

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

Members: Chairwoman Crowley and Legislators Regan & Russo

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

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

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

The minutes were accepted as submitted.

Item #4 – Correspondence – County Auditor

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Commissioner Carlin stated yes it is.

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

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

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

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

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

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

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

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

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

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

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

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

Sheriff Hess stated there is actually a cost savings.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Legislator Sayegh stated this is a \$400 correction.

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

Item #17 – Adjournment

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

Respectfully Submitted by Deputy Clerk Beth Robinson.