISSIONER - REFUND PAID
OF FINANCE - (see below note)

After *correction* and signature, please return signed sheet to Real Property for final filing.



Application for Corrected Tax Roll

Part 1 – General information: To be completed in duplicate by the applicant.

Names of owners Cablevison Systems Corp C/O Armanino Advisory LLC			
Mailing address of owners (number and street or PO box) 6 City Place Dr Ste 800		Location of property (street address) PUTNAM VALLEY CENT SCH	
City, village, or post office St. Louis	State MO	ZIP code 63141	City, town, or village PUTNAM VALLEY
			State NY
			ZIP code 10579
Daytime contact number 3149831382	Evening contact number	Tax map number of section/block/lot: Property Identification (see tax bill or assessment roll) 999.-99-154.-1	
Account number (as appears on tax bill) 005399		Amount of taxes currently billed 10,056.76	
Reasons for requesting a correction to tax roll: PURSUANT TO NY REAL PROPERTY TAX LAW 626, ALTICE DEDUCTED THE TOWN TAX PORTION OF FRANCHISE FEES PAID FROM THE TAX BILL and made partial payment.			

I hereby request a correction of tax levied by PUTNAM COUNTY/VALLEY for the year(s) 2026.
(County, city, village, etc.)

Signature of applicant <i>Tracy Adams</i>	Date 4/24/2026
--	--------------------------

Part 2 – To be completed by the County Director or Village Assessor. Attach a written report including documentation and recommendation. Specify the type of error and paragraph of subdivision 2, 3, or 7 of Section 550 under which the error falls.

Date application received 4/26/26	Period of warrant for collection of taxes 1/1/26 - 4/1/26
Last day for collection of taxes without interest 4/31/26	Recommendation Approve application <input checked="" type="checkbox"/> Deny application <input type="checkbox"/>
Signature of official <i>Kathleen McFadden</i>	Date 4/30/26

If approved, the County Director must file a copy of this form with the assessor and board of assessment review of the city/town/village of Putnam Valley who must consider the attached report and recommendation as equivalent of petitions filed under section 553.

Part 3 – For use by the tax levying body or official designated by resolution _____ (insert number or date, if applicable)

Application approved (mark an X in the applicable box):

Clerical error Error in essential fact Unlawful Entry

Amount of taxes currently billed 10,056.76	Corrected tax 5,534.38
Date notice of approval mailed to applicant	Date order transmitted to collecting officer

Application denied (reason): _____

Signature of chief executive officer, or official designated by resolution	Date
--	------

DATE: 4/30/2026

NAME Cablevision Systems Corp **TOWN :** Putnam Valley
ADDRESS: 6 City Place Dr, Suite 800 **SCHOOL:** N/A
St. Louis, MO 63141 **TAX MAP #** 999.-99-154.-1

Pursuant to Real Property Tax Law 554 as defined in Sec. 550 (2) para b, a clerical error has occurred on the calculation of town taxes for this parcel. The Assessor has determined that the applicant's parcel should have had no Town of Putnam Valley tax billed to them due to their special franchise status.

Tax Jurisdiction:	Amount Billed	Corrected Bill	Amount Paid	Difference/Correction
2026 Town of Putnam Valley	10,056.76	5,534.38	5,534.38	4,522.38
TOTALS	10,056.76	5,534.38	5,534.38	4,522.38

Taxpayer Owes: \$0

Fiscal Impact: \$0

COMMENTS:

Cablevision was billed for both County and Town tax, but due to their special franchise status, they were not supposed to be billed for Town of Putnam Valley tax, which was \$4,522.38. This amount was subtracted from the bill by Cablevision, and they remitted payment, minus that tax. It was put through as a partial payment with the Finance Dept., and once corrected, they will not owe anything.



1/27/2026

Municipal Tax Collector:

Pursuant to a local franchise agreement between Altice and your municipality, Altice pays a fee for a special franchise to place its cable television facilities in the public right of way. N.Y. Real Prop. Tax Law 626 provides that the amount paid as a franchise fee is to be deducted from the taxes from the taxes levied on a special franchise.

Pursuant to N.Y. Real Prop. Tax Law 626, Altice has deducted the amount of franchise fees paid from the municipal taxes on the enclosed Special Franchise tax bill.

If you have any questions about this procedure, please contact Tracy Adams at 314-983-1382 or email your questions at Tracy.Adams@armanino.com.

Sincerely,

A handwritten signature in black ink that reads "Tracy Adams". The signature is written in a cursive, flowing style.

Tracy Adams

ARMANINO LLP
FBO ALTICE USA
6 CITYPLACE DR., STE. 900
ST. LOUIS, MO 63141

PNC BANK, N.A. 071

17096

70-2189/719

1/27/2026

PAY TO THE ORDER OF

TOWN OF PUTNAM VALLEY

\$ **15,607.00

Fifteen Thousand Six Hundred Seven and 00/100 ***** DOLLARS

TOWN OF PUTNAM VALLEY
265 OSCAWANA LAKE RD.
PUTNAM VALLEY, NY 10579

MEMO

Maria Magangal
AUTHORIZED SIGNATURE

⑆017096⑆ ⑆07192189⑆ ⑆4628446145⑆

ARMANINO LLP

TOWN OF PUTNAM VALLEY

17096

Date	Type	Reference	Original Amt.	Balance Due
1/27/2026	Bill	005399	10,056.76	5,534.38
1/27/2026	Bill	005400	3,964.80	2,065.06
1/27/2026	Bill	005401	5,665.06	2,437.41
1/27/2026	Bill	005402	10,123.62	4,120.18
1/27/2026	Bill	005403	1,994.77	861.06
1/27/2026	Bill	005404	1,472.08	588.91

Collection
1/27/2026

Discount	Payment
4,522.38	5,534.38
1,899.74	2,065.06
3,152.65	2,437.41
1,133.71	4,120.18
883.17	861.06
	588.91
	15,607.00

Check Amount

19,426.09
Total of Bills -

Discount - 17,819.09

Pmt made

= 15,607.00

Remove Town Tax

PNC-6145

15,607.00



John Wolham
Assessor

ANTHONY TOTEDA
Real Property Appraisal Technician

May 1, 2026

Patricia McLoughlin, Director
Putnam County Real Property Tax Service Agency
40 Gleneida Avenue
Carmel, NY 10512

Dear Trish:

This is meant to provide background information for the RP-554 forms recently submitted by the Town of Putnam Valley for corrected tax bills.

These requests pertain to special franchise assessments for improvements in the public right-of-way owned by Cablevision Systems Corporation.

These improvements appear in roll section five (special franchise) on the assessment / tax roll as 999.-99-154.-1 through 999.-99-154.-6.

Special franchise improvements (roll section five) are assessed by the Valuation Services Bureau of the Office of Real Property Tax Services, which is part of the New York State Department of Taxation and Finance. New York State values these improvements since, as noted, these improvements reside in the public right-of-way.

There are six different identifiers as the value provided by New York must be allocated locally among the six different school districts that have segments of varying sizes residing in the Town of Putnam Valley.

While Cablevision has evidently not done in prior years, Cablevision has asked for a credit of the special franchise fee it pays to the Town of Putnam Valley against the Town tax per the provisions of Real Property Tax Law (RPTL) 626(2).

My understanding is this request was made after the January 2026 Town/County tax bills were issued.

Based on the franchise fee paid to the Town, the Town taxes for the six identifiers noted have been fully covered by the franchise fee.

The corrected bill amounts represent the county taxes plus special district taxes from the January 2026 Town/County bills.

265 Oscawana Lake Road, Putnam Valley, NY 10579
845-526-2517 Office
jwolham@putnamvalley.gov

I hope this provides sufficient background information about this request.

Please feel free to contact me if any further information is needed.

Thank you very much for your help with this matter.

Best,

John Wolham
Assessor

265 Oscawana Lake Road, Putnam Valley, NY 10579
845-526-2517 Office
jwolham@putnamvalley.gov

Real Property Tax

§ 626. Deductions allowed against taxes on special franchises. 1. When a tax levied on a special franchise is due in any assessing unit, if the special franchise owner has paid such assessing unit for its exclusive use during the past year under any agreement or statute requiring the same, a sum based upon a percentage of gross earnings or other income, a license fee or other sum of money on account of such special franchise possessed by such special franchise owner, which payment was in the nature of a tax, all amounts so paid for the exclusive use of such assessing unit, except money paid or expended for paving or repairing the pavement of a street, highway or public place, and except in a city having a population of one hundred seventy-five thousand or more according to the latest federal census, car license fees or tolls paid for the privilege of crossing a bridge owned by the city, shall be deducted from the tax based on the assessment made by the commissioner for purposes of the assessing unit, but not otherwise, and the remainder shall be the tax on such special franchise payable for such purposes.

2. The chief fiscal officer or treasurer of a city, the treasurer of a village, the supervisor of a town, or other officer to whom any sum is paid for which a special franchise owner is entitled to credit as provided in this section, shall, not less than five nor more than twenty days before a tax on a special franchise is payable, deliver to the collecting officer of such city, town or village, a certificate showing the several amounts which have been paid during the year ending on the date set forth in the certificate. Upon the receipt of such certificate, the collecting officer shall credit on the tax roll to the special franchise owner the amount stated in such certificate, on any tax levied against the special franchise of such special franchise owner for city, town or village purposes only. No credit shall be given on account of such payment or certificate in any other year, nor for a greater sum than the amount of the tax on the special franchise for city, town or village purposes for the current year.

3. Notwithstanding the foregoing provisions, all sums based upon a percentage of gross earnings or any other income, or any license fee, or any sum of money on account of a special franchise, granted to or possessed by a railroad company deductible as provided in subdivision one of this section shall be deducted from any tax based upon an assessment of the railroad real property of such railroad company, provided, however, that this subdivision shall not apply to a commuter railroad. The terms "railroad real property" and "railroad company" as used in this subdivision shall have the meanings prescribed by section four hundred eighty-nine-b of this chapter and the term "commuter railroad" shall have the meaning prescribed by section four hundred eighty-nine-bb of this chapter.

4. Notwithstanding the definition in subdivision one of section one hundred two of this chapter, all villages shall be deemed assessing units for purposes of this section.

265 Oscawana Lake Road, Putnam Valley, NY 10579
845-526-2517 Office
jwolham@putnamvalley.gov

#8

APPROVAL ROUTING SHEET
FOR REAL PROPERTY CORRECTIONS

Assessment & Tax Rolls Requiring a
Correction (RP-554) Or Refund/Credit (RP-556) in the Amount Above \$2,500

Supporting Documents are Attached. All Undersigned please **Approve** and **Date**

Pete A. McLaughlin 4/30/26
Signature Date

DIRECTOR OF REAL PROPERTY
TAX SERVICES

2026 MAY 11 PM 4:17
LEGISLATIVE
PUTNAM COUNTY
CARMEL, IN

William J. Carl 5/5/26
Signature Date

COMMISSIONER OF FINANCE

[Signature] 5/8/26
Signature Date

DEPARTMENT OF LAW

[Signature] 5/11/26
Signature Date

COUNTY Executive

Signature Date

CLERK OF THE BOARD OF LEGISLATORS
(after full Leg Meeting and Reso)

Signature Date

COUNTY Auditor

~~** If NO REFUND is necessary, and just a correction was made, please return sheet with above signatures to Real Property for final filing.~~

** If a REFUND is necessary, please forward to the **Commissioner of Finance** for final signature and payment/correction

Signature Date

COMMISSIONER - REFUND PAID
OF FINANCE - (see below note)

After ^{correction} and signature, please return signed sheet to Real Property for final filing.



Application for Corrected Tax Roll

Part 1 – General information: To be completed in duplicate by the applicant.

Names of owners Cablevison Systems Corp C/O Armanino Advisory LLC					
Mailing address of owners (number and street or PO box) 6 City Place Dr Ste 800			Location of property (street address) MANHATTAN CENT SCH Lakeland Central Sch.		
City, village, or post office St. Louis		State MO	ZIP code 63141	City, town, or village PUTNAM VALLEY	
Daytime contact number 3149831382		Evening contact number		Tax map number of section/block/lot: Property identification (see tax bill or assessment roll) 999.-99-154.-3	
Account number (as appears on tax bill) 005401			Amount of taxes currently billed 5,665.06		
Reasons for requesting a correction to tax roll: PURSUANT TO NY REAL PROPERTY TAX LAW 626, ALTICE DEDUCTED THE TOWN TAX PORTION OF FRANCHISE FEES PAID FROM THE TAX BILL and made partial payment.					

I hereby request a correction of tax levied by PUTNAM COUNTY for the year(s) 2026
(County, city, village, etc.)

Signature of applicant <i>Tracy Adams</i>	Date 4/24/2026
--	--------------------------

Part 2 – To be completed by the County Director or Village Assessor. Attach a written report including documentation and recommendation. Specify the type of error and paragraph of subdivision 2, 3, or 7 of Section 550 under which the error falls.

Date application received 4/26/26	Period of warrant for collection of taxes 4/1/26 - 4/1/26
Last day for collection of taxes without interest 11/31/26	Recommendation Approve application <input checked="" type="checkbox"/> Deny application <input type="checkbox"/>
Signature of official <i>Patricia M. Gable</i>	
Date 4/30/26	

If approved, the County Director must file a copy of this form with the assessor and board of assessment review of the city/town/village of Putnam Valley who must consider the attached report and recommendation as equivalent of petitions filed under section 553.

Part 3 – For use by the tax levying body or official designated by resolution _____ : (insert number or date, if applicable)

Application approved (mark an X in the applicable box):

Clerical error Error in essential fact Unlawful Entry

Amount of taxes currently billed 5,665.06	Corrected tax 2,437.41
Date notice of approval mailed to applicant	Date order transmitted to collecting officer

Application denied (reason): _____

Signature of chief executive officer, or official designated by resolution	Date
--	------

DATE: 4/30/2026

NAME Cablevision Systems Corp **TOWN :** Putnam Valley
ADDRESS: 6 City Place Dr, Suite 800 **SCHOOL:** N/A
St. Louis, MO 63141 **TAX MAP #** 999.-99-154.-3

Pursuant to Real Property Tax Law 55⁴ as defined in Sec. 550 (2) para b, a clerical error has occurred on the calculation of town taxes for this parcel. The Assessor has determined that the applicant's parcel should have had no Town of Putnam Valley tax billed to them due to their special franchise status.

Tax Jurisdiction:	Amount Billed	Corrected Bill	Amount Paid	Difference/Correction
2026 Town of Putnam Valley	5,665.06	2,437.41	2,437.41	3,227.65
TOTALS	5,665.06	2,437.41	2,437.41	3,227.65

Taxpayer Owes: \$0

County Fiscal Impact: \$0

COMMENTS:

Cablevision was billed for both County and Town tax, but due to their special franchise status, they were not supposed to be billed for Town of Putnam Valley tax, which was \$3,227.65. This amount was subtracted from the bill by Cablevision, and they remitted payment, minus that tax. It was put through as a partial payment with the Finance Dept., and once corrected, they will not owe anything.



1/27/2026

Municipal Tax Collector:

Pursuant to a local franchise agreement between Altice and your municipality, Altice pays a fee for a special franchise to place its cable television facilities in the public right of way. N.Y. Real Prop. Tax Law 626 provides that the amount paid as a franchise fee is to be deducted from the taxes from the taxes levied on a special franchise.

Pursuant to N.Y. Real Prop. Tax Law 626, Altice has deducted the amount of franchise fees paid from the municipal taxes on the enclosed Special Franchise tax bill.

If you have any questions about this procedure, please contact Tracy Adams at 314-983-1382 or email your questions at Tracy.Adams@armanino.com.

Sincerely,

A handwritten signature in black ink that reads "Tracy Adams". The signature is written in a cursive, flowing style with a long horizontal line extending to the right.

Tracy Adams

ARMANINO LLP
 FBO ALTICE USA
 6 CITYPLACE DR., STE. 900
 ST. LOUIS, MO 63141

PNC BANK, N.A. 071

17096

70-2189718

1/27/2026

PAY TO THE ORDER OF TOWN OF PUTNAM VALLEY

\$ **15,607.00

Fifteen Thousand Six Hundred Seven and 00/100***** DOLLARS

TOWN OF PUTNAM VALLEY
 265 OSCAWANA LAKE RD.
 PUTNAM VALLEY, NY 10579

Maria M. ...
 AUTHORIZED SIGNATURE

MEMO

⑈0017096⑈ ⑆07192189⑆ ⑆46284 46145⑈

ARMANINO LLP

TOWN OF PUTNAM VALLEY

Date	Type	Reference
1/27/2026	Bill	005399
1/27/2026	Bill	005400
* 1/27/2026	Bill	005401
1/27/2026	Bill	005402
1/27/2026	Bill	005403
1/27/2026	Bill	005404

Original Amt.
 10,056.76
 2,964.80
 3,665.06
 16,272.62
 1,994.77
 11,472.08

Balance Due
 5,534.38
 2,065.06
 2,437.41
 4,120.18
 861.06
 588.91

Payment
 5,534.38
 2,065.06
 2,437.41
 4,120.18
 861.06
 588.91

Correction
 1/27/2026

Discount
 1,538.38
 1,899.74
 5,127.65
 6,152.44
 1,123.71
 1,883.17

Check Amount 15,607.00

33,726.09

Total of Bills

Discount - 17,819.09

Pmt made

= 15,607.00

Remove Town Tax

PNC-6145

15,607.00



John Wolham
Assessor

ANTHONY TOTEDA
Real Property Appraisal Technician

May 1, 2026

Patricia McLoughlin, Director
Putnam County Real Property Tax Service Agency
40 Gleneida Avenue
Carmel, NY 10512

Dear Trish:

This is meant to provide background information for the RP-554 forms recently submitted by the Town of Putnam Valley for corrected tax bills.

These requests pertain to special franchise assessments for improvements in the public right-of-way owned by Cablevision Systems Corporation.

These improvements appear in roll section five (special franchise) on the assessment / tax roll as 999.-99-154.-1 through 999.-99-154.-6.

Special franchise improvements (roll section five) are assessed by the Valuation Services Bureau of the Office of Real Property Tax Services, which is part of the New York State Department of Taxation and Finance. New York State values these improvements since, as noted, these improvements reside in the public right-of-way.

There are six different identifiers as the value provided by New York must be allocated locally among the six different school districts that have segments of varying sizes residing in the Town of Putnam Valley.

While Cablevision has evidently not done in prior years, Cablevision has asked for a credit of the special franchise fee it pays to the Town of Putnam Valley against the Town tax per the provisions of Real Property Tax Law (RPTL) 626(2).

My understanding is this request was made after the January 2026 Town/County tax bills were issued.

Based on the franchise fee paid to the Town, the Town taxes for the six identifiers noted have been fully covered by the franchise fee.

The corrected bill amounts represent the county taxes plus special district taxes from the January 2026 Town/County bills.

265 Oscawana Lake Road, Putnam Valley, NY 10579
845-526-2517 Office
jwolham@putnamvalley.gov

I hope this provides sufficient background information about this request.

Please feel free to contact me if any further information is needed.

Thank you very much for your help with this matter.

Best,

John Wolham
Assessor

265 Oscawana Lake Road, Putnam Valley, NY 10579
845-526-2517 Office
jwolham@putnamvalley.gov

Real Property Tax

§ 626. Deductions allowed against taxes on special franchises. 1. When a tax levied on a special franchise is due in any assessing unit, if the special franchise owner has paid such assessing unit for its exclusive use during the past year under any agreement or statute requiring the same, a sum based upon a percentage of gross earnings or other income, a license fee or other sum of money on account of such special franchise possessed by such special franchise owner, which payment was in the nature of a tax, all amounts so paid for the exclusive use of such assessing unit, except money paid or expended for paving or repairing the pavement of a street, highway or public place, and except in a city having a population of one hundred seventy-five thousand or more according to the latest federal census, car license fees or tolls paid for the privilege of crossing a bridge owned by the city, shall be deducted from the tax based on the assessment made by the commissioner for purposes of the assessing unit, but not otherwise, and the remainder shall be the tax on such special franchise payable for such purposes.

2. The chief fiscal officer or treasurer of a city, the treasurer of a village, the supervisor of a town, or other officer to whom any sum is paid for which a special franchise owner is entitled to credit as provided in this section, shall, not less than five nor more than twenty days before a tax on a special franchise is payable, deliver to the collecting officer of such city, town or village, a certificate showing the several amounts which have been paid during the year ending on the date set forth in the certificate. Upon the receipt of such certificate, the collecting officer shall credit on the tax roll to the special franchise owner the amount stated in such certificate, on any tax levied against the special franchise of such special franchise owner for city, town or village purposes only. No credit shall be given on account of such payment or certificate in any other year, nor for a greater sum than the amount of the tax on the special franchise for city, town or village purposes for the current year.

3. Notwithstanding the foregoing provisions, all sums based upon a percentage of gross earnings or any other income, or any license fee, or any sum of money on account of a special franchise, granted to or possessed by a railroad company deductible as provided in subdivision one of this section shall be deducted from any tax based upon an assessment of the railroad real property of such railroad company, provided, however, that this subdivision shall not apply to a commuter railroad. The terms "railroad real property" and "railroad company" as used in this subdivision shall have the meanings prescribed by section four hundred eighty-nine-b of this chapter and the term "commuter railroad" shall have the meaning prescribed by section four hundred eighty-nine-bb of this chapter.

4. Notwithstanding the definition in subdivision one of section one hundred two of this chapter, all villages shall be deemed assessing units for purposes of this section.

265 Oscawana Lake Road, Putnam Valley, NY 10579
845-526-2517 Office
jwolham@putnamvalley.gov

DATE: 4/30/2026

NAME Cablevision Systems Corp **TOWN :** Putnam Valley
ADDRESS: 6 City Place Dr, Suite 800 **SCHOOL:** N/A
St. Louis, MO 63141 **TAX MAP #** 999.-99-154.-4

Pursuant to Real Property Tax Law 55~~4~~ as defined in Sec. 550 (2) para b, a clerical error has occurred on the calculation of town taxes for this parcel. The Assessor has determined that the applicant's parcel should have had no Town of Putnam Valley tax billed to them due to their special franchise status.

Tax Jurisdiction:	Amount Billed	Corrected Bill	Amount Paid	Difference/Correction
2026 Town of Putnam Valley	10,272.62	4,120.18	4,120.18	6,152.44
TOTALS	10,272.62	4,120.18	4,120.18	6,152.44

Taxpayer Owes: \$0

County Fiscal Impact: \$0

COMMENTS:

Cablevision was billed for both County and Town tax, but due to their special franchise status, they were not supposed to be billed for Town of Putnam Valley tax, which was \$6,152.44. This amount was subtracted from the bill by Cablevision, and they remitted payment, minus that tax. It was put through as a partial payment with the Finance Dept., and once corrected, they will not owe anything.



Department of Taxation and Finance
Office of Real Property Tax Services

Application for Corrected Tax Roll

RP-554
(12/19)

Part 1 – General information: To be completed in duplicate by the applicant.

Names of owners Cablevison Systems Corp C/O Armanino Advisory LLC					
Mailing address of owners (number and street or PO box) 6 City Place Dr Ste 800			Location of property (street address) MAHOPAC CENT SCH		
City, village, or post office St. Louis		State MO	ZIP code 63141	City, town, or village PUTNAM VALLEY	
Daytime contact number 3149831382		Evening contact number		State NY	
Account number (as appears on tax bill) 005402		ZIP code 10579			
Tax map number of section/block/lot: Property identification (see tax bill or assessment roll) 999.-99-154.-4			Amount of taxes currently billed 10,272.62		
Reasons for requesting a correction to tax roll: PURSUANT TO NY REAL PROPERTY TAX LAW 626, ALTICE DEDUCTED THE TOWN TAX PORTION OF FRANCHISE FEES PAID FROM THE TAX BILL and made partial payments.					

I hereby request a correction of tax levied by PUTNAM COUNTY for the year(s) 2026.
(County, city, village, etc.)

Signature of applicant <i>Tracy Adams</i>	Date 4/24/2026
--	--------------------------

Part 2 – To be completed by the County Director or Village Assessor. Attach a written report including documentation and recommendation. Specify the type of error and paragraph of subdivision 2, 3, or 7 of Section 550 under which the error falls.

Date application received 4/26/26	Period of warrant for collection of taxes 1/1/26 - 4/1/26
Last day for collection of taxes without interest 11/31/26	Recommendation Approve application <input checked="" type="checkbox"/> Deny application <input type="checkbox"/>
Signature of official <i>Patricia M. Jahn</i>	Date 4/30/26

If approved, the County Director must file a copy of this form with the assessor and board of assessment review of the city/town/village of _____ who must consider the attached report and recommendation as equivalent of petitions filed under section 553.

Part 3 – For use by the tax levying body or official designated by resolution _____:
(insert number or date, if applicable)

Application approved (mark an X in the applicable box):

Clerical error Error in essential fact Unlawful Entry

Amount of taxes currently billed \$ 10,272.62	Corrected tax \$ 4,120.18
Date notice of approval mailed to applicant	Date order transmitted to collecting officer

Application denied (reason): _____

Signature of chief executive officer, or official designated by resolution	Date
--	------



1/27/2026

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Tracy Adams

ARMANINO LLP
 FBO ALTICE USA
 6 CITYPLACE DR, STE. 900
 ST. LOUIS, MO 63141

PNC BANK, N.A. 071

17096
 70-2189/719

PAY TO THE ORDER OF TOWN OF PUTNAM VALLEY

Fifteen Thousand Six Hundred Seven and 00/100*****

\$ **15,607.00 DOLLARS

TOWN OF PUTNAM VALLEY
 265 OSCAWANA LAKE RD.
 PUTNAM VALLEY, NY 10579

MEMO

⑈017096⑈ ⑈07192189⑈ ⑈LB284 LB145⑈

Mary Margaret
 AUTHORIZED SIGNATORY

ARMANINO LLP

TOWN OF PUTNAM VALLEY

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
1/27/2026	Bill	005399	10,056.76	5,534.38	4,522.38	5,534.38
1/27/2026	Bill	005400	2,065.06	2,065.06	1,899.74	2,065.06
1/27/2026	Bill	005401	3,964.80	2,437.41	3,127.65	2,437.41
*1/27/2026	Bill	005402	10,122.62	4,120.18	6,152.44	4,120.18
1/27/2026	Bill	005403	1,994.77	861.06	6,152.44	861.06
1/27/2026	Bill	005404	1,472.08	588.91	1,133.71	588.91
					883.17	
						15,607.00

Total -
 of Bills

33,426.09

Discount - 17,819.09

Payment made = 15,607.00

Remove Town Tax

PNC-6145

15,607.00



John Wolham
Assessor

ANTHONY TOTEDA
Real Property Appraisal Technician

May 1, 2026

Patricia McLoughlin, Director
Putnam County Real Property Tax Service Agency
40 Gleneida Avenue
Carmel, NY 10512

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Thank you very much for your help with this matter.

Best,

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Real Property Tax

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2. The chief fiscal officer or treasurer of a city, the treasurer of a village, the supervisor of a town, or other officer to whom any sum is paid for which a special franchise owner is entitled to credit as provided in this section, shall, not less than five nor more than twenty days before a tax on a special franchise is payable, deliver to the collecting officer of such city, town or village, a certificate showing the several amounts which have been paid during the year ending on the date set forth in the certificate. Upon the receipt of such certificate, the collecting officer shall credit on the tax roll to the special franchise owner the amount stated in such certificate, on any tax levied against the special franchise of such special franchise owner for city, town or village purposes only. No credit shall be given on account of such payment or certificate in any other year, nor for a greater sum than the amount of the tax on the special franchise for city, town or village purposes for the current year.

3. Notwithstanding the foregoing provisions, all sums based upon a percentage of gross earnings or any other income, or any license fee, or any sum of money on account of a special franchise, granted to or possessed by a railroad company deductible as provided in subdivision one of this section shall be deducted from any tax based upon an assessment of the railroad real property of such railroad company, provided, however, that this subdivision shall not apply to a commuter railroad. The terms "railroad real property" and "railroad company" as used in this subdivision shall have the meanings prescribed by section four hundred eighty-nine-b of this chapter and the term "commuter railroad" shall have the meaning prescribed by section four hundred eighty-nine-bb of this chapter.

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265 Oscawana Lake Road, Putnam Valley, NY 10579
845-526-2517 Office
jwolham@putnamvalley.gov

WILLIAM J. CARLIN, JR.
COMMISSIONER OF FINANCE



#10a CC: all Audit

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Trabulsy, Legislative Clerk

DATE: May 11, 2026

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

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

2026 MAY 11 PM 3:26
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Overtime Temporary - RECAP - 2026

As of Date:

May 11, 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	400,425.93	76,730.77	(115,425.93)	140.50%
DPW - Facilities	10511100	51094		TEMPORARY	32,756.93	30,000.00	30,000.00	18,650.00	8,076.92	11,350.00	62.17%
DPW - State Snow	10514400	51093		OVERTIME	41,656.31	75,000.00	75,000.00	57,571.20	20,192.31	17,428.80	76.76%
DSS - Income Maintenance	10101000	51093		OVERTIME	23,291.95	30,000.00	30,000.00	19,582.70	8,076.92	10,417.30	65.28%
Emergency Services - Dispatch	13398900	51093		OVERTIME	389,097.25	200,000.00	200,000.00	146,695.03	53,846.15	53,304.97	73.35%
Finance	10131000	51093		OVERTIME	17,419.72	20,000.00	20,000.00	10,590.89	5,384.62	9,409.11	52.95%
Health - Early Intervention	10405900	51093		OVERTIME	9,610.50	9,000.00	18,000.00	15,191.83	4,846.15	2,808.17	84.40%
Health - Health Education State	21401000	51093		OVERTIME	5,742.69	2,000.00	2,000.00	858.48	538.46	1,141.52	42.92%
Health - Preschool	10296000	51093		OVERTIME	5,127.94	2,500.00	7,000.00	5,337.51	1,884.62	1,662.49	76.25%
OSR - Personal Care Services	10677500	51094		TEMPORARY	8,573.82	11,250.00	11,250.00	4,604.87	3,028.85	6,645.13	40.93%
Purchasing	10134500	51093		OVERTIME	6,058.38	5,200.00	5,200.00	2,356.20	1,400.00	2,843.80	45.31%
Transportation	95630000	51094		TEMPORARY	20,888.00	10,000.00	10,000.00	6,000.00	2,692.31	4,000.00	60.00%
Sheriff - Community and Youth	16311000	51093		OVERTIME	349,348.77	213,210.00	213,210.00	102,922.55	57,402.69	110,287.45	48.27%

** New departments in bold.

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



cc All
Prot - 5/13
Audit - 5/21

Reso
#10b

COUNTY EXECUTIVE
KEVIN M. BYRNE

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 24 PM 3:07
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).

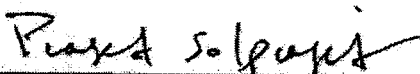
10. The contract may be terminated:

(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.

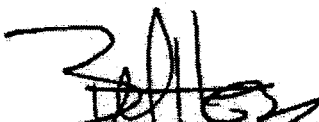
(c) By Putnam/Northern Westchester Women's Resource Center immediately if, the Master Contract between Putnam/Northern Westchester Women's Resource Center and the New York State Office Division of Criminal Justice Services is terminated, or modified to exclude participation of the Subcontractor. Putnam/Northern 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: 1/1/20



Brian Hess, Sheriff
Putnam County Sheriff Office

Dated: 1/1/24

WILLIAM J. CARLIN, JR., C.P.A.
Commissioner Of Finance



CC: All Physical Audit
SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

#10C

DEPARTMENT OF FINANCE

April 22, 2026

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

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2026 Department of Public Works budget:

2026 MAY - 7 AM 11:29
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Increase Revenues:

10511000 426801 DPW Rd/Bridges – Insurance Recoveries \$50,000

Increase Expenses:

10511000 54647 DPW Rd/Bridges – Sub-Contractors \$50,000

2026 Fiscal Impact - 0
2027 Fiscal Impact - 0

The cost to repair the damage resulting from this accident is estimated to be \$117,000 which is slightly more than half of DPW's 2026 budget for this line. Progressive Insurance capped the reimbursement at \$50,000. This amendment is required to proceed with the repairs.

AUTHORIZATION:

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

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

Date Chairperson Audit/Designee: \$0 - \$10,000.00 **26A031**

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

Progressive – Ck# 6025569088 - \$50,000

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

KATHERINE L. McNEAL
Senior Deputy County Attorney



C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

HEATHER M. ABISSI
Senior Deputy County Attorney

SARAH E. ENGLISH
Deputy County Attorney

MAT C. BRUNO, SR
Risk Manager

TO: William Carlin, Commissioner of Finance
FROM: Mat C Bruno, Risk Manager
DATE: April 16, 2026
RE: Property Damage Reimbursement

A large, handwritten signature in black ink, which appears to be "Mat C Bruno, SR", is written over the "FROM:" line of the memo.

Enclosed please find Progressive Insurance check # 6025569088 dated 04/03/2025, in the amount of \$50,000.00 made payable to Putnam County representing payment for the property damage claim below:

Claim Number	Date of Accident	Reimbursement	Ins. Co	Driver
25551445882	10/26/2025	\$50,000.00	Progressive	

Thank you.

MCB/da
Enc.

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

Tel. (845) 808-1150 / Fax (845) 808-1903*

**This office will not accept service via facsimile*

CK # 602556088



QUOTATION

WOODLAND MANOR DBE MBE

188 HAVILAND DR
 PATTERSON NY 12563
 Phone: (845)363-1361

DATE November 23, 2025
 QUOTATION # 1477
 CUSTOMER ID ABC123

PUTNAM COUNTY
 BRIAN WHITTEN
 842 FAIR ST
 CARMEL NY 10512

QUOTATION VALID UNTIL December 3, 2025
 PREPARED BY OMAR PEREZ

DBE **MBE**

DESCRIPTION	DBE	MBE	AMOUNT
CROTON FALLS CONCRETE WALL REPAIR			
WORKS INCLUDES.			
REMOVED GUIDE RAIL			
DEWATERING CONTROL INCLUDING PUMPS			
SET UP SCAFFOLDING WITH SAFETY RAILS.			
REMOVED EXISTING DAMAGE WALL ALONG WITH FOOTINGS			
FORM AND POUR FOOTING WITH #5 REBAR AT 4000 PSI			
PIN INTO EXISTING WALL WITH # 5 RODS			
FORM WALL WITH DOUBLE MATT REBAR AT 16" on center x 16" wide.			
PIN INTO HEAD WALL WITH # 5 RODS			
FORM AND POUR HED WALL WITH # 5 RBAR AT 4000PSI			
BACK FILL WALL USING 3/4 INCH STONE. WITH 4" DRAINAGE.			

DESCRIPTION		AMOUNT
REMOVED. DEWATERING SYSTEM PUMPS AND SCAFDINGS.		
RESTORATION		
MOBILIZATION		
INSURANCE.		
LABOR, EQUIEPMENT, MATERIALS		\$ -
LABOR		\$ 70,400.00
EQUIPMENT		\$ 26,500.00
MATERIALS		\$ 14,500.00
MOBILIZATION		\$ 1,800.00
INSURANCE		\$ 4,000.00
	TOTAL	\$ 117,200.00

Due upon receipt

If you have any questions concerning this quotation, please reach out to OMAR at (914)804-9352 or WOODLANDMANORNY@YAHOO.COM

THANK YOU FOR YOUR BUSINESS!

WILLIAM J. CARLIN, JR., C.P.A.
Commissioner Of Finance



CC All
Prob. - May 13
Audit May 21
Reso
June 2
SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

#10d

April 22, 2026

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

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the Putnam County Sheriff's 2026 budget:

Increase Revenues:

17311000 426801 Sheriff Patrol – Insurance Recoveries \$ 9,816.51

Increase Expenses:

17311000 54370 Sheriff Patrol – Automotive \$ 9,816.51

2026 Fiscal Impact - 0
2027 Fiscal Impact - 0

This amendment is required to cover the costs of repairing two automobiles in the PCSO Patrol fleet that were damaged in accidents.

AUTHORIZATION:

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

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

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

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

Corvel Enterprise Claims, Inc. – Ck# 1006715 - \$7,971.63
Church Mutual Insurance – Ck# 2200980 - \$1,844.88

26A032

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2026 MAY -5 AM 11:06

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

KATHERINE L. McNEAL
Senior Deputy County Attorney



C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

HEATHER M. ABISSI
Senior Deputy County Attorney

SARAH E. ENGLISH
Deputy County Attorney

MAT C. BRUNO, SR
Risk Manager

TO: William Carlin, Commissioner of Finance
FROM: Mat C. Bruno, Sr., Manager Risk & Compliance
DATE: March 13, 2026
RE: Vehicle Accident Claim Reimbursement

A handwritten signature in black ink, appearing to be "Mat C. Bruno, Sr.", written over the "FROM:" line of the memo.

Enclosed please find Church Mutual Insurance check # 2200980 in the amount of \$1844.88 representing payment for the PCSO Unit 257, involved in the accident listed below. Please deposit the check in the Sheriff Automotive Line: 17311000.54370.

Accident Number	Date of Accident	Damage	Reimbursement	Ins. Co	Employee Driver
7	2/23/2026	\$1844.88	\$1844.88	Church Mutual	

Thank you.

MCB/da
Enc.

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

Date of Loss: 02/23/2026
Insured: ARCHDIOCESE OF NEW YORK
488 MADISON AVE NEW YORK, NY 10022-5702
Claimant: Putnam County
Patient Account No.: 2024 Dodge Durango - Unit 257



P.O. Box 342
3000 Schuster Lane
Merrill, WI 54452-0342

Mail To: PUTNAM COUNTY
48 GLENEIDA AVE
CARMEL NY 10512-1702

Coverage:
Liability - GMLIA

This check reflects payment for the following:

Reference Number	From - Through Dates	Amount
Not Available	Not Available	1,844.88
Total:		1,844.88

For questions concerning your claim, please contact your claim handler

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

KATHERINE L. McNEAL
Senior Deputy County Attorney



C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

HEATHER M. ABISSI
Senior Deputy County Attorney

SARAH E. ENGLISH
Deputy County Attorney

MAT C. BRUNO, SR
Risk Manager

TO: William Carlin, Commissioner of Finance
FROM: Mat C. Bruno, Sr., Manager Risk & Compliance
DATE: April 20, 2026
RE: Vehicle Accident Claim Reimbursement

A large, stylized handwritten signature in black ink, likely belonging to Mat C. Bruno, Sr., is written over the "FROM:" and "RE:" lines of the memo.

Enclosed please find Covet Enterprise Claims, Inc. check # 1006715 in the amount of \$7971.63 representing payment for the PCSO Unit 64 involved in the accident listed below. Please deposit the check in the Sheriff Automotive Line: 17311000.54370.

Accident Number	Date of Accident	Damage	Reimbursement	Ins. Co	Employee Driver
8	3/19/2026	\$7971.63	\$7971.63	CORVEL Enterprise Claims, Inc.	

Thank you.

MCB/da
Enc.

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

Tel. (845) 808-1150 / Fax (845) 808-1903*

*This office will not accept service via facsimile

OK # 1006715

WILLIAM J. CARLIN, JR., C.P.A.
Commissioner Of Finance



CC: All Health Audit Reso
SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

#10c

DEPARTMENT OF FINANCE

April 23, 2026

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

Dear Ms. Trabulsy,

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2026 Budget for the Office for Senior Resources:

2026 MAY -7 AM 9:30
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Increase Revenues:

10677900 426801 OSR General – Insurance Recoveries \$ 3,170.57

Increase Expenses:

10677900 54370 OSR General – Automotive \$ 3,170.57

2026 Fiscal Impact - 0
2027 Fiscal Impact - 0

This amendment is required to cover the cost of repairing one of the automobiles in OSR that was damaged in an accident.

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 **26A033**

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

Allstate Insurance – ck# 270182351 - \$3,170.57

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

KATHERINE L. McNEAL
Senior Deputy County Attorney



C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

HEATHER M. ABISSI
Senior Deputy County Attorney

SARAH E. ENGLISH
Deputy County Attorney

MAT C. BRUNO, SR
Risk Manager

TO: William Carlin, Commissioner of Finance
FROM: Mat C. Bruno, Sr., Manager Risk & Compliance
DATE: March 4, 2026
RE: Vehicle Accident Claim Reimbursement

A handwritten signature in black ink, appearing to be "M. Bruno", written over the "FROM:" line of the letterhead.

Enclosed please find Allstate check # 2770182351 in the amount of \$3170.57 representing payment for the 2015 Jeep Compass, involved in the accident listed below.

Accident Number	Date of Accident	Damage	Reimbursement	Ins. Co	Employee Driver
18	10/16/25	\$3522.86	\$3170.57	Allstate	

Thank you.

MCB/da
Enc.

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

Tel. (845) 808-1150 / Fax (845) 808-1903*

**This office will not accept service via facsimile*



Allstate Insurance Company - Claims Payment Processing

P.O. Box 660636 , Dallas, TX 75265 , United States



PUTNAM COUNTY
40 GLENEIDA AVE
CARMEL NY 10512-1705

0000116448 0003687 001 001 00

02/24/2026

PUTNAM COUNTY,

ENCLOSED PLEASE FIND PAYMENT IN THE AMOUNT OF \$3,170.57 FOR YOUR ISSUING PAYMENT FOR 90% OF ORIGINAL ESTIMATE \$3,522.86

PLEASE REFERENCE CLAIM DETAILS BELOW.

CLAIM NUMBER: 0808789648

DATE OF LOSS: 10/16/2025

INSURED: DIANA T MARINO

In payment for Property Damage Liability for Date of Loss 10/16/2025 .

ALLSTATE INSURANCE COMPANY
1-800-255-7828

0000020260224003687ZCT02001001003823
CCHK0000020260224003687ZCT02CCP

0000116448 CCCPZCTFI P001/001 S0003687

Great! Mat Bruno was asking for a line to deposit the check. I will advise 10677900-54370

Thanks,



Edward Benes III

Fiscal Manager • Putnam County Office for Senior Resources

PHONE | 845.808.1700 EXT.47123 • FAX | 845.808.1942 • WEBSITE | PUTNAMCOUNTYNY

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated service."

From: Sheila Barrett <sheila.barrett2@putnamcountyny.gov>
Sent: Wednesday, March 4, 2026 11:08 AM
To: Edward Benes <Edward.Benes@putnamcountyny.gov>
Subject: RE: Vehicle Repair Reimbursement Check

Yes.

Sheila Barrett
First Deputy Commissioner of Finance
Putnam County
40 Gleneida Avenue
Carmel, New York 10512

-
Phone: (845) 808-1075 X49320
Fax: (845) 808-1910

From: Edward Benes <Edward.Benes@putnamcountyny.gov>
Sent: Wednesday, March 4, 2026 11:05 AM
To: Sheila Barrett <sheila.barrett2@putnamcountyny.gov>
Subject: Re: Vehicle Repair Reimbursement Check

Sheila,

My apologies, I assumed the vehicle was fixed already. However, the vehicle has not been repaired. Would this check be applied to our Automotive Repair expense line?

Thanks,



Edward Benes III

Fiscal Manager • Putnam County Office for Senior Resources

PHONE | 845.808.1700 EXT.47123 • FAX | 845.808.1942 • WEBSITE | PUTNAMCOUNTYNY

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated service."

From: Sheila Barrett <sheila.barrett2@putnamcountyny.gov>

Sent: Wednesday, March 4, 2026 9:34 AM

To: Edward Benes <Edward.Benes@putnamcountyny.gov>

Subject: RE: Vehicle Repair Reimbursement Check

Good morning,

Were the repairs completed in 2025?

Sheila

Sheila Barrett
First Deputy Commissioner of Finance
Putnam County
40 Gleneida Avenue
Carmel, New York 10512

-
Phone: (845) 808-1075 X49320

Fax: (845) 808-1910

From: Edward Benes <Edward.Benes@putnamcountyny.gov>

Sent: Wednesday, March 4, 2026 8:29 AM

To: Sheila Barrett <sheila.barrett2@putnamcountyny.gov>

Subject: Vehicle Repair Reimbursement Check

Good morning,

Mat Bruno from Risk received a \$3,000 check to cover the repair costs of an OSR vehicle hit in October. What line should this be deposited to? I'm guessing either an accrual account for FY 2025 or a reimbursement for prior year expenses in 2026. Please advise.

Thanks,

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

Reso
Phys-5-19
Amdt-5-21
Full-6-2

CC: #11

#10f

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 26A035
Date: April 25, 2026

2026 APR 29 AM 10:49
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

General Fund:

Increase Estimated Appropriations:

10990100 59010 Transfer to Road Fund 350,000

Decrease Estimated Appropriations:

10199000 54980 Contingency 350,000

Road Fund:

Increase Estimated Appropriations:

10514200 51093 Overtime 180,000
10514200 54410 Supplies & Materials 131,000
10514200 58002 FICA 14,000
10514400 54410 Supplies & Materials 25,000

350,000✓

Increase Estimated Revenues:

10514200 428601 Transfer From General Fund 325,000
10514400 428601 Transfer From General Fund 25,000

350,000✓

Fiscal Impact - 2026 - \$ 350,000
Fiscal Impact - 2027 - \$ 0

This Resolution is required fund Snow and Ice Deficit accounts resulting from the recent winter season and initially prepare for the final 2-3 winter months. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



CC: All
Protective May
Audit - May
RESO
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE
Full June

DEPARTMENT OF FINANCE

#109

MEMORANDUM

2026 MAY -4 PM 2:47
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

To: Diane Trabulsy, Legislative Clerk
From: Sheila M. Barrett, First Deputy Commissioner of Finance *SMB*
Re: Budgetary Amendment - 26A036
Date: April 29, 2026

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

GENERAL FUND

Increase Appropriations:

10311000 51093 10240	Overtime - Sheriff Admin.	100,000
10311000 52180 10240	Other Equipment - Sheriff Admin.	291,727
10311000 54646 10240	Contracts - Sheriff Admin.	150,000
10311000 54783 10240	Licensing & Software - Sheriff Admin.	23,000
		<u>564,727</u>

Increase Revenues:

10311000 41589A 10240	Byrne State Crisis Intervention Program	564,727
-----------------------	---	---------

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

This Resolution is necessary to record remaining expenditure & revenues related to the Byrne State Crisis Intervention Programming Grant (CFDA: 16.738), expiring June 30, 2027.

Approved:

Kevin M. Byrne
County Executive

Sheila Barrett

From: Johnathon Cihanek
Sent: Wednesday, April 29, 2026 2:56 PM
To: Sheila Barrett; William Carlin
Cc: Brian Hess; James Menton
Subject: RE: Crisis Intervention Grant Breakdown

Sorry I looked at the wrong quote. \$77,000 in 52180 \$23,000 in 54783

From: Johnathon Cihanek
Sent: Wednesday, April 29, 2026 2:52 PM
To: Sheila Barrett <sheila.barrett2@putnamcountyny.gov>; William Carlin <William.Carlin@putnamcountyny.gov>
Cc: Brian Hess <Brian.Hess@putnamcountyny.gov>; James Menton <James.Menton@putnamcountyny.gov>
Subject: RE: Crisis Intervention Grant Breakdown

Good Afternoon

May I update the below breakdown? I highlighted the changes in red.

-John

From: Johnathon Cihanek
Sent: Monday, April 27, 2026 3:57 PM
To: Sheila Barrett <sheila.barrett2@putnamcountyny.gov>; William Carlin <William.Carlin@putnamcountyny.gov>
Cc: Brian Hess <Brian.Hess@putnamcountyny.gov>; James Menton <James.Menton@putnamcountyny.gov>
Subject: Crisis Intervention Grant Breakdown

Good Afternoon,

This is a break down of what lines we would like the money in.

Admin- 10311000

- Training: \$100,000.00 -- Overtime 51093
- Training Equipment: \$54,726.69 Other Equipment 52180
- Evidence Storage: \$100,000.00 Other Equipment 52180
- Command Vehicle Equipment: \$100,000.00
 - \$77,000 Other equipment 52180 to purchase command boxes for the back of supervisor vehicles
 - \$23,000 in Licensing and accessories 54783 for purchasing Starlink support and data plans
- Less Lethal Equipment: \$60,000.00 Other Equipment 52180
- LAP Line: \$150,000.00-- This will be used by the women's center for personnel and equipment. I am not sure what line this should be in.

-F/Sgt. Cihanek

Johnathon Cihanek

First Sergeant I Putnam County Sheriff's Department
3 County Center Carmel, NY 10512
(845)-225-4300 x 42228
Cell- (845)260-0485
Johnathon.Cihanek@putnamcountyny.gov

STATE AGENCY Division of Criminal Justice Services 80 South Swan Street Albany, NY 12210	NYS COMPTROLLER'S NUMBER: C633213 (Contract Number) ORIGINATING AGENCY CODE: 01490 - Division of Criminal Justice Services
GRANTEE/CONTRACTOR: (Name & Address) Putnam County 40 Gleneida Ave. Carmel NY 10512-1705	TYPE OF PROGRAMS: Byrne State Crisis Intervention Programming DCJS NUMBERS: BS22633213 CFDA NUMBERS: 16.738
INITIAL CONTRACT PERIOD: FROM 04/01/2026 TO 09/30/2027 FUNDING AMOUNT FROM INITIAL PERIOD: \$564,726.69	AMENDED CONTRACT PERIOD: FROM TO FUNDING AMOUNT FOR AMENDED PERIOD:
TRANSACTION TYPE: New	MULTI-YEAR TERM: (if applicable): 0 1-year renewal options.
FEDERAL TAX IDENTIFICATION NO: 146002759 MUNICIPALITY NO: (if applicable) 370100000000 STATUS: Contractor is not a sectarian entry. Contractor is not a not-for-profit organization. CHARITIES REGISTRATION NUMBER: <div style="border: 1px solid black; height: 15px; width: 100%;"></div> (Enter number or Exempt) if Exempt is entered above, reason for exemption. N/A <div style="border: 1px solid black; padding: 2px;"> Contractor has _____ has not _____ timely filed with the Attorney General's Charities Bureau all required periodic or annual written reports. </div>	ATTACHMENTS INCLUDED AS PART OF THIS AGREEMENT (select all that apply): <input checked="" type="checkbox"/> NYSCFG New York State Contract for Grants <input checked="" type="checkbox"/> APPENDIX A Standard Clauses for New York State Contracts <input checked="" type="checkbox"/> ATTACHMENT A-1 Agency Specific Terms and Conditions <input checked="" type="checkbox"/> ATTACHMENT A-2 Program Specific Terms and Conditions <input checked="" type="checkbox"/> ATTACHMENT A-3 Federally Funded Grants and Requirements Mandated by Federal Laws <input checked="" type="checkbox"/> ATTACHMENT B Budget <input checked="" type="checkbox"/> ATTACHMENT C Payment and Reporting Schedule <input checked="" type="checkbox"/> ATTACHMENT D Work Plan <input checked="" type="checkbox"/> Other (Identify)
IN WITNESS THEREOF, the parties hereto have electronically signed and agreed to this Contract, or approved this Contract on the dates below their signatures.	
NYS Division of Criminal Justice Services BY: Cillian Flavin , Date: 04/03/2026 Office of Program Development and Funding: State Agency Certification: In addition, the party below certifies that it has verified the electronic signature of the Contractor to this Contract. GRANTEE: In addition, I, acting in the capacity as Contractor, certify that I am the signing authority, or have been delegated or designated formally as the signing authority by the appropriate authority or officials, and as such I do agree, and I have the authority to agree, to all of the terms and conditions set forth in the Contract, including all appendices and attachments. I understand that (i) payment of a claim on this Contract is conditioned upon the Contractor's compliance with all applicable conditions of participation in this program and if applicable, the accuracy and completeness of information submitted to the State of New York through the New York State prequalification process and (ii) by electronically indicating my acceptance of the terms and conditions of the Contract, I certify that (a) to the extent that the Contractor is required to register and/or file reports with the Office of Attorney General's Charities Bureau ("Charities Bureau"), the Contractor's registration is current, all applicable reports have been filed, and the Contractor has no outstanding requests from the Charities Bureau relating to its filings and (b) all data and responses in the application submitted by the Contractor are true, complete and accurate. I also understand that use of my assigned User ID and Password on the State's contract management system is equivalent to having placed my signature on the Contract and that I am responsible for any activity attributable to the use of my User ID and Password. Additionally, any information entered will be considered to have been entered and provided at my direction. I further certify and agree that the Contractor agrees to waive any claim that this electronic record or signature is inadmissible in court, notwithstanding the choice of law provisions. BY: Kevin Byrne County Executive Date: 04/02/2026	
ATTORNEY GENERAL'S SIGNATURE _____ Title: _____ Date: _____	APPROVED, Thomas P. DiNapoli, State Comptroller _____ Title: _____ Date: _____

Award Contract

Byrne State Crisis Intervention Programming

Project No. Grantee Name
BS24-1009-E00 Putnam County

04/03/2026

**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: Payment and Reporting; and Attachment D: Work Plan.
5. The Face Page
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: Payment and Reporting; and Attachment D: Work Plan.
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.

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

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 D (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 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 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 not to 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.

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 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.

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 C (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 9:00am until 5:00pm, 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 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 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 acknowledgements 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.

January 2025

Certified by - Kevin Byrne on 04/02/2026

APPENDIX A

STANDARD CLAUSES FOR NEW YORK STATE CONTRACTS

PLEASE RETAIN THIS DOCUMENT FOR YOUR REFERENCE.

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, licenser, 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 demonstrates 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 \$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 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 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) 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:

NYS Department of Economic Development
Division of Minority and Women's Business Development
633 Third Avenue, 33rd Floor
New York, NY 10017
Telephone: 646-846-7364
Email: <mailto:mwbrebusinessdey@esd.ny.gov>
Website: <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)(n)-(p)) requires that by signing this bid proposal or contract, as applicable. Contractors certified 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.

January 2025

Certified by - Kevin Byrne on 04/02/2026

Project No. Grantee Name
BS24-1009-E00 Putnam County

04/03/2026

ATTACHMENT A-1, AGENCY SPECIFIC TERMS AND CONDITIONS

I. Designees

A. The designated Program Office, for the purpose of notice as referenced in the New York State Contract for Grants (hereinafter, Contract), Section I(G) shall be

NYS Division of Criminal Justice Services (DCJS)
Office of Program Development and Funding
80 S. Swan St.
Albany, NY 12210

B. For the purpose of refunds as referenced in the Attachment C, Payment and Reporting, Section(C)(1)(2), refunds shall be submitted to:

NYS Division of Criminal Justice Services (DCJS)
Office of Budget and Finance, Grants Unit
80 S. Swan St.
Albany, NY 12210

C. The Contractor's Designee, for the purpose of notice as referenced in the New York State Contract for Grants (hereinafter, Contract), Section I(G), shall be the same as indicated on the Face Page of the Contract.

II. Contractual Obligations

The failure of a party to enforce a contractual obligation shall not eliminate the other party's obligation to perform such contractual obligation, unless otherwise approved in writing by both parties' signatories or their designees.

III. Budget Amendments

Budget amendments for expenditure-based contracts are governed in accordance with Section I(D) of the Contract and also as follows:

Requests for any budget modifications shall be made in writing by an authorized representative of the Contractor and must be approved in writing by DCJS.

A. For contracts with a total value of \$200,000 or less, no budget amendment is required for a budget modification that would result in a transfer of funds between budget cost categories where the amount of such modification is, as a portion of the total value of the contract, equal to or less than ten percent.

B. For contracts with a total value greater than \$200,000, no budget amendment is required for a budget modification that would result in a transfer of funds between budget cost categories where the amount of such modification is, as a portion of the total value of the contract, equal to or less than five percent.

For budget modifications involving amounts above the thresholds established in the paragraphs above, including multiple budget modifications that cumulatively exceed the thresholds provided above, a budget amendment setting forth the proposed new budget will be required to be submitted and approved within the applicable state grants management system before the next payment will be approved.

Any other budget changes not covered in paragraphs A. or B. (above), such as modifications within budget cost categories or changes in the number, title, job duties or rate of remuneration of project staff or changes under the thresholds for a formal amendment, shall be requested by the Contractor and approved via email by DCJS. Such approval shall be retained by the Contractor. DCJS reserves the right to require a formal budget amendment to be submitted and approved within the applicable state grants management system when deemed to be in the best interest of the State.

C. Grant Amendment Requests (GAR) for Performance-Based Contracts

For performance-based contracts, the Contractor shall request reallocations of milestones from the state DCJS Office of Program Development and Funding (OPDF) within 30 days of the close of each contract quarter, or no later than 45 calendar days after the end of the last quarter of a contract budget term, to adjust any milestones and/or outcomes to reflect actual achievements. If the reallocation request is approved, the reimbursement will be at the agreed upon cost for the milestones and/or outcomes, and shall not exceed the total maximum award amount delineated in the contract for such contract budget term. The reallocation request must also include the completed Grant Amendment Request (GAR) form. The Contractor may request from OPDF within the aforementioned 45 day period an extension of the GAR submission period due to extenuating circumstances. DCJS reserves the right to deny all or part of a GAR reallocation and/or extension request.

IV. Time and Effort Reporting

The Contractor shall maintain specific documentation as support for project related personal service costs. For all Contractor's staff whose salaries are paid in whole or in part from grant funds provided under this Contract, the Contractor shall maintain a time recording system which shows the time devoted to the grant project. The system shall consist of time sheets, computerized workload distribution reports, or equivalent systems. The time devoted to grant activities must be determinable and verifiable by DCJS. If time sheets are used, each must be signed by the individual and certified by the individual's supervisor in a higher-level position at the end of each time reporting period.

V. Space Rental

Space rental provided by this Contract shall be supported by a written lease or other related, DCJS-approved documentation, maintained on file, and made available by the Contractor upon request.

VI. Employment of a Consultant

The Contractor's employment of a consultant shall be supported by a written agreement executed by the Contractor and the consultant. A consultant is defined as an individual or organization hired by the Contractor for the stated purpose of accomplishing a specific task relative to the funded project. A copy of the agreement shall be submitted to DCJS and uploaded into the applicable state grants management system no later than the due date of the second quarterly progress report unless otherwise approved by DCJS. All consultant services shall be obtained in a manner that provides for fair and open competition. The Contractor shall retain copies of all solicitations seeking a consultant, written agreements, and documentation justifying the cost and selection of the consultant. The Contractor further agrees that it shall assume sole and complete responsibility for fulfilling all the obligations set forth in the Contract and the Contractor shall guarantee the work of the consultant as if it were its own.

A. The rate for a consultant should not exceed \$650 for an eight-hour day or \$81.25 per hour (not including travel and subsistence costs). A rate exceeding \$650 per eight-hour day or \$81.25 per hour requires prior written approval from DCJS and may be approved on a case-by-case basis where adequate justification is provided and expenses are reasonable and allowable.

B. Procurement of a consultant shall be undertaken consistent with the procedures outlined in Section VII of this Attachment.

C. A Contractor who proposes to obtain consultant services from a vendor without competitive bidding, shall obtain the prior written approval of DCJS. The request for approval shall be in writing and set forth, at a minimum, a detailed justification for selection and basis upon which the price was determined to be reasonable. Further, such consultant services shall be in accordance with the guidelines, bulletins, and regulations of the NYS Office of the State Comptroller, State Procurement Council, and the U.S. Department of Justice and/or any applicable state or federal agency. DCJS' approval shall be retained by the Contractor and submitted upon request.

D. Notwithstanding the provisions of this section, the Parties agree that DCJS' prior written approval is not required for the employment of a consultant when such employment is secured in relationship to a criminal matter as an expert witness, consultant or investigator. The Parties agree that the employment shall be supported by a written agreement and that all supporting documentation identifying the criminal matter involved, services provided, time commitment and schedule shall be retained by the Contractor and submitted upon request.

VII. Procurement

All procurements shall be conducted in the following manner. Written justification and documentation for all procurements must be maintained on file and made available upon request. Detailed itemization forms for non-personal service expenditures, in a format determined by DCJS, shall accompany each voucher and Fiscal Cost Report requesting payment. All procurements must be made in a fair and open manner and in accordance with the pre-determined methodology established for evaluating bids (e.g., lowest responsive bidder or best value).

A. A Contractor that is a local government must make procurements in accordance with General Municipal Law Article 5-A and any other applicable regulations.

B. A Contractor that is a not-for-profit organization shall make all procurements as noted below:

1. If the Contractor is eligible to purchase an item or service from a government contract or is able to purchase such item or service elsewhere at a lower than or equal price, then such purchase may be made immediately.

2. A Contractor may purchase any single piece of equipment, single service or multiples of each that cost up to \$999 at its discretion.

3. Before purchasing any piece of equipment, service or multiples of each that have an aggregate cost between \$1,000 and \$4,999, a Contractor must secure at least three telephone quotes and create a record for audit of such quotes.

4. Before purchasing any piece of equipment, service or multiples of each that have an aggregate cost between \$5,000 and \$9,999, the Contractor must secure at least three written quotes on a vendor's stationery and maintain a record of the competitive procurement process for audit purposes.

C. A Contractor that is a state entity shall make all procurements in accordance with State Finance Law Article 11, and any other applicable laws and/or regulations.

D. A Contractor spending in aggregate of \$10,000 and above must use a competitive bidding process. At a minimum, the competitive bidding process must incorporate the following: open, fair advertisement of the opportunity to provide services; equal provision of information to all interested parties; reasonable deadlines; sealed bids opened at one time before a committee who will certify the process; establishment of the methodology for evaluating bids before the bids are opened; and maintenance of a record of competitive procurement process. Further guidance may be obtained from DCJS.

E. Any Contractor who proposes to purchase from a vendor without competitive bidding must obtain the prior written approval of DCJS. The request for approval must be in writing and set forth, at a minimum, a detailed justification for selection and the basis upon which the price was determined to be reasonable. Further, such procurement must be in accordance with the guidelines, bulletins and regulations of the NYS Office of the State Comptroller, State Procurement Council, and the U.S. Department of Justice. A copy of DCJS' approval shall be retained by the Contractor and submitted upon request.

VIII. Participation By Minority Group Members And Women With Respect To Grant Contracts: Requirements and Procedures (state-funded grants only)

A. General Provisions

1. The Division of Criminal Justice Services (DCJS) is required to implement the provisions of New York State Executive Law Article 15-A and 5NYCRR Parts 142-144 (MWB E Regulations) 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.

2. 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 DCJS, to fully comply and cooperate with the DCJS in the implementation of New York State Executive Law Article 15-A. These requirements include equal employment opportunities for minority group members and women (EEO) and contracting opportunities for certified minority and women-owned business enterprises (MWB E s). 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) or other applicable federal, state or local laws.

3. 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 withholding of funds or such other actions, liquidated damages pursuant to Section VIII(G) of this Attachment or enforcement proceedings as allowed by the Contract.

B. Contract Goals

1. For purposes of this Contract, DCJS has established an overall goal of 30% for Minority and Women-Owned Business Enterprises (MWB E) participation

which are specified as part of the Contract on the Local Assistance MWBE Sub-Contractor Supplier Utilization Form 3301.

2. For purposes of providing meaningful participation by MWBEs on the Contract and achieving the Contract Goals established in the Contract workplan hereof, the Contractor shall reference the directory of New York State Certified MWBEs found at the following internet address: <https://ny.newycontracts.com>. Additionally, Contractor is encouraged to contact the Division of Minority and Women's Business Development (518) 292-5250; (212) 803-2414; or (716) 846-8200 to discuss additional methods of maximizing participation by MWBEs on the Contract.

3. Where MWBE goals have been established herein, pursuant to 5 NYCRR §142.8, Contractor must document good faith efforts to provide meaningful participation by MWBEs as subcontractors or suppliers in the performance of the Contract. In accordance with Section 316-a of Article 15-A and 5 NYCRR §142.13, the Contractor acknowledges that if Contractor is found to have willfully and intentionally failed to comply with the MWBE participation goals set forth in the Contract, such a finding constitutes a breach of contract and the Contractor shall be liable to the DCJS for liquidated or other appropriate damages, as set forth herein.

C. Equal Employment Opportunity (EEO)

1. Contractor agrees to be bound by the provisions of Article 15-A and the MWBE Regulations promulgated by the Division of Minority and Women's Business Development of the Department of Economics Development (the Division). If any of these terms or provisions conflict with applicable laws or regulations, such laws and regulations shall supersede these requirements.

2. Contractor shall comply with the following provisions of Article 15-A:

a. Contractor and Subcontractors 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.

b. The Contractor agrees to the EEO Policy Statement as provided below, or if the Contractor or Subcontractor has its own EEO Policy Statement, it should include the following or similar language:

i. 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.

ii. 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.

iii. 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.

iv. The Contractor will include the provisions of (i.) through (iii.) above and Paragraph 5 of the Appendix A, Standard Clauses for New York State Contracts 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.

3. Staffing Plan

To ensure compliance with this Section, the Local Assistance MWBE Equal Employment Opportunity Staffing Plan form is required for contracts with a total expenditure in excess of \$250,000. The Contractor shall submit the 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. Contractors shall complete the Local Assistance MWBE Equal Employment Opportunity Staffing Plan form and submit it as part of their bid or proposal or within a reasonable time, but no later than the time of award of the Contract.

4. Workforce Employment Utilization Report

a. If the Local Assistance MWBE Equal Employment Opportunity Staffing Plan form is required, once a contract has been awarded and during the term of Contract, Contractor is responsible for updating and providing notice to the DCJS of any changes to the previously submitted Local Assistance MWBE Equal Employment Opportunity Staffing Plan. This information is to be submitted annually or as otherwise required by the DCJS during the term of the Contract, for the purpose of reporting the actual workforce utilized in the performance of the Contract by the specified categories listed including ethnic background, gender, and Federal occupational categories. The Local Assistance MWBE Workforce Employment Utilization Report form must be used to report this information.

b. Separate forms shall be completed by Contractor and any Subcontractor performing work on the Contract.

c. In limited instances, Contractor may not be able to separate out the workforce utilized in the performance of the Contract from Contractor's and/or subcontractor's total workforce, Contractor shall submit the Local Assistance MWBE Workforce Employment Utilization Report and indicate that the information provided is Contractor's total workforce during the subject time frame, not limited to work specifically under the Contract.

5. Contractor shall comply with the provisions of the Human Rights Law, all other State and Federal statutory and constitutional non-discrimination provisions. Contractor and subcontractors shall not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, 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.

D. MWBE Utilization Plan

1. The Contractor represents and warrants that Contractor has submitted a Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form either prior to, or at the time of, the execution of the Contract.

2. Contractor agrees to use such Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form for the performance of MWBEs on the Contract pursuant to the prescribed MWBE goals set forth in the Contract workplan.

3. Contractor further agrees that a failure to submit and/or use such Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Form shall constitute a material breach of the terms of the Contract. Upon the occurrence of such a material breach, DCJS shall be entitled to any remedy provided herein, including but not limited to, a finding of Contractor non-responsiveness.

E. Waivers

1. If the Contractor, after making good faith efforts, is unable to comply with MWBE goals, the Contractor may submit a Request for Waiver documenting good faith efforts by the Contractor to meet such goals. If the documentation included with the waiver request is complete, DCJS shall evaluate the request and issue a written notice of acceptance or denial within twenty (20) days of receipt.

2. If DCJS, upon review of the Local Assistance MWBE Subcontractor/Supplier Utilization Proposal Plan, the Detailed Itemization Forms or the Local Assistance MWBE Workforce Employment Utilization Report determines that a Contractor is failing or refusing to comply with the Contract goals and no waiver has been issued in regards to such non-compliance, DCJS 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.

F. MWBE Subcontractor Utilization Quarterly Report

Contractor is required to report MWBE Subcontractor utilization, as part of the quarterly claim process, to DCJS over the term of the Contract documenting the progress made towards achievement of the MWBE goals of the Contract.

G. Liquidated Damages - MWBE Participation

1. Where DCJS determines that Contractor is not in compliance with the requirements of the Contract and 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, such finding constitutes a breach

of contract and DCJS may withhold payment from the Contractor as liquidated damages and/or provide for other appropriate remedies.

2. Such liquidated damages shall be calculated as an amount equaling the difference between:

- a. All sums identified for payment to MWBEs had the Contractor achieved the contractual MWBE goals; and
- b. All sums actually paid to MWBEs for work performed or materials supplied under the Contract.

3. 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 DCJS, Contractor shall pay such liquidated damages to the DCJS within thirty (30) days after they are assessed by the DCJS unless prior to the expiration of such thirtieth day, the Contractor has filed a complaint with the Director of the Division of Minority and Women's Business Development pursuant to Subdivision 8 of Section 313 of the Executive Law in which event the liquidated damages shall be payable if Director renders a decision in favor of the DCJS.

H. M/WBE and EEO Policy Statement

The Contractor agrees to adopt the following policies with respect to the project being developed or services rendered in this Contract with the Division of Criminal Justice Services:

1. M/WBE

This organization will and will cause its contractors and subcontractors to take good faith actions to achieve the M/WBE contract participation goals set by the State for that area in which the State-funded project is located, by taking the following steps:

- a. Actively and affirmatively solicit bids for contracts and subcontracts from qualified State certified MBEs or WBEs, including solicitations to M/WBE contractor associations.
- b. Request a list of State-certified M/WBEs from the Division of Minority and Women's Business Development and solicit bids from them directly.
- c. Ensure that plans, specifications, request for proposals and other documents used to secure bids will be made available in sufficient time for review by prospective M/WBEs.
- d. Where feasible, divide the work into smaller portions to enhance participation by M/WBEs and encourage the formation of joint venture and other partnerships among M/WBE contractors to enhance their participation.
- e. Document and maintain records of bid solicitation, including those to M/WBEs and the results thereof. Contractor will also maintain records of actions that its subcontractors have taken toward meeting M/WBE contract participation goals.
- f. Ensure that progress payments to M/WBEs are made on a timely basis so that undue financial hardship is avoided, and that bonding and other credit requirements are waived or appropriate alternatives developed to encourage M/WBE participation.

2. EEO

- a. This organization 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 programs of affirmative action to ensure that minority group members 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 on state contracts.
- b. This organization shall state in all solicitation 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, disability or marital state.
- c. At the request of the contracting agency, this organization shall request each employment agency, labor union, or authorized 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 this organization's obligations herein.

d. Contractor shall comply with the provisions of the Human Rights Law, all other State and Federal statutory and constitutional non-discrimination provisions. Contractor and subcontractors shall not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, 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.

e. This organization will include the provisions of sections (a.) through (d.) above 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.

Contractor agrees to comply with all MWBE and EEO contract goals reflected on the MWBE Utilization Plan and Staffing Plan respectively, that have been submitted with the application for this Contract.

IX. Equipment Inventory

Applicable equipment purchased with funds provided by this Contract as listed in Attachment B or B-1, shall be assigned a unique inventory number. The Contractor shall list all equipment purchased with such funds on the Equipment Inventory Form and attach it in the applicable state grants management system at the time the last program progress report is filed or sooner. Items of equipment costing less than \$500 do not need to be listed on the Equipment Inventory Form although the Contractor is encouraged to maintain an internal inventory for audit purposes. Upon completion of all contractual requirements by the Contractor, DCJS will permit continued use and possession of the equipment purchased with grant funds provided the equipment continues to be used in conducting a public safety program, unless otherwise notified by DCJS.

X. Accounting and Audits

A. Grant funds may be expended only for purposes and activities set forth in this Contract. Accordingly, the most important single requirement of accounting for this grant is the complete and accurate documentation of grant expenditures.

B. In addition to all other contract terms and conditions contained herein, performance-based Contractors must be able to document that they expended at least 90% of their program operating budget on program expenses specific to the contracted program. Any short-fall in documented expenditures below the 90% threshold will be subject to recoupment by DCJS.

C. If the Contractor receives funding from two or more sources, all necessary steps shall be taken to ensure that grant funds are not co-mingled with any other grantee funds, and that grant-related transactions are not commingled. This includes, but is not limited to, the establishment of unique budget codes, a separate cost center, or a separate chart of accounts.

D. Expenditures must be cross-referenced to supporting source documents (purchase orders, contracts, real estate leases, invoices, vouchers, timesheets, mileage logs, etc.).

E. Contractor agrees it shall maintain adequate internal controls and adhere to Generally Accepted Accounting Principles for Government or Generally Accepted Accounting Principles for Not-for-Profit Organizations.

F. This Contract may be subject to a fiscal audit by DCJS to ascertain financial compliance with Federal and/or State laws, regulations, and guidelines applicable to this Contract. Such audits may include review of the Contractor's accounting, financial, and reporting practices to determine compliance with the Contract and reporting requirements; maintenance of accurate and reliable original accounting records in accordance with governmental accounting standards as well as generally accepted accounting principles; and specific compliance with allowable cost and expenditure documentation standards prescribed by any applicable Federal, State, and DCJS guidelines.

XI. Non-Compliance

DCJS reserves the right to suspend program funds if the Contractor is found to be in noncompliance with the provisions of this Contract or other grant contracts between the Contractor and DCJS or, if the Contractor or principals of the Contractor are under investigation by a New York State or local law enforcement agency for noncompliance with State or Federal laws or regulatory provisions or, if in DCJS' judgement, the services provided by the Contractor under the Contract are unsatisfactory or untimely. DCJS shall provide the Contractor with written notice of noncompliance. Upon the Contractor's failure to correct or comply with the written notice by DCJS, DCJS reserves the right to terminate this Contract, recoup funds and recover any assets purchased with

the proceeds of this Contract. DCJS reserves the right to use approved grant related expenditures to offset disallowed expenditures from any grant funded through its offices upon issuance of a final audit report and appropriate notification to the Contractor, or upon reasonable assurance that the Contractor is not in compliance with the terms of the Contract.

XII. Program Income

Program income is gross income earned by the Contractor that is directly generated by a supported activity or earned as a result of the grant award during the period of performance. Program income earned by the Contractor during the funding period as a direct result of the grant award shall be reported in writing to DCJS in a manner or format prescribed by DCJS, in addition to any other applicable reporting requirements. This includes income received from seized and forfeited assets, cash, the sale of grant purchased property, royalties, fees for services, and registration/tuition fees. Interest earned on grant funds is not program income unless specified in Attachment D. The Contractor shall report the receipt and expenditures of grant program income to DCJS. All income, including interest, generated using these grant funds shall be used to enhance the grant project.

XIII. Lapsing Appropriations

Unless otherwise specified, in accordance with the State Finance Law, the availability of all State funds for liabilities already incurred thereunder shall cease on September 15th of the year following the fiscal year in which the funds were appropriated, unless such funds are reappropriated by the New York State Legislature. To ensure payment, vouchers must be received by DCJS by August 1st of the year following the fiscal year in which the funds were appropriated.

XIV. Refunds

If at the end of this Contract there remains any unexpended balance of the monies advanced under this contract in the possession of the Contractor, the Contractor shall submit a certified check or money order for the unexpended balance payable to the order of the State of New York and return it to the DCJS Office of Budget and Finance at the address in Section I.(B) of this Attachment with its final fiscal cost report by the last day of the month following the end of the contract period.

XV. Limit on Overtime Earnings

If Attachment B, Expenditure Based Budget, makes provisions for overtime payment, the Contractor shall limit overtime earnings to no more than 25 percent (25%) of the employee's annual personnel cost (salary plus fringe benefits) during the term of this Contract. Prior written approval from DCJS is required for overtime charges in excess of the 25 percent (25%) limit. A copy of DCJS' written approval shall be retained by the Contractor and submitted upon request.

XVI. Subawards/Subcontractors

None of the goals, objectives or tasks set forth in Attachment D shall be subawarded to another organization without specific prior written approval by DCJS. Where the intention to make subawards is clearly indicated in the application in the applicable grants management system, DCJS' approval is deemed given, if these activities are funded as proposed.

If this Contract makes provisions for the Contractor to subaward funds to other recipients, the Contractor agrees that all subcontractors shall be held accountable by the Contractor for all terms and conditions set forth in this Contract. The Contractor further agrees that it shall assume sole and complete responsibility for fulfilling all the obligations set forth in the Contract and the Contractor shall guarantee the work of any subcontractor.

The Contractor agrees that all subcontractor arrangements shall be formalized in writing between the parties involved; and shall include at a minimum:

* Activities to be performed;

* Time schedule;

* Project policies;

* Other policies and procedures to be followed;

* Dollar limitation of the agreement;

* New York State Contract for Grants, Appendix A-Standard Clauses for New York State Contracts, Attachment A-1, Attachment A-2, Attachment A-3 (if applicable), Attachment C, Certified Assurances for Federally Supported Projects, Certification Regarding Lobbying, Debarment and Suspension (if applicable) and any special conditions set forth in Appendix D of the Contract; and

* Applicable Federal and/or State cost principles to be used in determining allowable costs.

The Contractor will not be reimbursed for subgranted funds unless all expenditures by a subcontractor are listed on applicable forms. Backup documentation for such expenditures shall be made available upon request. All expenditures shall be programmatically consistent with the goals and objectives of this Contract and with the financial plan set forth in Attachment B or B-1.

XVII. Work Product Ownership and Distribution/DCJS Logo

Any work products developed under this Contract by the Contractor shall be the exclusive property of DCJS and Contractor may not assert a copyright to any work products developed. Any work products shall not be disseminated by any means, in whole or in part, unless express written permission in advance is granted by the DCJS Deputy Commissioner of the Office of Program Development and Funding (OPDF) and Contractor adheres to any conditions or limitations with respect to usage. Where Contractor uses their pre-existing materials in connection with this Contract, DCJS may use any said material, in whole or in part, with proper attribution to the Contractor.

No materials or presentations resulting from Contract activities nor any Contractor's website or social platform may use the DCJS logo in any form without the prior written approval from the Executive Deputy Commissioner of DCJS or his/her designee. Requests for such approval shall be submitted in writing to the DCJS Deputy Commissioner of the Office of Program Development and Funding (OPDF) and/or DCJS General Counsel at least thirty (30) calendar days before requested use. DCJS' determination of any requests shall be made on a case-by-case basis.

XVIII. Delayed Implementation

Contractor agrees that if the project is not operational within 60 days of the original starting date of the grant period, it will report in writing to the DCJS Office of Program Development and Funding (OPDF) the steps taken to initiate the project, the reasons for delay, and the expected starting date. If the project is not operational within 90 days of the original starting date of the grant period, the Contractor will submit a second written report to OPDF explaining the delay. The State may either cancel the project and redistribute the funds or extend the implementation date of the project beyond the 90-day period when warranted by extenuating circumstances.

XIX. Changes at the Discretion of DCJS

This Contract may be extended, increased, decreased, terminated, renewed, amended or renegotiated at the discretion of the Division of Criminal Justice Services.

XX. Non-Supplanting

The Contractor shall not deliberately reduce funds available for a stated purpose because of the availability of funds under this grant. Funds shall be used to supplement, not supplant, non-Federal funds that would otherwise be available for grant activities. Additionally, a grantee may not reduce State, local, or other non-Federal funds that have been allocated for such permissible activity because Federal funds are available (or expected to be available) to fund that same activity. State and Federal funds must be used to supplement existing State, local or other funds for program activities. Non-supplanting does not apply to grants made with State funds where DCJS receives a Legislative Initiative Form (LIF) from the State Legislature.

XXI. SAFETNet

The following special conditions apply to contracts with county or municipal governments as appropriate: Participating law enforcement agencies that are funded by DCJS to conduct drug, firearms or vehicle theft or vehicle related insurance fraud investigations shall register with SAFETNet. Participation in SAFETNet obligates the registered county or municipal government agency to submit information regarding persons or addresses under active investigation in accordance with SAFETNet standard operating procedures. In addition, the county or municipal government agency agrees to participate the Upstate New York State Intelligence Center (NYSIC) or the New York/New Jersey High Intensity Drug Trafficking Area Regional Intelligence Center (NY/NJ HIDTA RIC) as appropriate.

XXII. Compliance with New York State Policies and Standards

All information management software which a Contractor may purchase, utilize or develop with funds provided under the terms of this Contract shall comply with all applicable New York State Office of Information Technology Services security policies and related standards located at: <https://its.ny.gov/policies>

In addition, all such information management software and/or hardware which a Contractor may purchase, utilize or develop with funds provided under the terms of this Contract shall comply with established DCJS standards as outlined in the following documents:

- A. New York State Criminal Justice Electronic Biometric Transmission Standard
- B. New York State Standard Practices for the Processing of Fingerprintable Criminal Cases.
- C. New York State Standard Practices for Fingerprinting Juveniles.

The latest versions of these documents referenced above can be accessed on the DCJS website at:

<http://criminaljustice.ny.gov/advtech/ebts.pdf>

http://www.criminaljustice.ny.gov/stdpractices/main_menu.htm

<http://www.criminaljustice.ny.gov/stdpractices/jj-stdpractices/jj-full-manual.pdf>

or obtained by calling the DCJS Customer Contact Center at (800) 262-3257.

XXIII. IJPortal

Contractors who are law enforcement agencies shall enroll as a user of the Integrated Justice Portal (IJPortal) and make use of the IJPortal services as applicable.

XXIV. DCJSContact Directory

Contractor shall enroll as applicable in the DCJSContact Directory established and administered by the Division of Criminal Justice Services. DCJSContact is a free-of-charge statewide email directory used to alert the law enforcement community to the availability of free law enforcement training courses and materials, legal updates, and officer safety bulletins, among others. Information regarding enrollment in the DCJSContact Directory can be obtained by accessing the enrollment form at <https://www.criminaljustice.ny.gov/ojs/DCJSContact.htm>

XXV. Incident-Based Reporting (IBR)/UCR Data Entry Interface

Incident-Based Reporting (IBR) agencies are required to use the IJPortal IBR Submission interface to upload their monthly NYSIBR extract file, and the IJPortal UCR Data Entry Interface to submit their monthly Hate Crime and Law Enforcement Officers Killed or Assaulted (LEOKA) reports.

Summary (UCR) reporting agencies are required to use the IJPortal UCR Data Entry Interface to submit all monthly UCR reports including the Return A (Monthly Offenses known to Police), Arrests of Persons 18 and Over, Arrests of Persons Under 18, Supplemental Homicide Report (SHR), Arson, Hate Crime, and the Law Enforcement Officers Killed or Assaulted (LEOKA).

Law enforcement agencies are required to submit all monthly crime reports to DCJS through the Integrated Justice Portal (IJPortal) IBR/USR Reporting Interface within 30 calendar days after the close of the reporting period. Failure to submit this information may result in grant funds being withheld.

Instructions for accessing and submitting crime reports through the IJPortal can be found at:

https://www.criminaljustice.ny.gov/crimnet/ojsa/crimereporting/ucr_refman/IJPortal-UCR-Data-Entry-Manual.pdf

All law enforcement agencies shall stay current with their monthly submissions. When the police department is unable to submit the data within 30 days, the

Chief shall submit the reasoning to DCJS, while ensuring the data is submitted as soon as possible. If it is deemed that the reasoning for the late submission was out of the control of the police department, a waiver will be granted to avoid the fiscal penalty.

Law enforcement agencies shall submit full UCR Part 1 crime reports, including supplemental homicide reports, to DCJS by 30 days following the end of the month. These monthly reports may be submitted either under the Uniform Crime Reporting System (UCR) or under the Incident Based Reporting System (IBR). Quick Reports will not be accepted. Failure to submit this information may result in grant funds being withheld.

UCR agencies shall fill out the Domestic Violence Victim Data table found on the last page of the Return A in accordance with the new domestic violence reporting requirements. These requirements can be found on-line at: https://www.criminaljustice.ny.gov/ojis/dir_training.htm. Failure to submit this information may result in grant funds being withheld. Agencies reporting through IBR do not submit a supplemental report for domestic violence. The required data is automatically collected through the monthly submission of the IBR file.

XXVI. Publications

The Contractor will submit to DCJS for review all proposed publications (written, visual or audio) prior to their public release. Any such publications shall contain the following statement: 'This project is supported by a grant from the New York State Division of Criminal Justice Services. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the Division of Criminal Justice Services.'

XXVII. Sexual Harassment Prevention Policy Certification

As of January 1, 2019, bidders on procurements subject to competitive bidding in New York State, are required to submit a certification with every bid that states they have a policy addressing sexual harassment prevention and that they provide sexual harassment training to all employees on an annual basis.

Pursuant to State Finance Law §139-I, bidders responding to a competitively bid Request for Proposal (RFP), must certify that by submission of their bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies its own organization, under penalty of perjury, that the bidder has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.

Bidders that do not certify will not be considered for award; provided however, that if the bidder cannot make the certification, the bidder provides a signed statement with their bid detailing the reasons why the certification cannot be made.

In addition, requiring this certification for competitively bid RFPs, DCJS has included this requirement for all grantees receiving funds from DCJS. Grantees must provide certification that they have implemented a written policy addressing sexual harassment prevention in the workplace and that they provide annual sexual harassment prevention training to all of its employees.

The certification form described above is available at <https://www.criminaljustice.ny.gov/ofpa/applcngntfrms.html> and is required from grantees as part of the submission in the applicable state grants management system.

February 2024

Certified by - Kevin Byrne on 04/02/2026

Attachment A-2, PROGRAM SPECIFIC TERMS AND CONDITIONS:

The following terms and conditions apply only to the Contractors receiving funds under the identified program:

County Re-entry Task Force (CRTFs)

The Contractor agrees that, as part of DCJS' crime reduction strategy initiatives, each County Re-entry Task Force will develop a formal interactive relationship with other crime reduction strategies in their county.

The Contractor must work towards the development of a comprehensive array of reentry services within the county to ensure that the individual needs of all returning individuals can be appropriately addressed. The Contractor shall review all services proposed by subcontractors for compliance with evidence-based practices.

In addition to services designed to meet the basic needs of returning persons, the Contractor will ensure that the county's network of services include those that address criminogenic needs, have been evaluated for effectiveness in achieving their desired outcomes, and comport with evidence-based interventions for people who have offended. Examples include, but are not limited to, the provision of Thinking for a Change (T4C) and Offender Workforce Development Specialist (OWDS) Programming which may be evaluated as part of the Contract with the Contractor.

Crimes Against Revenue Program (CARP)

The Contractor, in cooperation with DCJS, the Department of Taxation and Finance (DTF) and/or any other state agencies where applicable, will publicize noteworthy prosecutions to promote deterrence.

The Contractor shall enter into a signed Memorandum of Understanding (MOU) with DTF and other agencies if appropriate, to set forth roles, responsibilities and coordination between the parties with respect to the investigation and prosecution of tax crimes and other fraud that can adversely affect governmental revenues.

Gun Involved Violence Elimination (GIVE) Initiative

The Contractor agrees that if funding is being provided for the implementation of any other DCJS crime reduction strategies within the same jurisdiction, the implementing agency will coordinate their GIVE strategy with those other initiatives.

Participating agencies receiving funding through the GIVE Initiative will be required to participate in a GIVE program evaluation. This may require agencies to provide DCJS or its contractors with data and information relating to jurisdictional GIVE operations, initiatives, and enforcement efforts.

The Contractor agrees to comply with all program requirements including those outlined within the GIVE Guidance Document.

Participating law enforcement agencies receiving GIVE funds shall enforce the provisions of Orders of Protection, particularly with respect to those provisions prohibiting the ownership or possession of firearms, when so ordered in family or criminal court and served upon the defendant and will enforce the firearms prohibition of the federal Violence Against Women Act.

Participating police departments will attend monthly meetings, at a minimum, with the SNUG program manager or his/her designee and regional crime analysts to discuss firearms related crime, gang activity, and violence. Meeting frequency may be increased at the discretion of DCJS based on shootings, homicides, and the incidence of violent crime within a jurisdiction.

Participating police departments will develop writing protocols detailing established procedures to notify the SNUG program manager or his/her designee of all shootings and/or homicides within 24 hours of each incident. The written procedures must be submitted to DCJS with the first Quarterly Progress Report.

Participating police departments will provide DCJS an annual report detailing a year-to-year comparison of shootings and homicides for the current GIVE Contract period and the two preceding GIVE Contract periods for the target area(s) and the entire city. This annual comprehensive report will be due on the last day of the month following the expiration date of the Contract.

Motor Vehicle Theft and Insurance Fraud (MVTIF) Program

The Contractor shall expend funds in a manner that is consistent with the MVT/MVIF Plans of Operation.

New York State Defenders Association (NYSDA)

Any income, including interest, arising from state funds paid to the NYSDA shall be used to pay for the cost or expansion of tasks to be performed as part of the NYSDA's programs or projects, provided that all such income shall first be used to reimburse the NYSDA for monies expended from its general fund to support the Backup Center services.

Whenever possible, the NYSDA and its employees shall seek state rates for travel, meals, and lodging. Where such rates are not obtainable, NYSDA employees must provide three quotes demonstrating reasonableness of price for alternate travel, meals, and lodging, except when seeking lodging at the venue of a conference essential to the NYSDA program. In which case the NYSDA shall document the conference arrangements and rates for travel, meals, and lodging.

Upon DCJS request, the NYSDA will arrange for DCJS personnel to attend the NYSDA trainings and conferences offered for the purposes of program and contract monitoring. The parties of this Contract understand that nothing in this Contract shall be construed to preclude or impair the right of the NYSDA attorneys to act in the best interest of their clients. In providing access to records and submitting reports required pursuant to the provisions of this Contract, the NYSDA shall, in accordance with its professional responsibility under the New York Rules of Professional Conduct (see 22 NYCRR Pt. 1200), protect the confidences and secrets of its clients, including the clients of the attorneys to whom the NYSDA provided assistance or services. No record or report shall be deemed deficient because of the omission of information, the provision of which would result in the disclosure of any such confidences or secrets or would otherwise compromise the interest of any client.

In serving as the Public Defense Backup Center and a clearing house for information relating to the provision of public defense services, NYSDA will review, assess, and analyze the public defense system and advance the rights and interests of public defense clients and public defense attorneys.

February 2024

Certified by - Kevin Byrne on 04/02/2026

Project No. Grantee Name
BS24-1009-E00 Putnam County

04/03/2026

ATTACHMENT A-3. FEDERALLY FUNDED GRANTS AND REQUIREMENTS MANDATED BY FEDERAL LAWS

Please navigate to the links below to read the Federal Special Conditions that apply to this Federal Award and attest to such by downloading, completing, signing and uploading the attestation form.

Special Conditions - <https://www.criminaljustice.ny.gov/ofpa/FederalSpecialConditions/BJ%20SCIP%20FFY%2022-23.pdf>

Attestation Form -

<https://www.criminaljustice.ny.gov/ofpa/FederalSpecialConditions/Federal%20Special%20Conditions%20Attestation%20Form.3.11.24.pdf>

Certified by - Kevin Byrne on 04/02/2026

Project No. Grantee Name
 BS24-1009-E00 Putnam County

04/03/2026

ATTACHMENT B - Budget Summary by Participant

Putnam CountyPutnam County Sheriff's Office - Version 1

#	Personnel	Number	Unit Cost	Total Cost	Grant Funds	Matching Funds
1	Training overtime for officers and ERPO responders	1	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
Total				\$100,000.00	\$100,000.00	\$0.00

#	Equipment	Number	Unit Cost	Total Cost	Grant Funds	Matching Funds
1	Training equipment for ERPO and Persons in Crisis Response	1	\$54,726.69	\$54,726.69	\$54,726.69	\$0.00
2	ERPO Evidence Storage Equipment, Install and Shipping	1	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
3	Upfitting incident command equipment for police vehicles	1	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
4	Less lethal equipment for ERPO and persons in crisis response equipment	1	\$60,000.00	\$60,000.00	\$60,000.00	\$0.00
Total				\$314,726.69	\$314,726.69	\$0.00

#	All Other Expenses	Number	Unit Cost	Total Cost	Grant Funds	Matching Funds
1	Subaward to Putnam Northern Westchester Women's Resource Center	1	\$150,000.00	\$150,000.00	\$150,000.00	\$0.00
Total				\$150,000.00	\$150,000.00	\$0.00

Putnam County Sheriff's Office Total Project Costs	Total Cost	Grant Funds	Matching Funds
	\$564,726.69	\$564,726.69	\$0.00

Total Project Costs	Total Cost	Grant Funds	Matching Funds
	\$564,726.69	\$564,726.69	\$0.00

ATTACHMENT C 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.
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 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

Claim	Claim Type	Report Period	Due Date
1	Quarterly Reimbursement	Quarter 1	30 days after the end of the quarter
2	Quarterly Reimbursement	Quarter 2	30 days after the end of the quarter
3	Quarterly Reimbursement	Quarter 3	30 days after the end of the quarter
4	Quarterly Reimbursement	Quarter 4	30 days after the end of the quarter

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 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.

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 payments 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 forth quarter of the current contract year to pay the scheduled payment of the next contract year.

9. If the Expenditure Based Budget is used in Attachment B 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.

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 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., 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 D (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 Report Requirements below.

Schedule B: Progress Reporting Requirements

Period 1

Progress Report	Report Type	Report Period	Due Date
1	Quarterly Progress Report	Quarter 1	30 days after the end of the quarter
2	Quarterly Progress Report	Quarter 2	30 days after the end of the quarter
3	Quarterly Progress Report	Quarter 3	30 days after the end of the quarter
4	Quarterly Progress Report	Quarter 4	30 days after the end of the quarter

E. Special Payment and Reporting Provisions

For All Grantees:

1. Contractors must submit all required fiscal reports, support documentation and program progress reports as required under Section D. Failure to meet these requirements may result in rejection of the associated voucher, placement of a stop payment or withholding of funds. Final vouchers and required reports must be submitted by the last day of the month following the end of the grant contract period. Failure to voucher within this period may result in the loss of grant funds.

2. If an advance was approved and a contract renewal is permitted, this serves as notification to contractors that advances shall not be automatically renewed. If an advance in subsequent renewal periods is requested, supporting documentation in a manner prescribed by the State Agency is required. The State Agency at its sole discretion shall be determined if a subsequent advance is supported. Nothing in this agreement shall require any advance during subsequent renewal periods simply because an advance was approved in the initial or prior contract term.

3. Vouchers (Claims for Payment) shall be submitted in a format acceptable to the State Agency and the Office of the State Comptroller (see <http://www.criminaljustice.ny.gov/ofpa/applcngmtfrms.html>). All required reports, such as Fiscal Cost Reports and Detailed Itemization Forms, must be prepared quarterly consistent with provisions in this Attachment. Prior period adjustments shall be reported in the same accounting period that the correction was made. **Requests for payments must be accompanied by adequate supporting documentation as determined by the State Agency.**

4. All submitted vouchers shall reflect the Contractor's actual disbursements and be accompanied by supporting detailed itemizations of personal service and non-personal service expenditures and other documentation as required - or by milestone achievements for performance-based contracts - and a fiscal cost report for the reporting period. Timely, properly completed and signed vouchers and fiscal cost reports, as well as detailed itemization forms with supporting documentation as required, shall be submitted to:

DCJSGrantsUnitVoucherSubmittal@DCJS.NY.Gov

The State Agency reserves the right not to release subsequent grant awards pending Contractor compliance with this Agreement. In the event that any expenditure for which the Contractor has been reimbursed by grant funds is subsequently disallowed, the State Agency in its sole discretion, may reduce the voucher payment by the amount disallowed.

5. For purposes of prompt payment provisions, the Designated Payment Office for the processing of all vouchers is the DCJS Office of Budget and Finance as described above. Payment of grant vouchers shall be made in accordance with the provisions of Article XI-A of the State Finance Law. The Contractor must notify the Office of Budget and Finance in writing of a change of address in order to benefit from the prompt payment provision of the State Finance Law. When progress reports are overdue or the required MWBE reporting is not included, vouchers will not be eligible for prompt payment interest.

April 2025

Certified by - Kevin Byrne on 04/02/2026

Award Contract

Byrne State Crisis Intervention Programming

Project No.

Grantee Name

BS24-1009-E00

Putnam County

04/03/2026

ATTACHMENT D - Work Plan

Goal

To assist Putnam County Sheriff's Office by supporting additional officer training overtime hours, training and response equipment, and a partnership between the county and a resource center to coordinate community response to ERPO and crisis incidents.

Objective #1

To enhance the departments response to the ERPO and crisis incidents through training.

Task #1 for Objective #1

The department will coordinate the training of department personnel through overtime and the purchase of training equipment.

Performance Measure

1 List the impact of the training equipment and overtime on improving response to crisis incidents and ERPO response.

Objective #2

Establish County operations for a LAP Hotline.

Task #1 for Objective #2

Police department to enter a formal agreement to coordinate access to a LAP hotline.

Performance Measure

1 Upload a copy of the formal agreement to GMS as an attachment.

Objective #3

To report directly to the federal Bureau of Justice Assistance (BJA) on performance measures for grant programs that are supported by Byrne JAG funds through the Performance Measurement Tool (PMT) for each quarter of the contract year. (PLEASE NOTE: YOU DO NOT NEED TO FILL ANYTHING OUT IN GMS FOR THIS OBJECTIVE. THIS IS INFORMATIONAL ONLY).

Task #1 for Objective #3

The grantee will sign onto the PMT at <https://www.bjaperformancetools.org> utilizing the ID, password and instructions provided by DCJS and complete the assigned sections within 30 days of the end of the calendar quarter.

Performance Measure

1 Completed PMT report.

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

CC: All
Post. 5/13
Audit
Full - June 2

#10h

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - **26A037**
Date: April 29, 2026

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

CAPITAL FUND:

Increase Estimated Appropriations:

53097000 53000 51601 SICG* - 2024 Formula Program 422,645

Increase Estimated Revenues:

53097000 433971 51601 State Aid - Public Safety 422,645

* Statewide Interoperable Communications Grant

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This Resolution is required to adjust the budget for the receipt of the 2024 SICG Formula grant award as per the attached letter. Please forward to the appropriate committee.

Approved : _____
Kevin M. Byrne, County Executive

2026 APR 30 PM 4:38
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY



Homeland Security and Emergency Services

KATHY HOCHUL
Governor

JACKIE BRAY
Commissioner

January 28, 2025

The Honorable Kevin Byrne
Putnam County Executive
Putnam County Office Building
50 Gleneida Avenue, 3rd Floor
Carmel, NY 10512

Dear Mr. Byrne:

I am pleased to announce that Putnam County has been awarded \$422,645 under the New York State 2024 Statewide Interoperable Communications Grant Program (2024 SICG-Formula). This program, administered by my agency, allows for the State support to aid county, local and municipal public safety organizations in enhancing emergency response, improving capability, improvements in governance structures, operating procedures, infrastructure development, and addressing SAFECOM guidance from the U.S. Department of Homeland Security Office of Emergency Communications (OEC). The 2024 SICG-Formula Program will concentrate on improving interoperability and operability of communications systems in New York State. Your participation in this program is another example of the successful partnerships we have been developing for public safety and emergency preparedness across the State.

The performance period for the 2024 SICG-Formula grant will be 36 months, beginning January 1, 2024 – December 31, 2026, with the possibility of an extension based upon a good cause shown and ample justification for needing additional time. Expenses that you wish to claim must occur within that period. In order to provide these funds to you as quickly as possible, we will need to gather budget information within 45 calendar days from the date of this letter that reflects the award amount. Our Grants Program Administration staff will work with your designated SICG point of contact to provide additional administrative guidance and to develop a grant contract.

On behalf of Governor Kathy Hochul, the Division of Homeland Security and Emergency Services remains committed to providing outstanding support in the administration of "*your public safety first*" responder initiatives. Please feel free to contact me if you have any questions, at 518-242-5000, or my Office of Interoperable and Emergency Communications (OIEC) Director, Mark Balistreri, at 518-322-4939.

Thank you for your cooperation in this public safety endeavor.

Sincerely,

A handwritten signature in cursive script that reads "Jacqueline Bray".

Jackie Bray
Commissioner

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



CC: All
Prot. - MAY
Accelit. - MAY
COUNTY EXECUTIVE Full - June
KEVIN M. BYRNE

#10i

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Interim Commissioner of Finance *WJC*
Re: Budgetary Amendment - 26A038
Date: April 29, 2026

2026 MAY -4 PM 2:46
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

CAPITAL FUND:

Increase Estimated Appropriations:

53097000 53000 52521 Next Generation 911 689,655

Increase Estimated Revenues:

53097000 433971 52521 State Aid - ESInet Program 689,655

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

This Resolution is required to adjust the capital budget to fund the NYS Emergency Services IP Network (ESInet) Readiness Grant Grant as per the attached letter. Please forward to the committee.

Approved : _____
Kevin M, Byrne, County Executive



**Homeland Security
and Emergency Services**

KATHY HOCHUL
Governor

TERENCE O'LEARY
Acting Commissioner

February 2, 2026

The Honorable Kevin Byrne
Putnam County Executive
Putnam County Office Building
40 Gleneida Avenue, 3rd Floor
Carmel, NY 10512

Dear Mr. Byrne:

I am pleased to announce that Putnam County has been awarded \$689,655 under the New York State Emergency Services IP Network (ESInet) Readiness Grant Program. This program, administered by DHSES, provides State support through grant funding for your county to enhance its public safety operations by strengthening communications infrastructure. This is critical in emergency situations and ensuring that public safety personnel are prepared as they respond to calls for service. This grant focuses on enhancing counties' readiness to connect to fiber-optic cable-based emergency services IP networks (ESInets) for public safety answering points (PSAPs) according to the current NENA i3 standard.

The performance period for the ESInet Readiness Grant Program will be five (5) years (January 1, 2026 – December 31, 2030). Please note that expenditures submitted for reimbursement must be incurred during the period of performance.

On behalf of Governor Kathy Hochul, the Division remains committed to supporting first responders, including through the enhancement of your PSAPs. Please feel free to contact me if you have any questions, at 518-242-5000, or DHSES' Office of Interoperable and Emergency Communications (OIEC) Director, Mark J. Balistreri, at 518-322-4939.

Thank you for your partnership in this public safety endeavor.

Sincerely,

Terence O'Leary
Acting Commissioner

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



CO: All
Health - 5.13.26
Audit - 5.21.26
Fall - 6.2.26

COUNTY EXECUTIVE
KEVIN M. BYRNE

Reso
#10j

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *wjc*
Re: Budgetary Amendment - 26A039
Date: April 28, 2026

At the request of the DSS Fiscal Manager, the following budgetary amendment is required.

General Fund:

Increase estimated appropriations:

10120000 54647 10198 NYS Rental Supplement Program 100,000
Subcontractors

Increase estimated revenues:

10120000 436101 10198 NYS Rental Supplement Program 100,000
DSS Administration - Revenue

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

This Resolution is necessary to record the 2026-2027 New York State Rental Supplement Program award. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

2026 MAY -5 PM 4:03
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

April 23, 2026

TO: William Carlin, Commissioner of Finance

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

SUBJECT: DSS 2026 Budgetary Amendment

Your approval is requested to amend the 2026 DSS budget to include Putnam's **2026-2027 New York State Rental Supplement Program** allocation provided by the Office of Temporary and Disability Assistance (OTDA) for the purpose of providing vital rental assistance to individuals and families, regardless of immigration status, who are experiencing homelessness or are facing an imminent loss of housing.

Increase Estimated Revenue:

10120000	SS PROGRAM ADMN OVHD	
436101	ADM SOCIAL SERVICES	\$100,000
10198	NYS RENTAL SUPPLEMENT PROGRAM	
	Total Estimated Revenues	\$100,000

Increase Appropriations:

10120000	SS PROGRAM ADMN OVHD	
54647	SUB CONTRACTORS	\$100,000
10198	NYS RENTAL SUPPLEMENT PROGRAM	
	Total Appropriations	\$100,000

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

Thank you for your time and consideration of this request.

Attachments:

26-LCM-06 – 2026-2027 New York State Rental Supplement Program Allocations

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



Local Commissioners Memorandum

Section 1

Table with 2 columns: Field (Transmittal, To, Issuing Division/Office, Date, Subject, Contact Person(s), Attachments) and Value (26-LCM-06, Social Services District Commissioners, Employment and Income Support Programs, April 20, 2026, 2026-2027 New York State Rental Supplement Program Allocations, Temporary Assistance Bureau (518) 474-9344 pabureauhousingprograms@otda.ny.gov, Attachment A – 2026-2027 Rental Supplement Allocations)

Section 2

I. Purpose

The New York State Fiscal Year 2025-2026 Budget appropriates \$100 million to provide rental supplements to individuals and families, both with and without children, who are experiencing homelessness or are facing an imminent loss of housing, regardless of immigration status. The purpose of this Local Commissioners Memorandum (LCM) is to notify Rest of State (ROS) social services districts (districts) of the option to participate in the New York State Rental Supplement Program (RSP) for the 2026-2027 program year. Additionally, this guidance provides the 2026-2027 RSP allocations and general program information. Districts choosing to participate in the RSP must have a Rental Supplement Program Plan on file which details the intended use of their allocation for each program year and includes an adjusted fair market rent (FMR) chart for the new fiscal year.

II. Background

The RSP was established to provide vital rental assistance to individuals and families, regardless of immigration status, who are experiencing homelessness or are facing an imminent loss of housing. The RSP is available to individuals and families both with and without children. Districts may choose to retain their allocation and use district mechanisms (e.g., direct administration or transfer of funds to county agencies) to operate this program or may delegate the administration of this program, in full or in part, to another public agency, contractor or non-profit organization.

III. Program Implications

A. Program Activities and Services

OTDA has combined each district's prior RSP plans into one document per district which includes current FMR rates and updated plans were disseminated to districts individually in advance of this LCM. Districts choosing to participate in the 2026-2027 RSP **must** confirm receipt of their updated plan and notify OTDA if there are any changes to their plan, or confirm that there are no changes, **as soon as possible, but no later than 5/4/2026**. It is expected that services will continue for eligible households transitioning into the 2026-2027 program cycle without interruption. OTDA is available to assist districts who would like insight ascertained from districts with programs functioning effectively and/or at full capacity. RSP supplements shall be made available in accordance with district plans, as long as certain minimum eligibility requirements are established as outlined in this LCM.

Supplements provided through the RSP will not be part of the standard of need pursuant to Social Services Law §131-a for individuals or families applying for or in receipt of Public Assistance (PA), and therefore would not be considered by ABEL when computing financial eligibility for PA. When computing a budget for a PA recipient who is receiving an RSP supplement, the shelter cost not covered by the RSP, or any other program, must be entered into the budget unless the supplement covers the entire shelter cost. In addition, RSP supplements shall not be subject to recoupment or repayment unless there is a determination that the application submitted was fraudulent, or otherwise identified as ineligible, and the application should not have been approved.

B. Program Eligibility and Program Requirements

While districts have flexibility regarding the development of a local RSP, the governing statute outlines some minimum requirements for participant eligibility as follows:

- Eligible participants are individuals and/or families, both with and without children, who are experiencing homelessness or facing an imminent loss of housing, regardless of immigration status;
- Household income shall be no more than 50% of area median income (AMI) at the time of application based on location and household size, with initial priority given to households who earn no more than 30% of AMI;
- Rental supplement amounts shall be set at 85% of local FMR values with a district option to pay up to 100% of FMR using local funds;
- At least 50% of the supplements shall be allocated for households who are currently in a shelter or experiencing homelessness at the time of application, unless sufficient demand does not exist for such households within the district;
- A household's financial contribution will be limited to 30% of their household's total earned and/or unearned income;
- Supplements are to be provided until a household's total monthly rent is 30% or less than their total monthly income, at which point the housing will be considered affordable for the individual/family and the supplement will end; and
- Receipt of PA is not a requirement for determining eligibility for the RSP.

Additionally, districts must make sure they have policies and procedures in place to:

- Establish that the supplement recipient is the primary tenant (e.g., require a lease or other documentation);
- Establish the rent obligation of the supplement recipient and how contributions from individuals outside the household will be taken into consideration;
- Take reasonable steps to prevent the duplication of benefits;
- Ensure arrears and security deposits are limited and are only utilized for households eligible for ongoing supplement payments;
- Establish a process for handling fraudulent applications, including a procedure for recouping funds, if necessary; and
- Establish a process for reviewing and considering appeals of applications that are denied or vouchers that are reduced or ended.

RSP Plans must provide a comprehensive outline of each district's proposed program and must address, at minimum, the following:

- Specific details regarding how eligibility for a rental supplement will be determined as well as any target populations identified;
- The process for handling modifications (moves, rent increases, changes in household composition, etc.).
- All forms and/or notices, including any new or updated forms and/or notices. If the form/notice that will be used to facilitate the application and determination process has not yet been developed, a description of this form/notice may be provided. When households requesting a supplement do not meet the criteria set forth in the district's plan, the denial/closing letter must support the decision by explaining the criteria and the district's decision that the household does not meet such criteria. An award letter must be provided to both the tenant and landlord and must detail the amount approved to be paid on a monthly basis, months/term included and any applicable tenant protections resulting from receipt of the RSP; and
- An explanation of whether there will be any health and safety standards that must be adhered to prior to paying rental supplements at a specific location.

Eligibility is determined based on a household's current monthly income at the time of application. Applications are to be accepted on a first-come, first-served basis according to the eligibility parameters set forth at the local level. Districts must establish a recertification process, including the length of the local recertification period, but recertifications shall occur at least annually.

While arrears and security deposits can be paid in limited instances, RSP funds are intended to be used for ongoing rent supplement payments and as such, eligibility determinations must be based on the household's need for ongoing rental supplements. Though PA eligibility is not a factor in determining eligibility for the RSP, operators are encouraged to refer RSP applicants for assistance applying for applicable benefit programs, such as PA, Home Energy Assistance Program (HEAP), Supplemental

Nutrition Assistance Program (SNAP), Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI).

Notifications regarding eligibility determinations (e.g., approvals, denials, and closings) must be maintained in the case record for a minimum of six years following submission of the final expenditure report.

C. Allocations

A total of \$100 million is available annually to support the RSP. While all funding is subject to legislative enactment each year, continued funding support for the RSP is expected. The program year 2026-2027 RSP district allocations are listed in Attachment A and were determined based on each district's relative share of PA households as of March 31, 2022, as well as the distribution of renter households under 30% of the local AMI, based on the US Census Bureau 2015-19 Public Use Microdata Sample. RSP allocations may be adjusted in future award years based on factors including statewide utilization and ongoing local rental supplement needs.

D. Reporting Requirements

As part of their participation in the RSP, districts must keep data about each household that participates in the RSP from the point of application throughout participation in the program and must submit RSP reports on a quarterly basis. These quarterly reports are utilized to compile the annual report required by RSP legislation. In addition, on time reporting allows districts and the State to answer questions, many required by the RSP legislation, about how the RSP is being implemented in each district and to inform future programs to support those in need of housing in New York State.

While OTDA is not requiring districts to submit household-level data at this time, OTDA has provided a template with the household-level data elements that are required to complete the RSP reports. Districts may consider utilizing this optional household-level tracker as it is helpful with compilation and completion of the mandatory report.

OTDA provided a reporting instrument to districts who participated in the 2025-2026 RSP, and this instrument is unchanged. 2026-2027 RSP reports are due on or before July 10, 2026 (for the period April 1, 2026, through June 30, 2026); October 10, 2026 (for the period July 1, 2026, through September 30, 2026); January 10, 2027 (for the period October 1, 2026, through December 31, 2026); and April 10, 2027 (for the period January 1, 2027, through March 31, 2027). RSP reports must be submitted quarterly as long as there are still clients receiving a supplement through this program.

Districts and/or program operators, as applicable, are required to provide OTDA or its designees access to the program records during the course of the project. RSP projects will be monitored by OTDA on a regular basis and may include onsite visits as well as regular telephone contact and/or case reviews. The goal of monitoring is to ensure the terms of the RSP are being met in accordance with State legislation. In addition, monitoring enables OTDA to provide technical assistance, where necessary, to assist the district and/or program operator to meet the overall intent of the RSP. It is the

responsibility of the district to monitor any and all subcontracts. Districts must ensure the confidentiality of records concerning project participants.

IV. Reimbursement Structure and Allowable Costs

Allocations for the 2026-2027 RSP will be made immediately available to participating districts retroactive to April 1, 2026, to prevent any interruption in supplement payments for eligible households currently enrolled in the 2025-2026 RSP. Release of this LCM constitutes an approval of each district's 2026-2027 allocation and as such RSP payments for eligible supplements should not be suspended year to year. District allocations will be paid as claims are submitted to substantiate payment.

RSP funding is made available for districts to provide vital rental assistance to eligible households and as such, it is expected that a minimum of 85% of the funds will be used toward rental supplements including, in limited instances, rental arrears and security deposits. Districts are reminded that rental arrears and security deposits may be provided in limited instances, as long as the household is eligible and receiving an ongoing, monthly rental supplement in accordance with the guidelines outlined herein. OTDA has set a 15% spending limitation on administrative costs.

Agencies should limit the amount of administrative costs necessary to operate the RSP to maximize both the amount of funds available to pay rental supplements and the number of households enrolled. The use of RSP funds for administrative purposes must be directly related to the provision of rental supplements to eligible individuals and families.

For districts opting to assign all or a portion of their RSP allocation to another public agency, contractor or local nonprofit organization, districts will be held liable for assigned funds not used in a manner consistent with the purpose of the RSP allocation.

Districts are required to submit all claims for reimbursement through the Automated Claiming System (ACS) regardless of whether they elect to operate the program in-house or transfer the administration to another entity. RSP claims must be for expenditures from April 1, 2026, through March 31, 2027, and must be submitted in a timely manner.

V. Claiming Instructions

Expenditures for RSP should be claimed through the RF-17 claim package for special project claiming in the Automated Claiming System (ACS) for the month(s) that the expenditures were made. These costs are first identified on the RF-2A claim package as F17 functional costs and reported in the F17 column on the LDSS-923 "Cost Allocation Schedule of Payments Administrative Expenses Other Than Salaries" and the LDSS-2347 Schedule D DSS Administrative Expenses Allocation and Distribution by Function and Program" (Schedule D). After final accepting the RF-2A, the individual project costs are then reported under the project label **Rental Supplement Program 2627** on the RF-17.

Salaries, fringe benefits, staff counts, and central services costs are directly entered on the LDSS-4975A "RF17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs" while overhead costs are automatically brought over from the Schedule D and distributed based upon the proportion of the number of staff assigned to this project.

Employees not working all their time for RSP must maintain time studies to support the salary and fringe benefit costs allocated to the program.

Non-salary administrative costs are reported with the appropriate object of expense code(s) on page 1 of the LDSS-923B "Summary - Administrative Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs".

Program costs are reported as object of expense code 37 (Special Project Program Expense) on page 2 of the LDSS-923B "Summary - Program Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs".

Total project costs are reported on the LDSS-4975 "Monthly Statement of Special Project Claims Federal and State Aid (RF-17)" as 100% state share excluding central services costs which are local share. Actual reimbursement will be based upon each district's allocation.

Claims for the period April 1, 2026, through March 31, 2027, must be final accepted in ACS by July 1, 2027.

For further instructions relating to completing time studies, the LDSS-923, LDSS-923B, and Schedule D, and the RF-17 claim package are found in Chapters 4, 7, and 18, respectively of the Fiscal Reference Manual (FRM) Volume 3. The FRMs are available online at: <https://intranet.otda.ny.gov/bfdm/finance/>.

Claiming Contact:

Regions 1-5: Justin Gross at: 518-474-7549 or otda.sm.Field_Ops.I-IV@otda.ny.gov.

VI. Necessary Action

Districts who elect to receive this funding must have an updated 2026-2027 RSP Plan. Each district will receive an individualized RSP Plan that has been updated for 2026-2027 in advance of this LCM. Districts are encouraged to submit changes to RSP Plans, or confirm that no changes are required, as soon as possible, but no later than 5/4/2026. Districts opting to participate in RSP for the first time in 2026-2027 must contact OTDA to begin the process of developing a 2026-2027 plan. OTDA staff will provide resources and support as needed. While it is understood that time is needed to develop and implement a new RSP program, it is expected that districts participating in the 2026-2027 RSP will provide rental supplements during the 2026-2027 program year.

In order to expedite the review and approval of RSP Plans for districts who operated during the 2025-2026 program year, OTDA provided each district with a version of their RSP Plan that includes updated FMR charts and previously submitted information. Districts must note any changes to their Plans by highlighting or italicizing the changes on this version of RSP Plan. A complete 2026-2027 RSP Plan package will be sent to participating districts, including the reporting template.

Issued By:

Name: Paula Cook

Title: Acting Deputy Commissioner

Division/Office: Employment and Income Supports/Office of Temporary and Disability Assistance

Attachment A

District	2026-2027 Rental Supplement Program Allocation
New York City	\$67,922,380
Albany	\$1,125,750
Allegany	\$120,210
Broome	\$899,827
Cattaraugus	\$282,026
Cayuga	\$268,767
Chautauqua	\$645,332
Chemung	\$290,178
Chenango	\$139,789
Clinton	\$240,580
Columbia	\$129,741
Cortland	\$141,026
Delaware	\$121,902
Dutchess	\$727,515
Erie	\$3,874,658
Essex	\$100,000
Franklin	\$164,265
Fulton	\$116,749
Genesee	\$143,394
Greene	\$116,986
Hamilton	\$100,000
Herkimer	\$154,406
Jefferson	\$402,505
Lewis	\$100,000
Livingston	\$190,065
Madison	\$120,038
Monroe	\$3,035,181
Montgomery	\$154,608
Nassau	\$2,028,294
Niagara	\$742,819
Oneida	\$857,846
Onondaga	\$1,916,038
Ontario	\$256,173
Orange	\$920,321
Orleans	\$144,298
Oswego	\$432,808
Otsego	\$125,940
Putnam	\$100,000
Rensselaer	\$497,493
Rockland	\$713,032
St. Lawrence	\$309,135
Saratoga	\$322,466
Schenectady	\$536,305
Schoharie	\$100,000
Schuyler	\$100,000
Seneca	\$100,000
Steuben	\$325,926
Suffolk	\$2,640,308
Sullivan	\$240,957
Tioga	\$124,850
Tompkins	\$461,767
Ulster	\$494,918
Warren	\$126,379
Washington	\$131,444
Wayne	\$193,050
Westchester	\$3,029,553
Wyoming	\$100,000
Yates	\$100,000

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

cc: PJ

Reso

Health - may

~~audit - may~~

Full - June

#10K

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - **26A041**
Date: April 28, 2026

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

Increase Estimated Appropriations:

10038000 54647 Subcontractors - MH COLA 524

Increase Estimated Revenues:

10038000 434944 Subcontractors - MH COLA 524

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

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

Approved : _____
Kevin M, Byrne, County Executive

2026 APR 31 AM 9:35
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

April 27, 2026

TO: William Carlin, Commissioner of Finance

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

SUBJECT: Mental Health 2026 Budgetary Amendment

Your approval is requested to amend the 2026 Mental Health budget to reflect adjusted State Aid levels to be passed through to provider agencies in accordance with the most recent State Aid authorization from the NYS Office of Mental Health (OMH) dated 3/9/2026. Supporting documentation attached.

Increase Estimated Revenues:

10038000	MH STATE AID ENHANCEMENTS/COLA	
434944	MH ST AID ENHANCE COLA	\$524
	Total Revenue	\$524


Increase Appropriations:

10038000	MH STATE AID ENHANCEMENTS/COLA	
54647	SUB CONTRACTORS	\$524
	Total Appropriations	\$524
	Fiscal Impact (26)	- 0 -
	Fiscal Impact (27)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

- SUMMARY OF COUNTY BUDGET ACCOUNTS – OMH / OASAS
- OMH Attachment A – Funding Source Allocation Table – 2026 Amendment 2

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



Attachment A
Funding Source Allocation Table

County Code: 40 County Name: Putnam
 Year: 2026 Amendment: 2 - 3/9/2026 12:31:33 PM

Print Date : 03/11/2026 12:58 PM
 Printed By : 16884KNW
 Page : 1 of 2

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Local Assistance	001A	GS	\$63,820	\$0	\$63,820	\$0	\$63,820	\$63,820	
Community Support Services	014	GS	\$117,720	\$0	\$117,720	\$0	\$117,720	\$117,720	
Adult Non-Medicaid Case Management	034A	GS	\$339,510	\$0	\$339,510	\$0	\$339,511	\$339,511	
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's 034 A SAL is \$339,510.									
Adult ACT State Aid	034J	GS	\$0	\$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.									
Integrated Supp Emp	037	GS	\$55,216	\$0	\$55,216	\$0	\$55,216	\$55,216	
PRO's State Aid	037P	GS	\$180,400	\$0	\$180,400	\$0	\$180,400	\$180,400	
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: \$74800 under program code 6340, \$0 under program code 7340, \$82500 under program code 8350, and \$23100 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	\$203,008	\$203,008	
Clinical Infrastructure-Adult	039P	GS	\$66,008	\$0	\$66,008	\$0	\$66,008	\$66,008	
CMHS Kids COVID Relief Funds	044C	F	\$0	\$0	\$0	\$0	\$0	\$0	
Clinical Infrastructure-C&F	046A	GS	\$82,212	\$0	\$82,212	\$0	\$82,212	\$82,212	
Community Support Programs-C&F	046L	GS	\$340,722	\$0	\$340,722	\$0	\$340,723	\$340,723	
Supported Housing	078	GS	\$2,570,105	\$0	\$2,570,105	\$0	\$2,570,108	\$2,570,108	78
Expanded Community Support Adult	142A	GS	\$291,552	\$0	\$291,552	\$0	\$291,552	\$291,552	
AOT/EVA Infrastructure	170A	GS	\$337,499	\$0	\$337,499	\$0	\$187,932	\$187,932	



Attachment A
Funding Source Allocation Table
 County Code: 40 County Name: Putnam
 Year: 2026 Amendment: 2 - 3/9/2026 12:31:33 PM

Print Date : 03/11/2026 12:58 PM
 Printed By : L6884KVV
 Page : 2 of 2

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
Allocation of \$140948 covers expenses retroactively to 4/1/25 for AOT/EVA Infrastructure. Please report under Program Code 2310.									
Effective 01/01/2026, allocation of \$8620 supports the one-time start up for the Enhanced Coordination for Assisted Outpatient Treatment/Enhanced Voluntary Agreements.									
Effective 01/01/2026, the annual funding of \$187,931 supporting the Enhanced Coordination for Assisted Outpatient Treatment/Enhanced Voluntary Agreements is being allocated to FSC 170A. Please report under Program Code 2310.									
Trans. Mgmt. Kendra's	170B	GS	\$8,124	\$0	\$8,124	\$0	\$8,124	\$8,124	
MGP Admin Kendra's	170C	GS	\$2,672	\$0	\$2,672	\$0	\$2,672	\$2,672	
Article 28&31 Closure Re-Invest. (Adult)	175A	GS	\$29,268	\$0	\$29,268	\$0	\$29,268	\$29,268	
Com. Reinvestment	200	GS	\$838,215	\$0	\$838,215	\$0	\$838,216	\$838,216	
Commissioner's Perf.	400	GS	\$29,041	\$0	\$29,041	\$0	\$29,005	\$29,005	
Health Home	570	GS	\$73,036	\$0	\$73,036	\$0	\$73,036	\$73,036	
Kids Health Home Care Management	570K	GS	\$57,712	\$0	\$57,712	\$0	\$57,712	\$57,712	
Personnel Services Enhancements	965S	GS	\$84,692	\$524	\$85,216	\$0	\$85,216	\$85,216	
Remarks									
Effective 1/1/26, annual funding increase of \$524 supports the 1/1/26 minimum wage increase for Putnam county. More information to come from your local field office.									
Grand Total:			\$5,770,532	\$524	\$5,771,056	\$0	\$5,621,459	\$5,621,459	

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



@O:AK
Health - 5.13.26
~~Audit - 5.21.26~~
Full - 6.2.26
COUNTY EXECUTIVE
KEVIN M. BYRNE

Reso

#101

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - **26A042**
Date: April 28, 2026

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

Increase Estimated Appropriations:

10030000 54647 Subcontractors - MH OASAS 142,073

Increase Estimated Revenues:

10030000 434884 Subcontractors - MH OASAS 142,073

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

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

Approved : : _____
Kevin M, Byrne, County Executive

2026 MAY -5 PM 4: 03
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

April 27, 2026

TO: William Carlin, Commissioner of Finance

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

SUBJECT: Mental Health 2026 Budgetary Amendment

Your approval is requested to amend the 2026 Mental Health budget to reflect the variance owed to Putnam Family & Community Services d/b/a CoveCare Center in result of the final revised OASAS 2020/2021 closeout. Initial closeout dated 4/15/24 determined a total recovery from PFCS of \$176,220 and was applied against 2024's quarterly advances. After an amended 2021 CFR was submitted by the agency, a secondary reconciliation was performed by OASAS. Final closeout dated 3/23/26 determined a total recovery from PFCS of \$34,147. Supporting documentation attached.

Increase Estimated Revenues:

10030000	OASAS CONTRACTED SVCS	
434884	PRIVATEOASAS ST LOCAL ASST	\$142,073
	Total Revenue	\$142,073


Increase Appropriations:

10030000	OASAS CONTRACTED SVCS	
54647	SUB CONTRACTORS	\$142,073
	Total Appropriations	\$142,073
	Fiscal Impact (26)	- 0 -
	Fiscal Impact (27)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

OASAS 2020 / 2021 RECONCILIATION OF ADVANCES TO APPROVED STATE AID

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

WILLIAM J. CARLIN, Jr.
COMMISSIONER OF FINANCE



Revs - 5-12-26 RCO
Amended -> Budget - 5-21-26
Full - 6-2-26
KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE #10M

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: Sheila M. Barrett, First Deputy Commissioner of Finance *SM*
Re: Budgetary Amendment - **26A043** *Amended*
Date: May 5, 2026

2026 MAY 13 PM 3:39
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Decrease estimated appropriations:

10116500.51000	Personnel Services	51,098
10116500.58002	FICA	3,909
10134500.51000	Personnel Services	20,462
10134500.58002	FICA	1,565
10141100.51000	Personnel Services	17,037
10141100.58002	FICA	1,303
10143000.51000	Personnel Services	54,901
10143000.58002	FICA	4,200
10143000.58008	Health Insurance	17,759
10296000.51000	Personnel Services	17,629
10296000.58002	FICA	1,349
10401000.51000	Personnel Services	17,881
10401000.58002	FICA	1,368
10401000.58008	Health Insurance	5,289
10651000.51000	Personnel Services	16,475
10651000.58002	FICA	1,260
10651000.58008	Health Insurance	12,024
10677200.51000	Personnel Services	52,972
10677200.58002	FICA	4,053
10677200.58008	Health Insurance	37,086
10711000.51000	Personnel Services	12,939
10711000.58002	FICA	990
10711000.58008	Health Insurance	5,289
10802000.51000	Personnel Services	18,901
10802000.58002	FICA	1,446
10802000.58008	Health Insurance	12,024

Vacancy Control Factor

Decrease estimated revenue

10131000.427705 \$ 391,209 ✓

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This Resolution is required to provide the Vacancy Control Factor for 2026.
Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

VACANCY CONTROL - JANUARY THRU APRIL 2026

Org Code	Object Code	Position Number	Title	51000	58002	58008	Total
10101001	51000	101010116	LEGISLATIVE COUNSEL (PT)	31,632.00	2,420.00	-	34,052.00
10101001	51000	101010117	MINORITY LEGISLATIVE COUNSEL (PT)	16,475.00	1,260.00	-	17,735.00
10116500	51000	116510117	OFFICE ASSISTANT (LEGAL)	20,439.00	1,564.00	-	22,003.00
10116500	51000	116510126	ASSISTANT DISTRICT ATTORNEY	30,659.00	2,345.00	-	33,004.00
10134500	51000	134510109	CAPITAL ASSET & PROCUREMENT MANAGER	20,462.00	1,565.00	-	22,027.00
10141100	51000	141110112	MV CASHIER - EXAMINER (SPANISH-SPEAKING)	17,037.00	1,303.00	-	18,340.00
10143000	51000	143010110	SENIOR PERSONNEL SPECIALIST	24,377.00	1,865.00	-	26,242.00
10143000	51000	143010110	SENIOR PERSONNEL SPECIALIST - HEALTH INSURANCE	-	-	12,024.00	12,024.00
10143000	51000	143010111	DEPUTY PERSONNEL OFFICER	30,524.00	2,335.00	-	32,859.00
10143000	58008	143010111	DEPUTY PERSONNEL OFFICER	-	-	5,735.00	5,735.00
10296000	51000	298610103	SENIOR ACCOUNT CLERK	17,629.00	1,349.00	-	18,978.00
10401000	51000	401010112	OFFICE ASSISTANT	17,881.00	1,368.00	-	19,249.00
10401000	58008	401010112	OFFICE ASSISTANT - HEALTH INSURANCE	-	-	5,289.00	5,289.00
10651000	51000	651010N11	VETERANS SERVICE OFFICER - PT 30 HPW	16,475.00	1,260.00	-	17,735.00
10651000	58008	651010N11	VETERANS SERVICE OFFICER - PT 30 HPW - HEALTH INSURANCE	-	-	12,024.00	12,024.00
10677200	51000	677210155	CASEWORKERS ASSISTANT (OSR)	26,791.00	2,050.00	-	28,841.00
10677200	58008	677210155	CASEWORKERS ASSISTANT (OSR) - HEALTH INSURANCE	-	-	13,038.00	13,038.00
10677200	51000	677210146	FISCAL TECHNICIAN	9,657.00	739.00	-	10,396.00
10677200	58008	677210146	FISCAL TECHNICIAN - HEALTH INSURANCE	-	-	12,024.00	12,024.00
10677200	51000	677210157	AGING SERVICES AIDE II	16,524.00	1,264.00	-	17,788.00
10677200	58008	677210157	AGING SERVICES AIDE II - HEALTH INSURANCE	-	-	12,024.00	12,024.00
10711000	51000	711010124	FARM ASSISTANT	12,939.00	990.00	-	13,929.00
10711000	58008	711010124	FARM ASSISTANT - HEALTH INSURANCE	-	-	5,289.00	5,289.00
10802000	51000	802010103	PRINCIPAL TYPIST	18,901.00	1,446.00	-	20,347.00
10802000	58008	802010103	PRINCIPAL TYPIST - HEALTH INSURANCE	-	-	12,024.00	12,024.00
10131000	427705		Vacancy Control Factor	280,295.00	21,443.00	89,471.00	391,209.00
				391,209.00			391,209.00

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

Reso
Prep. 5/13
Audit
5/21
Full 6/2

#10n

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr. - Commissioner of Finance *WJC*
Re: Budgetary Amendment - **26A044**
Date: May 7, 2026

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

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 53000 52504 Maintenance Facility/Cart Barn 54,474

Increase Estimated Revenues:

55197000 426801 52504 Insurance Recoveries 54,474

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This Resolution is required to account for insurance proceeds to used in the site cleanup of the maintenance facility at the Putnam County Golf Course destroyed by fire. Please forward to the appropriate committee.

Approved : : _____
Kevin M, Byrne, County Executive

2026 MAY 11 PM 4:51
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Senior Deputy County Attorney

KATHERINE L. McNEAL
Senior Deputy County Attorney



C. COMPTON SPAIN
County Attorney

DEPARTMENT OF LAW

HEATHER M. ABISSI
Senior Deputy County Attorney

SARAH E. ENGLISH
Deputy County Attorney

MAT C. BRUNO, SR
Risk Manager

TO: William Carlin, Commissioner of Finance
FROM: Mat C Bruno, Risk Manager
DATE: April 27, 2026
RE: Property Damage Reimbursement

A handwritten signature in black ink, appearing to be "Mat C Bruno", written over the "FROM:" line.

Enclosed please find NYMIR check # 0000155588 dated 04/20/2025, in the amount of \$4474.00 made payable to Putnam County representing payment for the commercial property damage claim below:

Claim Number	Date of Accident	Reimbursement	Ins. Co	Misc
20260320	3/20/2026	\$4474.00	NYMIR	Cassone Trailer Leasing

NYMIR - CART STORAGE BARN

Thank you.

5197000 426801 52504 #4474

MCB/da
Enc.

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

William Carlin

From: Gregory Lee <glee@wrightinsurance.com>
Sent: Thursday, April 9, 2026 2:14 PM
To: Shelby Fields; Mat Bruno; dcole@focusadjusters.com
Cc: Lori Glassman
Subject: RE: CLAIM NUMBER: PUTN-2026-002-001 DOL: 3/20/26

PUTNAM COUNTY NOTICE

THIS EMAIL IS FROM AN EXTERNAL SENDER! DO NOT click links, DO NOT open attachments, DO NOT forward if you were not expecting this email or if it seems suspicious in any way! REMEMBER: NEVER provide your user ID or password to anyone for any reason!

Good afternoon all,

Matt and I just had a productive conversation. The County will put together a contents list with pricing to the best of their ability. The EE for temporary storage is fine, Matt is going to inquire on a better rate for a longer term as this repair will likely take several months. Matt, I just left a message in your office. Pollution under the Enhanced MUNI PAC is \$50k (not \$100k, crossing my NYSJR and NYMIR lines, sorry). If anyone has any questions or concerns, please contact my cell. Thanks.



Gregory Lee
Property Claims Examiner
Wright Public Entity
900 Stewart Avenue., Suite 600
Garden City, N.Y. 11530
Tel: 516-750-3913
Cell: 516-902-8305
Fax: 516-222-5392
glee@wrightinsurance.com

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

CC: All

Reso

Phyf-5-19-26

Audit-5-21-26

Full-6-2-26

#100

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - **26A045**
Date: May 12, 2026

2026 MAY 12 PM 4:12
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

GENERAL FUND:

Increase Estimated Appropriations:

10990100 59020 Transfer to Capital Fund 200,000

Increase Estimated Revenues:

10131000 427112 Use of Capital Reserve 200,000

CAPITAL FUND:

Increase Estimated Revenues:

53097000 53000 52614 Jail HVAC Improvements 200,000

Increase Estimated Revenues:

53097000 428601 52614 Transfer From General Fund 200,000

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This Resolution is required to fund the Jail HVAC Improvements as per the attached correspondence. Please forward to the appropriate committee.

Approved : _____
Kevin M, Byrne, County Executive

THOMAS FEIGHERY
COMMISSIONER OF PUBLIC WORKS



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

TO: Bill Carlin, Commissioner of Finance

FROM: Thomas Feighery, Commissioner

CC: Alexis M. Hawley, Asst. Supervisor of Planning & Design
Joe Bellucci, Deputy Commissioner of Public Works
Diane Trabulsky, Legislative Clerk
Michele Sharkey, County Auditor

DATE: May 11, 2026

RE: Proposed Capital Project – Correctional/Sheriff Department HVAC Improvements

Please accept this memorandum as a Letter of Necessity for the Legislature to consider the proposed Capital Project- Correctional/Sheriff's Department HVAC Improvements in the amount of \$200,000.

The Department of Public Works intends to repair two remaining nonfunctioning air conditioners at the Sheriff's Department. The twelve-ton split units consist of an inside air handler and an outside condenser unit. The air handlers are very large units that were put in before the building was finished, essentially boxing them in. For the air handlers to be replaced as a whole, they would need to be disassembled and reassembled. This job would be a very extensive and expensive project requiring a lot of manpower (additional Cost for the materials and manpower could be close to \$200,000 or more). The alternative (which our manufacturer also agreed with), is to have new coils manufactured for the new refrigerant, new line sets (10 - 1-1/4" pipes), and new condensers that would sit on the roof. The install would include a new platform on the roof for the condensers to sit on, new pipe supports, roof penetrations, reinstalling the BMS to the units and changing the motors and bearings in the existing Air Handlers. This would ensure they are maintenance free for the foreseeable future.

The Administration and the Capital Committee have reviewed this request and are in support of its presentation for consideration at the Physical Services Committee meeting.

The associated budgetary backup information is attached.

Two handwritten signatures in black ink. The first signature is clearly legible as "Thomas Feighery". The second signature is more stylized and less legible.

PUTNAM COUNTY DEPARTMENT OF PUBLIC WORKS • 842 FAIR STREET • CARMEL, NEW YORK 10512
OFFICE 845.878.6331 • FAX 845.808.1908 • E-MAIL DPW@putnamcountyny.gov

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

(Pls. Track)

*Prot. - MAY
MAY - MAY
Full - JUN*

*cc: 41
Reso*

11

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *Kye*
Re: Budgetary Transfer - 26T110
Date: April 16, 2026

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

Increase estimated appropriations:

10398900 54646 Contracts 20,000

Decrease:

10014000 51000 (103) Personnel Services 20,000

*Deputy Commissioner of Emergency Svc's
(vacant)*
Fiscal Impact - 2026 - \$ 0
Fiscal Impact - 2027 - \$ 0

This budgetary transfer will provide funding for the development of a Continuity of Operations Plan (COOP) as per the attached correspondence. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

2026 MAY - 6 AM 9:31
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY



PUTNAM COUNTY BUREAU OF EMERGENCY SERVICES



Kevin M. Byrne
County Executive

James G. Oster
Commissioner of Emergency Services

Robert Cuomo
Director of Emergency Medical Services

MEMORANDUM

To: William Carlin, Commissioner of Finance

From: James G. Oster, Commissioner

Re: Putnam County COOP Plan

Date: April 24, 2026

We are in the process of hiring Meridian Strategic Services to develop a Continuity of Operations Plan for the County (COOP Plan). We are requesting \$20,000 to cover the cost for the Putnam County COOP Plan from budget line 10398900 51000. We are going to use money from the Deputy Commissioner's vacant position 398913103.

Please see attached April 2026 Putnam County Continuity of Operations Proposal.

Thank you.



PUTNAM COUNTY COOP PLAN

Date: March, 30, 2026

Core COOP Plan and Department Templates

PURPOSE

Establish a County-wide continuity framework to sustain essential operations during disruption

DELIVERABLES

Core COOP Plan

- Leadership and decision-making structure
- Orders of succession and delegations of authority
- Essential functions framework
- Continuity concept of operations (staffing, communications, relocation)
- Activation and coordination structure

Department Templates

- Standard COOP annex template
- Standardized sections aligned to the County COOP:
 - Essential functions
 - Staffing and succession
 - Alternate facilities
 - Communications
 - Resource needs

Engagement

- Targeted leadership coordination
- Targeted data collection

Focus is on the development of the County-level COOP and supporting templates; detailed department-level planning may be addressed in a subsequent phase

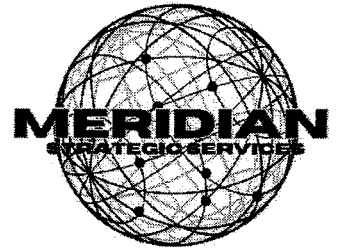
APPROACH

- Structured and efficient delivery
- Proven continuity framework
- Low administrative burden
- Focused on practical, usable output

NEXT STEPS (OPTIONAL)

- Department annex development
- Training
- Tabletop exercise
- After-action review and plan refinement

APRIL
2026



Putnam County New York

Continuity of
Operations
Proposal



Prepared By:

**Meridian Strategic
Services, Inc.**

Partnering with you for a more resilient future





Seamus K. Leary, M.P.A., C.E.M.
President
P.O. Box 158 Esopus, NY 12429
845-332-5599
sleary@meridianstrategicserv.com

Date: April 24, 2026

James Oster
Commissioner
Putnam County Bureau of Emergency Services
112 Old Route 6
Carmel, NY 10512

SUBJECT: Putnam County Continuity of Operations Plan Proposal

Dear Commissioner Oster:

Meridian Strategic Services respectfully submits this proposal to provide Emergency Management and Continuity support services to Putnam County.

Our team brings extensive experience in continuity planning, crisis management, and operational coordination across local, state, and federal environments. We are committed to delivering practical, actionable solutions that enhance the County's readiness and resilience.

We appreciate your consideration and look forward to the opportunity to support Putnam County.

Seamus K. Leary, M.P.A., C.E.M.
President

PROJECT PROPOSAL

Meridian Strategic Services, Inc. (Meridian) is pleased to submit this proposal to support Putnam County in the development of a County-wide Continuity of Operations Plan (COOP) and supporting department-level planning templates.

Continuity of Operations planning is a critical component of government resilience. During emergencies, counties must not only respond to incidents, but also sustain essential services that residents depend on. This requires a structured, well-defined framework that clearly establishes leadership authority, operational priorities, and continuity procedures.

This project is designed to deliver that framework in a focused and efficient manner. Meridian will develop a practical, implementable COOP that defines how Putnam County will sustain essential operations during a disruption, while also providing standardized tools that enable future expansion of continuity planning across departments.

The proposed approach emphasizes usability, efficiency, and long-term value. The result will be a continuity framework that can be readily implemented by County leadership and expanded over time as part of the County's broader preparedness efforts.

PROJECT UNDERSTANDING

Meridian understands that Putnam County seeks to strengthen its internal resilience by establishing a clear and actionable continuity planning framework.

This includes defining how essential services will be maintained during disruptions, clarifying leadership roles and authorities, and ensuring that continuity planning can be extended across departments in a consistent and manageable way.

We also recognize the importance of balancing thoroughness with practicality. County personnel operate in a resource-constrained environment, and planning efforts must be structured to minimize administrative burden while still delivering meaningful capability.

This proposal reflects that understanding. The scope is intentionally focused on delivering high-value foundational components that can be implemented immediately and expanded in future phases.

PROJECT OBJECTIVES

The objective of this project is to establish a clear and actionable continuity framework that strengthens the County's ability to sustain operations during an emergency.

This effort will achieve the following:

- Establish a County-wide structure for continuity of operations
- Define leadership roles, authorities, and decision-making processes
- Identify and organize essential government functions

- Develop a continuity concept of operations (CONOPS)
- Provide standardized tools to support future department-level planning

These objectives are designed to provide the County with both an immediate operational framework and a pathway for continued development.

VALUE TO PUTNAM COUNTY

This project provides Putnam County with a practical, implementable continuity planning capability designed to sustain essential government functions during disruption. Rather than producing a theoretical planning document, this effort is focused on delivering a structured framework that County leadership can rely on to make decisions and maintain operations under adverse conditions.

The COOP developed through this project establishes a clear operational foundation that reduces uncertainty during emergencies and supports the continuity of critical services to the public. At the same time, the template-driven approach enables the County to expand its continuity program in a controlled and cost-effective manner without requiring a full-scale planning effort for each department.

This project is designed to deliver immediate operational value while positioning the County for future programmatic growth.

As a result of this project, Putnam County will benefit from:

- A defined continuity structure that enables leadership to operate effectively during disruption
- Clear identification and prioritization of essential government functions
- Reduced operational risk through established continuity procedures
- Improved organizational readiness without placing unnecessary burden on County staff
- A scalable framework that supports future expansion of continuity planning across departments

This approach provides the County with not only a completed planning product, but a sustainable capability that can be maintained and built upon over time.

SCOPE OF SERVICES

Meridian will deliver a structured planning effort centered on the development of a core COOP framework and supporting templates.

CORE COUNTY COOP PLAN DEVELOPMENT

Meridian will develop a comprehensive County-level COOP Plan that establishes the structure through which Putnam County will manage continuity of operations during a disruption. This plan will define how leadership operates under continuity conditions and how essential functions are sustained across government.

The COOP will include the following core elements:

- Leadership and decision-making structure
- Orders of succession and delegations of authority
- Essential functions framework
- Continuity concept of operations, including staffing, communications, and relocation
- Activation and coordination structure

This document will serve as the central continuity framework for the County and will guide decision-making during emergency conditions.

DEPARTMENT CONTINUITY TEMPLATE DEVELOPMENT

To support future expansion of continuity planning, Meridian will develop a standardized template package for use by County departments. These templates will be aligned with the structure of the County COOP and will provide a consistent format for department-level planning.

The templates will be designed to guide departments in documenting:

- Essential functions and priorities
- Staffing and succession considerations
- Alternate facility requirements
- Communication procedures
- Resource needs

This approach allows the County to build out department-level continuity capabilities in a controlled and efficient manner without requiring a full-scale planning effort during this phase.

STAKEHOLDER ENGAGEMENT AND DATA COLLECTION

The development of the COOP and supporting templates will be informed by a focused engagement process with County personnel. Meridian will conduct a streamlined series of coordination activities designed to gather necessary information while minimizing disruption to County operations.

This effort will include:

- Project kickoff meeting with County leadership
- Coordination with designated departmental representatives
- Structured data collection through interviews and document review

This approach results in a COOP that reflects the County's operational realities while maintaining an efficient project timeline.

PROJECT METHODOLOGY

Meridian will utilize a structured and proven methodology for continuity planning that emphasizes clarity, efficiency, and practical application.

The project will be executed in the following phases:

PHASE 1 – PROJECT INITIATION

The project will begin with a kickoff meeting to confirm objectives, establish communication protocols, and align on expectations. Meridian will also identify key stakeholders and finalize the data collection approach.

PHASE 2 – DATA COLLECTION AND ANALYSIS

Meridian will conduct targeted interviews and review relevant documentation to gather the information necessary to support plan development. This phase will focus on identifying essential functions, organizational structures, and current capabilities.

PHASE 3 – COOP DEVELOPMENT

Using the information collected, Meridian will develop the draft COOP and department templates. This work will be conducted internally using a structured framework to maintain consistency and quality.

PHASE 4 – REVIEW AND REFINEMENT

Draft materials will be shared with the County for review. Feedback will be consolidated and incorporated into the final deliverables.

PHASE 5 – FINALIZATION AND DELIVERY

Meridian will finalize the COOP and template package and provide all deliverables to the County in a complete and ready-to-use format.

PROJECT MANAGEMENT AND GOVERNANCE

Effective coordination is critical to the success of this project. Meridian will utilize a streamlined project management structure designed to support clear communication and efficient execution.

- Meridian will designate a Project Manager responsible for overall delivery, schedule, and coordination
- Putnam County will designate a primary point of contact to facilitate internal coordination
- Regular coordination meetings will be conducted on a scheduled basis
- Communication will be maintained through agreed-upon channels to support transparency and responsiveness

This structure keeps the project on schedule and aligned with County expectations.

Meridian will maintain responsibility for overall project delivery and will work closely with the County to proactively manage schedule, coordination, and quality control throughout the engagement.

DELIVERABLES

At the conclusion of this project, Putnam County will receive:

- A complete County-wide Continuity of Operations Plan (COOP)
- A Department COOP Template Package aligned with the County framework
- Supporting materials necessary to facilitate implementation and future expansion

These deliverables are designed to function together as a unified system, providing both immediate value and long-term flexibility.

PROJECT STAFFING

Meridian Strategic Services will support Putnam County with a focused project team structured to support both effective execution and appropriate senior-level oversight. The staffing approach for this phase reflects the targeted nature of the effort while maintaining the depth of experience required to deliver a high-quality continuity planning product.

Seamus Leary will serve as Project Executive and will provide overall oversight of the engagement. In this role, Seamus will maintain alignment of the project with County objectives, oversee adherence to Meridian's quality standards, and guide execution in accordance with the agreed scope, schedule, and expectations. He will remain engaged throughout the project to support strategic coordination and resolve any issues that may arise.

J. Scott Thomas will serve as Project Manager and Lead Planner for this effort. Scott will be responsible for the day-to-day management of the project, including coordination with County personnel, execution of the data collection process, and development of the COOP and supporting templates. He will serve as the primary point of contact for the County and will deliver outputs that are practical, actionable, and aligned with the County's operational structure.

Additional planning support may be provided by Meridian personnel, as needed, to support data collection, analysis, and document development. This support will be applied in a targeted manner to maintain efficiency while ensuring the timely completion of all project components.

This staffing structure is designed to provide Putnam County with direct access to experienced personnel while maintaining a streamlined and efficient project footprint.

RELEVANT EXPERIENCE

Meridian Strategic Services brings experience drawn from both direct government service and private sector consulting engagements. The team has supported the development of continuity

plans and emergency management programs across a range of environments, including local government, federal operations, and complex multi-site organizations.

This combined experience provides Meridian with a practical understanding of how continuity planning must function in real-world operational conditions, particularly within government settings.

Representative experience includes:

GOVERNMENT CONTINUITY PLANNING EXPERIENCE

Members of the Meridian team have extensive experience supporting continuity planning efforts within government environments at the local, state, and federal levels.

This experience includes:

- Development of a County-wide Continuity of Operations Plan for Orange County, New York, including identification of essential functions, establishment of leadership authorities, and development of operational continuity procedures
- Development of numerous Continuity of Operations Plans for joint FEMA / State Joint Field Offices, supporting federal disaster response operations across the United States.
- Participation in the development and facilitation of classified, nationwide federal government continuity exercises, supporting evaluation of continuity capabilities and coordination structures across multiple federal agencies

This background provides a strong foundation in continuity planning aligned with local government operations and national-level continuity standards.

CONTINUITY PLANNING AND EMERGENCY MANAGEMENT CONSULTING

Meridian has applied this experience to support a range of clients in developing practical, implementation-focused continuity and emergency management programs.

Representative engagements include:

- Development of a Continuity of Operations Plan for a multi-billion-dollar philanthropic foundation, supporting continuity planning across multiple facilities and operational environments
- Development of a municipal Comprehensive Emergency Management Plan, including a COOP for the Town of Hartford, Vermont, aligned with local government operations and resource constraints
- Development of a continuity planning framework for a multi-campus church organization serving thousands of parishioners weekly, including coordination across multiple facilities and leadership structures

- Development of a Comprehensive Emergency Management Plan for a high-profile private girls' school, focused on sustaining operations and ensuring continuity of critical functions during disruption

These engagements reflect Meridian's ability to translate continuity planning principles into practical, usable frameworks tailored to the needs of diverse organizations.

TEAM QUALIFICATIONS

Meridian Strategic Services brings a team of experienced emergency management professionals with extensive backgrounds in continuity planning, disaster response, and government operations. The individuals assigned to this project have supported public sector organizations in developing practical, operationally sound preparedness programs and understand the unique challenges faced by County governments.

The following Meridian team members will be directly involved in the execution of this project:

Seamus Leary – Project Executive

[Seamus Leary, MPA, CEM | LinkedIn](#)

Seamus serves as the President of Meridian Strategic Services and will provide executive oversight for this engagement. He brings extensive experience in emergency management, disaster recovery, and continuity planning across both public and private sector environments.

Throughout his career, Seamus has supported complex emergency management initiatives involving coordination with government agencies, critical infrastructure stakeholders, and executive leadership. His experience includes the development of emergency plans, continuity frameworks, and operational strategies designed to support organizations during high-impact events.

As Project Executive, Seamus will maintain the alignment of deliverables with the County's objectives and reflect a practical, implementation-focused approach. Seamus is a FEMA Level I Professional Continuity Practitioner.

J. Scott Thomas – Project Manager / Lead Planner

[Scott Thomas, MPA, CEM | LinkedIn](#)

Scott will serve as Project Manager and Lead Planner for this effort and will be responsible for the day-to-day execution of the project. He brings significant experience in emergency planning and continuity of operations, with a focus on developing actionable plans for government and organizational clients.

Scott has led the development of continuity plans and supporting procedures designed to guide organizations through disruptive events. His work emphasizes clarity, usability, and alignment with real-world operational requirements. He has also supported training and planning initiatives that enhance organizational preparedness and coordination.

As Project Manager, Scott will serve as the primary point of contact for Putnam County and will lead all planning activities, producing deliverables that are practical, actionable, and aligned with the County's operational structure.

PROJECT SCHEDULE

The project is expected to be completed within an estimated 8- to 12-week period, depending on coordination with County personnel and the availability of key stakeholders.

The project will progress through the phases outlined in the Project Methodology section, with key activities including:

- Project kickoff and initial coordination
- Data collection and stakeholder engagement
- Draft plan development
- Review and refinement
- Final delivery

ASSUMPTIONS AND LIMITATIONS

This proposal is based on a focused scope designed to deliver maximum value within the available budget. It assumes that County personnel will be available for limited coordination and that feedback will be provided in a timely and consolidated manner.

The project is structured to minimize administrative burden and avoid unnecessary complexity, with engagement and iteration limited to what is required to produce a high-quality, functional outcome.

EXCLUSIONS

This phase of work is limited to the development of the County-level COOP and supporting templates. It does not include:

- Development of department-specific annexes
- Training or workshop delivery
- Tabletop exercise design or facilitation
- After-action reporting
- Updates to existing emergency management plans

These services can be addressed in future phases, if desired.

PROJECT PRICING AND TERMS

PROJECT PRICING

Meridian Strategic Services will deliver the scope of work described in this proposal as a fixed-fee engagement.

Total Project Cost: \$19,500

This fee includes all labor, planning, coordination, and deliverable development required to complete the project outlined in the Scope of Services.

This pricing reflects the full scope of services described in this proposal and assumes no material changes to project scope or schedule.

INVOICING AND PAYMENT

Project invoicing will be structured to align with key project milestones.

- An initial invoice for 50% of the total project cost (\$9,750) will be issued upon project initiation
- The remaining 50% (\$9,750) will be invoiced upon delivery of final project deliverables

Payment will be due 30 days from the date of the invoice.

TRAVEL

Travel, if required, will be billed at cost and will be in accordance with applicable government travel guidelines. All travel-related expenses will be coordinated with and approved by the County in advance.

OTHER DIRECT COSTS

Other direct costs, if applicable, may include items such as printing, facility use, or materials required to support project activities. Any such costs will be discussed with and approved by the County prior to procurement and will be billed at cost with no markup.

OPTIONAL NEXT STEPS

Following completion of this project, Putnam County will be well-positioned to expand its continuity program. Future efforts may include:

- Department-level COOP annex development
- COOP training and implementation support
- Tabletop exercise design and facilitation
- Plan refinement based on lessons learned
- Integration into broader County preparedness efforts

CLOSING

Meridian Strategic Services appreciates the opportunity to support Putnam County in strengthening its continuity capabilities. This project is designed to deliver a practical and scalable foundation that enables the County to sustain essential operations during disruption while positioning the organization for continued advancement in its emergency management program.

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

cc: All

Reso
Phyp 5.19.21
Audi 7.5.21.2
Full 6.2.26

#12

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2026 MAY 12 PM 4: 12

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Transfer - 26T124
Date: May 12, 2026

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

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 532201 51509	Flooring	50,000
55197000 532317 51509	Countywide Furniture & Fixtures	50,000
		<u>100,000</u> ✓

Decrease Estimated Appropriations:

55197000 53000 51509	Minor Renovations	100,000
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Fiscal Impact - 2026 - \$ 0
Fiscal Impact - 2027 - \$ 0

This Resolution is required to fund the two CP projects 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: Diane Trabulsky, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. 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: May 11, 2026

RE: Physical Services Committee – Amend 22CP01 – Flooring Repair & Replacement Program

Please approve the necessary resolution to amend and authorize adding \$50,000 to 22CP01.

22CP01 was authorized by the Full Legislature in June 2022 to fund programmatic repairs and replacements of aging, worn and damaged flooring in County facilities. Additional programmatic funding for this program was last authorized in October 2024.

DPW has successfully administered the repair and replacement of flooring at several County facilities under this program including, but not limited to, the Putnam Valley Senior Center, the Department of Social Services, the County Office Building (various Departments), the Law Department and the Bureau of Emergency Services.

We are respectfully requesting your authorization of \$50,000 to allow the continuation of this program throughout our County facilities to keep them in a state of good repair.

Thank you for the consideration.

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

JOHN TULLY
Commissioner



KEVIN M. BYRNE
County Executive

DEPT. OF GENERAL SERVICES -
PURCHASING

MEMORANDUM

TO: Diane Trabulsy, Clerk, County Legislature

FROM: Alexis M Hawley, Asst. Supv. 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: May 12, 2026

RE: Physical Services Committee – Amend 23CP17 – Furniture & Furnishings

Please approve the necessary resolution to amend and authorize adding \$50,000 to 23CP17 – Furniture & Furnishings.

23CP17 was originally authorized in November 2023 to programatically replace aging furniture and furnishings throughout our County Departments.

In continued furtherance of this initiative, we are respectfully requesting your authorization of \$50,000 to replace furniture in the Department of Finance and in other County Departments, as needed.

Thank you for the consideration.

COMMISSIONER OF FINANCE
WILLIAM J. CARLIN



COUNTY EXECUTIVE
KEVIN M. BYRNE

#13

MEMORANDUM

TO: Diane Trabulsy, Clerk
Putnam County Legislature

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

RE: **Proposed Resolution – Fixed Asset Reporting**

DATE: April 21, 2026

Please find enclosed a proposed Resolution amending the Fixed Asset Capitalization and Reporting amounts adopted in 2002 to reflect current costs. This Resolution proposes to raise capitalization and depreciation of vehicles, machinery, and equipment from \$ 5,000 and over to \$ 25,000 and over for financial statement reporting purposes. This Resolution will also raise the County Fixed asset tracking and control floor from \$ 1,000 to \$ 5,000.

These proposed recommended changes, made in consultation with our Independent Auditor, are endorsed by the Department of General Services and the County Auditor and will improve operating efficiency.

APPROVAL/FIXED ASSET FINANCIAL STATEMENT REPORTING AND TRACKING

WHEREAS, The Putnam County Legislature adopted Resolution 141/2002, establishing monetary guidelines for the reporting and tracking of fixed assets pursuant to GASB 34; and

WHEREAS, the Commissioner of Finance, in consultation with the County Independent Auditor, has recommended that the levels be increased to reflect current costs and improve operating efficiency; and

WHEREAS, the Department of General Services and the County Auditor endorse these changes; now therefore be it

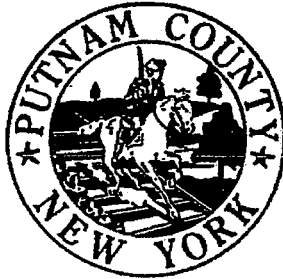
RESOLVED, that the fixed asset levels limits for capitalizing and depreciation for financial statement reporting purposes for Machinery, Equipment, and Vehicles are raised from \$ 5,000 and over to \$ 25,000 and over; and be it further

RESOLVED, that the fixed asset minimum for department tracking and control purposes be raised from \$ 1,000 to \$ 5,000.

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 Trabulsky *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 22, 2026

TO: Erin Crowley
Chairperson of Audit & Administration Committee

CC: William Carlin
Commissioner of Finance

FROM: Daniel G. Birmingham *DGB/dct*
Chairman, Putnam County Legislature

RE: 4-21-26 Commissioner Carlin's Request – Proposed Resolution – Fixed Asset Reporting

Pursuant to Section III. Committees of the Legislature (C)(2)(a) of the Legislative Manual, I am referring this item to the May 21, 2026, Audit & Administration Committee for consideration. Please include this matter and any other information relating thereto on the next agenda of the Audit & Administration Committee.

Thank you for your attention to this matter.

#14

RESOLUTION #

**APPROVAL – RESCIND RESOLUTION 84 OF 2026 – MOTOR FUEL SALES TAX
ADJUSTMENT**

WHEREAS, the Audit & Administration Committee has reviewed and approved the rescinding of resolution #84 of 2026; now therefore be it

RESOLVED, resolution #84 of 2026 approved by the Full Legislature at the April 7, 2026, meeting is hereby rescinded due to an irregularity in the mailing procedure of the the resolution; and be it further

RESOLVED, the matter is authorized to be presented again in accordance with applicable statutory procedures and governance requirements.

THE PUTNAM COUNTY LEGISLATURE

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Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
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Thomas Regan Jr.	Dist. 6
Daniel G. Birmingham	Dist. 7
Amy E. Sayegh	Dist. 8
Erin L. Crowley	Dist. 9

MEMORANDUM

DATE: May12, 2026

TO: Daniel G. Birmingham
Chairman of Legislature

FROM: William Gouldman
Deputy Chairman of Legislature

CC: Erin Crowley
Chairwoman, Audit & Administration Committee

RE: Motor Fuel Sales Tax Adjustment

The Clerk of the Legislature was notified by the New York State Department of Taxation and Finance that due to an irregularity in the mailing procedure of Resolution # 84 of 2026, it must be rescinded.

With the assistance of Legislative Counsel Abissi and in communications with the New York State Department of Taxation and Finance Office a resolution to Rescind Resolution #84 of 2026 and a resolution to Approve – Motor Fuel Sales Tax Adjustment have been drafted and are attached.

In accordance with the NYS Tax Office procedure the effective date for the Putnam County proposed Motor Fuel Sales Tax Adjustment would begin September 1, 2026.

I request this matter be addressed at the May 21, 2026 Audit & Administration Meeting.

Attachment

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue

Carmel, New York 10512

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

putcoleg@putnamcountyny.gov

cc: All
- Audit 5/21
- Full 6/21

Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsky *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: May 12, 2026

TO: Erin Crowley
Chairperson, Audit & Administration Committee

CC: William Gouldman
Legislator, District #2

FROM: Daniel G. Birmingham *DGB/det*
Chairman, Putnam County Legislature

RE: Legislator Gouldman's Request – Motor Fuel Sales Tax Adjustment:
Rescind R#84 of 2026 and Re-Approve

Pursuant to Section III. Committees of the Legislature (C)(2)(a) of the Legislative Manual, I am referring this item to the Audit & Administration Committee for consideration. Please include this matter and any other information relating thereto on the next agenda of the Audit & Administration Committee.

Thank you for your attention to this matter.

Attachment

APPROVAL – MOTOR FUEL SALES TAX ADJUSTMENT

Resolution of the Legislature of the County of Putnam, electing a cents per gallon rate of sales and compensating use taxes on motor fuel and diesel motor fuel, in lieu of the percentage rate of such taxes, pursuant to the authority of Article 29 of the Tax Law of the State of New York.

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

SECTION 1. Resolution No. 85 of 1977 is amended by revising section 4-B to read as follows:

Section 4-B. Cents per gallon rate of sales and compensating use taxes on motor fuel and diesel motor fuel.

Notwithstanding any provision of this enactment to the contrary, in lieu of the percentage rate of sales and compensating use taxes imposed on receipts from the retail sale of and consideration given or contracted to be given for, or for the use of, motor fuel and diesel motor fuel, such taxes shall be imposed at a rate of cents per gallon of such motor fuel or diesel motor fuel, in the manner prescribed by subdivision (m) of section 1111 of the New York Tax Law, provided that, for purposes of calculating the cents per gallon rate of tax, such receipts or consideration shall be limited to three dollars per gallon of either such fuel. Provided that, if the average price of such fuels changes as described in such subdivision (m) of section 1111 of the Tax Law, the Commissioner of Taxation and Finance shall adjust the cents per gallon tax rate on such fuels in the manner prescribed in such subdivision (m) of section 1111 of the Tax Law.

SECTION 2. This resolution shall take effect September 1, 2026, and shall expire and be deemed repealed on December 31, 2027.

May 21, 2026
Audit Meeting

16. FYI – Guardrail and Property Damage Report