

# THE PUTNAM COUNTY LEGISLATURE

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



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

## REGULAR MEETING OF THE PUTNAM COUNTY LEGISLATURE TO BE HELD IN THE HISTORIC COURTHOUSE CARMEL, NEW YORK 10512

**Tuesday** **September 1, 2026** **7:00 P.M.**

1. Pledge of Allegiance
2. Legislative Prayer
3. Roll Call

### PROCLAMATIONS

#### Suicide Prevention Awareness Month

4. Acceptance of Minutes – Budget & Finance Meeting, October 27, 2025  
Adopt the 2026 Budget Meeting, October 29, 2025  
Budget & Finance Meeting, March 30, 2026
5. Correspondence
  - a) County Auditor
6. Pre-filed resolutions:

**RULES, ENACTMENTS & INTERGOVERNMENTAL RELATIONS COMMITTEE**  
(Chairwoman Sayegh, Legislators Birmingham & Gouldman)

- 6a. Approval – Litigation Settlement – Calista Malstrom V. County of Putnam (Item #3)
- 6b. Approval – Amending Resolution No. 94 Of 2026 Regarding The Designation Of The Official Newspaper (Item #4–r)
- 6c. Approval – Local Law Amending Chapter 55, Section 55–12 of the Putnam County Code Entitles “Board of Ethics Establishment; Qualifications of Members; Appointment of Members; Term of Office” (Item #5–r)

**HEALTH, SOCIAL, EDUCATIONAL, & ENVIRONMENTAL COMMITTEE**  
(Chairwoman Montgomery, Legislators Addonizio & Russo)

- 6d. Approval – Budgetary Amendment (26A067) – Health – Funding for the Early Learning Center “4410” (Item #6)
- 6e. Approval – Fund Transfer (26T201) Health Department – Fund Early Intervention Care at Private institutions to cover an Increase in Enrollment Since the Start of the Year (O.B. #7a)

**PERSONNEL COMMITTEE**  
(Chairwoman Addonizio, Legislators Russo & Sayegh)

- 6f. Approval – Replacing Service Animal Policy (R#154 OF 2023) (Item #4–r)

**PHYSICAL SERVICES COMMITTEE**  
(Chairman Gouldman, Legislators Regan & Sayegh)

- 6g. Approval – Budgetary Amendment (26A068) Department of Public Works (DPW) – Risk Manager – Guardrail Repair – Progressive Insurance Recovery Payment (Item #9)
- 6h. Approval – No Match – Grant Application – Community Resiliency, Economic Sustainability, And Technology Program (CREST) – Bureau of Emergency Services Facility Repairs (Item #8)
- 6i. Approval – Reiteration of Previously Authorized Funding for PIN 8761.97 – Stoneleigh Avenue @ Drewville Road Intersection Project (O.B. #10a)

**AUDIT & ADMINISTRATION COMMITTEE**  
**(Chairwoman Crowley, Legislator Regan, Legislator Russo)**

- 6j. Approval – Fund Transfer (26T206) – Department of General Services (DGS) – Cover Chargeback for Vehicle Leasing in County Departments (Item #7)**
- 6k. Approval – Authorization – Legislators to Attend September New York State Association of Counties Conference (Item #8)**

**BUDGET & FINANCE COMMITTEE**  
**(All Legislators)**

- 6l. Approval – Sunlight and Public Disclosure Requirements in Relation to the County’s Fund Balance Allocation Procedures (Item #4)**
- 6m. Approval – Resolution Requesting an Audit by the State Comptroller of Putnam County’s Fund Balance (Item #5)**
- 6n. Approval – Reaffirmation And Implementation of Resolution #304 of 2025 – Authorization of Immediate Expenditure of Remaining Funds for Food Insecurity (Item #6)**
- 7. Other Business**
- 7a. Approval – Budgetary Transfer (26T230) – Address Food Insecurity Within Putnam County (Related to agenda item #6n)**
- 8. Recognition of Public on Agenda Items**
- 9. Recognition of Legislators**
- 10. Adjournment**

#60a

Committee: **Rules Mtg.** Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: September 1, 2026  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – LITIGATION SETTLEMENT - CALISTA MALSTROM V. COUNTY OF PUTNAM**

WHEREAS, On May 24, 2024, Plaintiff Calista Malstrom commenced action against the County of Putnam in Supreme Court, Putnam County seeking compensation and damages for personal injuries sustained when she tripped and fell in a pothole on a Putnam County roadway.

WHEREAS, Plaintiff sought recovery for compensatory damages in an undetermined amount as well as costs, disbursements, attorney's fees, and interest; and

WHEREAS, the County's insurer, the New York Municipal Insurance Reciprocal (NYMIR), assigned the Portale Randazzo law firm, James A. Randazzo, Esq., to defend the County's interests in this matter, which litigation has been handled by counsel since action was commenced in 2024.

WHEREAS, following litigation with Plaintiff's counsel in State Supreme Court, the Claims Committee for the New York Municipal Insurance Reciprocal (NYMIR), the County's insurance carrier, recently arrived at a negotiated settlement value for this case of \_\_\_\_\_ dollars; and

WHEREAS, Plaintiff agreed to a settlement with the County, subject to the Legislature's approval, in which the County agreed to pay Plaintiff the sum of \_\_\_\_\_ dollars; and

WHEREAS, the County's outside counsel, James Randazzo, Esq., and NYMIR's claims representatives, have after due consideration recommended the aforementioned settlement as an alternative to trial; and

WHEREAS, in connection with this settlement the County shall be responsible for payment of \_\_\_\_\_ dollars per the deductible pursuant to the County's insurance policy with NYMIR; and

WHEREAS, outside counsel for the County of Putnam, has in fact settled the matter with Plaintiff for the sum of \_\_\_\_\_ dollars; and Plaintiff shall execute the required General Release which, upon approval by the Legislature, a Stipulation of Discontinuance will be filed with the Supreme Court, Putnam County, thereby discontinuing this matter and allowing Plaintiff to receive her settlement payment in the agreed upon amount; and

WHEREAS, the aforementioned settlement is in the public interest and avoids the costs of further litigation, additional attorney's fees and costs and the risk of a potential high jury verdict; now therefore be it

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

**RESOLVED, that the proposed settlement of this matter for the sum of [REDACTED] dollars with the County only being responsible for payment of that amount pursuant to the County's insurance policy with NYMIR is hereby approved.**

**RESOLVED, that the County Executive is hereby authorized to sign any required settlement documents on behalf of the County including a General Release with respect thereto.**

#66

Committee: Rules Mtg. Resolution # \_\_\_\_\_  
 Introduced By \_\_\_\_\_ Regular Mtg: September 1, 2026  
 Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - AMENDING RESOLUTION NO. 94 OF 2026 REGARDING THE DESIGNATION OF THE OFFICIAL NEWSPAPER**

**WHEREAS, the Putnam County Legislature desires to amend Resolution No. 94 of 2026 concerning the designation of the County's official newspaper and the publication of County notices;**

**WHEREAS, there have been repeated instances of challenges with paper publication, which has caused inefficiency, delay, and expense to the Putnam County taxpayers;**

**WHEREAS, online publication is more efficient, cost effective, and conservative of time, expense, and natural resources; now, therefore, be it**

**RESOLVED, that the operative RESOLVED clause of Resolution No. 94 of 2026 is hereby amended to read as follows:**

**The official Putnam County website is hereby designated as the official publication platform of the County of Putnam for the publication of public notices not required by law to be published in a newspaper; notices for all matters required by law to be published for the year 2026, will be published as set forth below. Where publication in a newspaper is expressly required by law, the Putnam County Press shall serve as the County's designated official newspaper. If the Putnam County Press declines the requested publication, is unable to publish within the time required by law or fails to timely accept or confirm the publication request in sufficient time to permit the County to comply or that places at risk the County's ability to timely comply with the applicable statutory or court-imposed publication deadline, The Journal News (LoHud) shall serve as the County's designated newspaper for that publication. Whenever The Journal News is used pursuant to this paragraph, the notice shall also be submitted to The Highlands Current and Mahopac News for supplemental publication, provided that The Highlands Current and Mahopac News are able to accept and publish the notice within a reasonable period of time. The Highlands Current and Mahopac News may also be used as supplemental**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

**publications for any other County notice, announcement, enactment, or matter when additional publication would provide broader local access and further the public-notice purpose of the publication.**

**RESOLVED, that except as expressly amended herein, Resolution No. 94 of 2026 shall remain in full force and effect; and be it further**

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

#60c

Committee: **Rules Mtg.** \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - LOCAL LAW AMENDING CHAPTER 55, SECTION 55-12 OF THE PUTNAM COUNTY CODE ENTITLED "BOARD OF ETHICS ESTABLISHMENT; QUALIFICATIONS OF MEMBERS; APPOINTMENT OF MEMBERS; TERM OF OFFICE" AND CHAPTER 55, SECTION 55-14 ENTITLED "REMOVAL OF BOARD OF ETHICS MEMBERS"**

**WHEREAS, the Putnam County Legislature finds that balance of powers between branches of government is a core protection grounded in our Nation's foundational documents; and**

**WHEREAS, the Putnam County Legislature finds that accountability to an ethical code and ethical standards should hold both branches of government equally accountable; and**

**WHEREAS, if the candidates for the Ethics Board are unilaterally selected by one branch of government, even with confirmation required, there is an unconscious bias built into the selection process; and**

**WHEREAS, the Legislature finds that appointments to the Board of Ethics should be made through a fair, open, and transparent process that encourages qualified residents of Putnam County to seek appointment through public participation; and**

**WHEREAS, the Legislature further finds that the public's confidence in the integrity and independence of the Board of Ethics is enhanced by a transparent appointment process that affords all interested residents an equal opportunity to apply for appointment and permits the public to review applications submitted for consideration; and**

**BE IT ENACTED by the County Legislature of the County of Putnam, State of New York, as follows:**

**Section 1.**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

**Section 55-12 of Chapter 55 of the Putnam County Code, is hereby further amended to read as follows:**

**§ 55-12. Board of Ethics establishment; qualifications of members; appointment of members; term of office.**

**A. A Board of Ethics is hereby created consisting of five (5) members.**

**Two (2) members shall be nominated by the County Executive, one (1) member shall be nominated by the Chair of the Legislature, one (1) member shall be nominated by the full Legislature, and one (1) member shall be nominated by the Minority Leader of the Legislature. All nominations must be confirmed by a simple majority vote of the Legislature before appointment.**

**For purposes of this section, "Minority Leader" means the legislator who belongs to the political party that does not control the Legislature and has the greatest number of registered voters.**

**The Legislative Office shall publicly solicit applications from the public at large whenever a vacancy exists or a vacancy is anticipated on the Board of Ethics. The solicitation shall specify the qualifications for appointment established by this section, the deadline by which applications must be received, and the manner in which applications shall be submitted. All applications, resumes, letters of interest, and supporting materials timely received by the deadline established in the solicitation shall be filed with the Office of the Clerk of the Legislature. All such materials shall be included in the legislative backup materials for the meeting at which nominations are considered and shall be made available for public inspection to the fullest extent permitted by law, regardless of whether the applicant is ultimately nominated.**

**Any Board of Ethics established prior to this enactment under a different appointment process is hereby dissolved, and a new Board shall be appointed in accordance with this section.**

**i. The nominations for appointment shall be for designated seats as follows:**

**1. Seat One shall be nominated by the County Executive.**

**2. Seat Two shall be nominated by the Chair of the Legislature.**

**3. Seat Three shall be nominated by the County Executive.**

**4. Seat Four shall be nominated by the full Legislature.**

**5. Seat Five shall be nominated by the Minority Leader.**

**If no Minority Leader exists because all members of the Legislature are enrolled in the same political party, Seat Five shall instead be nominated by the full Legislature.**

**ii. Should any seat become vacant, it shall be filled in the same manner as specifically designated.**

**B. The members of the Board of Ethics shall reside in the County of Putnam.**

**C. No member of the Board of Ethics may be an appointed officer or employee of the County.**

**D. No Board of Ethics member shall hold office in a political party or be employed or act as a lobbyist or hold elective office in the County.**

**E. Board members will serve for a two (2) year term, beginning from their date of appointment.**

**F. A Board of Ethics member shall serve until his or her successor has been appointed.**

**G. The members of the Board of Ethics shall not receive compensation but shall be reimbursed for reasonable expenses incurred in the performance of their official duties.**

**H. Any hearing to be held, must be heard before and voted on by the entire Board of Ethics by majority vote. In the case of a conflict of interest in any matter, the ethics complaint giving rise to the conflict shall be referred to another County's Board of Ethics. At no time shall a single outside counsel be called upon to render an opinion in place of the Board of Ethics. A conflict of interest may be raised by any member of the board, any complainant, or any subject of a complaint. Any such conflict must be voted on and a written decision rendered as to whether the board believes it can be fair and impartial by an appearance of impropriety standard. If the board determines it cannot be fair and impartial in the handling of any ethics complaint, referral to another County's Board of Ethics shall be**

**requested by the Board of Ethics, and such referral shall be coordinated by the Confidential Secretary of the Ethics Board.**

**Section 2.**

**Section 55-14 of Chapter 55 of the Putnam County Code is hereby amended to read as follows:**

**§ 55-14. Removal of Board of Ethics members.**

**A member of the Board of Ethics may be removed for cause by an affirmative vote of two-thirds of the entire membership of the County Legislature, after written notice of the grounds for removal and a reasonable opportunity to respond. Cause shall include failure to meet the qualifications set forth in § 55-12, chronic absenteeism, substantial neglect of duty, gross misconduct in office, inability to discharge the powers or duties of office, or violation of this chapter.**

**Section 3. This Local Law shall take effect immediately.**

#6ed.

Committee: **Health Mtg.** Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – BUDGETARY AMENDMENT (26A067)/ HEALTH/ FUNDING FOR THE  
EALY LEARNING CENTER “4410”**

WHEREAS, the Public Health Director requested a Budgetary Amendment (26A067) to fund the Early Learning Center “4410” designation that requires a different mix of faculty and staff to student ratio; and

WHEREAS, this new program will be a small, focused group of students and this amendment will ensure that the Health Department provides programs that align with the approved use of funds; and

WHEREAS, the Health, Social, Educational & Environmental Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it

**RESOLVED**, that the following budgetary amendment; be made:

**Increase**

**Revenues:**

|                 |                                                            |         |
|-----------------|------------------------------------------------------------|---------|
| 10296002 432773 | 4410 Early Learning Center COP–Education<br>Transportation | 173,195 |
|-----------------|------------------------------------------------------------|---------|

**Increase**

**Expenses:**

|                |                                                                |         |
|----------------|----------------------------------------------------------------|---------|
| 10296002 52110 | 4410 Early Learning Center COP–<br>Furniture and Furnishing    | 2,000   |
| 10296002 54310 | 4410 Early Learning Center COP– Office<br>Supplies             | 500     |
| 10296002 54311 | 4410 Early Learning Center COP– Printing<br>and Forms          | 100     |
| 10296002 54313 | 4410 Early Learning Center COP– Books<br>and Supplements       | 300     |
| 10296002 54330 | 4410 Early Learning Center COP– Medical<br>Supplies            | 100     |
| 10296002 54414 | 4410 Early Learning Center COP– Care at<br>Private Institution | 125,000 |
| 10296002 54640 | 4410 Early Learning Center COP–<br>Education and Training      | 300     |

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D’Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

|                |                                                          |              |
|----------------|----------------------------------------------------------|--------------|
| 10296002 54646 | 4410 Early Learning Center COP–<br>Contracts             | 16,600       |
| 10296002 54678 | 4410 Early Learning Center COP– Leased<br>Transportation | 26,000       |
| 10296002 58002 | 4410 Early Learning Center COP– FICA                     | 2,295        |
|                |                                                          | <hr/> 173195 |

2026 Fiscal Impact – 0 –

2027 Fiscal Impact – 0 –

#6e.

Committee: **Health Mtg.** Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – FUND TRANSFER (26T201) HEALTH DEPARTMENT – FUND  
EARLY INTERVENTION CARE AT PRIVATE INSTITUTIONS TO COVER AN  
INCREASE IN ENROLLMENT SINCE THE START OF THE YEAR**

**WHEREAS, the Public Health Director has requested a fund transfer  
(26T201) to fund the Early Intervention Care at Private institutions to cover  
an increase in enrollment since the start of the year; and**

**WHEREAS, the Health, Social, Educational & Environmental  
Committee and the Audit & Administration Committee have reviewed and  
approved said fund transfer; now therefore be it**

**RESOLVED, that the following budgetary amendment; be made:**

**Decrease:**

|                |                                 |        |
|----------------|---------------------------------|--------|
| 10405900-54417 | Early Intervention- Evaluations | 60,000 |
| 10405900-54417 | Early Intervention- Evaluations | 3,000  |

**Increase:**

|                |                                                     |        |
|----------------|-----------------------------------------------------|--------|
| 10405900 54414 | Early Intervention- Care at Private<br>Institutions | 60,000 |
| 10405900 54483 | Early Intervention- Assistive Tech                  | 3,000  |

**2026 Fiscal Impact – 0 –**

**2027 Fiscal Impact – 0 –**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

#6 f

Committee: **Personnel Mtg.** Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL/ REPLACING SERVICE ANIMAL POLICY (R#154 OF 2023)**

**WHEREAS, the Putnam County legislature adopted Resolution 145 of 2023 adopting a County-wide Service Animal Policy; and**

**WHEREAS, this policy adheres to the Americans with Disabilities Act, Title II and III requirements surrounding service animals; and**

**WHEREAS, this policy expressly forbids emotional support animals and other animals which are not service animals, law enforcement, or County property; and**

**WHEREAS the Child Advocacy Center performs vital work of a highly sensitive nature involving children which can benefit from the presence of a therapy animal, now therefore be it**

**RESOLVED, that a special exception shall be made for therapy dogs at the Child Advocacy Center within a separate designated room for that purpose; and be it further**

**RESOLVED, that a new Service Animal Policy shall be adopted which includes this exception and be it further**

**RESOLVED, that this policy take effect immediately, replacing Resolution 145 of 2023 and be it further**

**RESOLVED, that the Personnel Officer and the various County Department Heads are hereby directed to undertake such administrative acts and tasks as are necessary and proper such as the creation of policies and/or procedures to carry out the intention of this resolution.**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

## **Putnam County Service Animal Policy**

### **PURPOSE:**

Putnam County is committed to providing equal access to County services and facilities for people with disabilities who utilize service animals in accordance with the Americans with Disabilities Act (ADA). This Policy and Procedure is to provide guidance to department heads and security personnel as to rights of access for bonafide service animals in accordance with U.S. and New York State law and regulations, and for the safety of staff and other occupants of Putnam County buildings and property. This policy shall apply to all individuals seeking access to Putnam County properties, including Putnam County employees, contractors, interns, and vendors.

### **PROCEDURE:**

1. The ADA defines a service animal as any dog (or in certain circumstances a miniature horse) that is individually trained to do or perform tasks for the benefit of an individual with a disability, including physical, sensory, psychiatric, intellectual, or any other mental disability. For purposes of this Policy and Procedure, only dogs will be discussed. If a miniature horse or other animal is purported to be a “service animal,” a request for guidance shall immediately be made to the Law Department.
2. **“Service animals”** are separate and distinct from **“emotional support animals.”** Service animals are protected by the ADA and relevant NY statutes and are permitted in County buildings. **“Emotional support animals”** are not considered service animals and as such are not applicable to Putnam County at this time.
3. **Service animals** are not pets, but under the ADA, regardless of whether they have been licensed or certified by a state or local government, or other entity, these animals are trained to aid a person with disabilities in specific tasks.
  - a. The following are examples of, but are not exclusive, of, these tasks:
    - i. Assisting with navigation, stability or balance
    - ii. Alerting to sounds
    - iii. Pulling wheelchairs
    - iv. Carrying items
    - v. Seizure assistance
    - vi. Interrupting impulsive or destructive behaviors
4. No individual assisted by a service dog satisfying the definition pursuant to the provisions of the Americans with Disabilities Act (ADA) will be denied access to any Putnam County facility to areas where the public is normally allowed access.

5. Putnam County prohibits individuals, including employees, from bringing onto the premises an animal that does not meet the ADA's definition of service animal.
6. All service animals must be licensed in compliance with state and local laws. Service animals must also be vaccinated against rabies and other diseases typically found in that animal and must wear a tag displaying its vaccinated status. Service animals must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents them from using these devices, in which case the individual must maintain control of the animal through voice, signal or other effective controls.
7. The service animal's handler must be in complete control of the service animal at all times. The care and supervision of a service animal is solely the responsibility of its handler. An individual who brings a service animal onto Putnam County's premises is completely and solely liable for any injuries or damage to personal property caused by the animal. Any repair or cleaning costs incurred by a service animal will be charged to the handler.
8. In the event it is not obvious what service the service animal provides, VERY limited inquiry is permitted before granting access.

**Staff may ask,**

- **Is the service dog required because of a disability? However, you cannot ask what that disability is.**
- **What work task is the dog trained to perform?**

**Staff cannot:**

- **Ask about the person's disability,**
- **Require medical documentation,**
- **Require a special identification card or training documentation for the dog, or**
- **Ask that the dog demonstrate its ability to perform the work or task.**

9. A person with their service animal seeking access to a Putnam County facility cannot be denied entry or asked or required to remove a service dog from the premises unless: (1) the dog is out of control, (2) the dog is not housebroken, or (3) the dog is in violation of any provision of this policy.
10. Allergies and/or fear of dogs are not valid reasons for denying access or refusing service to people using service animals. For example, if another person claims to be allergic to dog dander and the person who uses a service animal must spend time in the same room or facility, such as a classroom, waiting area, or at a homeless shelter, they both should be accommodated by assigning them, if

possible, to different locations within the room or different rooms in the facility. Every effort at reasonable accommodation must be made.

11. Establishments that sell or prepare food must allow service animals in public areas even if state or local health codes prohibit animals on the premises. Employees cannot isolate people who use service animals from other patrons, treat them less favorably than other patrons, or charge fees that are not charged to other patrons without animals.
12. County employees are not required to provide care or food for a service animal.
13. County employees should not pet, feed, distract or interact with a service animal, that is not their own, in any way.
14. Use of Emotional Support Animals are not authorized in any Putnam County facility at this time.

#### EXCLUSIONS AND EXCEPTIONS

- A. This policy shall not apply to:
  - a. law enforcement animals
  - b. Animals that are property of Putnam County

#### B. Children's Advocacy Center

Certified Therapy animals may be allowed to be used, within a separate designated room for the purpose, at the Children's Advocacy Center. The animal must serve an express purpose related to the work of the CAC, such as providing psychological and/or emotional support. The animal shall not be the property of Putnam County and Putnam County shall not be responsible for the feeding, housing, or medical care of the therapy animal. Therapy animals being used at the Children's Advocacy Center shall be treated as a Service Animal for the purposes of this policy. Should there be a violation of any of the above enumerated items, the animal and their handler will be required to vacate the premises.

The Director of the Child Advocacy Center shall create and enforce internal policies and procedures related to the utilization of a Therapy Animal. Said policy shall not override any element of the Putnam County Service Animal Policy.

**PUTNAM COUNTY INSURANCE REQUIREMENTS FOR EMOTIONAL SUPPORT ANIMALS AT THE  
CHILDRENS ADVOCACY CENTER**

The following must appear on each Certificate of Insurance

UNDER THE CERTIFICATE HOLDER SECTION OF THE FORM:

County of Putnam  
Attn: Mat C Bruno Sr / Law Dept.  
48 Gleneida Avenue  
Carmel, NY 10512

Additionally, in the space on the document noted- Description of Operations/Locations- please note the following:

***“ Putnam County is included as the additional insured except for Professional Liability and Workers Compensation.”***

It is the requirement of the County of Putnam that for emotional support animals brought to the Childrens Advocacy Center (CAC), or related County property for the express purpose of supporting the mission and work of the CAC , that the owner of said animal procure and maintain at their own expense and without expense to the county, the insurances listed below.

BEFORE the presence of any emotional support animal at the CAC, a certificate(s) of insurance (known as an Accord Form) must be furnished to the County and/or the County Departments in forms satisfactory to the County.

All insurance coverages must be from an A.M. Best Rated “ secured” ( B+ A++ ) NYS admitted insurer.

All certificates of insurance must ensure that the policy or policies shall not be changed or canceled until at least **THIRTY (30) DAYS** prior written notice has been given to the County and/or DPW.

**THE OWNER SHALL PROVIDE AND MAINTAIN, AT ITS OWN EXPENSE, THE FOLLOWING MINIMUM  
INSURANCE COVERAGES:**

- A. Workers Compensation Insurance:** - This is statutorily required and is required for all contracts. Each policy must cover all operations, and all locations involved in the contract. If applicable, the policy should also include NYS Disability Benefits. Proof of Workers Compensation Insurance is required and should be received by Putnam County on a **C105.2 form, SI 12 form, CE-200 form or a U-26.3 form.**
- B. Commercial General Liability:** - Covering all operations and all locations involved in the contract including the following coverages:

|             |                                          |
|-------------|------------------------------------------|
| \$2,000,000 | General Aggregate                        |
| \$10,000    | Medical Expense Limit                    |
| \$2,000,000 | Personal and Advertising Limit           |
| \$2,000,000 | Each Occurrence                          |
| \$2,000,000 | Products/ Completed Operations Aggregate |
| \$100,000   | Fire Damage Legal Liability Limit        |

- C. If applicable, Professional Liability (error and omissions) in the amount of at least \$1,000,000 per claim.
- D. **Excess Liability and/or Umbrella Policy:** Limits are depending on the following contract size:
- ✓ Contract size of \$100,000 to \$250,000 - must have \$1Million of coverage
  - ✓ Contact size of \$250,001 to \$500,000 - must have \$5Million in coverage
  - ✓ Contract size of \$500,001 or greater - must have \$10Million in coverage

#### **STANDARD INSURANCE REQUIREMENTS AND INDEMNIFICATION REQUIRMENT**

All policies and certificates of insurance of the owner shall contain the following clauses:

1. Putnam County is named as an additional insured and as the Certificate Holder. Insurers shall have no right to recovery or subrogation against the County of Putnam ( including its agents and agencies ), it being the intention of the parties that the insurance policies so effected shall protect both parties and be primary coverage for any and all losses covered by the law above-described insurance.
2. The Clause "other insurance provisions" in a policy in which the County of Putnam is named as an additional insured, shall not apply to the County of Putnam.
3. The insurance companies issuing the policy or policies shall have no recourse against the County of Putnam ( including its agents and agencies ) for payment of any premiums or for assessments under any form of policy.
4. Any and all deductibles in the above-described insurance policies shall be assumed by and be for the account of, and at the risk of the owner.

## **RELEASE AND INDEMNITY AGREEMENT**

The individual known as, \_\_\_\_\_, having a principal address of \_\_\_\_\_ (Hereinafter referred to as the "RELEASOR"), in consideration of the permission granted to it by the County of Putnam, a municipal corporation organized and existing under and by virtue of the laws of the State of New York, having offices at 40 Gleneida Avenue, Carmel, New York 10512 (hereinafter referred to as the "COUNTY"), to enter upon and use County owned land and/or premises for the express purpose of providing therapeutic services with a therapy dog, hereby formally covenants, agrees and binds itself as follows.

1. The RELEASOR covenants and agrees to fully and forever release and discharge the COUNTY and any and all claims, demands, rights of action or causes of action, present or future, whether same be known or unknown, anticipated or unanticipated, resulting from any cause whatsoever arising out of the permission granted under this Agreement.
2. The Releasor covenants and agrees to forever refrain from instituting, prosecuting or maintaining any action, suit or proceeding, at law or otherwise, and from pressing, collecting or otherwise against the County or any officer, agent, servant, representative or employee of the COUNTY upon any claims, controversies, actions, causes of action, obligations or liabilities of any nature whatsoever, whether, or not presently known, which the undersigned ever had, now has or hereafter can, shall or may have, or allege, based upon any negligence of whatsoever nature, ordinary or gross, whether or not presently known with respect to or arising out of or in connection with any personal injury, including death, property damage arising out of permission granted under this agreement.
3. The Releasor covenants and agrees to defend, indemnify, and save harmless the COUNTY and any and all its officers, agents, servants, representatives or employees from any and all claims, demands, rights of action or causes of action, present or future, whether same be known or unknown, anticipated or unanticipated, resulting from any cause whatsoever arising out of the permission granted under this Agreement.

4. The Releasor specifically and additionally covenants and agrees to forever release and discharge the COUNTY from any and all claims related to the service animal and the personal property related to the services rendered by said animal.
5. The Releasor covenants and agrees that this release is intended to be as broad and inclusive as permitted by the laws of the State of New York, and that if any portion of this agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full force and effect.

**Initial:** \_\_\_\_\_

**The RELEASOR hereby states that it has carefully read this instrument and fully understands its contents and is fully aware that it is a release of liability and is signing it of its own free will.**

**READ AND AGREED:**

**Dated:** \_\_\_\_\_

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

\_\_\_\_\_  
Please print name and title

STATE OF NEW YORK: \_\_\_\_\_ )

) as:

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ before me personally came

\_\_\_\_\_ to me known and known to me to be the person described in and who executed the foregoing instrument and he /she acknowledged to me that he/she executed the same.

\_\_\_\_\_  
Notary Signature

#69

Committee: **Physical Mtg.** Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL/ BUDGETARY AMENDMENT (26A068) - DEPARTMENT OF PUBLIC WORKS - RISK MANAGER- GUARDRAIL REPAIR- PROGRESSIVE INSURANCE RECOVERY PAYMENT**

**WHEREAS, Risk Manager Mat Bruno has requested a budgetary amendment (26A068) to recognize an insurance recovery payment received for guardrail repair from Progressive Insurance; and**

**WHEREAS, a check in the amount of \$4,793.60 was received in 2024 from Progressive Insurance in 2024 of which \$350 was applied to DPW's revenue line to offset a collection fee charge and the balance was placed in deferred revenue for future use; and**

**WHEREAS, DPW Commissioner has requested said funds be made available to them for use this year; and**

**WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it**

**RESOLVED, that the following budgetary amendment be made:**

**Increase Revenues:**

|                        |                                                 |                 |
|------------------------|-------------------------------------------------|-----------------|
| <b>10511000 426801</b> | <b>DPW/ Road/Bridges – Insurance Recoveries</b> | <b>4,443.60</b> |
|------------------------|-------------------------------------------------|-----------------|

**Increase Expenses:**

|                       |                                            |                 |
|-----------------------|--------------------------------------------|-----------------|
| <b>10511000 54647</b> | <b>DPW/ Road/Bridges – Sub-Contractors</b> | <b>4,443.60</b> |
|-----------------------|--------------------------------------------|-----------------|

**2026 - Fiscal Impact - \$0**

**2027 - Fiscal Impact - \$0**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D' Angelo  |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

#6h

Committee: Physical Mtg. Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: September 1, 2026  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL/ NO MATCH - GRANT APPLICATION/ COMMUNITY RESILIENCY, ECONOMIC SUSTAINABILITY, AND TECHNOLOGY PROGRAM (CREST) - BUREAU OF EMERGENCY SERVICES FACILITY REPAIRS**

WHEREAS, Section 5-2(E) of the Putnam County Code provides that an applicant of any grant application that does not require local Putnam County ("the County") matching funds shall notify the Putnam County Legislature ("the Legislature") prior to the submission of a grant application and, further, if the Legislature objects to such grant application, the applicant shall not apply for said grant; and

WHEREAS, by and through the State of New York and the Office of Senator Peter Harckham, the County has the opportunity to apply for a Community Resiliency, Economic Sustainability, and Technology Program (CREST) grant in the amount of \$100,000 administered by the Dormitory Authority of the State of New York ("DASNY") for structural repairs to the Bureau of Emergency Services building; and

WHEREAS, the Bureau of Emergency Services' lobby flooring is heaving and requires repair as well as ancillary repairs needed to correct the causing of the heaving; and

WHEREAS, the purpose of the grant funds is to subsidize the costs associated with the Project; and

WHEREAS, there is no matching fund requirement by the County to accept the CREST grant for the Project; now therefore be it

RESOLVED, that the Legislature authorizes and approves the County's submission, by the Department of Planning, Development and Public Transportation, of its application for a \$100,000 grant administered through DASNY and awarded by the Community Resiliency, Economic Sustainability, and Technology (CREST) Program for the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

#6i

Committee: **Physical Mtg.** \_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL / REITERATION OF PREVIOUSLY AUTHORIZED FUNDING FOR PIN 8761.97 -STONELEIGH AVENUE @ DREWVILLE ROAD INTERSECTION PROJECT  
REITERATION OF PREVIOUSLY AUTHORIZED FUNDING FOR PIN 8761.97 -  
STONELEIGH AVENUE @ DREWVILLE ROAD INTERSECTION PROJECT**

**WHEREAS, a Project for Putnam County, Stoneleigh Avenue @ Drewville Rd Intersection Improvements, Town of Carmel, Putnam County, PIN 8761.97 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and**

**WHEREAS, Resolution No. 292 adopted by the Putnam County Legislature on December 20, 2017 approved and agreed to advance the Project by making a commitment of 100% of the non-federal share of the costs of design and preliminary engineering, right-of-way acquisition, right-of-way incidentals, construction, construction inspection and administration, and construction contingency work; and**

**WHEREAS, it was subsequently found necessary to increase the federal and non-federal share of costs for the Construction and Construction Inspection work for the Project; and**

**WHEREAS, the Adopted 2023 Capital Budget authorized this additional funding; and**

**WHEREAS, the Putnam County Legislature has previously authorized and appropriated in the first instance 100% of the federal and non-federal share of the cost of this Project and wishes to make a summarized declaration of that commitment;**

**NOW, THEREFORE, the Putnam County Legislature, duly convened does hereby**

**RESOLVE, that the total sum of \$6,926,000 was previously authorized and appropriated by Resolution 292 of 2017 and the Adopted 2023 Capital Budget and made available to cover the cost of participation in the above phases of the Project; and it is further**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

**RESOLVED**, that in the event the full federal and non-federal share costs of the project exceed the amount appropriated above, the Putnam County legislature shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the County Executive thereof, and it is further

**RESOLVED**, that the County Executive of Putnam County be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or applicable Marchiselli Aid on behalf of Putnam County with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

**RESOLVED**, that in addition to the Putnam County Executive, the Commissioner of the Department of Public Works and the Commissioner of Finance are also authorized, with the consent of the County Executive, to execute any necessary Agreements or certifications on behalf of Putnam County with the New York State Department of Public Transportation in connection with the advancement or approval of the project identified in the State/Local Agreement; and be it further

**RESOLVED**, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

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

#60

Committee: **Audit Mtg.** Resolution # \_\_\_\_\_  
 Introduced By \_\_\_\_\_ Regular Mtg: September 1, 2026  
 Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - FUND TRANSFER (26T206) – DEPARTMENT OF GENERAL SERVICES – TO COVER CHARGEBACK FOR VEHICLE LEASING IN COUNTY DEPARTMENTS**

WHEREAS, the Commissioner of Department of General Services (DGS) has requested a fund transfer (26T206) to cover the Chargebacks for Vehicle Leasing in County Departments to date and through to the end of the year; and

WHEREAS, the Audit & Administration Committee has reviewed and approved said fund transfer; now therefore be it

RESOLVED, that the following fund transfer be made:

**Decrease:**

|                      |                                                |               |
|----------------------|------------------------------------------------|---------------|
| 10677400 55210       | OSR Nutrition: Chargeback Vehicle Leasing      | 200           |
| 10677400 55210       | OSR Nutrition: Chargeback Vehicle Leasing      | 1,000         |
| 10401000 55210       | Health Admin: Chargeback Vehicle Leasing       | 300           |
| 12401000 55210 10118 | Health EHS Perform: Chargeback Vehicle Leasing | 300           |
| 32311000 55210       | Sheriff BCI: Chargeback Vehicle Leasing        | 42,300        |
| 10661000 55210       | Consumers: Chargeback Vehicle Leasing          | 4,400         |
| 10149000 55210       | DPW: Chargeback Vehicle Leasing                | 100           |
|                      | <b>Total</b>                                   | <b>48,600</b> |

**Increase:**

|                |                                              |        |
|----------------|----------------------------------------------|--------|
| 10677200 55210 | OSR Sr. Services: Chargeback Vehicle Leasing | 200    |
| 10677500 55210 | OSR Pers. Care.: Chargeback Vehicle Leasing  | 1,000  |
| 11401000 55210 | Health Nursing: Chargeback Vehicle Leasing   | 300    |
| 12401000 55210 | Health EHS: Chargeback Vehicle Leasing       | 300    |
| 14311000 55210 | Sheriff NARC: Chargeback Vehicle Leasing     | 7,300  |
| 10311000 55210 | Sheriff Admin: Chargeback Vehicle Leasing    | 35,000 |
| 10146000 55210 | Records: Chargeback Vehicle Leasing          | 1,000  |
| 10161000 55210 | Central Services: Chargeback Vehicle Leasing | 3,200  |
| 10168000 55210 | IT: Chargeback Vehicle Leasing               | 200    |

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

10123000 55210

County Exec: Chargeback Vehicle Leasing

100

Total 48,600

2026 Fiscal Impact – \$0 –

2027 Fiscal Impact – \$0 –

#6k

Committee: **Audit Mtg.**\_\_\_\_\_ Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – AUTHORIZATION – LEGISLATORS TO ATTEND SEPTEMBER  
NEW YORK STATE ASSOCIATION OF COUNTIES CONFERENCE**

**WHEREAS, five (5) Legislators have requested permission to attend the New York State Association of Counties Conference to be held in Syracuse, New York in September 2026 for registration and lodging total expenditure of approximately \$1,113 per person; and**

**RESOLVED, that the Putnam County Legislature authorizes five (5) Legislators to attend the New York State Association of Counties Conference to be held in Syracuse, New York in September 2026.**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

#6L

Committee: **Budget & Finance Mtg.** Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: September 1, 2026  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – SUNLIGHT AND PUBLIC DISCLOSURE REQUIREMENTS IN  
RELATION TO THE COUNTY’S FUND BALANCE ALLOCATION  
PROCEDURES**

**WHEREAS, on May 1, 2012, the County Legislature adopted Resolution #115 entitled “Fund Balance Classification Policy/Pursuant to Governmental Accounting Standards Board (GASB) Statement No. 54” (“Resolution 115”) which designated, authorized, and empowered the Commissioner of Finance to allocate fund balance in accordance with the principals and definitions contained in Governmental Accounting Standards Board (GASB) Statement No. 54; and**

**WHEREAS, at the time of adoption of Resolution 115, the County had a fund balance of \$33,900,000; and**

**WHEREAS, since the adoption of Resolution 115 and due in large part to such factors as over-appropriation, under-estimation of revenues, increased sales tax receipts and other revenues, as of December 31, 2024, the County’s total fund balance is \$191,000,000 (of which \$163,000,000 is unrestricted); and**

**WHEREAS, Resolution 115 establishes a regime whereby the allocation of fund balance is the domain and responsibility of one unelected official and is reflective of a time when the County’s fund balance was much smaller than it is today; and**

**WHEREAS, the County Legislature recognizes that transparency and the public’s faith in its government can best be served by having public policy made in the open with decision making of government officials being subject to better scrutiny; and**

**WHEREAS, the County Legislature recognizes that the Commissioners of Finance in office from the time of the adoption of Resolution 115 have each carried on their duties with respect to the allocation of fund balance with the utmost responsibility, diligence and integrity and that this resolution is no reflection upon their husbandry of the County’s fund balance, now therefor be it**

**RESOLVED, that Resolution #115 of 2012 is hereby rescinded.**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D’Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

#6m

Committee: **Budget & Finance Mtg.** Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL – RESOLUTION REQUESTING AN AUDIT BY THE STATE COMPTROLLER OF PUTNAM COUNTY’S FUND BALANCE**

**WHEREAS, the Office of the State Comptroller (“OSC”) has the constitutional and statutory authority and responsibility to conduct audits of local governments in New York State; and**

**WHEREAS, audits conducted by the State Comptroller provide guidance to, and an opportunity to learn for, local elected officials and other officers; and**

**WHEREAS the benefits of an OSC audit include the provision of objective analysis to assist management and those charged with governance and oversight in using the information to improve program performance and operations, reduce costs, facilitate decision making by parties with responsibility to oversee or initiate corrective action; and**

**WHEREAS, an OSC audit provides findings and conclusions based on an evaluation of sufficient, appropriate evidence against criteria; and**

**WHEREAS, an OSC audit contributes to public accountability; and**

**WHEREAS, the County Legislature is charged with the governance and oversight of the County’s fund balance and is eager to improve the management of the County’s fund balance; and**

**WHEREAS, pursuant to Section 2.04(i) of the County Charter, the County Legislature has the power to “make or cause to be made such studies, audits and investigations as it deems to be in the best interest of the County, and in connection therewith to obtain professional and technical advice...” and this resolution is in furtherance of this power; and**

**WHEREAS, this power is plenary to the County Legislature and pertains solely to the conduct of its own procedures and therefore, this Resolution shall not be submitted to the County Executive for his approval or veto, now therefor be it RESOLVED as follows:**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D’Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

**Section 1. The County Legislature of the County of Putnam hereby requests that the Office of the New York State Comptroller conduct an audit to determine whether Putnam County officials effectively manage the County's fund balance.**

**Section 2. The Clerk of the Legislature is hereby authorized and directed to mail a certified copy of this resolution to Thomas DiNapoli, New York State Comptroller along with a letter from the Chairman of the County Legislature to accompany this Resolution.**

#60n

Committee: **Budget & Finance Mtg.** Resolution # \_\_\_\_\_  
 Introduced By \_\_\_\_\_ Regular Mtg: **September 1, 2026**  
 Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL/ REAFFIRMATION AND IMPLEMENTATION OF RESOLUTION  
 #304 OF 2025 - AUTHORIZATION OF IMMEDIATE EXPENDITURE OF  
 REMAINING FUNDS FOR FOOD INSECURITY**

**WHEREAS, on November 5, 2025, the Putnam County Legislature adopted Resolution #304 of 2025 approving Fund Transfer 25T390 to address food insecurity caused by disruption to the Supplemental Nutrition Assistance Program (SNAP), and the County Executive approved the Resolution on November 7, 2025; and**

**WHEREAS, Fund Transfer 25T390 moved \$150,000 from General Contingencies and increased three specific 2025 agency contribution appropriations as follows:**

| Account        | Agency contribution                                 | Maximum  |
|----------------|-----------------------------------------------------|----------|
| 25880000 54950 | United Way - County Contribution                    | \$75,000 |
| 25875000 54950 | Cornell Cooperative Extension - County Contribution | \$25,000 |
| 25645000 54950 | Putnam Community Action - County Contribution       | \$50,000 |

**WHEREAS, the County Executive's October 31, 2025, Letter of Necessity stated that the funds would be used through existing County agreements during November and possibly beyond, and identified the intended uses for Putnam County food pantries through United Way, Putnam CAP, and support through Cornell Cooperative Extension; and**

**WHEREAS, the County Executive's November 18, 2025, memorandum stated that any unspent funds would remain encumbered and available in the event of another federal funding interruption; and**

**WHEREAS, the Legislature has since been advised that no funds were distributed to United Way, Putnam CAP, or Cornell Cooperative Extension pursuant to Resolution #304, and the Legislature has not received a final written accounting of the three appropriations; and**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

**WHEREAS, the 2025 federal reconciliation act, Public Law 119-21 took effect and New York State has reported that some recipients began losing benefits in June 2026; and**

**WHEREAS, Feeding New York State reported in June 2026 that nearly 200,000 New Yorkers had lost access to SNAP during the preceding year and that food banks and community organizations were already experiencing longer lines and increased need; and**

**WHEREAS, the State of New York has projected that more than 300,000 households may lose some or all of their SNAP benefits as the federal changes are implemented; and**

**WHEREAS, the County Executive's October 31, 2025, Letter of Necessity similarly recognized that approximately 3,000 Putnam County residents received SNAP, including approximately 950 seniors; and**

**WHEREAS, the loss or reduction of SNAP benefits predictably shifts demand to local food pantries, soup kitchens, prepared-meal programs, and other emergency food providers that cannot replace the scale of the federal benefit but require immediate resources to respond; and**

**WHEREAS, the approach of the holiday and winter months, continuing food-price pressures, and the current implementation of the federal SNAP changes make immediate deployment of previously appropriated food-security funds necessary and prudent; now, therefore, be it**

**RESOLVED, that the Putnam County Legislature hereby reaffirms Resolution #304 of 2025 and finds that its purpose remains necessary, lawful, and increasingly urgent; and be it further**

**RESOLVED, that the Legislature hereby authorizes the immediate release and expenditure of the entire verified unexpended amount and legally available therefore in Fund Balance and hereby requests a budgetary amendment to be initiated, not to exceed \$150,000 in total and not to exceed the following original agency ceilings:**

| <b>Account</b>        | <b>Agency contribution</b>                                 | <b>Maximum</b>  |
|-----------------------|------------------------------------------------------------|-----------------|
| <b>25880000 54950</b> | <b>United Way - County Contribution</b>                    | <b>\$75,000</b> |
| <b>25875000 54950</b> | <b>Cornell Cooperative Extension - County Contribution</b> | <b>\$25,000</b> |
| <b>25645000 54950</b> | <b>Putnam Community Action - County Contribution</b>       | <b>\$50,000</b> |

#7a

Committee: **Other Business** Resolution # \_\_\_\_\_  
Introduced By \_\_\_\_\_ Regular Mtg: September 1, 2026  
Seconded By \_\_\_\_\_ Special Mtg \_\_\_\_\_

**APPROVAL - BUDGETARY TRANSFER (26T230) – ADDRESS FOOD INSECURITY  
WITHIN PUTNAM COUNTY**

**WHEREAS, the Putnam County Legislature requested budgetary transfer (26T230) to reaffirm the financial commitment approved via Resolution #304 of 2025 to address food insecurity within Putnam County; and**

**WHEREAS, the Putnam County Legislature hereby recognizes that food insecurity is a need that continues to exist within Putnam County in 2026; and**

**WHEREAS, the Budget and Finance Committee did discuss and approve the mechanism to authorize the immediate release and expenditure of the entire verified unexpended amount and requested a budgetary transfer be initiated, not to exceed \$150,000 in total and not to exceed the original agency ceilings; now therefore be it**

**RESOLVED, that the following budgetary transfer be made:**

**GENERAL FUND**

**Increase Appropriations:**

|                |                                               |                |
|----------------|-----------------------------------------------|----------------|
| 25880000 54950 | United Way/ County Contribution               | 75,000         |
| 25875000 54950 | Cornell Cooperative Ext./ County Contribution | 25,000         |
| 25645000 54950 | Putnam Community Action/ County Contribution  | 50,000         |
|                |                                               | <u>150,000</u> |

**Decrease Appropriations:**

|                |                     |         |
|----------------|---------------------|---------|
| 10199000 54980 | General Contingency | 150,000 |
|----------------|---------------------|---------|

**2026 - Fiscal Impact - \$150,000  
2027 - Fiscal Impact - \$0**

| ROLL CALL VOTE        | YES | NO | YES | NO | YES | NO | YES | NO |
|-----------------------|-----|----|-----|----|-----|----|-----|----|
| Legislator Addonizio  |     |    |     |    |     |    |     |    |
| Legislator Crowley    |     |    |     |    |     |    |     |    |
| Legislator D'Angelo   |     |    |     |    |     |    |     |    |
| Legislator Gouldman   |     |    |     |    |     |    |     |    |
| Legislator Montgomery |     |    |     |    |     |    |     |    |
| Legislator Regan      |     |    |     |    |     |    |     |    |
| Legislator Russo      |     |    |     |    |     |    |     |    |
| Legislator Sayegh     |     |    |     |    |     |    |     |    |
| Chairman Birmingham   |     |    |     |    |     |    |     |    |

ALEXANDRA GORDON  
Acting Commissioner of Finance



cc All  
Full 9/1  
Reso  
#7a  
JOSEPH VITA  
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

**MEMORANDUM**

To: Diane Trabulsy, Legislative Clerk  
From: Alexandra Gordon, Acting Commissioner of Finance  
Re: Budgetary Transfer **26T230**  
Date: August 27, 2026

At the request of the Legislature to the County Executive, the following budgetary transfer is required.

**GENERAL FUND**

**Increase Appropriations:**

|                |                                               |                   |
|----------------|-----------------------------------------------|-------------------|
| 25880000 54950 | United Way / County Contribution              | \$ 75,000         |
| 25875000 54950 | Cornell Cooperative Ext. /County Contribution | \$ 25,000         |
| 25645000 54950 | Putnam Community Action / County Contribution | \$ 50,000         |
|                |                                               | <u>\$ 150,000</u> |

**Decrease Appropriations:**

|                |                     |                   |
|----------------|---------------------|-------------------|
| 10199000 54980 | General Contingency | <u>\$ 150,000</u> |
|----------------|---------------------|-------------------|

Fiscal Impact - 2026 - \$ 150,000  
Fiscal Impact - 2027 - \$ 0

This Amendment was requested by the Legislature and the County Executive to address food insecurity within Putnam County.  
Please forward to the appropriate committee.

Approved:

Kevin M. Byrne  
County Executive

2026 AUG 27 PM 12:39  
LEGISLATURE  
PUTNAM COUNTY  
CARMEL, NY

PUTNAM COUNTY LEGISLATURE

Resolution #304

Introduced by Legislator: Amy Sayegh at the Regular Full Meeting held on November 5, 2025.

Seconded by Legislator: Paul Jonke.

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**APPROVAL –FUND TRANSFER (25T390) – LEGISLATURE AND THE COUNTY  
EXECUTIVE – ADDRESS FOOD INSECURITY WITHIN PUTNAM COUNTY**

WHEREAS, the Legislature and the County Executive requested fund transfer (25T390) to establish appropriations to assist Supplemental Nutrition Assistance Program (SNAP) eligible residents, due to the anticipated freeze in funding on November 1, 2025, directly related to the ongoing federal shutdown; and

WHEREAS, the fund transfer in the amount of \$150,000 will be applied to the 2025 budget lines of the existing contracted services the County has with several local and regional agencies to effectively allocate resources during the month of November and possibly beyond as the County navigates through the consequences of the federal shutdown; and

WHEREAS, the Full Meeting of the Legislature has reviewed and approved said fund transfer; now therefore be it

RESOLVED, that the following fund transfer be made:

GENERAL FUND

Increase Appropriations:

|                |                                               |                |
|----------------|-----------------------------------------------|----------------|
| 25880000 54950 | United Way – County Contribution              | 75,000         |
| 25875000 54950 | Cornell Cooperative Ext.-County Contribution  | 25,000         |
| 25645000 54950 | Putnam Community Action – County Contribution | 50,000         |
|                |                                               | <u>150,000</u> |

Decrease Appropriations:

|                |                       |         |
|----------------|-----------------------|---------|
| 10199000 54980 | General Contingencies | 150,000 |
|----------------|-----------------------|---------|

2025 Fiscal Impact – \$150,000

2026 Fiscal Impact – 0 –

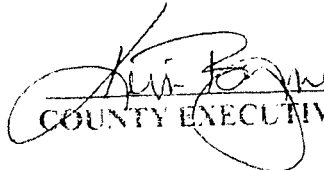
BY POLL VOTE: SEVEN AYES. LEGISLATORS ADDONIZIO & BIRMINGHAM WERE ABSENT. MOTION CARRIES.

APPROVED

State of New York

ss:

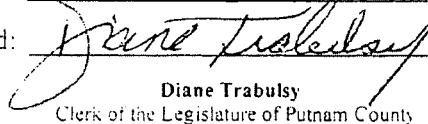
County of Putnam

 11/7/25  
COUNTY EXECUTIVE DATE

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on November 5, 2025.

Dated: November 7, 2025

Signed:

  
Diane Trabulsy  
Clerk of the Legislature of Putnam County