

THE PUTNAM COUNTY LEGISLATURE

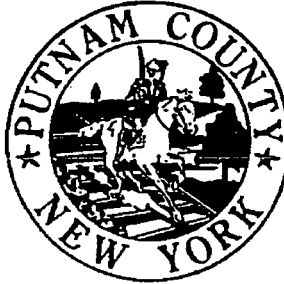
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Daniel G. Birmingham *Chairman*
William Gouldman *Deputy Chair*
Diane Trabulsy *Clerk*



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

AGENDA

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

Members: Chairwoman Crowley and Legislators Regan & Russo

Wednesday

September 23, 2026

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

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Acceptance of Minutes – July 27, 2026 & August 24, 2026**
- 4. Correspondence – County Auditor**
 - a. Sales Tax Report**
 - b. Board In Revenue Report**
 - c. Transfer/Revenue Report**
 - d. Contingency/Subcontingency Report**
- 5. Correspondence – Commissioner of Finance**
 - a. Approval – Budgetary Amendment 26A069 – Historian – Donation to be used for Putnam County Courier Archive Digitization (Also reviewed in Health – Item #7)**
 - b. Approval – Budgetary Amendment 26A074 – Real Property – Reimbursement from Office of Real Property Tax Services for Commercial Appraising Class**
 - c. Approval – Budgetary Amendment 26A075 – Social Services & Mental Health – Reflect Adjusted State Aid Levels (Also reviewed in Health – Item #9a)**

- d. Approval – Budgetary Amendment 26A077 – DPW – Local Match – Stoneleigh Ave. at Drewville Road Intersection Project (PIN 8761.97) (Also reviewed in Physical – Item #8)
6. Approval for Signature – Fund Transfer 26T233 – Health Dept. – Early Intervention Overtime (Also reviewed in Personnel – Item #7)
7. Approval – Fund Transfer 26T241 – County Attorney – Emergency Hire of Additional Attorney (Also reviewed in Personnel – Item #6)
8. Approval for Signature – Fund Transfer 26T243 – Sheriff's Office – Corrections – Clothing Items & Supplies
9. Approval – Fund Transfer 26T246 – Tourism – Targeted Social Media Campaign (Also reviewed in Economic Development – Item #5)
10. Approval – Budgetary Transfer 26T247 – Social Services – Pay Differential for Director of Eligibility (Also reviewed in Health – Item #9b)
11. Approval – Fund Transfer 26T248 – Finance – Cover County Portion for Medicaid Shares
12. Approval for Signature – Fund Transfer 26T249 – Sheriff – Corrections – Cleaning Supplies
13. Approval for Signature – Fund Transfer 26T261 – Finance – Rectify Soil & Water Account for Part B Funds (Also reviewed in Physical – Item #9)
14. Approval – Budgetary Transfer 26T268 – Dept. of General Services – Electric Supply and Delivery Costs through Year End (Also reviewed in Physical – Item #10)
15. Approval for Signature – Fund Transfer 26T269 – Tourism – Advertising (Also reviewed in Economic Development – Item #6)
16. Approval – Write off Delinquent Property Taxes – Tax Map #44.14-2-1 – Town of Carmel
17. FYI – Guardrail and Property Damage Report
18. Other Business
19. Adjournment

#301

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

Members: Chairwoman Crowley and Legislators Regan & Russo

Monday

July 27, 2026

(Immediately following the Economic Development Mtg. beginning at 5:00pm)

The meeting was called to order at 5:12pm by Chairwoman Crowley, who requested Legislator Russo lead in the Pledge of Allegiance. Upon roll call, Legislator Russo and Chairwoman Crowley were present. Legislator Regan was absent.

Item #12a. – Other Business – Approval – Budgetary Transfer 26T183 – Subcontingency – Second Chance Foods and Cornell Cooperative Extension (Approved in concept at Health)

Chairwoman Crowley made a motion to waive the rules and accept other business #12a; Seconded by Legislator Russo. All in favor.

Chairwoman Crowley stated this item would be addressed first.

Legislator Birmingham questioned if the item pertains to the food insecurity item put forward by Legislator Montgomery.

Chairwoman Crowley confirmed it is and that a request was made to go out order to accommodate the schedules of those present to speak to this. She recognized that Legislator Montgomery was not yet present and stated her intention to leave the item open through the end of the meeting.

Legislator Birmingham stated Legislator Montgomery may have questions for the department heads present to speak to this. He stated he is an ex officio member of the Committee and he does not agree with going out of order, which requires a unanimous vote.

Chairwoman Crowley stated ex officio members do not have voting power.

Legislative Counsel Heather Abissi stated that is correct, however a unanimous vote on this is impossible because not all Committee members are present.

Chairwoman Crowley stated she would like to appoint Legislator Gouldman to the Committee in Legislator Regan's absence.

Legislator Birmingham stated the Chair of the Legislature appoints to committee. He stated his point is that the Legislator who proposed the legislation is not present.

Chairwoman Crowley stated this meeting has been noticed on the calendar for weeks.

Legislator Birmingham stated this evening's meeting began at 5:00pm which is an hour earlier than the majority of other Legislative Committee Meetings. He stated the time of this meeting was amended late last week.

Chairwoman Crowley stated her intention to schedule the Audit & Administration Committee

Meeting at 5:00pm moving forward. She agreed to hold off on this item for now.

Item #3 – Acceptance of Minutes – May 21, 2026 & June 29, 2026

The minutes were accepted as submitted.

Item #4 – Correspondence – County Auditor

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

Item #5 – Correspondence – Commissioner of Finance

- a. **Approval – Budgetary Amendment 26A055 – Sheriff – Funds Received from NYS Sheriffs Association Inc. for DRE Trainings for Overtime (Also reviewed in Protective – Item #12)**

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

- b. **Approval – Budgetary Amendment 26A056 – Sheriff – Reclassify Revenue Funding Streams (Also reviewed in Protective – Item #13)**

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

- c. **Approval – Budgetary Amendment 26A057 – Sheriff – Insurance Recoveries from Accident (Also reviewed in Protective – Item #14)**

Legislator Birmingham commended Risk Manager Mat Bruno for his efforts to recover insurance proceeds on behalf of Putnam County taxpayers.

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

- d. **Approval – Budgetary Amendment 26A059 – Sheriff – Funds Received from US Capital Police for Overtime Security at Lawler Town Hall Event in April (Also reviewed in Protective – Item #15)**

Chairwoman Crowley stated she would recuse herself from this item because of her employment with Congressman Lawler.

Legislative Counsel Abissi stated a recusal was appropriate.

Legislator Birmingham appointed Legislator D'Angelo to the Committee for this item.

Legislator Russo made a motion to pre-file the necessary resolution; Seconded by Legislator D'Angelo. Two Ayes. One recusal: Chairwoman Crowley. Motion carries.

- e. Approval – Budgetary Amendment 26A060 – Finance – Fund County Park and Fire Training Center Communications, Security and Access Control Capital Project (Also reviewed in Physical – Item #9)**

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

- f. Approval – Budgetary Amendment 26A061 – Finance – Amend 2026 CHIPS County Capital Project Budget to Equal NYS Budget (Also reviewed in Physical – Other Business #11a)**

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

- g. Approval – Budgetary Amendment 26A062 – Sheriff – Reimbursement from NYS Sheriff's Association for DRE Recertification (Also reviewed in Protective – Item #16)**

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

- h. Approval – Budgetary Amendment 26A063 – Sheriff – Utilize Federal Seized Assets to Replace 2 Motorcycles in Fleet (Also reviewed in Protective – Item #17)**

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

- i. Approval – Budgetary Amendment 26A064 – Legal Aid Society – Pass through Award from NYS DOCJ for Aid to Defense (Also reviewed in Protective – Item #18)**

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

- j. Approval – Budgetary Amendment 26A065 – Sheriff – Corrections – DASNY Grant Award to Purchase Specialized Inmate Transportation Vehicle (Also reviewed in Protective – Item #19)**

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

- k. Approval – Budgetary Amendment 26A066 – Health Dept. – School Flu Clinics (Also reviewed in Health – Item #6)**

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

**Item #6 – Approval – Fund Transfer 26T146 – Finance – MTA Railroad Station Maintenance
(Also reviewed in Physical – Item #5)**

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

Legislator Montgomery stated she contacted Putnam County's MTA representative, Neal Zuckerman, regarding questions raised about the annual railroad station maintenance charge. She stated the obligation is imposed pursuant to Section 1277 of the New York Public Authorities Law and covers the operation, maintenance and use of passenger stations, including station buildings, platforms, lands and adjacent approaches. She stated Putnam County's statutory base amount was established in 1999 and is adjusted annually based on the Consumer Price Index. She stated the current adjustment increased the County's bill by over \$45,000 and explained that if the County did not pay the bill, the MTA could certify the unpaid amount to the State Comptroller and future aid would be withheld. She thanked Mr. Zuckerman and Acting Commissioner of Finance Alexandra Gordon for providing the requested information.

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

**Item #7 – Approval – Fund Transfer 26T153 – DPW – Donald B. Smith Building Renovations
(Also reviewed in Physical – Item #6)**

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

Item #8 – Approval – Fund Transfer 26T170 – Finance – Reclassification – Account Clerk to Senior Account Clerk as of June 1, 2026 (Also reviewed in Personnel – Item #5)

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

Item #9 – Approval for Signature – Fund Transfer 26T174 – Sheriff – Mini PCs to Run Merlin Core Camera Feeds (Also reviewed in Protective – Item #20)

Chairwoman Crowley questioned whether the use of Merlin Core required a licensing agreement or legal approval and whether the applicable vendor was included on the County's approved vendor list.

Legislative Counsel Abissi stated she would have to look into that.

County Auditor Michele Sharkey clarified that the item before the Committee was a signature item for the purchase of hardware; the computers used to run the camera feeds from Amazon, which is an approved vendor.

Chairwoman Crowley stated she would request additional clarification regarding the software.

Legislative Counsel Abissi stated Sheriff Hess indicated this is an update to software already in use so the vendor may already be approved.

Chairwoman Crowley made a motion to approve Fund Transfer 26T174; Seconded by Legislator Russo. All in favor.

Item #10 – Discussion – Requested Information from Finance Department

a. Deposit Amount in each Official Depository

Legislator Birmingham thanked Acting Commissioner Gordon for responding so quickly and providing the information. He questioned why the number of possible depositories had increased to 48 when in years past there were about 12. He asked whether reducing the number would create an administrative burden. He recognized that not all depositories have funds in them.

Acting Commissioner Gordon stated she believes maintaining a broader list gives the County flexibility to compare interest rates and obtain better returns. She stated Finance can use competing rates to negotiate with institutions and that having more approved options is not an administrative burden.

b. 2025 Annual Financial Information and Operating Data

Acting Commissioner Gordon stated the 2025 Annual Financial Report had been submitted to the Office of the State Comptroller and remained unaudited and subject to questions or corrections from the State.

Legislator Birmingham requested that the Legislature receive a copy of the report when it is filed in April and noted that the information is public. He stated the report provides an earlier indication of the County's year-end financial position and fund balance before completion of the independent audit.

c. Fund Balance Information

Acting Commissioner Gordon stated the fund balance information provided was as of December 31, 2025. She explained that a June 30, 2026 fund balance analysis would be difficult to accurately prepare because expenditures and journal entries remain in process throughout the year. She stated assigned and restricted fund balance categories generally do not change as frequently and provided the most current information available.

Legislator Birmingham stated he requested the information to better understand the mechanics by which fund balance is classified and assigned. He referenced approximately \$5.5 million assigned for retirement expenses in prior audited figures and questioned how such assignments are formally made and documented. He stated the Legislature delegated authority to the Commissioner of Finance in 2012 to assign fund balance and expressed interest in whether the Legislature should consider reassuming that authority in order to provide greater transparency. He clarified this is no criticism of the Finance Department.

Acting Commissioner Gordon stated fund balance assignments have been made by the Commissioner of Finance since 2012, generally during the budget process and with guidance from the County's independent auditors to ensure compliance with State requirements. She stated allocations are made based on anticipated County needs such as known retirements in the coming year.

Legislator Birmingham referenced approximately \$71 million in assigned fund balance for subsequent-year expenditures and approximately \$78 million in unassigned fund balance, for a combined amount approaching \$150 million in non-reserve fund balance. He stated those

amounts are separate from restricted reserves and expressed concern that significant taxpayer funds remain available while the County continues to levy taxes. He stated the Legislature should consider how those funds may be used in future budgets, including the possibility of reducing the tax levy. He referenced the County's Fund Balance Classification Policy and stated it addresses several Governmental Accounting Standards Board (GASB) 54 classifications but does not clearly establish a policy for how assigned fund balance is allocated. He stated he intends to continue the discussion through the Budget & Finance Committee and would like the Legislature to review fund balance levels and policies in greater detail before the 2027 budget process. He thanked Acting Commissioner Gordon for the information provided.

Soil & Water Conservation District (SWCD) Board Chair Cassandra Roth questioned whether the County's Annual Financial Report (AFR) is made publicly available and specifically referenced the reporting of Soil & Water Conservation District revenues and expenditures in prior years. She questioned whether the AFR is subsequently reconciled with the County's independent audit and whether any revisions are returned to the Legislature.

Acting Commissioner Gordon stated the AFR is submitted to the New York State Comptroller and may be reopened by the State if questions or corrections arise. She stated the independent audit must ultimately agree with the AFR and adjustments may require the report to be resubmitted. She stated she would provide requested financial information to the Legislature and would confirm how and where the final AFR is publicly posted.

SWCD Chair Roth questioned language in the County's investment and depository procedures concerning collateralization and authorization by telephone. She stated the language appeared to permit financial instructions by telephone and questioned how those transactions are documented and protected against fraud.

Legislative Counsel Abissi stated a prior policy amendment changed the collateralization protocol from requiring written authorization to allowing telephone confirmation.

Acting Commissioner Gordon stated current practice generally involves written electronic communication followed by telephone verification and stated the policy language could be reviewed.

Legislator Birmingham requested Finance to identify any penalties or breakage costs that could result from withdrawing funds from current certificates of deposit or other investments before maturity, so the Legislature can evaluate the practical impact of using additional fund balance for taxpayer relief

Item #11 – FYI – Guiderail and Property Damage Report – Duly Noted

Item #12a – Other Business – Approval – Budgetary Transfer 26T183 – Subcontingency – Second Chance Foods and Cornell Cooperative Extension (Approved in concept at Health)

Item #12b – Other Business – Release of \$150,000 from Subcontingency for Countywide Food Security Initiative

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

Chairwoman Crowley stated items #12a and #12b would be addressed simultaneously.

Legislator Montgomery stated \$150,000 had been placed in subcontingency during the 2026 budget process to address food insecurity in Putnam County. She stated that a proposal was developed to distribute the funding through existing County contract agencies. was also funding allocated for immediate use however it was not distributed because SNAP (Supplemental Nutrition Assistance Program) was reinstated. She stated this proposal being considered this evening would provide \$100,000 through Cornell Cooperative Extension and \$50,000 through Second Chance Foods and would permit eligible expenses as detailed in the resolution. She stated administrative expenses would be limited to 10% and an implementation plan and quarterly reporting would be required.

Chairwoman Crowley stated she supports using the \$150,000 to address food insecurity but believes the Legislature should review an implementation plan before the funds are disbursed. She questioned how the money would be distributed throughout the County, what roles the Department of Social Services and Office for Senior Resources would have, and how the County would ensure the allocation reflects countywide need. She stated the resolution seems to favor the western side of the County to make up for Meals on Main, which is no longer in operation there.

Legislator Birmingham stated the action before the Committee would move the funding from subcontingency into existing budget lines and would not itself disburse the money. He stated the implementation plan and existing contract requirements would provide safeguards before payment and compared the structure to other County outside agency programs. He stated delaying the transfer could postpone assistance to residents who are currently experiencing food insecurity.

Legislative Counsel Abissi clarified that the action would appropriate the funds but not disburse them. She stated the implementation plan required by the proposal would need to be provided before the money could be released.

Acting Commissioner Gordon stated the funds could be segregated through a project code or similar accounting mechanism so Finance could ensure invoices are paid only for the specified purpose. She stated Finance would need clear guidelines in place before processing expenditures under the existing contracts.

Director of the Office for Senior Resources Marlene Barrett requested clarification on how payment works.

Acting Commissioner Gordon stated there is an existing contract, therefore the invoices are paid from the lines where the funds have been allocated.

Legislator Birmingham stated the payments are reviewed by the Finance Department and County Auditor.

Chairwoman Crowley questioned how to ensure the funds will be equally distributed throughout the County.

Director Barrett stated the implementation plan would provide that information.

Commissioner of the Department of Social Services Sara Servadio stated \$150,000 is going to go a long way. She recognized the value in having a plan ahead of time but also spoke to the need for flexibility to respond to changing needs.

County Auditor Sharkey stated any approved requirements could also be incorporated into contract amendments, providing an additional safeguard before expenditures are paid.

Legislator Montgomery stated the proposal was intentionally written to remain flexible while establishing safeguards, including the \$100,000 and \$50,000 allocations, an implementation plan, quarterly reporting, a 10% administrative cap and legislative approval for material changes. She stated equitable distribution does not necessarily mean evenly throughout the County. She stated the Department of Social Services, Office for Senior Resources and contract organizations are in the best position to coordinate distribution and expressed concern that further delay would postpone needed assistance. She stated she does not see the need to micromanage this.

Legislator Birmingham stated he had initially preferred that all of the funding be used directly for food but believed the 10% administrative cap was reasonable because the outside agencies would incur personnel costs in administering the program. He reiterated that residents need assistance now and encouraged the Committee not to delay the program unnecessarily.

Legislator Sayegh agreed that this plan would need to remain fluid to be able to address the needs of the residents who are facing food insecurity. She referenced the flood at the St. John's food pantry in Mahopac, which had a real impact on residents who relied on it. She stated the Mahopac Library is accepting food donations to try to assist since St. John's food pantry had to shut down.

Director Barrett clarified that her intention is not to micromanage the funds, but to ensure they are distributed without prejudice.

Chairwoman Crowley made a motion to postpone Budgetary Transfer 26T183 pending receipt of a detailed implementation plan; Seconded by Legislator Russo. All in favor.

Commissioner Servadio requested that the matter be addressed as soon as possible because food-assistance needs are expected to continue into the fall.

Chairwoman Crowley stated she would be willing to call a special Audit & Administration Committee meeting to continue the discussion once the requested information is available.

Item #13 – Adjournment

There being no further business at 6:29pm, Chairwoman Crowley made a motion to adjourn; Seconded by Legislator Russo. All in favor.

Respectfully Submitted by Deputy Clerk Beth Robinson.

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

Members: Chairwoman Crowley and Legislators Regan & Russo

Monday July 27, 2026
(Immediately following the Economic Development Mtg. beginning at 5:00pm)

1. Pledge of Allegiance
2. Roll Call
3. Acceptance of Minutes – May 21, 2026 & June 29, 2026
4. Correspondence – County Auditor
 - a. Sales Tax Report
 - b. Board In Revenue Report
 - c. Transfer/Revenue Report
 - d. Contingency/Subcontingency Report
5. Correspondence – Commissioner of Finance
 - a. Approval – Budgetary Amendment 26A055 – Sheriff – Funds Received from NYS Sheriffs Association Inc. for DREW Trainings for Overtime (Also reviewed in Protective – Item #12)
 - b. Approval – Budgetary Amendment 26A056 – Sheriff – Reclassify Revenue Funding Streams (Also reviewed in Protective – Item #13)
 - c. Approval – Budgetary Amendment 26A057 – Sheriff – Insurance Recoveries from Accident (Also reviewed in Protective – Item #14)
 - d. Approval – Budgetary Amendment 26A059 – Sheriff – Funds Received from US Capital Police for Overtime Security at Lawler Town Hall Event in April (Also reviewed in Protective – Item #15)

- e. Approval – Budgetary Amendment 26A060 – Finance – Fund County Park and Fire Training Center Communications, Security and Access Control Capital Project (Also reviewed in Physical – Item #9)
 - f. Approval – Budgetary Amendment 26A061 – Finance – Amend 2026 CHIPS County Capital Project Budget to Equal NYS Budget (Also reviewed in Physical – Other Business #11a)
 - g. Approval – Budgetary Amendment 26A062 – Sheriff – Reimbursement from NYS Sheriff's Association for DRE Recertification (Also reviewed in Protective – Item #16)
 - h. Approval – Budgetary Amendment 26A063 – Sheriff – Utilize Federal Seized Assets to Replace 2 Motorcycles in Fleet (Also reviewed in Protective – Item #17)
 - i. Approval – Budgetary Amendment 26A064 – Legal Aid Society – Pass through Award from NYS DOCJ for Aid to Defense (Also reviewed in Protective – Item #18)
 - j. Approval – Budgetary Amendment 26A065 – Sheriff – Corrections – DASNY Grant Award to Purchase Specialized Inmate Transportation Vehicle (Also reviewed in Protective – Item #19)
 - k. Approval – Budgetary Amendment 26A066 – Health Dept. – School Flu Clinics (Also reviewed in Health – Item #6)
- 6. Approval – Fund Transfer 26T146 – Finance – MTA Railroad Station Maintenance (Also reviewed in Physical – Item #5)
 - 7. Approval – Fund Transfer 26T153 – DPW – Donald B. Smith Building 3 Renovations (Also reviewed in Physical – Item #6)
 - 8. Approval – Fund Transfer 26T170 – Finance – Reclassification – Account Clerk to Senior Account Clerk as of June 1, 2026 (Also reviewed in Personnel – Item #5)
 - 9. Approval for Signature – Fund Transfer 26T174 – Sheriff – Mini PCs to Run Merlin Core Camera Feeds (Also reviewed in Protective – Item #20)
 - 10. Discussion – Requested Information from Finance Department
 - a. Deposit Amount in each Official Depository
 - b. 2025 Annual Financial Information and Operating Data
 - c. Fund Balance Information
 - 11. FYI – Guiderail and Property Damage Report
 - 12. Other Business
 - 13. Adjournment

#3(2)

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

Members: Chairwoman Crowley and Legislators Regan & Russo

Monday 5:30pm August 24, 2026

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

Item #3 – Correspondence – County Auditor

a. Sales Tax Report

Chairwoman Crowley read the sales tax numbers into the record.

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

Item #4 – Correspondence – Commissioner of Finance

a. FYI – Overtime/Temporary Report – Duly Noted

b. Approval – Budgetary Amendment 26A067 – Health Dept. – Early Learning Center 4410 Designation (Also reviewed in Health – Item #6)

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

c. Approval – Budgetary Amendment 26A068 – DPW – Insurance Recovery – Guardrail Repair (Also reviewed in Physical – Item #9)

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

Item #5 – Approval for Signature – Fund Transfer 26T180 – Golf Course and Tilly's Table – Insurance Expenses

Chairwoman Crowley made a motion to approve Fund Transfer 26T180; Seconded by Legislator Regan. All in favor.

Item #6 – Approval – Fund Transfer 26T201 – Health Dept. – Early Intervention Care at Private Institutions (Also reviewed under Other Business in Health – Item #7a)

Legislator Regan requested clarification on the anticipated enrollment.

Acting Commissioner of Finance Alexandra Gordon stated the enrollment cannot be accepted without the line being funded.

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

Item #7 – Approval – Fund Transfer 26T206 – Dept. of General Services – Chargeback Vehicle Leasing

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

Item #8 – Approval – Authorization for Legislators to Attend September New York State Association of Counties Conference

Legislator Birmingham stated he is glad to see a majority of his colleagues will be attending the NYSAC Conference in September. He stated these conferences are very informational.

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

Item #9 – FYI – Guardrail and Property Damage Report – Duly Noted

Item #10 – Other Business – None

Item #11 – Adjournment

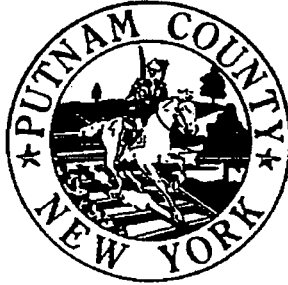
There being no further business at 5:44pm, Chairwoman Crowley made a motion to adjourn; Seconded by Legislator Russo. All in favor.

Respectfully Submitted by Deputy Clerk Beth Robinson.

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

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Monday 5:30pm August 24, 2026

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- 3. Correspondence – County Auditor**
 - a. Sales Tax Report**
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 - c. Transfer/Revenue Report**
 - d. Contingency/Subcontingency Report**
- 4. Correspondence – Commissioner of Finance**
 - a. FYI – Overtime/Temporary Report**
 - b. Approval – Budgetary Amendment 26A067 – Health Dept. – Early Learning Center 4410 Designation (Also reviewed in Health – Item #6)**
 - c. Approval – Budgetary Amendment 26A068 – DPW – Insurance Recovery – Guardrail Repair (Also reviewed in Physical – Item #9)**
- 5. Approval for Signature – Fund Transfer 26T180 – Golf Course and Tilly's Table – Insurance Expenses**
- 6. Approval – Fund Transfer 26T201 – Health Dept. – Early Intervention Care at Private Institutions (Also reviewed under Other Business in Health – Item #7a)**

- 7. Approval – Fund Transfer 26T206 – Dept. of General Services – Chargeback Vehicle Leasing**
- 8. Approval – Authorization for Legislators to Attend September New York State Association of Counties Conference**
- 9. FYI – Guardrail and Property Damage Report**
- 10. Other Business**
- 11. Adjournment**

#4a
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[illegible]

#C/b
Audit 9/23/20

[illegible]

2026 Transfer/Revenue Report - August

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	8	26A071	DSS HEAP	10614100	54989		MISCELLANEOUS	6,870.00	D	26A071 25-26 ADDT'L HEAP ALLOC
2026	8	26A071	DSS HEAP	10614100	446411		FED AID FUEL CRISIS HEAP	6,870.00	C	26A071 25-26 ADDT'L HEAP ALLOC
2026	8	26A072	TANF	10061000	54647		SUB CONTRACTORS	25,000.00	D	26A072 NON-RESIDENTIAL DV TANF
2026	8	26A072	TANF	10061000	446123		TANF	25,000.00	C	26A072 NON-RESIDENTIAL DV TANF
2026	8	26A073	Mental Health Legal	10431000	55646	10151	CHRGBK CONTRACTS	3,179.00	D	MH LGU OASAS JAIL BASED SVCS
2026	8	26A073	Mental Health	10028000	434887		COUNCIL STATE AID COLA	3,233.00	C	MH ALCOHOLISM SVCS CNCL ST AID
2026	8	26A073	Mental Health OASIS Alcohol	10030000	434884		PRIVATEOASAS ST LOCAL ASST	12,433.00	C	OASAS CONTRACTED SVCS
2026	8	26A073	Mental Health Legal	10431000	434981	10151	MH ST AID	3,179.00	C	MH LCU OASAS JAIL BASED SVCS
2026	8	26A073	Mental Health	10028000	54647		SUB CONTRACTORS	3,233.00	D	MH ALCOHOLISM SVCS CNCL ST AID
2026	8	26A073	Mental Health OASIS Alcohol	10030000	54647		SUB CONTRACTORS	12,433.00	D	OASAS CONTRACTED SVCS-SUB CONT
2026	8	26LT03	Contingency	10199000	54985		SUB CONTINGENCY HGWY M and R	10,000.00	C	TO COVER PARK BLDG MAINTENANCE
2026	8	26LT03	Highway - Parks	10711000	54710		MAINT AND REPAIRS	10,000.00	D	TO COVER PARK BLDG MAINTENANCE
2026	8	26LT04	Contingency	10199000	54985		SUB CONTINGENCY HGWY M and R	10,000.00	C	COVER TILLY BLDG MAINTENANCE

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YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	8	26LT04	Tilly Foster	10084000	54710		MAINT AND REPAIRS	10,000.00	D	COVER TILLY BLDG MAINTENANCE
2026	8	26T188	Legislature	10101001	51000		PERSONNEL SERVICES	28,250.00	C	PC SOIL & WATER SPECIAL AUDIT
2026	8	26T188	Audit	10132000	54111		INDEPENDENT AUDIT	28,250.00	D	PC SOIL & WATER SPECIAL AUDIT
2026	8	26T197	Health - Nursing	11401000	54783		LICENSING SOFTWARE	150.00	D	PURCHASE ECOSCANNER
2026	8	26T197	Health - Nursing	11401000	52170		KITCHEN EQUIPMENT	150.00	C	PURCHASE ECOSCANNER
2026	8	26T198	Mental Health Legal	10431000	54989		MISCELLANEOUS	100.00	C	PROCESS SRVR FEES
2026	8	26T198	Mental Health Legal	10431000	54682		SPECIAL SERVICES	100.00	D	PROCESS SRVR FEES
2026	8	26T199	Emergency Services	10398900	54636		INTERNET COSTS	1,300.00	D	INTERNET FOR REMAINDER OF 2026
2026	8	26T199	Emergency Services	10398900	52140		AUDIO VISUAL EQUIPMENT	1,300.00	C	INTERNET FOR REMAINDER OF 2026
2026	8	26T200	Highway - Parks	10711000	52680		OTHER EQUIPMENT	120.00	D	ADDT'L COST FOR SCAG LAWN MOWE
2026	8	26T200	Highway - Parks	10711000	52180		OTHER EQUIPMENT	120.00	C	ADDT'L COST FOR SCAG LAWN MOWE
2026	8	26T202	Sheriff - Youth	16311000	54329		PROMOTIONAL MATERIALS	2,800.00	D	ADD'LHANDOUTS/GIVEAWAYS
2026	8	26T202	Sheriff - Youth	16311000	54640		EDUCATION AND TRAINING	2,800.00	C	ADD'LHANDOUTS/GIVEAWAYS
2026	8	26T203	Emergency Services	10398900	54410		SUPPLIES AND MAT	1,315.00	D	TRANSFER FOR RADIO STRAPS

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	8	26T203	EMS	14398900	54313		BOOKS AND SUPPLEMENTS	1,315.00	C	TRANSFER FOR RADIO STRAPS
2026	8	26T205	Early Intervention	10405900	55371		CHRGBK GASOLINE	350.00	C	FUND CHRBCKS AUTO
2026	8	26T205	Early Intervention	10405900	55370		CHRGBK AUTOMOTIVE	350.00	D	FUND CHRBCKS AUTO
2026	8	26T207	DSS Medicaid	10104000	54783		LICENSING SOFTWARE	133.80	D	TO COVER LAPTOP & KEYBOARD
2026	8	26T207	DSS Medicaid	10104000	54310		OFFICE SUPPLIES	133.80	C	TO COVER LAPTOP & KEYBOARD
2026	8	26T210	Central Services	10161000	55370		CHRGBK AUTOMOTIVE	1,500.00	D	COVER COST MAILROOM VEH MAINT.
2026	8	26T210	Central Services	10161000	55314		CHRGBK POSTAGE	1,500.00	C	COVER COST MAILROOM VEH MAINT.
2026	8	26T211	Mental Health Legal	10431000	54162		SIGNS	2,975.00	D	FOR MH SIGNAGE PURCHASE
2026	8	26T211	Mental Health Legal	10431000	54989		MISCELLANEOUS	2,975.00	C	FOR MH SIGNAGE PURCHASE
2026	8	26T212	Board of Elections	10145000	54314		POSTAGE	280.00	C	DATE/TIME STAMP
2026	8	26T212	Board of Elections	10145000	52120		OFFICE EQUIPMENT	280.00	D	DATE/TIME STAMP
2026	8	26T213	Mental Health Legal	10431000	54311	10206	PRINTING AND FORMS	370.00	D	PROJECT HOPE PRINTING BOOKLETS
2026	8	26T213	Mental Health Legal	10431000	54329	10206	PROMOTIONAL MATERIALS	370.00	C	PROJECT HOPE PRINTING BOOKLETS
2026	8	26T214	Early Intervention	10405900	54483		ASSISTIVE TECH	500.00	C	IPAD NEEDED PRESCHOOL STUDENT

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026 8 26T214	Preschool	10296000	54483		ASSISTIVE TECH	500.00	D	IPAD NEEDED PRESCHOOL STUDENT
2026 8 26T215	Tourism	10641000	54989		MISCELLANEOUS	7,000.00	C	UPCOMING ADVERTISMENT PROJECTS
2026 8 26T215	Tourism	10641000	54664		ADVERTISING	7,000.00	D	UPCOMING ADVERTISMENT PROJECTS
2026 8 26T217	Health - Nursing	11401000	54640		EDUCATION AND TRAINING	400.00	C	PURCHASE ECOSCAN SCANNER
2026 8 26T217	Health - Nursing	11401000	52120		OFFICE EQUIPMENT	400.00	D	PURCHASE ECOSCAN SCANNER
2026 8 26T218	OSR	10677400	54646		CONTRACTS	10,000.00	C	COVER 4TH QTR EXP PER ATTACHED
2026 8 26T218	OSR	10677400	54301		KITCHEN SUPPLIES	10,000.00	D	COVER 4TH QTR EXP PER ATTACHED
2026 8 26T219	Early Learning	10296001	54310		OFFICE SUPPLIES	3,500.00	C	SET UP CLASSROOMS
2026 8 26T219	Early Learning	10296001	54410		SUPPLIES AND MAT	3,500.00	D	SET UP CLASSROOMS
2026 8 26T220	Early Learning	10296001	54310		OFFICE SUPPLIES	400.00	C	BLUETOOTH SPEAKERS FOR BUSES
2026 8 26T220	Early Learning	10296001	54783		LICENSING SOFTWARE	400.00	D	BLUETOOTH SPEAKERS FOR BUSES
2026 8 26T221	Health - Education State	21401000	54330		MEDICAL SUPPLIES	300.00	C	MILEAGE REIMBURSEMENT
2026 8 26T221	Health - Education State	21401000	54675		TRAVEL	300.00	D	MILEAGE REIMBURSEMENT
2026 8 26T222	Health - Education State	21401000	54646	10236	CONTRACTS	1,000.00	C	VAPE PREVENTION

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	8 26T222	Health - Education State	21401000	54329	10236	PROMOTIONAL MATERIALS	1,000.00	D	VAPE PREVENTION
2026	8 26T223	District Attorney	10116500	54311		PRINTING AND FORMS	4,000.00	C	VARIOUS OFFICE SUPPLIES
2026	8 26T223	District Attorney	10116500	54310		OFFICE SUPPLIES	4,000.00	D	VARIOUS OFFICE SUPPLIES
2026	8 26T224	BCI	32311000	55370		CHRGBK AUTOMOTIVE	2,000.00	C	CVR.Q2&PROJECTION AUTO CHGBKS
2026	8 26T224	Sheriff - Patrol	17311000	55370		CHRGBK AUTOMOTIVE	7,000.00	C	CVR.Q2&PROJECTION AUTO CHGBKS
2026	8 26T224	Sheriff - Youth	16311000	55370		CHRGBK AUTOMOTIVE	7,000.00	D	CVR.Q2&PROJECTION AUTO CHGBKS
2026	8 26T224	Corrections	10315000	55370		CHRGBK AUTOMOTIVE	5,000.00	C	CVR.Q2&PROJECTION AUTO CHGBKS
2026	8 26T224	Sheriff - Communications	13311000	55370		CHRGBK AUTOMOTIVE	5,000.00	D	CVR.Q2&PROJECTION AUTO CHGBKS
2026	8 26T224	Sheriff - Communications	13311000	55370		CHRGBK AUTOMOTIVE	2,000.00	D	CVR.Q2&PROJECTION AUTO CHGBKS
2026	8 26T224	BCI	32311000	55370		CHRGBK AUTOMOTIVE	2,000.00	C	CVR.Q2&PROJECTION AUTO CHGBKS
2026	8 26T224	Sheriff	10311000	55370		CHRGBK AUTOMOTIVE	2,000.00	D	CVR.Q2&PROJECTION AUTO CHGBKS
2026	8 26T226	Health - Nursing	11401000	54664		ADVERTISING	200.00	C	COMPLETE COMPUTER PURCHASE
2026	8 26T226	Health - Nursing	11401000	52130		COMPUTER EQUIPMENT	200.00	D	COMPLETE COMPUTER PURCHASE
2026	8 26T227	Emergency Services	10398900	54320		FOOD	1,000.00	C	NEEDED FOR GRADUATIONS

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	8 26T227	Emergency Services	10398900	54989		MISCELLANEOUS	1,000.00	D	NEEDED FOR GRADUATIONS
2026	8 26T228	District Attorney	10116500	54385		UNIFORMS	2,000.00	D	BADGES
2026	8 26T228	District Attorney	10116500	54640		EDUCATION AND TRAINING	2,000.00	C	BADGES
2026	8 26T229	County Executive	10123000	54640		EDUCATION AND TRAINING	2,500.00	D	COVER C/E EDU & TRAINING ACCT
2026	8 26T229	Finance	10131000	54640		EDUCATION AND TRAINING	2,500.00	C	COVER C/E EDU & TRAINING ACCT
2026	8 26T232	Purchasing	10134500	54640		EDUCATION AND TRAINING	1,500.00	C	COVER CE EDUCATION AND TRAVEL
2026	8 26T232	County Executive	10123000	54640		EDUCATION AND TRAINING	1,500.00	D	COVER CE EDUCATION AND TRAVEL
2026	8 26T234	Preschool	10296000	54483		ASSISTIVE TECH	3,000.00	D	IPAD PURCHASES FOR COMMUNICATI
2026	8 26T234	Preschool	10296000	54441		ITINERANT SERVICES	3,000.00	C	IPAD PURCHASES FOR COMMUNICATI
2026	8 26T235	Preschool	10296000	51093		OVERTIME	2,000.00	D	OT REQUIRED TO TRAIN
2026	8 26T235	Preschool	10296000	54441		ITINERANT SERVICES	2,000.00	C	OT REQUIRED TO TRAIN
2026	8 26T235	Preschool	10296000	58002		SOCIAL SECURITY	154.00	D	OT REQUIRED TO TRAIN
2026	8 26T235	Preschool	10296000	54441		ITINERANT SERVICES	154.00	C	OT REQUIRED TO TRAIN
2026	8 26T236	Veterans Services	10651000	52110		FURNITURE AND FURNISHINGS	1,800.00	C	NEEDED FOR PROMOTIONAL ITEMS

YEAR	PER	REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	8	26T236	Veterans Services	10651000	54329		PROMOTIONAL MATERIALS	1,800.00	D	NEEDED FOR PROMOTIONAL ITEMS
2026	8	26T237	Personnel	10143000	54640		EDUCATION AND TRAINING	500.00	C	KITCHEN FRIDGE/MICROWAVE
2026	8	26T237	Personnel	10143000	52170		KITCHEN EQUIPMENT	500.00	D	KITCHEN FRIDGE/MICROWAVE
2026	8	26T253	OEOP CAC	22070000	54783		LICENSING SOFTWARE	170.00	D	COVER ADAPTOR, POWER, MOUSE
2026	8	26T253	OEOP CAC	22070000	52130		COMPUTER EQUIPMENT	170.00	C	COVER ADAPTOR, POWER, MOUSE
2026	8	R#230/26	Early Learning Center	10296002	52110		FURNITURE AND FURNISHINGS	2,000.00	D	441 EARLY LEARNING CENTER COP
2026	8	R#230/26	Early Learning Center	10296002	58002		SOCIAL SECURITY	2,295.00	D	441 EARLY LEARNING CENTER COP
2026	8	R#230/26	Early Learning Center	10296002	54678		LEASED TRANSPORTATION	26,000.00	D	441 EARLY LEARNING CENTER COP
2026	8	R#230/26	Early Learning Center	10296002	54646		CONTRACTS	16,600.00	D	441 EARLY LEARNING CENTER COP
2026	8	R#230/26	Early Learning Center	10296002	54640		EDUCATION AND TRAINING	300.00	D	441 EARLY LEARNING CENTER COP
2026	8	R#230/26	Early Learning Center	10296002	54414		CARE AT PRIVATE INSTITUTION	125,000.00	D	441 EARLY LEARNING CENTER COP
2026	8	R#230/26	Early Learning Center	10296002	54330		MEDICAL SUPPLIES	100.00	D	441 EARLY LEARNING CENTER COP
2026	8	R#230/26	Early Learning Center	10296002	54313		BOOKS AND SUPPLEMENTS	300.00	D	441 EARLY LEARNING CENTER COP
2026	8	R#230/26	Early Learning Center	10296002	54311		PRINTING AND FORMS	100.00	D	441 EARLY LEARNING CENTER COP

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2026	8 R#230/26	Early Learning Center	10296002	54310		OFFICE SUPPLIES	500.00	D	441 EARLY LEARNING CENTER COP
2026	8 R#230/26	Early Learning Center	10296002	432773		EDU AND TRANS HNDCP CHILD 3TO5	173,195.00	C	441 EARLY LEARNING CENTER COP
2026	8 R#231/26	Early Intervention	10405900	54414		CARE AT PRIVATE INSTITUTION	60,000.00	D	ANTICIPATE MORE CHILDREN
2026	8 R#231/26	Early Intervention	10405900	54417		EVALUATIONS	60,000.00	C	ANTICIPATE MORE CHILDREN
2026	8 R#231/26	Early Intervention	10405900	54417		EVALUATIONS	3,000.00	C	ANTICIPATE MORE CHILDREN
2026	8 R#231/26	Early Intervention	10405900	54483		ASSISTIVE TECH	3,000.00	D	ANTICIPATE MORE CHILDREN
2026	8 R#233/26	Highway Roads & Bridges	10511000	426801		INSURANCE RECOVERIES	4,443.60	C	PROGRESSIVE FARMERS MILLS 7.23
2026	8 R#233/26	Highway Roads & Bridges	10511000	54647		SUB CONTRACTORS	4,443.60	D	PROGRESSIVE FARMERS MILLS 7.23
2026	8 R#241/26	United Way	25880000	54950		COUNTY CONTRIBUTION	75,000.00	D	ALLOCATION FOR FOOD INSECURITY
2026	8 R#241/26	Cornell Cooperative	25875000	54950		COUNTY CONTRIBUTION	25,000.00	D	ALLOCATION FOR FOOD INSECURITY
2026	8 R#241/26	CAP	25645000	54950		COUNTY CONTRIBUTION	50,000.00	D	ALLOCATION FOR FOOD INSECURITY
2026	8 R#241/26	Contingency	10199000	54980		CONTINGENCY	150,000.00	C	ALLOCATION FOR FOOD INSECURITY
							Debits		
							558,921.40		
							Credits		
							558,921.40		

2026 Contingency Report

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<u>Beginning Balance 1/1/26</u>		750,000.00
Res132	PNW Women's Resource Center- receipt of funds	27,800.00

Subtotal General Contingency		\$ 777,800.00
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Deductions:

Res 33	Social Services-Caseworker	(115,300.00)
Res97	Sheriff - Principal Office Assistant	(9,290.00)
Res98	Assessment Clerk pt	(4,646.00)
Res100	District Attorney salary	(3,634.00)
Res131	CRT grant	(12,895.00)
Res139	Snow and Ice	(350,000.00)
Res201	Security and Access Control -Park & Fire Training Center	(75,000.00)
Res203	Railroad Station Maintenance	(16,742.00)
Res219	Flu Clinics	(11,520.00)
Res241	Food Insecurity	(150,000.00)

		(749,027.00)
Total		\$ 28,773.00

Proposed Deductions:

		0.00
Pending Balance 9/23/26		\$28,773.00

Note:

2026 Subcontingency Report

4981- Subcontingency

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

Subtotal Subcontingency **\$ 2,691.00**

Deductions:

Total 0.00
\$ 2,691.00

Proposed Deductions:

Pending Balance 9/23/26 0.00
\$2,691.00

Note:

R= resolution

A= proposed budgetary amendment

2026 Subcontingency Report

4985- Maintenance & Repairs

<u>Beginning Balance 1/1/26</u>	\$	45,000.00
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Subtotal Subcontingency	\$	45,000.00
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Deductions:

26LT01	nails, paint, plumbing & cleaning supplies for buildings at Park	(10,000.00)
26LT02	nails, paint, plumbing & cleaning supplies for buildings at Tilly Foster	(10,000.00)
26LT03	nails, paint, plumbing & cleaning supplies for buildings at Park	(10,000.00)
26LT04	nails, paint, plumbing & cleaning supplies for buildings at Tilly Foster	(10,000.00)

	(40,000.00)	
Total	\$	5,000.00

Proposed Deductions:

Pending Balance 9/23/26		<u><u>\$5,000.00</u></u>
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2026 Subcontingency Report

4990- Subcontingency (Homeowner Tax Relief)

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

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

Deductions:

Total

0.00
\$ 6,500,000.00

Proposed Deductions:

Pending Balance 9/23/26

0.00
\$6,500,000.00

Note:
R= resolution
A= proposed budgetary amendment

2026 Subcontingency Report

4991- Subcontingency (Advertising Tourism)

Beginning Balance 1/1/26

\$ 20,000.00

Subtotal Subcontingency

\$ 20,000.00

Deductions:

Total

0.00
\$ 20,000.00

Proposed Deductions:

26T246 Tourism - social media campaign re: transportation services

(8,000.00)

Pending Balance 9/23/26

(8,000.00)
\$12,000.00

Note:

R= resolution

A= proposed budgetary amendment

ALEXANDRA GORDON.
Acting Commissioner of Finance



Health-Sect Bc50
A014 9/23/20
#5a

DEPARTMENT OF FINANCE

2026 AUG 13 PM 3:19
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

August 11, 2026

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

Dear Ms. Trabulsy,

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

Increase Revenues:

10751000 427051	Historian – Donation	<u>\$ 1,000</u>
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Increase Expenses:

10751000 54685	Historian – Special Projects	<u>\$ 1,000</u>
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2026 Fiscal Impact - 0

2027 Fiscal Impact - 0

This amendment will recognize a donation received in December 2025 and deferred to 2026. Jennifer Cassidy, the County Historian, intends to use these funds to subsidize digitization of the Putnam County Courier archives from 1946-1955. Please refer to the attached memo for further details.

AUTHORIZATION:

Date	Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00	
Date	County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000.00	
Date	Chairperson Audit/Designee: \$0 - \$10,000.00	26A069
Date	Audit & Administration Committee: \$10,000.01 - \$25,000.00	

FIDELITY BROKERAGE SERVICES LLC ~ CK# 953143308 ~ \$1,000



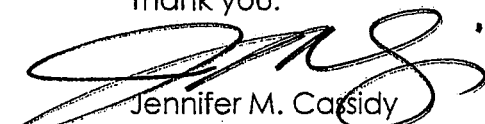
MEMORANDUM

TO: Alexandra Gordon, Finance
CC: Sue Galya, Finance
FROM: Jen Cassidy, Historian's Office
DATE: August 7, 2026
RE: T. Wallach – fund transfer

I would like to request that T. Wallach donation in Deferred Revenue be transferred to Special Services (org: 10751000, object: 54682) for a newspaper digitization project, to be used in 2026.

I've included a recent project quote from Master Enterprises, Inc. that will make use of these funds to subsidize digitization of the *Putnam County Courier* archives from 1946-1955 and make them accessible to the public via HRVH Historical Newspapers, <https://news.hrvh.org/>.

Thank you.


Jennifer M. Cassidy
Historian

10751000 427051 DONATIONS
54682 SPECIAL PROJECTS



Date	August 7, 2026
Quote #	IIRI9001 - 2 - 4
Exp.	#####
POC	Lisa Stasevich
Terms	net 30 days

Contact Info: Lisa Stasevich
Master Enterprises, Inc.
Lisa@yourdigitalsource.net
(770)364-7309

Digitization Services
35mm Microfilm and Print Conversion

Prepared For: Jennifer Cassidy
Putnam County Historian's Office & Archives
Jennifer.Cassidy@putnamcountyny.gov
(845)808-1420

Item #	Qty	Item Description	Services Description	Price	Extension
001	9	Reels	Microfilm Preparation - Inspection of microfilm and prep for scanning.	Included	\$0.00
002	9	Reels	Direct Scan from 35mm microfilm, create 400 DPI 8-bit grayscale images.	\$75.00	\$675.00
003	4,770	Images	Auto Image Enhancement - split, crop and deskew, image assembly	\$0.12	\$572.40
004	4,770	Images	Create and name PDF file(s): one PDF per newspaper issue (approx 258 issues / ~9 to 11 pages per issue), with OCR.	\$0.02	\$95.40
005	4,770	Images	100% QC Visual Check/Rework.	Included	\$0.00
006	2	Hour	Special handling, digitization of section of book	\$65.00	\$130.00
007	12	Setup	Setup, per newspaper issue	\$1.00	\$12.00
008	120	Images	Digitization, 300dpi, print newspapers, Tiff	\$2.50	\$300.00
009	120	Images	Assembly, PDF with OCR	\$0.10	\$12.00
010	1	Each	Load PDFs with OCR on External Drive for delivery	\$175.00	\$175.00
011	1	Each	Upload PDF files to SENYLR.	Included	Included
Total Digitization Services - Microfilm abd Print Conversion					\$1,971.80

ACCEPTED BY: _____ TITLE/CO: _____ DATE: _____
ACCEPTED BY: *Lisa Stasevich* TITLE/CO: PRESIDENT, MASTER ENTERPRISES INC DATE: 08/07/2026

Notes:

- 1 Assumes that the microfilm reels are in good condition and are not of poor quality and/or deteriorated state which would require a greater level of effort for processing.
- 2 OCR data will be captured only for typed text larger than 8 point font.
- 3 Assumes the microfilm possesses adequate spacing between frames to permit the accurate auto-detection by scanning software.
- 4 Assumes the microfilm has adequate leader and trailer to load into the scanner. If either is required to be spliced to the reel, the charge is \$4.00 per splice.
- 5 Naming schema will be extracted from the first page of each issue (pubname_YYYYMMDD), or similar, per Veridian specifications.
- 6 Quote is based on estimate quantities provided by Client. Invoice will be based on actual quantities delivered. Pricing quoted is for a minimum of 5 reels.
- 7 Current turnaround time in the lab is approximately 45 to 60 days, depending on workload in the lab.
- 8 Quote does not include cost of shipping of the hard drive or return shipping of the microfilm and print.
- 9 Electronic images will be saved at MEI for a period of sixty (60) days from date of delivery to customer. After the sixty day period, the images will be deleted from MEI's or its partner's storage facilities.

JENNIFER M. CASSIDY
COUNTY HISTORIAN



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

TO: Sue Galya, Finance Department

From: Jen Cassidy, Historian's Office

Date: 12/30/2025

Re: Check for Deposit

Please find enclosed check for deposit in Deferred Revenue:

- Check 953143308, \$1,000.00 (From Tim Wallach)

Purpose:

____ Minor Sale ☒ Donation (please check one)

TOTAL= \$ 1,000.00 Donation

When we are ready to make use of the funds for a special project,
I will contact finance to do a budgetary transfer.

Thank you for your time and attention to this matter.

Sincerely,

A handwritten signature in dark ink, appearing to be "Tim Wallach", written in a cursive style.

TIM WALLACH

01000 269110 \$1000

ALEXANDRA GORDON.
Acting Commissioner of Finance



Audit - 9-23-26 Reso
Full - 10-6-26
CC: A11

#5b

DEPARTMENT OF FINANCE

August 20, 2026

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

Dear Ms. Trabulsy,

2026 AUG 21 PM 12:27
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Increase Revenues:

10135500 430403	Real Property / State Aid	<u>\$ 495.</u>
-----------------	---------------------------	----------------

Increase Expenses:

10135500 54640	Real Property / Education & Training	<u>\$ 495.</u>
----------------	--------------------------------------	----------------

2026 Fiscal Impact - 0

2027 Fiscal Impact - 0

This budgetary amendment is in recognition of funds received from ORPTS (Office of Real Property Tax Services), in the amount of \$495. as reimbursement for a required Commercial Appraising class that was held. This class was paid for out of the Real Property Education Line, which had not been budgeted for. Real Property respectfully requests that these funds be used in their Education & Training line to cover the cost of education and training expenses that were required for certification.

Please forward to the appropriate committee.

AUTHORIZATION:

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

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

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

26A074

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

TRISH McLOUGHLIN
DIRECTOR OF REAL PROPERTY



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

TO: Alex Gordon, Acting Commissioner of Finance

FROM: Trish McLoughlin, Director of Real Property

RE: Reimbursement to Education Line for Education

DATE: August 19, 2026

.....

I am requesting a budgetary amendment to:

Increase Revenue:

10135500 430403	Real Property / State Aid	\$495
-----------------	---------------------------	-------

Increase Expense:

10135500 54640	Real Property/Education & Training	\$495
----------------	------------------------------------	-------

Fiscal Impact: -0-

This budgetary amendment is in recognition of funds received from ORPTS (Office of Real Property Tax Services), in the amount of \$495, for a Commercial Appraising class that they held, and that I was required to take for my Certification. This class was paid for out of my County Education Line, which had not been budgeted for. I am respectfully asking for these funds to go back into my department's Education line to offset the cost of education and training expenses that were required for my Certification.

Cc: Celestine Shields

Credits

Trans. Date Value Date	Description	Customer Ref.	Bank Ref.	Credit Amount	Report Time (ET)
08/14/2026 08/14/2026	EFT CREDIT	AP00098240849	2256616240TC	495.00	02:33 AM

ORIG CO NAME: NYS OSC
 ORIG ID: 2146013200
 ENTRY DESCR: ACH
 ENTRY CLASS: CCD
 TRACE NO: 041001036616240
 ENTRY DATE: 260814
 IND ID NO: AP00098240849
 IND NAME: PUTNAM COUNTY OF
 REMARK: RMRYVEDS #25-26-154 ORPTS Assr rmb-McLoughlin
 ORIG BANK: KEYBANK, CINCINNATI OH

Credit Totals: 1 Item

495.00

Debits

Trans. Date Value Date	Description	Customer Ref.	Bank Ref.	Debit Amount	Report Time (ET)
---------------------------	-------------	---------------	-----------	--------------	---------------------

NYS Assessors Association, Inc.

116 Salina St

Liverpool, NY 13088-5582 US

3157063424

admin@nyassessor.org

www.nyassessor.org

INVOICE

BILL TO

Patricia McLoughlin

40 Gleneida Ave.

Carmel, NY 10512

INVOICE # 1532

DATE 11/20/2025

DUE DATE 12/20/2025

TERMS Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Educational Offerings	NYSAA Members (Patricia McLoughlin)	1	495.00	495.00

Commercial Industrial Valuation: 1/21/2026

BALANCE DUE

\$495.00

CHK # 544809 \$495.00

1/23/2026

ALEXANDRA GORDON
Acting Commissioner of Finance



DEPARTMENT OF FINANCE

JOSEPH VITA
Deputy Commissioner of Finance

cc All
Health 9/9/26 BCSO
Audit 9/23/26

#5C

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: Joseph Vita, Deputy Commissioner of Finance
Re: Budgetary Amendment - 26A075
Date: September 3, 2026

2026 SEP - 8 AM 11:20
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

GENERAL FUND:

Increase Estimated Appropriations:

10431000	54640	10256	EDUCATION AND TRAINING	\$	7,500.00
10431000	54646	10256	CONTRACTS	\$	12,500.00
10431000	54989	10256	MISCELLANEOUS	\$	16,000.00
10431000	52110	10257	FURNITURE AND FURNISHINGS	\$	10,000.00
10431000	52130	10257	COMPUTER EQUIPMENT	\$	15,000.00
10431000	52650	10257	MOTOR VEHICLES	\$	70,000.00
10431000	54125	10257	LEGAL SERVICES	\$	5,000.00
10431000	54310	10257	OFFICE SUPPLIES	\$	1,000.00
10431000	54493	10257	PAYMENTS TO RECIPIENTS	\$	50,000.00
10431000	54640	10257	EDUCATION AND TRAINING	\$	10,000.00
10431000	54646	10257	CONTRACTS	\$	25,000.00
10431000	54989	10257	MISCELLANEOUS	\$	25,000.00
10431000	55371	10257	CHRGBK GASOLINE	\$	500.00
10431000	55870	10257	CHRGBK AUTO ALL CTY VEHICLE	\$	200.00
				\$	247,700.00

Increase Estimated Revenues:

10431000	434981	10256	MH ST AID	\$	36,000.00
10431000	434981	10257	MH ST AID	\$	211,700.00
				\$	247,700.00

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

This Resolution is required to amend the 2026 Mental Health budget to reflect adjusted State Aid levels indicated on the most recent State Aid authorization from the NYS Office of Mental Health (OMH) dated 7/10/2026. Requested budgetary amendment reflects spending plan and guidelines submitted to NYS OMH for approval. Additional funding pending approvals and will follow under separate cover. Supporting documentation attached.

Please forward to the appropriate committee.

Approved :

Kevin M, Byrne
County Executive



**PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE**

To: Diane Trabulsy
Clerk of the Legislature

CC: Daniel G. Birmingham, Chair
Putnam County Legislature

Alexandra Gordon
Acting Commissioner of Finance

From: Kevin M. Byrne
County Executive

A handwritten signature in black ink, appearing to read "Kevin M. Byrne", is written over a large, stylized circular mark.

Date: September 4, 2026

2026 SEP - 8 AM 8:27
LEGISLATURE
PUTNAM COUNTY
CARMEI, NY

RE: Letter of Necessity, Budgetary Amendment to Amend Mental Health State Aid

Please accept this Letter of Necessity requesting that the Legislature consider and approve a Budgetary Amendment at its next Health Committee Meeting on September 9, 2026.

This Budgetary Amendment is necessary to amend the 2026 Mental Health budget to reflect the adjusted State Aid and to ensure that the County's 2026 Mental Health budget accurately reflects the current level of State Aid authorized by OMH.

Accordingly, I respectfully request that this Budgetary Amendment be placed on the agenda for consideration at the September 9, 2026 Health Committee Meeting so that the 2026 budget may be amended to reflect the updated State Aid authorization.

Acting Commissioner Gordon will be available to answer any questions associated with this request.

ALEXANDRA GORDON
ACTING COMMISSIONER OF FINANCE



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

To: Kevin M. Byrne, Putnam County Executive

From: Alexandra Gordon, Acting Commissioner of Finance

Date: September 4th, 2026.

Re: Letter of Necessity- MH 2026 Budgetary Amendment- OMH State Aid Authorization

I am requesting this Budgetary Amendment be put on the Agenda for Health Meeting on September 9th, 2026. This budgetary is necessary to amend the 2026 Mental Health budget to reflect adjusted State Aid levels indicated on the most recent State Aid authorization from the NYS Office of Mental Health (OMH) dated 7/10/2026. Due to budget meetings, I missed the email from the Department of Social Services with the attached budgetary. I apologize for any inconvenience.

Sincerely,

Alexandra Gordon

Acting Commissioner

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

August 31, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

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

SUBJECT: Mental Health 2026 Budgetary Amendment

Your approval is requested to amend the 2026 Mental Health budget to reflect adjusted State Aid levels indicated on the most recent State Aid authorization from the NYS Office of Mental Health (OMH) dated 7/10/2026. Requested budgetary reflects spending plan and guidelines submitted to NYS OMH for approval. Additional funding pending approvals and will follow under separate cover. Supporting documentation attached.

Rural Suicide Prevention (10256)

Increase Estimated Revenues:

10431000	MH LGU	
434981	MH ST AID	\$36,000
	Total Revenue	\$36,000

Increase Appropriations:

10431000	MH LGU	
54640	EDUCATION AND TRAINING	\$7,500
54646	CONTRACTS	\$12,500
54989	MISCELLANEOUS	\$16,000
	Total Appropriations	\$36,000

AOT / EVA Infrastructure (10257)

Increase Estimated Revenues:

10431000	MH LGU	
434981	MH ST AID	\$211,700
	Total Revenue	\$211,700

Increase Appropriations:

10431000	MH LGU	
----------	--------	--

52110	FURNITURE AND FURNISHINGS	\$10,000
52130	COMPUTER EQUIPMENT	\$15,000
52650	MOTOR VEHICLES	\$70,000
54125	LEGAL SERVICES	\$5,000
54310	OFFICE SUPPLIES	\$1,000
54493	PAYMENTS TO RECIPIENTS	\$50,000
54640	EDUCATION AND TRAINING	\$10,000
54646	CONTRACTS	\$25,000
54989	MISCELLANEOUS	\$25,000
55371	CHRGBK GASOLINE	\$500
55870	CHRGBK AUTO ALL CTY VEHICLE	\$200
	Total Appropriations	\$211,700

Fiscal Impact (26) - 0 -

Fiscal Impact (27) - 0 -

Thank you for your time and consideration of this request.

Attachments:

SUMMARY OF COUNTY BUDGET ACCOUNTS – OMH / OASAS

OMH Attachment A – Funding Source Allocation Table – 2026 Amendment 4

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

[illegible][illegible]



Aid to Localities Financial System

Attachment A

Funding Source Allocation Table

County Code: 40 County Name: Putnam

Year: 2026 Amendment: 4 - 7/10/2026 3:12:55 PM

Print Date : 07/24/2026 02:13 PM
Printed By : L6884KNW
Page : 2 of 3

Funding Source	Code	Type	Prior Letter Allocation	Allocation Changes Since Prior Letter	Revised Current Fiscal Year Allocation	Annualized Value from Prior Letter	Annualized Value Changes from Prior Letter	Fiscal Year Revised Annualized Value	Beds
Remarks									
Allocation on 07/03/2026 totaling \$36,648 represents retro C-SPOA money for 4/1/26 to 6/30/26. Please report on Program Code 1400.									
Effective 07/01/2026, the New C-SPOA funding FAV is \$146,594 Please report under Program Code 1400.									
Expanded Community Support Adult Suicide Prevention & Crisis Services	142A	GS	\$291,552	\$0	\$291,552	\$291,552	\$0	\$291,552	
	164	GS	\$0	\$36,000	\$36,000	\$0	\$48,000	\$48,000	
Remarks									
Effective 7/1/2026, \$36,000 for 2026 is being allocated for Rural Suicide Prevention. Program code 0690 should be used on all OMH financial reporting documents.									
AOT/EVA Infrastructure	170A	GS	\$337,499	\$0	\$337,499	\$187,932	\$0	\$187,932	
Remarks									
Allocation of \$140948 covers expenses retroactively to 4/1/25 for AOT/EVA Infrastructure. Please report under Program Code 2310.									
Effective 01/01/2026, allocation of \$8620 supports the one-time start up for the Enhanced Coordination for Assisted Outpatient Treatment/Enhanced Voluntary Agreements.									
Effective 01/01/2026, the annual funding of \$187,931 supporting the Enhanced Coordination for Assisted Outpatient Treatment/Enhanced Voluntary Agreements is being allocated to FSC 170A. Please report under Program Code 2310.									
Trans. Mgmt. Kendra's MGP Admin Kendra's	170B	GS	\$8,124	\$0	\$8,124	\$8,124	\$0	\$8,124	
	170C	GS	\$2,672	\$0	\$2,672	\$2,672	\$0	\$2,672	
Article 28&31 Closure Re-Invest. (Adult) Com. Reinvestment	175A	GS	\$29,268	\$0	\$29,268	\$29,268	\$0	\$29,268	
	200	GS	\$838,215	\$0	\$838,215	\$838,216	\$0	\$838,216	
Commissioner's Perf. Health Home	400	GS	\$29,041	\$0	\$29,041	\$29,005	\$0	\$29,005	
	570	GS	\$73,036	\$0	\$73,036	\$73,036	\$0	\$73,036	
Kids Health Home Care Management Personnel Services Enhancements	570K	GS	\$57,712	\$0	\$57,712	\$57,712	\$0	\$57,712	
	965S	GS	\$85,216	\$0	\$85,216	\$85,216	\$0	\$85,216	

cc: all
Physical
9/22/20
→ Acdt 9/23/20
#50

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk

From: Alexandra Gordon, Acting Commissioner of Finance 

Re: Budgetary Amendment - 26A077

Date: September 15, 2026

2026 SEP 16 AM 10:35
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 53000 51716	PIN 8761.97 -Stoneleigh - Drewville Road	1,280,400
----------------------	--	-----------

Increase Estimated Revenues:

55197000 445971 51716	Federal Aid 95% - PIN 8761.97	1,216,380
55197000 428601 51716	Local Match (General Fund Transfer)	64,020
		<u>1,280,400</u>

GENERAL FUND:

Increase Estimated Appropriations:

10990100 59020 51716	Transfer to Capital Fund	64,020
----------------------	--------------------------	--------

Increase Estimated Revenues:

10131000 427112	Use of Capital Reserve	64,020
-----------------	------------------------	--------

The above budgetary amendment us a result of a letter from NYS in the amount of \$1,216,380
This project is 95% federally funded with a 5% local county match.
Please see attached backup. Please forward to the appropriate committee.

Approved : _____
Kevin M. Byrne, County Executive



**Department of
Transportation**

KATHY HOCHUL
Governor

MARIE THERESE DOMINGUEZ
Commissioner

2026 JAN -4 PM 1:12

orig BH
cc:TF
JTB
MV
KK

January 5, 2026

Thomas Feighery
Commissioner of Public Works
Putnam County Department of Public Works
842 Fair Street, Carmel, NY 10512

Dear Thomas Feighery,

We are pleased to inform you that your Stoneleigh Avenue and Drewville Road Intersection Improvements application for the Roadway Departure Safety Action Plan Local Call for Projects has been selected for funding. NYSDOT looks forward to supporting the successful implementation of this project and working with you to advance its objectives.

The Local Program Management Unit will contact you to discuss next steps. The HSIP funding awarded is limited to the dollar amount of \$1,216,380. Please note that local matching funds and any cost overruns are the responsibility of the project sponsor. As outlined in the application guidance, various project phases may be programmed across federal fiscal years 2025–2026. Construction should be completed by December 31, 2030.

Congratulations, and thank you for your continued partnership in improving transportation safety across New York State.

Sincerely,

Sandra Jobson

Sandra D. Jobson, RA, RLA, AICP
Regional Planning & Program Manager, Hudson Valley Region

cc. Orietta Trocard, Local Programs Manager, NYSDOT Region 8

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore.

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 95% Federal funds and 5% non-federal funds; and

WHEREAS, Resolution No. 235 adopted by the Putnam County Legislature on September 1, 2026, made a summarized declaration of the previously authorized funding 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.

WHEREAS, it has been found necessary to increase the federal and non-federal share of costs for the construction and construction inspection work for the project not contemplated by the agreements authorized by previous Resolutions; and

WHEREAS, Putnam County applied for and received funding through NYSDOT's Roadway Departure Safety Action Plan Local Call for Projects;

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

RESOLVE, that the Putnam County Legislature hereby authorizes Putnam County to pay in the first instance 100% of the federal and non-federal share of the cost of the construction and construction inspection work for the Project or portions thereof; and it is further

RESOLVED, that the sum of **\$1,280,400** is hereby appropriated and made available to cover the cost of participation in the above phases of the Project; and it is further

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.

CC: All

Diane Trabulsy

From: Alexis Hawley
Sent: Tuesday, September 15, 2026 1:12 PM
To: Diane Trabulsy
Cc: Thomas Feighery; Joseph Bellucci; Alexandra Gordon
Subject: PIN 8761.97 - Stoneleigh Ave at Drewville Road Intersection Improvements - Funding Resolution - Additional Funding
Attachments: PIN 8761.97 - Resolution - Request for Additional Funding for Construction and Construction Inspection.doc

Diane:

Please see the attached Resolution for consideration at the September Physical Services Committee meeting.

I am happy to answer any questions you may have.

Thank you.



Alexis M. Hawley

Assistant Supervisor of Planning & Design • Putnam County Department of Purchasing and Central Services

PHONE | 845.808.1088 • WEBSITE | PUTNAMCOUNTYNY.COM

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated service."

COUNTY OF PUTNAM

FUND TRANSFER REQUEST #1197

TO: Commissioner of Finance

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

DEPT: Health

DATE: August 27, 2026

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT
10405900-51094 Early Intervention - Temp	10405900-51093 Early Intervention - Overtime	\$3,000.00
Total:		\$3,000.00

PURPOSE:

Meeting with parents at a time convenient for the parent. Often these meetings are conducted at the Health Department between 4:00pm and 6:00pm. More service coordinators are taking money for overtime because they are over the compensation time limit.

2025 Fiscal Impact \$ 0.00

2026 Fiscal Impact \$ 0.00

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

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

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

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

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

CC: ALL
PERS. - 9.8.26 - FYI
→ Audit - 9.23.26 - Sign

#60
Audit
9/23/26

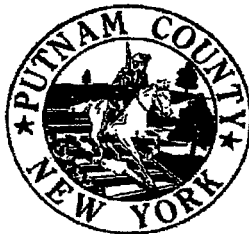
2026 SEP - 1 AM 11:21
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

26T233

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

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: Compton Spain, County Attorney
Re: Budgetary Transfer - 26T241
Date: September 2, 2026

2026 SEP -3 PM 1:18
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the County Attorney, the following budgetary transfer is required.

Increase Estimated Appropriations:

10142000 51000 (107)	Personnel Services- Sr Deputy County Attorney	32,000
	FICA	2,448
	Health Insurance	1,500
	Retirement	6,240
		<u>42,188</u>

Decrease Estimated Appropriations:

10142000 54125	Legal Services	42,188
----------------	----------------	--------

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This budgetary transfer is to request a resolution for an emergency hire of an additional attorney. Please forward to the appropriate committee.

Approved:

Kevin M. Byrne
County Executive

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

*This office will not accept service via facsimile

26T241

cc All
Pers
Audit

HEATHER M. ABISSI
Senior Deputy County Attorney

SARAH E. ENGLISH
Deputy County Attorney

MAT C. BRUNO, SR
Risk Manager

#7
Audit
9/23/20

REVISED

CC: all
Audit
9/23/200
sign
#8

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: A/Commissioner of Finance
FROM: Undersheriff James T. Menton
DEPT: Corrections
DATE: September 2, 2026

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10011000.54770 (Jail Maint.:Misc. Small Tools <\$100)	10315000.54322 (Jail General: Inmate Supplies)	\$1,326.00	To purchase clothing items & supplies
10011000.54751 (Jail Maint.:Grounds)	10315000.54322 (Jail General: Inmate Supplies)	\$ 500.00	To purchase clothing items & supplies
10011000.54162 (Jail Maint.:Signs)	10315000.54322 (Jail General: Inmate Supplies)	\$1,353.00	To purchase clothing items & supplies
10011000.54755 (Jail Maint.:Janitorial Services)	10315000.54322 (Jail General: Inmate Supplies)	\$ 37.00	To purchase clothing items & supplies
10315000.54675 (Jail General: Travel)	10315000.54322 (Jail General: Inmate Supplies)	\$ 250.00	To purchase clothing items & supplies
10315000.54783 (Jail General: Lic.& Assessories)	10315000.54322 (Jail General: Inmate Supplies)	\$6,534.00	To purchase clothing items & supplies
10011000.54510 (Jail Maint.:Machine Maint.)	10315000.54322 (Jail General: Inmate Supplies)	\$7,000.00	To purchase clothing items & supplies
10011000.54710 (Jail Maint.:Machine Maint.&Repairs)	10315000.54322 (Jail General: Inmate Supplies)	\$8,000.00	To purchase clothing items & supplies
Total		\$25,000.00	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2026 Fiscal Impact \$ __0__
2027 Fiscal Impact \$ __0__

Department Head Signature/Designee

Date

AUTHORIZATION:

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

2026 SEP 17 PM 1:13
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

26T243

P-1

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: September 18, 2026

To: Sheriff Brian Hess

From: Undersheriff James Menton



Subject: BUDGET LINE TRANSFER

Request the following funding and budget transfers:

Reduce 10011000.54770 Misc Small Tools Under \$100 by \$1,326.00

Reduce 10011000.54751 Grounds by \$500.00

Reduce 10011000.54162 Signs by \$1,353.00

Reduce 10011000.54755 Janitorial Services by \$37.00

Reduce 10315000.54675 Travel by \$250.00

Reduce 10315000.54783 Licensing and Accessories by \$6,534.00

Reduce 10011000.54510 Machine Machine Maintenance by \$7,000.00

Reduce 10011000.54710 Maintenance and Repairs by \$8,000.00

Increase 10315000.54322 Inmate Supplies by \$25,000.00

This transfer will be used to purchase clothing items such as Sneakers, T Shirts, Blankets, Issued Uniforms and other supplies for the Inmates use in the Correctional Facility.

Cc: Captain Dominick Chiumento
Captain James Greenough



7925 Purfoy Rd, Fuquay-Varina NC 27526

Customer Service: 1-800-334-9880 Fax: 800-322-7537
Private Management Customer Service: 888-708-5012

Quote

#EST0179620

7/29/2026

Ship To

Putnam Cnty Corr Facilty
3 County Ctr
Carmel
NY 10512-1323
United States

Bill To

Putnam Cnty Corr Facilty
3 County Ctr
Carmel
NY 10512-1323
United States

TOTAL

\$6,487.20

Expires: 9/12/2026

Expires	Requestor	Sales Rep	Customer
9/12/2026	PUTNY1 : Deborah Ferretti	Cynthia Nokland	PUTNY1
cynthianokland@bobbarker.com			

Quantity	Item	Customer Price	UOM	Extended Price
48	B730-8 Shoe,Mesh/Leather Tennis,BK,8 - Black,1 pr, 12 pr/mc	\$36.04	PR	\$1,729.92
48	B730-9 Shoe,Mesh/Leather Tennis,BK,9 - Black,1 pr, 12 pr/mc	\$36.04	PR	\$1,729.92
36	B730-10 Shoe,Mesh/Leather Tennis,BK,10 - Black,1 pr, 12 pr/ mc	\$36.04	PR	\$1,297.44
24	B730-11 Shoe,Mesh/Leather Tennis,BK,11 - Black,1 pr, 12 pr/ mc	\$36.04	PR	\$864.96
24	B730-12 Shoe,Mesh/Leather Tennis,BK,12 - Black,1 pr, 12 pr/ mc	\$36.04	PR	\$864.96

Note: If your item includes the DSC in the description, availability is limited due to product discontinuation and is not returnable. Note: If your item ships directly from the manufacturer, the item is not returnable.

RCO-26-25 Inmate Clothing and Supplies

When placing your order, please refer to this quote number.

BBC reserves the right to evaluate and change pricing if quantities are adjusted and/or if this quote expiration date has passed. We also reserve the right to reevaluate pricing based on market conditions.

Fed I.D. # 56-1558062

Subtotal \$6,487.20

Shipping Cost \$0.00

Handling Cost \$0.00

Tax Total \$0.00

Total \$6,487.20



EST0179620

1 of 1

26T243



7925 Purfoy Rd, Fuquay-Varina NC 27526

Customer Service: 1-800-334-9880 Fax: 800-322-7537
Private Management Customer Service: 888-708-5012

Quote

#EST0179830

7/31/2026

Ship To

Putnam Cnty Corr Facility
3 County Ctr
Carmel
NY 10512-1323
United States

Bill To

Putnam Cnty Corr Facility
3 County Ctr
Carmel
NY 10512-1323
United States

TOTAL

\$2,375.36

Expires: 9/14/2026

Expires

9/14/2026

Requestor

PUTNY1 : Deborah Ferretti

Sales Rep

Cynthia Nokland

Customer

PUTNY1

cynthianokland@bobbarker.com

Quantity	Item	Customer Price	UOM	Extended Price
48	ZPC61ASH-5XL T-Shirt, Ash Sz 5XL 6.1 oz - 100% cotton	\$10.77	EA	\$516.96
48	ZPC61ASH-4XL T-Shirt, Ash Sz 4XL 6.1 oz - 100% cotton	\$10.77	EA	\$516.96
24	ZPC61ASH-6XL T-Shirt, Ash Sz 6XL 6.1 oz - 100% cotton	\$11.60	EA	\$278.40
48	ZPC61ASH-3XL T-Shirt, Ash Sz 3XL 6.1 oz - 100% cotton	\$8.72	EA	\$418.56
2	EBASPLS52 Bra Sports White Sz 52 - 12 ea/dz, 10 dz/mc	\$66.19	C12	\$132.38
2	EBASPLS54 Bra Sports White Sz 54 - 12 ea/dz, 10 dz/mc	\$66.19	C12	\$132.38
4	ELBLCTN-16 Panty, White 100% Size 16 - 12 ea/dz, 25 dz/mc	\$39.63	C12	\$158.52
2	ELBLCTN-18 Panty, White 100% Size 18 - 12 ea/dz, 25 dz/mc	\$53.06	C12	\$106.12
4	ELBLCTN-14 Panty, White 100% Size 14 - 12 ea/dz, 25 dz/mc	\$28.77	C12	\$115.08

Note: If your item includes the DSC in the description, availability is limited due to product discontinuation and is not returnable. Note: If your item ships directly from the manufacturer, the item is not returnable.

RCO-26-25 Inmate Clothing and Supplies

When placing your order, please refer to this quote number.

BBC reserves the right to evaluate and change pricing if quantities are adjusted and/or if this quote expiration date has passed. We also reserve the right to reevaluate pricing based on market conditions.

Fed I.D. # 56-1558062

Subtotal \$2,375.36

Shipping Cost \$0.00

Handling Cost \$0.00

Tax Total \$0.00

Total **\$2,375.36**



EST0179830

1 of 1

26T243

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[Sign In](#)

Shopping Cart

5 Items

Please note: a preapproved customer account is required for purchase.

We are proud to serve approved federal, state, local government agencies and select businesses. [Learn more.](#)

Existing customers please sign in here.

Bob Barker Mesh & Leather Gripper Tennis Shoes, Black

~~\$45.05~~

Your Price: \$36.04

Item #: B730-10

Select Size: 10

Quantity: 36

Amount: \$1,297.44

Bob Barker Mesh & Leather Gripper Tennis Shoes, Black

~~\$45.05~~

Your Price: \$36.04

Item #: B730-11

Select Size: 11

Quantity: 24

Amount: \$864.96

26T243

**Bob Barker Mesh & Leather Gripper
Tennis Shoes, Black**

~~\$45.05~~

Your Price: \$36.04

Item #: B730-12

Select Size: 12

Quantity: 24

Amount: \$864.96

**Bob Barker Mesh & Leather Gripper
Tennis Shoes, Black**

~~\$45.05~~

Your Price: \$36.04

Item #: B730-8

Select Size: 8

Quantity: 48

Amount: \$1,729.92

**Bob Barker Mesh & Leather Gripper
Tennis Shoes, Black**

~~\$45.05~~

Your Price: \$36.04

Item #: B730-9

Select Size: 9

Quantity: 48

Amount: \$1,729.92

ORDER SUMMARY

SUBTOTAL 5 ITEMS

\$6,487.20

Subtotal Does Not Include Tax

26T243

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[Sign In](#)

Shopping Cart

9 Items

Please note: a preapproved customer account is required for purchase.

We are proud to serve approved federal, state, local government agencies and select businesses. [Learn more.](#)

Existing customers please sign in here.

Personal Admission Kit: 234

~~\$144.39~~

Your Price: \$115.51

Item #: SHAK-234

Quantity: 4

Amount: \$462.04

Bob Barker® Economy Thermal Midweight Blanket with 40% Wool

~~\$237.46~~

Your Price: \$178.10

Item #: RB5484

Quantity: 5

Amount: \$890.50

Beanie Caps

~~\$47.08~~

Your Price: \$35.31

26T243

Item #: 102SK-OR
Select Color: Orange
Quantity: 144
Amount: \$5,084.64

TriStitch® Shirt (Pocket)

~~\$12.01~~
Your Price: \$9.01

Item #: TKS-M
Select Color: Khaki
Select Size: Medium
Quantity: 12
Amount: \$108.12

TriStitch® Shirt (Pocket)

~~\$12.01~~
Your Price: \$9.01

Item #: TKS-XL
Select Color: Khaki
Select Size: XLarge
Quantity: 12
Amount: \$108.12

Bob Barker Flat Sheets

~~\$152.17~~
Your Price: \$114.13

Item #: SH5890BRP
Select Color: Brown
Select Product Style: 180 Thread Count
Select Dimensions: 58x90
Quantity: 24

26T243

Amount: \$2,739.12

100% Cotton Lightweight T-Shirt

~~\$48.65~~

Your Price: \$36.49

Item #: 671-L

Select Color: White

Select Size: Large

Quantity: 72

Amount: \$2,627.28

100% Cotton Lightweight T-Shirt

~~\$48.65~~

Your Price: \$36.49

Item #: 671-M

Select Color: White

Select Size: Medium

Quantity: 72

Amount: \$2,627.28

100% Cotton Lightweight T-Shirt

~~\$48.65~~

Your Price: \$36.49

Item #: 671-XL

Select Color: White

Select Size: XLarge

Quantity: 72

Amount: \$2,627.28

26T243

ORDER SUMMARY

SUBTOTAL 9 ITEMS

\$17,274.38

Subtotal Does Not Include Tax

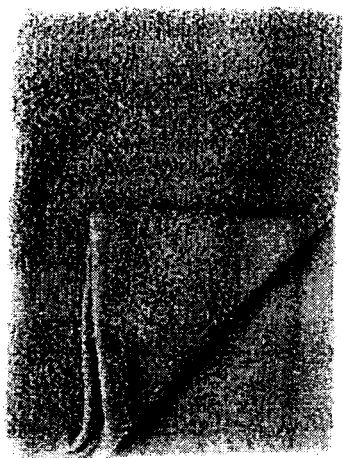
26T243

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Economy Bath Towel



① master case = 144 items

\$29.20

Sold 12 per case

Item #: BT425A

In Stock

Quantity

1

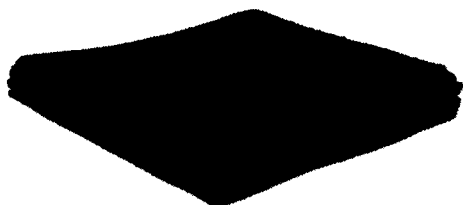
26T243

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www.bobbarker.com

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Bob Barker® Economy Thermal Midweight Blanket with 40% Wool



5 cases

\$237.46

Sold 24 per case

Item #: RB5484

In Stock

Quantity

1

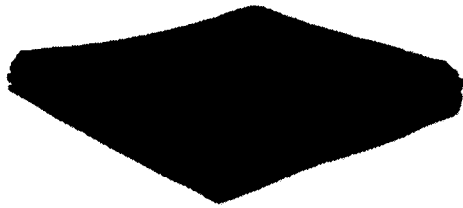
26T243

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www.bobbarker.com

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Bob Barker® Economy Thermal Midweight Blanket with 40% Wool



5 cases

\$237.46

Sold 24 per case

Item #: RB5484

In Stock

Quantity

1

26T243

5197

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: A/Commissioner of Finance

FROM: Undersheriff James T. Menton

DEPT: Corrections

DATE: September 2, 2026

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10011000.54770 (Jail Maint.: Misc. Small Tools <\$100)	10315000.54322 (Jail General: Inmate Supplies)	\$1,326.00	To purchase clothing items & supplies
10011000.54751 (Jail Maint.: Grounds)	10315000.54322 (Jail General: Inmate Supplies)	\$ 500.00	To purchase clothing items & supplies
10011000.54162 (Jail Maint.: Signs)	10315000.54322 (Jail General: Inmate Supplies)	\$1,353.00	To purchase clothing items & supplies
10011000.54755 (Jail Maint.: Janitorial Services)	10315000.54322 (Jail General: Inmate Supplies)	\$ 37.00	To purchase clothing items & supplies
10315000.54675 (Jail General: Travel)	10315000.54322 (Jail General: Inmate Supplies)	\$ 250.00	To purchase clothing items & supplies
10315000.54783 (Jail General: Lic. & Assessories)	10315000.54322 (Jail General: Inmate Supplies)	\$6,534.00	To purchase clothing items & supplies
Total		\$10,000.00	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2026 Fiscal Impact \$ 0

2027 Fiscal Impact \$ 0

Department Head Signature/Designee Date

AUTHORIZATION:

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

Date County Executive/Designee: \$5,000.01 - \$10,000.00

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

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

To Be
Revised

26T243

Michele Alfano-Sharkey

From: James Greenough
Sent: Monday, September 14, 2026 4:15 PM
To: Michele Alfano-Sharkey
Cc: Kristin VanTassel
Subject: RE: 26T243
Attachments: Inmate Supply Quotes.pdf

This is what I have which will probably require another transfer in the future. Thanks



Captain James Greenough
Putnam County Correctional Facility
Work (845) 225-5255 Ext. 42342
Cell (845) 494-2578

From: Michele Alfano-Sharkey <Michele.Alfano-Sharkey@putnamcountyny.gov>
Sent: Monday, September 14, 2026 3:03 PM
To: James Greenough <James.Greenough@putnamcountyny.gov>
Cc: Kristin VanTassel <Kristin.VanTassel@putnamcountyny.gov>
Subject: 26T243

Captain Greenough,
Do you have backup or quotes that describes what is needed for the transfer of \$10,000 for inmate supplies?
Thank you.
Michele

Michele Sharkey
County Auditor
Putnam County
40 Gleneida Avenue Rm 319
Carmel, NY 10512
Ext 49220
(845)808-1041

P-1

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: September 2, 2026

To: Sheriff Brian Hess
Attn: Undersheriff James Menton

From: Captain James Greenough

Subject: BUDGET LINE TRANSFER

Request the following funding and budget transfers:

Reduce 10011000.54770 Misc Small Tools Under \$100 by \$1,326.00
Reduce 10011000.54751 Grounds by \$500.00
Reduce 10011000.54162 Signs by \$1,353.00
Reduce 10011000.54755 Janitorial Services by \$37.00
Reduce 10315000.54675 Travel by \$250.00
Reduce 10315000.54783 Licensing and Accessories by \$6,534.00
Increase 10315000.54322 Inmate Supplies by \$10,000.00

This transfer will be used to purchase clothing items and supplies for the Inmates use in the Correctional Facility.

RECEIVED AND FORWARDED FOR ACTION

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

26T243



7925 Purfoy Rd, Fuquay-Varina NC 27526

Customer Service: 1-800-334-9880 Fax: 800-322-7537
Private Management Customer Service: 888-708-5012

Quote

#EST0179620

7/29/2026

Ship To

Putnam Cnty Corr Facilty
3 County Ctr
Carmel
NY 10512-1323
United States

Bill To

Putnam Cnty Corr Facilty
3 County Ctr
Carmel
NY 10512-1323
United States

TOTAL

\$6,487.20

Expires: 9/12/2026

Expires	Requestor	Sales Rep	Customer
9/12/2026	PUTNY1 : Deborah Ferretti	Cynthia Nokland cynthianokland@bobbarker.com	PUTNY1

Quantity	Item	Customer Price	UOM	Extended Price
48	B730-8 Shoe,Mesh/Leather Tennis,BK,8 - Black,1 pr, 12 pr/mc	\$36.04	PR	\$1,729.92
48	B730-9 Shoe,Mesh/Leather Tennis,BK,9 - Black,1 pr, 12 pr/mc	\$36.04	PR	\$1,729.92
36	B730-10 Shoe,Mesh/Leather Tennis,BK,10 - Black,1 pr, 12 pr/ mc	\$36.04	PR	\$1,297.44
24	B730-11 Shoe,Mesh/Leather Tennis,BK,11 - Black,1 pr, 12 pr/ mc	\$36.04	PR	\$864.96
24	B730-12 Shoe,Mesh/Leather Tennis,BK,12 - Black,1 pr, 12 pr/ mc	\$36.04	PR	\$864.96

Note: If your item includes the DSC in the description, availability is limited due to product discontinuation and is not returnable. Note: If your item ships directly from the manufacturer, the item is not returnable.

RCO-26-25 Inmate Clothing and Supplies

When placing your order, please refer to this quote number.

BBC reserves the right to evaluate and change pricing if quantities are adjusted and/or if this quote expiration date has passed. We also reserve the right to reevaluate pricing based on market conditions.
Fed I.D. # 56-1558062

Subtotal \$6,487.20

Shipping Cost \$0.00

Handling Cost \$0.00

Tax Total \$0.00

Total \$6,487.20



EST0179620



7925 Purfoy Rd, Fuquay-Varina NC 27526

Customer Service: 1-800-334-9880 Fax: 800-322-7537
Private Management Customer Service: 888-708-5012

Quote

#EST0179830

7/31/2026

Ship To

Putnam Cnty Corr Facilty
3 County Ctr
Carmel
NY 10512-1323
United States

Bill To

Putnam Cnty Corr Facilty
3 County Ctr
Carmel
NY 10512-1323
United States

TOTAL

\$2,375.36

Expires: 9/14/2026

Expires	Requestor	Sales Rep	Customer
9/14/2026	PUTNY1 : Deborah Ferretti	Cynthia Nokland	PUTNY1
		cynthianokland@bobbarker.com	

Quantity	Item	Customer Price	UOM	Extended Price
48	ZPC61ASH-5XL T-Shirt, Ash Sz 5XL 6.1 oz - 100% cotton	\$10.77	EA	\$516.96
48	ZPC61ASH-4XL T-Shirt, Ash Sz 4XL 6.1 oz - 100% cotton	\$10.77	EA	\$516.96
24	ZPC61ASH-6XL T-Shirt, Ash Sz 6XL 6.1 oz - 100% cotton	\$11.60	EA	\$278.40
48	ZPC61ASH-3XL T-Shirt, Ash Sz 3XL 6.1 oz - 100% cotton	\$8.72	EA	\$418.56
2	EBASPLS52 Bra Sports White Sz 52 - 12 ea/dz, 10 dz/mc	\$66.19	C12	\$132.38
2	EBASPLS54 Bra Sports White Sz 54 - 12 ea/dz, 10 dz/mc	\$66.19	C12	\$132.38
4	ELBLCTN-16 Panty, White 100% Size 16 - 12 ea/dz, 25 dz/mc	\$39.63	C12	\$158.52
2	ELBLCTN-18 Panty, White 100% Size 18 - 12 ea/dz, 25 dz/mc	\$53.06	C12	\$106.12
4	ELBLCTN-14 Panty, White 100% Size 14 - 12 ea/dz, 25 dz/mc	\$28.77	C12	\$115.08

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RCO-26-25 Inmate Clothing and Supplies

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Fed I.D. # 56-1558062

Subtotal \$2,375.36

Shipping Cost \$0.00

Handling Cost \$0.00

Tax Total \$0.00

Total \$2,375.36



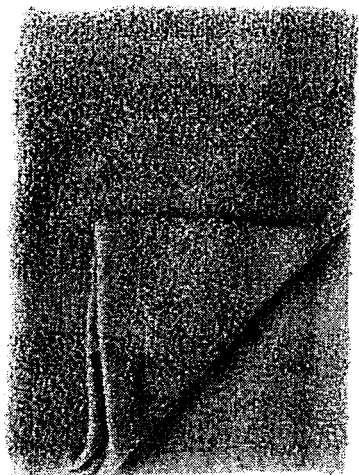
EST0179830

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Economy Bath Towel



① master case = 144 items

\$29.20

Sold 12 per case

Item #: BT425A

In Stock

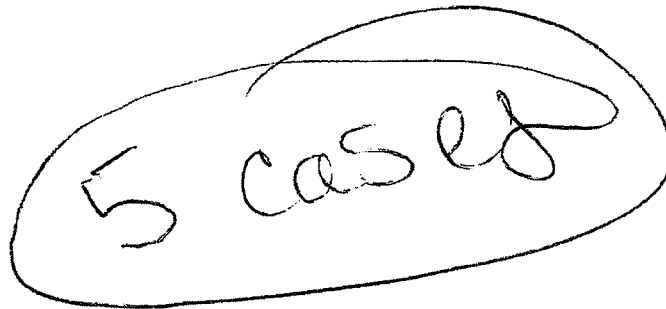
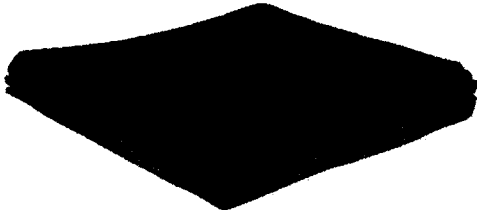
Quantity

1

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Bob Barker® Economy Thermal Midweight Blanket with 40% Wool



\$237.46

Sold 24 per case

Item #: RB5484

In Stock

Quantity

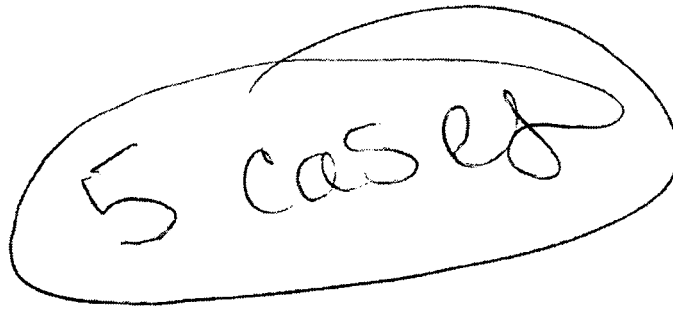
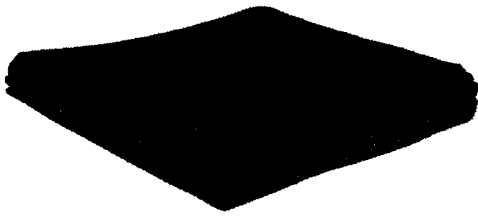
1

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www.bobbarker.com

[Sign In](#)

Bob Barker® Economy Thermal Midweight Blanket with 40% Wool



\$237.46

Sold 24 per case

Item #: RB5484

In Stock

Quantity

1

THE PUTNAM COUNTY LEGISLATURE

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

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



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

MEMORANDUM

DATE: September 17, 2026

TO: Erin Crowley
Chairwoman, Audit & Administration Committee

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

RE: Approval to Write off Delinquent Property Taxes – Tax Map #44.14-2-1 – Town of Carmel

Pursuant to Section III. Committees of the Legislature (C)(2)(a) of the Legislative Manual, I am referring the Write off Delinquent Property Taxes – Tax Map #44.14-2-1 in the Town of Carmel to the Audit & Administration Committee. Please include this request and any other information relating thereto on the next agenda of the Audit Committee.

Thank you for your attention to this matter.

Attachments

Call
- ECO 9/23/20
- Audit 9/23/20
#9

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: Commissioner of Finance
FROM: Tara Keegan (Director)
DEPT: Tourism
DATE: September 2, 2026

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
Sub-Contingency Tourism [10199000.54991]	Advertising [10641000.54664]	\$8,000.00	For a targeted social media campaign to educate residents of our County's transportation system services.

20__26 Fiscal Impact \$ 0

20__27 Fiscal Impact \$ 0

Tara Keegan, Tara Keegan 9/2/26
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

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

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

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

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

26T246

Kevin Byrne
County Executive

PUTNAM COUNTY
40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1001 Fax (845) 808-1901
www.putnamcountyny.gov



CC: 411
Eco
Audit
Tara Keegan
Tourism Director

MEMORANDUM

To: Diane Trabulsy, Clerk of the Putnam County Legislature
From: Tara Keegan, Director of Tourism
Date: September 2, 2026
Subject: Budgetary Request – Department of Tourism

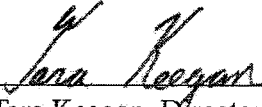
The Department of Tourism is requesting a budgetary transfer of \$8,000.00 from the Sub-contingency Tourism line (Line No. 10199000.54991) to our Advertising line (Line No. 10641000.54664)

The \$8,000.00 will be utilized for a targeted social media campaign to educate residents of our County's transportation system services. Reinforcing residents of how affordable and efficient our County's Putnam On-Demand program is.

This request would have no fiscal impact as this money has already been allocated in the adopted 2026 budget.

If you have any questions, please do not hesitate to contact me.

Thank you for your time and consideration of this request.


Tara Keegan, Director of Tourism

2026 SEP -8 PM 3:36
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

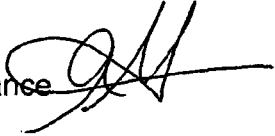
Heard 9/19/26
→ Audit 9/23/26
#10

2026 SEP -8 PM 3: 24

LEGISLATURE
PUTNAM COUNTY
CARY, N.Y.

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk

From: Alexandra Gordon, Acting Commissioner of Finance 

Re: Budgetary Transfer - 26T247

Date: September 8, 2026

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

Increase Estimated Appropriations:

10120000 51091	SS PROGRAM ADMN OVHD PAY DIFFEREN	4,068.01
----------------	-----------------------------------	----------

Decrease Estimated Appropriations:

10120000 51000 (130)	SS PROGRAM ADMN OVHD PAY DIFFEREN	4,068.01
----------------------	-----------------------------------	----------

Fiscal Technician Vacant

Personnel Services

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This budgetary transfer is to request an approval for an extension on a pay differential directly for the Director of Eligibility. Please see attached correspondence. Please forward appropriate committee.

Approved:

Kevin M. Byrne
County Executive

26T247

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

August 18, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

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

SUBJECT: DSS 2026 Budgetary Amendment

The Department of Social Services is seeking approval for an extension on a pay differential directly related to the **Director of Eligibility** role during its vacancy through approximately 9/30/2026. This request will continue to compensate the current Coordinator of Temporary Assistance for their efforts in management and execution of tasks and responsibilities to that of the Director of Eligibility during the recruitment and hiring process.

An adjustment is requested at an annual rate of the 2026 Adopted Budget for position #601020110 for compensation of this PuMa title (\$7.1086 / hour). To support the increase, funds are being utilized from a vacant Fiscal Technician position within the Administrative unit.

Increase Appropriations:

10120000	SS PROGRAM ADMN OVHD	
51091	PAY DIFFERENTIAL	\$4,068.01

Decrease Appropriations:

10120000	SS PROGRAM ADMN OVHD	
51000 (130)	PERSONNEL SERVICES	\$4,068.01
	Fiscal Impact (26)	-0-
	Fiscal Impact (27)	-0-

Thank you for your time and consideration of this request.

[Signature]
cc. Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau
Adriene Iasoni, Acting Personnel Officer



**PUTNAM COUNTY EXECUTIVE
KEVIN M. BYRNE**

TO: Diane Trabulsy
Clerk of the Legislature

CC: Daniel G. Birmingham, Chair
Putnam County Legislature

Alexandra Gordon
Acting Commissioner of Finance

Sara Servadio
Commissioner Department of Social Services and Mental Health

FROM: Kevin M. Byrne
County Executive

DATE: September 9, 2026

RE: Letter of Necessity – Budgetary Amendment

Encl: Memorandum from Acting Commissioner of Finance

2026 SEP -9 PM 3:05
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please accept this Letter of Necessity for the Legislature to consider for approval funding as indicated in the enclosed memorandum from Acting Commissioner of Finance for the upcoming Health Committee meeting being held on September 9, 2026

More specifically, Acting Commissioner of Finance is requesting a Budgetary Amendment as the Department of Social Services is seeking an extension on a pay differential directly related to the Director of Eligibility role during its vacancy through approximately 9/30/2026. This request will continue to compensate the current Coordinator of Temporary Assistance for their efforts in management and execution of tasks and responsibilities to that of the Director of Eligibility during the recruitment and hiring process.

Both, the Commissioner of DSS/MH and the Acting Commissioner of Finance will be available at the Committee meeting to answer any questions that may arise associated with this request.

Thank you for your prompt attention to this matter.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

August 18, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

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

SUBJECT: DSS 2026 Budgetary Amendment

The Department of Social Services is seeking approval for an extension on a pay differential directly related to the **Director of Eligibility** role during its vacancy through approximately 9/30/2026. This request will continue to compensate the current Coordinator of Temporary Assistance for their efforts in management and execution of tasks and responsibilities to that of the Director of Eligibility during the recruitment and hiring process.

An adjustment is requested at an annual rate of the 2026 Adopted Budget for position #601020110 for compensation of this PuMa title (\$7.1086 / hour). To support the increase, funds are being utilized from a vacant Fiscal Technician position within the Administrative unit.

Increase Appropriations:

10120000	SS PROGRAM ADMN OVHD	
51091	PAY DIFFERENTIAL	\$4,068.01

Decrease Appropriations:

10120000	SS PROGRAM ADMN OVHD	
51000 (130)	PERSONNEL SERVICES	\$4,068.01

Fiscal Impact (26) -0-

Fiscal Impact (27) -0-

Thank you for your time and consideration of this request.

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

ALEXANDRA GORDON
ACTING COMMISSIONER OF FINANCE



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

To: Kevin M. Byrne, Putnam County Executive

From: Alexandra Gordon, Acting Commissioner of Finance

Date: September 9th, 2026.

Re: Letter of Necessity- Director of Eligibility Pay Differential Extension

I am requesting this Budgetary Amendment be put on the Agenda for Health Meeting on September 9th, 2026. The Department of Social Services is seeking approval for an extension on a pay differential directly related to the Director of Eligibility role during its vacancy through approximately 9/30/2026. This request will continue to compensate the current Coordinator of Temporary Assistance for their efforts in management and execution of tasks and responsibilities to that of the Director of Eligibility during the recruitment and hiring process.

Due to budget meetings, I inadvertently missed the email from the Department of Social Services with the attached budgetary. I apologize for any inconvenience.

Sincerely,

Alexandra Gordon

Acting Commissioner

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

cc: all
→ Audit - 9.23.26
Fall - 10.6.26

TO: Commissioner of Finance

FROM: Alexandra Gordon

DEPT: Finance

DATE: 9/08/2026

#11
Audit
9/23/20

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10085000-54646 (DPW Golf/Contracts)	10610000-54950 (Medicaid to State County Contribution)	\$105,948.00	To cover county portion for Medicaid Shares

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact \$_0_
2026 Fiscal Impact \$_0_

2026 SEP 16 AM 10:47
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Department Head Signature/Designee Date

AUTHORIZATION:

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

Date County Executive/Designee: \$5,000.01 - \$10,000.00

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

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

26T248

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

August 14, 2026

TO: Alexandra Gordon, Acting Commissioner of Finance

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

SUBJECT: DSS 2026 Budgetary Amendment – MEDICAID WEEKLY SHARES

Your approval is requested to amend the 2026 DSS budget to include the additional County Contribution resulting in the shift in weekly shares payments of Putnam's Statutory Annual Medicaid Shares. The 2026 Adopted Budget is \$9,800,000.

Increase Appropriations:

10610000	MEDICAID TO STATE	
54950	COUNTY CONTRIBUTION	\$105,948
	Total Appropriations	\$105,948

Decrease Contingency:

10199000	CONTINGENCY	
54980	CONTINGENCY	\$105,948
	Total Appropriations	\$105,948
	Fiscal Impact (26)	- 105,948 -
	Fiscal Impact (27)	- 0 -

Thank you for your time and consideration of this request.

Attachments:

NYS Department of Health Memo re: SFY 2026-27 Weekly Medicaid Shares Memo dated 3/16/2026
CY2026 Weekly Medicaid Shares Calculation

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

DONALD B. SMITH COUNTY GOVERNMENT CAMPUS ~ BLDG. #2
110 OLD ROUTE SIX ~ CARMEL, NEW YORK 10512 (845) 808-1500 FAX (845) 225-8635
MEDICAID UNIT FAX (845) 225-0947
YOUTH BUREAU (845) 808-1600

26T248



Department of Health

KATHY HOCHUL
Governor

JAMES V. McDONALD, MD, MPH
Commissioner

JOHANNE E. MORNE, MS
Executive Deputy Commissioner

March 16, 2026

Sara Servadio
Commissioner
Putnam Department of Social Services
110 Old Route Six Center
Carmel, NY 10512-2192

Re: SFY 2026-27 Weekly Medicaid Shares

Dear Sara Servadio:

As you are aware, the Weekly Medicaid Shares are calculated by obtaining your district's Statutory Annual Medicaid shares and dividing by the number of Wednesdays that fall in each state fiscal year. The current weekly shares are calculated based on a 52 Wednesday year. SFY 2026-27 will have 53 Wednesdays. To account for this additional Wednesday there will be no local share due from local districts on Wednesday, March 31, 2027 (Cycle 2586). Thereafter, each district will continue to pay the weekly shares as from the prior fiscal year.

Please direct questions to mfm@health.ny.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "James DeMatteo".

James DeMatteo
Director
Medicaid Financial Management

cc: County CEO
County CFO
Ms. Morne
Mr. Bassiri
Mr. Ogborn
Mr. Wright
Mr. Ruby
Mr. Fanning
Mr. Riccardi
Mr. Thomas

sign

#12
Audit
9/23/20

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

TO: A/Commissioner of Finance

FROM: Undersheriff James T. Menton

DEPT: Corrections

DATE: September 2, 2026

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10315000.54311 (Jail General: Printing&Forms)	10315000.54419 (Jail General: Janitorial Supplies)	\$2,702.00	To purchase cleaning supplies
10315000.54330 (Jail General: Medical Supplies)	10315000.54419 (Jail General: Janitorial Supplies)	\$ 603.00	To purchase cleaning supplies
10009000.52180 (Jail Transport: Other Equipment)	10315000.54419 (Jail General: Janitorial Supplies)	\$ 500.00	To purchase cleaning supplies
10315000.54313 (Jail General: Books & Supplements)	10315000.54419 (Jail General: Janitorial Supplies)	\$6,195.00	To purchase cleaning supplies

Total **\$10,000.00** ✓

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2026 Fiscal Impact \$__0__

2027 Fiscal Impact \$__0__

Department Head Signature/Designee Date

AUTHORIZATION:

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

Date County Executive/Designee: \$5,000.01 - \$10,000.00

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

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

26T249

L.O.N.

CC: AL



BRIAN M. HESS
SHERIFF

PUTNAM COUNTY SHERIFF'S OFFICE

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



JAMES T. MENTON
UNDERSHERIFF

September 11, 2026

TO: Daniel Birmingham, Legislative Chairman

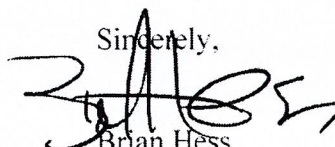
FROM: Sheriff Brian Hess

SUBJECT: Letter of Necessity, Corrections Budget Transfer

This letter is being sent as a request, to place on the Audit meeting agenda for Wednesday, September 23rd, 2026, the budget transfer request submitted for Corrections pertaining to Janitorial Supplies. Due to price increases, along with having a low inventory of these items and other cleaning supplies additional funds are needed. These funds will cover cleaning supplies needed for the Correctional Facility for 2026.

We look forward to a favorable response.

Sincerely,


Brian Hess
Sheriff

2026 SEP 15 AM 9:31
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Michele Alfano-Sharkey

From: James Greenough
Sent: Friday, September 11, 2026 3:53 PM
To: Michele Alfano-Sharkey
Subject: Letter of Necessity
Attachments: Janitorial Supplies Letter of Necessity III.pdf

Michele,

Per our conversation please find attached letter of necessity and some of the quotes. A few items don't have a price because they change and won't have a price until it is imputed in the system. Any questions let me know. Thanks.



Captain James Greenough
Putnam County Correctional Facility
Work (845) 225-5255 Ext. 42342
Cell (845) 494-2578

Putnam County Sheriff's Department

Inter - Office Memorandum

Date: September 2, 2026

To: Sheriff Brian Hess
Attn: Undersheriff James Menton

From: Captain James Greenough

Subject: BUDGET LINE TRANSFER

Request the following funding and budget transfers:

Reduce 10315000.54311 Printing and Forms by \$2,702.00
Reduce 10315000.54330 Medical Supplies by \$603.00
Reduce 10009000.52180 Other Equipment by \$500.00
Reduce 10315000.54313 Books and Supplements by \$6,195.00
Increase 10315000.54419 Janitorial Supplies by \$10,000.00

This transfer will be used to purchase cleaning supplies for use in the Correctional Facility.

RECEIVED AND FORWARDED FOR ACTION

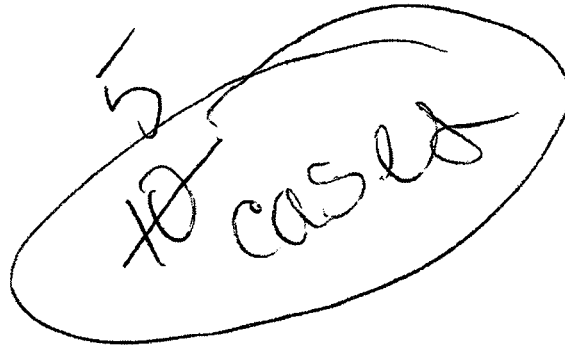
SGT _____
LT _____
LT _____
CAPT _____
US *D. Menton*
SHERIFF _____

www.bobbarker.com

[Sign In](#)

Lysol Disinfecting Wipes

Facility Solutions



Call our Customer Service Team at 800.334.9880 to order Facility Solutions products and learn more about our Buy More, Save More discounts.

Item #: ZBZDSP-58340334

Drop Ship

Details

Each thick pre-moistened wipe kills 99.9% of viruses and bacteria - including 8 cold and flu viruses Effective against most viruses in as little as 2 m...

Documents

[Log-in to your account to view this information Specification Sheet](#)

Customers Also Bought

< >

Facility Solutions



Green Heritage Toilet
Tissue, 1 Ply, 4.1"x3.1", 1000
Sheets

Facility Solutions



Right Choice™ Toilet Tissue,
2 Ply, 4x3 In, 400 Sheets,
White

Facility Solutions



Lysol Disinfectant Spray, 19
oz, Crisp Linen

Facility Solutions



Right Choice™ Paper Towel,
Multifold, 1 Ply, 250 Sheets,
Natural

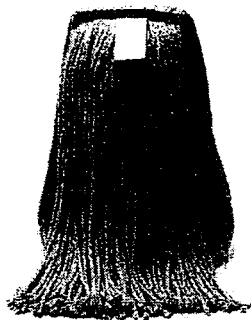
Facility Solutions



Fabuloso Cleaner, Purple, 1
Gallon

Recently Viewed

Cut End, # 24, Cotton Mop Head



\$11.80

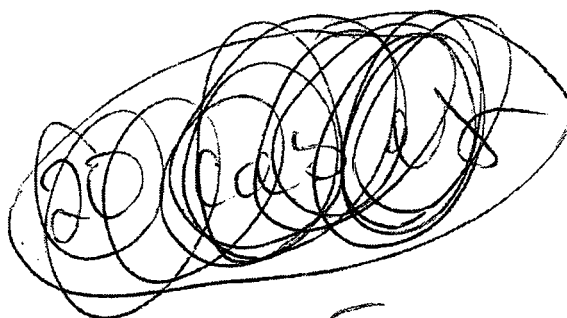
Sold by the each

Item #: 75004653

In Stock

Quantity

1



1 Master case

Details

1 case = 1 item 1 master case = 12 cases (12 items) # 24 Value Cotton Cut End Made from premium quality cotton yarn for high absorbency and longer wear Na...

Documents

[Log-in to your account to view this information Specification Sheet](#)

Customers Also Bought

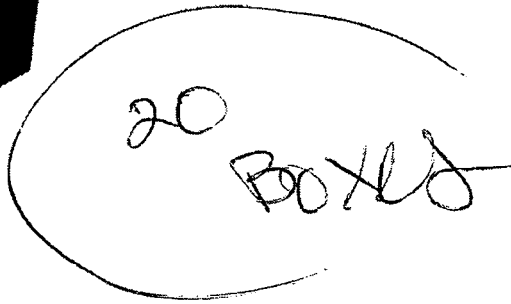
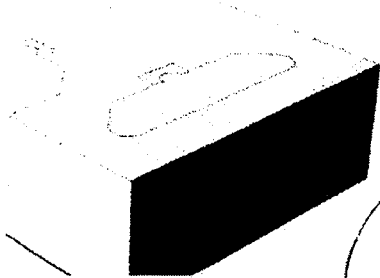
< >



www.bobbarker.com

[Sign In](#)

Trash Can Liner, High Density, 40x48, 40-45 Gallon, 14 Mic, Natural



20 on 10

Call our Customer Service Team at 800.334.9880 to order Facility Solutions products and learn more about our Buy More, Save More discounts.

Item #: ZBZDSP-78000075

Drop Ship

Details

Trash Can Liner High Density 40x48 40-45 Gallon 14 Mic Natural Sold 250 per case

Documents

[Log-in to your account to view this information Specification Sheet](#)

Customers Also Bought

< >

Facility Solutions



Green Heritage Toilet
Tissue, 1 Ply, 4.1"x3.1", 1000
Sheets

Facility Solutions



White 5 Compartment
Foam Lunch Tray, 20x17

Facility Solutions



Trash Can Liner, Low
Density, 24x32, 12-16
Gallon, 1.0 Mil, Clear

Facility Solutions



Trash Can Liner, High
Density, 24x25, 8-10 Gallon,
6 Mic, Natural

Facility Solutions



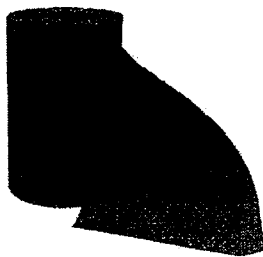
Prime Source Virucide
Deodorizer

Recently Viewed

www.bobbarker.com

[Sign In](#)

Right Choice™ Paper Towel, Hardwound Roll, 1 Ply, 350 Ft, Natural



10 Cans

Call our Customer Service Team at 800.334.9880 to order Facility Solutions products and learn more about our Buy More, Save More discounts.

Item #: ZBZDSP-78000002

Drop Ship

Details

Right Choice™ 350' Hardwound Roll Towels feature great value and performance and meets EPA guidelines for recycled fiber content. Embossing enhances ...

Documents

[Log-in to your account to view this information Specification Sheet](#)

Customers Also Bought

< >

Facility Solutions



Right Choice™ Toilet Tissue,
2 Ply, 4x3 In, 400 Sheets,
White

Facility Solutions



Right Choice™ Paper Towel,
Multifold, 1 Ply, 250 Sheets,
Natural

Facility Solutions



Right Choice™ Facial Tissue,
2 Ply, 100 Sheets, White

Facility Solutions



Right Choice™ Toilet Tissue,
Jumbo Roll, 2 Ply, 700 Ft,
White

Facility Solutions



Right Choice™ Toilet Tissue
2 Ply, 4x3 in, 500 Sheets,
White West/Southwest Only

Right Choice™ Toilet Tissue, 2 Ply, 4x3 In, 400 Sheets, White



10 Cases

Call our Customer Service Team at 800.334.9880 to order Facility Solutions products and learn more about our Buy More, Save More discounts.

Item #: ZBZDSP-78000014

Drop Ship

Details

Right Choice™ Individually Wrapped 2-Ply Bath Tissue is the perfect choice for all your restroom needs. Ideal for tight spaces and small use requirem...

Documents

[Log-in to your account to view this information Specification Sheet](#)

Customers Also Bought

< >

Facility Solutions



Right Choice™ Paper Towel,
Multifold, 1 Ply, 250 Sheets,
Natural



Coast® HP7R Rechargeable
Flashlight



Barbicide® Disinfecting
Wipes



Meridian® Unwrapped
Antibacterial Deodorant
Soap #3



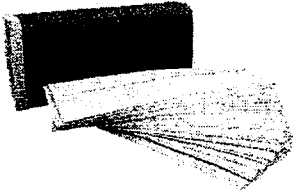
Clothes-Check Bags, Deluxe

www.bobbarker.com

[Sign In](#)

Right Choice™ Paper Towel, C-Fold, 1 Ply, 200 Sheets, White

Facility Solutions



10
C-Fold

Call our Customer Service Team at 800.334.9880 to order Facility Solutions products and learn more about our Buy More, Save More discounts.

Item #: ZBZDSP-78000010

[Drop Ship](#)

Details

Right Choice™ C-Fold Towels are a must have when looking for a compact, soft and absorbent paper towel that has a premium hand feel and absorbency. ...

Documents

[Log-in to your account to view this information Specification Sheet](#)

Customers Also Bought

< >



Bob Barker Clear Sole
Tennis Shoe, Leather/PU



Altor Safety Standard Nitrile
Gloves



Bob Barker® Pajama Pants,
Knit



Mock Mesh Shorts,
Polyester, 9"



Flame-Chek® Sewn Poly
Mattress, 6", 13oz Core

COUNTY OF PUTNAM

FUND TRANSFER REQUEST

TO: Commissioner of Finance

FROM: Alexandra Gordon

DEPT: Finance

DATE: 9/14/2026

I hereby request approval for the following transfer of funds:

FROM	TO	AMOUNT	PURPOSE
ACCOUNT#/NAME	ACCOUNT #/NAME		
10085000-54646	10874500-54989	\$6,000.00	Rectify Soil & Water
(DPW Golf/Contracts)	(Soil & Water - Miscellaneous)		account for part B
			funds

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2025 Fiscal Impact \$_0_
2026 Fiscal Impact \$_0_

Department Head Signature/Designee Date

AUTHORIZATION:

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

Date County Executive/Designee: \$5,000.01 - \$10,000.00

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

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

CC: all
sign
Phap: 9-22-26
→ Adit: 9-23-26
Full: 10-6-26
#13
Audit
9/23/20

2026 SEP 16 AM 10:49
LEGISLATURE
PUTNAM COUNTY
CARROLL, NY

26T261

I have tried to be patient and cooperative throughout this process, particularly because much of this history predates your tenure. However, you are now the Acting Commissioner of Finance, and your predecessor's failure to resolve these matters cannot continue to be the reason they remain unresolved.

The \$6,000 in 2025 Part B funding is straightforward. NYS Agriculture and Markets directed the District to return the \$6,000 because the project was not completed. The District complied and returned the money from District funds. The State confirmed receipt, and you specifically requested the processed check, which was provided.

The County received these funds as State Aid awarded to the District. They were not County funds. The District should never have been required to use its own money to satisfy an obligation created by the County's failure to properly transfer and account for those funds. The County therefore needs to reimburse the District the \$6,000.

I am also extremely concerned by your suggestion that there "may have been an overpayment" to the District. Nothing provided to the District establishes that. To the contrary, the records available to us indicate a substantial underpayment, outstanding District property/ inventory, and the District has also never received interest on any funds historically held by the County.

That brings me to Resolution 85 and the April 10, 2026 County Legislature resolution. The Legislature specifically directed the Commissioner of Finance to provide the District, separately and ahead of the audit, with bank statements, transfer records and reconciliations for District funds dating back to January 1, 2018. The resolution required production within 10 days or a written explanation to the Legislature and an estimated completion date. To date, our District has received nothing from your office in response. I understand these matters predate you. What I do not accept is allowing the same failure to continue under your tenure. The County cannot now tell the District to simply wait for an audit, particularly when the audit is the County's process and does not suspend the County's existing obligations to the District.

The District is an independent municipal government. We are not a County department or subordinate to the County. Our cooperation throughout this process has been in good faith and professional courtesy. It was never a waiver of our rights.

And to be absolutely clear regarding the \$6,000:

Your position as Acting Commissioner of Finance does not give you authority over the funds of an independent governmental entity. There is no delegation from the District authorizing you to retain these funds. There is no agreement permitting you to withhold them. There is no audit provision that gives you that authority.

These are not County funds. They are not Finance Department funds. They are not your funds. They belong to the Soil and Water Conservation District and ultimately NYS Agriculture and Markets.

At this point, if you continue to withhold the \$6,000 after being provided documentation establishing that the District was required to return those funds to New York State and that

it did so, that is not an inherited historical issue. It is an individual decision to continue withholding another governmental entity's funds after you have been placed on notice that you have no authority to do so. You should understand that distinction very clearly.

If you personally make the decision to continue withholding the District's money without lawful authority, you will be personally accountable for that decision as the individual who made it. The District will not allow responsibility for that decision to disappear into the County's bureaucracy or be attributed indefinitely to someone who previously held your position.

If you believe you have authority to continue withholding the \$6,000, identify that authority in writing, including the specific statute, regulation, resolution, agreement or other legal authority that permits you to do so. Otherwise, provide a definitive answer as to when the County will issue the \$6,000 payment to the District.

The State directed us to return the money. We returned it. The County failed to transfer it to us. The County owes the District \$6,000. Complete.

Sincerely,

Cassandra A. Roth
Chairman

Putnam County Soil & Water Conservation District

Email: Chair@PCSWCD.org



www.PCSWCD.org

[Visit Us on Facebook!](#)

On Sep 8, 2026, at 4:35 PM, Alexandra Gordon
<Alexandra.Gordon@putnamcountyny.gov> wrote:

Hi Cassandra,

Hope all is well and that you had a nice Holiday weekend. Again, a lot of the material predates my time here at the County and I'd like to make sure everything is reviewed and properly accounted for before moving forward. We have noted the \$6,000, but there maybe have also been an overpayment, to the District, on the County's end.

Please let your Board know the County will wait for the Audit to take place so all monies can be properly accounted for, and we can proceed with the audit recommendations.

I apologize for the delay and thank you for being so patient.

Alex

<image001.png>

Alexandra Gordon

Acting Commissioner • Department of Finance

PHONE | 845.808.1075 • X-49328 | WEBSITE | PUTNAMCOUNTYNY.COM

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated service."

From: Cassandra Roth <cassandra.roth@pcswcd.org>

Sent: Tuesday, September 8, 2026 1:00 PM

To: Cassandra Roth <cassandra.roth@pcswcd.org>

Cc: Alexandra Gordon <Alexandra.Gordon@putnamcountyny.gov>; Michele Alfano-Sharkey <Michele.Alfano-Sharkey@putnamcountyny.gov>

Subject: Re: Transfer of Outstanding SWCD 2025 Part B Funds : Time Sensitive

Hi Alex,

Following up on my email below, I am attaching the processed check documentation for the \$6,000 payment to NYS Ag and Markets that you requested.

This provides the additional proof of payment you asked for and confirms that the District paid the \$6,000 from its own operating funds. The State has also confirmed receipt of the payment and that it was forwarded to fiscal for processing.

At this point, I need an answer as to when the \$6,000 payment to the District will be issued by the County. Our next Board meeting is September 17, and I need a definitive answer and a timely resolution

to this matter. Please let me know when we can expect the District to be made whole.

Thank you,

Sincerely,

Cassandra A. Roth

Chairman

Putnam County Soil & Water Conservation District

Email: Chair@PCSWCD.org



www.PCSWCD.org

[Visit Us on Facebook!](#)

On Aug 24, 2026, at 5:37 PM, Cassandra Roth
<cassandra.roth@pcswcd.org> wrote:

Hi Alex,

Thank you for your response.

As I clarified in my previous correspondence, the independent audit is separate from this issue. This particular matter is straightforward and fully documented.

At this point, I have provided every piece of supporting documentation available to the District, including the County's own financial records, State correspondence, District Board records, a copy of the repayment check, and written confirmation from the State that our \$6,000 repayment was received and forwarded for fiscal processing.

There is no question that Putnam County received the 2025 Part B funds on the District's behalf and that those funds were never transferred to the District.

If by "cancelled check" you mean a bank image showing that our repayment check has cleared, I will provide that as soon as it becomes available. The original check was sent to New York State for deposit, so I obviously cannot provide a physical cancelled check that remains in our possession.

What I am not willing to do at this point is leave the District \$6,000 short while we wait for an independent audit with no known start date or completion date.

As I have previously noted, I have not been included in that process as Chair, have not been provided an anticipated start date, and have had to submit a FOIL request for the executed contract simply to try to determine when the audit is expected to begin. At this point, I have received acknowledgment of that request but no substantive information regarding the audit schedule.

This timing is particularly concerning because the District has its own year end obligations. Review and approval of our annual audit by the Board is part of the District's annual performance measures, which must be completed by year end and are directly tied to our eligibility for State Aid funding. We therefore cannot simply allow an audit process with no known commencement or completion date to extend indefinitely toward December 31, 2026.

That is also why I do not believe this \$6,000 issue should be held pending completion of the broader audit. The County received the State funds. The District did not receive them. The District subsequently paid \$6,000 from its own funds to satisfy the State. Those facts are already documented.

Accordingly, I need a definitive answer as to whether the District will be made whole for the outstanding \$6,000 by our next Board meeting.

If the County is not prepared to resolve the outstanding payment by that time, then I will need to advise the Board accordingly so that we can determine what other avenues are available to ensure recovery of the funds owed to the District.

I recognize that this matter predates your tenure, and my frustration is not directed at you personally. However, the District has now used \$6,000 of its own funds to repay the State for an award that the County received on our behalf but never transferred to us, nor provided adequate documentation for its appropriate use, and we also have State imposed year end obligations that cannot be left dependent upon an audit timeline over which the District presently has no visibility.

Please let me know where this stands.

Sincerely,

Cassandra A. Roth
Chairman
Putnam County Soil & Water Conservation District
Email: Chair@PCSWCD.org



www.PCSWCD.org

[Visit Us on Facebook!](#)

On Aug 24, 2026, at 5:02 PM, Alexandra Gordon
<Alexandra.Gordon@putnamcountyny.gov>
wrote:

Hi Cassandra,

Hope all is well! Thank you for the email. Is it possible
for you to send me a copy of the check cancelled? That
would be the proof of payment we need.

Regarding the 2025 Part B monies, a lot of the material
predates my time here at the County and I'd like to
make sure everything is reviewed and properly
accounted for before moving forward. I believe the
audit should be taking place soon so it may help to have
the audit agency review, so we make sure everything is
accounted properly.

I apologize for the delay and thank you for being so
patient.

Thank you!
Alex

<image001.png>

Alexandra Gordon

Acting Commissioner • Department of Finance

PHONE | 845.808.1075 • X-49328 | WEBSITE | PUTNAMCOUNTYNY

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated service."

From: Cassandra Roth <cassandra.roth@pcswcd.org>

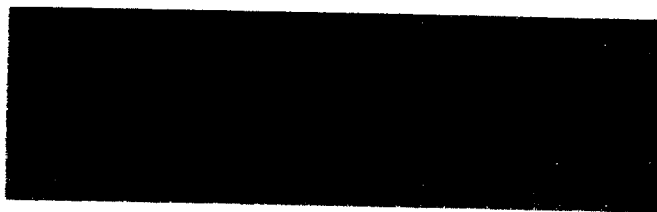
Sent: Friday, August 21, 2026 12:23 PM

To: Alexandra Gordon

<Alexandra.Gordon@putnamcountyny.gov>

Subject: Re: Transfer of Outstanding SWCD 2025 Part B

Funds : Time Sensitive



Sincerely,

Cassandra A. Roth

Chairman

**Putnam County Soil & Water Conservation
District**

Email: Chair@PCSWCD.org



www.PCSWCD.org

Visit Us on Facebook!

On Aug 17, 2026, at 8:51 PM,

Alexandra Gordon

<Alexandra.Gordon@putnamcountyny.gov> wrote:

Hi Cassandra,

Hope all is well! I apologize for the delay.

I did start reviewing the records, but since it predates me, I'm trying to review the records to make sure the information I give back is correct.

You can let the Board know that I am reviewing the records and will get back to you as soon as I can.

Also, is it possible for you to send me a copy of the check that was sent to the state?

Thank you for your patience with this matter.

Alex

Alexandra Gordon
Acting Commissioner of Finance
40 Gleneida Avenue
Carmel, NY 10512
Phone: 845-808-1075
Email:
Alexandra.Gordon@putnamcountyny.gov

From: Cassandra Roth
<chair@pcswcd.org>
Sent: Monday, 17 August 2026 19:55:24
To: Alexandra Gordon
<Alexandra.Gordon@putnamcountyny.gov>
Subject: Re: Transfer of Outstanding
SWCD 2025 Part B Funds : Time
Sensitive

Putnam County Notice



Hi Alex,

Time flies and I don't mean to add more to your plate. I just wanted to follow up on the 2025 Part B funding issue below ahead of our District's Board meeting this Wednesday, August 19.

I know you needed to review the records, but if you're able to provide any update on the status of the \$6,000 prior to Wednesday's meeting, I would greatly appreciate it. Since the District has already repaid the State from its own funds, I'd like to be able to give the Board an update on where things stand and the anticipated timing for resolving the outstanding transfer.

Please let me know if there is anything further you need from me to complete your review. I'm also happy to discuss by phone if that would be easier.

Thank you again for your help with this.

Sincerely,

Cassandra A. Roth
Chairman
**Putnam County Soil & Water
Conservation District**
Email: Chair@PCSWCD.org



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On Aug 11, 2026, at
6:54 PM, Alexandra
Gordon
<[Alexandra.Gordon
@putnamcountyny.
gov](mailto:Alexandra.Gordon@putnamcountyny.gov)> wrote:

Good evening, Ms.
Roth,

Thank you for your
email. Let me review
and I will circle back,

Thank you!

Alex

Alexandra Gordon

Acting Commissioner • Department of Finance

PHONE | 845.808.1075 • X-49328 | WEBSITE | PUTN

PUTNAM COUNTY GOVERNMENT NEW YORK

"Empowering Putnam County through dedicated s

From: Cassandra Roth

<chair@pcswcd.org>

Sent: Tuesday, August

11, 2026 11:35 AM

To: Alexandra Gordon

<[Alexandra.Gordon@p](mailto:Alexandra.Gordon@putnamcountyny.gov)

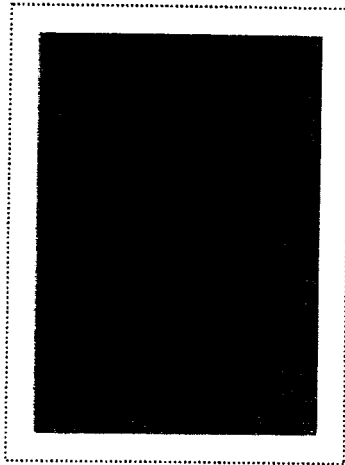
utnamcountyny.gov>

Subject: Transfer of

Outstanding SWCD

2025 Part B Funds :

Time Sensitive



Ms. Gordon,

I hope you're
doing well! I
know this is your
busy season, and
I'm terribly sorry
to add another
item to your
plate. I

appreciate your
help as we
continue working
through these
outstanding
financial matters.

I understand the
County may be
awarding an
independent
audit relating to
the District's
funds. However,
this issue is
substantially
more time-
sensitive because
*the District is
now out \$6,000
that it never
actually received.*

For clarity, Ag
and Markets sent
Putnam County
two separate Part
B awards on the
District's behalf:

1. The 2025
Part B
funding
was sent
on
December
2, 2024
2. The 2026
Part B
funding
was sent
on
November
28, 2025.

We are not
disputing that the
District received

the 2026 Part B funding. The issue is that 2025 Part B funding was never transferred to the District.

New York State SWCC recently directed the District to return the 2025 award (relevant context documents are attached for transparency, as has occurred in the past). Although we never in fact received custody of those funds from the County, our board agreed to submit payment AG and Markets the \$6,000 from our own funds to avoid jeopardizing our current or future State Aid funding. The State confirmed receipt of that payment on July 28, 2026.

I've attached the County financial records, State SWCC correspondence, and relevant Board minutes supporting this

request. Since the District repaid \$6,000 that it never received, we need the County to transfer the outstanding 2025 funds to the District as soon as possible so we can be made whole.

I recognize that this predates your time as Commissioner, and I appreciate your help getting it resolved promptly. Please let me know if you need anything further from me and of course if easier, feel free to call anytime.

Sincerely,

Cassandra A. Roth

Chairman

**Putnam County Soil
& Water
Conservation
District**

*Email: [Chair@PCSW
CD.org](mailto:Chair@PCSWCD.org)*



www.PCSWCD.org

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[Facebook!](#)

From: Amy Titcomb amy.titcomb@pcswcd.org
Subject: 2025 Part B Return
Date: Sep 8, 2026 at 12:36:52 PM
To: Cassandra Roth cassandra.roth@pcswcd.org

Hi Cassandra,

Attached is the check copy showing that the 2025 Part B Fund was returned to NYS Ag & Markets.

Sincerely,
Amy Titcomb
Conservation District Technician
Putnam County Soil & Water Conservation District
Phone: (845) 803-0348
Email: Amy.Titcomb@PCSWCD.org



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9/8/26, 12:32 PM

about:blank

Date: 08/24/2026
Amount: 6,000.00
Check Number: 1011
Account Number: 9899468467
Account Name: OPERATING FUND

PUTNAM COUNTY SWCD		10-4/220
PAY TO THE ORDER OF	NYS Department of Agriculture & Markets	DATE 07/23/26
Six thousand & 01/1004	\$ 6,000.00	
M&T Bank	DOLLARS	
FOR 2025 part B return	Cynthia A.	

ENDCNSI

HERE

5006
329681090026
For Deposit On

NEW YORK STATE TREASURY
Tax and Finance

APR 21 2026

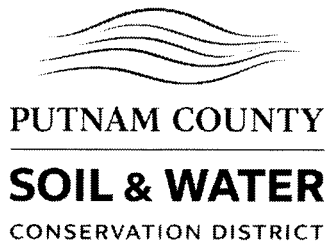
NEW YORK STATE TREASURY

about:blank

1/1



Tap to Download
AlorK4xoYDUmceAZWB-7E5Qy
E2xiia_9v0KbnDZOHJYRctJ...
221 KB



July 23, 2026

To: Bethany Bzduch, *Executive Director*
New York State Soil & Water Conservation Committee

RE: 2025 STATE AID PART B CONSERVATION PROJECT FINANCIAL ASSISTANCE - RETURN OF FUNDS

Enclosed with this memorandum is the Putnam County Soil & Water Conservation District's repayment in the amount of \$6,000 for the 2025 State Aid Part B Conservation Project Financial Assistance, submitted in response to your request.

The Board asked that I reiterate the District's position for the record in connection with this repayment.

As you know, these circumstances did not arise suddenly. Since August 2025, the District has been working to resolve the transition of its finances and historical records, and we have consistently communicated the challenges surrounding this matter to Putnam County, the New York State Soil & Water Conservation Committee, and the New York State Department of Agriculture and Markets.

In February 2026, the District was asked to certify to the State that the 2025 Part B funds had been properly expended. Putnam County advised the District that the funds had been utilized for a County-owned culvert project. However, after carefully reviewing the documentation provided, the Board determined that it was insufficient to independently verify the reported expenditures or support the required certification. As fiduciaries of the District, the Board could not responsibly certify representations that it could not independently substantiate. Putnam County was advised of the Board's position at that time.

It is important to recognize that this request for certification occurred before the District regained custody of its own finances. Putnam County did not transfer the District's funds into the District's independent custody until April 1, 2026, after the 2025 reporting period had already concluded. When those funds were transferred, the District received only a lump-sum transfer with limited supporting accounting, and no documentation was provided identifying whether the 2025 Part B funds were included in that transfer. To date, the Board has been unable to independently verify that the independent Putnam County Soil & Water Conservation District ever received the 2025 Part B funds.

PUTNAM COUNTY
SOIL & WATER
CONSERVATION DISTRICT

Additionally, the District continues to await an audit or financial reconciliation of the former County-operated "Soil & Water Department" from the Putnam County Legislature. At the same time, the District has consistently been advised that it has no authority over the County's historical financial records, leaving the current Board without the ability to independently reconcile these transactions.

This has been an exceptionally difficult position for the Board. To the best of our knowledge, the Putnam County Soil & Water Conservation District is returning \$6,000 in State Aid that it has never been able to verify it actually received. Every circumstance leading to this repayment occurred before the District regained custody of its finances and outside the control of the current Board. Throughout this process, the Board has acted transparently, openly communicated these concerns as they arose, and made every effort to responsibly resolve issues inherited from the former County-operated structure and lack of documentation available.

Nevertheless, in response to your request, the Board authorized this repayment in good faith to preserve the District's future eligibility for State Aid and to continue moving forward under independent financial management. This repayment should not be interpreted as an acknowledgment that the District received the 2025 Part B funds or as agreement with Putnam County's accounting of those funds. Rather, it reflects the Board's decision to resolve this matter responsibly despite the absence of documentation necessary to independently verify the underlying transaction.

On a positive note, I am pleased to report that the District's 2026 Part B project has been completed successfully and all program requirements have been satisfied. The District appreciates the continued partnership of the New York State Soil & Water Conservation Committee and looks forward to continuing that relationship under the District's independent financial management.

Sincerely,



Cassandra A. Roth
Chairman

Putnam County Soil & Water Conservation District

1511 Route 22; Suite 167
Brewster, NY 10509

**SOIL WATER TRUST FUND
PARTS A, B AND C
2021 - 2025**

ORG	OBJECT	DESCRIPTION	YEAR	PER	EFF DATE	REFERENCE	AMOUNT	CHECK NO	VDR NAME/ITEM DESC	COMMENTS
07000	290962	SOIL and WATER PART B	2021		0	01/01/2021	SOY BAL	0		OPENING BALANCE
07000	290962	SOIL and WATER PART B	2021		1	01/11/2021	1/11/21	0		2020 SOIL & WATER PART B
							-12,000.00			
07000	290962	SOIL and WATER PART B	2022		0	01/01/2022	SOY BAL	0		OPENING BALANCE
07000	290962	SOIL and WATER PART B	2022		2	02/15/2022	TRANS	0		PLANNING PART B 2021
07000	290962	SOIL and WATER PART B	2022		11	11/07/2022	W 5-110722	53416	NYS DEPARTMENT OF AGRICULTURE AND MARKETS	2021 PART B UNSPENT CONSERVATI
07000	290962	SOIL and WATER PART B	2022		12	12/12/2022	R255/22	0		22 S&W PART B CONSERV PROJ
							-6,000.00			
07000	290962	SOIL and WATER PART B	2023		0	01/01/2023	SOY BAL	0		OPENING BALANCE
07000	290962	SOIL and WATER PART B	2023		1	01/04/2023	TRANSFER	0		2022 PART B
							-12,000.00			
07000	290962	SOIL and WATER PART B	2024		0	01/01/2024	SOY BAL	0		OPENING BALANCE
07000	290962	SOIL and WATER PART B	2024		1	01/09/2024	PART B	0		2024 PLANNING PART B
07000	290962	SOIL and WATER PART B	2024		10	10/23/2024	W T-7606	56473	NYS DEPARTMENT OF AGRICULTURE AND MARKETS	RETURN OF UNSPENT 2023 PART B
07000	290962	SOIL and WATER PART B	2024		12	12/11/2024	W TR-8644	56740	NYS DEPARTMENT OF AGRICULTURE AND MARKETS	RETURN OF UNSPENT 2023 PART B
07000	290962	SOIL and WATER PART B	2024		12	12/11/2024	W TR-8644	56739	KIRK LAKE WATERSHED ASSOCIATION	SOIL & WATER PART B
07000	290962	SOIL and WATER PART B	2024		12	12/04/2024	ECHO & PTB	0		2025 ALLOCATION
							-6,000.00			
							-7,029.00			
07000	290962	SOIL and WATER PART B	2025		0	01/01/2025	SOY BAL	0		OPENING BALANCE
07000	290962	SOIL and WATER PART B	2025		6	06/09/2025	W TD-2536	57434	NYS DEPARTMENT OF AGRICULTURE AND MARKETS	RETURN OF UNSPENT 2024 PART B
							1,029.00			
							-6,000.00			

From: "Ferry, Travis (AGRICULTURE)"
<Travis.Ferry@agriculture.ny.gov>
Date: August 10, 2026 at 2:12:03 PM EDT
To: Cassandra Roth <chair@pcswcd.org>
Subject: Fw: Putnam Part B

See Bethany's response.

Hi Travis,

Yes we received it on 7/28. It will be sent to fiscal for processing soon.

Bethany

From: Ferry, Travis (AGRICULTURE)
<Travis.Ferry@agriculture.ny.gov>
Sent: Monday, August 10, 2026 1:22 PM
To: Bzduch, Bethany (AGRICULTURE)
<Bethany.Bzduch@agriculture.ny.gov>
Subject: Putnam Part B

Hi Bethany,

Cassandra was wondering if the Department received their Part B return? She said it was mailed a couple of weeks ago and wanted to know if we received it yet.

Thanks,
Travis

Travis Ferry - CCA, NYSESCCP
Associate Environmental Analyst, Soil and Water
Conservation Committee
Southeast Regional Coordinator



**Department of
Agriculture and Markets**
Soil and Water
Conservation Committee

KATHY HOCHUL

Governor

RICHARD A. BALL

Commissioner

MATT BROWER

Chair

To: Putnam County Soil and Water Conservation District

From: Bethany Bzduch, Executive Director

Date: June 12, 2026

Re: Part B - 2025 Conservation Project Financial Assistance

We completed our final review of the supplied *Part B – 2025 Conservation Project Financial Assistance Final Report*. The District received financial assistance in the amount of \$6,000 from the State to implement a proposed, Mahopac Hills Culvert Replacement project.

The 2025 Part B Final report indicated that the District did not complete this project. Please return the unspent funds in the amount of \$6,000.00 payable to the NYS Department of Agriculture and Markets. Please mail the check, attention of Maureen Irish, to 10B Airline Drive, Albany, NY, 12235. Please let me know when your check has been sent.

Please feel free to contact me if you have any questions on this matter. I wish you continued success in your District's endeavors including future years of project resources under the State Aid to Districts program.

Putnam County Soil & Water Conservation District Board

REGULAR MEETING

Meeting Date and Time
February 17th, 2026 @ 09:30am
Called to Order @ 9:41am
Location
Putnam County Office Building
First Floor Conference Room
40 Glenelua Avenue, Carmel, NY 10512

Attendees

SWCD Board: Cassandra Roth, Brett Yarris, Crystal Stowell, Laura Russo

Video Conference: Dan Birmingham

Other: Joe Doherty (Friends of Dixon Lake - President)

The Board convened to conduct annual organizational elections, address governance and financial transparency matters related to State Aid reporting, and advance operational and outreach priorities. Officers were elected, with disclosure noted regarding Brett Yarris's candidacy for County Executive. The Board confirmed approval of the 2026-2030 AEM Strategic Plan, addressed State Aid reporting (including submission of Part A and non-submission of Part B due to documentation deficiencies), and acknowledged anticipated reconciliation actions with New York State. The Board entered Executive Session to discuss personnel matters and State Aid reporting discrepancies and subsequently authorized outreach to the NYS Comptroller for financial reconciliation assistance. Additional actions included authorization of interim website/domain setup and establishment of official social media channels.

Major Decisions and Outcomes

Election of Officers

- **Chair**
Cassandra Roth was nominated by Brett Yarris and seconded by Crystal Stowell.
All in favor: **Elected unanimously.**
- **Vice Chair**
Brett Yarris was nominated by Cassandra Roth and seconded by Crystal Stowell.
All in favor: **Elected unanimously.**
- **Treasurer**
Crystal Stowell was nominated by Cassandra Roth and seconded by Brett Yarris.
All in favor: **Elected unanimously.**
- **Secretary**
Brett Yarris was nominated by Cassandra Roth and seconded by Crystal Stowell and Laura Russo.
All in favor: **Elected unanimously.**

Putnam County Soil & Water Conservation District Board

Website and Domain Authorization

A motion was made to authorize Crystal Stowell to pre-purchase an alternative SWCD domain for one year and initiate interim website development, with reimbursement to be made from District funds when available.
All in favor: **Motion carried.**

Executive Session

A motion to enter Executive Session was made to discuss personnel matters and State Aid reporting discrepancies.
All in favor: **Motion carried.**

Executive Session was conducted via telephone to accommodate remote participation by Dan Birmingham; all other Board members were present in person. **No action was taken.**

A motion to return to open session was made by Brett Yarris and seconded by Laura Russo.
All in favor: **Motion carried.**

NYS Comptroller Engagement

Motion by Cassandra Roth, seconded by Brett Yarris and Laura Russo, to authorize submission of a memorandum to the New York State Office of the State Comptroller requesting assistance with financial reconciliation, custodianship clarification, and compliance review.
All in favor: **Motion carried.**

Social Media Authorization

A motion was made by Cassandra Roth to authorize Crystal Stowell to establish and manage official SWCD social media platforms (e.g., Facebook) in a webmaster capacity. Seconded by Laura Russo.
All in favor: **Motion carried.**

Governance/Finance

- The 2026-2030 AEM Strategic Plan was submitted and approved, enabling eligibility for reimbursement-based project funding.
- State Aid Part A was submitted with corrected reporting reflecting documented legislative resolutions totaling \$45,079, with an anticipated reimbursement of approximately \$22,539.50.
- The Board determined not to submit the 2025 Part B report due to insufficient supporting documentation and anticipates returning approximately \$6,000 in associated funding to New York State upon request.
- Performance measure requirements were reviewed, including organizational compliance, officer reporting, and program activity tracking.
- Historical governance concerns were discussed, including lack of an active Board for approximately three years, prior reporting inconsistencies, and Treasurer's Reports submitted without a Board-appointed Treasurer.
- The NYS Comptroller granted an extension on February 6, 2026 for submission of the Treasurer's Report; however, it was reported to the board that the submission was made on February 10, 2026 by county staff, contrary to Board direction for County Finance to complete the filing. No other updates or confirmation on this.
- Discrepancies were noted between County financial records and State reporting, with an intent to reconcile significant historical financial activity.

ALEXANDRA GORDON
ACTING COMMISSIONER OF FINANCE



CC: All
Physical
9/22/20
Audit

KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

#14
Audit
9/23/20

MEMORANDUM

To: Diane Trabulsy, Legislative Clerk
From: Alexandra Gordon, Acting Commissioner of Finance
Re: Budgetary Transfer - 26T268
Date: September 15, 2026

[Signature]
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2026 SEP 16 AM 10:45

At the request of the Commissioner of General Services the following budgetary transfer is requested.

Increase Estimated Appropriations:

10161000 54631	Electric Supply	275,000
----------------	-----------------	---------

Decrease Estimated Appropriations:

10085000 54646	PCGC- Contracts	275,000
----------------	-----------------	---------

Fiscal Impact - 2026 - \$ 0

Fiscal Impact - 2027 - \$ 0

This transfer is requested to cover electric supply and delivery costs through December 31, 2026. Electric supply was previously contracted at a variable rate through June 30, 2026. Please see attached memo.

Approved:

Kevin M. Byrne
County Executive

CC: AV
9-23-26 ECO-FIT
9-23-26 Audit

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

#15
Audit
9/23/26

TO: Commissioner of Finance
FROM: Tara Keegan (Director)
DEPT: Tourism (Dept No. 1064100)
DATE: September 10, 2026

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
Printing & Forms - \$500.00 [10641000.54311]	Advertising [10641000.54664]	\$2,971.00	For upcoming advertising to promote shop local and air time of our Discover Putnam Commercial.
Books & Supplements - \$100.00 [10641000.54313]			
Promotional Materials - \$371.00 [10641000.54329]			
Education & Training - \$2,000.00 [10641000.54640]			

2026 SEP 16 PM 3:16
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

20__26 Fiscal Impact \$ 0

20__27 Fiscal Impact \$ 0

Tara Keegan Tara Keegan 9/18/26
Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

Date	Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00
Date	County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00
Date	Chairperson Audit /Designee: \$0 - \$10,000.00
Date	Audit & Administration Committee: \$10,000.01 - \$25,000.00

26T269

JOHN TULLY
Commissioner



KEVIN M. BYRNE
County Executive

DEPT. OF GENERAL SERVICES

MEMORANDUM

TO: Alexandra Gordon, Acting Commissioner of Finance

FROM: John Tully, Commissioner of General Services

CC: Kevin Byrne, County Executive
James Burpoe, Deputy County Executive
Thomas Feighery, Commissioner of DPW
Melissa Vatne, Accounting Supervisor, DPW

DATE: September 15, 2026

RE: Budgetary Amendment Request – Electric Supply

We are requesting a budgetary amendment in the amount of \$275,000 necessary to cover electric supply and delivery costs through December 31, 2026.

Electricity supply was previously contracted for at a variable rate through June 30, 2026. Earlier this year, we re-bid the supply to take advantage of market conditions and have locked in a favorable firm fixed price that went into effect July 1, 2026. Due to the variable rate during the first six months of the year, the 2026 budget was impacted and will require supplemental funding through year end. We project the 2027 electricity budget to be accurate given the new fixed rate for supply.

Thank you for the consideration.

26T268

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

26T268

CC: All

ALEXANDRA GORDON.
Acting Commissioner of Finance



JOSEPH VITA
Deputy Commissioner of Finance

#160
AUCH
9/23/26

DEPARTMENT OF FINANCE

MEMORANDUM

To: Daniel G. Birmingham, Chairman, Putnam County Legislature
Cc: Diane Trubulsky, Legislative Clerk
From: Alexandra Gordon, Acting Commissioner of Finance
RE: Write Off Delinquent Real Property Taxes – Town of Carmel
Date: September 10, 2026

Please find enclosed a Resolution requesting the authorization for the Acting Commissioner of Finance to write off delinquent taxes on a parcel in the Town of Carmel deemed to now be placed in Roll Section 8. The property was part of the Fair Street Construction project. Part of the property was taken initially by eminent domain, and the remainder of the property, which is in question, was taken by deed on April 29th, 2026. The amount to be written off is \$1,637.26 for the 2024, 2025, and 2026 liens. The Resolution has been submitted and reviewed by the Law Department.

Please see attached backup.

Approved:

Kevin Byrne
County Executive

2026 SEP 15 PM 1:04
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

WHEREAS, the property identified as Carmel tax map parcel 44.14-2-1 has accrued delinquent real property taxes dating from 2024, 2025 and 2026; and

WHEREAS, on April 29, 2026, a Deed was recorded, Liber 2441, Page 1, Putnam County acquired Deed to Carmel tax map parcel 44.14-2-1, for the Fair Street Construction project;

WHEREAS, the Legislature has determined that there is no practical method to enforce the collection of delinquent tax liens against the parcel;

RESOLVED, that the Putnam County Legislature approves that these delinquent real property taxes be written off; and be it further

RESOLVED, that the Commissioner of Finance is authorized to write-off any and all taxes on Carmel tax map parcel 44.14-2-1 pursuant to section 1138 of the NYS Real Property Tax Law.



PUTNAM COUNTY – STATE OF NEW YORK
MICHAEL C. BARTOLOTTI, COUNTY CLERK
40 GLENEIDA AVENUE, ROOM 100
CARMEL, NEW YORK 10512

COUNTY CLERK'S RECORDING PAGE

THIS PAGE IS PART OF THE DOCUMENT – DO NOT DETACH



BOOK/PAGE: 2441 / 1
INSTRUMENT #: 2798-2026

Receipt#: 2026183839
Clerk: VS
Rec Date: 04/29/2026 01:32:58 PM
Doc Grp: D
Descrip: DEED
Num Pgs: 5
Rec'd Frm: R.K. HITE & CO., INC.

Party1: BUSHELL PAUL E
Party2: COUNTY OF PUTNAM
Town: CARMEL
44.14-2-1

Recording:

Cover Page	0.00
Recording Fee	0.00
Cultural Ed	0.00
Records Management - Coun	0.00
Records Management - Stat	0.00
Processing Fee	0.00
Notice of Transfer of Sal	0.00
TP584	0.00
RP5217 - County	0.00
RP5217 Residential Vacant	0.00

Sub Total: 0.00

Transfer Tax
Transfer Tax - State 0.00

Sub Total: 0.00

Total: 0.00

**** NOTICE: THIS IS NOT A BILL ****

***** Transfer Tax *****

Transfer Tax #: 1992

Exempt

Consideration: 16000.00

Total: 0.00

Record and Return To:

ELECTRONICALLY RECORDED BY SIMPLIFILE

WARNING***

*** Information may be amended during the verification process, and may not be reflected on this cover page.

THIS PAGE CONSTITUTES THE CLERK'S ENDORSEMENT,
AS REQUIRED BY SECTIONS 315, 316-a(5) & 319 OF THE
REAL PROPERTY LAW OF THE STATE OF NEW YORK

Michael C. Bartolotti
Putnam County Clerk

R&R to: R.K. Hite & Co., Inc.
P.O. Box 11624
Albany, NY 12211

BARGAIN AND SALE DEED

THIS INDENTURE, made the 6th day of March, 2025,

BETWEEN

PAUL E. BUSHELL, residing at 156 Barrett Hill Road, Carmel, New York 10512,

party of the first part, and

COUNTY OF PUTNAM, a municipal corporation created and existing under the laws of The State of New York, with offices at 40 Gleneida Ave., 3rd Floor, Carmel, New York 10512,

party of the second part,

WITNESSETH: that the party of the first part, in consideration of ten and dollars lawful money of the United States, and other good and valuable consideration, paid by the party of the second part, does hereby grant and release unto the party of the second part, the heirs or successors and assigns of the party of the second part forever,

ALL THAT TRACT OR PARCEL OF LAND, with the buildings and improvements thereon, situate in the Town of Carmel, County of Putnam and State of New York, being more fully described in Exhibit "A", attached hereto and made a part hereof.

Together with all right, title, and interest, if any, of the party of the first part in and to any streets and roads abutting the above described premises to the centerlines thereof.

BEING a portion of the same premises as conveyed to Paul E. Bushell and Frances K. Camillieri, as joint tenants with the right of survivorship by Bargain and Sale Deed dated August 13, 1986 and recorded August 19, 1986 in the Putnam County Clerk's Office in Liber 905 at Page 343. Said Frances K. Camillieri, a/k/a Frances K. Bushell, died December 9, 2020.

TAX ACCOUNT NO.: 44.14-2-1

PROPERTY ADDRESS: 82 Fair Street, Town of Carmel, New York 10512

TAX MAILING ADDRESS: 40 Gleneida Ave., 3rd Floor, Carmel, New York 10512

SUBJECT TO all covenants, conditions, restrictions and easements of record and the state of facts an accurate current survey and/or inspection of the premises would reveal.

TOGETHER WITH the appurtenances and all the estate and rights of the party of the first part in and to said premises.

TO HAVE AND TO HOLD the premises herein granted unto the party of the second part, the heirs or successors and assigns of the party of the second part forever.

SCHEDULE A

MAP OF LANDS
TO BE ACQUIRED BY
THE COUNTY OF PUTNAM

FAIR STREET (CR 60)
RECONSTRUCTION

SHEET 1 OF 2 SHEETS

MAP REFERENCE INFORMATION:

Map entitled "Map of Lands to be Acquired by
The County of Putnam, Map No. 84, Parcel No. 74",
prepared by Control Point Associates Inc., P.C.,
dated January 15, 2022.

Parcel Locator Points:

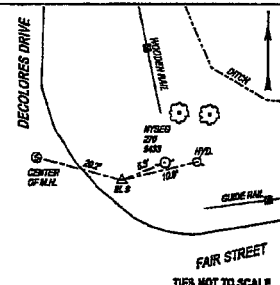
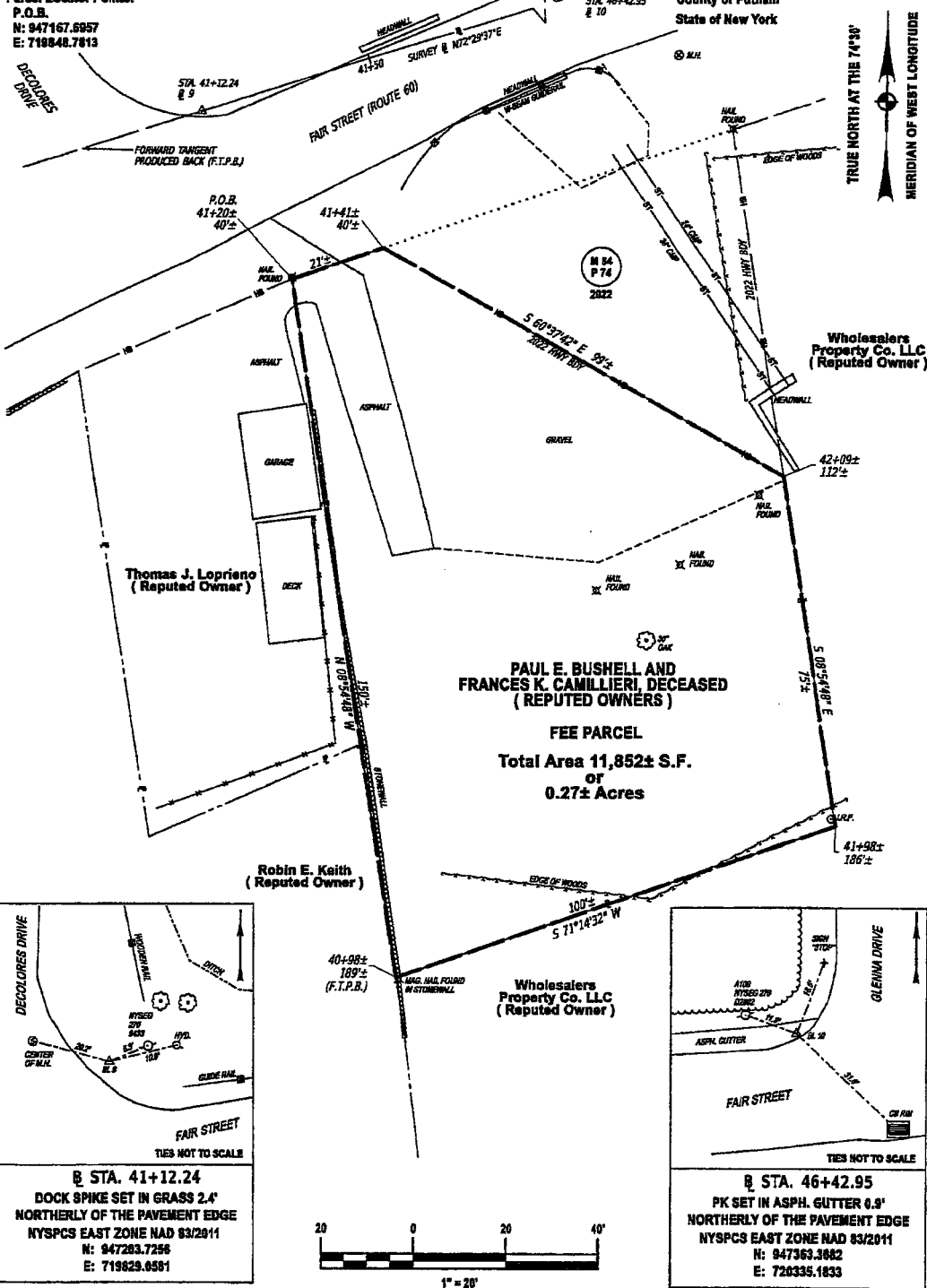
P.O.B.
N: 947167.6957
E: 719848.7813

PAUL E. BUSHELL AND
FRANCES K. CAMILLIERI, DECEASED
(REPUTED OWNERS)

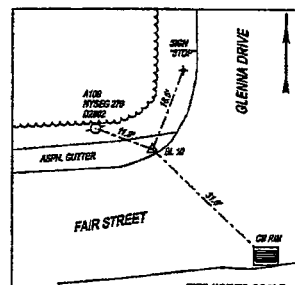
PARCEL SUMMARY:

Type: FEE
Portion of Putnam County Tax
Map Ref. No. 44.14-2-1
Town of Carmel
County of Putnam
State of New York

CCD BOOK 985, PAGE 343



STATION 41+12.24
DOCK SPIKE SET IN GRASS 2.4'
NORTHERLY OF THE PAVEMENT EDGE
NAD 83/2011
N: 947263.7256
E: 719829.6581



STATION 46+42.95
PK SET IN ASPH. GUTTER 0.9'
NORTHERLY OF THE PAVEMENT EDGE
NAD 83/2011
N: 947363.3682
E: 720335.1833

PREPARED BY J. LOGUE CHECKED BY J. O'BRIEN FINAL CHECK BY D. BUREY

FILE NAME

FEE PARCEL

All that piece or parcel of property in the Town of Carmel, County of Putnam, State of New York, as shown on the accompanying map and further described as follows:

Beginning at a point on the existing southerly highway boundary of Fair Street (Route 60), at the intersection with the division line between lands now or formerly of Thomas J. Loprieno (reputed owner) on the west and lands now or formerly of Paul E. Bushell and Frances K. Camillieri, deceased (reputed owners) on the east, said point being 40± feet distant southerly measured at right angles from Station 41+20± of the hereinafter described survey baseline for the reconstruction of the Fair Street (Route 60); thence easterly and southeasterly along the southerly boundary line of Fair Street the following two (2) courses and distances: 1) easterly, 21± feet to a point 40± feet distant southerly measured at right angles from Station 41+41± of said baseline, and 2) S 60°37'42" E, 99± feet to a point on the division line between lands now or formerly of Wholesalers Property Co. LLC (reputed owner) on the east and lands now or formerly of Paul E. Bushell and Frances K. Camillieri, deceased (reputed owners) on the west, said point being 112± feet distant southerly measured at right angles from Station 42+09± of said baseline; thence southerly and westerly along the aforementioned division line the following two (2) courses and distances: 1) S 08°54'48" E, 75± feet to a point 186± feet distant southerly measured at right angles from Station 41+98± of said baseline, and 2) S 71°14'32" W, 100± feet to a point on the division line between lands now or formerly of Robin E. Keith (reputed owner) on the west and lands now or formerly of Paul E. Bushell and Frances K. Camillieri, deceased (reputed owners) on the east, said point being 189± feet distant southerly measured at right angles from Station 40+98± of the forward tangent produced back (F.T.P.B.) of said baseline; thence northerly N 08°54'48" W along said division line and along the easterly boundary line of Thomas J. Loprieno (reputed owner), 150± feet to the point of beginning, being 11,852± square feet or 0.27± acre, more or less.

The above mentioned survey baseline, is a portion of the survey baseline for the reconstruction of the Fair Street (Route 60) and is described as follows:

Beginning at Station 41+12.24; thence North 72°29'37" East to Station 46+42.95.

All bearings are based on True North at the 74°30' Meridian of West Longitude.



Unauthorized alteration of a survey map bearing a licensed land surveyor's seal is a violation of the New York State Education Law.

I hereby certify that this map was prepared in accordance with current NYSDOT policies, standards, and procedures.

DATE: December 3, 2025


DONALD G. SOVEY, LAND SURVEYOR
P.L.S. LICENSE NO. 050078

MAP OF LANDS OF
PAUL E. BUSHELL AND
FRANCES K. CAMILLIERI, DECEASED
TO BE ACQUIRED BY
THE COUNTY OF PUTNAM

AND the party of the first part covenants that the party of the first part has not done or suffered anything whereby the premises have been encumbered in any way whatsoever, except as set forth above.

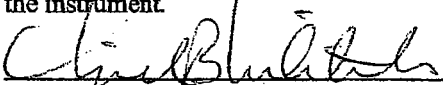
AND the party of the first part, in compliance with Section 13 of the Lien Law, covenants that the party of the first part will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvements to the premises, if any, and will apply the same first to the payment of the cost of the improvements before using any part of the total of the same for any other purpose.

IN WITNESS WHEREOF, the party of the first part has duly executed this deed the day and year first above written.


PAUL E. BUSHELL

STATE OF NEW YORK)
COUNTY OF WESTCHESTER) ss.:

On the 6 day of March in the year 2026, before me, the undersigned, a Notary Public in and for said state, personally appeared PAUL E. BUSHELL personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public

LINDA B. WHITEHEAD
Notary Public, State of New York
No. 4890973
Qualified in Westchester County
Commission Expires April 6, 2027

LINDA B. WHITEHEAD
Notary Public, State of New York
No. 4890973
Qualified in Westchester County
Commission Expires April 6, 20 ~~27~~

September 23, 2026
Audit Meeting

17. FYI – Guardrail and Property Damage Report