



#3(1)

PHYSICAL SERVICES COMMITTEE  
HELD IN ROOM #318  
PUTNAM COUNTY OFFICE BUILDING  
CARMEL, NEW YORK 10512

**Members: Chairman Gouldman and Legislators Regan & Sayegh**

**Thursday** **April 23, 2026**  
**(Immediately following the Personnel Mtg. beginning at 6:00pm)**

The meeting was called to order at 7:04pm by Chairman Gouldman who led in the Pledge of Allegiance. Upon roll call, Legislators Regan and Sayegh and Chairman Gouldman were present.

**Item #3 – Acceptance of Minutes – November 17, 2025, December 9, 2025 & March 10, 2026**

The minutes were approved as submitted.

**Item #4 – Approval – Historic Road Preservation Certificate of Appropriateness – Peekskill Hollow Road Culvert Over Wiccopee Brook, Putnam Valley – Planning Dept.**

Joseph Bellucci, Deputy Commissioner of DPW stated that they came before the Legislature for approval of the certificate of appropriateness for road design plans.

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

**Item #5 – Approval – Authorization for FY 2023 US Environmental Protection Agency (EPA) State and Tribal Assistance Grant (STAG) Funding for MS4 Pollution Control – Planning Dept.**

Barbara Barosa, Commissioner of Planning explained the County was appropriated \$2.125 million in 2023 for water quality improvements; this project was discontinued. She stated they are requesting permission to apply for the purchase of six different types of MS4 pollution prevention equipment.

Chairman Gouldman questioned what the equipment does and how it works.

Deputy Commissioner Bellucci explained they clean out basins and clean debris off roadway.

Legislator Sayegh questioned if this was the sewer project from Southeast that was supposed to connect to Danbury. She questioned if the funds would need to be reallocated.

Commissioner Barosa explained that the funding has yet to be allocated and part of the request is matching funds.

Legislator Crowley questioned the fiscal impact for 2026.

Commissioner Barosa explained that 80% of the funding is the \$2.125 million and 20% is required from EPA; there is no match.

Legislator Montgomery questioned the timeline of the funding approval once it is approved through the Legislature.

Commissioner Barosa explained that the process is estimated to be 3 to 4 months.

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

**Item #6 – Approval – Ratification of FY 2027 Congressionally Directed Spending Allocations in Putnam County for Capital Projects – Planning Dept.**

Commissioner Barosa explained the 2027 congressionally appropriated spending applications were due in March. She stated two applications were submitted for the Sheriff's County-wide drone program, other was for repair of the dam. She stated she is requesting that the legislature retroactively approve the applications; they will be withdrawn if not approved.

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

**Item #16 – Other Business**

**a. Approval – Appointments – Transportation Advisory Council**

Chairman Gouldman made a motion to waive the rules and accept the additional and to go out of order; Seconded by Legislator Sayegh. All in favor.

Commissioner Barosa stated that the positions and selection of members on the transportation advisory council recently shifted based on needs of transportation. She stated several different candidates were found and is requesting that the different candidates be confirmed by the Legislature.

Chairman Gouldman made a motion to pre-file the necessary resolution; Seconded by Legislator Sayegh. All in Favor.

**Item #7 – Approval – Amend 20CP04 to Add Funds to Sidewalk Safety Repair Program – DPW**

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

**Item #8 – Approval – Amend 25CP02 to Add Funds to Programmatic Building Management System Upgrades – DPW**

Commissioner Bellucci stated that the additional funding is to cover the cost associated with the Bureau of Emergency Services building management system upgrades, which monitors the utility functions of the building.

Legislator Birmingham questioned if the building was part of the energy performance financing from 6-7 years prior.

Commissioner Bellucci stated yes.

Legislator Birmingham questioned if there were any other targeted facilities that might be a candidate for this system going forward.

Commissioner Feighery stated yes, the next project to be addressed would be the new Courthouse.

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

**Item #9 – Approval – Authorize 26CP01 for Putnam Valley Senior Center Renovations to Maintain a State of Good Repair – DPW**

Commissioner Feighery stated that within the Senior Center, a lot of work has been identified as needed, as it is an older building. He stated there are also a few different code issues needing to be addressed.

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

**Item #10 – Approval – Budgetary Transfer 26T096 – DPW – Fund Capital Projects 20CP04, 25CP02 & 26CP01 (Items #7-#9)**

Commissioner Feighery stated that the transfer is the budgetary for the programs.

Legislator Addonizio questioned if this funding was for the sidewalk safety, the building management systems and the Putnam Valley Senior Center renovations.

Commissioner Feighery stated yes.

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

**Item #11 – Approval – Budgetary Amendment 26A027 – DPW – Fund Costs of Bridge 5 Project along Maybrook Bikeway – Village of Brewster**

Commissioner Feighery stated that the bridge is over 100 years old. He spoke to the large amounts of steel that had to be used for this project and the structure was able to be kept in place during repair.

Legislator Birmingham questioned when exactly it was first built.

Commissioner Bellucci stated 1896.

Legislator Regan questioned who specifically the reappropriation was for; the engineers or the construction company.

Commissioner Feighery stated the reappropriation is for the construction company.

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

**Item #12 – Approval – Budgetary Amendment 26A029 – DPW – Fund SWIMS (Statewide Investment in More Swimming) Grant Program**

Commissioner Feighery stated this is a very good program, last year it helped fund training for lifeguards. He also stated the difficulty obtaining lifeguards around the County. He explained that this amendment would offset the cost of lifeguard training for high school and college age students.

Legislators showed support for this program, emphasizing the importance of training and having lifeguards.

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

**Item #13 – Approval – Local Law to Amend Chapter 25, Article IV Entitled “Veterans Memorial Park Advisory Board” (Incorporating suggestions made at Public Hearing)**

Commissioner Feighery stated that the Veterans Memorial Park Advisory Board (Advisory Board) has come up with a new policy through DPW. He stated a 2-year lifespan would be in place for both the flags and row of honor, after the 2 years is up, the flag or banner would be returned to the family that sponsored that flag. He stated this will result in increased maintenance of both the flags and banners.

Legislator Sayegh questioned if this law would include all of the banners throughout Putnam County.

Commissioner Feighery stated no, that each town will deal with their own vendor but can be approved by the Advisory Board for adoption.

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

**Item #14 – Approval – Putnam County Veterans Memorial Park – Amendment of Fee Schedule**

Commissioner Feighery stated that all veterans and first-responders have free park entry, as well as a discount for all County employees. He also stated that many people have already purchased the season pass, as those begin selling in March.

Legislator Montgomery questioned the paragraph in the resolution stated the Veteran Memorial Park is the only waterfront that has not remained unavailable to green algae infestation.

Chairman Gouldman stated that it is the only body of water in Putnam County that has not been exposed to green algae.

Legislator Montgomery stated she recommends different language use.

Chairman Gouldman made a motion to change the timeline from this year to next year; As well as adding in the shift in language use as Legislator Montgomery had mentioned; Seconded by Legislator Sayegh. All in favor.

Legislator D'Angelo questioned the park fee schedule, specifically questioning the cost to rent the pavilion.

Chairman Gouldman stated that he would like to give the opportunity to residents in this County to use the park with no fee.

Legislator D'Angelo questioned if out of County residents have to purchase a permit to enter the park.

Chairman Gouldman stated that currently there is a \$10 fee to enter the park.

Legislator Addonizio questioned the non-resident permit, as it had been crossed out.

Legislator Birmingham questioned if Chairman Gouldman thought that the permit pricing should change to out of county residents \$125 and \$75, and county residents \$100 and \$50.

Legislator D'Angelo stated that he recommended to remove that, as well as keeping the non-resident fee.

Legislator Sayegh stated that she would make a motion to add back non-resident permit of \$85 and change the pavilion rental from first column to non-resident and the second column to residents.

Commissioner Feighery stated what the fees are for, for the upper and lower park.

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

**Item #15 – Resolution in Support of Putnam County’s Use of WQIP (Water Quality Improvement Program) Funds for Years 11-15 of Stormwater Retrofit Program for East of Hudson Watershed Corporation**

Commissioner Feighery stated that the funding is to keep the program running, \$1.5 million going to East of Hudson Watershed to pay for the program.

Legislator Crowley questioned if Richard Williams, President of the East of Hudson Watershed Corporation, has anything to add to the discussion.

President Richard Williams of East Hudson Watershed Corporation stated that the corporation is looking for assistance from Putnam County to continue this program. He stated this program handles the most important and expensive component of the MS4 program, not only for Putnam County but also for members of Dutchess and Westchester Counties. The first five years of this program was \$22 million, and the second five was \$20 million. The program has secured \$15 million in funding from New York City DEP, but in order to continue they are looking for funding from both Putnam and Westchester Counties.

Legislator Birmingham questioned if the \$1.5 million is currently coming out of Putnam County budget or from another budget like the East of Hudson funds.

President Williams stated that it is part of the Quick Reserve, and that there is no budgetary amendment necessary.

Legislator Birmingham stated that there is \$1.5 million coming from not county tax payers but from New York City, to preserve the water quality in drinking water.

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

**Item #16 – Other Business**

**b. Approval – Appointment – Temporary Legislative Representative – Agriculture and Farmland Protection Board - Sayegh**

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

Legislator Sayegh stated that currently Legislator Montgomery is the Legislative Representative to the Agriculture & Farmland Protection Board (Ag Board), however she will be unavailable for two months during the time in which the Ag Board meets to approve and tour properties. She stated that Legislator Montgomery had requested she sit in on her behalf temporarily, as those two months are critical for the board.

Legislator Montgomery stated that the Ag Board is a large time commitment and questioned if down the line, an alternative Legislative Representative could be looked into.

Cassandra Roth, Ag Board Member, stated that Legislator Montgomery could simply send another person, but they would be unable to vote.

Legislator Montgomery stated that the two months she is missing are very important and a vote is needed.

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

**c. Update – DPW – Contract Award for Veterans Chapel Roof Renovation Project**

Deputy Commissioner Bellucci stated that an award was given to a contractor for the Veterans Park Chapel roof renovation project. He stated they intend to use the facility's roof repair line for that and journalize the expenses afterward to align with the actual project.

Commissioner Feighery stated that there is a lot of work being done at both parks, and it is important to finish the roof in order to do the interior.

**d. Approval – Letter of Necessity – Amend Use of ARPA Funds – Paving Projects**

Chairman Gouldman made a motion to waive the rules and accept the other business. There was no second. Motion fails.

**Item #17 – Adjournment**

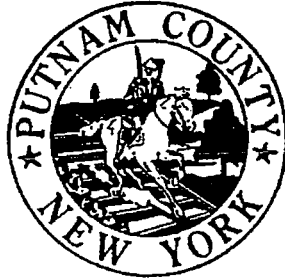
There being no further business at 7:57pm, Chairwoman Gouldman made a motion to adjourn; Seconded by Legislator Sayegh. All in favor.

Respectfully Submitted by PILOT Intern, Molly Hall.

# THE PUTNAM COUNTY LEGISLATURE

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

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



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

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

**Members: Chairman Gouldman and Legislators Regan & Sayegh**

**Thursday** April 23, 2026  
(Immediately following the Personnel Mtg. beginning at 6:00pm)

1. Pledge of Allegiance
2. Roll Call
3. Acceptance of Minutes – November 17, 2025, December 9, 2025 & March 10, 2026
4. Approval – Historic Road Preservation Certificate of Appropriateness – Peekskill Hollow Road Culvert Over Wiccopee Brook, Putnam Valley – Planning Dept.
5. Approval – Authorization for FY 2023 US Environmental Protection Agency (EPA) State and Tribal Assistance Grant (STAG) Funding for MS4 Pollution Control – Planning Dept.
6. Approval – Ratification of FY 2027 Congressionally Directed Spending Allocations in Putnam County for Capital Projects – Planning Dept.
7. Approval – Amend 20CP04 to Add Funds to Sidewalk Safety Repair Program – DPW
8. Approval – Amend 25CP02 to Add Funds to Programmatic Building Management System Upgrades – DPW
9. Approval – Authorize 26CP01 for Putnam Valley Senior Center Renovations to Maintain a State of Good Repair – DPW

- 10. Approval – Budgetary Transfer 26T096 – DPW – Fund Capital Projects 20CP04, 25CP02 & 26CP01 (Items #7-#9)**
- 11. Approval – Budgetary Amendment 26A027 – DPW – Fund Costs of Bridge 5 Project along Maybrook Bikeway – Village of Brewster**
- 12. Approval – Budgetary Amendment 26A029 – DPW – Fund SWIMS (Statewide Investment in More Swimming) Grant Program**
- 13. Approval – Local Law to Amend Chapter 25, Article IV Entitled “Veterans Memorial Park Advisory Board” (Incorporating suggestions made at Public Hearing)**
- 14. Approval – Putnam County Veterans Memorial Park – Amendment of Fee Schedule**
- 15. Resolution in Support of Putnam County’s Use of WQIP (Water Quality Improvement Program) Funds for Years 11-15 of Stormwater Retrofit Program for East of Hudson Watershed Corporation**
- 16. Other Business**
- 17. Adjournment**



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

**Item #6 – Approval – Budgetary Amendment 26A044 – Emergency Services – Account for Insurance Proceeds – Maintenance Facility at Golf Course**

Commissioner Carlin stated Risk Manager Bruno has been reviewing this case with NYMIR (New York Municipal Insurance Reciprocal). He stated this \$50,000 in insurance proceeds is to begin clean up of the site.

Legislator Sayegh questioned if the County will receive more insurance recoveries for the building itself.

Commissioner Carlin stated that is correct.

Legislator Montgomery questioned if the cause of the fire has been determined and how it affects the vendor.

Commissioner of Department of General Services (DGS) John Tully stated it was deemed inconclusive. He stated this first portion is for the cleanup and Risk Manager Bruno is working with NYMIR in relation to the structure and the contents.

Legislator Regan questioned if the contents of the building were the County's property or the property of the vendor.

Commissioner Tully stated that is currently being worked out. He stated right now, it is being treated as though everything belongs to the County.

Legislator Regan stated in his experience it takes a long time for a final determination of the cause to be made. He questioned if inconclusive is the final answer or just the current status.

Commissioner Tully stated when he inquired about pursuing the recoveries for the cleanup, he was told the current status is inconclusive. He stated because of the nature of what was contained in the building, fuel, cleaning supplies, etc., the damage made it very difficult to make a determination.

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

**Item #7 – Approval – Budgetary Amendment 26A045 – DPW – Fund Jail HVAC Improvements**

Commissioner Feighery stated this method is the most inexpensive, but as good as brand-new. He stated HVAC system at the jail is set up so the condensers are inside and

compressors are outside. He stated to change that would cost an astronomical amount of money. He stated the condensers are failing and need to be replaced. He stated this replacement should get the County another 20+ years out of the system.

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

**Item #8 – Approval – Amend 22CP01 – Flooring Repair & Replacement Program – Add Funding**

Deputy Commissioner of DPW Joseph Bellucci stated this will replenish this account used to replace flooring in various County facilities.

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

**Item #9 – Approval – Amend 23CP17 – Furniture & Furnishings – Add Funding**

Commissioner Feighery stated this account is used to replace outdated furnishings.

Legislator Montgomery appreciates the attention given to keeping facilities and furniture updated. She stated this makes such a difference for employees.

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

**Item #10 – Approval – Fund Transfer 26T124 – DPW – Fund Amendments to 22CP01 & 23CP17**

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

**Item #11 – Approval – Renaming Putnam County Sheriff’s Department Substation at 276 Main Street, Nelsonville “The Kevin J. McConville Nelsonville Substation” to Honor the Late Sheriff Kevin J. McConville’s Service to Putnam County**

Undersheriff James Menton thanked DPW Commissioner Feighery and Deputy Commissioner Bellucci for their work on the design. He stated they do not yet have a final price but are looking at a date of August 22<sup>nd</sup> for the unveiling.

Commissioner Feighery stated DPW is working with an outside contractor for the lettering; it will be individual letters rather than a sign. He stated they are making sure this is done right and the final cost should be available soon.

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

**Item #12 – Approval – Planning Dept. – Ratification of Application for Grant Funds Available through the NY Places for Learning, Activity, and Youth Socialization (NY PLAYS) Initiative**

Deputy Commissioner Bellucci stated the playground is being revamped to make it ADA (Americans with Disabilities Act) accessible. He stated the current playground will be demolished.

Legislator Regan questioned if the approval of the grant is anticipated.

Deputy Commissioner Bellucci stated it is likely.

Legislator Montgomery stated there is a \$43,000 County match. She stated this is a great program.

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

**Item #13 – Approval – Utility Easement – Carmel Tax Map #53.19-1-12 & #64.7-1-5 – NYSEG Power Line Relocation – Stocum Ave Bridge Replacement Project**

Chairman Gouldman stated the Legislature was notified this approval is no longer necessary.

Chairman Gouldman made a motion to remove item #13 from the agenda; Seconded by Legislator Regan. All in favor.

**Item #14 – Approval – Potential Sale of County Property (backup to follow)**

Chairman Gouldman made a motion to waive the rules and accept the additional; Seconded by Legislator Regan. All in favor.

Chairman Gouldman stated the sale of this property has been discussed for a long time. He requested further information from Commissioner Tully.

Commissioner Tully stated the County has one (1) offer that meets the requirements set by the Legislature. He stated there are no contingencies on the offer and it exceeds the listing price.

Legislator Regan questioned if the property could be taken off the market.

Legislative Counsel Heather Abissi stated the Legislature would have to rescind the previous resolution directing the property to be sold.

Legislator Sayegh stated she was on the Legislature in 2019 and 2024 when it was decided to sell this property. She stated she is happy to vote on this particular resolution.

Chairman Gouldman made a motion to pre-file the necessary resolution; Seconded by Legislator Sayegh. By roll call vote: 2 Ayes. One Nay: Legislator Regan. Motion carries.

### **Item #15 – Discussion – Upgrading Audio Visual Equipment for Legislative Meetings**

Chairman Gouldman stated Legislators have provided feedback about the audio and visual quality of Legislative meetings. He stated ironically, our current livestream does not have audio, but it will be edited tomorrow and re-posted. He stated there are some town governments that have a higher quality stream; therefore this is being discussed with Director of IT/IS Thomas Lannon.

Chairman Gouldman made a motion to waive the rules and accept the additional; Seconded by Legislator Sayegh. All in favor.

Director Lannon stated there are two (2) different systems; one for the Historic Courthouse and one for this meeting room #318 in the County Office Building. He stated both can be improved if the Legislature is willing to invest money into the systems. He stated room #318 is a long, narrow shape which does not lend itself to the best audio quality. He stated the speakers are currently in the ceiling pointing down; a better placement would be to have them at an angle facing away from the microphones. He stated the microphones could also be upgraded, but some issues contributing to the audio quality are not speaking directly into the microphone at close proximity and not having them turned on. He stated another option is using omni microphones, which pick up sound in the room rather than a direct individual microphone for each person; these are typically used in a conference room. He stated he has never heard a complaint about the video quality for meetings in room #318. He stated when the camera system was installed, it was done so with simplicity being a top priority. He stated the Clerk is who controls the audio and video among other tasks during the meeting. He stated the main issue in room #318 is sound and he got a quote of about \$10,000 for audio upgrades. He stated the Historic Courthouse is a completely different situation since it is a historic building. He stated the County has no control over the sound system over there, it belongs to New York State however it was upgraded in the last year or two and it is in great condition. He stated it would be great to put permanent mounted cameras in the Historic Courthouse; there are models that sit flush to the ceiling and only flip down when in use. He stated permission would be needed from New York State to install cameras. He stated right now, an IT staff member records the Legislative Meetings in the Historic Courthouse. He stated they are still working through some improvements that can be made.

Legislator Regan stated at the last Full Legislative Meeting he noticed there were various points when a Legislator did not have their microphone turned on, which is not an IT problem. He suggested maybe having microphones that are turned on automatically rather than by each Legislator.

Director Lannon stated when the staff member detects absence of audio they can bring it to the Legislature's attention. He clarified that IT cannot control the microphones, the only on and off button is located on the device itself. He stated a remotely controlled microphone system would be very expensive.

Chairman Gouldman suggested using lapel microphones.

Director Lannon stated lapel microphones are the best option for sound quality. However, they can be dangerous because there can be instances where the person wearing it believes they have muted it, but they haven't and their audio is feeding right into the recording.

Legislator Regan stated the current microphones have a light clearly indicating when they are on and off.

Director Lannon stated lapel microphones stay relatively steady so the audio would be more consistent, and they also do not detect too much background noise.

Chairman Gouldman requested that Director Lannon provide a quote for lapel microphones.

Legislator Sayegh stated she has never been contacted about the quality of the audio or video. She stated she is interested to review the quotes and options to make our meetings accessible.

Legislator Montgomery stated although there have been no complaints about the video, it is only one angle.

Director Lannon stated multiple cameras or a multi-view camera would require an operator.

Legislator Montgomery suggested the Owl system, which automatically detects the direction of the sound and turns itself to capture video and audio.

Director Lannon stated his concern with that type of device is that there are often multiple people speaking at once and it might have a difficult time detecting the correct direction.

Legislator Montgomery stated she is reluctant for this huge investment after just recently implementing streaming equipment.

Director Lannon stated smaller adjustments can be made, such as new microphones, rather than a complete re-do of the set up.

Legislator Montgomery stated it is important to think about where we are heading in terms of capabilities, such as remote public input.

Chairman Gouldman stated he would like to see an improvement so anyone watching the livestream can understand what is being said.

Legislator Regan stated there is a difference between there being no audio and not being able to understand; it is important to understand what the issue is. He stated Legislators sitting back while speaking is an issue as they are too far from their microphone. He stated the podium should have a microphone on it for anyone who gets up to speak. He stated there are also procedural problems, such as guests not introducing themselves or not being introduced by the Chair of the meeting. He stated there are definitely problems but it would be ill advised to throw money at accusations that are not all founded in technology issues.

Director Lannon stated he also wanted to speak about the presentation of proclamations in the Historic Courthouse. He stated the audio during this portion of the meeting it not as good quality because they are presented in front of the tables where the microphones are.

Legislator Regan questioned if some of the easily identifiable issues can be addressed rather than a complete overhaul.

Director Lannon stated yes, there are some simple improvements that can be made. He stated it is also important to note there is a difference between the livestream and video quality. He stated once the stream ends, the video can be edited to enhance the audio.

**Item #16 – Other Business – None**

**Item #17 – Adjournment**

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

Respectfully Submitted by Deputy Clerk, Beth Robinson.



- 11. Approval – Renaming Putnam County Sheriff’s Department Substation at 276 Main Street, Nelsonville “The Kevin J. McConville Nelsonville Substation” to Honor the Late Sheriff Kevin J. McConville’s Service to Putnam County**
- 12. Approval – Planning Dept. – Ratification of Application for Grant Funds Available through the NY Places for Learning, Activity, and Youth Socialization (NY PLAYS) Initiative**
- 13. Approval – Utility Easement – Carmel Tax Map #53.19-1-12 & #64.7-1-5 – NYSEG Power Line Relocation – Stocum Ave Bridge Replacement Project**
- 14. Approval – Potential Sale of County Property (backup to follow)**
- 15. Discussion – Upgrading Audio Visual Equipment for Legislative Meetings**
- 16. Other Business**
- 17. Adjournment**

5.12.26 OK-DB  
Pupical

cc: A1

**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*

#4

MEMORANDUM:

TO: Diane Trabulsy  
Legislative Clerk

FROM: C. Compton Spain *(CCS/jn)*  
County Attorney

RE: NYSEG Utility Easement (Power Line Relocation)  
Stocum Avenue Bridge Replacement Project  
Carmel Tax Map Parcel Nos.: 53.19-1-12 & 64.7-1-5

DATE: May 11, 2026

Enclosed for the Legislature's review and consideration, please find a proposed resolution which approves and authorizes the above referenced Utility Easement. I have also enclosed a copy of the backup on this matter, including the proposed easement and sketch plan.

Said easement is required in order for NYSEG to relocate the existing electric line on the subject parcels, which is required for the Town of Carmel to undertake the Stocum Avenue Bridge Replacement Project.

If you have any questions or require anything further, please do not hesitate to give me a call.

CCS/jn  
Enc.

**48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512**

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

2026 MAY 11 PM 4:38  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

## RESOLUTION

APPROVAL/UTILITY EASEMENT/CARMEL TAX MAP # 53.19-1-12 & 64.7-1-5

WHEREAS, the County is currently the record owner of certain parcels of real property located on Stocum Avenue and Brook Street in the Town of Carmel, County of Putnam and State of New York, which are identified as Tax Map Parcel Nos.: 53.19-1-12 & 64.7-1-5 (hereinafter the “Parcels”); and

WHEREAS, the Town of Carmel is currently undertaking the Stocum Avenue Bridge replacement project in the vicinity of the Parcels, which involves the replacement of a certain culvert near Kirk Lake that was severely damaged by a storm affecting the region on July 9, 2023 (hereinafter the “Project”); and

WHEREAS, as part of the Project the Town of Carmel has requested that the New York State Electric and Gas Corporation relocate the existing electric line on the Parcels; and

WHEREAS, New York State Electric and Gas Corporation has furnished a proposed utility easement, which permits the New York State Electric and Gas Corporation to relocate the existing electric line on the Parcels; and

WHEREAS, the Putnam County Department of Public Works engineers have reviewed the proposed utility easement (a copy of which is attached hereto and made a part hereof as Exhibit “A”), and have determined same to be acceptable; and

WHEREAS, the Putnam County Attorney has reviewed and approved the proposed utility easement as to form; now therefore be it

RESOLVED, that Putnam County Legislature hereby approves and authorizes the subject utility easement in the form and content attached hereto and made a part hereof as Exhibit “A”; and be it further

RESOLVED, that the Putnam County Executive is authorized to execute said utility easement on behalf of the County, which shall thereafter be recorded in the Putnam County Clerk's Office, Division of Land Records; and be it further

RESOLVED, that the County Attorney is authorized to take whatever legal action is necessary to effectuate said utility easement in the manner approved herein and as written; and be it further

RESOLVED, that this Resolution shall take effect immediately.

**EXHIBIT "A"**



March 18, 2026

County of Putnam  
Attn: Kevin M Byrne, County Executive  
40 Gleneida Avenue, 3rd Floor  
Carmel, NY 10512

RCVD APR 7 '26

Ref: Electric Line Relocation Request for Tax Parcel ID #'s 53.19-1-12 and 64.7-1-5  
Stocum Avenue and 1 Brook Street, Town of Carmel, Putnam County  
Job # 10301180218

Dear Mr. Byrne,

NYSEG has received a request from the Town of Carmel for the relocation of the electric line at the locations referenced above, in response to the upcoming bridge replacement and construction of a new culvert. In order to accommodate this request, NYSEG needs the rights to install the facilities on the County of Putnam's properties as depicted on the enclosed drawing. Please note that some tree trimming and/or cutting may be necessary.

The enclosed easement(s) will need to be signed in the presence of a Notary Public and returned using the enclosed business reply envelope. Please include a copy of the meeting minutes and/or resolution authorizing the execution of the easement(s). **Note that if the Notary Public does not completely and accurately fill out the acknowledgement, the County will not accept the documents, and we will have to send them back to you for completion.** Please see the reverse side for instructions on completion.

If you have any questions or concerns, please contact NYSEG Real Estate and Land Management at 1-888-352-9110 ext. 106 and refer to the Job number above. Thank you for your attention in this matter.

Sincerely,

NYSEG - Real Estate and Land Management

Enclosures

EASEMENT

Line 602 & 2668, P9396, Rel Poles & 7.62KV Pri

Auth. 98000008392 Parcel No.
Area Cost Center No. RC2J020410
Construction W.O. No. 10301180218
COUNTY OF PUTNAM

TO
NEW YORK STATE ELECTRIC
& GAS CORPORATION

Dated
STATE OF NEW YORK
COUNTY OF

Recorded on the day of
at o'clock M.

In Book of Deeds at
Page and examined.

(Clerk)

Consideration on this document
Is less than \$100.00.

(Personal or Corporate Acknowledgment)

State of New York
County of ) ss:

On the day of in the
year before me, the undersigned, a
Notary Public in and for said State, personally
appeared

personally known to me or proved to me on the
basis of satisfactory evidence to be the
individual(s) whose name(s) is (are) subscribed
to the within instrument and acknowledged to me
that he/she/they executed the same in
his/her/their capacity(ies), and that by
his/her/their signature(s) on the instrument, the
individual(s) or the person\* upon behalf of which
the individual(s) acted, executed the instrument.

Notary Public

(Personal or Corporate Acknowledgment)

State of New York
County of ) ss:

On the day of in the
year before me, the undersigned, a
Notary Public in and for said State, personally
appeared

personally known to me or proved to me on the
basis of satisfactory evidence to be the
individual(s) whose name(s) is (are) subscribed
to the within instrument and acknowledged to me
that he/she/they executed the same in
his/her/their capacity(ies), and that by
his/her/their signature(s) on the instrument, the
individual(s) or the person\* upon behalf of which
the individual(s) acted, executed the instrument.

Notary Public

(Subscribing Witness Acknowledgment)

State of New York
County of ) ss:

On the day of
before me personally came
the subscribing witness to the foregoing
instrument with whom I am personally
acquainted, who being by me duly sworn, did
depose and say that he reside(s) in
in the
that
he knew
to be the individual described in and who
executed the foregoing instrument, and that
he, said subscribing witness, was present and
saw
execute
the same; and that
witness, at the same time, subscribed h
name as a witness thereto.

Notary Public

TAX MAP NUMBERS

Section 53.19 Block 1 Lot 12
Section 64.7 Block 1 Lot 5

RETURN TO
PROPERTY MANAGEMENT
RECORDS CENTER
NEW YORK STATE ELECTRIC & GAS CORP.
POST OFFICE BOX 5224
BINGHAMTOWN, NEW YORK 13902-5224

\* "For the purposes of this section, the term "person" means
any corporation, joint stock company, estate, general
partnership (including any registered limited liability
partnership or foreign limited liability partnership), limited
liability company (including a professional service limited
liability company), foreign limited liability company (including a
foreign professional service limited liability company), joint
venture, limited partnership, natural person, attorney in fact,
real estate investment trust, business trust or other trust
custodian, nominee or any other individual or entity in its own
or any representative capacity."

\* "For the purposes of this section, the term "person" means
any corporation, joint stock company, estate, general
partnership (including any registered limited liability
partnership or foreign limited liability partnership), limited
liability company (including a professional service limited
liability company), foreign limited liability company (including a
foreign professional service limited liability company), joint
venture, limited partnership, natural person, attorney in fact,
real estate investment trust, business trust or other trust
custodian, nominee or any other individual or entity in its own
or any representative capacity."

**EASEMENT**

THIS INSTRUMENT WITNESSETH THAT \_\_\_\_\_ COUNTY OF PUTNAM \_\_\_\_\_

hereinafter called the Grantor(s), being the owner(s) of or having an interest in land situate in the TOWN of CARMEL, County of PUTNAM, State of New York, fronting on the street or highway known as STOCUM AVENUE / BROOK STREET, bounded SOUTHERLY IN PART by lands of STOCUM AVENUE and EASTERLY IN PART by lands of BROOK STREET, for and in consideration of the sum of One and No/100 Dollars (\$1.00), the receipt of which is hereby acknowledged, does hereby grant and release unto NEW YORK STATE ELECTRIC & GAS CORPORATION, a corporation organized under the laws of the State of New York, having an office at 18 Link Drive in the Town of Kirkwood, County of Broome, State of New York, hereinafter called the Grantee, its lessees, licensees, successors and assigns forever, a permanent easement and right of way, with the right, privilege and authority to construct, reconstruct, relocate, extend, operate, inspect, maintain, repair, replace, and at its pleasure, remove any poles or lines of poles, supporting structures, cables, crossarms, overhead and underground wires, guys, braces, communications facilities and other fixtures and appurtenances which the Grantee shall require now and from time to time for the transmission and/or distribution of electric current and/or for communication purposes, for public or private use, in, upon, over, under, and across said land and/or the highways abutting or running through said land.

The easement and right of way hereby granted and released is - 30 - feet in width throughout its extent, situate, lying and being as follows:

SEE "EXHIBIT A" ATTACHED HERETO AND MADE A PART HEREOF:

TO ALSO INCLUDE THE RIGHTS FOR GUYING FACILITIES, A PUSH BRACE EXTENDING FROM POLE 9396A AND SERVICE EXTENSIONS OUTSIDE STATED EASEMENT WIDTH.

THE GRANTEE, its successors and assigns, are hereby expressly given and granted the right to assign this easement and right of way, or any part thereof, or interest therein, and the same shall be divisible among two or more owners, as to any right or rights created hereunder, so that each assignee or owner shall have the full rights and privileges herein granted, to be owned and enjoyed either in common or severally.

TOGETHER with rights for free ingress and egress over the easement and right of way and other lands of the Grantor(s) for all of the above purposes and the right now and from time to time to trim, cut, burn, treat and/or remove by manual, mechanical and chemical means trees, brush, structures and other obstructions within said easement and right of way and such other trees adjacent to the right of way that, in the opinion of the Grantee, may interfere with the construction, operation and maintenance of its line or lines.

PROVIDED, however, that any damage (other than for trimming, cutting, treating, burning and/or removing trees, brush, structures and other obstructions as above provided) to the property of the Grantor(s), caused by the Grantee in the exercise of its rights under this instrument shall be borne by the Grantee.

RESERVING, however, to the Grantor(s) the rights to cultivate the ground between said poles, towers and supporting structures and beneath said wires and fixtures, and the right to cross and recross said easement and right of way provided that such use of said ground shall not interfere with, obstruct or endanger any rights granted as aforesaid and shall not disturb the grade of said ground as it now exists, and provided that no structure shall be erected, no trees shall be grown, cultivated or harvested, and no excavating, mining or blasting shall be undertaken within the limits of the easement and right of way without written consent of the Grantee. Grantor(s) in said use of said ground shall maintain a clearance of - 10 - feet or more from Grantee's aerial wires with vehicles, machinery and equipment.

This Instrument shall be binding on and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF, the Grantor(s) ha \_\_\_\_\_ hereunto set \_\_\_\_\_ hand(s) and seal(s) this \_\_\_\_\_ day of \_\_\_\_\_.

IN PRESENCE OF:

COUNTY OF PUTNAM

By: \_\_\_\_\_ (L.S.)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

By: \_\_\_\_\_ (L.S.)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

**NYSEG**

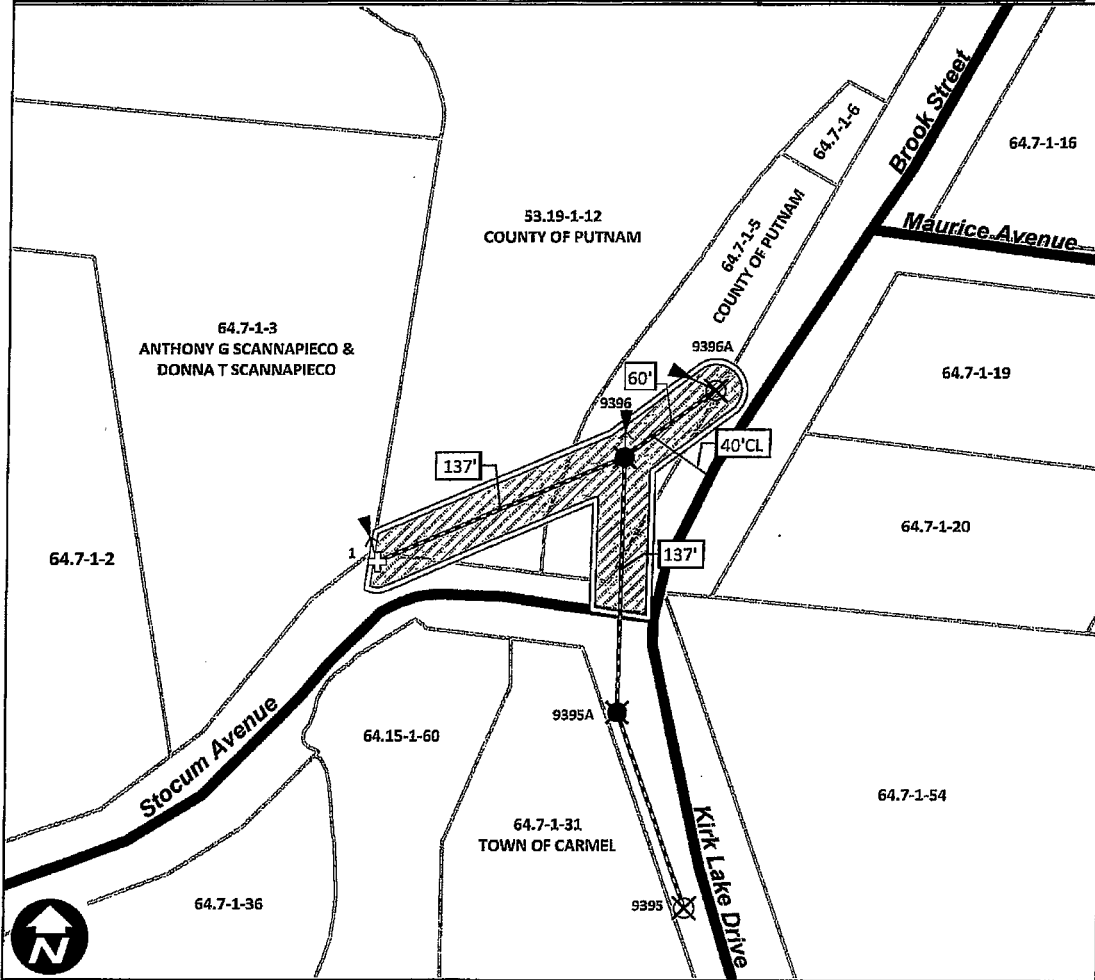
**EXHIBIT A**

NEW YORK STATE  
ELECTRIC & GAS CORP.

JOB TITLE:	53.19-1-12 & 64.7-1-5   COUNTY OF PUTNAM	DATE:	3/3/2026
DRAWN BY/PLANNER:	LW-COATES / STEVE	REVISION:	
JOB #	10301180218	COUNTY:	PUTNAM
ROAD:	STOCUM AVENUE / BROOK STREET / KIRK LAKE DRIVE	TOWN:	CARMEL
WORK ORDER #	801000762091	LINE NO:	602 & 2668

SUB / CKT: 502

This exhibit is not an official survey plat.  
Private property lines were not surveyed by a professional land surveyor.  
All acreages and measurements should be considered approximate.



Pole Replacement	New Guy Anchor	CL - Distance from road center line.
Existing Pole	New Line	
New Pole	NYSEG Easement Area	
New Push Brace		

1 inch ~ 75 feet

**Edward Gordon**

---

**From:** Jennifer Nygard  
**Sent:** Wednesday, June 3, 2026 3:33 PM  
**To:** Diane Trabulsy; Putnam Co Legislature  
**Cc:** Joseph Bellucci; Thomas Feighery  
**Subject:** NYSEG Utility Easement (Power Line Relocation) Stocum Ave. Bridge Replacement Project/Town of Carmel  
**Attachments:** DOC051126-05112026120856.pdf; NYSEG Easement Reso (Stocum Avenue Project).doc

Diane,

As discussed, please add the attached Easement to the agenda for the next physical meeting of the Putnam County Legislature.

Additionally, please be advised that Andrew Negro, Esq., who is handling this matter on behalf of the County, will not be present at the meeting. However, I have been informed that Deputy Commissioner Bellucci will be in attendance and available to discuss the matter, if necessary.

Finally, this matter does not need to be marked "CONFIDENTIAL".

Thank you,

May your troubles be less, and your blessings be more, and nothing but happiness come through your door 🌟

Jennifer A. Nygard  
Paralegal  
Putnam County Department of Law  
48 Gleneida Avenue, Carmel, New York 10512  
PHONE|845.808.1150 Ext. 49400|WEBSITE • PUTNAMCOUNTYNY.COM  
PUTNAM COUNTY GOVERNMENT NEW YORK  
"Empowering Putnam County through dedicated service."

NOTICE: The information in this e-mail message and any attachments thereto have been sent by an attorney or his/her agent, and is or are intended to be confidential and for the use of only the individual or entity named above. The information may be protected by attorney/client privilege, work product immunity or other legal rules. If the reader of this message and any attachments thereto is not the intended recipient, you are notified that retention, dissemination, distribution or copying of this e-mail message or any attachments is strictly prohibited. Although this e-mail message (and any attachments) is believed to be free of any virus or other defect that might affect any computer system into which it is received and opened, the intended recipient is responsible to ensure that it is virus free.

-----Original Message-----

From: Jennifer Nygard  
Sent: Monday, May 11, 2026 3:24 PM

To: Diane Trabulsy <Diane.Trabulsy@putnamcountyny.gov>; Putnam Co Legislature  
<putcoleg@putnamcountyny.gov>

Subject: NYSEG Utility Easement (Power Line Relocation) Stocum Ave. Bridge Replacement Project/Town of Carmel

Good afternoon,

Please place this matter on the agenda for the next appropriate Legislature meeting scheduled this month.

Thank you,

May your troubles be less, and your blessings be more, and nothing but happiness come through your door 🍀

Jennifer A. Nygard

Paralegal

Putnam County Department of Law

48 Gleneida Avenue, Carmel, New York 10512

PHONE|845.808.1150 Ext. 49400|WEBSITE • PUTNAMCOUNTYNY.COM

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated service."

**NOTICE: The information in this e-mail message and any attachments thereto have been sent by an attorney or his/her agent, and is or are intended to be confidential and for the use of only the individual or entity named above. The information may be protected by attorney/client privilege, work product immunity or other legal rules. If the reader of this message and any attachments thereto is not the intended recipient, you are notified that retention, dissemination, distribution or copying of this e-mail message or any attachments is strictly prohibited. Although this e-mail message (and any attachments) is believed to be free of any virus or other defect that might affect any computer system into which it is received and opened, the intended recipient is responsible to ensure that it is virus free.**

WILLIAM J. CARLIN, Jr. CPA  
Commissioner Of Finance



Plays 6-11  
Audit 6-29  
KEVIN M. BYRNE  
PUTNAM COUNTY EXECUTIVE #5  
Full 7-7  
Reso

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk  
From: Sheila M. Barrett, First Deputy Commissioner of Finance  
Re: Budgetary Amendment - 26A047  
Date: May 26, 2026

2026 MAY 27 PM 12:14  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

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

**CAPITAL FUND**

**Increase Appropriations:**

55197000.53000.52522      Outside Donations - Sybill Statue Renov.      1,150

**Increase Revenues:**

55197000.427051.52522      Capital Expenditures - Sybill Statue Renov.      1,150

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

This Resolution is necessary to record expenditures made possible by outside donations

Approved:

Kevin M. Byrne  
County Executive

R4-1536

JENNIFER M. CASSIDY  
COUNTY HISTORIAN



4/24/2026

KEVIN M. BYRNE  
PUTNAM COUNTY EXECUTIVE

TO: Bill Carlin, Finance  
From: Jen Cassidy, Historian's Office  
Date: 4/22/2026  
Re: Donation for Deposit

A handwritten signature in black ink, appearing to read "Jen Cassidy", written over the "From:" line of the memo.

Please find the enclosed donation (check #223) from the Enoch Crosby Chapter NSDAR. According to John Tully's office, it should be applied to the capital budget line 55197000 53000 52522 - Sybil Ludington Restoration.

Thank you for your time and attention to this matter.

ENOCH CROSBY CHAPTER NSDAR 55197000 427051 52522

\$ 1000.

JENNIFER M. CASSIDY  
COUNTY HISTORIAN



KEVIN M. BYRNE  
PUTNAM COUNTY EXECUTIVE

April 22, 2026

COPY

Ms. Susan Rebentisch, Regent  
Enoch Crosby Chapter NSDAR  
20 Farm Lake Court  
Carmel, NY 10512

*Sue*  
Dear Ms. Rebentisch:

On behalf of the County Executive and the Putnam County Historian's Office, we would like to acknowledge and sincerely thank the Enoch Crosby Chapter NSDAR for its generous \$1,000 donation to the "Restore Sybil" project, a comprehensive effort to rehabilitate the Sybil Ludington statue overlooking Lake Gleneida.

Your contribution plays a meaningful role in preserving this important historic landmark for future generations. This restoration project includes the temporary removal of the statue for specialized conservation work, including surface cleaning, patina restoration, and protective finishing. In addition, the statue's fieldstone pedestal will be inspected and repaired, along with site enhancements such as native plantings and improved landscaping.

We are grateful for your support and commitment to the "Restore Sybil" project.

With sincere appreciation,

  
Jennifer M. Cassidy  
Historian

*Thanks to all  
the members!  
JMB*

ENOCH CROSBY CHAPTER NSDAR  
NATIONAL SOCIETY DAUGHTERS OF  
THE AMERICAN REVOLUTION ENOCH CROSBY CHAPTER

223  
1-1987/200  
701

4/17/26 Date

Pay to the Order of Commissioner of Finance \$ 1,000.00  
One thousand dollars and no/100 Dollars



For Sane Sybil donation

[Signature]  
0223

R4-1736

JENNIFER M. CASSIDY  
COUNTY HISTORIAN



4/29/2026

KEVIN M. BYRNE  
PUTNAM COUNTY EXECUTIVE

TO: Bill Carlin, Finance  
From: Jen Cassidy, Historian's Office  
Date: 4/27/2026  
Re: Donation for Deposit

Please find the enclosed donation (check #1656) from Vincent T. Dacquino to be applied to the capital budget line 55197000 53000 52522 - Sybil Ludington Restoration.

Thank you for your time and attention to this matter.

DACQUINO 55197000 427051 52522 \$150

JENNIFER M. CASSIDY  
COUNTY HISTORIAN



KEVIN M. BYRNE  
PUTNAM COUNTY EXECUTIVE

April 27, 2026

Mr. Vincent T. Dacquino  
38 Curry Road  
Mahopac, NY 10541

COPY

*VTD*  
Dear Mr. Dacquino:

On behalf of the County Executive and the Putnam County Historian's Office, we would like to acknowledge and sincerely thank you for your generous \$150 donation to the "Restore Sybil" project, a comprehensive effort to rehabilitate the Sybil Ludington statue overlooking Lake Gleneida.

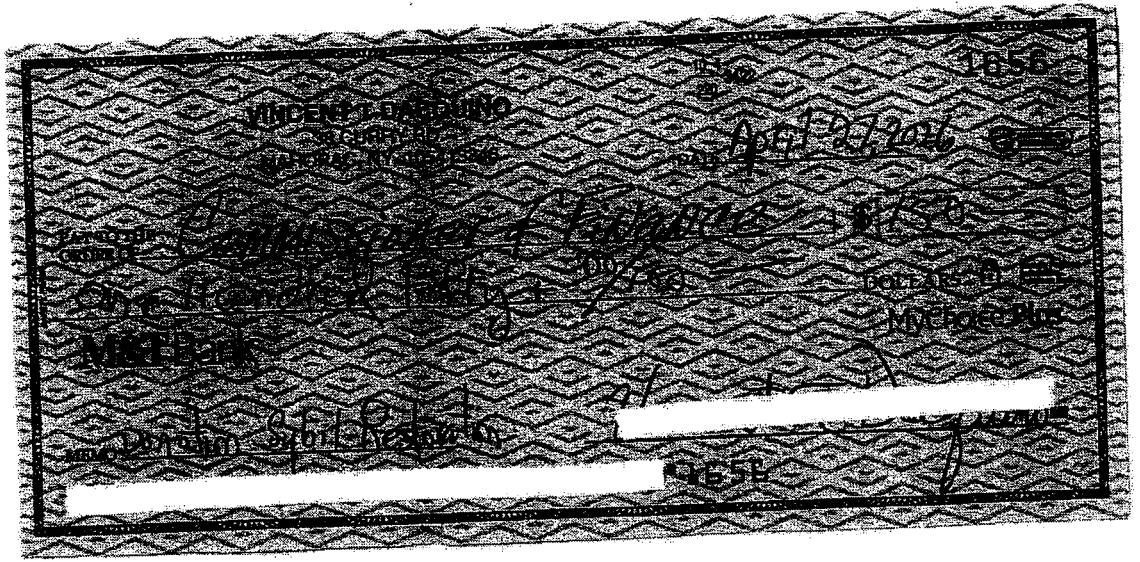
Your contribution plays a meaningful role in preserving this important historic landmark for future generations. This restoration project includes the temporary removal of the statue for specialized conservation work, including surface cleaning, patina restoration, and protective finishing. In addition, the statue's fieldstone pedestal will be inspected and repaired, along with site enhancements such as native plantings and improved landscaping.

We are grateful for your support and commitment to the "Restore Sybil" project.

With sincere appreciation,

*JMC*  
Jennifer M. Cassidy  
Historian

*Thank you!*



COMMISSIONER OF FINANCE  
WILLIAM J. CARLIN



CC: ALL  
Phip - 6-15-26  
Audit - 6-29-26  
RESO  
COUNTY EXECUTIVE  
KEVIN M. BYRNE  
Full - 7-7-26

#0

**MEMORANDUM**

To: Diane Trabulsy, Legislative Clerk  
From: William J. Carlin, Jr., Commissioner of Finance  
Re: Budgetary Amendment - 26A048  
Date: May 27, 2026

*WJC*

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

**GENERAL FUND:**

**Increase Estimated Appropriations:**

10990100 59020                      Transfer to Capital Fund                      437,960

**Increase Estimated Revenues:**

10131000 427112                      Use of Capital Reserve                      437,960

**CAPITAL FUND:**

**Increase Estimated Appropriations:**

55997000 53000 50309                      Maybrook Bikeway II Phase A Pin 8756.84                      437,960

**Increase Estimated Revenues:**

55997000 428601 50309                      Transfer From General Fund                      437,960

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

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

Approved : : \_\_\_\_\_  
Kevin M, Byrne, County Executive

2026 JUN - 9 PM 2: 04  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

JOHN TULLY  
Commissioner



KEVIN M. BYRNE  
County Executive

DEPT. OF GENERAL SERVICES -  
PURCHASING

**MEMORANDUM**

TO: William Carlin, Commissioner, Department of Finance

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

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

DATE: May 27, 2026

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

We are requesting an amendment to Capital Project 50309 in the amount of \$437,960.00.

The construction of PIN 8756.84 – Maybrook Bikeway II, Phase A – Bridge over the East Branch Croton River was awarded in August 2024 for a low bid, contracted price of \$4,904,490.49.

The project is now complete. Pursuant to the final balancing change order prepared by our consultant, Barton & Loguidice, DPC, attached as COO #2 and dated May 20, 2026, the final total project contract price, including all line item additions, deletions and additional work is \$6,121,911.73.

The construction of Capital Project 50309 is currently funded for \$5,683,952.49, inclusive of all previous authorizations (most recently Resolution 103 of 2026), leaving an overall funding shortfall of \$437,960.00.

To close this remaining deficit of \$437,960.00, we are asking that the funds be transferred from Capital Reserve to Capital Project 50309 (we are currently reconciling the construction inspection contract tied to this project and expect an offset of this ask once the encumbrance is liquidated).

Decrease Appropriations Capital Reserve	\$437,960.00
Increase Appropriations 50309	\$437,960.00

We appreciate the consideration.

# Barton & Loguidice

May 20, 2026

Mr. Zen C. Wójcik  
Federally Funded Program Manager  
Putnam County Department of Public Works  
844 Fair St.  
Carmel, NY 10512

**Re:** PIN 8756.84 – Maybrook Bikeway Phase A – Bridge over the Croton River  
Town of Southeast, Putnam County, New York  
**Subj:** Order on Contract # 2 (Final Balancing Change Order)  
**File:** 276.028.321

Dear Mr. Wójcik:

Enclosed please find a copy of Order on Contract #2 (Final Balancing Change Order) for the referenced project. The change order includes all additions, deletions, extra work, and renegotiations per section 100 of the NYSDOT Standard Specifications pertaining to the work completed through December 31, 2025. The documents enclosed include the necessary documentation from the contractor, Construction Inspection Staff, and County for the request.

Additional work included in this Order on Contract was for work outside of the contract plans, which were for unanticipated differences from the contract plans, record plans, and contract specifications. The additional work generally includes additional steel repairs required to meet the contract requirements, payment for the Claim 001 – Glulam Material Replacement. Deletions of unused items and/or quantities in order to partially offset some of the contract increases. Further details and explanations, backup documentation are included in the change order documentation below.

The Change Order will herein modify the contract value:

<b>Original Contract Amount:</b>	<b>\$ 4,904,490.49</b>
OOB #1 Change:	\$ 986,019.04
OOB #2 Change:	\$ 231,495.39
<b>Revised Contract Amount:</b>	<b>\$ 6,121,911.73</b>

The OOB # 2 package includes the following documents:

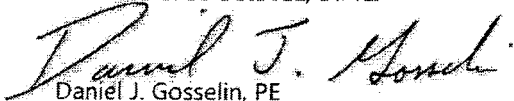
1. APPIA Change Order Print Out (*County to sign Page 7*)
2. CONR 104 – Authorization for Extra Work (*County to sign Page 1*)
3. Contract Analysis
4. Cost Analysis Worksheets w/backup
5. Force Account Package (Reviewed by B&L)

Mr. Zen Wójcik  
Putnam County Department of Public Works  
Page 2 of 2  
May 20, 2026

The Construction Inspection Team and Contractor have agreed to the work included in the Change Order.  
Feel free to contact us should you have any questions regarding this request.

Sincerely,

BARTON & LOGUIDICE, D.P.C.



Daniel J. Gosselin, PE  
Construction Manager

DJG/PMC  
Enclosures

CC: Gary Redlon, Putnam County Department of Public Works  
Peter McCourt, Barton & Loguidice, DPC

#7

APPROVAL/RESCINDING RESOLUTIONS #319 of 2019 AND #280 of 2021  
AUTHORIZING SALE OF COUNTY PROPERTY PURSUANT TO CHAPTER 31 OF THE  
PUTNAM COUNTY CODE / 34 GLENEIDA AVE, TOWN OF CARMEL FOR \$600,000

WHEREAS, the County is the fee owner of a certain improved parcel of real property identified as 34 Gleneida Avenue, Carmel, New York (portion of Town of Carmel Tax Map Number 44.18-1-28.1) (hereinafter the "Property"); and

WHEREAS, the Property is no longer needed for use by the County; and

WHEREAS, the County recognizes the inherent value and utility of property within the County complex; and

WHEREAS, pursuant to Resolution #319 of 2019, the Putnam County Legislature previously authorized the County Executive to offer the Property for sale through the applicable Multiple Listing Service utilizing the services of a licensed real estate broker under contract with the County; and

WHEREAS, pursuant to Resolution #280 of 2021, the Putnam County Legislature previously approved the property to be offered for sale at \$600,000.00; and

WHEREAS, the Property has been listed on the applicable Multiple Listing Service; and

WHEREAS, by and through that listing County has received an offer from a prospective purchaser for the Property which the Putnam County Legislature has rejected finding that it is not in the best interests of the County to sell the property; and

WHEREAS, the Legislature has reviewed all available options and has hereby:

RESOLVED, that Resolutions #319 of 2019 and Resolution #280 of 2021 are hereby rescinding, and the Multiple Listing Service lists should be immediately taken down;

RESOLVED, that the County Executive is no longer authorized execute any Contract for the Sale of the Property; and be it further

RESOLVED, that the County Attorney is authorized to take all necessary steps to effect the terms of this Resolution.

PUTNAM COUNTY LEGISLATURE

Resolution #319

Introduced by Legislator: Joseph Castellano on behalf of the Physical Services Committee at the Year End Meeting held on December 18, 2019.

page 1

**APPROVAL/OFFER COUNTY PROPERTY FOR SALE UTILIZING REAL ESTATE BROKER & MLS PURSUANT TO CHAPTER 31 OF THE PUTNAM COUNTY CODE/34 GLENEIDA AVENUE, TOWN OF CARMEL**

**WHEREAS, the County is the fee owner of a certain improved parcel of real property identified as 34 Gleneida Avenue, Carmel, New York (portion of Town of Carmel Tax Map Number 44.18-1-28.1) (hereinafter the "Property"); and**

**WHEREAS, the Property is no longer needed for use by the County; and**

**WHEREAS, the County will continue to incur significant operation and maintenance costs associated with the Property; and**

**WHEREAS, the County Executive in an effort of managing County assets and optimizing County resources has proposed to have the Property offered for sale upon such terms and conditions as are most advantageous to the County; and**

**WHEREAS, the sale of the Property will reduce the County's operating overhead, and will bring in additional revenue to supplement the County's tax revenue; and**

**WHEREAS, said sale will also encourage and enhance economic opportunities in the Hamlet of Carmel, and will potentially increase sales tax revenue; and**

**WHEREAS, the Physical Services Committee of the Putnam County Legislature has reviewed this matter and has determined that it would be most financially advantageous to the County to offer the Property for sale through the applicable Multiple Listing Service utilizing the services of a licensed real estate broker under contract with the County; now therefore be it**

**RESOLVED, that it is the determination of the Putnam County Legislature that the Property is no longer needed for use by the County; and be it further**

**RESOLVED, that pursuant to the authority vested in the Putnam County Legislature in Section 31-4 of the Putnam County Code, it is the further determination of the Putnam County Legislature that it would be most financially advantageous to the County to offer the Property for sale through the applicable Multiple Listing Service utilizing the services of a licensed real estate broker under contract with the County; and be it further**

**RESOLVED, that the County Executive is authorized to offer the Property for sale through the applicable Multiple Listing Service utilizing the services of a licensed real estate broker under contract with the County, pursuant to an exclusive right to sell agreement as shall be approved by the County Attorney; and be it further**

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 December 18, 2019.

Dated: December 20, 2019

Signed: \_\_\_\_\_

Diane Schonfeld  
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #319

Introduced by Legislator: Joseph Castellano on behalf of the Physical Services Committee at the Year End Meeting held on December 18, 2019.

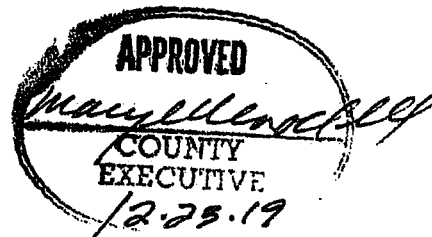
page 2

**RESOLVED**, that the County Attorney is authorized to take whatever legal action is necessary to effectuate the sale of the Property in the manner approved herein, and be it further

**RESOLVED**, that pursuant to Section 31-4 of the Putnam County Code the initial offer amount of the Property shall be hereinafter determined by the Putnam County Executive, based upon a comparative market analysis, and with the advice and recommendation of the Legislature and the licensed real estate broker; and be it further

**RESOLVED**, that this Resolution shall take effect immediately.

**BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.**



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 December 18, 2019.

Dated: December 20, 2019

Signed: Diane Schonfeld

Diane Schonfeld  
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #280

Introduced by Legislator: Carl L. Albano on behalf of the Physical Services Committee at a Regular Meeting held on December 7, 2021.

page 1

**APPROVAL/ INITIAL OFFER AMOUNT OF COUNTY PROPERTY TO BE SOLD UTILIZING REAL ESTATE BROKER & MLS PURSUANT TO CHAPTER 31 OF THE PUTNAM COUNTY CODE/ 34 GLENEIDA AVENUE, TOWN OF CARMEL**

WHEREAS, pursuant to Resolution #319 of 2019, the Putnam County Legislature authorized the County Legislature to offer the parcel of real property identified as 34 Gleneida Avenue, Carmel, New York (portion of Carmel Tax Map No. 44.18-1-28.1)(hereinafter "the Property"), for sale through the applicable Multiple Listing Service utilizing the services of a licensed real estate broker under contract with the County; and

WHEREAS, pursuant to Section 31-4 of the Putnam County Code the initial offer amount of the Property is to be determined by the County Executive, based upon a certified appraisal and/or a comparative market analysis, and with the advice and recommendation of the Legislature; and

WHEREAS, the Legislature previously indicated that a certified appraisal may be a more appropriate manner of determining the initial offering price of a particular property, and the County Executive has ordered and received such an appraisal from McGrath & Co. in order to provide the Legislature with as much information pertaining to the current market value of the Property as possible; and

WHEREAS, the appraisal report provided by McGrath & Co., a copy of which is attached hereto as Schedule "A", indicates that the Property's as-is value is \$600,000.00; and

WHEREAS, the Putnam County Legislature has reviewed the appraisal report for the Property attached hereto as Schedule "A"; and

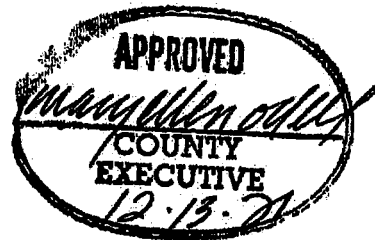
WHEREAS, the Putnam County Legislature concurs with the initial offer amount of \$600,000.00 for the Property, as determined by the County Executive and based upon said certified appraisal report; now therefore be it

RESOLVED, that consistent with Section 31-4 of the Putnam County Code the Putnam County Legislature approves the Property to be initially offered for sale at \$600,000.00; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BY ROLL CALL VOTE: SEVEN AYES. TWO NAYS – LEGISLATORS ALBANO & MONTGOMERY. MOTION CARRIES.

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 December 7, 2021.

Dated: December 10, 2021

Signed: *Diane Schonfeld*

Diane Schonfeld  
Clerk of the Legislature of Putnam County

#8



**Putnam County Agricultural and Farmland Protection Board**  
841 Fair St, Carmel, NY 10512

**MEMORANDUM**

**Date:** June 8, 2026

**To:** Legislator Daniel Birmingham, Chair

**CC:** Legislator William Gouldman, Chair of Physical Services & the Putnam County Agricultural and Farmland Protection Board

**From:** Nicole Scott, Chair of the Putnam County Agricultural and Farmland Protection Board

**Re:** 2026 Agricultural District Inclusion Recommendations

The Putnam County Agricultural and Farmland Protection Board (PCAFPB) received 10 applications during the April 2026 Agricultural District inclusion period. Site visits were conducted during May 2026 and the PCAFPB met on Wednesday, May 27 to vote on the applications. The members present were: Ruby Koch-Fienberg – Cornell Cooperative Extension Agent; Dave Vickery – Farmer; Elizabeth Ryder – Farmer; Cassandra Roth – Chair of the County Soil and Water Conservation District Board of Directors; Christine Nastasi – Farmer, PCAFPB Vice-Chair; Amy Sayegh – Legislator; Trish McLoughlin – County Director of Real Property Tax Services; Barbara Barosa – County Planning Commissioner, PCAFPB Secretary and Treasurer; Nicole Scott – Chair of the PCAFPB, Agriculture & Land Preservation Representative.

The results were:

**Town of Kent**

Total Acreage: 111.53 acres

Total acreage recommended for inclusion: 111.53 acres

1. **The Ferguson's Farm**, Nicole and Kyle Ferguson  
401 Dixon Rd, Carmel NY 10512 – Town of Kent  
**Parcel ID #: 43.-2-13**  
**Total Acreage: 7 acres**  
Principal Operation: Apiary and Livestock (*Breeding*)

The Ferguson's Farm is a small, family-owned operation moving from Suffolk County, Long Island to Putnam County, NY. They specialize in breeding and raising a wide variety of poultry — including chickens, turkeys, quail, guinea fowl, ducks, and geese — and are NPIP Certified which allows them to ship birds nationwide. Nicole Ferguson also maintains several honeybee hives for honey production and is preparing for future nucleus colony (nuc) production.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

2. **Crooked Fence Farm**, Stephen and Mariana Brophy  
3326 Route 301, Carmel, NY 10512 – Towns of Kent and Carmel  
**Parcel ID #: 43.-2-44**  
**Total Acreage: 104.53 acres**  
Principal Operation(s): Livestock (*Meat*)

Crooked Fence Farm is a family-owned, diversified livestock operation. Stephen and Mariana Brophy raise heritage-breed pigs, sheep, Dexter cattle, and laying hens using regenerative agricultural practices. The Brophys also operate Little Cabin Sandwich Shop, a farm-to-table restaurant in Cortlandt Manor that serves as a primary sales channel, and are actively expanding into wholesale and retail markets for their heritage pork in 2026.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

### **Town of Carmel**

Total Acreage: 12.03 acres

Total acreage recommended for inclusion: 12.03 acres

1. **Crooked Fence Farm**, Stephen and Mariana Brophy  
3326 Route 301, Carmel, NY 10512 – Towns of Kent and Carmel  
**Parcel ID #:43.-1-33**  
**Total Acreage: 7.66 acres**  
Principal Operation(s): Livestock (*Meat*)

Crooked Fence Farm is a family-owned, diversified livestock operation. Stephen and Mariana Brophy raise heritage-breed pigs, sheep, Dexter cattle, and laying hens using regenerative agricultural practices. The Brophys also operate Little Cabin Sandwich Shop, a farm-to-table restaurant in Cortlandt Manor that serves as a primary sales channel, and are actively expanding into wholesale and retail markets for their heritage pork in 2026.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

2. **Teakettle Farm**, Rubeena Jabeen  
27 Teakettle Spout Rd, Mahopac – Town of Carmel  
**Parcel ID #: 372000 76.17-1-6**  
**Total Acreage: 4.37 acres**

Principal Operation(s): Crops (Vegetable), Orchard (Fruit), Eggs, Poultry (Meat), Dairy, Livestock (Meat)

Teakettle Farm is a small, family-owned, diversified farm in Mahopac, NY, raising laying hens and dairy goats, and is working to establish an orchard and vegetable operation. Rubeena Jabeen and her family plan to sell products to their local community.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

### **Town of Patterson**

Total Acreage: 94.8 acres

Total acreage recommended for inclusion: 94.8 acres

1. **84 Ludingtonville Rd, LLC**, Joseph Aquilia  
84 Ludingtonville Rd, Holmes, NY 12531 – Town of Patterson  
**Parcel ID #: 22.12-1-5**  
**Total Acreage: 1.19**  
Principal Operation(s): Horticultural (Nursery/ Garden)

The farm at 84 Ludingtonville Rd is currently in the early stages of development. The farm will specialize in potted plants—specifically potted flowering plants and fresh tomatoes—for sale at local farmers' markets and potentially through an on-site farm stand. Joseph Aquilia has also proposed building a greenhouse on top of the existing garage on the property.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

2. **High Point Equestrian**, Firas Bridges  
566-572 E Branch Rd, Patterson, NY 12563 – Town of Patterson  
**Parcel ID #: 372400 36.-3-10**  
**Total Acreage: 75 acres**  
Principal Operation(s): Equine (*Boarding*)

High Point Equestrian is a horseboarding facility. They rent stalls to individuals and trainers. There are horses on the property year-round. There is a large barn with 36 stalls, an indoor riding arena, heated wash stalls, 2 tack rooms, a viewing room, an office and living quarters. There are outdoor paddocks as well as an outdoor arena.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

3. **Hidden Hope Farm**, Shannon Nitti

542 NY-164 542 554, Brewster, NY 10509 – Town of Patterson

**Parcel ID #: 24.-1-62**

**Total Acreage: 18.61 acres**

Principal Operation(s): Crops (*Vegetable*)

Hidden Hope Farm primarily focuses on growing specialty heirloom crops, including heirloom tomatoes, French beans, and ground cherries, using regenerative practices and selling through farmers markets and to local chefs. The farm will be introducing livestock for invasive plant species management in collaboration with Lobster Hill Farm.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

### **Town of Southeast**

Total Acreage: 86.24 acres

Total acreage recommended for inclusion: 86.24 acres

1. **CQW, LLC**, Christine Walsh  
143 Starr Ridge Rd, Brewster, NY 10509 – Town of Southeast  
**Parcel ID #: 68.13-1-1.2**  
**Total Acreage: 20.69 acres**  
Principal Operation(s): Equine (*Boarding*)

Christine Walsh's property has 11 stalls for client horses as well as her own. There are outdoor paddocks and an outdoor arena for English hunter and jumper riding.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

2. **Dingle Ridge Pollinator Farm**, Lisa Ricci  
50 Ridgebury Rd, Brewster, NY 10509 – Town of Southeast  
**Parcel ID #: 69.17-1-18.1**  
**Total Acreage: 16.67 acres**  
Principal Operation(s): Apiary (*Bees/ Honey*) and Horticultural (*Nursery/ Garden*)

Dingle Ridge Pollinator Farm is a small-scale farm that will specialize in raw honey, beeswax candles & body products, lavender essential oil, dried lavender bundles, lavender soaps, and gift boxes. They are working to reclaim former dairy pastures that have been overgrown with invasive, non-native plant species and establish lavender and mixed meadow fields.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

3. **Twin Oak Ventures LLC**, Devon and Jonathan Corrigan  
189 Brewster Hill Rd #189, Brewster, NY 10509 – Town of Southeast  
**Parcel ID #: 57.-2-52.4**  
**Total Acreage: 48.88**  
Principal Operation(s): Equine (*Boarding*)

Twin Oaks Ventures is a private horse boarding and training facility. There is a 12-stall barn, four large paddocks, and an outdoor riding arena on the property.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

### **Town of Putnam Valley**

Total Acreage: 1.7 acres

Total acreage recommended for inclusion: 1.7 acres

1. **Clara Patunga Farm**, Andrew Wulkan  
35 Canopus Hollow Rd, Putnam Valley, NY 10579 – Town of Putnam Valley  
**Parcel ID #: 72.12-1-6**  
**Total Acreage: 1.7**  
Principal Operation(s): Orchard (*Fruit*)

Clara Patunga Farm is a start-up operation working to establish an orchard, apiary, and vegetable production. A few trees and berry bushes have been planted and a couple of raised beds for vegetable production have been constructed.

The PCAFPB voted to **recommend** this application for inclusion into the Agricultural District.

Total acreage of applications: **306.3 acres**

Total acreage recommended for inclusion: **306.3 acres**

ccAll

**Edward Gordon**

---

**From:** Nicole Scott <nscott@glynwood.org>  
**Sent:** Monday, June 8, 2026 5:02 PM  
**To:** Putnam Co Legislature  
**Cc:** AFPB  
**Subject:** 2026 Agricultural District Inclusion Memo  
**Attachments:** 2026 Agricultural District Inclusion Memo.docx

**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!**

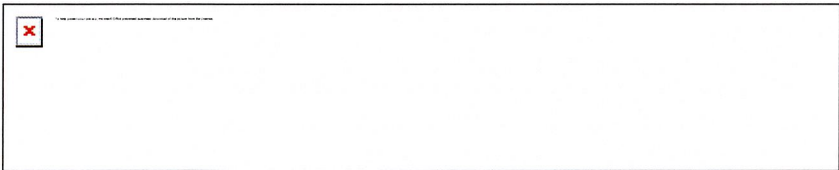
Hi Diane and fellow Ag Board members,

Please see the attached file for the memo regarding the PCAFPB's recommendations for inclusion in the Ag District for 2026.

Please let me know if you have any questions.

Thanks,  
Nicole

—  
Nicole Scott | [she/her](#)  
Farm Director, Livestock Operation and Farm Outreach | Glynwood  
[nscott@glynwood.org](mailto:nscott@glynwood.org)  
Office: 845.265.3338 x127  
Mobile: 301.325.7323



[Learn More about the Glynwood Farm Store Offerings](#)



**Putnam County**  
**Department of Planning, Development,**  
**and Public Transportation**

*www.putnamcountyny.com*

**841 Fair Street**  
**Carmel, NY 10512**

#9

**Phone: (845) 878-3480**  
**Fax: (845) 808-1948**

TO: Daniel Birmingham, Chair, Putnam County Legislature

FROM: Barbara Barosa, AICP, Commissioner  
Department of Planning, Development and Public Transportation

DATE: June 8, 2026

RE: Annual Update to the Putnam County Public Transportation Safety Plan  
(PTASP)

---

Please see attached for the 2026 Update to the PTASP, along with a draft resolution to adopt this safety plan for your consideration.

Pursuant to Federal Transit Administration (FTA) 49 C.F.R. Part 673, an operator of a public transportation system and recipient of Section 5307 funds in an urbanized area with a population of 200,000 or more is required to have a Public Transportation Agency Safety Plan (PTASP) in accordance with the aforesaid statutes. Putnam County's Public Transportation Agency Safety Plan (PTASP) is reviewed and updated annually as part of the County's ongoing commitment to continuous improvement and safety performance, and in order to comply with FTA's statutes. The statute further requires that the County adopt the PTASP annually.

Therefore, I kindly request that this matter be added to the next Physical Services meeting for discussion. Thank you in advance for your assistance in this matter.

**APPROVAL/PUTNAM COUNTY'S ANNUAL PUBLIC TRANSPORTATION AGENCY SAFETY PLAN UPDATE IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION'S FINAL RULE (49 C.F.R. PART 673)**

WHEREAS, the U.S. Department of Transportation, by and through the Federal Transit Administration ("FTA"), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and

WHEREAS, the County of Putnam ("County") is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 *et seq.* ("Final Rule"); and

WHEREAS, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 and operate a public transportation system must develop a Public Transportation Agency Safety Plan ("Safety Plan") that includes the processes and procedures necessary for implementing Safety Management Systems ("SMS"); and

WHEREAS, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance, and safety promotion; and

WHEREAS, the Bipartisan Infrastructure Law amends FTA's final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee. As such, the County will continue to utilize MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

WHEREAS, in September 2024, FTA published General Directive 24-1 which requires transit agencies as part of their Safety Plan to conduct a safety risk assessment related to assaults on transit workers using the Safety Management System (SMS) processes, identify safety risk mitigations or strategies necessary as a result of the safety risk assessment; and provide information to FTA on how they are assessing, mitigating, and monitoring the safety risk associated with assaults on transit workers; and

WHEREAS, the County, as a transit operator, is required to certify annually that it has developed/ updated its Safety Plan and such Plan meets all of the requirements of the Final Rule; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 *et seq.*, has updated its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit "A;" now therefore be it

RESOLVED, that the County Executive, together with the Putnam County Legislature, hereby supports the County's continued participation in approved FTA services, programs and activities, as well as continuing to support the County's actions to meet eligibility requirements in order to receive FTA funding and financial assistance; and be it further

RESOLVED, that the County Executive, together with the Putnam County Legislature, hereby supports and approves for submission by the Department of Planning, Development and Public Transportation to the FTA the County's Safety Plan for review and approval, which Safety Plan is attached hereto as "Exhibit A;" and be it further

RESOLVED, that this resolution shall take effect immediately.

# Putnam County, NY Public Transportation Agency Safety Plan (PTASP)



Prepared by: The Department of Planning, Development, and Public Transportation

June 2026

## Introduction

Pursuant to Federal Transit Administration (FTA) 49 C.F.R. Part 673, an operator of a public transportation system and recipient of 5307 funds serving an urbanized area with a population of 200,000 or more is required to develop for implementation a Public Transportation Agency Safety Plan (PTASP) in accordance with the aforesaid statutes. This PTASP outlines the safety processes and procedures for the Putnam Area Rapid Transit (PART) system. It incorporates existing agency safety protocols and best practices designed to comply with federal regulations. The complete text of 49 C.F.R. Part 673 is available at [Federal Register - PTASP](#).

Putnam County aims to address all applicable requirements and standards as set forth in FTA's Public Transportation Safety Program and the National Public Transportation Safety Plan. Furthermore, under Part 673, Putnam County is required to maintain documentation supporting its PTASP, including records of implementation and outcomes from relevant processes and activities. Putnam County already maintains existing documents that describe the processes, procedures, and other information required by Part 673. Where applicable, these documents are referenced throughout Putnam County's PTASP.

---

## Table of Contents

DESCRIPTION OF ATTACHMENTS .....	2
LIST OF ACRONYMS USED IN THE PTASP .....	2
1. TRANSIT AGENCY INFORMATION .....	3
2. PLAN DEVELOPMENT, APPROVAL, AND UPDATES .....	4
3. SAFETY PERFORMANCE TARGETS .....	6
4. SAFETY RISK REDUCTION .....	7
5. SAFETY MANAGEMENT POLICY .....	8
6. SAFETY RISK MANAGEMENT .....	11
7. SAFETY ASSURANCE .....	13
8. SAFETY PROMOTION .....	15
9. SAFETY COMMITTEE .....	16
10. ASSAULT ON TRANSIT WORKERS .....	17
ATTACHMENT A .....	18
ATTACHMENT B .....	24
ATTACHMENT C .....	25
ATTACHMENT D .....	27
ATTACHMENT E .....	28
ATTACHMENT F .....	31
ATTACHMENT G .....	33
ATTACHMENT H .....	35
ATTACHMENT I .....	36
ATTACHMENT J .....	37

## Description of Attachments

- Attachment A:
  - Resolution #\*\*\* of 2026
  - Resolution #182 of 2025
  - Resolution #126 of 2024
  - Resolution #125 of 2022
- Attachment B: Safety Committee Approval Form
- Attachment C: MV Transportation System Safety Program Plan (SSPP) Cover and Putnam On-Demand Safety Program and Plan (POD SP&P) Cover \*
- Attachment D: MV Transportation Safety Management System (SMS) Plan Cover \*
- Attachment E: SMS Hazard/Risk Report Form
- Attachment F:
  - Hazard Severity Table
  - Hazard Probability Table
  - Risk Assessment Frequency / Severity Matrix
  - Hazard Resolution Table
- Attachment G: Q1 & Q2 2026 MV Safety Calendar
- Attachment H: 2025/2026 MV Safety Committee Membership
- Attachment I: Sample Safety Committee Agenda/Notes
- Attachment J: FTA Safety Risk Assessment Matrix

## List of Acronyms Used in the PTASP

Acronym	Word or Phrase
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
HMP	Hazard Mitigation Plan
NTD	National Transit Database
NYMTC	New York Metropolitan Transportation Council
NYS DOT	New York State Department of Transportation
PART	Putnam Area Rapid Transit
POD SP&P	Putnam On-Demand Safety Program and Plan
PTASP	Public Transportation Agency Safety Plan
SMS	Safety Management System Plan
SRM	Safety Risk Management
SSPP	System Safety Program Plan
VRM	Vehicle Revenue Miles

\*Full Plans maintained in SMS Executive's office and available upon request.

# 1. Transit Agency Information

<b>Transit Agency Name</b>	Putnam County PART (Putnam Area Rapid Transit)		
<b>Transit Agency Address</b>	841 Fair Street, Carmel, NY 10512		
<b>Transit Agency Website</b>	<a href="https://putnamcountyny.gov/transportation">https://putnamcountyny.gov/transportation</a>		
<b>Name and Title of Accountable Executive</b>	Kevin Byrne, <i>Putnam County Executive</i> <a href="mailto:CountyExecutive@putnamcountyny.gov">CountyExecutive@putnamcountyny.gov</a> , (845) 808-1000		
<b>Name of Chief Safety Officer or SMS Executive</b>	Barbara Barosa, <i>Commissioner of Planning, Development &amp; Public Transportation</i> <a href="mailto:Barbara.Barosa@putnamcountyny.gov">Barbara.Barosa@putnamcountyny.gov</a> , (845) 878-3480		
<b>Mode(s) of Service Covered by This Plan</b>	- Fixed Route - Paratransit - Demand Response Microtransit	<b>List All FTA Funding Types (e.g., 5307, 5337, 5339)</b>	- 5307/5340 - 5311 - 5339
<b>Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)</b>	- Fixed Route Bus Service (Contract – MV Transportation, Inc.) - Complimentary Paratransit (Contract – MV Transportation, Inc.) - Demand Response Microtransit (Contract – Flatiron Transit LLC, d.b.a. Via)		
<b>Vehicles Operated in Maximum Service by Mode</b>	- Fixed Route (PART): 7 - Complimentary Paratransit: 6 - Demand Response - Microtransit: 3		
<b>Urbanized Area (UZA) Served</b>	The PART system serves two Urbanized Areas: - New York – Newark, NY-NJ-CT - Danbury, CT-NY		
<b>Does the agency provide transit services on behalf of another transit agency or entity?</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	<b>Description of Arrangement(s)</b> N/A
<b>Name and Address of Transit Agency(ies) or Entity(ies) for Which Service Is Provided</b>	N/A		

## 2. Plan Development, Approval, and Updates

<b>Name of Entity That Drafted This Plan</b>	Putnam Area Rapid Transit (PART)	
<b>Signature by the Accountable Executive</b>	<b>Signature of Accountable Executive</b>	<b>Date of Signature</b>
	_____ Kevin Byrne, <i>Putnam County Executive</i>	July **, 2026
<b>Approval by the Board of Directors or an Equivalent Authority</b>		<b>Date of Approval</b>
	Putnam County Legislature	July **, 2026
	<b>Relevant Documentation (Title and Location)</b>	
	Resolution #*** of 2026 (see Attachment A) Resolution # 182 of 2025 Resolution # 126 of 2024 Resolution # 125 of 2022	
<b>Certification of Compliance</b>	<b>Name of Individual That Certified This Plan</b>	<b>Date of Certification</b>
	Barbara Barosa	June 8, 2026
	<b>Relevant Documentation (Title and Location)</b>	
	<i>Commissioner of Planning, Development, and Public Transportation</i> 841 Fair Street, Carmel, NY 10512	
<b>Safety Committee Approval</b>	<b>Relevant Approval Documentation</b>	<b>Date of Approval</b>
	See Attachment B	June 3, 2026

Version Number and Updates			
Version Number	Section/Pages Affected	Reason for Change	Effective Date
1	Pgs. 1-13	Initial Plan	April 2021
2	Pgs. 2-5,9-16	General Revisions & Establishment of a Safety Committee	June 2022
3	Pgs. 1 - 19	General Revisions & Administration Change	May 2024
4	Pgs. 1-29	General Revisions, Restructuring, New Requirements	June 2025
5	Pgs. 1-37	General Revisions, Demand Response Service (Microtransit) Addition	June 2026

#### Annual Review and Update of the Agency Safety Plan

Created in 2021, Putnam County's Public Transportation Agency Safety Plan (PTASP) is reviewed and updated annually as part of the County's ongoing commitment to continuous improvement and safety performance. Putnam County holds itself accountable for completing this review and update process each year and will ensure that the PTASP is reviewed, updated as necessary, and approved **by/before July 1**.

The annual review and approval process is as follows: (1) the Safety Committee reviews the PTASP, makes recommendations as needed, and approves the proposed updates; (2) the SMS Executive reviews and approves the final draft; (3) the SMS Executive submits the final draft to the County Legislature for approval by Resolution (see **Attachment A**); and (4) the Accountable Executive (County Executive) approves and signs the updated PTASP into effect.

In addition to the annual review and update process, the PTASP is also reviewed/updated when the approaches in the Plan do not effectively mitigate safety deficiencies, there are new FTA requirements/directives published, there are changes to the delivery of transportation services, there is a substantial change in financial resources available to Putnam County, and/or there is a significant change to Putnam County's organizational structure. Putnam County's PTASP incorporates by reference Attachments A-J.

### 3. Safety Performance Records & Targets

#### Safety Performance Targets – Calendar Year 2025

Performance targets based on the safety performance records submitted annually to the National Transit Database (NTD) and established under the National Public Transportation Safety Plan (NPTSP). These submissions and target goals represent our commitment to continuous safety improvements and provide measurable objectives for evaluating our safety performance.

Mode of Transit Service	Total VRMs in 2025 (S-10)	Major Events Total (S&S-40)	Major Events Rate	Collision Rate	Pedestrian Collision Rate	Vehicular Collision Rate	Fatalities Total (S&S-40)	Fatality Rate	Target Rate
PART	386,530	0	0	0	0	0	0	0	0
Paratransit	118,258	0	0	0	0	0	0	0	0
Microtransit	69,865	0	0	0	0	0	0	0	0

Mode of Transit Service	Total VRMs in 2025 (S-10)	Transit Worker Fatality Rate	(Non-Major) Injuries Total (S&S-50)	Injury Rate	Transit Worker Injury Rate	Assaults on Transit Workers Total (S&S-50)	Assaults on Transit Workers Rate (S&S-50)	Target Rate
PART	386,530	0	2	<1%	<1%	0	0	0
Paratransit	118,258	0	0	0	0	0	0	0
Microtransit	69,865	0	0	0	0	0	0	0

Mode of Transit Service	Total VRMs in 2025 (S-10)	Total Major Mechanical Failures 2025 (R-20)	System Reliability Rate (Miles Between Major Mechanical Failures)	Total Non-Major "Other" Mechanical Failures 2025 (R-20)	System Reliability Rate (Mean Distance Between "Other" Mechanical Failures)	Mech. Failures Target
PART	386,530	0	386,530	7	55,219	0
Paratransit	118,258	1	118,258	3	39,419	0
Microtransit	69,865	0	69,865	0	69,865	0

**Safety Performance Target Coordination:** Coordination with the State and Metropolitan Planning Organization(s) (MPO) in the selection of State and MPO safety performance targets.

Putnam County continues to coordinate with New York State DOT (NYSDOT) to support their PTASP by analyzing historical trends to establish safety performance targets. Presently, the SMS Executive shares Putnam County's adopted PTASP (and associated Safety Performance Targets) with NYMTC, NYSDOT, and the FTA for reflection of the previous calendar year's NTD data.

Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	New York State Department of Transportation (NYSDOT)	June 8, 2026
Targets Transmitted to the Metropolitan Planning Organization(s)	Metropolitan Planning Organization Name	Date Targets Transmitted
	New York Metropolitan Transportation Council (NYMTC)	June 8, 2026
Targets Transmitted to Federal Transit Administration	Federal Agency Name	Date Targets Transmitted
	Federal Transit Administration (FTA)	June 8, 2026

## 4. Safety Risk Reduction

### Safety Risk Reduction

*Requirements for carrying out the safety risk reduction program using SMS processes as detailed in § 673.25(d), associated with safety risk mitigation, and § 673.27, associated with continuous improvement.*

Putnam County, in coordination with its contracted transportation providers (MV and Via), uses a data-driven approach to monitor performance and identify trends. This information is used to develop and implement effective prevention strategies that address safety risks before they result in accidents or incidents, including evaluating accident, injury, and assault rates based on data collected through established reporting processes. MV and Via each communicate their safety objectives and protocols through their respective safety management programs, using similar methods such as regular safety meetings, refresher trainings, safety topic discussions, electronic communications, one-on-one coaching, and virtual training modules. Putnam County, together with its contracted transportation providers, will continuously review a variety of hazards and recommended mitigation strategies including but not limited to visibility impairments and assault mitigation infrastructure/technology. In order to ensure a safe work environment is established and maintained, ideas and recommendations will be documented through SMS activities and communications.

In association with MV Transportation's SMS Plan and Via's Putnam On-Demand Safety Program Plan (POD SP&P), Putnam County ensures the reduction and mitigation of vehicular and pedestrian safety events involving transit vehicles through the following methods:

#### Reviews:

- MV – Lytx DriveCam scored or coachable events – driver specific or aggregated trends of at-risk behaviors
- MV – Seon Surveillance System – to record on-board events in real-time with video management software
- Via – Samsara's AI enabled dashcams (subsequently reviewed by members of the operations and incident management teams)
- Monthly performance or quarterly reviews of both leading and lagging indicators

#### Observations:

- Road observations ("follow-behinds") and ride checks
- Mystery rider program (if applicable at the site location)
- Passenger comments/complaints
- Third-party notifications

#### Audits and Inspections:

- MV - Monthly facility inspections
- Monthly safety performance reports
- Daily vehicle inspection reports (DVIR)
- Daily walk-throughs and visual observations
- Daily operations monitoring
- Pull-out procedures
- New driver assessments (Safety Policy S-37)
- Refresher training (Safety Policy S-12)
- Annual and random safety director audits
- Compliance verification audits
- Maintenance audits
- Driver safety portal - safety scores (POD SP&P 4.4)

#### Investigations:

- Accident and incident investigations
- Injury root cause investigations

\*For more information regarding the reduction and mitigation of assaults on transit workers, visit section 10 of this Plan.

## 5. Safety Management Policy

### Safety Management Policy Statement

Putnam County Transit and its contracted operators are committed to providing safe, secure, and reliable transportation services to the public. Safety is a shared responsibility, supported by maintaining a safe work environment, keeping equipment in a state of good repair, and adhering to established safety practices, reporting procedures, and emergency preparedness requirements. Through effective communication, accountability, and compliance with policies and procedures, we strive to provide the safest possible experience for passengers and employees alike. Putnam County Transit also receives support from the County Bureau of Emergency Services and Sheriff's Department, as outlined in the Putnam County Hazard Mitigation Plan (HMP). The HMP is updated regularly with the objective of establishing a mitigation program to reduce the impact of natural and man-made hazards and disasters and provides federal support and resources for the County and its municipalities. In the event of a disaster, the HMP will help to provide additional resources and to support the affected communities and the County. Without mitigation, safety, financial security, and self-reliance are jeopardized.

**Pursuant to the amended 49 U.S.C. § 5329(d), the Department of Planning, Development, and Public Transportation has elected to utilize the MV Transportation Division 239 (Putnam County) Safety Committee to represent the County.** This site-specific Safety Committee is appropriately scaled to size, scope, and complexity of the transit agency and consists of three management (Safety Manager, General Manager, Road Supervisor) and three frontline employees (Driver, Monitor, Mechanic) (see **Attachment H** for the organizational structure). Via similarly has a joint labor management Safety Committee consisting of the Chief Safety Officer and one independent contractor driver that meets the principles of 49 CFR Part 673 while reflecting the practical realities of their smaller service area (POD SP&P Section 2.3).

Each transit system employee is directed and empowered to adhere to and implement either the System Safety Program Plan (MV SSPP) or the Putnam On-Demand Safety Program and Plan (POD SP&P) (see **Attachment C**) as well as the Safety Management System Plan (SMS) (see **Attachment D**.) The SMS Plan highlights specific activities for the prevention, control, and resolution of unsafe conditions and actions. The SMS, SSPP, and POD SP&P are all appropriately scaled to the size, scope, and complexity of the PART and On-Demand systems. The primary goals of these plans are to proactively identify, eliminate, minimize and/or control safety hazards and their associated risks, promote a positive safety culture, provide a superior level of safety in their transit operations, and maintain regulatory compliance. To meet that commitment, MV and Via annually and on an as-needed basis revise and adopt their plans.

Putnam County Transit and all of its contracted operators' safety objectives and commitments are to:

- Ensure that effective safety management systems and processes are integrated into all of its transit activities.
- Designate an individual responsible for the safety function who reports directly to the Chief Executive Officer of the company and authorize that individual to develop and implement programs to promote safety.
- Ensure all employees and contractors are aware that safety is its primary responsibility, and they are held accountable for delivering the highest level of safety in their daily work activities.
- Clearly define the safety accountabilities and responsibilities to all employees and contractors.
- Provide all employees and contractors with appropriate safety information and skills training.
- Develop and embrace a positive safety culture in all activities.
- Ensure a culture of open reporting of all safety hazards, ensuring that no action will be taken against any employee who discloses a safety concern through the proper chain of command.
- Promote and maintain a positive safety culture with positive recognition and reinforcement of safe behaviors.
- Ensure all equipment, systems and services meet safety performance standards through periodic audits and inspections.
- Establish performance metrics and measures of safety performance against safety performance indicators and safety performance targets.
- Continually develop and improve safety processes through actively monitoring, measuring, and reviewing performance against objectives and targets.
- Conduct safety and management reviews to improve safety performance and ensure that relevant and corrective actions are taken.
- Comply with all state and federal regulatory requirements and standards.

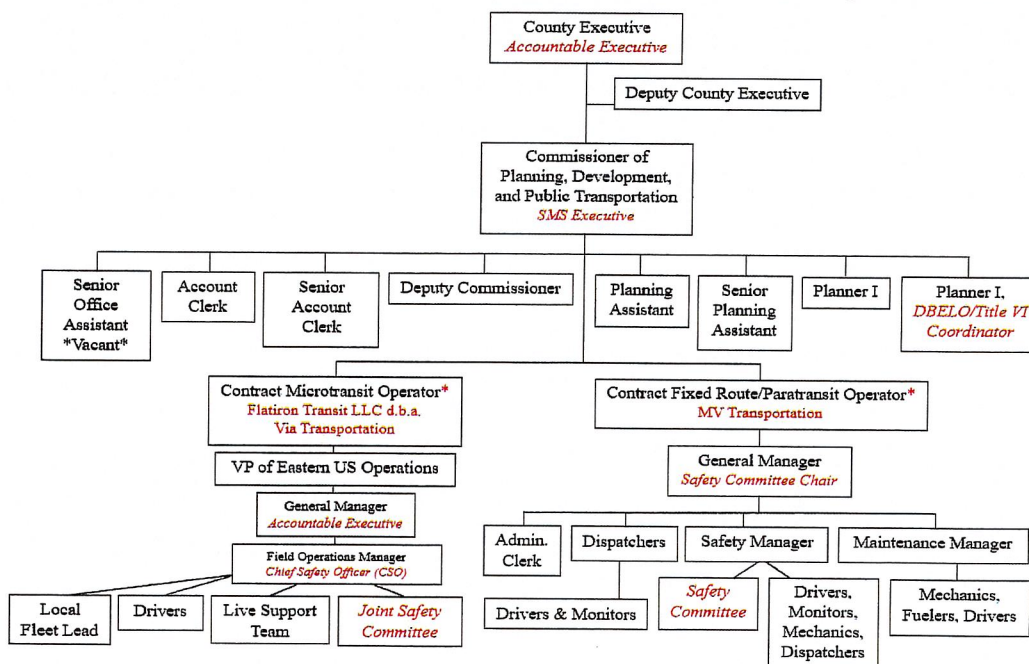
### Safety Management Policy Communication

Putnam County's safety management policies are communicated to each Transit employee upon hire and regularly enforced through a structured training program to ensure safety leadership. Putnam County Transit, through its contracted operators, uses on-the-job, classroom, weekly and monthly safety-related agenda items, live support communication and specialty training programs to contribute to a successful health and safety program. Training is reinforced through regular follow-ups with both new and veteran employees. MV's SSPP is also an integral part of the employee safety program. In particular, MV Transportation and Via use three motivational techniques on a regular basis: communication, incentives/awards/recognition, and employee feedback surveys. All Transit employees are responsible for, among other things, completing all assigned safety training programs, abiding by safety rules and regulations, reporting incidents/accidents and hazards, and promoting and maintaining a safe work environment.

## Authorities, Accountabilities, and Responsibilities for Management of Safety

<p><b>Accountable Executive</b></p>	<p>Serving as the Accountable Executive, the Putnam County Executive has the ultimate responsibility for carrying out the PTASP and ensuring it is effectively implemented through the following authorities, accountabilities, and responsibilities under this plan:</p> <ul style="list-style-type: none"> <li>• Authority to control and direct the human and capital resources needed to develop and maintain the agency's PTASP in accordance with 49 U.S.C. 5329(d).</li> <li>• Designating and overseeing an adequately trained SMS Executive who is a direct report.</li> <li>• Ensuring that safety risk mitigations are effectively implemented.</li> <li>• Receiving and considering all other safety risk mitigations recommended by the Safety Committee.</li> <li>• Implementing safety risk mitigations for the safety risk reduction program that are included in the PTASP under §673.11(a)(7)(iv).</li> <li>• Receiving and considering all other safety risk mitigations recommended by the Safety Committee.</li> </ul>
<p><b>SMS Executive</b></p>	<p>Serving as the SMS Executive, the Commissioner of Planning, Development &amp; Public Transportation is designated by the Accountable Executive and has the authority and responsibility for day-to-day implementation and operation of the SMS along with key staff. The SMS Executive is an adequately trained individual and reports directly to the Accountable Executive and communicates critical safety-related information to the Accountable Executive on an as-needed basis. The SMS Executive is responsible for:</p> <ul style="list-style-type: none"> <li>• Developing and managing PTASP and SMS policies and procedures and keeping all policies and procedures up to date.</li> <li>• Ensuring ongoing implementation and operation of the Safety Management System (SMS).</li> </ul>
<p><b>Safety Committee</b></p>	<p>The primary responsibility of the MV Transportation Safety Committee is to review and approve the PTASP and any updates before approval by the Board of Directors (County Legislature). Updates are to include:</p> <ul style="list-style-type: none"> <li>• Setting annual safety performance targets for the safety risk reduction program.</li> <li>• Identifying and recommending safety risk mitigations necessary to reduce the likelihood and severity of potential consequences identified through the agency's safety risk assessment.</li> <li>• Identifying safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.</li> <li>• Identifying safety deficiencies for purposes of continuous improvement.</li> </ul>
<p><b>Key Staff</b></p>	<p>Key management personnel from MV Transportation Division 239 and Via, including MV's General Operations and Management staff and Via's General Manager and Field Manager, serve as leadership representatives supporting the Accountable Executive and SMS Executive. These individuals are responsible for the day-to-day implementation and operation of the Safety Management System (SMS). Key staff are also tasked with following all company safety policies including but not limited to those required of the FTA, FMCSA, USDOT, NYSDOT, and ADA safety regulations.</p>

**Putnam County Department of Planning, Development, and Public Transportation Organizational Chart**



09/2016

\*Subject to existing contractual relationships

## Employee Safety Reporting Program

Putnam County and its contracted transportation operators recognize that employees, contractors, customers, and County staff are valuable sources of information for identifying hazards and improving safety performance. A positive safety culture depends on open communication and a reporting environment in which individuals are encouraged to raise safety concerns without fear of retaliation. Information gathered through the safety reporting process is used to identify hazards, assess risk, and implement corrective actions before accidents or incidents occur.

Both operators maintain safety reporting programs that encourage the timely reporting of safety concerns, hazards, unsafe conditions, near misses, and safety-related events. Safety concerns may include issues related to policies and procedures, operating practices, physical conditions, equipment, infrastructure, regulatory compliance, or other factors that may affect safety.

Safety concerns may be reported by:

- Employees and supervisors
- Independent contractors
- Customers and riders
- Putnam County staff

Reports may be communicated through a variety of channels, including direct conversations with supervisors or management personnel, safety meetings, phone calls, emails, live support lines, incident reporting forms (see **Attachment E**), Putnam On-Demand mobile app reporting tools, and other established communication methods. Employees who are not comfortable raising concerns through local management channels may utilize available Human Resources reporting resources.

Upon receipt, safety concerns are reviewed by the appropriate management personnel and escalated as necessary based on the nature and severity of the issue. Significant safety concerns, operational safety issues, accidents, incidents, or regulatory matters may be elevated to the SMS Executive (Planning Commissioner), senior management, corporate safety personnel, and/or the Accountable Executive (Putnam County Executive). The Accountable Executive will receive immediate notification of major operational safety events as appropriate.

The reporting process includes both mandatory and voluntary reporting:

- **Mandatory:** Employees and contractors are required to immediately report accidents, incidents, injuries, regulatory compliance concerns, and other safety issues requiring management attention. Failure to report known safety issues or the intentional provision of false information may result in disciplinary action.
- **Voluntary:** Employees, contractors, customers, and County staff are encouraged to report safety concerns, hazards, unsafe practices, and near misses. Reports may be submitted through available reporting channels without fear of retaliation.

It is important to note that no disciplinary action will be taken against any individual who reports a safety concern in good faith. However, this protection does not apply to actions involving illegal conduct, gross misconduct, negligence, willful violations of safety requirements, or the deliberate disregard of established policies and procedures.

Examples of information that may be reported through the safety reporting program include:

- Safety hazards in the operating environment
- Unsafe conditions involving vehicles, facilities, equipment, or infrastructure
- Policies or procedures that are not functioning as intended
- Near misses or events that management may not otherwise be aware of
- Information that helps explain why a safety event occurred
- Suggestions for improving safety performance

Information collected through the safety reporting process is reviewed and incorporated into the Safety Management System (SMS) hazard identification, safety risk management, and safety assurance activities. Corrective actions developed in response to identified hazards or safety concerns are communicated and implemented as appropriate.

## 6. Safety Risk Management

### Safety Risk Management Process

It is the policy of Putnam County and its contracted operators to (i) minimize injury, damage, pain, and suffering for individuals involved in vehicular incidents involving Putnam County vehicles and (ii) ensure the prompt reporting, response, and investigation of all such occurrences. All incidents, including near misses and minor events, shall be reported as soon as possible, regardless of severity or outcome.

For MV Transit, drivers are required to contact 911 first in any situation involving life-threatening injury, assault, or other emergencies requiring immediate law enforcement or medical response. In all other cases, or once emergency services have been contacted, the driver shall immediately notify MV Transportation Dispatch and remain at the scene as appropriate.

Dispatch will promptly notify the General Operations Manager, who will provide notification to the Putnam County SMS Executive (Planning Commissioner) and relay incident details. Law enforcement is contacted as appropriate based on the nature of the incident, either by the operator or through Dispatch and management coordination.

MV operators are also required to complete an incident/accident and/or injury report form (see **Attachment E**) for applicable events, preferably prior to leaving the scene when feasible. All reports are reviewed by the General Operations Manager to assess preventability and determine follow-up actions.

Our Safety Risk Management Program focuses on three core objectives:

- **Safety Hazard Identification:** Putnam County and its contracted operators use a data-driven and multi-source approach to hazard identification focused on detecting and addressing unsafe conditions before they result in accidents, injuries, or damage. Employees, contractors, drivers, passengers, maintenance personnel, and external stakeholders are responsible for identifying and reporting potential hazards through established reporting channels, including direct communication, incident reporting systems, live support teams, vehicle inspection processes, and in-service feedback. For MV Transportation, pre- and post-trip inspections are documented through Daily Vehicle Inspection Reports (DVIRs) which can be found on each bus, and vehicles with identified defects are removed from service until corrected. MV also captures near-miss data through onboard monitoring systems and ESRP reporting tools like Lytx DriveCam Systems, Seon Surveillance Systems, and Verizon Connect. Unless a hazard can be eliminated, its safety risk must then be managed. MV Transportation analyzes this in terms of how likely it is to happen (probability or frequency) and how bad it could be (severity). The Hazard Probability Table (see **Attachment F**) is used to assess the probability level that an incident/accident is likely to occur. Via similarly collects hazard information through its Samsara AI dashcams, live support team, driver and contractor reporting, customer feedback, and operational data sources, and escalates recurring or high-risk hazards for further review.

Across both operators, reported hazards are reviewed to determine likelihood and severity, with information drawn from incident trends, inspections, operational data, and safety monitoring systems to support risk assessment and prioritization. Identified hazards are then evaluated and either mitigated, controlled, or scheduled for corrective action to prevent recurrence and reduce overall safety risk.

- **Safety Risk Assessment:** Hazards and risks are identified using a structured safety risk evaluation process that considers both the likelihood of occurrence and the potential severity of consequences. Once a hazard is identified, it is analyzed using historical data, operational experience, and subject matter expertise to determine how frequently it may occur and the level of impact it could have on passengers, employees, equipment, or operations. Hazards are then categorized by probability (ranging from rare to frequent occurrence) and severity (ranging from negligible to catastrophic outcomes), and the results are used to support risk prioritization and determine whether the risk can be accepted or requires mitigation or corrective action. Both MV and Via use structured risk assessment tools and matrices to support this process, including the Risk Assessment Frequency/Severity Matrix (see **Attachment F**), which assists in consistently evaluating risk levels and guiding decision-making across the system.
- **Safety Risk Mitigation:** This step is used to implement safety risk mitigation strategies to reduce identified hazards and prevent recurrence through structured corrective actions and ongoing monitoring. Mitigation efforts are developed based on identified root causes and risk assessment outcomes and may include a combination of elimination, substitution, engineering controls, administrative controls, and personal protective equipment (PPE), as appropriate to the nature of the risk. The Safety Management Team, which includes the Safety Manager, Maintenance Manager, MV General Operations Manager, and the SMS Executive (Commissioner of Planning), reviews mitigation actions and supporting safety data on a recurring basis to ensure risks are effectively controlled and that hazard frequency is reduced over time. Reviews may incorporate information from near-miss reports, incident data, daily and monthly inspection reports, DVIRs, safety data sheets, and other operational safety records, as well as technology-based monitoring tools such as GPS systems, Lytx DriveCam, Seon Surveillance Systems, and Verizon Connect. Mitigation effectiveness is evaluated through ongoing monitoring and periodic review to confirm implementation, assess performance, and support continuous improvement in safety outcomes.

## **Exposure to Infectious Diseases and Emergency Response Procedures**

During the Coronavirus pandemic, Putnam County Transit prioritized the safety of employees and passengers by implementing and maintaining appropriate mitigation measures. Public health conditions were continuously monitored using information from local, state, and federal health agencies, and biological safety hazards were reported through the same established processes as other safety incidents, including vehicular mishaps. Putnam County Transit continues to rely on current data, information, and guidance from the Centers for Disease Control and Prevention (CDC) and the New York State Department of Health (NYSDOH) to prevent and control exposure to infectious diseases and other biological hazards.

Past agency efforts to reduce the spread of the Coronavirus included:

- Daily fumigations and sanitizations of all buses and trolleys.
- Disinfection of frequently touched surfaces.
- Daily and as needed temperature checks of public facing employees.
- Installation of plexiglass barriers at the Transit Facility ticket counter.
- Abiding by the federal mask requirement on all modes of public transit at the height of the pandemic.
- Purchasing and distributing PPE supplies (masks, wipes, gloves, hand sanitizer, etc.) to operators, vehicle maintenance personnel, management representatives, and passengers.
- Shutting down routes with high numbers of infected individuals for 1-2 week intervals.
- Ensuring sick employees stay home through prompt identification and isolation of sick persons.
- Marking off seats to encourage social distancing.
- When feasible, using phone, email, or online meeting platforms in place of face-to-face interactions.

### **Emergency Response**

Our emergency response procedures are generally event specific and outline immediate response actions, communication protocols, and resource deployment strategies. Events may include but are not limited to vehicle accidents, vehicle or facility fires, severe weather events, security incidents, and system-wide disruptions (i.e. loss of phone access, network failures, etc.).

## 7. Safety Assurance

### Safety Performance Monitoring and Measurement

*Activities to monitor the system for compliance with procedures for operations and maintenance.*

Putnam County and its contracted operators use a comprehensive safety assurance process to monitor safety performance, evaluate trends, and identify opportunities for improvement. Safety data is continuously collected through multiple operational sources, including road observations, on board supervision, mobile blitzes, daily vehicle inspection reports, ride checks/follow behinds, surveillance systems, or the ESRP. This information is analyzed to identify leading indicators of risk, support proactive mitigation efforts, and measure progress toward established safety objectives. Technology-based monitoring tools are also used to enhance safety assurance and support data-driven decision-making. These include Lytx DriveCam, Seon Surveillance Systems, Verizon Connect, and Via's Samsara AI monitoring system. Putnam County Transit maintains that these are the best tools for future mitigation success as they measure and quantify the unsafe behaviors present in existing operations.

- **Lytx DriveCam** is used to identify behavior-based risky driving that is likely to result in near-miss incidents or collisions. Mounted on the windshield inside of Putnam County public transit vehicles behind the rearview mirror, the camera is able to capture sights, sounds (inside and outside the vehicle), and video in real time. The event recorder is always recording but not saving. It only saves video and audio when activated by excessive forces, such as hard braking, swerving, or a collision. The event recorder captures the **eight seconds before** the activation time and **four seconds afterward**, then provides real-time feedback. Once collected, the recordings are downloaded to DriveCam's Data Center and the Safety Manager gets a notification through the system that an event was recorded. The event recorder will capture a wide outside view of the situation and inside view of the driver and whatever is visible through the side and rear windows. The inside view is crucial for isolating many driver behaviors such as cell phone use, drowsiness, or inadequate mirror checks.
- **Seon Surveillance Systems** is another monitoring tool that Putnam County utilizes to record on-board events in real-time. The interior and exterior mounted camera system captures and monitors driver and public interactions as well as day to day operations. Video management software allows us to automatically download on-board security footage, for a period of two weeks, that can be used to address and review safety concerns. Seon affords the ability to review a safety question or occurrence with both interior and exterior footage.
- **Verizon Connect:** In September of 2025, Putnam County equipped its *entire* county fleet (including public transit) with Verizon Connect dashcams and GPS tracking hardware. This represents a significant safety improvement enabling numerous additional safety features including:
  - GPS-based live tracking including geofencing to prevent unauthorized out of area use and vehicle diagnostic tracking
  - High-definition AI-powered smart dashcams that record and provide alerts in the event of harsh or unsafe driving
  - OEM (Original Equipment Manufacturer) telematics that utilize direct built-in tracking partnerships with vehicle manufacturers to provide alerts for maintenance protocols and dashboard warning indicators.
- **Samsara AI Dashcam:** All Putnam On-Demand vehicles are equipped with Samsara AI-enabled dashcams that provide continuous, real-time monitoring of driver behavior. When a safety event is detected, an incident record is automatically generated and logged to the driver's profile within the incident management system. Accidents identified through the system are immediately routed to the Incident Management Operations (IMO) team for review and follow-up. Each event type is assigned a demerit point value, which accumulates on a rolling three-month basis, with points expiring after 90 days. Drivers also have access to a Safety Portal powered by Samsara data, which provides real-time visibility into individual safety performance and is based on the principles of measurement, transparency, and continuous improvement. In cases where at-fault criteria are met, incidents may result in immediate termination from the platform in accordance with established safety and performance standards (POD SP&P Sections 3.3 & 4.4).

*Activities to monitor operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.*

The technologies described above and monthly facility inspections help to ensure safety performance monitoring and measurement activities are performed to confirm that mitigations are effective, appropriate, and fully implemented. If these technologies identify repeated safety hazards exhibited by the operator, a retraining protocol is performed as a means of corrective action. Should an operator still not adhere to safety practices after a retraining protocol and written/verbal warnings, their employment will be terminated. This course of corrective action is intended to eliminate the behavior that caused the event. These mitigation monitoring processes are performed by the Putnam County Transit Safety Management Team (MV) and Via's Safety Team and Incident Management Operations Team (IMO), with assistance from Regional Safety Directors if necessary. Periodic and triennial audits of safety plans, 19A records, vehicle/facility inspection reports, vehicle maintenance records, initial and random drug and alcohol testing results, safety training files, safety data sheets, personal protective equipment storage and protocols, etc. are also conducted by federal and state agencies to ensure compliance with safety standards.

*Activities to conduct investigations of safety events, including the identification of causal factors.*

Prior to the implementation of a proposed change in the operating environment, an assessment is carried out by using the Hazard/Risk Report form (see **Attachment E**) to determine if the change will impact safety performance or if there are any new hazards that will be present. If a new hazard is identified, it is put through the Safety Risk Management (SRM) process and evaluated. A risk mitigation strategy will be created or modified to mitigate risk for that change. Once the change is implemented, it will be monitored for effectiveness.

*Activities to monitor information reported through internal safety reporting programs.*

The data and information collected through Safety Assurance activities will tell the Putnam County Transit team how they are doing and in what areas improvements can be made. Insights gained from these sources may trigger more frequent reviews and a revised strategy to ensure that mitigations are effective.

## 8. Safety Promotion

### Competencies and Training

Putnam County and its contracted operators ensure that all transit employees receive appropriate job-specific training based on service type, job function, and experience level to support the safe, secure, and reliable delivery of transit services. Training programs are designed to strengthen safety competencies across all roles, including operators, dispatchers, supervisors, maintenance staff, operations personnel, and management. Training is provided during new hire onboarding and on an ongoing basis through refresher or remedial instruction as needed, and may include topics such as defensive driving, ADA and wheelchair securement, fatigue management, pedestrian and bicyclist awareness, safety communication practices, and participation in safety initiatives such as “safety blitzes” and quarterly safety training schedules (see **Attachment G**). Safety promotion is reinforced through ongoing communication and emphasizes compliance with policies and procedures, proactive hazard identification and risk mitigation, and collaboration with third-party service providers to maintain vehicles and equipment in a state of good repair. All MV Transportation and Via personnel are subject to initial and random drug and alcohol testing in accordance with FTA requirements and the company’s Zero Tolerance Policy, including pre-employment, post-incident, and reasonable suspicion. Across both MV Transportation and Via, safety promotion supports a strong safety culture grounded in accountability, continuous learning, and the shared responsibility of all employees and contractors to perform their duties with alertness, sound judgment, and adherence to established safety practices.

### Safety Communication

During monthly safety meetings, fleet safety and injury prevention topics are reviewed to refresh fundamental and key learning points (see **Attachment G**). For example, MV’s safety presentations every other month follow themes such as February’s “Why I Love Safety”, May’s “The Summer of Safety Kick-Off”, and October’s “Destination Zero is our Ghoul”. These messages encourage a positive and engaging safety environment.

Examples of Fleet Safety Topics include:

- Left Turns & Pedestrians Winter Driving
- Right Turns & Pedestrians ADA Sensitivity & Mobility Device Securement
- Intersections & Pedestrians
- Distracted Driving & Distracted Pedestrians
- Following Distance & Pre-Trip Inspections
- Adverse Weather

Safety information is communicated throughout Putnam County Transit and its contracted operators through multiple channels to ensure timely, consistent, and effective distribution of safety-related information. These channels include new hire orientation, annual refresher training, safety committee meetings and minutes, regular safety meetings at the operational level, company-wide and departmental meetings, “safety blitzes”, supervisory briefings, bulletin board postings, written communications, and other formal or informal safety messaging as needed. In addition, MV Transportation promotes active employee engagement in safety through programs such as the “Own the Moment” division wide safety competition, Driver of the Month recognition posters, and DriveCam “Most Improved” status recognition, which are designed to reinforce safe driving behaviors and foster a positive safety culture. Safety information may also be distributed through electronic communications and other technology-based tools to reinforce awareness of hazards, safe operating practices, and performance expectations.

MV Transportation further supplements these methods with its Safety Point system, which is used to address safety-related violations of traffic laws or handbook requirements. When a violation occurs, a Safety Point Notice is issued by the General Manager and Safety Manager within 24 hours, and employees are required to complete retraining in the identified deficient area prior to returning to revenue service. Employees are compensated for any missed work during this retraining period, and repeated failure to meet safety standards or comply with safety requirements may result in additional disciplinary action, up to and including termination.

Across both MV Transportation and Via, safety communication is supported by ongoing safety meetings, structured feedback mechanisms, and continuous reinforcement of safe operating expectations to promote a strong safety culture focused on accountability, awareness, and continuous improvement.

## 9. Safety Committee

### Establishment of a Safety Committee

In February 2022, the FTA published a Dear Colleague letter to inform the transit industry about the Bipartisan Infrastructure Law changes to PTASP requirements.<sup>1</sup> In accordance with the law, transit agencies that serve an urbanized area (UZA) with a population of greater than 200,000 people and receive Section 5307 funding are required to establish a Safety Committee under 49 U.S.C § 5329(d).<sup>2</sup> Pursuant to the amended 49 U.S.C. § 5329(d) and in compliance with the law, the Department of Planning, Development, and Public Transportation has elected to have MV Transportation's Division 239 (Putnam County) Safety Committee represent the County. As the largest privately-owned transportation company in North America, MV's goal is to provide the safest transportation possible in the provision of passenger transportation services. Additionally, Division 239 is under contractual obligation by the County to abide by all federal, state, and local regulations. Under their own corporate obligation, Division 239 was required to establish a site-specific Safety Committee. This company specific concept of a Safety Committee dates back to the original establishment of MV Transportation in 1975, however, Division 239's Safety Committee was newly revitalized in 2021. This site-specific Safety Committee is appropriately scaled to size, scope, and complexity of the transit agency and consists of three management (Safety Manager, General Manager, Road Supervisor) and three frontline employee (Driver, Monitor, Mechanic) representatives (see **Attachment H** for the organizational structure). The Safety Committee members are identified and volunteered by the Committee chairperson, the General Manager, and do not receive additional compensation for their participation.

In accordance with the Safety Risk Management section of this Plan, the Committee follows these procedures to identify and implement safety strategies:

- The Committee is required to meet quarterly and as needed. Prior to these meetings, the Safety Manager distributes an agenda (see **Attachment I**) which is determined based on areas needing improvement and/or repeated issues. At these quarterly meetings, the Committee walks around and evaluates the building and bus yard for safety concerns that need addressing. Once evaluations are complete, staff return to the safety training room to discuss and document additional concerns. Meeting notes are then typed and posted to employee bulletin boards. If a serious hazard is identified (i.e. damaged building cameras, lack of fire extinguishers, malfunctioning building entrances/exits, etc.) the Safety Committee must immediately notify the SMS Executive who will then create a work order and/or notify appropriate county staff.
- Putnam County Transit, operated by MV Transportation, provides routine training to its employees in order to mitigate both pedestrian and vehicular accidents. As such, topic specific monthly trainings and "safety blitzes" or bimonthly "standdowns" are mandatory for all operators (veteran and new). Training is critical, which is why the General Manager monitors safety statistics/trends and responds with training accordingly. Performance targets are reviewed, and goals are set forth annually as part of the Safety Risk Management program.
- If requested or if the need arises, the Committee will utilize technical experts, including other transit workers, to serve in an advisory capacity who may provide additional resources and/or tools to address concerns. The Committee may also request access to all daily vehicle/facility inspection reports and/or reports filed through the ESRP program which records safety concerns and suggested safety recommendations.
- In the event that the Safety Committee identifies safety concerns that are not promptly addressed by immediate supervisors and/or management, they are encouraged to come forward to the Agency Board of Directors (County Legislature) and/or the Accountable Executive (County Executive). In the event that the Accountable Executive decides not to implement a suggested safety risk mitigation, the Accountable Executive must prepare a written statement explaining their decision. The Accountable Executive must submit and present this explanation to the transit agency's Board of Directors.

### Via's Joint-Labor Management Safety Committee:

Via has also established a streamlined Joint Labor-Management Safety Committee for Putnam On-Demand in accordance with the principles of 49 CFR Part 673 and scaled to the size of the operation. The committee meets quarterly and is responsible for supporting safety oversight, reviewing safety performance data, and recommending improvements to safety policies, procedures, and mitigation strategies. The Chief Safety Officer (CSO, also Field Manager) meets regularly with the Accountable Executive (General Manager) on a weekly basis to address operational safety matters and escalate issues as needed.

**Committee Composition and Participation:** The committee consists of two members: the CSO representing management and one independent contractor driver serving as the driver representative. The driver representative is selected on a volunteer basis, with the opportunity for annual participation and a rotating selection process if multiple drivers volunteer. Meetings are conducted virtually when needed, and driver representatives are compensated at their contracted rate for participation. To ensure broader engagement, Via also distributes monthly safety surveys to all active driver partners to supplement committee input and capture system-wide feedback.

**Responsibilities and Authority:** The committee supports the Safety Management System (SMS) through review and input on safety risk management, safety assurance, and safety promotion activities. Responsibilities include reviewing safety data and trends, evaluating hazards and mitigation strategies, monitoring safety performance, and providing recommendations for corrective actions, training enhancements, and procedural updates. The committee may also participate in safety event reviews and provide input on investigations and corrective action planning.

<sup>1</sup> [PTPTASP-Dear-Colleague-Letter-February-17-2022.pdf](#)

<sup>2</sup> [Bipartisan-Infrastructure-Law-Changes-to-49-U-S-C-5329%28d%29.pdf](#)

## 10. Assault on Transit Workers

### Safety Risk Assessment for Assault on Transit Workers

On September 25, 2024, the FTA published its "General Directive 24" requiring all transit operators subject to the PTASP regulation to conduct a safety risk assessment of assaults on transit workers.<sup>3</sup> In assessing the risk and severity of assault on transit workers, including both bus operators and transit facility workers, the Putnam County Department of Planning, Development & Public Transportation in coordination with the General Manager and Safety Manager of one of its contracted transit operators, MV Transportation Division 239, considered the following:

1. County staff and MV Transportation staff reviewed any previous history of incidents involving assault on bus operators or transit facility workers based out of the PART Transit Facility located at 841 Fair St., Carmel, NY. The facility houses public-facing operations including ticket/monthly pass sales, paratransit application intake and processing, photographs for identification cards/bus passes, and the dispatch/operations center which may have some incidental interaction with the public.
2. County staff reviewed its Safety and Security Reporting to the National Transit Database (NTD) for any previously reported major or non-major events or incidents involving assaults of transit workers including bus operators or transit facility workers dating back to 2012.
3. County staff and MV Transportation will consider current and likely future operating conditions to determine risk assessment of transit worker assault.

Upon review of the items listed above, Department staff utilized the FTA provided safety risk assessment matrix (see **Attachment J**) in order to select a likelihood and severity value for the risk of assault of transit workers while on transit vehicles as well as at revenue facilities.

Following a meeting on December 13, 2024 we originally selected "moderate" for the likelihood value and "C – May cause minor injury or minor property damage" for the severity value for the risk of assault on vehicles. **While we do not have any significant history of assaults on transit workers on vehicles, the MV Transportation management team identified an increasing trend of aggressive and unruly behavior from passengers and expects this trend to continue.** After a reassessment in June 2026, a moderate risk level assessment is still fair and warranted. However, for risk of assault on transit workers at our revenue facility, we feel the risk is lower, due to a much smaller volume of customers who come to the facility to either purchase tickets or to process paratransit applications.

Given the identified risk of transit worker assault, Putnam County and its contracted operators maintain a strict zero-tolerance policy toward physical violence, sexual assault, verbal or sexual harassment, threatening behavior, and other unsafe or abusive conduct. All incidents are subject to immediate response, investigation, and appropriate corrective or enforcement action. Operators provide de-escalation and conflict management training to equip employees with techniques for recognizing escalating behavior, applying verbal de-escalation strategies, and following established response protocols during service.

All public transit vehicles are equipped with interior and exterior surveillance systems to support incident prevention, deterrence, and post-incident investigation. Operators train drivers to use progressive response procedures during escalating situations, including verbal warnings, warnings of notification to dispatch, and reminders regarding onboard surveillance. If unsafe behavior continues, drivers are instructed to pull over in a safe location while dispatch coordinates with law enforcement for on-scene response. Transit worker assault drills are also conducted periodically with dispatch, management, and the Putnam County Sheriff's Office to ensure coordinated response readiness.

Additional mitigation measures have been implemented and continue to be evaluated, including facility access controls, surveillance signage on vehicles, and enhanced security at transit facilities. In Fall 2025 the Transit Facility was equipped with new entry access controls for all public entrances and a new front security gate was fully installed in Summer 2026. The Safety Committee continues to review opportunities for further improvements, including expanded de-escalation training, communication tools such as panic buttons or emergency radio functions, and other technologies designed to enhance employee safety and improve response to assault-related incidents.

<sup>3</sup> [General Directive 24-1: Required Actions Regarding Assaults on Transit Workers](#)

## Attachment A

\*HOLD FOR 2026 RESO\*

PUTNAM COUNTY LEGISLATURE

Resolution #182

Introduced by Legislator: Greg Ellner on behalf of the Physical Services Committee at a Regular Meeting held July 1, 2025.

page 1

**APPROVAL - PUTNAM COUNTY'S PROPOSED PUBLIC TRANSPORTATION AGENCY SAFETY PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION'S FINAL RULE (49 C.F.R. PART 673)**

WHEREAS, the U.S. Department of Transportation, by and through the Federal Transit Administration ("FTA"), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and

WHEREAS, the County of Putnam ("County") is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 *et seq.* ("Final Rule"); and

WHEREAS, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 that operate a public transportation system must develop a Public Transportation Agency Safety Plan ("Safety Plan") that includes the processes and procedures necessary for implementing Safety Management Systems ("SMS"); and

WHEREAS, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance, and safety promotion; and

WHEREAS, the Bipartisan Infrastructure Law amends FTA's final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee. As such, the County will continue to utilize MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

WHEREAS, in September 2024, FTA published General Directive 24-1 which requires transit agencies as part of their Safety Plan to conduct a safety risk assessment related to assaults on transit workers using the Safety Management System (SMS) processes, identify safety risk mitigations or strategies necessary as a result of the safety risk assessment; and provide information to FTA on how they are assessing, mitigating, and monitoring the safety risk associated with assaults on transit workers; and

WHEREAS, the County, as a transit operator, is required to certify annually that it has developed/updated its Safety Plan and such Plan meets all of the requirements of the Final Rule; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 *et seq.*, has drafted its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit "A," now therefore be it

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 July 1, 2025.

Dated: July 7, 2025

Signed: \_\_\_\_\_

Diane Schonfeld  
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #182

Introduced by Legislator: Greg Ellner on behalf of the Physical Services Committee at a Regular Meeting held July 1, 2025.

page 2

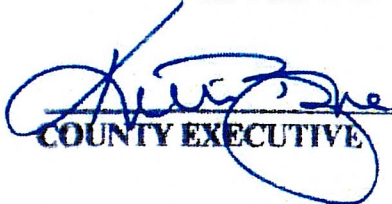
**RESOLVED**, that the County Executive, together with the Putnam County Legislature, support the County's continued participation in approved FTA services, programs and activities, as well as continue to be a recipient of FTA funding and/or financial assistance; and be it further

**RESOLVED**, that the County Executive, together with the Putnam County Legislature, support and approve for submission by the Department of Planning, Development and Public Transportation to the FTA the County's Safety Plan for review and approval, which Safety Plan is attached hereto as "Exhibit A;" and be it further

**RESOLVED**, that this resolution shall take effect immediately.

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO & BIRMINGHAM WERE ABSENT. MOTION CARRIES.**

**APPROVED**

  
\_\_\_\_\_  
COUNTY EXECUTIVE      7/11/25  
DATE


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 July 1, 2025.

Dated: July 7, 2025

Signed: 

**Diane Schonfeld**  
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #126

Introduced by Legislator: Erin Crowley on behalf of the Physical Services Committee at a Regular Meeting held on June 4, 2024.

page 1

**APPROVAL/ PUTNAM COUNTY'S PROPOSED PUBLIC TRANSPORTATION AGENCY SAFETY PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION'S FINAL RULE (49 C.F.R. PART 673)**

**WHEREAS, the U.S. Department of Transportation, by and through the Federal Transit Administration ("FTA"), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and**

**WHEREAS, the County of Putnam ("County") is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 et seq. ("Final Rule"); and**

**WHEREAS, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 and operate a public transportation system must develop a Public Transportation Agency Safety Plan ("Safety Plan") that includes the processes and procedures necessary for implementing Safety Management Systems ("SMS"); and**

**WHEREAS, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance, and safety promotion; and**

**WHEREAS, the Bipartisan Infrastructure Law amends FTA's final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee by July 31, 2022. As such, the County will be utilizing MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and**

**WHEREAS, the County, as a transit operator, is required to certify on/before July 1, 2024, that it has developed its Safety Plan and such Plan meets all of the requirements of the Final Rule; and**

**WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 et seq., has drafted its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit "A;" now therefore be it**

**RESOLVED, that the County Executive, together with the Putnam County Legislature, support the County's continued participation in approved FTA services, programs and activities, as well as continue to be a recipient of FTA funding and/or financial assistance therefor; and be it further**

**RESOLVED, that the County Executive, together with the Putnam County Legislature, support and approve for submission by the Department of Planning,**

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 June 4, 2024.

Dated: June 7, 2024

Signed: \_\_\_\_\_

Diane Schonfeld  
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #126

Introduced by Legislator: Erin Crowley on behalf of the Physical Services Committee at a Regular Meeting held on June 4, 2024.

page 2

**Development and Public Transportation to the FTA the County's Safety Plan for review and approval, which Safety Plan is attached hereto as "Exhibit A;" and be it further RESOLVED, that this resolution shall take effect immediately.**

**BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.**


**APPROVED**

  
\_\_\_\_\_  
**COUNTY EXECUTIVE**      **DATE** 6/11/24

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 June 4, 2024.

Dated: June 7, 2024

Signed: 

**Diane Schonfeld**  
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #125

Introduced by Legislator: Carl L. Albano on behalf of the Physical Services Committee at a Regular Meeting held on July 5, 2022.

page 1

**APPROVAL/ PUTNAM COUNTY'S PROPOSED PUBLIC TRANSPORTATION AGENCY SAFETY PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION'S FINAL RULE (49 C.F.R. PART 673)**

**WHEREAS**, the U.S. Department of Transportation, by and through the Federal Transit Administration ("FTA"), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and

**WHEREAS**, the County of Putnam ("County") is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 *et seq.* ("Final Rule"); and

**WHEREAS**, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 and operate a public transportation system must develop a Public Transportation Agency Safety Plan ("Safety Plan") that includes the processes and procedures necessary for implementing Safety Management Systems ("SMS"); and

**WHEREAS**, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance and safety promotion; and

**WHEREAS**, the County, as a transit operator, is required to certify on/before July 20, 2021, that it has developed its Safety Plan and such Plan meets all of the requirements of the Final Rule; and

**WHEREAS**, the Bipartisan Infrastructure Law amends FTA's final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee by July 31, 2022. As such, the County will be utilizing MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

**WHEREAS**, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 *et seq.* and 49 U.S.C. Sec. 5329(d)(5), has drafted its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit "A;" now therefore be it

**RESOLVED**, that the County Executive, together with the Putnam County Legislature, support the County's continued participation in approved FTA services, programs and activities, as well as continue to be a recipient of FTA funding and/or financial assistance therefor; and be it further

**RESOLVED**, that the County Executive, together with the Putnam County Legislature, support and approve for submission by the Department of Planning, Development and Public Transportation to the FTA the County's Safety Plan for review and approval, which Safety Plan is attached hereto as "Exhibit A;" and be it further

**RESOLVED**, that this resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

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 July 5, 2022.

Dated: July 7, 2022

Signed: *Diane Schonfeld*

Diane Schonfeld  
Clerk of the Legislature of Putnam County

## Attachment B

### Safety Committee PTASP Approval Form

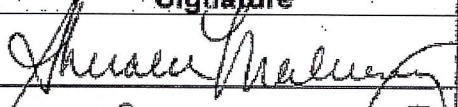


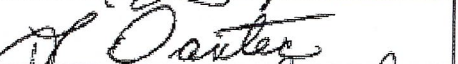


#### Purpose

In compliance with the Federal Transit Administration (FTA) Public Transportation Agency Safety Plan (PTASP) requirements, specifically **NEW REQUIREMENT 2-c** as outlined in **49 CFR §§ 673.11(a)(1)(i), 673.19(d)(1), and 673.31**, this document confirms the approval of the PTASP by the Putnam County/MV Transportation Safety Committee.

The Safety Committee has reviewed the PTASP prepared by the Putnam County Department of Planning, Development, and Public Transportation for the 2025/2026 period and thus approves the plan as meeting the applicable federal safety requirements.

#### Safety Committee Approval Signatures

By signing below, the Safety Committee confirms that it has thoroughly reviewed and approved the PTASP for the Putnam County Putnam Area Rapid Transit (PART) system.

Name	Title	Signature	Date
Sheralee Malverty	General Operations Manager		6/3/26
Meghan Maglio	Safety Manager		6/3/26
Mohamed Yohan	Road Supervisor/Dispatcher		6/3/26
Jacques Dantec	Putnam Area Rapid Transit (PART) Driver		6/3/26
Tonianne Smith	Early Intervention (EI) / Pre-K Monitor		6/3/2026
Willi Guzman	Mechanic		6/3/26

**SYSTEM SAFETY PROGRAM PLAN**  
for  
**MV Transportation, Inc.**



**MV TRANSPORTATION, INC.**

**Division 239**

**Putnam, NY**

October 2025

*Sherrilee Maloney*

# Putnam On-Demand Safety Program & Plan

## Authorizations

On July 19, 2018, the FTA promulgated its final rule 49 C.F.R. Part 673 - Public Transportation Agency Safety Plan (PTASP) which requires recipients of FTA Chapter 5307 funds to develop and implement a safety plan based on Safety Management Systems (SMS) principles and methods.

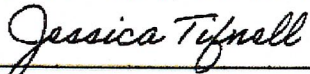
Via establishes this Safety Plan as our commitment to system safety and the principles of SMS. The objectives of our plan are to:

- Increase the safety of transit systems by proactively identifying, assessing, and controlling risks
- Continually improve safety performance
- Improve the commitment of transit leadership to safety
- Foster a culture of safety awareness and responsiveness.

Via is committed to implementing a systematic and comprehensive safety program. Leadership will visibly demonstrate its commitment to safety by monitoring hazards, enforcing and supporting safety programs, and promoting an open and transparent environment to discuss and address safety issues.

This Safety Plan was developed by Via to comply with FTA Part 673 requirements. The County Board of Directors (or equivalent body), Accountable Executive, and Chief Safety Officer have reviewed and approved this Safety Plan and assure that its contents meet the requirements of Regulation 49 CFR Part 673 through the establishment of a comprehensive SMS framework.

This Safety Plan will be distributed to all transit employees and will be reviewed and updated annually.

Approved by	Date
Jessica Tufnell, General Manager 	June 5 2026

# **MV TRANSPORTATION, INC.**

## Safety Management System (SMS) Plan

## Attachment E

MV Transportation SMS Hazard/Risk Report Form	
<b>This report concerns:</b>	<input type="checkbox"/> Hazard <input type="checkbox"/> Risk <input type="checkbox"/> Near Miss <input type="checkbox"/> Other
<b>Hazard Type:</b>	<input type="checkbox"/> Policy/Procedure <input type="checkbox"/> Operational <input type="checkbox"/> Environmental <input type="checkbox"/> Equipment/Design <input type="checkbox"/> Training
<b>REPORTED BY:</b>	<input type="checkbox"/> Employee <input type="checkbox"/> Customer/Passenger <input type="checkbox"/> Other:                        le FD or PD
<b>NAME:</b>	<b>LOCATION:</b>
<b>Description of Safety Concern:</b>	
<b>PHOTOS:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Hazard Analysis:</b> According to Hazard Severity Matrix	<input type="checkbox"/> 1 Catastrophic <input type="checkbox"/> 2 Critical <input type="checkbox"/> 3 Marginal <input type="checkbox"/> 4 Negligible
<b>Recommended Safety Risk Mitigation:</b>	
<b>Supervisor/Safety Manager Comments/Actions:</b>	



# Incident Report Form

Date: \_\_\_\_\_

I \_\_\_\_\_ was driving bus # \_\_\_\_\_ on  
route \_\_\_\_\_

At \_\_\_\_\_ When \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Driver Signature: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Comments :  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Attachment F

### ***Hazard Severity***

Hazard severity is a subjective measure of the worst credible mishap that could be expected to result from human error, environmental conditions, design inadequacies, subsystem or component failure or malfunction, and/or procedural deficiencies. Using U.S. Military Standard MIL-882D, the ESC assigns one of four severity categories:

### ***Hazard Severity Table***

<b>Category</b>	<b>Description</b>
<b>1 – Catastrophic</b>	Death or system loss
<b>2 – Critical</b>	Severe injury, severe occupational illness or major system damage
<b>3 – Marginal</b>	Minor injury, occupational illness or system damage
<b>4 – Negligible</b>	Less than minor injury, occupational illness or system damage

### ***Hazard Probability***

The likelihood that a hazard will be experienced during the planned life expectancy of the system can be estimated in potential occurrences per unit of time, events, population, items or activity. The probability may be derived from research, analysis and evaluation of historical safety data. Hazard probabilities are ranked as shown in the following table:

### ***Hazard Probability Table***

<b>Probability Level</b>	<b>Description</b>
<b>A – Frequent</b>	Likely to occur frequently. Continually experienced in the fleet/inventory.
<b>B – Probable</b>	Likely to occur several times in life of an item. Likely to occur frequently in the fleet/inventory.
<b>C – Occasional</b>	Likely to occur sometime in life of an item. Likely to occur several times in the fleet/inventory.
<b>D – Remote</b>	Unlikely, but possible to occur in the life of an item. Reasonably expected in the fleet/inventory.
<b>E – Improbable</b>	So unlikely, occurrence is not expected. Unlikely to occur, but possible in the fleet/inventory.

## Risk Assessment Frequency/Severity Matrix

Frequency	Severity			
	1 Catastrophic	2 Critical	3 Marginal	4 Negligible
A – Frequent	1/A	2/A	3/A	4/A
B – Probable	1/B	2/B	3/B	4/B
C – Occasional	1/C	2/C	3/C	4/C
D – Remote	1/D	2/D	3/D	4/D
E – Improbable	1/E	2/E	3/E	4/E

### Hazard Resolution

After the risks are assessed, a plan is developed for resolution. There are essentially four choices in the hazard resolution process, as shown in the Hazard Resolution Table below.

### Hazard Resolution Table

Severity / Frequency	Resolution
1/A   1/B   1/C   2/A   2/B   3/A	Unacceptable—correction required.
1/D   2/C   2/D   3/B   3/C	Unacceptable—correction may be required after review by CEO.
1/E   2/E   3/D   3/E   4/A   4/B	Acceptable—with review by CEO.
4/C   4/D   4/E	Acceptable—without review.

# Attachment G

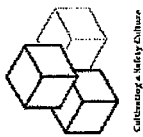
## Q1 – Safety Connect Meeting Topics

January 2026	February 2026	March 2026
<b>Safety Connect Meeting</b> <b>Fleet Safety Topic</b> <ul style="list-style-type: none"> <li>• Intersection Awareness</li> <li>• Left &amp; Right Turns</li> </ul> <b>Injury Prevention (OSHA)</b> <ul style="list-style-type: none"> <li>• Slips, Trips &amp; Falls</li> </ul> <b>Maintenance (OSHA)</b> <ul style="list-style-type: none"> <li>• See February</li> </ul> <b>Division OSHA/Compliance</b> <ul style="list-style-type: none"> <li>• Facility Inspection</li> <li>• Complete 2025 OSHA log</li> </ul> <b>GM Action</b> <ul style="list-style-type: none"> <li>• Develop Safety Improvement Action Plan</li> </ul>	<b>Safety Connect Meeting</b> <b>Fleet Safety Topic</b> <ul style="list-style-type: none"> <li>• Security Awareness</li> <li>• Violence Prevention</li> <li>• Deescalation</li> </ul> <b>Injury Prevention (OSHA)</b> <ul style="list-style-type: none"> <li>• Hazard Recognition and Reporting</li> </ul> <b>Maintenance (OSHA)</b> <ul style="list-style-type: none"> <li>• Slip, Trips and Falls</li> <li>• Workplace Violence Prevention</li> </ul> <b>Division OSHA/Compliance</b> <ul style="list-style-type: none"> <li>• Facility Inspection</li> <li>• Post 2025 OSHA 300A Summary on 2/1</li> </ul> <b>GM Action</b> <ul style="list-style-type: none"> <li>• See *GM Connect One Pager</li> </ul>	<b>Safety Connect Meeting</b> <b>Fleet Safety Topic</b> <ul style="list-style-type: none"> <li>• Managing Distraction</li> <li>• Drowsy Driving</li> </ul> <b>Injury Prevention (OSHA)</b> <ul style="list-style-type: none"> <li>• Fatigue Management</li> <li>• Wellness</li> </ul> <b>Maintenance (OSHA)</b> <ul style="list-style-type: none"> <li>• Bloodborne Pathogens</li> </ul> <b>Division OSHA/Compliance</b> <ul style="list-style-type: none"> <li>• Facility Inspection</li> <li>• OSHA Law Review</li> <li>• Q1 Self-Audit</li> </ul> <b>GM Action</b> <ul style="list-style-type: none"> <li>• Training Program &amp; Budget Review</li> </ul>



Upcoming Safety Standdown – March 26, 2026

Intersection Awareness/Speeding



Culture of Safety Culture

## Safety Connect Meetings and Safety Spotlight Topics 2nd Quarter 2026

	April	May	June
<b>Fleet Safety Topic</b>	<ul style="list-style-type: none"> <li>• Mobility Device Securement/ADA Recertification</li> <li>• Lyft MV+AI Enablement (Division Specific)</li> </ul>	<ul style="list-style-type: none"> <li>• Customer Service &amp; ADA</li> <li>• Pre-Trip Inspection &amp; Mirror Adjustment</li> </ul>	<ul style="list-style-type: none"> <li>• Pedestrian, Cyclist &amp; Motorcyclist Awareness</li> <li>• KMA Program</li> </ul>
<b>Injury Prevention (OSHA)</b>	<ul style="list-style-type: none"> <li>• Ergonomics</li> </ul>	<ul style="list-style-type: none"> <li>• Heat Illness Prevention "105 days of Summer"</li> </ul>	<ul style="list-style-type: none"> <li>• Emergency Vehicle Evacuation</li> <li>• Bloodborne Pathogens</li> </ul>
<b>Maintenance (OSHA)</b>	<ul style="list-style-type: none"> <li>• Hazard Communication -- Globally Harmonized System (GHS)</li> <li>• Chemical Exposure &amp; Respiratory Safety</li> <li>• Ergonomics</li> </ul>	<ul style="list-style-type: none"> <li>• Heat Illness Prevention "105 days of Summer"</li> <li>• Fire Safety &amp; Prevention</li> </ul>	<ul style="list-style-type: none"> <li>• Housekeeping</li> <li>• Emergency Preparedness and Response</li> <li>• Personal Protective Equipment</li> </ul>
<b>Division OSHA/ Compliance</b>	<ul style="list-style-type: none"> <li>• Facility Inspection</li> <li>• Remove OSHA 300A Summary on 4/30</li> </ul>	<ul style="list-style-type: none"> <li>• Facility Inspection</li> <li>• Review and update Heat Illness Prevention Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Facility Inspection</li> </ul>
<b>GM Action</b>	<ul style="list-style-type: none"> <li>• Support and Review Maintenance Safety Connect Meeting with Maintenance Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare and lead team for May Safety Spotlight: 105 Days of Summer</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare and lead team for June Safety Spotlight: Passenger Handling &amp; Pedestrian   Cyclist Awareness</li> <li>• Training Program &amp; Budget Review</li> </ul>

### Upcoming Spotlight Dates

May 13 - 105 Days of Summer  
 June 24 - Passenger Handling | Pedestrian | Cyclist Awareness



## Attachment H

### MV Transportation Division 239 Safety Committee Membership

Name	Title
Sheralee Malverty	<i>General Operations Manager (Chair)</i>
Meghan Maglio	<i>Safety Manager</i>
Mohamed Yohan	<i>Road Supervisor</i>
Jacques Dantec	<i>Putnam Area Rapid Transit (PART) Driver</i>
Tonianne Smith	<i>Early Intervention (EI) Pre-K Monitor</i>
Willi Guzman	<i>Mechanic</i>

*\*MV Transportation Safety Committees first established in 1975 along with company\**

*\*Division 239 Safety Committee newly revitalized in November 2021\**

*\*The Safety Committee meets on a quarterly basis\**

#### Duties

##### Covid Period

- Monitor COVID-19 levels and adjust routes/employee coverage accordingly.
- Purchase and distribute PPE supplies to employees, management representatives, and passengers as needed.
- Identify and isolate infected individuals discretely and in compliance with State and CDC guidelines.

##### Quarterly Reviews

- Meet quarterly and as needed.
- Staff evaluate the building and bus yard for safety hazards that need addressing.
- Staff document and discuss additional concerns.
- Staff document meeting notes and then post them to employee bulletin boards.
- Provide mandatory monthly training and “safety blasts” to all operators.
- Mitigate both pedestrian and vehicular accidents and identify ineffective strategies.
- Monitor safety statistics.
- Identify safety deficiencies for continuous improvement.
- Review and set performance targets and goals on an annual basis.

# Q1 Safety Committee Meeting Notes

February 26, 2026

- **2 lights are out in the yard.**
- **Peaceable Hill and Tunnels - remember to Slow Down/Stop before entrance and have on 4 way flashers - Honk Before and During passing through tunnels.**
- **Please ensure that ALL Passengers need to be seated before putting the bus in Drive.**
- **4 Down - Front First, 3 Around and a Final Check!!**

## Attachment J

# FTA Safety Risk Assessment Matrix

**Hazard Assessed**  
 ① Transit workers must interact with passengers, patrons, and the public, and, at times, must clarify or enforce agency policies.

Potential Consequences Likelihood

Transit workers are assaulted on transit vehicles --Select Likelihood--

➕ Add Potential Consequence

Please add all potential consequences

**Risk Rating**

Likelihood ①\* Severity ①\*

--Select Likelihood-- --Select Severity--

Risk Rating Matrix

<b>Likelihood</b>	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
			Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property
			A	B	C	D	E
			<b>Severity</b>				

**Hazard Assessed**  
 ① Transit workers must interact with passengers, patrons, and the public, and, at times, must clarify or enforce agency policies.

Potential Consequences Likelihood

Transit workers are assaulted in revenue facilities --Select Likelihood--

➕ Add Potential Consequence

Please add all potential consequences

**Risk Rating**

Likelihood ①\* Severity ①\*

--Select Likelihood-- --Select Severity--

Risk Rating Matrix

<b>Likelihood</b>	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
			Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property
			A	B	C	D	E
			<b>Severity</b>				

cc All

**Edward Gordon**

---

**From:** Barbara Barosa  
**Sent:** Monday, June 8, 2026 4:47 PM  
**To:** Putnam Co Legislature  
**Cc:** Ilona Campo; Sean Bennett; Matthew Covucci; County Executive  
**Subject:** Annual Public Transportation Safety Plan Update (PTASP) and supporting resolution  
**Attachments:** Resolution-Annual PTASP Submission-June 2026.docx; Memo-DB PTASP June 2026.doc; Putnam County PTASP 2026 FINAL .pdf

Good Afternoon,

Attached please find a proposed Resolution along with an update to the County's Public Transportation Agency Safety Plan respectfully requested to be placed on the next Physical Services Meeting agenda for the Legislature's review/consideration for adoption.

Thank you,  
Barbara



**Barbara Barosa, AICP**

Commissioner • Department of Planning, Development & Public Transportation •

PHONE | 845.878-3480 • WEBSITE | [PUTNAMCOUNTYNY.COM](http://PUTNAMCOUNTYNY.COM)

PUTNAM COUNTY NEW YORK GOVERNMENT

"Empowering Putnam County through dedicated service."

---