

THE PUTNAM COUNTY LEGISLATURE

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

Paul E. Jonke *Chairman*
Amy E. Sayegh *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery Dist. 1
William Gouldman Dist. 2
Toni E. Addonizio Dist. 3
Ginny Nacerino Dist. 4
Greg E. Ellner Dist. 5
Paul E. Jonke Dist. 6
Joseph Castellano Dist. 7
Amy E. Sayegh Dist. 8
Erin L. Crowley Dist. 9

**AGENDA
YEAR END MEETING
OF THE
PUTNAM COUNTY LEGISLATURE
TO BE HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512**

Tuesday December 19, 2023
(Immediately following Audit & Admin. Mtg. starting @ 6:30 P.M.)

1. Pledge of Allegiance
2. Legislative Prayer
3. Roll Call
4. Pre-filed resolutions:

**RULES, ENACTMENTS & INTERGOVERNMENTAL RELATIONS COMMITTEE
(Chairwoman Addonizio, Legislators Ellner & Gouldman)**

- 4a. Approval/ Litigation Settlement Agreement / Matthew Rivera v. County of Putnam

**PERSONNEL COMMITTEE
(Chairman Jonke, Legislators Castellano & Nacerino)**

- 4b. Approval/ Fund Transfer (23T396)/ Department of Public Works/ Overtime
- 4c. Approval/ Fund Transfer (23T454)/ Real Property/ Reclassification of Two (2) Assessment Clerk Positions to Senior Office Assistant Positions
- 4d. Approval/ Fund Transfer (23T459)/ Emergency Services/ Dispatch Overtime
- 4e. Approval/ Local Law Establishing the 2024 Salary of Certain Elected Officials Serving for Fixed Terms

- 4f. **Approval/ Local Law Establishing the 2024 Salaries of Certain Appointed Officers Serving for Fixed Terms**
- 4g. **Approval/ 2024 Salaries for Officers and Employees Paid from County Funds**

PHYSICAL SERVICES COMMITTEE
(Chairman Gouldman, Legislators Castellano & Montgomery)

- 4h. **Approval/ Budgetary Amendment (23A072)/ Planning Department/ Access to Empire State Trail Project**
- 4i. **Approval/ Budgetary Amendment (23A074)/ Public Works/ Insurance Recovery/ Guide Rail Damage/ Stoneleigh Avenue**
- 4j. **Approval/ Budgetary Amendment (23A075)/ Planning Department/ New York Metropolitan Transportation Council (NYMTC) Funding Distribution**
- 4k. **Approval/ Budgetary Amendment (23A085)/ Public Works/ Sprout Brook Road Bridge Project PIN 8762.13 ARPA Funding**
- 4L. **Approval/ Budgetary Amendment (23A086)/ Planning Department/ Transit Facility Rehab / NY/CT CRRSAA & ARPA Funding**
- 4m. **Approval/ Department of Public Works/ Use of Capital Facility Reserve/ (23CP18) (Purchasing Department Renovations)**
- 4n. **Approval/ Department of Public Works/ Use of Capital Facility Reserve/ (23CP19) (Tilly Foster Farm Building #6 – “The Cantina”)**
- 4o. **Approval/ Grant Application/ State and Municipal Facilities Grant Program/ Putnam County Office Building ADA Compliant Ramp**
- 4p. **Approval/ Putnam County’s Proposed Program Plan in Conformance with and as Required by the U.S. Department of Transportation and Title VI Regulations**
- 4q. **Approval/ Adoption/ Putnam County Complete Streets Policy**
- 4r. **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 (Peekskill Hollow Rd Project PIN8757.48)**
- 4s. **Approval/ Budgetary Amendment (23A088)/ Purchasing Department/ DPW/ Peekskill Hollow Road Renovation Project PIN 8757.48**

PROTECTIVE SERVICES COMMITTEE
(Chairwoman Nacerino, Legislators Addonizio & Sayegh)

- 4t. **Approval/ Budgetary Amendment (23A079)/ Sheriff's Department/ Insurance Recovery**
- 4u. **Approval/ Re-Appointments/ Putnam County Traffic Safety Board**
- 4v. **Approval/ Putnam County Policy for the Use of Automated License Plate Readers (ALPR)**
- 4w. **Approval/ Request to Accept Donation of Armored Ambulance from United States Army**

AUDIT & ADMINISTRATION COMMITTEE
(Chairman Castellano, Legislators Ellner & Gouldman)

- 4x. **Approval/ Budgetary Amendment (23A087)/ Health Department/ Local Health Department (LHD) Performance Incentive Initiative**
- 4y. **Approval/ Budgetary Transfer (23T460)/ Auditing Department/ Independent Auditors/ PKF O'Connor Davies LLP**
- 4z. **Approval/ Budgetary Amendment (23A084)/ Health Department/ Rabies Grant / Feral Cat Program**
- 5. **Other Business**
- 5a. **Approval/ Tax Collector Warrants/ Enter into the 2023 Book of Proceedings**
- 5b. **Approval/ Date, Time & Place of Organizational Meeting/ 2024**
- 6. **Recognition of Public on Agenda Items**
- 7. **Recognition of Legislators**
- 8. **Adjournment**

#4a

Approval

Litigation Settlement

Matthew Rivera v. County of Putnam

#46

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ FUND TRANSFER (23T396)/ DEPARTMENT OF PUBLIC WORKS/ OVERTIME

**WHEREAS, the Commissioner of DPW has requested a fund transfer (23T396) to cover Overtime expenses through Year End; and
WHEREAS, the Personnel Committee and the Audit & Administration Committee have reviewed and approved said fund transfer; now therefore be it
RESOLVED, that the following fund transfer be made:**

Decrease:

**10511000 51000 (10101) Personnel Services
Facilities Master Mechanic 20,000**

Increase:

10511000 51093 Overtime – Facilities 20,000

**2023 Fiscal Impact – 0 –
2024 Fiscal Impact – 0 –**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*cc: all
Pers - Dec Reso
A+A*

TO: Commissioner of Finance

FROM: THOMAS FEIGHERY, COMMISSIONER OF PUTNAM COUNTY DPW

DEPT: DPW

DATE: November 8, 2023

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10511000 51000(10101) PERSONNEL SERV	10511000 51093 OVERTIME	\$20,000	TO PROPERLY ALLOCATE TO COVER OVERTIME EXPENSES THRU EOY

Facilities (master mechanic) Facilities

2023 NOV 13 AM 11:00
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2023 Fiscal Impact \$_0_
2024 Fiscal Impact \$_0_

[Signature] / *Joe Bellocci* 11/8/23

 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

23T396

#4C

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ FUND TRANSFER (23T454)/ REAL PROPERTY/ RECLASSIFICATION OF TWO (2) ASSESSMENT CLERK POSITIONS TO SENIOR OFFICE ASSISTANT POSITIONS

WHEREAS, the Personnel Department recently conducted a job analysis of two (2) clerical positions in the Department of Real Property; and

WHEREAS, it was determined that the positions be reclassified as Senior Office Assistant; and

WHEREAS, the 2024 budget already accommodates this reclassification; and

WHEREAS, the reclassification of Senior Office Assistant for 2024 will result in a nominal change in the 2023 budget; and

WHEREAS, the Director of Real Property has requested a fund transfer (23T454) to account for the change in 2023; and

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

RESOLVED, that the following fund transfer be made:

Decrease:		
10199000 54980	General Contingency	1,120
Increase:		
10135500 51000 (10105)	Personnel Services	
	Sr. Office Assistant	520
10135500 51000 (10106)	Personnel Services	
	Sr. Office Assistant	520
10135500 58002 (10105)	FICA	40
10135500 58002 (10106)	FICA	40
		<u>1,120</u>

2023 Fiscal Impact - \$1,120

2024 Fiscal Impact - 0 -

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

Michael Lewis
Commissioner of Finance



TRISH MCLOUGHLIN
County Director- Real Property

TO: Diane Schonfeld, Clerk to the Legislature
FR: Trish McLoughlin, Director of Real Property
RE: Salary Increases for Two Employees
DATE: 12/05/2023

PM

The Personnel Department recently conducted a job analysis review of two clerical positions in our department. The review was initiated in July of 2023, and after all information was considered, the Personnel Department has concluded that the positions are properly entitled Senior Office Assistant. This change in classification will result in a nominal change in the 2023 staffing budget. The approved 2024 budget already accommodates this re-classification. A budgetary transfer is being provided by the Finance department under separate cover.

Please refer this request to the Personnel Committee of the Legislature for their review.

Thank you so much for your consideration of this request. I, along with Personnel Officer Paul Eldridge, will be in attendance at the December Personnel Committee meeting to answer any questions.

cc: James Burpoe, Deputy County Executive
Michael Lewis, Commissioner of Finance
Paul Eldridge, Personnel Officer

Attachments:
Senior Office Assistant Job Specification

SENIOR OFFICE ASSISTANT

DISTINGUISHING FEATURES OF THE CLASS: This position involves the performance of difficult clerical and secretarial tasks which may require operation of such equipment as a personal computer or word-processor. The work requires mature office judgment and knowledge of the policies, laws and regulations relating to the program or the agency in which the position is located. Specific duties vary with the needs of the municipality, department, or division. The Senior Office Assistant is distinguished from the Office Assistant in that this position involves either supervision, the use of a higher degree of independent judgment and/or the more secretarial nature of the work responsibilities. Work is performed under general supervision. Supervision may be exercised over the work of a small number of subordinate clerical workers. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Provides support to administrator(s);
Receives telephone calls, answers questions and refers calls to proper person;
Makes referrals according to office policies and procedures, and regulations and policies relating to program or department;
Keeps administrator(s) informed and up-to-date on any changes in regulations and policies relating to the program or department;
Makes appointments and schedules for school officials, and establishes priorities for submission to administrator(s);
Receives and directs visitors to the office;
Operates a computer or other word processing related equipment to produce routine correspondence, reports, spreadsheets, databases, charts and other work documents;
Conducts correspondence independently or composes with administrative judgment for official signature;
Assigns, reviews and records work done and instructs new employees in the specialized work of the department;
Operates a variety of business office machines such as computers, copying machines, calculators, scanners, etc.;
Performs routine equipment maintenance tasks;
Maintains alphabetic, numeric and/or chronological files of correspondence, documents and materials by coding and filing new materials, searching for requested material and periodically purging obsolete material;
Collects, compiles, summarizes and types statistical and other related reports;
May take and transcribe dictation of letters, memorandum, reports and other materials;
May issue permits and licenses;
May collect fees and accounts for monies received;
May prepare and maintain time records and payroll data;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

SENIOR OFFICE ASSISTANT (cont'd)

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of office practices, procedures, terminology and equipment; good knowledge of business arithmetic and English; good knowledge of the policies and regulations relating to the assigned agency; ability to operate an alphanumeric keyboard at an acceptable rate of speed; ability to use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to set up appropriate forms, charts and other tabular listings; ability to enter data, organize and maintain records, and prepare reports; ability to understand and carry out moderately complex oral and written instructions; ability to function independently in relatively unstructured situations; ability to communicate effectively, both orally and in writing; ability to establish and maintain effective working relationships; accuracy; resourcefulness; initiative; good judgment; tact; courtesy; neat appearance.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a comparable diploma and two (2) years of clerical experience which must have involved the use of computer applications to enter data, maintain records or prepare reports and documents.

SUBSTITUTION NOTE: Post-secondary level education may be substituted for the required experience indicated above on the basis of thirty (30) college credits per year of experience.

PLEASE NOTE: Education beyond the secondary level must be from an institution accredited or recognized by the Board of Regents of the New York State Department of Education, as a post secondary, degree-granting institution.

#40

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ FUND TRANSFER (23T459)/ EMERGENCY SERVICES/ DISPATCH OVERTIME

WHEREAS, the Commissioner of Emergency Services has requested a fund transfer (23T459) to cover Bureau of Emergency Services Dispatch Overtime for the remainder of December 2023 due to vacancies; and

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

RESOLVED, that the following fund transfer be made:

Decrease:

13398900 51000 (12126)	Personnel Services	22,205
13398900 51000 (12127)	Personnel Services	12,603
13398900 51000 (12129)	Personnel Services	<u>15,192</u>
		50,000

Increase:

13398900 51093	Dispatch Overtime	50,000
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2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

Legislator Addonizio _____
 Legislator Castellano _____
 Legislator Crowley _____
 Legislator Ellner _____
 Legislator Gouldman _____
 Legislator Montgomery _____
 Legislator Nacerino _____
 Legislator Sayegh _____
 Chairman Jonke _____

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*cc: all
Pers
A+A*

Reso

TO: MICHAEL J. LEWIS – COMMISSIONER OF FINANCE

FROM: ROBERT LIPTON – *Commissioner of EMS*

DEPT: FINANCE

DATE: 12/5/2023

RE: # 23T459

**2023 DEC -6 PM 1:36
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY**

I hereby request approval for the following transfer of funds:

FROM	TO		
ACCOUNT#/NAME	ACCOUNT #/NAME	AMOUNT	PURPOSE
13398900 51000 (12126)	13398900 51093 (12126)	\$ 22,205.00	Transfer to cover BES Dispatch Overtime due to Vacancies
BES Dispatch Personnel Services	BES Dispatch Overtime		
13398900 51000 (12127)	13398900 51093 (12127)	\$ 12,603.00	Transfer to cover BES Dispatch Overtime due to Vacancies
BES Dispatch Personnel Services	BES Dispatch Overtime		
13398900 51000 (12129)	13398900 51093 (12129)	\$ 15,192.00	Transfer to cover BES Dispatch Overtime due to Vacancies
BES Dispatch Personnel Services	BES Dispatch Overtime		
	2023 FISCAL IMPACT	\$	
	2024 FISCAL IMPACT	\$ -	

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

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

23T459



**PUTNAM COUNTY
BUREAU OF EMERGENCY SERVICES**



Robert A. Lipton
Commissioner of Emergency Services

J. Ralph Falloon
Deputy Commissioner of Emergency Services

Kevin M. Byrne
County Executive

Alex Roehner, EMT-P
Director of Emergency Medical Services

MEMORANDUM

To: Michael Lewis, Commissioner of Finance

From: Robert A. Lipton, Commissioner

Re: 911 Dispatch Center Overtime

Date: December 5, 2023

The 911 Dispatch Center's overtime budget has been exhausted.

We are requesting \$50,000 to cover overtime for the remainder of December 2023 from budget line 13398900 51000.

We are going to use money from unused salaries already funded for 2023.

Thank you.

#4e

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

**A LOCAL LAW ESTABLISHING THE 2024 SALARY OF CERTAIN ELECTED OFFICIALS
SERVING FOR FIXED TERMS**

BE IT ENACTED BY THE PUTNAM COUNTY LEGISLATURE AS FOLLOWS:

Section 1.

Section 201 of the County Law and Municipal Home Rule Law, Section 23, requires that salary increases of fixed term officers shall be established by Local Law, subject to permissive referendum.

Section 2.

The annual salary of the hereinafter designated County Officers elected for a fixed term is hereby set the following amounts effective January 1, 2024:

**Michael Bartolotti
Putnam County Clerk \$148,312**

**Kevin McConville
Putnam County Sheriff\$170,376**

**John Bourges
Putnam County Coroner..... \$ 25,688**

**Wendy Erickson
Putnam County Coroner..... \$ 25,688**

**Michael Nesheiwat
Putnam County Coroner..... \$ 25,688**

**Joseph Castellano
Putnam County Legislator \$ 45,518**

- Legislator Addonizio _____
- Legislator Castellano _____
- Legislator Crowley _____
- Legislator Ellner _____
- Legislator Gouldman _____
- Legislator Montgomery _____
- Legislator Nacerino _____
- Legislator Sayegh _____
- Chairman Jonke _____

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

Erin Crowley
Putnam County Legislator \$ 45,518

Greg Ellner
Putnam County Legislator \$ 45,518

Paul Jonke
Putnam County Legislator \$ 45,518

Nancy Montgomery
Putnam County Legislator.....\$ 45,518

Ginny Nacerino
Putnam County Legislator.....\$ 45,518

- **Additional Stipend for Legislature Chairperson.....\$ 11,380**

Section 3.

THIS LOCAL LAW SHALL TAKE EFFECT FORTY-FIVE DAYS AFTER ITS PASSAGE AND IS SUBJECT TO PERMISSIVE REFERENDUM.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

#4f

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

A LOCAL LAW ESTABLISHING THE 2024 SALARIES OF CERTAIN APPOINTED OFFICERS SERVING FOR FIXED TERMS

Be it enacted by the Legislature of the County of Putnam as follows:

Section 1.

Section 201 of the County Law and Municipal Home Rule Law, Section 23, requires that certain salary increases of fixed term officers be established by Local Law, subject to permissive referendum.

Section 2.

The annual salaries of the hereinafter designated County Officers appointed for a fixed term are hereby set at the following amounts effective January 1, 2024:

Paul Eldridge.....	\$154,355
Personnel Officer	
Commissioner of Health	\$220,000
	(Maximum Amount)
Sara Servadio	\$157,968
Commissioner of Social Services/Mental Health/Youth Bureau	
Patricia McLoughlin.....	\$106,860
Director of Real Property Tax Services	
Kelly Primavera	\$104,470
Commissioner Board of Elections	
Catherine Croft	\$104,470
Commissioner Board of Elections	

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

Michele Alfano-Sharkey..... \$130,305
County Auditor

Diane Schonfeld..... \$116,762
Clerk of the Legislature

Section 3.

THIS LOCAL LAW SHALL TAKE EFFECT FORTY-FIVE DAYS AFTER ITS PASSAGE AND IS SUBJECT TO PERMISSIVE REFERENDUM.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

#49

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ 2024 SALARIES FOR OFFICERS AND EMPLOYEES PAID FROM COUNTY FUNDS

WHEREAS, Pursuant to Section 2.04 of the Putnam County Charter and Section 201 of the NYS County Law, the Putnam County Legislature must fix by resolution the compensation of all officers and employees paid from County funds; now therefore be it

RESOLVED, that the salaries for fiscal year 2024 for all officers and employees, or their successors, who are not members of bargaining units or whose salaries are not required to be set by Local Law are hereby set at the amounts listed attached; and be it further

RESOLVED, that these employees will also be paid any benefits and/or receive incentive payments resulting from the Putnam County Flex Plan; and be it further

RESOLVED, that the Commissioner of Finance is authorized to determine the method of pay out of monies as herein described.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

2024 PERSONNEL SERVICES

<u>Org</u>	<u>Object</u>	<u>Project</u>	<u>Pay Position</u>	<u>Pay Position Description</u>	<u>2024 Adopted</u>
10101001	51000		101010101	LEGISLATOR	45,518.00
10101001	51000		101010102	LEGISLATOR	45,518.00
10101001	51000		101010103	LEGISLATOR	45,518.00
10101001	51000		101010104	LEGISLATOR	45,518.00
10101001	51000		101010105	LEGISLATOR	45,518.00
10101001	51000		101010106	LEGISLATOR	45,518.00
10101001	51000		101010107	LEGISLATOR	45,518.00
10101001	51000		101010108	LEGISLATOR	45,518.00
10101001	51000		101010109	LEGISLATOR	45,518.00
10101001	51000		101010110	CLERK TO LEGIS	116,762.00
10101001	51000		101010111	DEP CLERK TO LEGIS	95,361.00
10101001	51000		101010113	ADMIN ASST (LEGIS)	65,571.00
10101001	51000		101010114	ADMIN ASST (LEGIS)	72,530.00
10101001	51000		101010190	LEGISLATIVE STIPEND	11,380.00
10116500	51000		116510101	DISTRICT ATTORNEY	202,800.00
10116500	51000		116510103	CHIEF ASST DA	163,109.00
10116500	51000		116510104	ASST DA	90,000.00
10116500	51000		116510105	ASST DA	107,888.00
10116500	51000		116510108	ASST DA	90,395.00
10116500	51000		116510110	CRIM INVES (DA)	86,575.00
10116500	51000		116510111	ASST DA	73,012.00
10116500	51000		116510115	ASST DA	65,294.00

10116500	51000	116510122	SPECIAL VICTIMS INVES (DA)	85,000.00
10116500	51000	116510123	VICTIM/WITNESS ASST	36,069.00
10116500	51000	116510125	ASST DA	97,500.00
10116500	51000	116510126	ASST DA	85,000.00
10116500	51000	116510129	CHIEF OF STAFF (DIST ATTORNEY)	74,950.00
10116500	51000	116510130	FIRST ASST DA	147,523.00
10116500	51000	116510999	RESERVE FOR RECLASS TO FULL-TIME	19,706.00
10118500	51000	118510101	COMM OF HEALTH	25,688.00
10118500	51000	118510102	CORONER	25,688.00
10118500	51000	118510103	CORONER	25,688.00
10118500	51000	118510104	CONF SEC TO COUNTY CORONER	53,174.00
10118500	51000	118510194	COMM OF HEALTH	12,000.00
10123000	51000	123010101	COUNTY EXECUTIVE	176,022.00
10123000	51000	123010102	DEP CNTY EXEC	158,235.00
10123000	51000	123010103	CHIEF OF STAFF (COUNTY EXEC)	88,475.00
10123000	51000	123010106	CONF SEC TO COUNTY EXEC	63,808.00
10123000	51000	123010107	DIRECTOR OF COMMUNICATIONS	85,283.00
10123000	51000	123010108	DIRECTOR OF COMPL & INTERGOV	62,400.00
10131000	51000	131010101	COMM OF FINANCE	157,968.00
10131000	51000	131010110	DEP COMM FINANCE	100,000.00
10131000	51000	131010116	PAYROLL MANAGER	85,908.00
10131000	51000	131010120	FIRST DEP COMM FINANCE	123,600.00
10132000	51000	132010101	COUNTY AUDITOR	130,305.00
10132000	51000	132010102	AUDIT MANAGER	72,100.00

10132000	51000	132010103	DEP CNTY AUDITOR	107,120.00
10134500	51000	134510101	DIR PURCH & CTRL SVCES	145,000.00
10134500	51000	134510108	ASSET MANAGER (MOVED FROM 10149000)	62,100.00
10135500	51000	135510101	DIR REAL PRP TAX SVC	106,860.00
10141000	51000	141010101	COUNTY CLERK	148,312.00
10141000	51000	141010102	FIRST DEP CNTY CLERK	127,768.00
10141000	51000	141010104	CONF SEC TO COUNTY CLK	63,978.00
10141100	51000	141110101	DEP CNTY CLERK	65,324.00
10141100	51000	141110103	DEP CNTY CLERK	92,542.00
10142000	51000	142010101	COUNTY ATTORNEY	166,094.00
10142000	51000	142010102	CONF SEC TO COUNTY ATTY	65,324.00
10142000	51000	142010104	FIRST DEP CNTY ATTY	138,127.00
10142000	51000	142010105	SR DEP CNTY ATTY	119,934.00
10142000	51000	142010106	SR DEP CNTY ATTY	60,000.00
10142000	51000	142010107	SR DEP CNTY ATTY	95,428.00
10142000	51000	142010110	RISK MANAGER	97,693.00
10142000	51000	142010112	SR DEP CNTY ATTY	105,703.00
10142000	51000	142010116	PARALEGAL	65,053.00
10142000	51000	142010119	SOCIAL SERV ATTORNEY	102,511.00
10120000	51000	142010120	SOC SVCS ATTORNEY (<i>moved from DSS Legal</i>)	122,525.00
10143000	51000	143010101	PERSONNEL OFFICER	154,355.00
10143000	51000	143010103	PR PERSONNEL SPEC	90,000.00
10143000	51000	143010105	CONF SECRETARY	71,618.00
10143000	51000	143010110	SR PERSONNEL SPEC	74,028.00

10143000	51000	143010111	DEPUTY PERSONNEL OFFICER	107,888.00
10143000	51000	143010106	PERSONNEL SPECIALIST	52,542.00
10143000	51000	143010108	SR PERSONNEL SPEC	64,170.00
10200000	51000	143010105	CONF SECRETARY	3,769.00
10144000	51000	144010101	SUPV PLAN & DESIGN	134,260.00
10144000	51000	144010106	FED FUNDED PROGRAM MGR	84,867.00
10144000	51000	144010109	PROJECT MANAGER	82,804.00
10144000	51000	144010110	COORD ENGINEERING PROJECTS	113,025.00
10149000	51000	149010109	CONF SEC TO COMM DPW	58,519.00
10149000	51000	149010134	COMM OF DPW	151,683.00
10149000	51000	149010135	DEP COMM OF DPW	122,299.00
10145000	51000	145010101	COMM OF ELECTIONS	104,470.00
10145000	51000	145010102	COMM OF ELECTIONS	104,470.00
10145000	51000	145010103	DEP COMM BD OF ELECT	94,382.00
10145000	51000	145010104	ELECTION SPECIALIST	68,627.00
10145000	51000	145010105	ELECTION SPECIALIST	53,432.00
10145000	51000	145010106	DEP COMM BD OF ELECT	94,382.00
10145000	51000	145010109	ELECTION SPECIALIST	68,627.00
10145000	51000	145010110	ELECTION SPECIALIST	68,627.00
10145000	51000	145010111	VOTING MCH TECH (PT)	32,750.00
10145000	51000	145010112	VOTING MCH TECH (PT)	32,750.00
10145000	51000	145010113	ELECTION SPECIALIST	68,627.00
10145000	51000	145010114	ELECTION SPECIALIST	62,451.00
10146000	51000	146010101	ASST RCDS MGMT OFCR	71,334.00

10146000	51000	146010193	COUNTY CLERK	7,500.00
10168000	51000	168010113	IT SYSTEMS SPECIALIST	69,126.00
10168000	51000	168010115	IT SYSTEMS SPECIALIST	63,808.00
10168000	51000	168010120	DIR OF IT/GIS	143,568.00
10311000	51000	311010101	SHERIFF	170,376.00
10311000	51000	311010102	UNDERSHERIFF	149,651.00
10311000	51000	311010103	ROAD PATROL CAPTAIN	141,624.00
10311000	51000	311010110	CONF SECRETARY	64,380.00
10311000	51000	311010114	CRIMINAL INVESTIGATIONS CAPT	141,624.00
10311000	51000	311010125	CHIEF OF STAFF (SHERIFF)	74,568.00
10311000	51000	311010127	OPERATIONS CAPT	141,624.00
10311000	51000	311010128	CIVIL BUREAU CAPT	141,624.00
10311000	51000	311010129	FISCAL MANAGER	95,363.00
17311000	51000	311017149	DEP SHERIFF LIEUT	137,570.00
10314000	51000	314010119	TREATMENT COURT COORD	62,680.00
10314000	51000	314010122	PROBATION DIRECTOR GROUP A	132,226.00
10331500	51000	314110101	STOP DWI PRGM ADMIN	13,626.00
10315000	51000	315010101	CORRECTION CAPTAIN	141,624.00
10315000	51000	315010106	CORRECTION LIEUT	137,570.00
10315000	51000	315010109	CORRECTION LIEUT	137,570.00
10014000	51000	398910101	COMM OF EMERG SVCES	61,178.00
10014000	51000	398910115	DIR EMERGENCY MGMT	71,000.00
10142000	51000	398910115	DIR EMERGENCY MGMT (moved from County Attorney)	23,666.00
10014000	51000	398913103	DEP COMM EMERG SVCES	100,000.00

10398900	51000		398910101	COMM OF EMERG SVCES	61,178.00
10398900	51000		398910102	EMERG SVC COORD (PT)	4,773.00
10398900	51000		398910104	EMERG SVC COORD (PT)	4,773.00
10398900	51000		398910105	EMERG SVC COORD (PT)	4,773.00
10398900	51000		398910106	EMERG SVC COORD (PT)	4,645.00
10398900	51000		398910107	EMERG SVC COORD (PT)	4,773.00
10398900	51000		398910109	CONF SECRETARY	58,266.00
10398900	51000		398910112	DIR OF EMERG MED SERV	75,506.00
10398900	51000		398910113	EMERG SVC COORD (PT)	4,773.00
10398900	51000		398910114	EMERG SVC COORD (PT)	4,773.00
14398900	51000		398914101	EMS EDUCATION COORDINATOR	63,147.00
10401000	51000		401010105	COMM OF HEALTH	207,275.00
10401000	51000		401010111	SR FISCAL MANAGER	128,001.00
10401000	51000		401010905	RESERVE FOR SALARY ADJUSTMENT	12,725.00
12401000	51000		401012102	DIR OF ENVIR HLTH SVCES	133,424.00
26401001	51000	10173	401066101	PUB HEALTH CORP FLW LCL CRDNTR (1/1 - 6/30/24)	29,022.00
26401001	51000	10173	401066102	PUB HEALTH CORP GRAD FELLOW (1/1/24 - 6/30/24)	31,661.00
26401001	51000	10173	401066103	PUB HEALTH CORP GRAD FELLOW (1/1/24 - 6/30/24)	31,661.00
26401001	51000	10173	401066104	PUB HEALTH CORP GRAD FELLOW (1/1/24 - 6/30/24)	30,813.00
26401001	51000	10173	401066105	PUB HEALTH CORP GRAD FELLOW (1/1/24 - 6/30/24)	31,661.00
26401001	51000	10173	401066106	PUB HEALTH CORP GRAD FELLOW (1/1/24 - 6/30/24)	30,813.00
10198900	51000		198910102	COORD OFFICE INDIVIDUALS WITH DISAB	34,935.00
10033000	51000		431013101	SPOA COORD (CHILDREN)	94,369.00
10033000	51000		431013102	SPOA COORD (ADULTS)	89,915.00

10431000	51000		431010101	DIRECTOR OF MENTAL HEALTH	54,000.00
10431000	51000		731010101	DEP COMM SOC SVCES & MH	56,471.00
10431000	51000		731010107	FISCAL MANAGER	48,302.00
10431000	51000		731010108	COMM OF SOC SVCES & MH	32,910.00
10431000	51000		198910102	COORD OFFICE INDIVIDUALS WITH DISAB	52,403.00
10431000	51000	10206	431010101	DIRECTOR OF MENTAL HEALTH	36,000.00
10431000	51000	10206	431010102	DUAL RECOVERY COORDINATOR	85,000.00
10102000	51000		601002101	DIR OF CHILD/FAM SVCES	134,476.00
10102000	51000		601303101	COORD CHILD ADVC PRG	55,674.00
10102000	51000		731010104	YOUTH DIRECTOR	20,206.00
10108000	51000		601008103	COORD CHILD SUPP ENF	81,038.00
10120000	51000		601020110	DIR OF ELIGIBILITY	109,137.00
10120000	51000		601020120	PARALEGAL	62,100.00
10120000	51000		731010107	FISCAL MANAGER	72,453.00
10120000	51000		731010101	DEP COMM SOC SVCES & MH	56,471.00
10120000	51000		731010108	COMM OF SOC SVCES & MH	123,411.00
22070000	51000		601303101	COORD CHILD ADVC PRG	37,116.00
10641000	51000		641010101	DIRECTOR OF TOURISM	89,167.00
10651000	51000		651010101	COUNTY VETERANS DIR	71,989.00
10651000	51000		651010106	VETERANS ASST (PT)	4,302.00
10651000	51000		651010108	DEP CNTY VETERANS DIR	53,248.00
10661000	51000		661010101	DIR OF CONS AFFAIRS/WTS&MSRS	35,000.00
10661000	51000		661010104	SECY TO ELECTR BOARD	47,805.00
10661000	51000		661010106	SECY TO PLUMB BOARD	47,805.00

10661000	51000	661010110	DIR OF CODE ENFORCEMENT	62,012.00
10661000	51000	661010111	CONF SECRETARY	49,188.00
10677200	51000	677210101	DIR, OFFICE SENIOR RESOURCES	110,204.00
10677200	51000	677210103	CONF SECRETARY	57,636.00
10677200	51000	677210124	FISCAL MANAGER	93,150.00
10677200	51000	677210126	SENIOR CENTER MGR	39,060.00
10677200	51000	677210140	NUTRITION SERVICES MANAGER	73,725.00
10677200	51000	677210145	DEPUTY DIR, OSR	92,475.00
10677300	51000	677310108	SENIOR CENTER MGR	59,192.00
10677900	51000	677210126	SENIOR CENTER MGR	19,530.00
10762000	51000	677210126	SENIOR CENTER MGR	6,510.00
10711000	51000	711010102	PARK SUPERINTENDENT	93,564.00
10731000	51000	731010101	DEP COMM SOC SVCES & MH	12,549.00
10731000	51000	731010104	YOUTH DIRECTOR	80,824.00
10731000	51000	731010108	COMM OF SOC SVCES & MH	8,228.00
10731000	51000	731010112	DEPUTY YOUTH DIRECTOR	80,000.00
10751000	51000	751110101	COUNTY HISTORIAN	44,156.00
10802000	51000	802010101	COMM OF PLAN DEV & PUB TRANS	123,245.00
10802000	51000	802010108	DIRECTOR OF TRANSPORTATION <i>(formerly 802010106 - Transp. Program Mgr)</i>	110,000.00
10802000	51000	802010115	CONF SEC TO COMM PLAN & TRANSP	63,808.00
10874500	51000	802110107	SOIL WATER CONS DISTRICT MANAG	82,200.00
10511000	51000	511010127	SUPV CONSTR & MAINT	101,029.00
				<u>14,520,551.00</u>

MICHAEL J. LEWIS
Commissioner Of Finance



cc:all
Phys
ADA

Reso

SHEILA BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance
RE: **Budgetary Amendment – 23A072**
DATE: November 14, 2023

2023 NOV 22 PM 12:18
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Planning, the following budgetary amendment is necessary.

Capital Fund:

Increase (Decrease) Appropriations:

55997000 53000 52010	Capital - Empire Trail Access	\$ 34,458
55997000 53000 51218	Capital - ADA Transit Accessibility II	(34,458)

Increase (Decrease) Estimated Revenues:

55997000 445971 51218	Federal Aid - ADA Transit Accessibility II	\$ (27,566)
55997000 435971 51218	State Aid - ADA Transit Accessibility II	\$ (3,446)
55997000 428601 51218	Transfer from General Fund - Local Share	\$ (3,446)
55997000 445970 52010	Federal Aid - Empire Trail Access	\$ 27,566
55997000 435970 52010	State Aid - Empire Trail Access	\$ 3,446
55997000 428601 52010	Transfer from General Fund - Local Share	\$ 3,446

Fiscal Impact - 2023 - \$ 0

Fiscal Impact - 2024 - \$ 0

The above budgetary amendment represents the approval of the US Department of Transportation, Federal Transit Administration (FTA) to repurpose the remaining Section 5339 funds (FFY 2015 NY & Danbury, CT) to supplement funding for the Access to the Empire State Trail Project.

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive

**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL TRANSIT ADMINISTRATION**

**GRANT AGREEMENT
(FTA G-30)**

On the date the authorized U.S. Department of Transportation, Federal Transit Administration (FTA) official signs this Grant Agreement, FTA has obligated and awarded federal assistance as provided below. Upon execution of this Grant Agreement by the Recipient named below, the Recipient affirms this FTA Award, enters into this Grant Agreement with FTA, and binds its compliance with the terms of this Grant Agreement.

The following documents are incorporated by reference and made part of this Grant Agreement:

- (1) "Federal Transit Administration Master Agreement," FTA MA(30), <http://www.transit.dot.gov>,
- (2) The Certifications and Assurances applicable to the FTA Award that the Recipient has selected and provided to FTA, and
- (3) Any Award notification containing special conditions or requirements, if issued.

WHEN THE TERM "FTA AWARD" OR "AWARD" IS USED, EITHER IN THIS GRANT AGREEMENT OR THE APPLICABLE MASTER AGREEMENT, "AWARD" ALSO INCLUDES ALL TERMS AND CONDITIONS SET FORTH IN THIS GRANT AGREEMENT.

FTA OR THE FEDERAL GOVERNMENT MAY WITHDRAW ITS OBLIGATION TO PROVIDE FEDERAL ASSISTANCE IF THE RECIPIENT DOES NOT EXECUTE THIS GRANT AGREEMENT WITHIN 90 DAYS FOLLOWING FTA'S AWARD DATE SET FORTH HEREIN.

FTA AWARD

Federal Transit Administration (FTA) hereby awards a Federal Grant as follows:

Recipient Information

Recipient Name: Putnam, County of

Recipient ID: 1795

UEI: GLN9KUJQKBB8

DUNS: 072709553

Award Information

Federal Award Identification Number: NY-2018-063-03

Award Name: Additional Funds ADA Transit Accessibility II Sidewalk Project (STP);
2018 Project Administration

Award Start Date: 8/27/2018

Original Award End Date: 9/30/2018

Current Award End Date: 3/31/2024

Award Executive Summary: Amendment #03:

This amendment will repurpose the remaining \$27,566 of FY 2015 NY & Danbury, CT Section 5339 funds to supplement funding for the Access to the Empire State Trail project. These funds were de-obligated under Amendment #01 and re-obligated in Amendment #02 back into the grant under the correct UZA Code 360010. The only change to the project scope is a change in the location of one of the new ADA compliant bus associated transit improvement sidewalks.

As required under 49 USC 5307, one percent (1%) Security Requirement: Putnam County certifies that it will expend 1% of the apportionment on security. Security will include fencing and guide rails at the Route 311 trail site.

In addition to FTAs Buy America requirements under 49 U.S.C. 5323(j) and 49 CFR Part 661, which require that the steel, iron, and manufactured goods used in an FTA-funded project are produced in the United States, the Build America, Buy America Act (BABA) (Public Law 117-58, div. G 70914(a)) now requires that construction materials used in infrastructure projects are also produced in the United States. Refer to terms and conditions in FTAs Master Agreement, Section 15. The BABA requirements for construction materials applies to this grant, in addition to the Buy America requirements, except to the extent a waiver of either requirements may apply.

Amendment #02:

This amendment will add the \$28,720 funds de-obligated under Amendment 01 back into the grant under the correct UZA Code 360010.

Amendment #01:

The grant funding for this award in the amount of \$28,720 was incorrectly assigned to the wrong UZA Code 36000. This amendment will apply the funds to the correct UZA Code 360010.

The total project cost for this grant is \$658,352 of which Putnam County is applying for additional federal funding of \$526,682. Due to the combined funding sources and reservation purposes, projects will be funded in P1 and P2. This application contains Lapsing Funds.

The breakdown for the federal funding sources are as follows:

1. 2018 Section 5307 - \$80,000 Project Administration
 2. STP (TAP) Funds - \$400,000
 3. 2015 Sec. 5339 Danbury ND - \$9,747
 4. 2015 Sec. 5339 Danbury SUZA - \$8,215
 5. 2015 NY Sec. 5339 - \$28,720
- The total Federal amount is \$526,682

Research and Development: This award does not include research and development activities.

Indirect Costs: This award does not include an indirect cost rate.

Suballocation Funds: Recipient organization is the Designated Recipient and can apply for and receive these apportioned funds.

Pre-Award Authority: This award is using Pre-Award Authority.

Award Budget

Total Award Budget: \$658,352.00

Amount of Federal Assistance Obligated for This FTA Action (in U.S. Dollars): \$0.00

Amount of Non-Federal Funds Committed to This FTA Action (in U.S. Dollars): \$0.00

Total FTA Amount Awarded and Obligated (in U.S. Dollars): \$526,682.00

Total Non-Federal Funds Committed to the Overall Award (in U.S. Dollars): \$131,670.00

Award Budget Control Totals

(The Budget includes the individual Project Budgets (Scopes and Activity Line Items) or as attached)

Funding Source	Section of Statute	CFDA Number	Amount
FHWA Transfer to 5307 Urbanized Area Formula Grants	5307-3	20507	\$400,000

5307 - Urbanized Area Formula Grants (2013 and forward)	5307-2A	20507	\$80,000
5339 – Buses and Bus Facilities Formula	5339-1	20526	\$46,682
Local			\$65,835
Local/In-Kind			\$0
State			\$65,835
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
Total Eligible Cost			\$658,352

(The Transportation Development Credits are not added to the amount of the Total Award Budget.)

U.S. Department of Labor Certification of Public Transportation Employee Protective Arrangements:

DOL Decision: DOL Concur - Certified
DOL Review Date: 8/22/2018
DOL Certification Date: N/A

Amendment 2 DOL Decision: DOL Concur - Certified
Amendment 2 DOL Review Date: 9/12/2019
Amendment 2 DOL Certification Date: N/A;
Amendment 3 DOL Decision: DOL Concur - Certified
Amendment 3 DOL Review Date: 7/6/2023
Amendment 3 DOL Certification Date: 7/6/2023

Special Conditions

There are no special conditions.

FINDINGS AND DETERMINATIONS

By signing this Award on behalf of FTA, I am making all the determinations and findings required by federal law and regulations before this Award may be made.

FTA AWARD OF THE GRANT AGREEMENT

Awarded By:
Michael Culotta
Deputy Regional Administrator
FEDERAL TRANSIT ADMINISTRATION
U.S. DEPARTMENT OF TRANSPORTATION
Contact Info: michael.culotta@dot.gov
Award Date: 7/11/2023

EXECUTION OF THE GRANT AGREEMENT

Upon full execution of this Grant Agreement by the Recipient, the Effective Date will be the date FTA or the Federal Government awarded Federal assistance for this Grant Agreement.

By executing this Grant Agreement, the Recipient intends to enter into a legally binding agreement in which the Recipient:

- (1) Affirms this FTA Award,
- (2) Adopts and ratifies all of the following information it has submitted to FTA:
 - (a) Statements,
 - (b) Representations,
 - (c) Warranties,
 - (d) Covenants, and
 - (e) Materials,
- (3) Consents to comply with the requirements of this FTA Award, and
- (4) Agrees to all terms and conditions set forth in this Grant Agreement.

Executed By:

Putnam, County of

#42

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

**APPROVAL/ BUDGETARY AMENDMENT (23A074)/ PUBLIC WORKS/ INSURANCE
RECOVERY/ GUIDE RAIL DAMAGE/ STONELEIGH AVENUE**

WHEREAS, Risk Manager Mat Bruno requested a budgetary amendment (23A074) to recognize reimbursement from State Farm Mutual Automobile Insurance Co. for damages to a guide rail on Stoneleigh Avenue resulting from a July 31, 2023 accident; and

WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:

Increase Revenues:

10511000 426801 DPW Rd/Bridges – Insurance Recoveries 9,581.60

Increase Expenses:

10511000 54647 DPW Rd/Bridges – Sub-Contractors 2,840.00

10511000 54410 DPW Rd/Bridges – Supplies/Materials 6,741.60

9,581.60

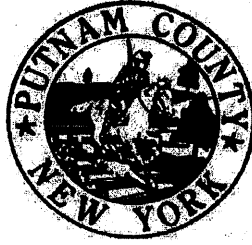
2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

JENNIFER S. BUMGARNER
County Attorney

CONRAD J. PASQUALE
Sr. Deputy County Attorney




ANNA M. DIAZ
Sr. Deputy County Attorney

LAURIE TIEDER McDERMOTT
Sr. Deputy County Attorney

CONOR McKIERNAN
Deputy County Attorney

DEPARTMENT OF LAW

MEMORANDUM:

TO: Michael Lewis, Finance
FROM: Mat C Bruno, Risk Manager 
DATE: November 13, 2023
RE: Property Damage Reimbursement

Enclosed please find State Farm check # _____ dated 11/3/2023, in the amount of \$9931.60 made payable to Putnam County representing payment for the property damage claim below:

Claim Number	Date of Accident	Reimbursement	Ins. Co	Driver
	7/31/2023	\$9931.60	State Farm	

Please credit the Department of Public Works for this payment.

Thank you.

MCB/da

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

**This office will not accept service via facsimile*

Committee Mtg _____ Resolution # _____
 Introduced By _____ Regular Mtg _____
 Seconded By _____ Special Mtg _____

#4j

APPROVAL/ BUDGETARY AMENDMENT (23A075)/ PLANNING DEPARTMENT/ NEW YORK METROPOLITAN TRANSPORTATION COUNCIL (NYMTC) FUNDING DISTRIBUTION

WHEREAS, the Commissioner of Planning has requested a budgetary amendment (23A075) for the distribution of Section 5307, 5340, and 5339 monies per Resolution #560 from NYMTC regarding federal transit funding for Federal Fiscal Year FFY 2023; and

WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:

CAPITAL FUND:

Increase Appropriations:

55997000 53000 52306 Capital Expenditures – Transit Sect 5307 79,507

Increase Estimated Revenues:

55997000 428601 52306 Transfer In – General Fund 7,950

55997000 435970 52306 State Aid – Section 5307 7,950

55997000 445970 52306 Federal Aid – Section 5307 63,607

GENERAL FUND:

Increase Appropriations:

10990100 59020 52306 Transfer Out – Capital 7,950

Increase Estimated Revenues:

10131000 424011 Interest & Earnings 7,950

2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

Legislator Addonizio _____
 Legislator Castellano _____
 Legislator Crowley _____
 Legislator Ellner _____
 Legislator Gouldman _____
 Legislator Montgomery _____
 Legislator Nacerino _____
 Legislator Sayegh _____
 Chairman Jonke _____

MICHAEL J. LEWIS
Commissioner Of Finance



SHEILA BARRETT
Deputy Commissioner Of Finance

cc:all
Phys
A+A

Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance
RE: Budgetary Amendment – 23A075
DATE: November 15, 2023

2023 NOV 22 PM 12:18
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Planning, the following budgetary amendment is necessary.

Capital Fund:

Increase Appropriations:

55997000 53000 52306 Capital Expenditures - Transit Sect 5307 \$ 79,507

Increase Estimated Revenues:

55997000 428601 52306 Transfer in - General Fund \$ 7,950
55997000 435970 52306 State Aid - Section 5307 \$ 7,950
55997000 445970 52306 Federal Aid - Section 5307 \$ 63,607

General Fund:

Increase Appropriations:

10990100 59020 52306 Transfer out - Capital \$ 7,950

Increase Estimated Revenues:

10131000 424011 Interest and Earnings \$ 7,950

Fiscal Impact - 2023 - \$ 0
Fiscal Impact - 2024 - \$ 0

The above budgetary amendment represents the distribution of Section 5307, 5340, and 5339 monies per resolution #560 from New York Metropolitan Transportation Council (NYMTC) regarding federal transit funding for federal fiscal year FFY 2023. Please see attached for further detail.

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive

NEW YORK METROPOLITAN TRANSPORTATION COUNCIL

Adam S. Levine, P.E., AICP
Executive Director

PROGRAM, FINANCE AND ADMINISTRATION COMMITTEE (PFAC)

RESOLUTION #560

DISTRIBUTION OF FEDERAL FISCAL YEARS (FFY) 2023 FEDERAL TRANSIT FUNDING

WHEREAS, the New York Metropolitan Transportation Council (NYMTC) is a regional council of governments which is the metropolitan planning organization (MPO) for New York City, suburban Long Island and the lower Hudson Valley; and

WHEREAS, federal transit funding is allocated to urbanized areas (UZAs) throughout the country; and

WHEREAS, NYMTC's planning area includes a large portion of New York-Newark NY-NJ-CT UZA (UACE 63217) and small portions of the Bridgeport-Stamford CT-NY UZA (UACE 10162) and Danbury CT UZA (UACE 22096); and

WHEREAS, these UZAs also encompass areas in the states of New Jersey and Connecticut; and

WHEREAS, the states of New York, New Jersey, and Connecticut have agreed to suballocate FFY 2023 funds appropriated by Congress and apportioned to the areas of these UZAs within their boundaries; and

WHEREAS, NYMTC desires to make these suballocated funds available to the designated recipients of federal transit funding in its planning area in a timely manner consistent with the requirements of federal authorizing legislation; and

WHEREAS, the Federal Transit Administration (FTA) will make the full amount of these suballocated funds available for obligation; and

WHEREAS, the designated recipients of federal transit funds in NYMTC's planning area agree to the distribution of these suballocated funds, using negotiated shares, as outlined in the attached table; and

WHEREAS, the Metropolitan Transportation Authority (MTA) and the New York City Department of Transportation (NYCDOT), who are both designated recipients, have agreed on the portion of these fund sources distributed to NYCDOT that will be transferred to the MTA with the understanding that these funds or equivalent funds will be used for the MTA Bus capital program as per MTA's agreement with New York City to operate bus service in areas previously served by private bus companies under expired franchise agreements; and

WHEREAS, MTA and NYCDOT have agreed to the amount to be transferred and, to notify the FTA by letter or email of the agreed upon amount that will be transferred to the MTA; and

WHEREAS, this pending letter should not impede the ability of the other designated recipients within the NYMTC planning area to apply for their funds; and

WHEREAS, the final allocation of Section 5307/5340 Urbanized Area funds, Section 5339 Bus and Bus Facilities funds, and Section 5337 High Intensity Motorbus funds in NYMTC's planning area is shown in the "Adjusted Total Distribution" column in the attached table.

NOW, THEREFORE, BE IT RESOLVED that PFAC agrees to distribute the suballocations of the FFY 2023 Section 5307/5340 funds, Section 5337 funds and Section 5339 funds as specified in the attachment to this resolution.

This resolution shall take effect the fifteenth day of May, two thousand and twenty-three.

ADOPTED: May 15, 2023

"I hereby certify that the above is a true copy of Resolution #560, Distribution of Federal Fiscal Year 2023 Federal Transit Funding and was adopted unanimously by the voting members of the Program, Finance and Administration Committee via mail ballot."



Debra Nelson, PFAC Chair

#42

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ BUDGETARY AMENDMENT (23A085)/ PUBLIC WORKS/ SPROUT BROOK ROAD BRIDGE PROJECT PIN 8762.13 ARPA FUNDING

**WHEREAS, by Resolution #135 of 2022, ARPA funds were earmarked to go towards Countywide Highway Infrastructure projects (Project 52202); and
WHEREAS, by Resolution #184 of 2023, \$760,430 was approved to cover anticipated construction and construction inspection costs in connection to the Sprout Brook Road Bridge Project based on the pre-bid budget of \$2,548,758.20; and
WHEREAS, when bids were received back in September, the low bid of \$3,123,758.20 was substantially higher than the Engineer’s estimate; and
WHEREAS, the Department of Public Works Commissioner Thomas Feighery has requested a budgetary amendment (23A085) in the amount of \$575,000 to cover the difference from the previous estimate; and
WHEREAS, the additional \$575,000 is being financed with budgetary surplus Sales Tax Revenues of \$360,632 and the repurposing of \$214,368 from the Bridges and Culverts project (52201) to the Sprout Brook Road Bridge Project; and
WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it
RESOLVED, that the following budgetary amendment be made:**

CAPITAL FUND:

**Increase Appropriations:
55197000 53000 51914 Sprout Brook Rd Bridge – PIN 8762.13 (ARPA) 575,000**

**Decrease Appropriations;
55197000 53000 52201 Bridges & Culverts – (ARPA) 214,368**

**Increase Estimated Revenues:
55197000 428601 51914 Sprout Brook Rd Bridge – Transfer In General 575,000**

**Decrease Estimated Revenues:
55197000 428601 52201 Bridges & Culverts – Transfer In – General 214,368**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

Committee Mtg _____ Resolution # _____
 Introduced By _____ Regular Mtg _____
 Seconded By _____ Special Mtg _____

GENERAL FUND:

Increase Estimated Revenues:

10131000 449898 51914	Federal Aid – ARPA CFDA 21.027	214,368
10131000 411100	Sales & Use Tax	360,632

Decrease Estimated Revenues:

10131000 449898 52201	Federal Aid – ARPA CFDA 21.027	214,368
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Increase Appropriations:

10990100 59020 51914	Sprout Brook Rd Bridge Transfer Out – Capital	575,000
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Decrease Appropriations:

10990100 59020 52201	Bridges & Culverts – Transfer Out – Capital	214,368
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2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

Legislator Addonizio _____
 Legislator Castellano _____
 Legislator Crowley _____
 Legislator Ellner _____
 Legislator Gouldman _____
 Legislator Montgomery _____
 Legislator Nacerino _____
 Legislator Sayegh _____
 Chairman Jonke _____

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

cc: all
Phys
A+A

Reso

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*
RE: **Budgetary Amendment – 23A085**
DATE: December 6, 2023

2023 DEC - 7 AM 11:41
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Public Works, the following budgetary amendment is necessary.

Capital Fund:

Increase Appropriations:

55197000 53000 51914 Sproutbrook Rd Bridge - PIN 8762.13 (ARPA) \$ 575,000

Decrease Appropriations:

55197000 53000 52201 Bridges & Culvert - (ARPA) \$ 214,368

Increase Estimated Revenues:

55197000 428601 51914 Sproutbrook Rd Bridge - Transfer in - General \$ 575,000

Decrease Estimated Revenues:

55197000 428601 52201 Bridges & Culvert - Transfer in - General \$ 214,368

General Fund:

Increase Estimated Revenues:

10131000 449898 51914	Federal Aid - ARPA CFDA 21.027	\$	214,368
10131000 411100	Sales & Use Tax	\$	360,632

Decrease Estimated Revenues:

10131000 449898 52201	Federal Aid - ARPA CFDA 21.027	\$	214,368
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Increase Appropriations:

10990100 59020 51914	Sproutbrook Rd Bridge - Transfer out - Capital	\$	575,000
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Decrease Appropriations:

10990100 59020 52201	Bridges & Culvert - Transfer Out - Capital	\$	214,368
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Fiscal Impact - 2023 - \$ 0

Fiscal Impact - 2024 - \$ 0

Additional Funds will be used for the Sprout Brook Rd Bridge Replacement Project. An additional **\$575,000** will be needed to fund the construction contract/inspection fees plus contingencies. Please refer to the attached memorandum from the Department of Public Works. This additional **\$575,000** is being financed with budgetary surplus Sales Tax Revenues of **\$360,632** and the repurposing of **\$214,368** from the Bridges and Culverts project (52201) to Sprout Brook which is a more specific bridge project.

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive

Joseph Bellucci
Deputy Commissioner



Thomas Feighery
Commissioner

DEPARTMENT OF PUBLIC WORKS

842 Fair Street
Carmel, New York 10512
Phone: 845-878-6331 Fax: 845-808-1908

TO: William Gouldman
Physical Chair, Putnam County Legislature

FROM: Joseph Bellucci
Deputy Commissioner of DPW

DATE: September 1, 2023

RE: Physical Services Agenda

A handwritten signature in black ink, appearing to be "J. Bellucci", is written over the "FROM" field.

To account for the funding shortfall on the Sprout Brook Rd. Rd. Bridge Replacement project in the Town of Philipstown, The DPW is requesting a Budgetary Amendment in the amount of \$575,000. This additional funding will be needed to fund the construction contract (\$2.485M), construction inspection costs (\$570,216.55) plus contingencies (\$68,541.75) totaling \$3,123,758.20. The original pre-bid budget was \$2,548,758.20, so the difference needed totals \$575,000. When bids were received back in September, the low bid was substantially higher than the Engineer's Estimate, thus necessitating this request. This crucial infrastructure improvement project is scheduled to begin in the early Spring of 2024.

Thank you for your consideration with this matter.

Original Pre-Bid Budget	\$2,548,758.20
Transit Contract Amount (Bid)	\$2,485,000
HVEA (Construction Inspection)	\$570,216.55
New Post-Bid Budget	\$3,055,216.50
Contingency	\$68,541.75
New Total Budget	\$3,123,758.20
Shortfall	\$575,000

cc: Putnam County Legislature
Thomas Feighery, Commissioner
Mike Lewis, Commissioner of Finance

42

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ BUDGETARY AMENDMENT (23A086)/ PLANNING DEPARTMENT/ TRANSIT FACILITY REHAB / NY/CT CRRSAA & ARPA FUNDING

WHEREAS, the Department of Planning, Development & Public Transportation is in the midst of an on-going project to renovate the Transit Facility; and

WHEREAS, the American Rescue Plan Act (ARPA) and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funding was awarded to the Transportation Department from the Federal Transit Administration (FTA) to provide COVID-19 relief for transit operations and maintenance; and

WHEREAS, while much of the funding will be used to support transit operations, some of the funding will be used for costs associated with HVAC, building skin, window replacement and other miscellaneous repairs at the Transit Facility; and

WHEREAS, the Commissioner of Planning has requested a budgetary amendment (23A086) to supplement the Transit Facility Renovations project funding line 52009 with \$611,653 from ARPA-NY funding and \$486,847 from CRRSAA funding line 52103; and

WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:

CAPITAL FUND:

Increase Appropriations:

55997000 53000 52009 Capital Expenditures – Transit Facility Rehab 1,098,500

Decrease Appropriations:

55997000 53000 52103 Capital Expenditures – NY/CT CRRSAA 486,847

55997000 53000 52103 Capital Expenditures – NY/CT ARPA 611,653

Increase Estimated Revenues:

55997000 445894 52009 Federal Aid – NY/CT CRRSAA 486,847

55997000 449898 52009 Federal Aid – NY/CT ARPA 611,653

Decrease Estimated Revenues:

55997000 445894 52103 Federal Aid – NY/CT CRRSAA 486,847

55997000 449898 52103 Federal Aid – NY/CT ARPA 611,653

2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

MICHAEL J. LEWIS
Commissioner Of Finance



cc: all
Phys
A+R

Reso

SHEILA BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*
RE: **Budgetary Amendment – 23A086**
DATE: December 4, 2023

2023 DEC -5 PM 1:33
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Planning, the following budgetary amendment is necessary.

Capital Fund:

Increase Appropriations:

55997000 53000 52009	Capital Expenditures - Transit Facility Rehab	\$ 1,098,500
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Decrease Appropriations:

55997000 53000 52103	Capital Expenditures - NY/CT CRRSAA	\$ 486,847
55997000 53000 52103	Capital Expenditures - NY/CT ARPA	\$ 611,653

Increase Estimated Revenues:

55997000 445894 52009	Federal Aid - NY/CT CRRSAA	\$ 486,847
55997000 449898 52009	Federal Aid - NY/CT ARPA	\$ 611,653

Decrease Estimated Revenues:

55997000 445894 52103	Federal Aid - NY/CT CRRSAA	\$ 486,847
55997000 449898 52103	Federal Aid - NY/CT ARPA	\$ 611,653

Fiscal Impact - 2023 - \$ 0
Fiscal Impact - 2024 - \$ 0

The above budgetary amendment represents using the distribution of NY & CT CRRSAA (Coronavirus Response and Relief Supplemental Appropriations Act and NY & CT ARPA (American Rescue Plan Act) to support transit operations and maintenance at the aging Transit Facility. Please refer to the attached memorandum from the Commissioner of Planning for further explanation.

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive



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

www.putnamcountyny.com

**841 Fair Street
Carmel, NY 10512**

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

TO: Legislator William Gouldman
Chairman, Physical Services Committee

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

DATE: December 4, 2023

RE: Budgetary Amendment for Transit Facility Renovations Project

The Department of Planning, Development & Public Transportation is in the midst of an on-going project to renovate the aging Transit Facility. ARPA/ CRRSAA funding was awarded to the Transportation Department from FTA to provide COVID-19 relief for transit operations and maintenance. While much of the funding will be used to support transit operations, some of the funding will be used for costs associated with HVAC, building skin and window replacement and other miscellaneous repairs at the Transit Facility. In order to do so, a budgetary amendment is needed to supplement the Transit Facility Renovations project funding line 52009 with \$611,653 from ARPA-NY funding and \$486,847 from CRRSAA funding (funding line 52103).

Therefore, I kindly request that the above budgetary amendment be added to the Physical Services Subcommittee agenda on December 18, 2023 for consideration so that we can proceed with these projects in a timely manner.

Thank you in advance for your consideration.

CC: Michael Lewis, Commissioner of Finance
Michele Alfano-Sharkey, County Auditor
Vincent Tamagna, Director of Transportation

4m

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

**APPROVAL/ DEPARTMENT OF PUBLIC WORKS/ USE OF CAPITAL FACILITY RESERVE/
(23CP18) (Purchasing Department Renovations)**

WHEREAS, the Commissioner of Public Works Thomas Feighery has proposed the use of \$25,000 from the Capital Facility Reserve to fund Project #23CP18 – Purchasing Department Renovations; and

WHEREAS, the Purchasing Department in the County Office Building currently houses three (3) offices and a shared space with the mailroom that is used as a conference room; and

WHEREAS, with a new position forthcoming in 2024, there is need for an additional office to accommodate the hire; and

WHEREAS, the shared mailroom space will be converted to an office, the mailroom will be updated, and a new conference room will be formalized across the hall in Room 102, which was the space previously occupied by the County Clerk’s Office; and

WHEREAS, the renovations to these spaces may include, but are not limited to, doors, lighting, blinds, ceiling tiles, HVAC, AV/IT, electrical, flooring, wall removal/installation; and

WHEREAS, the Physical Services Committee has reviewed and approved this request; now therefore be it

RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$25,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:

23CP18 – Purchasing Department Renovations

Project cost not to exceed \$25,000

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc:all
Phys

Joseph Bellucci
Deputy Commissioner



Thomas Feighery
Commissioner

DEPARTMENT OF
PUBLIC WORKS
842 Fair Street
Carmel, New York 10512
Phone: 845-878-6331 Fax: 845-808-1908

2023 DEC 11 PM 2:56
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M. Hawley, Assistant Supervisor of Planning & Design *AMH*

CC: Thomas Feighery, Commissioner
John Tully, Director of Purchasing
Michael Lewis, Commissioner of Finance

DATE: December 11, 2023

RE: Physical Services – 23CP18 – Purchasing Department Renovations

Please approve the necessary resolution to authorize 23CP18 in an amount not to exceed \$25,000.

The Purchasing Department in the County Office Building currently houses three offices and a shared space with the mailroom that is currently used as a conference room. With a new position forthcoming in 2024, there is a need for an additional office to accommodate the hire. The shared mailroom space will be converted to an office, the impacted mailroom will be updated and a new conference room will be formalized across the hall in Room 102, the space previously occupied by the County Clerk's office.

The renovations to these spaces may include but will not be limited to doors, lighting, blinds, ceiling tiles, HVAC, AV/IT, electrical, flooring, wall removal/installation.

We respectfully request your consideration.

Thank you.

Diane Schonfeld

From: Alexis Hawley
Sent: Monday, December 11, 2023 11:57 AM
To: Diane Schonfeld
Cc: Thomas Feighery; John Tully; Michael Lewis; Barbara Barosa
Subject: December Physical Services
Attachments: 23CP18 - Purchasing Department Renovations.pdf; 23CP19 - Tilly Foster Farm Building # 6 - The Cantina.pdf; RESOLUTION - PIN 8757.48 - Completion of Peekskill Hollow Road Reconstruction - Additional Funding Commitment - Final.doc

Diane:

Please find attached the requisite information for the following three items for consideration by the Physical Services Committee next week.

1. Resolution authorizing the supplemental implementation of funding for the Construction and Construction Inspection phases for the completion of PIN 8757.48 – Peekskill Hollow Road Reconstruction
4. 23CP18 – Purchasing Department Renovations
5. 23CP19 – Tilly Foster Farm Building #6 – “The Cantina”

Please do not hesitate to contact me with any questions you may have.

Thank you.

Alexis

40

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

**APPROVAL/ DEPARTMENT OF PUBLIC WORKS/ USE OF CAPITAL FACILITY RESERVE/
(23CP19) (Tilly Foster Farm Building #6 – “The Cantina”)**

WHEREAS, the Commissioner of Public Works Thomas Feighery has proposed the use of \$25,000 from the Capital Facility Reserve to fund Project #23CP19 – Tilly Foster Farm Building #6 – “The Cantina”; and

WHEREAS, by Resolution #187 of 2023, the Putnam County Legislature authorized the lease of a portion of Tilly Foster Farm to Cornell Cooperative Extension; and

WHEREAS, the resolution acknowledged that the County had no public use for the Cantina (Building #6) and that in order to prepare the leased premises for construction of the new Cornell Cooperative Extension facility, the Department of Public Works must first demolish and raze the Cantina building; and

WHEREAS, the Capital Facility Reserve funding will be used for the demolition and razing of Building #6, along with the related site and utility work; and

WHEREAS, the Physical Services Committee has reviewed and approved this request; now therefore be it

RESOLVED, that the Putnam County Legislature approves and authorizes the expenditure of \$25,000 from the Capital Facility Reserve fund budget line 55197000 53000 51509 as follows:

23CP19 – Tilly Foster Farm Building #6 – “The Cantina”

Project cost not to exceed \$25,000

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc:all
Phys

Joseph Bellucci
Deputy Commissioner



Thomas Feighery
Commissioner

DEPARTMENT OF
PUBLIC WORKS
842 Fair Street
Carmel, New York 10512
Phone: 845-878-6331 Fax: 845-808-1908

2023 DEC 11 10 2:55
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

MEMORANDUM

TO: Diane Schonfeld, Clerk, County Legislature

FROM: Alexis M. Hawley, Assistant Supervisor of Planning & Design *AMH*

CC: Thomas Feighery, Commissioner
John Tully, Director of Purchasing
Michael Lewis, Commissioner of Finance

DATE: December 11, 2023

RE: Physical Services – 23CP19 – Tilly Foster Farm Building #6 – “The Cantina”

Please approve the necessary resolution to authorize 23CP19 in an amount not to exceed \$25,000.

Resolution 187/23 authorized the lease of a portion of Tilly Foster Farm to Cornell Cooperative Extension. The Resolution acknowledged that the County had no public use for the Cantina (Building #6) and that in order to prepare the leased premises for the construction of the new Cornell Cooperative Extension facility, the Putnam County Department of Public Works must first demolish and raze the Cantina building.

Therefore, we are respectfully requesting the funding necessary for the demolition and razing of Building 6 along with the related site and utility work.

Thank you for the consideration.

Diane Schonfeld

From: Alexis Hawley
Sent: Monday, December 11, 2023 11:57 AM
To: Diane Schonfeld
Cc: Thomas Feighery; John Tully; Michael Lewis; Barbara Barosa
Subject: December Physical Services
Attachments: 23CP18 - Purchasing Department Renovations.pdf; 23CP19 - Tilly Foster Farm Building # 6 - The Cantina.pdf; RESOLUTION - PIN 8757.48 - Completion of Peekskill Hollow Road Reconstruction - Additional Funding Commitment - Final.doc

Diane:

Please find attached the requisite information for the following three items for consideration by the Physical Services Committee next week.

1. Resolution authorizing the supplemental implementation of funding for the Construction and Construction Inspection phases for the completion of PIN 8757.48 – Peekskill Hollow Road Reconstruction
4. 23CP18 – Purchasing Department Renovations
5. 23CP19 – Tilly Foster Farm Building #6 – “The Cantina”

Please do not hesitate to contact me with any questions you may have.

Thank you.

Alexis

40

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ GRANT APPLICATION/ STATE AND MUNICIPAL FACILITIES GRANT PROGRAM/ PUTNAM COUNTY OFFICE BUILDING ADA COMPLIANT RAMP

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

WHEREAS, by and through the State of New York and the Office of Senator Peter Harckham, the County has the opportunity to apply for a State and Municipal ("SAM") Crest Grant in the amount of \$50,000 administered by the Dormitory Authority of the State of New York ("DASNY") for installation of an ADA compliant ramp at the County Office Building main entrance; and

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

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

RESOLVED, that the Legislature authorizes and approves the County's submission, by the Department of Planning, Development and Public Transportation, of its application for a \$50,000 grant administered through DASNY and awarded by the SAM Crest Facilities Grant Program for the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

From: Planning Dept. Commissioner Barosa
12/6/23

cc: all
Phgs

APPROVAL/ GRANT APPLICATION/ STATE AND MUNICIPAL FACILITIES GRANT PROGRAM/ PUTNAM COUNTY OFFICE BUILDING ADA COMPLIANT RAMP

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

WHEREAS, by and through the State of New York and the Office of Senator Peter Harekham, the County has the opportunity to apply for a State and Municipal (“SAM”) Crest Grant in the amount of \$50,000 administered by the Dormitory Authority of the State of New York (“DASNY”) for installation of an ADA compliant ramp at the County Office Building main entrance; and

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

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

RESOLVED, that the Legislature authorizes and approves the County’s submission, by the Department of Planning, Development and Public Transportation, of its application for a \$50,000 grant administered through DASNY and awarded by the SAM Crest Facilities Grant Program for the Project; and be it further

RESOLVED, that this resolution shall take effect immediately.

2023 DEC - 6 PM 1:35
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

#4P

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ PUTNAM COUNTY'S PROPOSED PROGRAM PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION AND TITLE VI REGULATIONS

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

WHEREAS, the County of Putnam ("County") is a direct recipient of Federal funding and/or financial assistance, as defined in FTA C 4702.1B (the "Circular"), and, as such, must comply with the mandate of Title VI of the Civil Rights Act of 1964 ("Title VI"), which provides, in relevant part, that no person shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity by recipient(s) of Federal funding and/or financial assistance; and

WHEREAS, the County's prior submission to the FTA of the Putnam County Title VI Program Plan ("Program Plan) was approved by the Putnam County Legislature ("Legislature") by Resolution #113 of 2021 and approval of an amendment to the Title VI Officer through Resolution #159 of 2022; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of Title VI and as required by the FTA, has prepared, for submission to and approval by the FTA, an update to its Program Plan, supporting the integration into the County's services, programs and activities the considerations, goals and mandate of Title VI, et seq.; and

WHEREAS, the Program Plan's objectives include ensuring that the level and quality of public transportation services is provided in a non-discriminatory manner, promoting full and fair participation in public transportation decision-making without regard to race, color or national origin, and ensuring meaningful access to transit-related services, programs and activities by persons with limited English proficiency; now therefore be it

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

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

RESOLVED, that the County Executive, together with the Putnam County Legislature, support, approve and authorize the Department of Planning, Development and Public Transportation to submit to the FTA for its review and approval the County's Title VI Program Plan, which conforms to the mandate set forth in the Circular FTA C 4702.1B as required by the FTA; and be it further

RESOLVED, that this resolution shall take effect immediately.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

Rec'd from Planning Dept
Commissioner Brosa 12/7/23

cc: all
Phys.

APPROVAL/PUTNAM COUNTY'S PROPOSED PROGRAM PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION AND TITLE VI REGULATIONS

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

WHEREAS, the County of Putnam ("County") is a direct recipient of Federal funding and/or financial assistance, as defined in FTA C 4702.1B (the "Circular"), and, as such, must comply with the mandate of Title VI of the Civil Rights Act of 1964 ("Title VI"), which provides, in relevant part, that no person shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity by recipient(s) of Federal funding and/or financial assistance; and

WHEREAS, the County's prior submission to the FTA of the Putnam County Title VI Program Plan ("Program Plan) was approved by the Putnam County Legislature ("Legislature") by Resolution #113 of 2021 and approval of an amendment to the Title VI Officer through Resolution #159 of 2022; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of Title VI and as required by the FTA, has prepared, for submission to and approval by the FTA, an update to its Program Plan, supporting the integration into the County's services, programs and activities the considerations, goals and mandate of Title VI, *et seq.*; and

WHEREAS, the Program Plan's objectives include ensuring that the level and quality of public transportation services is provided in a non-discriminatory manner, promoting full and fair participation in public transportation decision-making without regard to race, color or national origin, and ensuring meaningful access to transit-related services, programs and activities by persons with limited English proficiency; now therefore be it

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

RESOLVED, that the County Executive, together with the Putnam County Legislature, support, approve and authorize the Department of Planning, Development and Public Transportation to submit to the FTA for its review and approval the County's Title VI Program Plan, which conforms to the mandate set forth in the Circular FTA C 4702.1B as required by the FTA; and be it further

LEGISLATURE
PUTNAM COUNTY
ARMBLNY
2023 DEC - 7 PM 3:28

RESOLVED, that this resolution shall take effect immediately.



Putnam County

Title VI Program Plan

February 1, 2024 – January 31, 2027

Putnam County Department of Planning,
Development and Public Transportation
841 Fair Street
Carmel, NY 10512

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I. Policy Statement: Putnam County's Commitment to Civil Rights

Putnam County is committed to comply with all federal and state authorities requiring non-discrimination, including Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1988, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), Section 503 of the Rehabilitation Act of 1971, the Age Discrimination Act of 1975 and Executive Orders 12898 (Environmental Justice) and 13166 (Limited English Proficiency). Putnam County is committed to ensuring that no person is excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color or national origin, as protected by Title VI in the Federal Transit Administration Circular 4702.1B.

All Federally assisted programs, projects and services will be administered in a manner to guarantee that Putnam County complies with all requirements imposed by or pursuant to civil rights acts and Department of Transportation regulations. Putnam County is responsible for initiating and monitoring Title VI activities and preparing required reports and other responsibilities as set forth in 23 Code of Federal Regulation (CFR) Part 200 and 49 Code of Federal Regulation (CFR) Part 21 and Federal Transit Administration Circular 4702.1B. Moreover, anyone requiring information in alternative formats or in another language, subject to Putnam County's Limited English Proficiency (LEP), Plan is able to seek assistance by contacting the Civil Rights Officer/Title VI Coordinator.

Putnam County's Title VI Program Plan (the "Plan") is prepared in conformance with Federal, State, and Local statutory and regulatory requirements, with the underlying policy that federally funded programs, projects, and transportation services provided by Putnam County on its fixed routes and demand response services, including paratransit services, are provided in a non-discriminatory manner, and that participation by and outreach to the public is ensured.

The Putnam County Legislature was involved in the approval and adoption of this Title VI Program Plan. The Legislature approved and adopted the previous Title VI Program Plan by Resolution #113 of 2021 dated June 3, 2021 and revised Resolution #161 of 2022 dated August 4, 2022 to modify the Civil Rights Officer/Title VI Coordinator. (**See Attachment A**). This Plan has been updated and contains all of the required elements for all fixed-route transit providers. Putnam County's transit system is in the New York – Newark, NY-NJ-CT urbanized area, however we service a population of less than 100,000 and operate less than fifty vehicles in peak service. It is important to note that this Plan only applies to the Putnam County Department of Planning, Development, and Public Transportation's transit system. This Plan supersedes Putnam County's Program Plan dated January 2021 and is effective as of February 1, 2024. It has been prepared using data from the U.S. Census (2020) and ACS 1-year and 5-year estimates.

II. Dissemination of Policy

To ensure that the widest possible circulation of Putnam County's Plan is attained, the following actions are taken:

1. The Plan, together with all required notices, is posted on Putnam County's website and is available to the general public.
2. The printed Plan is available for review at Putnam County transit facility.
3. All required Title VI compliance notices are posted throughout Putnam County facilities/offices, aboard public transit vehicles, and at the transit facility.
4. The Equal Employment Opportunity Policy Statement is displayed on the Putnam County website and intranet.
5. Training is provided on an ongoing basis to educate and inform transportation/other staff of the ongoing responsibilities in regard to the Equal Employment Opportunity Policy Statement.

List of Locations where Title VI Notice is Placed:

- 841 Fair Street Carmel, NY 10512
- 40 Gleneida Avenue Carmel, NY 10512
- 110 Old Route 6, Carmel, NY 10512
- All County public transit vehicles

III. Title VI Reporting Relationships

See Attachment B (Putnam County Organization Chart).

A. Organization and Staffing

The Putnam County Department of Planning, Development and Public Transportation is responsible for ensuring the implementation of the Plan. The Civil Rights Officer/Title VI Coordinator is responsible for the overall management and coordination of the Title VI program. Putnam County does not currently have any subrecipients.

B. Authorities

Title VI of the 1964 Civil Rights Act provides that no person in the United State shall, on the grounds of race, color, national origin, religion, or gender, be excluded from participation in, be denied benefits of, or be otherwise subject to discrimination under any program or activity receiving federal financial assistance (USDOT 23 CFR 200 and 49 CFR 21, FTA Circular 4702.1B).

Section 503 of the Rehabilitation Act of 1971 prohibits discrimination on the basis of physical or mental disability in federally assisted programs or activities.

Age Discrimination Act of 1975 prohibits discrimination on the basis of age in programs or activities receiving federal financial assistance.

The Civil Rights Restoration Act of 1988 broadened the scope of Title VI coverage by expanding related rules and regulations to recipients, sub-recipients, and contractors, irrespective of whether such programs and activities are federally funded or not (PL 100259).

Environmental Justice Executive Order 12898 addresses disproportionate adverse environmental, social, and economic impacts that may occur in minority and low-income populations.

Limited English Proficiency Executive Order 13166 addresses access to services for persons whose primary language is not English and have a limited ability to read, write, speak, or understand the English language.

Disadvantaged Business Enterprise (DBE) Bid Opportunities: In addition to other non-discrimination laws and regulations that must be adhered to, Putnam County establishes narrowly-tailored goals for the participation of disadvantaged businesses in federally funded projects and seeks to ensure that nondiscrimination in the award and administration of federally funded contracts (49 CFR Part 26).

IV. Title VI Coordinator Responsibilities

The Title VI Coordinator is responsible for initiating, monitoring, and ensuring Putnam County's compliance with the following Title VI requirements:

1. Participate in Title VI training opportunities, as available.
2. Process, review, and investigate Title VI complaints received by Putnam County.
3. Maintain a log of all Title VI complaints received by Putnam County.
4. Meet with various County staff to determine the effectiveness of program area activities at all levels.
5. Regularly conduct Title VI reviews and assist in the formation of department goals.
6. Work with department staff to evaluate programs and services to avoid, minimize and/or mitigate adverse health and environmental effects of actions, programs, or services to the public, with particular attention to minority populations and low-income populations.
7. Engage in efforts with department staff to ensure the full and fair participation by all potentially affected communities in the input process for projects, programs and services.
8. Assist in the development of relevant Title VI information for dissemination to minority and Limited English Proficiency (LEP) populations and ensure general dissemination is available in languages other than English, as needed.
9. Assist departments in identifying solutions to communication issues with non-English speaking or low-English speaking proficiency individuals and communities.
10. Oversee dissemination of Title VI program information as required. Public dissemination will include posting of public statements and inclusion of Title VI language in contracts and bid documents and, where practicable, the Title VI Policy Statement will be included on announcements of hearings and meetings to the general public.
11. Work with County departments to establish procedures for resolving deficiencies and work to correct deficiencies, if any, through strategies including utilization of disadvantaged business enterprises and public involvement.

V. Title VI Responsibilities for County Department Staff

Department staff will work with the Title VI Coordinator to accomplish Title VI goals and responsibilities, and generally assist with implementation and monitoring of Title VI requirements for federally funded projects, programs, and transportation services in which the respective department is involved. The following responsibilities apply to County staff involved in federally funded programs, projects and transportation services:

A. Planning Process

1. Detail efforts taken to identify minority or low-income populations affected by federally funded project activities, including rights of way, roads, bridges, etc.
2. Conduct meetings/ hearings to provide information to local populations concerning proposed projects.
3. Attend public meetings to document and verify the level of participation of Title VI protected group members.
4. Monitor to ensure follow-through occurs with respect to all efforts to include under-served populations.
5. Consult DBE firms to identify possible barriers to their contract participation and use information to endeavor elimination of such barriers.
6. Ensure that Limited English Proficiency (LEP) individuals who will be affected by contract awards or construction projects receive meaningful access to the public awareness/ involvement process to allow/encourage their participation.
7. As applicable, ensure that economic, social, topographic, and environmental impacts of a proposed project are key factors weighed in the location consideration and that special efforts are engaged in the area of Environmental Justice to inform members of minority or low-income communities of public hearings or other public involvement activities.
8. Document contacts and encounters with LEP and DBE persons.

B. Bidding Process

1. Identify any federally funded projects when presenting requests for proposals or invitations to bid through the Purchasing Department.
2. For federally funded projects, provide Title VI Coordinator with copies of any requests for proposals or invitations to bid at the same time information is submitted to the Purchasing Department.
3. Ensure policies and procedures for selection of proposals and contract negotiations and administration for federally funded projects comply with Title VI requirements.
4. Conduct pre-grant and post-grant approval reviews of federally funded grant programs for compliance with Title VI requirements.
5. Document all evidence to support conclusions concerning Environmental Justice issues, if any.
6. Ensure all federally funded projects include the necessary Title VI appendix.
7. Ensure that all bidders on federally funded projects, including contractors, vendors, suppliers, etc., who will utilize subcontractors, are required to state in their bids to Putnam County how enterprises owned by "minority, women and persons with a disability" (MBE, WBE, DBE) will be considered in the bid evaluation process.

C. Contracts

1. Include Title VI language in contract award letters to encourage the utilization of DBE or MWBE certified firms. Award of construction contracts shall be granted on the basis of the lowest responsible bidder meeting the established DBE goal through subcontracting or sufficient good faith efforts.
2. Ensure that DOT Title VI Assurance language is included in all contracts, deeds, licenses, permits or other similar instruments for federally funded projects.
3. Ensure that consultants retained on federally funded projects are qualified and screened for Title VI compliance with regard to consultant firms that may relate to public works projects and/or the development of construction plans and special provisions for roads and bridges, design work associated with structures or facilities, performance of environmental studies, or preparing NEPA or SEQRA documents for public work projects.
4. Oversee prime contractors who are required to contact and solicit subcontract bids from eligible MBE, WBE, or DBEs to substantiate that contract documentation is provided.
5. Provide supportive services to DBEs.
6. Review all projects for application of DBE goals.

D. Reporting

1. Assist the Title VI Coordinator in gathering and maintaining necessary data and documentation required for completion of Title VI update reports.
2. Document encounters and contacts with LEP person(s).
3. Gather statistical data on DBE utilization.
4. Maintain statistical and demographic data including race, color, national origin, and gender on anyone affected by federally funded projects, programs, and services.
5. Assist the Title VI Coordinator in gathering and organizing information for updates to older versions of the Title VI Plan.

E. General Duties

1. Conduct pre-grant and post-grant approval reviews of federally funded grant projects, programs, and services for compliance with Title VI requirements.
2. Report to the Title VI Coordinator on the availability of bilingual staff and resources.
3. Disseminate notices in Spanish and English. All public meeting notices, advertisements and notices to the public concerning meetings or notification of programs and/or services available through Putnam County, which either directly or indirectly involve federal funding, will be required to include both a Title VI and an ADA notice in the publication.

VI. Title VI Transportation Service Standards and Policies

A. Service Standards

Vehicle Load: The service standard for vehicle load is full capacity where every seat is occupied. If every seat is consistently occupied for a consecutive 30-day period, route service will be reviewed. There is no distinction between peak and off-peak service.

Vehicle Headway: The service standard for vehicle headway is one hour or so as identified on the systems schedule of stops and time intervals. There is no distinction between peak and off-peak service.

On-Time Performance: On-time performance is a bus passing its scheduled time-point either on-time or no more than ten minutes late. If the bus is meeting this standard 95% of the time, the service is considered acceptable.

Distribution of Transit Amenities: Transit amenities will be identified and installed based on need. Need will be determined based on the number of passenger boardings. If passenger boardings at any given stop exceed ten people, transit amenities will be considered. Additionally, an assessment will be done of the location in terms of safety, already existing amenities that may be available from other sources such as a local municipality, and other issues such as permitting from other agencies.

Service Availability: Service will be designed to serve a majority of the population in a given area and to link as many as possible origin trip areas to common destination points. In the suburban/rural setting of the County, the goal is to provide fixed-route service on roadways that are within $\frac{3}{4}$ of a mile walking distance to most of the population in the area. The paratransit service is also provided within $\frac{3}{4}$ of a mile of the fixed-route transit bus service as statutorily required.

B. Service Policies

Vehicle Assignment: Vehicle assignment will be determined by checking the load factor. If a route is consistently experiencing full capacity for 30 consecutive days, either in peak or off-peak times, a larger vehicle will be assigned to the route. Assignment of vehicles to a route is based initially on vehicle load. Smaller vehicles are assigned to routes where ridership is less.

Transit Security: Transit security will be addressed through the following policies and procedures:

- a) All new employees will have background checks.
- b) All security-related problems are to be documented and reported to the appropriate authorities. Protocols are in place with the County Sheriff, County Law Department, and the Director of Transportation.
- c) Unusual and/or repeated suspicious behavior is to be reported to management. Depending on the situation, notification may be given to the Putnam County Sheriff's Department.
- d) If a driver leaves a bus when the bus is in service, the driver must park the bus in a secure location, shut the bus off, remove the keys, and lock the bus.
- e) The Transit Operator will have a copy of the Agency Safety Plan (ASP) which is revised annually.
- f) Security inspections will be done on all facilities monthly by the Director of Transportation (**See Attachment C**).
- g) Security training for employees will be obtained as courses become available.
- h) The County and Transit Operator will review the Emergency Plan and Security Plan annually.
- i) Security awareness programs for the public will be conducted through County programs by the Sheriff's Department, the Bureau of Emergency Services, and media coverage.

C. Evaluation of Significant Service Changes (See also Attachment D):

1. Definition of a Major Service Change

A major service change is any route change that would expand or reduce service that is over 10% of the weekly revenue mileage of all existing fixed routes excluding the trolley service. This will include a change in service areas, days of service and/or scheduled times.

2. Public Hearing: It is the policy of the Department of Planning, Development and Public Transportation to hold a public hearing through the Putnam County Legislature on all fare changes and any major service change prior to implementation thereof.

3. Procedures: The following procedures will be followed when Fare/Major Service changes are being proposed:

1. Discuss the proposed changes internally. Internally meaning within the Planning Department and with the Transit Operator.
2. Analyze all fare and major service changes according to the procedures set forth in item D below.
3. Discuss the proposed changes with the County Executive as part of, among other things, the County Executive's proposed budget.
4. Finalize changes with the County Executive as part of the proposed budget.
5. Once the County Executive's proposed budget is released to the County Legislature, cooperate with the news media and the Legislative Committees in reviewing the department proposals.
6. Public Hearings are held by the County Legislature to receive input from the public. The public is to be given 30-day notice prior to a hearing.
7. Receive comments at hearing(s) or by mail; and, as appropriate, integrate comments into the proposed changes, if any. Operational and financial constraints will determine if/how comments are addressed. Comments at the hearing(s) will be recorded in the form of minutes.
8. County Legislature adopts final budget containing route/fare changes.
9. County Executive has opportunity for veto of Legislative changes.
10. County Legislature has opportunity to override any veto by County Executive.
11. Fare changes/route changes become final.

D. Procedures to Analyze all Fare and/or Major Service Changes

Although Putnam County is considered a small, fixed route transit provider, it will analyze all fare changes and major service changes as defined in item C above. The following steps will be implemented in connection with the analysis:

- Communication of changes will be done through the public hearing process and notices will be placed on the buses to inform people of pending proposed changes. Advertisements will also be placed in the officially designated County newspapers and uploaded to the County website.
- Route changes will be analyzed by comparing where the proposed changes will take place with the Census Tract maps which show minority and low-income populations.

For span of service changes that would reduce or expand hours and days of service, input would be sought from the ridership through comments made to the drivers or received at the Transit Facility office regarding requests for such changes. An informal survey may also be conducted of the ridership. Additionally, input from the business community or some other entity requesting service may be used along with petitions presented to various groups to help determine usage.

Regarding fare changes, the ridership and general public will be presented with opportunities to comment at public hearings and/or in writing. To accommodate ridership financial needs, there are various payment options and discounted plans available. Feedback will be focused on input regarding the amount of the fare increase and whether or not it is reasonable for minority and low-income populations. The cost of alternate travel modes in the area will also be evaluated.

The County will determine whether the proposed changes have any discriminatory impact by analyzing the characteristics of the people in the area that would be impacted by the changes. Changes shall never be focused on a minority and/or low-income area in a manner that creates a hardship for only that area.

If any adverse effects are evident from a fare change or major service change, the County will review the changes and determine if any actions can be implemented to minimize, mitigate, or offset any adverse impacts. Possible strategies might include any or all of the following alternatives:

- Minimize fare increases through added discounts on existing payment options.
- Create new alternative payment options with discounts.
- Determine if alternative transportation service options in the area are feasible, either from a cost standpoint and/or availability standpoint and be prepared to make recommendations regarding those services.
- Provide sufficient notice of proposed changes to allow adequate time for people to find an alternate means of travel.

Finally, if an analysis demonstrates a disparate impact on low-income and minority populations, the County will document that the proposal meets a substantial need that is in the public interest and that alternatives would have more severe adverse effects than the preferred alternative. It is likely that a cost-benefit analysis would be done to help define the final course of action.

E. Description of Public Outreach Efforts

Putnam County engaged the public in the development of its Title VI Program Plan. The Transportation Advisory Council (TAC) committee members typically meet bi-annually, or as needed, to review the current transportation system and the changing needs of Putnam County. The Council includes representation of various community service agencies such as the disabled community, social services agencies, office for senior resources, and the business community; all of which is aimed to assist in identifying needs within the changing demographics. The TAC recognizes the need to be inclusive of other racial demographics and welcomes their input; the racial breakdown of the board members is featured within the following pages. Putnam County encourages members of minority populations to engage with the TAC, participate in meetings,

and utilize/review the transit system in general. Documents can be translated upon request and dispatch staff are trained to connect to translation services as needed. Translators are also available at public meetings. The original Legislative Resolution adopting the TAC was passed on August 28, 2013 (**See Attachment E**) and a Resolution appointing the members with their affiliation and representation was adopted on October 15, 2013 (**See Attachment F**). TAC members have since changed, however, County/community representatives continue to compose the board.

On-board surveys are conducted annually to monitor the riders and their various needs. Presently, the Planning Department assigns this duty to seasonal interns who conduct on-board surveys used to determine languages spoken by passengers and overall public opinion of the County transportation system. Bus drivers also assess ridership and report back to management with noted comments and/or concerns. On-board surveys provide a plethora of information and are extremely useful to the County to capture the needs of the riding community.

Public outreach has always been accomplished through public notices for system-wide changes such as changes in fare structure or routes. Notification of the County's responsibilities under Title VI is posted on the County's web site in English and Spanish at [Civil Rights - Putnam County, New York \(putnamcountyny.com\)](http://Civil Rights - Putnam County, New York (putnamcountyny.com)). The foregoing notification has also been disseminated to the public with written signs, in English and Spanish, that are placed on all public transit buses. Formal public notices, in English and Spanish, are also published in the local newspaper on an annual basis. Copies of recent notices can be found in **Attachments G and H**.

In addition to the above regular procedures, Putnam County periodically holds public outreach activities to solicit input from our transit dependent citizens, such as the disabled community and senior citizens in general, as well as members of the minority community. Putnam County advertises these outreach efforts through: Town Hall Meetings/Forums in Residential Community Centers, press releases, emails to Putnam Independent Living Services (PILS), town hall meetings, and phone contacts with the Office for Senior Resources. Putnam County will hold these public meetings at the county-owned Spain Cornerstone Park and/or Historic County Courthouse which are both centrally located meeting/conference rooms in the center of the Hamlet of Carmel (the county seat) at Rte. 52 and Fair Street. Both of these locations are easily accessible via public transit (buses), on-foot (sidewalks), and private vehicles with parking availability. All public outreach sessions will be scheduled at a time and place convenient to most people.

Putnam County has a dedicated group of volunteers consisting of private sector individuals, county officials, consumers and the Transit Operator who meet at least biannually and as needed to discuss transportation opportunities and efficiencies on matters such as service, fares, public input, and mobility management. The Director of Transportation creates an agenda for these meetings and coordinates public communications. A local Law (L.L. 7-2013) to Amend Chapter 25 of the Code of Putnam County entitled "Councils and Commissions" was adopted by the Legislature of the County of Putnam on August 7, 2013 with the following powers and duties:

1. Explore opportunities and make recommendations to the County Executive and Legislature exploring all facets of Public Transportation in order to improve efficiencies, better manage assets, leverage resources, and create partnerships for optimal transportation services.
2. Conduct annual comprehensive assessments by reviewing and analyzing routes. The review should include the right sizing of vehicles for needed transportation services and the coordination of all other modes of transportation for optimizing scheduling and connecting services.
3. Study the Triennial Review conducted by the Federal Transit Authority and make appropriate improvements and recommendations.
4. Make recommendations to the Commissioner of Planning, Development, and Public Transportation for infrastructure improvements and other transportation additions to be included in the capital plan.
5. Make recommendations regarding rules of guidance pertaining to a countywide Taxi & Limousine Law. If/when such law is enacted, the Transportation Advisory Council shall coordinate with the Director of Consumer Affairs to ensure compliance therewith and, when necessary, make findings of fact and impose penalties and sanctions in accordance with the provisions of this law to ensure compliance.
6. Coordinate and provide a venue for the conduct of transportation safety-net hearings related to PART and Paratransit transportation services, and act on a case-by case basis to make recommendations for those who need transportation. The Transportation Advisory Council shall also give guidance regarding guidelines, policies, and procedures with regard to PART and Paratransit and other special needs transportation services.

The Transportation Advisory Council (TAC) is composed of 12 members:

<u>TAC</u>	<u>Caucasian</u>	<u>Latino/a</u>	<u>Black</u>	<u>Male</u>	<u>Female</u>
<u>12</u>	<u>9</u>	<u>2</u>	<u>1</u>	<u>8</u>	<u>4</u>

2023 Transportation Advisory Council Membership

Putnam County Director of Transportation
 Legislator / Chairman of the Physical Services Committee
 Commissioner of Planning, Development and Public Transportation
 Commissioner of Social Services
 Commissioner of Health / Health Dept. Representative
 Director of Tourism
 Director of Office for the Aging
 Director of Consumer Affairs
 Director of the Office of Veteran Affairs
 Representative of the Taxi/Limousine Community
 Citizen / IT Consultant
 Citizen-at-Large

Summary of Public Outreach & Involvement Activities Last Three Years

Type of Outreach	Location	Issues Discussed	Date
Public Meetings	40 Gleneida Ave, Carmel, NY 10512	Public review prior to Title VI Plan review/adoption by County Legislature	Dec. 2023
Workshop/ Comment Period	841 Fair St., Carmel, NY 10512.	Public review/ comment period	Dec. 2023
TAC Meeting	841 Fair St., Carmel, NY 10512	On-demand transportation services	June 2023
TAC Meeting	841 Fair St., Carmel, NY 10512	Summer surveys/sampling. Youth Bureau transportation	May 2023
TAC Meeting	841 Fair St., Carmel, NY 10512	Discuss recent Program of Projects (POP) meeting: Hybrid trolley, bus, and van purchases	Feb. 2023
Public Meeting	40 Gleneida Ave, Carmel, NY 10512	Title VI Plan revision to amend Civil Rights Officer	Oct. 2022
Public Meeting	40 Gleneida Ave, Carmel, NY 10512	Title VI Plan, public workshop to solicit comments and input	July 2022
Public Meeting	40 Gleneida Avenue, Carmel, NY 10512	Ridership numbers, revised transportation budget, need for 2 new hybrid trolleys, transit facility renovations	Oct. 2021
TAC Meeting	40 Gleneida Avenue, Carmel, NY 10512	Return from Covid-19, disinfecting and sanitizing safety measures, what the public can expect from the return of public transit, 2 new hybrid trolley purchases in 2022	June 2021
Survey/Sampling	On board Bus	Timeliness, any complaints, comments/concerns	Summer 2021,2022,2023
Newspaper Advertisement for a Public Hearing by request	N/A	Advertisement for a Public Hearing by request regarding 5307 grant application. If any citizen responds for comment, a public meeting will be held	May 2019, August 2021, June 2022, June 2023

VII. Title VI Methodology for Identification of Target Populations and Demographic Analysis

Statistical data on race, color, national origin and sex of participants in and beneficiaries of federally funded programs (e.g., impacted citizens and affected communities, will be gathered by County staff and maintained by the Title VI Coordinator. The data gathering process will be reviewed regularly to ensure sufficiency of the data in meeting the requirements of the Title VI program administration. Statistical data sources may include, without limitation, the following

sources: U.S. Census, New York Metropolitan Transportation Council (NYMTC), Putnam County Department of Social Services, and school districts located within its jurisdiction.

A. Public Notices

In an effort to reach a greater portion of the Spanish speaking population, all public notices regarding federally funded projects, programs, or services are provided in English and Spanish. In addition, a sign-in sheet will be at all public meetings and a translator may be available, upon reasonable advance request/notice.

Putnam County believes that public input into its process is valuable. As a policy matter and a requirement of federal law, the County planning process will make special efforts to consider the concerns of traditionally underserved communities, including low-income and minority communities and people with disabilities.

B. Construction Contracts, Planning Initiatives and Grant Programs that are federally funded will conduct pre- and post-grant reviews for Title VI compliance.

Putnam County shall establish monitoring procedures for pre-grant and post-grant approval reviews of federally funded programs for compliance with Title VI requirements. Putnam County will endeavor to ensure that awards of federal financial assistance are only granted to entities that adhere to the substantive nondiscrimination mandates of Title VI and other related laws.

C. Pre-Award Authority

Title VI guidelines grant Putnam County discretionary authority to dispense assistance to sub-recipients. They also support obtaining assurances from sub-recipients. When Putnam County receives information pre-award that indicates noncompliance by a sub-grantee, it may defer making the grant decision, may seek a voluntary resolution and, if no settlement is reached (after complying with procedural requirements), may refuse to award assistance.

D. Subcontractors and Vendors

All subcontractors and vendors who receive payments from Putnam County, where funding originates from any federal assistance, are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended. Written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associate component of the contract. Putnam County has no subrecipients.

E. Additional Data Collection

As required by applicable regulations, laws, and/or statutes, Putnam County shall, in regard to each assisted program, project or service, provide for the collection of relevant and current data and information from relevant departments to permit effective enforcement of Title VI requirements.

Examples of data and information which, to the extent necessary and appropriate for determining compliance with Title VI, shall be required as follows:

1. The method services are provided by the program in question and related data necessary for determining whether any persons are or will be denied such services on the basis of prohibited discrimination.
2. The population eligible to be served by race, color, and national origin.
3. Data regarding covered employment, including use or planned use of bilingual public-contact employees serving beneficiaries of the program or service where necessary to permit effective participation by beneficiaries unable to speak or understand English.
4. The location of existing or proposed facilities connected with the program or service and related information adequate for determining whether the location has or will have the effect of unnecessarily denying access to any person on the basis of prohibited discrimination.
5. The present or proposed membership, by race, color and national origin, in any planning or advisory body which is an integral part of the program.
6. Where changes to programs or services are proposed, the requirements and steps used or proposed to guard against unnecessary adverse impact on persons on the basis of race, color or national origin.
7. Prompt notification of any lawsuit filed against the contractor or subcontractor alleging discrimination on the basis of race, color or national origin, and the name/contact information of each contractor or subcontractor against whom such discrimination is alleged.
8. A statement from the sub-recipient or contractor describing any civil rights compliance reviews and information concerning the department of organization performing the review, and periodic statements by any recipient regarding such reviews.
9. A written assurance by the sub-recipient or contractor that it will comply with and maintain records required, pursuant to preceding paragraphs, by the County's directives and guidelines.

Where a federal agency determines that any of the requirements of this section are inapplicable or inappropriate regarding any program, the basis for this conclusion shall be set forth in writing and made available to the public upon request.

F. Demographic Analysis

See, Appendix Tables for 2020 Census and 2017-2021 American Community Survey (ACS) data that provides demographic details for Putnam County's population. Census 2020 placed the County's population at 97,668. This is a 2,042 decrease over the Census 2010 population of 99,710.

The race breakdown for Putnam County as a whole in 2020 indicated that 89.6% of the population was white alone. The white alone not Hispanic or Latino percent is 73.5%. In all Census Tracts, there is no evidence of any dense concentration of minorities based on the minority concentration actual number count breakdown for 2020. In sum, the overall white population percentage has increased since 2010 but the Hispanic or Latino percent has increased to 19.1%. The Hispanic tract average percentage has continued to increase since 2010.

An important element of the race data is the Hispanic or Latino population. The 2020 Census data reveals that the Hispanic or Latino population is higher than the average of all tracts in Tracts 101, which contains the Putnam Lake area; Tract 102, which contains the Patterson Hamlet area; Tracts 103 and 104, which contains the Lake Carmel area; and Tract 118, which contains the Village of Brewster (*See Table 2*). Although the percentage of the Hispanic or Latino population is higher than the average of all the tracts, the actual numbers of people in each tract noted above are small compared to the total population of each tract. The highest Hispanic or Latino percentage was Tract 118 which grew from 26.1% (2010) to 35.4% (2020), due to the population changes within the Village of Brewster.

From the above referenced data, it is concluded that there are small concentrations of minorities, particularly Hispanic or Latino populations in the County. It is important to recognize the Hispanic and Latino population locations as a potential factor in service delivery and information dissemination. In terms of service delivery, the Putnam County bus routes service all of the tracts noted above where the Hispanic or Latino population is higher than the average of all Census tracts in the County. This is also the case for the minority populations although there is not individually significant or specific minority population concentrations.

In addition to a minority concentration analysis, household income and poverty status are important data to identify low-income populations. According to the American Community Survey for 2022, the one-year estimate of income shows a median household income of \$111,102 in Putnam County (*See Table 4*). A \$31,545 increase than the \$79,557 median household income in New York State. According to the 2020 Census, 6.6% of individuals residing within the County are at or below the poverty level. All of these numbers are consistent with the County's past trends, and it is, therefore, concluded that the highest numbers of persons below the poverty level will continue to be located in Census Tracts 102, 110, and 118.01 and the bus system services all of these areas.

Putnam County's bus routes service all of the areas noted, except certain geographically rural areas in the western part of the County. Notably, in years past, the PART 4 bus route serviced the western part of the County (Putnam Valley) but little to no ridership resulted in discontinuing such PART 4 bus route in 2007. A pilot program commenced in April 2018 to attempt to serve this area called the Putnam Valley Commuter Shuttle. However, the service was discontinued in January 2019 for lack of ridership. *See Attachment I* for the latest versions of the County's bus schedules and maps marking the bus routes.

VIII. Putnam County Limited English Proficiency Plan (See Attachment J)

The Limited English Proficiency (LEP) Plan was updated in November 2023 to address Putnam County's responsibilities as a direct recipient of federal financial assistance as pertains to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, Federal Transit Administration Circular 4702.1B dated October 1, 2012, which states, in relevant part, that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, indicates that differing treatment based upon a person's inability to speak, read, write, or understand English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds.

Putnam County Transit System is owned by Putnam County and currently operated by MV Contract Transportation, Inc. Putnam County has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided by Putnam County. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write, or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this Plan, Putnam County undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a Putnam County program, activity or service.
2. The frequency with which LEP persons come in contact with Putnam County programs, activities, or services.
3. The nature and importance of programs, activities or services provided by Putnam County to the LEP population.
4. The resources available to Putnam County and the overall costs to provide LEP assistance.

A. Four-Factor Analysis

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a Putnam County Transit program, activity, or service.

Putnam County staff reviewed the 2017-2021 American Community Survey report from the U.S. Census and determined that in Putnam County, 20.2% (18,909) of the total population (age 5 and over) speak a language other than English in addition to English (*See Table 7*). However, of that total of Spanish and English-speaking persons, 26.3% speak English “*less than very well*.” In addition, 16.3% of the 34,651 households within Putnam County speak a language other than English. Primarily these individuals and households are Spanish speaking. There are small numbers of other individuals who speak English “*not well*” or “*not at all*” that speak Indo-European languages, Asian and Pacific languages, or other languages; however, they do not meet the 1,000 or more-threshold required for an LEP Plan.

2. The frequency with which LEP persons come in contact with Putnam County programs, activities, or services.

Putnam County assessed the frequency with which staff and drivers have, or could have, contact with LEP persons. This includes documenting phone inquiries and surveying vehicle operators for requests for interpreters and translated documents. To date, the most frequent contact between LEP persons is with bus drivers. Translated written documents in Spanish are posted on the buses relating to fares and transit rules.

3. The nature and importance of programs, activities or services provided by Putnam County to the LEP population.

The largest geographic concentration of LEP individuals in the Putnam County transit service area is Spanish. According to Census 2020 data, concentrated areas have been identified. 26.0% of the population in Census Tract 103 and 25% of Census Tract 104 (Lake Carmel in the Town of Kent) is Hispanic or Latino. In Census Tract 118.01 (the Village of Brewster), 51% of the population is Hispanic or Latino. Additionally, Census Tract 101 (Putnam Lake) is 24% Hispanic or Latino, and Census Tract 102.2 (Town of Patterson) is 27% Hispanic or Latino. Services provided by Putnam County transit service that are most likely to encounter LEP individuals are the fixed route system which serves the general public and the Para-Transit system which serves primarily senior citizens and disabled persons.

It is also likely that Putnam County transit will encounter LEP individuals at the Putnam County Transit facility where bus tickets are sold.

4. The resources available to Putnam County and overall costs to provide LEP assistance.

Putnam County assessed its available resources that could be used for providing LEP assistance, including determining how much a professional interpreter and translation service would cost on an as needed basis, which of its documents would be the most valuable to be translated if the need should arise, and taking an inventory of available organizations that Putnam County could partner with for outreach and translation efforts. The number of staff and vehicle operating training that might be needed was also considered. Based on the four-factor analysis, Putnam County developed its LEP Plan as outlined in the following section.

B. Language Assistance Measures

Proposed manner in which Putnam County and staff may identify LEP person(s) in need of language assistance:

1. Examine records to see if requests for language assistance have been received in the past, either at meetings or over the phone, to determine whether language assistance might be needed at future events or meetings.
2. Have staff available at Putnam County sponsored events to engage attendees in conversation, if possible, and assess attendees' ability to speak and understand English.
3. Survey vehicle operators and other front-line staff, like dispatchers, Paratransit schedulers, and service development planners on their experiences concerning any contacts with LEP persons during the previous year.

There are numerous language assistance measures available to LEP persons, including both oral and written language services. There are also various ways in which Putnam County staff responds to LEP persons, whether in person, by telephone or in writing:

1. Putnam County Hispanic Education and Outreach Programs will continue to provide vital information to LEP groups on Putnam County programs and services.
2. Network with local human service organizations that provide services to LEP individuals and seek opportunities to provide information on Putnam County programs and services.
3. Provide, when possible and practicable, bilingual personnel at community events, public hearings, and Transportation Task Force meetings.
4. Conduct annual surveys of bus drivers and other front-line staff, e.g., dispatchers, Para-Transit schedulers, and service development planners, on their experience concerning any contacts with LEP persons during the previous year.
5. Post the Putnam County Title VI Policy with LEP Plan on the agency website, www.putnamcountyny.com.
6. Provide group travel training for LEP persons with the assistance of bilingual staff.
7. Include language "Spanish speaking preferred" on bus driver recruitment flyers and onboard recruitment posters.

C. Translation Services

Any individual who wishes to request oral or written translation services can do so by contacting the dispatchers at 845-878-7433 who will immediately connect to Language Link translation services or by contacting the Civil Rights Officer at 845-878-3480 or planning@putnamcountyny.gov.

D. Staff Training

The following training will be provided to Putnam County and MV Operations staff:

1. Information on the Putnam County Title VI Procedures and LEP responsibilities
2. Description of language assistance services offered to the public
3. Documentation of language assistance requests
4. How to handle a Title VI/LEP complaint

E. Outreach Techniques

When staff prepares a document or schedules a meeting for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population.

F. Monitoring and Updating the LEP Plan

Putnam County will update the LEP as required by U.S. DOT. At a minimum, the Plan will be reviewed periodically and updated when it is clear that higher concentrations of LEP individuals are present in the Putnam County transit service area. Updates will include the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed.
- Determination of the current LEP population in the service area.
- Determination as to whether the need for translation services has changed.
- Determine whether local language assistance programs have been effective and sufficient to meet area needs.
- Determine whether Putnam County's financial resources are sufficient to fund language assistance resources as needed.
- Determine whether Putnam County has fully complied with the goals of its LEP Plan.
- Determine whether complaints have been received concerning Putnam County's failure to meet the needs of LEP individuals.

G. Dissemination of the LEP Plan

Once this Title VI Plan is approved by the County Legislature, a link to the Putnam County Title VI and LEP Plan will be uploaded to the Putnam County website at [Civil Rights - Putnam County, New York \(putnamcountyny.com\)](#).

Any person or agency with internet access will be able to access and download the Plan from the Putnam County website. Alternatively, any person or agency may request a copy of the Plan via telephone, fax, mail, or in-person and shall be provided a copy of the Plan at no cost to the requestor. LEP individuals may request a copy of the Plan, translated, which Putnam County will provide, where possible and practicable.

Questions or comments **regarding the LEP Plan** may be submitted to the Putnam County Department of Planning, Development and Public Transportation:

Title VI Coordinator:

Barbara Barosa, Commissioner, Putnam County Department of Planning,
Development & Public Transportation

841 Fair Street
Carmel, NY 10512
Fax: 845-808-1948
Phone: 845-878-3480
Email: planning@putnamcountyny.gov

IX. Environmental Justice Plan for Low-Income and Minority Populations

Environmental Justice Policy. It is the policy of Putnam County to ensure that all of its programs, policies, and services do not have disproportionate adverse effects on minority and low-income populations. Putnam County takes a proactive approach in engaging these communities to ensure their full and fair participation in processes involving federally funded projects.

Executive Order (EO) 12898. Putnam County promotes and protects the rights of community members to participate meaningfully in decisions that may affect them. The County follows the directives of EO 12898 which states: "Each federal agency must make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health, environmental, economic and social effects of its programs, policies and activities on minority and low-income populations, particularly when such analysis is required by NEPA. The EO emphasizes the importance of NEPA's public participation process, directing that each Federal agency shall provide opportunities for community input in the NEPA process. Agencies are further directed to identify potential effects and mitigation measures in consultation with affected communities."

EO 12898 requires agencies to work to ensure effective public participation and access to information. Each agency should translate crucial public documents, notices and hearings that relate to human health or environmental issues for limited English-speaking populations when it is practicable and appropriate.

X. Title VI Discrimination Complaint Procedures.

A. Complaint Procedures for Federally Assisted Programs and Services:

Putnam County has established procedures to file a complaint under Title VI of the Civil Rights Act of 1964 as amended, including its Disadvantaged Business Enterprise (DBE), Equal Employment Opportunity (EEO), Section 504 of the Rehabilitation Act of 1973, Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990 and the ADA Amendments Act of 2008, relating to any transportation or public work project, program or service administered by Putnam County as well as to sub-recipients, consultants and contractors.

These procedures apply to complaints filed against a program and/or activity funded by the Federal Highway Administration (FHWA) or the Federal Transit Administration (FTA).

The procedures outlined herein do not obstruct or deny the right of any complainant to file formal complaints with other state or federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level. The option of informal mediation between the affected parties and the investigator may be utilized to explore potential resolutions at any stage of the process. The investigator will make

every effort to pursue complaint resolution and will request information concerning the relief sought and settlement possibilities at the initial interview stage.

The procedures are provided in English and Spanish. Any person who believes that they have been discriminated against on the basis of race, color or national origin by Putnam County may file a complaint (*See Attachment K*) and/or may contact the Putnam County Civil Rights Officer, the Putnam County Director of Transportation, the NYSDOT Office of Civil Rights, the FHWA Office of Civil Rights, or the FTA Office of Civil Rights to discuss any concerns:

Putnam County Department of Planning, Development and Public Transportation
Barbara Barosa, Title VI Coordinator/ Civil Rights Officer
841 Fair Street, Carmel, NY 10512
Phone: 845-878-3480
Email: barbara.barosa@putnamcountyny.gov

Putnam County Department of Planning, Development and Public Transportation
Vincent Tamagna, Director of Transportation
841 Fair Street, Carmel, NY 10512
Phone: 845-878-3480
Email: vincent.tamagna@putnamcountyny.gov

New York State Department of Transportation
Office of Civil Rights
50 Wolf Road, 6th Floor
Albany, NY 12232
Phone: (518) 457-1129 Fax (518) 549-1273
Email: Civilrights@dot.ny.gov

Federal Highway Administration
U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
8th Floor E81-105
Washington, DC 20590
Phone: (202) 366-0693
Email: FHWA.TitleVIcomplaints@dot.gov

Federal Transit Administration
Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor – TCR
1200 New Jersey Avenue, SE
Washington, DC 20590
Phone: (888) 446-4511
Email: FTACivilRightsCommittee@dot.gov

B. Eligibility

If any individual, group of individuals or entity believes that they or any other program beneficiaries have been subjected to discrimination prohibited by Title VI as a recipient of benefits and/or services, they may file a Complaint with Putnam County.

Title VI Complaints filed by an aggrieved party received by any employee or department should be directed to the Civil Rights Officer. Employees or departments who receive informal or formal complaints under Title VI must notify the Civil Rights Officer of the complaint as soon as possible.

C. Title VI Complaint Process

1. Upon receipt of a Complaint, the Civil Rights Officer will review the Complaint to determine whether it falls within the jurisdiction of the County under Title VI.

2. The Civil Rights Officer will investigate the Complaint and forward a copy of the Complaint to the County Executive, Personnel Director and County Attorney, and the NYSDOT Title VI Coordinator for a determination of acceptability.

3. In order to be accepted, a complaint must meet the following criteria:

- Must be filed within 180 days of the alleged occurrence or issue
- Must involve a covered basis such as race, color or national origin
- Must involve a program or activity that receives Federal financial assistance

4. The NYSDOT will be notified of sub-recipient complaints received and intent to investigate. IF the NYSDOT accepts the complaint, it will assume responsibility for the investigation.

5. If the complaint involves a matter in which Putnam County is not a sub-recipient of the NYSDOT, then Putnam County will conduct its own investigation and forward a Report of the Investigation to the County Executive, County Attorney, and Personnel Department.

6. In the event the Complainant is not satisfied with the results of the investigatory process, they shall be advised of their right to appeal Putnam County's decision. Appeals must be received by the County Executive within 60 days of the Report's regular mailing to the Complainant. The decision of the County Executive with regard to the Appeal will be final.

7. Putnam County will maintain a log of all complaints received. The log will include the name of the complainant and respondent, the basis of the complaint, the date received, the date NYSDOT was notified, if applicable, the disposition of the complaint and an explanation of the actions taken or proposed to resolve issue(s) raised in the complaint.

D. List of Investigations, Lawsuits, & Complaints

	Date (Month, Day, Year)	Summary (Include basis of complaint: Race, Color or National Origin)	Status	Action(s) Taken
Investigations				
1.				
2.				
3.				
Lawsuits				
1.				
2.				
3.				
Complaints				
1.				
2.				
3.				

To date there have been no investigations, lawsuits or complaints alleged against Putnam County with regards to Title VI.

Appendix

Table 1:

Population Trends by Town and Village, Putnam County 1930-2020 Year and Percent Change by Decade

**POPULATION TRENDS BY TOWN AND VILLAGE
PUTNAM COUNTY 1930 - 2020 YEAR & PERCENT CHANGE**

GEOGRAPHIC AREA	1930	1940	30/40	1950	40/50	1960	50/60	1970	60/70	1980	70/80	1990	80/90	2000	90/2000	2010	2000/10	2020	2010/20	% Chg.
TOWNS																				
Carmel	3,434	4,195	22.2%	5,458	30.1%	9,113	67.0%	21,639	137.5%	27,948	29.2%	28,816	3.1%	33,006	14.5%	34,305	3.9%	33,576	-2.1%	
Kent	770	1,546	100.8%	2,146	38.8%	3,924	82.9%	8,106	106.6%	12,433	53.4%	13,183	6.0%	14,009	6.3%	13,507	-3.6%	12,900	-4.5%	
Patterson	1,196	1,328	11.0%	2,075	56.3%	2,853	37.5%	4,124	44.5%	7,247	75.7%	8,679	19.8%	11,306	30.3%	12,023	6.3%	11,541	-4.0%	
Phillipstown	3,982	4,246	6.6%	4,332	2.0%	5,918	36.6%	7,717	30.4%	9,155	18.6%	9,242	1.0%	9,422	1.9%	9,662	2.5%	9,831	1.7%	
Putnam Valley	859	1,187	38.2%	1,908	60.7%	3,070	60.9%	5,209	69.7%	8,994	72.7%	9,094	1.1%	10,686	17.5%	11,809	10.5%	11,762	-0.4%	
Southeast	3,503	4,053	15.7%	4,388	8.3%	6,844	56.0%	9,901	44.7%	11,416	15.3%	14,927	30.8%	17,316	16.0%	18,404	6.3%	18,058	-1.9%	
VILLAGES																				
Brewster	1,664	1,863	12.0%	1,810	-2.8%	1,714	-5.3%	1,638	-4.4%	1,650	0.7%	1,566	-5.1%	2,162	36.1%	2,390	10.5%	2,506	4.9%	
Cold Spring	1,784	1,897	6.3%	1,788	-5.7%	2,083	16.5%	2,083	0.0%	2,161	3.7%	1,998	-7.5%	1,983	-0.8%	2,013	1.5%	1,987	-1.3%	
Nelsonville	470	457	-2.8%	522	14.2%	555	6.3%	583	5.0%	567	-2.7%	585	3.2%	565	-3.4%	628	11.2%	624	-0.6%	
Putnam County	13,744	16,555	20.5%	20,307	22.7%	31,722	56.2%	56,696	78.7%	77,193	36.2%	83,941	8.7%	95,745	14.1%	99,710	4.1%	97,668	-2.0%	

* Included in town counts.

SOURCE: U.S. Bureau of the Census
PREPARED BY: Putnam County Department of Planning, Development, and Public Transportation 8/23

Table 2:

Race and Hispanic or Latino Population, Putnam County by Census Tract 2020
2020 Census Tract Map

Label	Putnam County, New York	Census Tract 102.01	Census Tract 102.02	Census Tract 103.01	Census Tract 103.02	Census Tract 104.01	Census Tract 104.02	Census Tract 105.01	Census Tract 105.02	Census Tract 106.01	Census Tract 106.02	Census Tract 107.01	Census Tract 107.02	Census Tract 108.01	Census Tract 108.02	Census Tract 109.01	Census Tract 109.02	Census Tract 110.01	Census Tract 110.02	Census Tract 111.01	Census Tract 111.02	Census Tract 112.01	Census Tract 112.02	Census Tract 113.01	Census Tract 113.02	Census Tract 114.01	Census Tract 114.02	Census Tract 115.01	Census Tract 115.02	Census Tract 116.01	Census Tract 116.02	Census Tract 117.01	Census Tract 117.02	Census Tract 118.01	Census Tract 118.02	Census Tract 119.01	Census Tract 119.02					
Total	97,688	3,602	4,312	3,627	4,716	3,277	4,907	3,738	2,610	3,483	3,991	4,175	3,996	5,113	2,549	4,056	4,121	5,157	3,978	3,978	2,960	5,642	4,834	3,742	4,259	4,259	5,223	4,259	4,259	4,259	4,259	4,259	4,259	4,259	4,259	4,259	4,259	4,259				
Hispanic or Latino	17,790	886	700	971	1,228	815	775	287	191	438	756	682	464	825	540	755	631	751	775	492	782	665	1,923	909	819	819	819	819	819	819	819	819	819	819	819	819	819	819	819	819	819	
Not Hispanic or Latino	79,898	2,716	3,612	2,656	3,488	2,462	4,132	3,451	2,419	3,045	2,415	3,493	3,532	4,288	2,209	3,301	3,490	4,406	3,203	2,486	2,168	4,877	2,919	3,342	3,388	4,334	3,410	3,440	3,440	3,440	3,440	3,440	3,440	3,440	3,440	3,440	3,440	3,440	3,440	3,440	3,440	
Population of one race:	77,166	2,580	3,480	2,578	3,359	2,359	3,974	3,295	2,311	2,899	2,708	3,375	3,405	4,163	2,132	3,242	3,336	4,304	3,117	2,362	1,897	4,794	4,072	2,756	3,282	3,282	4,286	3,282	3,282	3,282	3,282	3,282	3,282	3,282	3,282	3,282	3,282	3,282	3,282	3,282	3,282	
White alone	71,942	2,249	3,239	2,286	3,085	2,174	3,694	3,168	2,223	2,686	2,467	3,390	3,212	3,853	2,023	3,077	3,193	4,087	2,815	2,197	1,497	4,576	3,852	2,400	3,075	3,075	4,286	3,075	3,075	3,075	3,075	3,075	3,075	3,075	3,075	3,075	3,075	3,075	3,075	3,075	3,075	3,075
Black or African American alone	2,425	128	141	178	156	88	115	46	9	95	118	101	73	169	58	46	99	65	163	65	85	85	91	101	101	101	101	101	101	101	101	101	101	101	101	101	101	101	101	101	101	
American Indian and Alaska Native alone	80	7	6	0	0	2	0	0	5	2	0	2	0	1	1	3	1	2	9	1	1	2	2	2	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	
Asian alone	2,146	76	80	97	78	76	116	64	66	78	75	77	99	104	41	61	70	117	100	93	92	102	114	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80
Native Hawaiian and Other Pacific Islander alone	12	1	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Some Other Race alone	561	19	22	17	22	19	41	17	8	27	40	15	16	16	9	33	23	23	20	6	39	22	28	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	16	
Population of two or more races	2,742	136	125	78	129	103	159	156	108	146	127	168	127	145	77	59	104	102	166	106	106	116	97	83	88	88	88	88	88	88	88	88	88	88	88	88	88	88	88	88	88	88
Population of two races:	3,385	131	118	172	117	93	152	149	104	140	122	166	115	130	75	55	98	100	178	102	113	81	76	85	85	85	85	85	85	85	85	85	85	85	85	85	85	85	85	85	85	85

Table 3:
Hispanic or Latino Origin by Race, Putnam County 2022 ACS 1-year Estimate

Hispanic or Latino Origin by Race



Note: This is a modified view of the original table produced by the U.S. Census Bureau. This download or printed version may have missing information from the original table.

Putnam County, New York

Label	Estimate	Margin of Error
▼ Total:	98,045	*****
▼ Not Hispanic or Latino:	79,332	*****
White alone	70,372	±935
Black or African American alone	2,851	±549
American Indian and Alaska Native alone	0	±217
Asian alone	2,473	±320
Native Hawaiian and Other Pacific Islander alone	39	±62
Some other race alone	987	±825
▼ Two or more races:	2,610	±796
Two races including Some other race	692	±528
Two races excluding Some other race, and three or more races	1,918	±629
▼ Hispanic or Latino:	18,713	*****
White alone	2,791	±1,275
Black or African American alone	74	±125
American Indian and Alaska Native alone	121	±212
Asian alone	151	±255
Native Hawaiian and Other Pacific Islander alone	0	±217
Some other race alone	8,300	±2,021
▼ Two or more races:	7,276	±1,745
Two races including Some other race	7,147	±1,726
Two races excluding Some other race, and three or more races	129	±170

Table 4:
Income in the Past 12 Months, Putnam County 2022 ACS 1-year Estimate



Income in the Past 12 Months (in 2022 Inflation-Adjusted Dollars)

Note: This is a modified view of the original table produced by the U.S. Census Bureau. This download or printed version may have missing information from the original table.

Putnam County, New York

Label	Households		Families		Married-couple families		Nonfamily households	
	Estimate	%	Estimate	%	Estimate	%	Estimate	%
▼ Total	36,104		25,158				10,946	
Less than \$10,000	3.4%		2.6%				5.2%	
\$10,000 to \$14,999	2.3%		0.6%				6.0%	
\$15,000 to \$24,999	3.5%		1.3%				8.8%	
\$25,000 to \$34,999	4.0%		2.1%				8.4%	
\$35,000 to \$49,999	9.5%		6.3%				16.9%	
\$50,000 to \$74,999	9.1%		9.6%				12.6%	
\$75,000 to \$99,999	11.4%		11.5%				11.3%	
\$100,000 to \$149,999	20.7%		19.8%				22.3%	
\$150,000 to \$199,999	14.2%		17.0%				5.1%	
\$200,000 or more	22.0%		29.2%				3.4%	
Median income (dollars)	111,102		136,029				58,477	
Mean income (dollars)	143,926		168,838				78,909	
▼ PERCENT ALLOCATED								
Household income in the past 12 months			43.8%					(X)
Family income in the past 12 months			(X)					(X)
Nonfamily income in the past 12 months			(X)					(X)
								43.7%

Table 5:
Putnam County, NY Quick Facts

All Topics	Putnam County, New York
Population, Census, April 1, 2020	97,668
PEOPLE	
Population	
Population Estimates, July 1, 2022, (V2022)	98,045
Population estimates base, April 1, 2020, (V2022)	97,682
Population, percent change - April 1, 2020 (estimates base) to July 1, 2022, (V2022)	0.4%
Population, Census, April 1, 2020	97,668
Population, Census, April 1, 2010	99,710
Age and Sex	
Persons under 5 years, percent	4.6%
Persons under 18 years, percent	19.0%
Persons 65 years and over, percent	19.3%
Female persons, percent	49.7%
Race and Hispanic Origin	
White alone, percent	89.6%
Black or African American alone, percent (a)	4.9%
American Indian and Alaska Native alone, percent (a)	0.6%
Asian alone, percent (a)	2.5%
Native Hawaiian and Other Pacific Islander alone, percent (a)	0.1%
Two or More Races, percent	2.4%
Hispanic or Latino, percent (b)	19.1%
White alone, not Hispanic or Latino, percent	73.5%
Population Characteristics	
Veterans, 2017-2021	3,418
Foreign born persons, percent, 2017-2021	13.9%
Housing	
Housing units, July 1, 2022, (V2022)	38,409
Owner-occupied housing unit rate, 2017-2021	83.3%
Median value of owner-occupied housing units, 2017-2021	\$377,800
Median selected monthly owner costs -with a mortgage, 2017-2021	\$2,800
Median selected monthly owner costs -without a mortgage, 2017-2021	\$1,151
Median gross rent, 2017-2021	\$1,544
Building permits, 2022	176
Families & Living Arrangements	
Households, 2017-2021	34,651
Persons per household, 2017-2021	2.76
Living in same house 1 year ago, percent of persons age 1 year+, 2017-2021	92.4%
Language other than English spoken at home, percent of persons age 5 years+, 2017-2021	20.2%
Computer and Internet Use	
Households with a computer, percent, 2017-2021	95.5%
Households with a broadband Internet subscription, percent, 2017-2021	93.1%
Education	
High school graduate or higher, percent of persons age 25 years+, 2017-2021	93.3%
Bachelor's degree or higher, percent of persons age 25 years+, 2017-2021	41.5%
Health	
With a disability, under age 65 years, percent, 2017-2021	6.2%
Persons without health insurance, under age 65 years, percent	4.7%

Economy

🌐 In civilian labor force, total, percent of population age 16 years+, 2017-2021	65.2%
🌐 In civilian labor force, female, percent of population age 16 years+, 2017-2021	60.3%
🌐 Total accommodation and food services sales, 2017 (\$1,000) (c)	146,303
🌐 Total health care and social assistance receipts/revenue, 2017 (\$1,000) (c)	609,918
🌐 Total transportation and warehousing receipts/revenue, 2017 (\$1,000) (c)	77,809
🌐 Total retail sales, 2017 (\$1,000) (c)	909,879
🌐 Total retail sales per capita, 2017 (c)	\$9,200

Transportation

🌐 Mean travel time to work (minutes), workers age 16 years+, 2017-2021	39.2
--	------

Income & Poverty

🌐 Median household income (in 2021 dollars), 2017-2021	\$111,617
🌐 Per capita income in past 12 months (in 2021 dollars), 2017-2021	\$49,808
🌐 Persons in poverty, percent	⚠️ 6.6%

BUSINESSES

Businesses

🌐 Total employer establishments, 2021	2,897
🌐 Total employment, 2021	21,254
🌐 Total annual payroll, 2021 (\$1,000)	1,141,107
🌐 Total employment, percent change, 2020-2021	-3.4%
🌐 Total nonemployer establishments, 2019	9,818
🌐 All employer firms, Reference year 2017	2,553
🌐 Men-owned employer firms, Reference year 2017	1,744
🌐 Women-owned employer firms, Reference year 2017	S
🌐 Minority-owned employer firms, Reference year 2017	257
🌐 Nonminority-owned employer firms, Reference year 2017	2,101
🌐 Veteran-owned employer firms, Reference year 2017	69
🌐 Nonveteran-owned employer firms, Reference year 2017	2,250

GEOGRAPHY

Geography

🌐 Population per square mile, 2020	424.3
🌐 Population per square mile, 2010	432.9
🌐 Land area in square miles, 2020	230.20
🌐 Land area in square miles, 2010	230.31
🌐 FIPS Code	36079

Table 6:

Putnam County Selected Economic Characteristics, 2017-2021 ACS 5-year Estimates

DPO3 | SELECTED ECONOMIC CHARACTERISTICS

American Community Survey | 2017-2021 ACS 5-Year Estimates Data Profiles

Notes | Geos | Topics | Codes | Dataset | Year | Hide | Transpose | Margin of Error | Restore | Excel | CSV | ZIP | Cite

Putnam County, New York

Label	Estimate	Margin of Error	Percent	Percent Margin of Error
▼ EMPLOYMENT STATUS				
▼ Population 16 years and over	81,276	±297	81,276	(X)
▼ in labor force	53,009	±1,010	65.2%	±1.2
▼ Civilian labor force	53,009	±1,010	65.2%	±1.2
Employed	50,481	±1,031	62.1%	±1.3
Unemployed	2,518	±426	3.1%	±0.5
Armed Forces	0	±30	0.0%	±0.1
Not in labor force	28,267	±1,007	34.8%	±1.2
▼ Civilian labor force	53,009	±1,010	53,009	(X)
Unemployment Rate	(X)	(X)	4.8%	±0.8
▼ Females 16 years and over	40,822	±167	40,822	(X)
▼ In labor force	24,491	±625	60.3%	±1.6
▼ Civilian labor force	24,491	±625	60.3%	±1.6
Employed	23,411	±667	57.6%	±1.7
▼ Own children of the householder under 6 years	5,083	±201	5,083	(X)
All parents in family in labor force	4,006	±245	78.8%	±4.5
▼ Own children of the householder 6 to 17 years	13,687	±327	13,687	(X)
All parents in family in labor force	10,296	±645	75.2%	±4.2
▼ COMMUTING TO WORK				
▼ Workers 16 years and over	49,265	±994	49,265	(X)
Car, truck, or van -- drove alone	36,263	±1,144	73.6%	±1.7
Car, truck, or van -- carpooled	3,793	±500	7.7%	±1.0
Public transportation (excluding taxicab)	3,453	±432	7.0%	±0.9
Walked	722	±217	1.5%	±0.4
Other means	418	±122	0.8%	±0.2
Worked from home	4,616	±672	9.4%	±1.4

Mean travel time to work (minutes)	39.2	+1.1	(X)	(X)
▼ OCCUPATION				
▼ Civilian employed population 16 years and over	50,491	+1,031	50,491	(X)
Management, business, science, and arts occupations	22,846	+935	45.2%	+1.8
Service occupations	8,775	+582	17.4%	+1.1
Sales and office occupations	10,382	+618	20.6%	+1.1
Natural resources, construction, and maintenance occupations	4,637	+461	9.2%	+0.9
Production, transportation, and material moving occupations	3,851	+476	7.6%	+0.9
▼ INDUSTRY				
▼ Civilian employed population 16 years and over	50,491	+1,031	50,491	(X)
Agriculture, forestry, fishing and hunting, and mining	194	+20	0.4%	+0.2
Construction	4,298	+471	8.5%	+0.9
Manufacturing	2,311	+306	4.6%	+0.6
Wholesale trade	1,057	+220	2.1%	+0.4
Retail trade	4,951	+536	9.8%	+1.0
Transportation and warehousing, and utilities	2,530	+429	5.0%	+0.9
Information	1,465	+321	2.9%	+0.6
Finance and insurance, and real estate and rental and leasing	3,693	+480	7.3%	+0.9
Professional, scientific, and management, and administrative an...	6,212	+563	12.3%	+1.1
Educational services, and health care and social assistance	15,035	+858	29.8%	+1.6
Arts, entertainment, and recreation, and accommodation and foo...	3,504	+441	6.9%	+0.9
Other services, except public administration	2,500	+324	5.0%	+0.6
Public administration	2,741	+452	5.4%	+0.9
▼ CLASS OF WORKER				
▼ Civilian employed population 16 years and over	50,491	+1,031	50,491	(X)
Private wage and salary workers	38,060	+1,088	75.4%	+1.5
Government workers	9,154	+805	18.1%	+1.6
Self-employed in own not incorporated business workers	3,193	+422	6.3%	+0.8
Unpaid family workers	84	+82	0.2%	+0.2
▼ INCOME AND BENEFITS (IN 2021 INFLATION-ADJUSTED DOLLARS)				
▼ Total households	34,651	+501	34,651	(X)
Less than \$10,000	770	+150	2.2%	+0.5
\$10,000 to \$14,999	725	+245	2.1%	+0.7
\$15,000 to \$24,999	1,525	+312	4.4%	+0.9
\$25,000 to \$34,999	1,642	+273	4.7%	+0.8
\$35,000 to \$49,999	2,431	+376	7.0%	+1.1
\$50,000 to \$74,999	4,281	+444	12.4%	+1.3
\$75,000 to \$99,999	4,381	+419	12.6%	+1.2
\$100,000 to \$149,999	7,443	+612	21.5%	+1.7
\$150,000 to \$199,999	4,749	+517	13.7%	+1.5
\$200,000 or more	6,704	+587	19.3%	+1.7
Median household income (dollars)	111,817	+4,424	(X)	(X)
Mean household income (dollars)	136,752	+4,772	(X)	(X)
▼ With earnings	28,171	+552	81.3%	+1.2
Mean earnings (dollars)	132,010	+5,036	(X)	(X)
▼ With Social Security	12,899	+487	37.2%	+1.4
Mean Social Security income (dollars)	24,266	+738	(X)	(X)

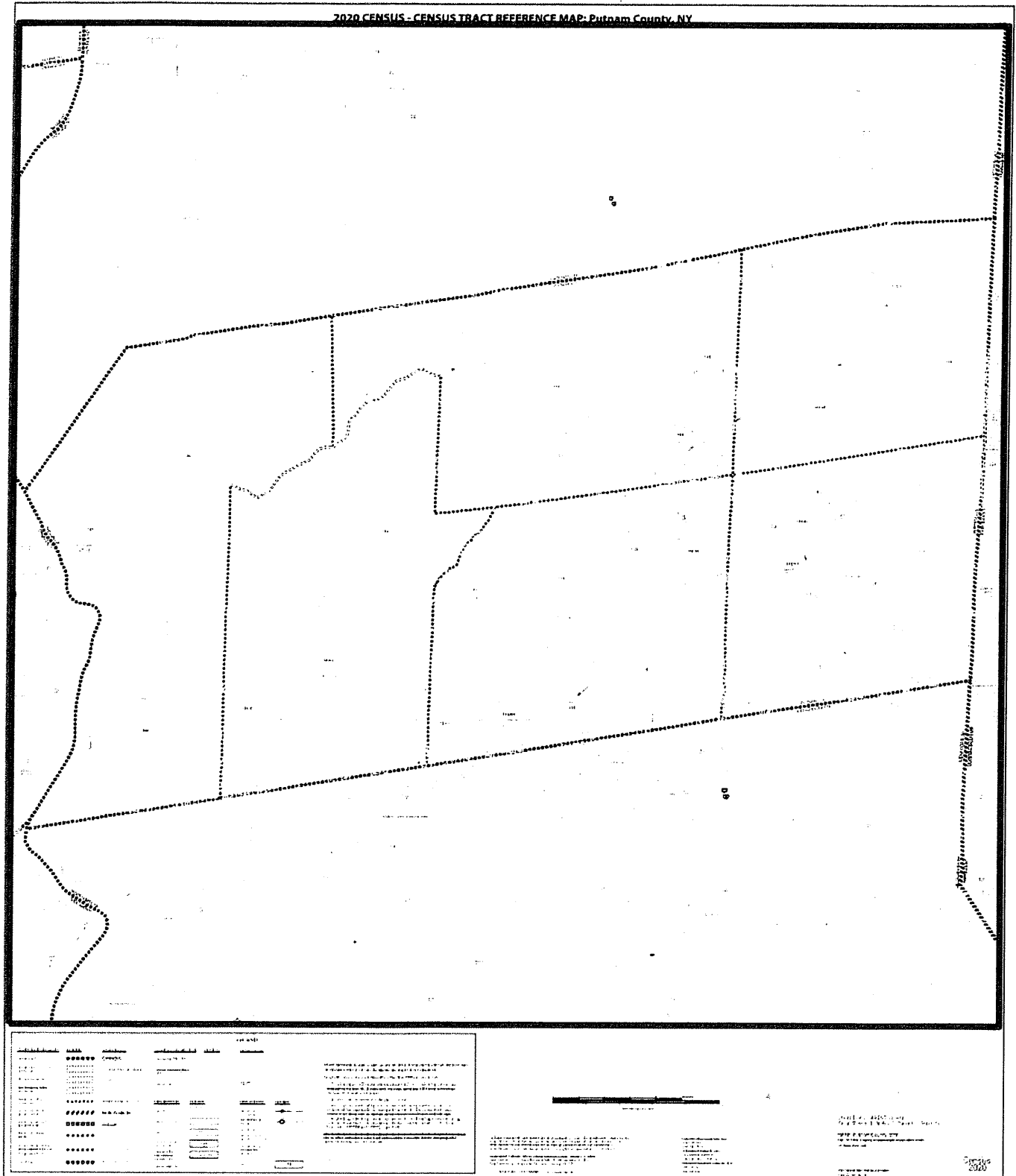
▼ With retirement income	9,927	+551	29.6%	+1.6
Mean retirement income (dollars)	39,236	+2,584	(X)	(X)
▼ With Supplemental Security income	1,226	+235	3.5%	+0.7
Mean Supplemental Security income (dollars)	12,740	+1,710	(X)	(X)
▼ With cash public assistance income	645	+178	1.9%	+0.5
Mean cash public assistance income (dollars)	7,063	+3,195	(X)	(X)
With Food Stamp/SHAP benefits in the past 12 months	1,077	+266	3.1%	+0.6
▼ Families	26,065	+627	26.065	(X)
Less than \$10,000	380	+152	1.5%	+0.6
\$10,000 to \$14,999	172	+90	0.7%	+0.3
\$15,000 to \$24,999	561	+214	2.2%	+0.8
\$25,000 to \$34,999	639	+138	2.5%	+0.5
\$35,000 to \$49,999	1,444	+271	5.5%	+1.0
\$50,000 to \$74,999	3,046	+395	11.7%	+1.5
\$75,000 to \$99,999	3,179	+365	12.2%	+1.4
\$100,000 to \$149,999	6,349	+578	24.4%	+2.1
\$150,000 to \$199,999	4,278	+523	16.4%	+2.0
\$200,000 or more	8,017	+536	23.1%	+2.0
Median family income (dollars)	127,838	+4,046	(X)	(X)
Mean family income (dollars)	154,674	+5,367	(X)	(X)
Per capita income (dollars)	49,808	+1,574	(X)	(X)
▼ Nonfamily households	8,586	+602	8,586	(X)
Median nonfamily income (dollars)	55,530	+5,004	(X)	(X)
Mean nonfamily income (dollars)	75,664	+6,841	(X)	(X)
Median earnings for workers (dollars)	48,215	+2,917	(X)	(X)
Median earnings for male full-time, year-round workers (dollars)	77,820	+5,453	(X)	(X)
Median earnings for female full-time, year-round workers (dollars)	62,597	+3,159	(X)	(X)

Table 7:

Language Spoken at Home, Putnam County 2017 – 2021 ACS 5-year Estimates

Label	Percent of specified language speakers		Speak English only or sp...		Speak English less than "very w...		Percent speak English less than ...	
	Estimate	Percent	Estimate	Percent speak English only or sp...	Estimate	Percent speak English less than "very w...	Estimate	Percent speak English less than ...
Population 5 years and over	93,951	(X)	86,559	94.7%	4,952	5.3%	(X)	
Speak only English	74,642	79.8%	(X)	(X)	(X)	(X)	(X)	(X)
Speak a language other than English	18,909	20.2%	13,527	73.7%	4,952	26.3%		
SPEAK A LANGUAGE OTHER THAN ENGLISH								
Spanish	10,080	10.8%	7,510	74.5%	2,570	25.5%		
5 to 17 years old	1,847	2.0%	1,653	89.5%	164	10.5%		
18 to 64 years old	7,412	7.9%	5,442	73.4%	1,970	26.6%		
65 years old and over	821	0.9%	415	50.5%	406	49.5%		
Other Indo-European languages	6,593	7.0%	5,023	76.2%	1,570	23.8%		
5 to 17 years old	1,090	1.2%	1,034	95.7%	48	4.3%		
18 to 64 years old	4,077	4.4%	3,210	78.7%	867	21.3%		
65 years old and over	1,426	1.5%	779	54.2%	657	45.8%		
Asian and Pacific Island languages	1,416	1.5%	792	55.5%	624	44.1%		
5 to 17 years old	66	0.1%	91	94.8%	5	5.2%		
18 to 64 years old	1,026	1.1%	596	52.2%	480	47.8%		
65 years old and over	324	0.3%	165	56.1%	129	43.9%		
Other languages	820	0.8%	602	73.4%	218	26.6%		
5 to 17 years old	17	0.0%	17	100.0%	0	0.0%		
18 to 64 years old	695	0.7%	456	65.5%	209	30.1%		
65 years old and over	108	0.1%	99	91.7%	9	8.3%		
CITIZENS 18 YEARS AND OVER								
All citizens 18 years old and over	73,822	(X)	71,050	96.2%	2,792	3.8%	(X)	
Speak only English	61,602	83.7%	(X)	(X)	(X)	(X)	(X)	(X)
Speak a language other than English	12,020	16.3%	9,238	76.8%	2,792	23.2%		
Spanish	5,817	7.9%	4,691	80.6%	1,126	19.4%		
Other languages	6,203	8.4%	4,537	73.1%	1,666	26.9%		

Figure 1:
2020 Census Tract Map



Attachment A:

Resolution #113, Approving Putnam County's Title VI Program Plan 2021
&
Resolution #159, Approving the Amendment of County Civil Rights Officer,
August 2022

PUTNAM COUNTY LEGISLATURE

Resolution #113

Introduced by Legislator: Carl L. Albano on behalf of the Physical Services Committee at a Regular Meeting held on June 1, 2021.

page 1

APPROVAL/ PUTNAM COUNTY'S PROPOSED PROGRAM PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION AND TITLE VI REGULATIONS

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

WHEREAS, the County of Putnam ("County") is a direct recipient of Federal funding and/or financial assistance, as defined in FTA C 4702.1B (the "Circular"), and, as such, must comply with the mandate of Title VI of the Civil Rights Act of 1964 ("Title VI"), which provides, in relevant part, that no person shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity by recipient(s) of Federal funding and/or financial assistance; and

WHEREAS, the County's prior submission to the FTA of the Putnam County Title VI Program Plan ("Program Plan) was approved by the Putnam County Legislature ("Legislature") by Resolution #102 of 2019; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of Title VI and as required by the FTA, has prepared, for submission to and approval by the FTA, an update to its Program Plan, supporting the integration into the County's services, programs and activities the considerations, goals and mandate of Title VI, et seq.; and

WHEREAS, the Program Plan's objectives include, without limitation, ensuring that the level and quality of public transportation services is provided in a non-discriminatory manner, promoting full and fair participation in public transportation decision-making without regard to race, color or national origin, and ensuring meaningful access to transit-related services, programs and activities by persons with limited English proficiency; now therefore be it

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

RESOLVED, that the County Executive, together with the Putnam County Legislature, support, approve and authorize the Department of Planning, Development and Public Transportation to submit to the FTA for its review and approval the County's Title VI Program Plan, which conforms to the mandate set forth in the Circular FTA C 4702.1B as required by the FTA; and be it further

RESOLVED, that this resolution shall take effect immediately.

BY ROLL CALL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

State of New York

ss:

County of Putnam



I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on June 1, 2021.

Dated: June 3, 2021

Signed: Diane Schonfeld

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #159

Introduced by Legislator: Carl L. Albano on behalf of the Physical Services Committee at a Regular Meeting held on August 2, 2022.

page 1

APPROVAL/ PUTNAM COUNTY'S PROPOSED PROGRAM PLAN AMENDMENT OF CIVIL RIGHTS OFFICER IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION AND TITLE VI REGULATIONS

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

WHEREAS, the County of Putnam ("County") is a direct recipient of Federal funding and/or financial assistance, as defined in FTA C 4702.1B (the "Circular"), and, as such, must comply with the mandate of Title VI of the Civil Rights Act of 1964 ("Title VI"), which provides, in relevant part, that no person shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity by recipient(s) of Federal funding and/or financial assistance; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of Title VI and as required by the FTA, has prepared, for submission to and approval by the FTA, an update to its Program Plan, supporting the integration into the County's services, programs and activities the considerations, goals and mandate of Title VI; and

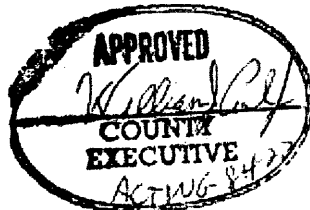
WHEREAS, the Program Plan's objectives include ensuring that the level and quality of public transportation services is provided in a non-discriminatory manner, promoting full and fair participation in public transportation decision-making without regard to race, color or national origin, and ensuring meaningful access to transit-related services, programs and activities by persons with limited English proficiency; now therefore be it

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

RESOLVED, that the County Executive, together with the Putnam County Legislature, support, approve and authorize the Department of Planning, Development and Public Transportation to submit to the FTA for its review and approval the County's Title VI Program Plan, amending the Civil Rights Officer listed therein and which conforms to the mandate set forth in the Circular FTA C 4702.1B as required by the FTA; and be it further

RESOLVED, that this resolution shall take effect immediately.

BY POLL VOTE: SEVEN AYES. LEGISLATORS CASTELLANO & GOULDMAN WERE ABSENT. MOTION CARRIES.



State of New York
ss:
County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on August 2, 2022.

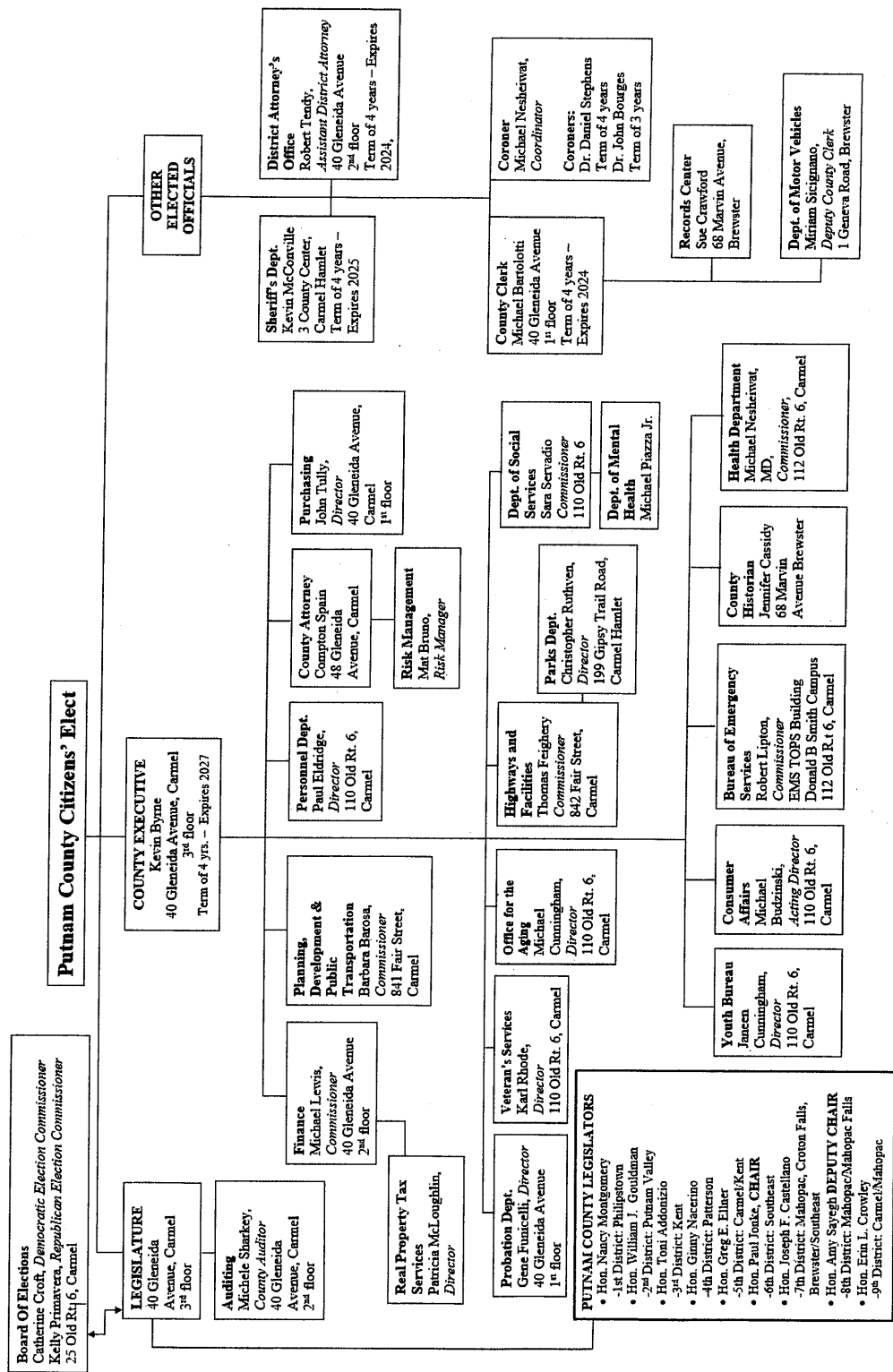
Dated: August 4, 2022

Signed: Diane Schonfeld

Diane Schonfeld
Clerk of the Legislature of Putnam County

Attachment B:

Putnam County Organizational Chart



Attachment C:



GM Monthly Facility Audit

LOCATION: PUTNAM 239	DATE:			
Area	Yes	No	N/A	Comments
Safety Management Practices				
Maintains MVT standardized Accident Log updated and current				
Performs New Hires 45/75 day assessments as required				
Division's instructors (class and BTW) are properly ICP certified				
Division utilizes the standard MVT training program (AVATAR)				
> Check 1 file from the last class that graduated for accuracy and completeness				
Division follows minimum training program requirements (hours, protocols, materials, etc.)				
Division manages DriveCam Program per DC Program Management Plan				
> # Vehicles Out Of Service				7
> # Vehicles Overdue for Download				
> # DC events overdue for coaching/retraining				
Division follows disciplinary requirements outlined in Handbook/CBA				
Location Safety Committee is active and meeting minutes kept and posted on bulletin board				
Safety Meetings attendance tracked and documented on Form SF-8 and filed				
Drivers retrained per Safety Retraining Policy (Policy #12)				
> Check most recent preventable accident retraining file for accuracy and completeness				
Safety vests are worn				
COVID-19 Safety				
Signage and flyers visible, up-to-date, and not worn out - at building entrance, throughout office and maintenance				
COVID-19 Communications Board is up-to-date				
Facial covering signage is posted throughout the location				
Physical distancing decals and signage visible and not worn out - at entrance, throughout office and maintenance				
Sanitary stations set up at all high-touch point areas				
PPE Inventory System up-to-date				
Sufficient supply of PPE - cleaning supplies, masks, gloves, sanitizer, wipes, face shields, etc.				
Daily cleaning log is being maintained and is up-to-date				
Screening / daily clearance protocol process is working as intended and using most recent forms				
Workspace seating adheres to 6-foot distance				
Furniture is removed in congregation-prone areas to encourage physical distancing				
Communal items are removed or temporarily closed down (i.e. drinking fountains, candy dishes)				
Any physical distancing bottlenecks and need to establish capacity limit or 1-in, 1-out				
Exterior				
Are exterior lights functioning properly?				
Landscaping well maintained				
Trash not overflowing from dumpster				
Parking lot free of debris				
Parking lot in good repair and free of trip hazards				
Building and fencing free of graffiti				
Does fuel island have spill kit (if applicable)				
Is fuel island free of leaks (if applicable)				
Fuel island has fire extinguisher available (if applicable)				
Fuel island has emergency cut-off switch and it is visible and properly identified (if applicable)				
Fuel hose hung properly (if applicable)				
Fuel nozzle trigger lock removed (if applicable)				

Area	Yes	No	N/A	Comments
Vehicles				
Exterior of vehicle clean (wheels, windows etc.)				
Interior free of trash, debris and graffiti				
DVIs properly filled out				
Current insurance and registration located in vehicle				
Accident kits are present with most up-to-date accident procedures				
Fire extinguisher is present and serviceable				
Maintenance Area				
Is Facility clean?				
Is the maintenance floor clear of free oil spills or slick spots?				
Are maintenance personnel wearing safety glasses?				
Is proper footwear being worn?				
Are all machinery fitted with proper guards?				
Electrical cords intact and free of cuts/repair?				
Electrical Panels / Breaker Boxes have unobstructed access				
Electrical Panels / Breaker Boxes have not been modified and have no uncovered openings.				
Inventory stored properly and organized				
Are hoses rolled up when not in use?				
Are Lockout/Tagout procedures in place?				
Is waste area clean and orderly?				
Are aerosol cans stored in fire proof cabinets?				
Are oily rags disposed of in their proper container (covered metal waste cans)?				
Are safety glasses for visitors provided in accessible an area?				
Are all facility/shop lights operational and functional?				
Are exits properly marked?				
Is first aid kit properly stocked?				
Plumbed eyewash station is inspected weekly				
Are eyewash stations within 15' of hazardous materials such as corrosive (batteries).				
Electrical panel area free of clutter (3x3)				
Are facility / shop areas free of "trip & falls" hazards?				
Are all storage drums covered and labeled?				
Are all air / water hoses clean, free of defects and properly stored?				
Are all drop lights clean, serviceable, and properly stored?				
Is signage permanently mounted?				
Are locker room floors free of debris and uniforms?				
Are there accurate "Days without an Injury" and "Days without Incident" signs posted?				
Is proper personal protective equipment (PPE) used by employees in the shop areas?				
Tools and Equipment				
Jack stands and lifts have weight capacity clearly marked on them				
Jack stand in good condition				
Jack stand being used when applicable				
Tires and wheels secure				
Batteries secured and stored with secondary containment				
Vehicle lifts in good condition				
Vehicle wash area clean and organized				
Water hoses rolled up when not in use (wash area)				
Pit area clean and organized (where applicable)				
Are fire extinguishers inspected monthly basis				
Appropriate signs posted for PPE, fire extinguisher, restricted area, etc.				

Attachment D:

Policy & Procedures for Public Comment on Fare/Service Changes

ARTICLE XI

Procedure for Public Comment Process on Fare & Service Changes

- I. Fare Change(s): any increase or reduction in any fare in the PART system, including but not limited to; fixed route, paratransit, seasonal trolley, commuter shuttle.
 1. See Section IV of Article XI below.
- II. Major Service Change(s): any route change that would expand or reduce service that is over 10% of the weekly revenue mileage of all existing fixed routes excluding the trolley service. This will include a change in service areas, days of service and/or scheduled times.
 1. See Section IV of Article XI below.
- III. Minor Service Change(s): increasing or reducing less than 10% of the weekly revenue mileage of all existing fixed routes excluding the trolley service. This will include a change in service areas, days of service and/or scheduled times.
 1. Based on input form PART, the Commissioner/Deputy Commissioner or Transportation Manager approves or denies contemplated service changes.
 2. Upon arrival, the Commissioner/Deputy Commissioner or Transportation Manager notifies the County Executive of the change(s).
- IV. Procedures to Implement Fare/Major Service Changes

The following procedures will be used when Fare/Major Service changes are being planned:

1. Discuss the proposed changes internally. Internally means within the Planning Department and with the Transit Operator.
2. Analyze all fare and major service changes according to the procedures set forth in item V of Article XI below.
3. Discuss the proposed changes with the County Executive as part of, among other things, the County Executive's proposed budget.
4. Finalize changes with the County Executive as part of the proposed budget.
5. Once the County Executive's proposed budget is released to the County Legislature, cooperate with the news media and the Legislative Committees in reviewing the department proposals.
6. Public Hearings are held by the County Legislature to receive input from the public. Public is to be given a 30-day notice prior to a hearing.
7. Receive comments at hearing(s) or by mail; and, as appropriate, integrate comments into the proposed changes, if any. Operational and financial constraints will determine if/how comments are addressed. Comments at the hearing(s) will be recorded in the form of minutes.

8. County Legislature adopts final budget containing route/fare changes.
9. County Executive has opportunity for veto of Legislative changes.
10. County Legislature has opportunity to override any veto by County Executive.
11. Fare changes/route changes become final.

V. Procedures to Analyze all Fare and/or Major Service Changes

Although Putnam County is considered a non-large fixed route transit provider, for purposes of Title VI, Putnam County will analyze all fare changes and major service changes as defined in Section I and II of Article XI above. The following steps will be implemented in connection with the analysis:

- Communication of changes will be done through the public hearing process and notices will be placed in the buses to inform people of pending proposed changes, and advertised in the officially designated newspapers, and County website.
- Route changes will be analyzed by comparing where the proposed changes will take place with the Census Tract maps which show minority and low-income populations.

For span of service changes that would reduce or expand hours and days of service, input would be sought from the ridership through comments made to the drivers or received at the office regarding requests for such changes. An informal survey might also be conducted of the ridership. Additionally, input from the business community or some other entity requesting service might be used as well as petitions presented from various groups to help determine usage.

In regard to fare changes, the ridership and general public will be presented opportunities to comment at public hearings or in writing. There are various payment options and methods to pay and there are discount plans. Feedback will be focused on input regarding the amount of the fare increase and whether or not it is reasonable for minority and low-income populations. In this regard, the cost of alternate travel modes in the area will be evaluated.

The County will determine whether or not the proposed changes have any discriminatory impact by analyzing the characteristics of the people in the area that would be impacted by the changes. Changes should not be focused on only a minority and/or low-income area in a manner that creates a hardship for only that area.

If any adverse effects are evident from a fare change or major service change, the County will review the changes and determine if any actions can be implemented to minimize, mitigate or offset any adverse impacts. Possible strategies might include any or all of the following alternatives:

- Minimize fare increases through added discounts on existing payment options.
- Create new alternative payment options with discounts.
- Determine if alternative transportation service options in the area are feasible either from a cost stand-point and/or availability stand-point and be prepared to make recommendations regarding these services.

Policy & Procedures

- Provide sufficient notice of proposed changes to allow adequate time for people to find an alternate means of travel.

Finally, if an analysis demonstrates a disparate impact on low-income and minority populations, the County will document that the proposal meets a substantial need that is in the public interest and that alternatives would have more severe adverse effects than the preferred alternative. It is likely that a cost-benefit analysis would be done to help define the final course of action. In the next several years, it is likely that budgetary constraints and funding sources will weigh heavily on the evaluation of alternatives. In short, service will be balanced against what the taxpayer can afford and in light of any newly imposed New York State property tax cap.

Attachment E:

Resolution R-165, Adopting Transportation Advisory Council (TAC)

PUTNAM COUNTY LEGISLATURE

Resolution #165

Introduced by Legislator: Ginny Naccirino on behalf of the Rules, Enactments & Intergovernmental Relations Committee at a Regular Meeting held on August 7, 2013.

page 1

APPROVAL/LOCAL LAW/AMEND CHAPTER 25/CODE OF PUTNAM COUNTY ENTITLED "COUNCILS AND COMMISSIONS"

A Local Law to Amend Chapter 25 of the Code of Putnam County entitled "Councils and Commissions"

BE IT ENACTED BY THE LEGISLATURE OF THE COUNTY OF PUTNAM, as follows:

Section 1.

A new Article VI entitled "Transportation Advisory Council" is hereby added to Chapter 25 of the Code of Putnam County to read as follows:

Section 25-39. Establishment.

There is hereby created and established in the County of Putnam, New York a Transportation Advisory Council to be known as the "Putnam County Transportation Advisory Council", and said Board shall be and exist for the benefit of the County of Putnam and the inhabitants thereof, and same is hereby established for the accomplishment of any and all purposes provided by law.

Section 25-40. Membership and term.

A) Membership in the Transportation Advisory Council shall consist of the following:

(1) There shall be seven (7) members appointed by the County Executive and confirmed by the Legislature, who reside in the County of Putnam. One member shall be a representative of the Putnam County Chambers of Commerce; one member shall be a real estate and/or commerce professional; one member shall be a representative for people with disabilities; one member shall be a representative of the taxi & limousine business; one member shall be a citizen-at-large; one member shall be a citizen with a mental impairment; and one member shall be a citizen with a physical disability.

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on August 7, 2013.

Dated: August 9, 2013

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #165

Introduced by Legislator: Ginny Nacerino on behalf of the Rules, Enactments & Intergovernmental Relations Committee at a Regular Meeting held on August 7, 2013.

page 2

(2) Ex-officio members shall be the Putnam County Transportation Manager or an appointee of the Commissioner of Planning, Development and Public Transportation, the Chairman of the Physical Services Committee, the Chair of the Economic Development & Energy Committee, the Commissioner of Planning, Development and Public Transportation, the Commissioner of Social Services, the Commissioner of Health, the Director of Tourism, the Director of Office for the Aging, the Director of Consumer Affairs, the Director of the Economic Development Corporation, the Director of the Office of Veterans Affairs.

B) All appointed members shall serve at the pleasure of the County Executive during their three (3) year term of appointment.

C) Appointed member vacancies on the Transportation Advisory Council shall be filled in the same manner as the original appointment, except that a vacancy occurring through circumstances other than by expiration of a term shall be filled only for the remainder of said term.

D) An appointed member of the Transportation Advisory Council shall serve until his or her successor has been appointed.

Section 25-41. Chairperson.

The Chairperson of the Transportation Advisory Council shall be the Putnam County Transportation Manager or the appointee of the Commissioner of Planning, Development and Public Transportation.

Section 25-42. Powers and duties.

The powers and duties of the Transportation Advisory Council shall be to:

A) Explore opportunities and make recommendations to the County Executive and Legislature exploring all facets of Public Transportation in order to improve efficiencies, better manage assets, leverage resources and create partnerships to save dollars and improve transportation services.

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on August 7, 2013.

Dated: August 9, 2013

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #165

Introduced by Legislator: Ginny Naccrino on behalf of the Rules, Enactments & Intergovernmental Relations Committee at a Regular Meeting held on August 7, 2013.

page 3

- B) Provide quarterly updates and make annual presentations to the Legislature.**
- C) Make recommendations for a marketing plan, advertising opportunities and promotions to the County Executive and the Legislature, as needed.**
- D) Conduct annual comprehensive assessments by reviewing and analyzing routes. The review should include the right sizing of vehicles for needed services and the coordination with all other modes of transportation for optimizing scheduling and connecting services.**
- E) Study the Triennial Review conducted by the Federal Transit Authority and make appropriate improvements and recommendations.**
- F) Make recommendations for infrastructure improvements and other transportation additions to be included in the capital plan to the Commissioner of Planning, Development, and Public Transportation. These improvements may include rolling inventory, bus shelters, and bus stops.**
- G) Make recommendations regarding the creation and contents of a countywide Taxi & Limousine Law.**
- H) Coordinate and provide a venue for transportation safety-net hearings related to Paratransit and Putnam Paratransit +, and act on a case-by-case basis to make recommendations for those who need transportation. The Transportation Advisory Council shall also give guidance with regard to guidelines, policies and procedures with regard to Paratransit, Putnam Paratransit + and other special needs transportation services.**

Section 25-43. Meetings.

- A) The Transportation Advisory Council shall hold meetings at least monthly, and at such other times as its Chairperson deems necessary for the efficient discharge of**

Vote:

State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on August 7, 2013.

Dated: August 9, 2013

Signed: _____

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #165

Introduced by Legislator: Ginny Nacerino on behalf of the Rules, Enactments & Intergovernmental Relations Committee at a Regular Meeting held on August 7, 2013.

page 4

the business of the Transportation Advisory Council. Transportation Advisory Council meetings shall comply with the New York State Open Meetings Law.

B) The Transportation Advisory Council shall adopt rules and procedures for its meetings.

C) The Transportation Advisory Council shall maintain minutes of the proceedings of all meetings, memorializing votes taken, questions asked, and comments made with regard to the business before the Transportation Advisory Council.

D) Four (4) members of the Transportation Advisory Council shall constitute a quorum for the transaction of business.

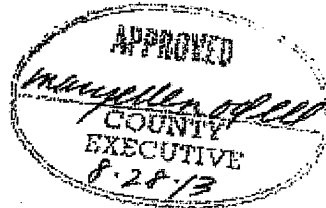
Section 25-44. Compensation.

The members of the Transportation Advisory Council shall receive no compensation for their services.

Section 2.

This local law shall take effect immediately.

BY POLL VOTE: ALL AYES. LEGISLATOR DICARLO WAS ABSENT. MOTION CARRIES.



Vote:
State Of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on August 7, 2013.

Dated: August 9, 2013

Signed: Diane Schonfeld

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

Attachment F:
Resolution R-215, Appointing Member of the TAC

PUTNAM COUNTY LEGISLATURE

Resolution #215

Introduced by Legislator: Joseph Castellano on behalf of the Audit & Administration Committee at a Regular Meeting held on October 2, 2013.

page 1

APPROVAL/APPOINTMENT/MEMBERS OF TRANSPORTATION ADVISORY COUNCIL

WHEREAS, by Resolution #165 of 2013, the Putnam County Legislature amended Chapter 25 of the Code of Putnam County entitled "Councils and Commissions" by adding a new Article VI entitled "Transportation Advisory Council"; and

WHEREAS, pursuant to the Resolution, the membership of the Transportation Advisory Council shall consist of seven (7) members, who reside in Putnam County, appointed by the County Executive and confirmed by the Legislature; and

WHEREAS, the County Executive has appointed the following residents of the County of Putnam to the Putnam County Transportation Advisory Council:

- Bill Nulk, Member of the Putnam County Chambers of Commerce**
- Jennifer Maher, Real Estate/Commerce Professional**
- Tina Cornish-Lauria, Representative for People with Disabilities**
- Ruth Awaia-Quesada, Representative of the Taxi & Limousine Business**
- Eric Gross, Citizen-at-Large**
- Marvin Novinsky, Citizen – Mental Disability**
- Kathleen Macken, Citizen – Physical Disability**

Now Therefore Be It

RESOLVED, that the Putnam County Legislature hereby confirms the appointment of the above named residents to the Putnam County Transportation Advisory Council.

BY ROLL CALL VOTE: EIGHT AYES. ONE ABSTENTION – LEGISLATOR LOBUE. MOTION CARRIES.

Vote:
State Of New York
ss:
County of Putnam



I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on October 2, 2013.

Dated: October 4, 2013

Signed: Diane Schonfeld

Diane Schonfeld
Clerk Of The Legislature Of Putnam County

The Putnam County Courier

Affidavit of Publication

LEGAL NOTICE
PUTNAM COUNTY TRANSIT OPERATIONS PROTECTION UNDER TITLE VI
Putnam County's Department of Public Transportation (the Department) operates all programs and services on the basis of race, color, and national origin in compliance with the Department of Transportation's Title VI regulations at 49 CFR Part 470.17 and 49 CFR Part 470.18. The Department Administration Director at 4702.1B, The Department

State of New York
County of Putnam

Doeglis Cunniff being duly sworn, doth depose and say that he is the Publisher of the Putnam County Courier, a newspaper printed and published weekly at the Village of Cold Springs, County of Putnam, and State of New York, and that the annexed Legal Notices, which is a true and accurate copy, was published in said paper for 1 week successively, beginning on the 4th day of June, 2019, and ending on the 4th day of June, 2019.

Day Civil

subscribed and sworn before me this 4th day of June, 2019

KIMBERLEY HVATT
Notary Public, State of New York
Registration #01170547248
Qualified in Putnam County
Commission Expires Aug. 25, 2020

Attachment G:

Copies of Newspaper Title VI Public Notices 2019 - 2023

The PUTNAM COUNTY NEWS and RECORDER

Affidavit of Publication

LEGAL NOTICE
PUTNAM COUNTY TRANSIT OPERATIONS PROTECTION UNDER TITLE VI
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State of New York
County of Putnam

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Day Civil

subscribed and sworn before me this 5th day of June, 2019

KIMBERLEY HVATT
Notary Public, State of New York
Registration #01170547248
Qualified in Putnam County
Commission Expires Aug. 25, 2020

**The PUTNAM COUNTY NEWS
and RECORDER**

Affidavit of Publication

State of New York
County of Putnam

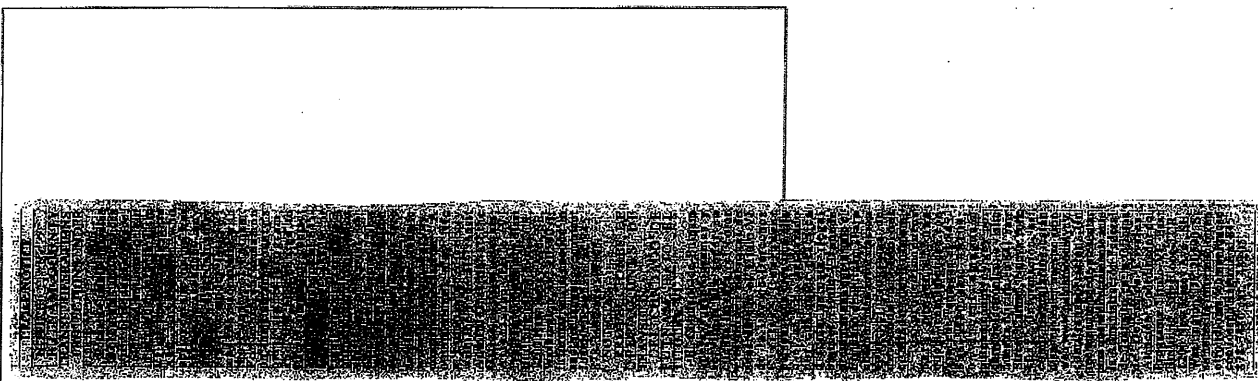
Douglas Cunningham being duly sworn, doth depose and say that he is the Publisher of the Putnam County News & Recorder, a newspaper printed and published weekly at the Village of Cold Spring, County of Putnam, and State of New York, and that the annexed Legal Notice, which is a true and accurate copy, was published in said paper for ... weeks successively, beginning on the 25th day of JANUARY, 2021, and ending on the 25th day of JANUARY, 2021.

Douglas Cunningham

Subscribed and sworn before me this 25th day of January, 2021.

[Signature]

KIMBERLEY MAZZUCA
Notary Public for the State of New York
Qualified in Putnam County
Commission Expires Aug. 28, 2021



The Putnam County Courier

Affidavit of Publication

State of New York
County of Putnam

Douglas Cunningham being duly sworn, doth depose and say that he is the Publisher of the Putnam County Courier, a newspaper printed and published weekly at the Village of Cold Spring, County of Putnam, and State of New York, and that the annexed Legal Notice, which is a true and accurate copy, was published in said paper for ... weeks successively, beginning on the 25th day of January, 2022, and ending on the 25th day of January, 2022.

Douglas Cunningham

Subscribed and sworn before me this 25th day of January, 2022.

[Signature]

KIMBERLEY MAZZUCA
Notary Public for the State of New York
Qualified in Putnam County
Commission Expires Aug. 28, 2021

con el Título VI de la Ley de Derechos Civiles. Cualquier persona que crea que ella o él ha sido agredido por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante el Condado de Putnam. Para obtener más información sobre el programa de derechos civiles del condado de Putnam, y los procedimientos para presentar una queja, comuníquese con Vincent Tamagna al 845-878-3480 ext. 48109 o vincent.tamagna@putnamcounty.gov por correo electrónico. Visite nuestra oficina en 841 Park Street, Carmel, Nueva York 10512. Información disponible en nuestro sitio web: www.putnamcounty.ny.gov/transportation. Un reclamante puede presentar una queja directamente ante la Administración Federal de Transporte en la Oficina de Derechos Civiles, Atención: Coordinador del Programa Titulo VI, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590. Si se necesita información en otro idioma comuníquese con Vincent Tamagna al 845-878-3480 ext. 48109.

LEGAL NOTICE
NOTICE
PUTNAM COUNTY
TRANSPORTATION
PROTECCIONES DE
OPERACIONES DE
TRANSPORTE
TITULO VI
El Condado de Putnam opera programas de servicios sin discriminación racial, de género y de discapacidad, en conformidad con la Ley de Derechos Civiles. Cualquier persona que crea que ella o él ha sido agredido por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante el Condado de Putnam. Para obtener más información sobre el programa de derechos civiles del condado de Putnam, y los procedimientos para presentar una queja, comuníquese con Vincent Tamagna al 845-878-3480 ext. 48109 o vincent.tamagna@putnamcounty.gov por correo electrónico. Visite nuestra oficina en 841 Park Street, Carmel, Nueva York 10512. Información disponible en nuestro sitio web: www.putnamcounty.ny.gov/transportation. Un reclamante puede presentar una queja directamente ante la Administración Federal de Transporte en la Oficina de Derechos Civiles, Atención: Coordinador del Programa Titulo VI, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590. Si se necesita información en otro idioma comuníquese con Vincent Tamagna al 845-878-3480 ext. 48109.

NOTICIA
PROTECCIONES DE
OPERACIONES DE
TRANSPORTE
DEL CONDADO DE
PUTNAM BAJO EL
TITULO VI
El Condado de Putnam opera programas y servicios sin discriminación racial, de género y de discapacidad, en conformidad con la Ley de Derechos Civiles. Cualquier persona que crea que ella o él ha sido agredido por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante el Condado de Putnam. Para obtener más información sobre el programa de derechos civiles del condado de Putnam, y los procedimientos para presentar una queja, comuníquese con Vincent Tamagna al 845-878-3480 ext. 48109 o vincent.tamagna@putnamcounty.gov por correo electrónico. Visite nuestra oficina en 841 Park Street, Carmel, Nueva York 10512. Información disponible en nuestro sitio web: www.putnamcounty.ny.gov/transportation. Un reclamante puede presentar una queja directamente ante la Administración Federal de Transporte en la Oficina de Derechos Civiles, Atención: Coordinador del Programa Titulo VI, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590. Si se necesita información en otro idioma comuníquese con Vincent Tamagna al 845-878-3480 ext. 48109.

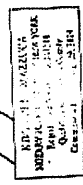
**The Putnam County Courier
Affidavit of Publication**

State of New York
County of Putnam

Douglas Cunningham being duly sworn,
doth depose and say that he is the
Publisher of the Putnam County
Courier, a newspaper printed and
published weekly at the Village of
Cold Spring, County of Putnam, and
State of New York, and that the
annexed legal notice, which is a
true and accurate copy, was
published in said paper for
..... weeks successively,
beginning on the 17th day of
January, 2023, and ending on
the 17th day of January,
2023.

Douglas Cunningham

Subscribed and sworn before me this
17th day of January, 2023



**The PUTNAM COUNTY NEWS
and RECORDER**

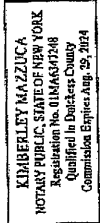
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State of New York, and that the
annexed Legal Notice, which is a
true and accurate copy, was
published in said paper for
..... weeks successively,
beginning on the 26th day of
January, 2022, and ending on
the 26th day of January,
2022.

Douglas Cunningham

Subscribed and sworn before me this
26th day of January, 2022



LEGAL NOTICE
NOTICE TO THE PUBLIC
PUTNAM COUNTY
TRANSIT OPERATIONS
PROTECTIONS UNDER
TITLE VI

Putnam County operates its transit programs and services without regard to race, color, sex, national origin in accordance with Title VI of the Civil Rights Act. Any person who believes that he or she has been aggrieved by any unlawful discriminatory practice in providing transit services is a complainant with the County of Putnam. If you have information on the Putnam County's civil rights program, you may wish to contact Vincent Tamagna at 845-878-3480 ext. 48109, or email vincent.tamagna@putnamcounty.gov or visit our office at 841 Fair Street, Carmel, New York 10512. Information as well as forms are available at our website www.putnamcounty.com/transit. A complainant may file a complaint directly with the Federal Transit Administration at the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor, TCR, 1200 New Jersey Ave., SE, Washington, DC 20590. If information is needed in another language, contact Vincent Tamagna at 845-878-3480 ext. 48109.

NOTICIA PARA EL PÚBLICO
OPERACIONES DE
TRANSPORTE
DE PROTECCIONES DE
TÍTULO VI
DEL CONDADO DE
PUTNAM BAJO EL
TÍTULO VI

El Condado de Putnam opera sus programas y servicios sin tener en cuenta la raza, el color y el origen nacional de acuerdo

The PUTNAM COUNTY NEWS
and RECORDER

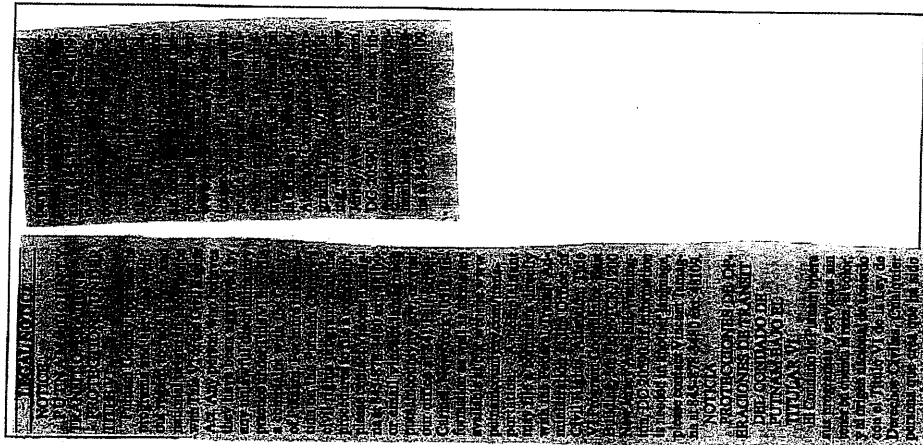
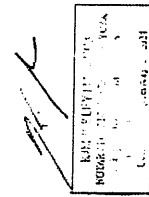
Affidavit of Publication

State of New York
County of Putnam

Douglas Cunningham being duly sworn, doth depose and say that he is The Publisher of the Putnam County News & Recorder, a newspaper printed and published weekly at the Village of Cold Spring, County of Putnam, and State of New York, and that the annexed legal Notice, which is a true and accurate copy, was published in said paper for 1 week 18th successively, beginning on the 18th day of Sept, 2023, and ending on the 18th day of Jan, 2023

Douglas Cunningham

Subscribed and sworn before me this 1st day of Sept, 2023



Attachment H:

Title VI Public Notice and Paratransit Guide: English & Spanish

NOTICE OF PROTECTIONS UNDER TITLE VI FOR PUTNAM COUNTY TRANSIT OPERATIONS

Putnam County operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes they have been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the County of Putnam. For more information on the Putnam County's civil rights program, and the procedures to file a complaint, please contact the Civil Rights Officer at 845-878-3480; email planning@putnamcountyny.gov; or visit our office at 841 Fair Street, Carmel, New York 10512. For the appropriate forms and more information, please visit our website at www.putnamcountyny.com/transportation.

A complainant may file a complaint directly with the Federal Transit Administration at the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590. If information is needed in another language, contact the Planning Department at 845-878-3480 or Dispatch at 845-878-7433

AVISO DE PROTECCIONES BAJO EL TÍTULO VI PARA LAS OPERACIONES DE TRÁNSITO DEL CONDADO DE PUTNAM

El Condado de Putnam opera sus programas y servicios sin tener en cuenta la raza, el color y el origen nacional de acuerdo con el Título VI de la Ley de Derechos Civiles. Cualquier persona que crea que ella o él ha sido agraviado por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja ante el Condado de Putnam. Para obtener más información sobre el programa de derechos civiles del condado de Putnam, y los procedimientos para presentar una queja, comuníquese con el Oficial de Derechos Civiles al 845-878-3480; envíe un correo electrónico a planning@putnamcountyny.gov ; o visite nuestra oficina en 841 Fair Street, Carmel, Nueva York 10512. Para los formularios apropiados y más información, por favor visite nuestro sitio web en www.putnamcountyny.com/transportation.

Un reclamante puede presentar una queja directamente ante la Administración Federal de Tránsito en la Oficina de Derechos Civiles, Atención: Coordinador del Programa Título VI, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

Si se necesita información en otro idioma, comuníquese con el Departamento de Planificación al

845-878-3480 o Despacho al 845-878-7433



PART PARATRANSIT INFORMATION

Please Keep this Brochure for Future Reference

WHAT IS PARATRANSIT?

PART Paratransit is an origin-to-destination transportation system for those Putnam residents who are unable to use the PART public transportation due to a physical, mental, or visual disability. PART Paratransit operates specially modified vans to transport riders with a range of disabilities, including those who use wheelchairs.

WHO IS ELIGIBLE TO USE PARATRANSIT?

A person may be eligible to use PART Paratransit under the following guidelines:

- Service shall be provided to those persons within 3/4-mile of a PART fixed-route and have a destination that is within 3/4-mile of a PART fixed-route. **THIS IS NOT A COUNTYWIDE SERVICE.**
- Service is complementary to the PART fixed-route. It is for persons with physical, mental, or visual disabilities who are unable to use accessible fixed-route transit service.
- Service is provided only after a certification process, which includes certification by a medical doctor, psychiatrist, ophthalmologist or optometrist affirming that an individual is unable to ride on public transportation due to a disability.
- Age by itself does not entitle a person to use Paratransit.
- Disabled visitors who reside in a location outside of Putnam County and have been ADA Certified by the jurisdiction in which they reside are eligible for 21 days of service over a one-year period beginning on the day service was first rendered. After this time, they must be certified by Putnam County.
- Disabled visitors who have no documentation and reside in a location outside of Putnam County are presumed eligible for paratransit service for 21 days over a one-year period beginning on the day service was first rendered. After this time, they must be certified by Putnam County.

WHEN DOES PARATRANSIT OPERATE?

Paratransit operates at the same time and the same days as the PART fixed-route transit service. If the PART fixed-route service is operating on snow routes, then Paratransit service will be comparable to the snow route.

HOW MUCH DOES IT COST TO RIDE ON PARATRANSIT?

A Paratransit one-way trip currently costs **\$3.25**. A trip begins when a person gets on the bus and ends when a person gets off the bus.

MAY A RIDER TAKE A COMPANION ON PARATRANSIT?

A Paratransit rider may be accompanied by one personal care attendant and/or one personal companion. A personal care attendant is considered a person traveling as an aide to facilitate the travel of a person with a disability. A personal care attendant will not be charged a fare. A companion means a person other than an attendant who may be traveling with a disabled person. A companion will pay the same fare as the person with the disability. Additional companions may be allowed if space is available. All personal companions and attendants must have the same origin and destination points. Service animals are also allowed at no charge.

HOW MUCH ASSISTANCE CAN THE DRIVERS OFFER RIDERS?

Because Paratransit is an origin-to-destination service, riders must be able to meet the van outside their homes. Drivers cannot go into riders' homes or carry riders or wheelchairs up or down stairs. Paratransit drivers will provide assistance between the vehicle and the first doorway for riders who need additional assistance to complete the trip. Paratransit drivers do help riders board the van; they lock down wheelchairs and secure all seat belts.

ARE THERE ANY OTHER RESTRICTIONS?

All passengers in wheelchairs that are transported on a Paratransit vehicle must have the wheelchair secured in the provided securement devices in the designated locations on the vehicle. In no case will a wheelchair passenger be allowed to ride in the aisle.

The operator reserves the right to negotiate trip scheduling within one hour of the requested time. Paratransit is not a taxi or limousine service, your trip may be combined with one or more other trip requests.

A maximum of 50% of the system capacity can be dedicated any time of the day to subscription service.

Paratransit may be used as a feeder bus to the regular fixed-route bus.

If a rider has three or more missed trips (no-shows and/or late cancellations) within a 30-day period, this will enact a review of their trips to determine the existence of a pattern or practice of missed trips.

A person, whose behavior threatens or has threatened the safety of Paratransit personnel or other passengers, may be denied service or have service suspended.

HOW DOES ONE APPLY TO USE PARATRANSIT?

Call any one of the following numbers and ask for an application: (845) 878-3480; (845) 878-7433 (Translation services are available upon request); Hearing Impaired 711 Relay.

Website: www.putnamcountyny.com/transportation/

Or, Write to: Putnam County Department of Planning,
Development & Public Transportation
841 Fair Street
Carmel, NY 10512

A completed application will take no longer than 21 days to process from the date it is received by the Putnam County Planning Department.

HOW DO YOU ARRANGE FOR A PARATRANSIT TRIP?

Once you are certified and receive your ID card, you simply call (845) 878-7433; for the Hearing Impaired 711 Relay during the hours of 9 a.m. to 5 p.m. on the day preceding desired service. For Monday service, call by 5 p.m. on Saturday. Translation services are available upon request.

When you make the call, simply say you are calling to schedule a Paratransit trip. You will be asked your name; address; card ID number; when you want to leave and return; your destination; if you have special needs; and a phone number where you can be reached. If you find it necessary to cancel your trip, please call with the cancellation.



PART INFORMACIÓN SOBRE PARATRANSIT

Por favor, guarde este folleto para futuras referencias

¿Qué es PARATRANSIT?

PART Paratransit es un sistema de transporte de origen-destino a destino para aquellos residentes de Putnam que no pueden utilizar el transporte público PART debido a una discapacidad física, mental o visual. PART Paratransit opera furgonetas especialmente modificadas para transportar a los pasajeros con una variedad de discapacidades, incluyendo aquellos que usan sillas de ruedas.

¿QUIEN ES ELEGIBLE PARA USAR PARATRANSIT?

Una persona puede ser elegible para usar PART Paratransit bajo las siguientes pautas:

- El servicio se proporcionará a esas personas dentro de 3/4 millas de una ruta fija DE LA PARTE y tendrá un destino que esté dentro de 3/4 millas de una ruta fija DE LA PARTE. ESTO NO ES UN SERVICIO DE COUNTYWIDE.
- El servicio es complementario a la ruta fija de la PARTE. Es para personas con discapacidades físicas, mentales o visuales que no pueden utilizar un servicio de tránsito de ruta fija accesible.
- El servicio se proporciona sólo después de un proceso de certificación, que incluye la certificación de un médico, psiquiatra, oftalmólogo u optometrista que afirma que una persona no puede viajar en transporte público debido a una discapacidad.
- La edad por sí misma no da derecho a una persona a usar Paratransit.
- Los visitantes discapacitados que residen en un lugar fuera del condado de Putnam y han sido certificados por ADA por la jurisdicción en la que residen son elegibles para 21 días de servicio durante un periodo de un año que comienza el día en que se prestó el servicio por primera vez. Después de este tiempo, deben ser certificados por el Condado de Putnam.
- Los visitantes discapacitados que no tienen documentación y residen en un lugar fuera del condado de Putnam se presumen elegibles para el servicio de Paratransit o durante 21 días durante un periodo de un año que comienza el día en que se prestó el servicio por primera vez. Después de este tiempo, deben ser certificados por el Condado de Putnam.

¿CUÁNDO FUNCIONA PARATRANSIT?

Paratransit opera al mismo tiempo y los mismos días que el servicio de tránsito de ruta fija PART. Si el servicio de ruta fija PART está operando en rutas de nieve, el servicio Paratransit será comparable a la ruta de nieve.

¿CUÁNTO CUESTA MONTAR EN PARATRANSIT?

Un viaje de ida a Paratransit actualmente cuesta \$3.25. Un viaje comienza cuando una persona se sube al autobús y termina cuando una persona se baja del autobús.

¿PUEDE UN RIDER TOMAR UN COMPAÑERO EN PARATRANSIT?

Un jinete de Paratransit puede estar acompañado por un asistente de cuidado personal y/o un acompañante personal. Un asistente de cuidado personal se considera una persona que viaja como un ayudante para facilitar el viaje de una persona con una discapacidad. A un asistente de cuidado personal no se le cobrará una tarifa. Un compañero se refiere a una persona que no sea un asistente que puede estar viajando con una persona discapacitada. Un acompañante pagará la misma tarifa que la persona con discapacidad. Se pueden permitir compañeros adicionales si

hay espacio disponible. Todos los acompañantes personales y asistentes deben tener los mismos puntos de origen y destino. También se admiten animales de servicio de forma gratuita.

¿CUANTA ASISTENCIA PUEDEN OFRECER LOS CONDUCTORES RIDERS?

Debido a que Paratransit es un servicio de origen a destino, los pasajeros deben ser capaces de cumplir con la furgoneta fuera de sus hogares. Los conductores no pueden entrar en las casas de los ciclistas ni llevar jinetes o sillas de ruedas por las escaleras. Los conductores de paratransit proporcionarán asistencia entre el vehículo y la primera puerta para los pasajeros que necesiten asistencia adicional para completar el viaje. Los conductores de paratransit ayudan a los pilotos a abordar la furgoneta; bloquean las sillas de ruedas y aseguran todos los cinturones de seguridad.

¿HAY OTRAS RESTRICCIONES?

Todos los pasajeros en sillas de ruedas que se transportan en un vehículo Paratransit deben tener la silla de ruedas asegurada en los dispositivos de seguridad proporcionados en los lugares designados en el vehículo. En ningún caso se permitirá que un pasajero en silla de ruedas viaje en el pasillo.

El operador se reserva el derecho de negociar la programación del viaje dentro de una hora de la hora solicitada. Paratransit no es un servicio de taxi o limusina, su viaje puede combinarse con una o más solicitudes de viaje.

Un máximo del 50% de la capacidad del sistema se puede dedicar en cualquier momento del día al servicio de suscripción.

Paratransit se puede utilizar como un autobús alimentador al autobús regular de ruta fija.

Si un jinete tiene tres o más viajes perdidos (no-espectáculos y / o cancelaciones tardías) dentro de un periodo de 30 días, esto promulgará una revisión de sus viajes para determinar la existencia de un patrón o práctica de viajes perdidos.

A una persona, cuyo comportamiento amenaza o ha amenazado la seguridad del personal de Paratransit u otros pasajeros, puede ser denegada el servicio o tener el servicio suspendido.

¿COMO SE APLICA PARA USAR PARATRANSIT?

Llame a cualquiera de los siguientes números y solicite una solicitud: (845) 878-3480; (845) 878-7433 (Los servicios de traducción están disponibles bajo petición); Audición 711 Relay.

Sitio web: www.putnamcountyny.com/transportation/

O, escribir a: Putnam County Department of Planning,
Development & Public Transportation
841 Fair Street
Carmel, NY 10512

Una solicitud completa no tardará más de 21 días en procesarse a partir de la fecha en que sea recibida por el Departamento de Planificación del Condado de Putnam.

¿CÓMO SE ORGANIZA UN VIAJE PARATRANSIT?

Una vez que haya certificado y reciba su tarjeta de identificación, simplemente llame (845) 878-7433; para los discapacitados auditivos 711 Relay durante las horas de 9 a.m. a 5 p.m. el día anterior al servicio deseado. Para el servicio de lunes, llame antes de las 5 p.m. del sábado. Los servicios de traducción están disponibles bajo petición.

Cuando hagas la llamada, simplemente di que estás llamando para programar un viaje para pasar por paratransit. Se le preguntará su nombre; dirección; número de identificación de la tarjeta; cuándo quieras irte y regresar, su destino; si tiene necesidades especiales; y un número de teléfono donde se le puede contactar. Si considera necesario cancelar su viaje, por favor llame con la cancelación.

Attachment I:

Putnam County Bus Schedules and Route Maps

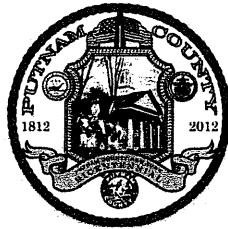
PUTNAM COUNTY
PART
BUS SCHEDULE

PART 1: Brewster, Putnam Lake

PART 2: Mahopac, Jefferson Valley

PART 3: Patterson, Carmel

PART 5: Carmel, Kent



**For information please call
845-878-7433**

**Or visit our website at
<http://www.putnamcountyny.com/transportation/>**

2023 PUTNAM TRANSIT BUS SCHEDULE General Information

Timetable:

Bold – indicates Transit Connections (MTA, HART, BEE LINE)

(~) – indicates no service for that time frame

(*) – indicates snow routes only

O/C – indicates that this stop is “On-Call.

” Call 878-RIDE (7433)

√ - indicates passengers should be at stop based on previous printed timeout

Delays: Tune into WHUD 100.7 FM for announcement of delays which may occur due to weather, construction, traffic conditions, or other circumstances beyond our control. Service to certain areas may be temporarily terminated. A notice will be posted on buses regarding such problems. Or you may call (845) 878-RIDE (7433)

Information: Call (845) 878-RIDE (7433) Monday thru Friday, 4:15 a.m. to 8:15 p.m.; Saturday 7:30 a.m. to 5:30 p.m.

***PLEASE NOTE THAT SATURDAY SERVICE ONLY EXTENDS FROM 8 AM TO 6 PM. THERE IS NO

SATURDAY SERVICE ON

PART 3. NO STOPS AT OFFICE FOR SENIOR RESOURCES/DSS.

Holidays: Bus system does not operate on New Year’s Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving and Christmas.

Fares: \$2.50 One-Way. Seniors & Disabled with Office for Aging I.D. card, MTA (disabled) card, Medicare card, and/or a Half-Fare card issued by the Putnam County Planning Department are acceptable proof for half-fare (\$1.25). Children under 13 (\$1.25) no I.D. required. Students (\$1.25) with a student I.D. card. Infants ride free. Transfers (.75¢) or (.25¢) for seniors/disabled. Exact Change Required. Please have money ready when boarding. Transfers are made at the Department of Social Services building at the Donald Smith County Campus. Transfers apply only on one continuous trip within a 60-minute time period on same day issued.

Monthly Passes & Ticket Books available by calling or applying in person at the Department of Planning, Development, &

Public Transportation (845) 878-3480. Unitickets are available through Metro North Rail Stations.

Schedule: PART operates a “flag” system. The bus will serve riders anywhere along the route, boarding or departing. Locations on the schedule are time and reference points and are not the only places buses will stop. Riders should “flag” the bus to be picked up and should be on the side of the road in which the bus will be travelling. Bus shelters are not bus stops – use the “flag” system. Times are approximate! The only stops in Putnam Plaza are at Top’s and the Dollar Store. Riders should be at bus stop at least 5 minutes before scheduled time. Transit connections listed below.

Paratransit Service: Available by calling (845) 878-RIDE (7433), between the hours of 9 a.m. and 5 p.m. on the day preceding service. When Sundays and Holidays precede a day of service, a call may be made between 9 a.m. and 5 p.m. on Saturday or the day preceding the holiday. If Putnam Transit service is on snow routes, then Paratransit will be comparable to the snow route. Fare: \$3.25 One-Way. Available only to eligible passengers who have applied for and received a Paratransit I.D. card. To apply, call (845) 878-3480.

Transit Connections

BEE Line Connections (Westchester County)

- Route 16 (Peekskill/Yorktown) at Mahopac Village Center, Somers Commons and JV Mall on PART 2.
<http://transportation.westchestergov.com/images/stories/Schedules/Rte16Summer18R.pdf>

- Route 77 (Taconic Express Carmel, Yorktown, White Plains) at Route 52 & Route 6 on PART 5 and Somers Commons on PART 2.
<http://transportation.westchestergov.com/images/stories/Schedules/Fall17Rte77.pdf>

HART Connections (Housatonic Area Regional Transit)

- 3 Route (Mill Plain Road – Brewster) & Shuttle Danbury – Brewster at Brewster Village MTA Station on PART 1.
http://www.hartransit.com/sites/default/files/Hart-system%20map%20loop_22018.pdf
http://www.hartransit.com/sites/default/files/Hart-system%20map%20city_22018.pdf

Horario de los Autobuses de Putnam para El Año 2023 Información

Horario:

Bold – indica que se puede hacer conexión con Transit (MTA, HART, BEE LINE)

(~) – significa que no hay servicio en este horario

(*) – significa rutas de emergencia durante tormentas de nieve

O/C – significa que el autobús solo para si usted lo pide por anticipado llamando al 878-RIDE (7433)

∨ - indica que los pasajeros deben esperar en las paradas en los horarios escritos en el horario del autobús

Retrasos: Puede escuchar información por la radio: WHUD 100.7, donde habrá avisos cuando hay retrasos por mal tiempo,

debido a construcción en las calles, problemas de tráfico, o cualquier otro problema que afecte el servicio de autobús. En casos extremos, podría ser necesario suspender el servicio de autobús temporalmente. Trataremos de avisarle a los pasajeros avisos en los autobuses. También usted puede llamar para más información (845) 878-7433.

Información: (845) 878-7433 Estamos abiertos de Lunes a Viernes de 4:15 a.m. a las 8:15 p.m.; Sábados 7:30 a.m. a las 5:30

p.m.

*****TEN EN CUENTA QUE EL SÁBADO SOLO SE EXTIENDE DE 8 AM A 6 PM. NO HAY SERVICIO SÁBADO EN PART 3. NO HAY**

SERVICIO OFFICE FOR SENIOR RESOURCES/DSS***

Ferriados: El servicio de autobús no opera los siguientes feriados: Año Nuevo, Día del Recuerdo, Cuatro de Julio, Día del Trabajo, El Día de Acción de Gracias, y El Día de Navidad.

Costo del Pasaje: \$2.50 cada vía. Personas mayores de edad y personas incapacitadas pagan (\$1.25), pero deben presentar una identificación de la oficina de personas mayores del condado de Putnam, o del MTA, o la tarjeta del Medicare o la tarjeta emitida por el Departamento de Planeamiento del condado de Putnam. Niño menores de 13 años pagan (\$1.25).

Estudiantes (\$1.25), con identificación estudiantil. Infantes o bebés viajan gratis. Boletos de transferencia cuestan (.75¢) o (.25¢) para las personas mayores o incapacitadas. Debe Tener Cambio Exacto Para Usar Los Autobuses. Todas las transferencias se hacen en el centro comercial de “Departamento de Social Servicios del Donald Smith County Campus” en

Carmel. Las transferencias se pueden usar en un viaje continuo, a ser usado en 60 minutos en el mismo día que es emitido. Pasajes Mensuales o Libros de Pasajes: Se pueden comprar llamando al teléfono: (845) 878-3480 o presentados en persona al Departamento de Planeamiento. Unitickets se venden en las estaciones de tren de “Metro North.”

Horario: Los autobuses pueden parar en cualquier lugar de la ruta indicada. Puede sacar la mano para que el autobús se detenga. Si espera en una parada, saque la mano igualmente. Conexiones de tránsito enumeradas a continuación.

El Servicio de Para-Transito: (Para personas incapacitadas) Debe pedir este servicio con 24 horas de anticipación, llamando

al teléfono (845) 878-7433. Horario de oficina: de las 9 a las 5 de la tarde. Si el servicio de autobús está usando una ruta de emergencia, el servicio de Para-Transito también usara la misma, ruta de emergencia. Costo: \$3.25 cada vía. Para usar este servicio especial, debe aplicar para recibir una identificación para personas incapacitadas. Por favor, llame al (845) 878-3480.

Transit Connections

BEE Line Connections (Westchester County)

- Route 16 (Peekskill/Yorktown) at Mahopac Village Center, Somers Commons and JV Mall on PART 2.
<http://transportation.westchestergov.com/images/stories/Schedules/Rte16Summer18R.pdf>

- Route 77 (Taconic Express Carmel, Yorktown, White Plains) at Route 52 & Route 6 on PART 5 and Somers Commons on PART 2.
<http://transportation.westchestergov.com/images/stories/Schedules/Fall17Rte77.pdf>

HART Connections (Housatonic Area Regional Transit)

- 3 Route (Mill Plain Road – Brewster) & Shuttle Danbury – Brewster at Brewster Village MTA Station on PART 1.
http://www.hartransit.com/sites/default/files/Hart-system%20map%20loop_22018.pdf
http://www.hartransit.com/sites/default/files/Hart-system%20map%20city_22018.pdf

		Carmel	Brewster	Putnam Lake
AM		*Putnam Plaza*		
		Office for Senior Resources/DSS		
PM		Hughson Commons		
		Putnam Hospital/Stoneleigh Ave.		
		Rte. 6 & Rte. 312		
		Rte. 6 & Drewville Rd.		
		Brewster Heights		
		Brewster Village (MTA Station)		
		Rte. 6 & Argonne Rd.		
		Rte. 6 & Peaceable Hill Rd.		
		Peaceable Hill Rd. & North Brewster Rd.		
		North Brewster Rd. & Rte. 312		
		Rte. 312 & Rte. 22		
		Lakeview Plaza (ACME)		
		Clocktower Commons		
		Towne Center		
		Rte. 22 & Doansburg Rd.		
		Stonecrest/Putnam Ridge		
		Putnam Lake Market		
		Fairfield Dr. & Haviland Dr.		
		Fairfield Dr. & Rhineland Rd.		
		Academy Rd. & Lake Shore Dr.		
		Lake Shore Dr. & Haviland Dr.		
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		Putnam Lake	Brewster	Carmel
AM		*Sacred Heart Church*		
		Haviland Dr. & Saginaw Rd.		
PM		Java Rd. & Manchester Dr.		
		Newburgh Rd. & Roanoke Rd.		
	Warren Dr. & Wallace Place			
	Wallace Place & Sharon Rd.			
	Sharon Rd. & Haviland Dr.			
	Putnam Lake Market			
	Stonecrest/Putnam Ridge			
	Doansburg Rd. & Rte. 22			
	Lakeview Plaza (ACME)			
	Clocktower Commons			
	O/C			
	Towne Center			
	Rte. 312 & North Brewster Rd.			
	North Brewster Rd. & Peaceable Hill			
	Peaceable Hill Rd. & Rte. 6			
	Rte. 6 & Argonne Rd.			
	Brewster Village (Across from MTA Station)			
	Rte. 6 & Drewville Rd.			
	Brewster Heights			
	Rte. 6 & Rte. 312			
	Office of Senior Resources/DSS			
	Hughson Commons			
	Putnam Hospital/Stoneleigh Ave.			
	Putnam Plaza			
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Underline - Indicates transit connections (MTA, HART, BEE LINE) | (*) - Indicates no service for that time frame
 (*) - Indicates snow routes only | O/C - Indicates that this stop is "On-Call". Call 878-RIDE (7433)

	Carmel			Southeast			Patterson		
	Camp Herrlich								
	Rte. 311 & Fair Street								
	Ludingtonville Apartments								
	Rte. 311 & Fair Street								
	311 Park & Ride								
	Fair Street (Planning/Highway/Dept)								
	The Plaza at Glover Lake								
	Bullet Hole Rd. (Fox Run Condos)								
	Fair Street (Misty Hills)								
	Fair Street (Twin Brooks/GEMS)								
	Fair Street (Hunter's Glen)								
	Fair Street & Hilland Dale Rd.								
	Fair Street (Kings Grants)								
	Kelly Ridge & St. Michael's Terrace								
	Fair Street (Post Office/GHS)								
	Fair Street & Rte. 52								
	Rte. 52 & Rte. 301								
	Rte. 52 & Rte. 6								
	Rte. 6 & Seminary Hill								
	Seminary Hill & Mechanic St.								
	Mechanic St. & Interlocken Rd.								
	Interlocken Rd. & Stoneleigh Ave.								
	Putnam Plaza								

	Carmel			Southeast			Patterson		
	Camp Herrlich								
	Rte. 311 & Fair Street								
	Ludingtonville Apartments								
	Rte. 311 & Fair Street								
	311 Park & Ride								
	Fair Street (Planning/Highway/Dept)								
	The Plaza at Glover Lake								
	Bullet Hole Rd. (Fox Run Condos)								
	Fair Street (Misty Hills)								
	Fair Street (Twin Brooks/GEMS)								
	Fair Street (Hunter's Glen)								
	Fair Street & Hilland Dale Rd.								
	Fair Street (Kings Grants)								
	Kelly Ridge & St. Michael's Terrace								
	Fair Street (Post Office/GHS)								
	Fair Street & Rte. 52								
	Rte. 52 & Rte. 301								
	Rte. 52 & Rte. 6								
	Rte. 6 & Seminary Hill								
	Seminary Hill & Mechanic St.								
	Mechanic St. & Interlocken Rd.								
	Interlocken Rd. & Stoneleigh Ave.								
	Putnam Plaza								

Underline - Indicates transit connections (MTA, HART, BEE LINE) | (*) - Indicates no service for that time frame
 (*) - Indicates snow routes only | O/C - Indicates that this stop is "On-Call". Call 878-RIDE (7433)

Time	Carmel										Lake Carmel									
	6:00	6:30	7:00	7:30	8:00	8:30	9:00	9:30	10:00	10:30	6:00	6:30	7:00	7:30	8:00	8:30	9:00	9:30	10:00	10:30
PM																				
AM																				

Time	Lake Carmel										Carmel									
	6:00	6:30	7:00	7:30	8:00	8:30	9:00	9:30	10:00	10:30	6:00	6:30	7:00	7:30	8:00	8:30	9:00	9:30	10:00	10:30
PM																				
AM																				

Underline - Indicates transit connections (MTA, HART, BEE LINE) | (*) - Indicates no service for that time frame
 (*) - Indicates snow routes only | O/C - Indicates that this stop is "On-Call". Call 878-RIDE (7433)

Cold Spring Trolley - 2023 Schedule

AM ROUTE 9AM - NOON

AM Route			
Cold Spring Bandstand	9:00	10:02	11:02
Cold Spring Train Station	9:14	10:14	11:14
Visitor's Center/Public Rest Rooms	9:15	10:15	11:15
Cold Spring Village Hall	9:16	10:16	11:16
Hiker's Drop Off (Fair St. & 9D)	REQUEST STOP		
Main Street Cold Spring (9D & Main St.)	9:17	10:17	11:17
Putnam History Museum	9:22	10:22	11:22
Boscobel	9:32	10:32	11:32
Constitution Marsh (9D & Indian Brook Rd.)	REQUEST STOP		
Desmond Fish Library (Closed Sunday)	REQUEST STOP		
Manitoga	REQUEST STOP		
Butterfield Center (Paulding Ave.)	9:42	10:42	11:42
Main Street Cold Spring (9D & Main St.)	9:47	10:47	11:47
Magazzino Italian Art	X	X	RS
Cold Spring Bandstand	10:02	11:02	12:02

PM ROUTE NORTHBOUND NOON - 5PM



PM Route - 9D Northbound			
Cold Spring Bandstand	12:02	2:00	4:00
Cold Spring Train Station	12:14	2:14	4:12
Visitor's Center/Public Rest Rooms	12:15	2:15	4:13
Cold Spring Village Hall	12:16	2:16	4:14
Main Street Cold Spring (Main St. & 9D)	12:17	2:17	4:15
Boscobel	12:22	2:22	4:20
Main Street Cold Spring (9D & Main St.)	12:27	2:27	4:25
Little Stony Point	12:30	2:30	4:28
Breakneck Ridge (Wilkinson Trail)	12:32	2:32	4:30
Mt. Beacon Trail	12:37	2:37	4:35
Main Street Beacon (9D & Main St.)	12:42	2:42	4:40
Beacon Train Station	12:45	2:45	4:43
DIA Museum	12:47	2:47	4:45
Breakneck Ridge (Wilkinson Trail)	REQUEST STOP		
Little Stony Point	REQUEST STOP		
Main Street Cold Spring (9D & Main St.)	REQUEST STOP		
Cold Spring Bandstand	1:02	3:02	5:00

PM ROUTE SOUTHBOUND 1PM - 4PM

PM Route - 9D Southbound		
Cold Spring Bandstand	1:00	3:00
Cold Spring Train Station	1:12	3:12
Visitor's Center/Public Rest Rooms	1:13	3:13
Cold Spring Village Hall	1:14	3:14
Hiker's Drop Off (Fair St. & 9D)	REQUEST STOP	
Main Street Cold Spring (Main St. & 9D)	1:15	3:15
Putnam History Museum	1:20	3:20
Boscobel	1:30	3:25
Constitution Marsh (9D & Indian Brook Rd.)	REQUEST STOP	
Desmond Fish Library (Closed Sunday)	REQUEST STOP	
Manitoga	REQUEST STOP	
Butterfield Center (Paulding Ave.)	1:40	3:40
Main Street Cold Spring (9D & Main St.)	1:45	3:45
Magazzino Italian Art	REQUEST STOP	
Cold Spring Bandstand	2:00	4:00

KEY

KEY	
Indicates no stop on this route	X
Indicates riders must request driver to make this stop	RS

Croton Falls Commuter Shuttle Schedule

Mahopac-Croton Falls Commuter Shuttle

Mahopac to Croton Falls Station
(Trains are express from White Plains)

	AM	AM	AM	AM	AM	AM	AM	PM
Lakeview Market & Deli	5:24	5:47	6:14	6:51	7:06	7:36	7:52	4:47
Lake Mahopac (BP Station)	5:26	5:49	6:16	6:53	7:08	7:38	7:54	4:49
Mahopac Library	5:28	5:51	6:18	6:55	7:10	7:40	7:56	4:51
Mahopac Temple Beth Shalom Lot	5:29	5:52	6:19	6:56	7:11	7:41	7:57	4:52
Croton Falls Station	5:39	6:02	6:29	7:06	7:21	7:51	8:07	5:02
Croton Falls Station	5:46	6:09	6:36	7:13	7:28	7:58	8:14	5:09
White Plains Station	6:27	6:51	7:12	7:50	8:10	8:36	8:53	5:53
Grand Central Terminal	7:05	7:30	7:53	8:31	8:50	9:16	9:30	6:33
	AM	AM	AM	AM	AM	AM	AM	PM

Croton Falls Station to Mahopac

	AM	PM	PM	PM	PM	PM	PM	PM
Grand Central Terminal	7:12	3:52	4:18	4:35	4:57	5:30	6:04	6:29
White Plains Station	7:54	4:26	N/A	5:11	5:31	6:03	6:39	7:03
Croton Falls Station	8:38	5:09	5:30	5:47	6:08	6:47	7:15	7:42
Croton Falls Station	8:41	5:12	5:33	5:50	6:11	6:50	7:18	7:45
Mahopac Temple Beth Shalom	8:51	5:22	5:43	6:00	6:21	7:00	7:28	7:55
Mahopac Library	8:52	5:23	O/C	O/C	O/C	O/C	O/C	O/C
Lake Mahopac (BP Station)	8:54	5:25	O/C	O/C	O/C	O/C	O/C	O/C
Lakeview Market & Deli	8:56	5:27	O/C	O/C	O/C	O/C	O/C	O/C
	AM	PM	PM	PM	PM	PM	PM	PM

The Croton Falls Shuttle operates M – F. In the event of inclement weather or questions regarding the shuttle please call (845) 878-7433. Inclement weather announcements and closure will be provided via email blast and on WHUD 100.7 radio.

O/C: Bus returns only to Temple Beth Shalom unless requested by passengers.
For more info, please visit www.putnamcountyny.com/transportation



Fare Information

Single Trip: **\$1.00/\$0.50 Half Fare**

Transfers: **\$0.75/\$0.25 Half Fare**

Monthly UniTicket: **\$442.00***

- Combination bus/rail monthly
- Unlimited travel on bus/rail
- Good seven days per week

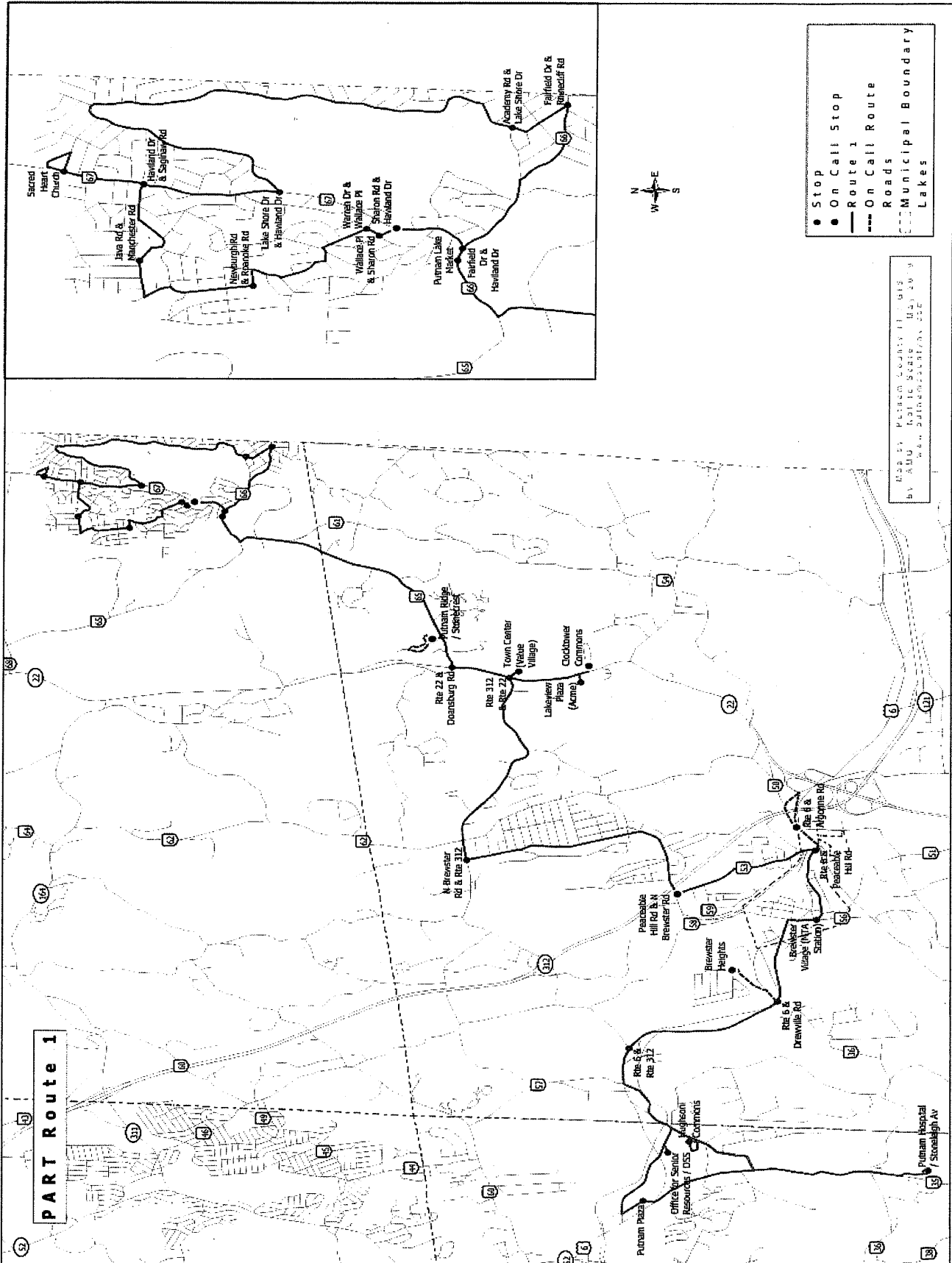
Weekly UniTicket: **\$142.00***

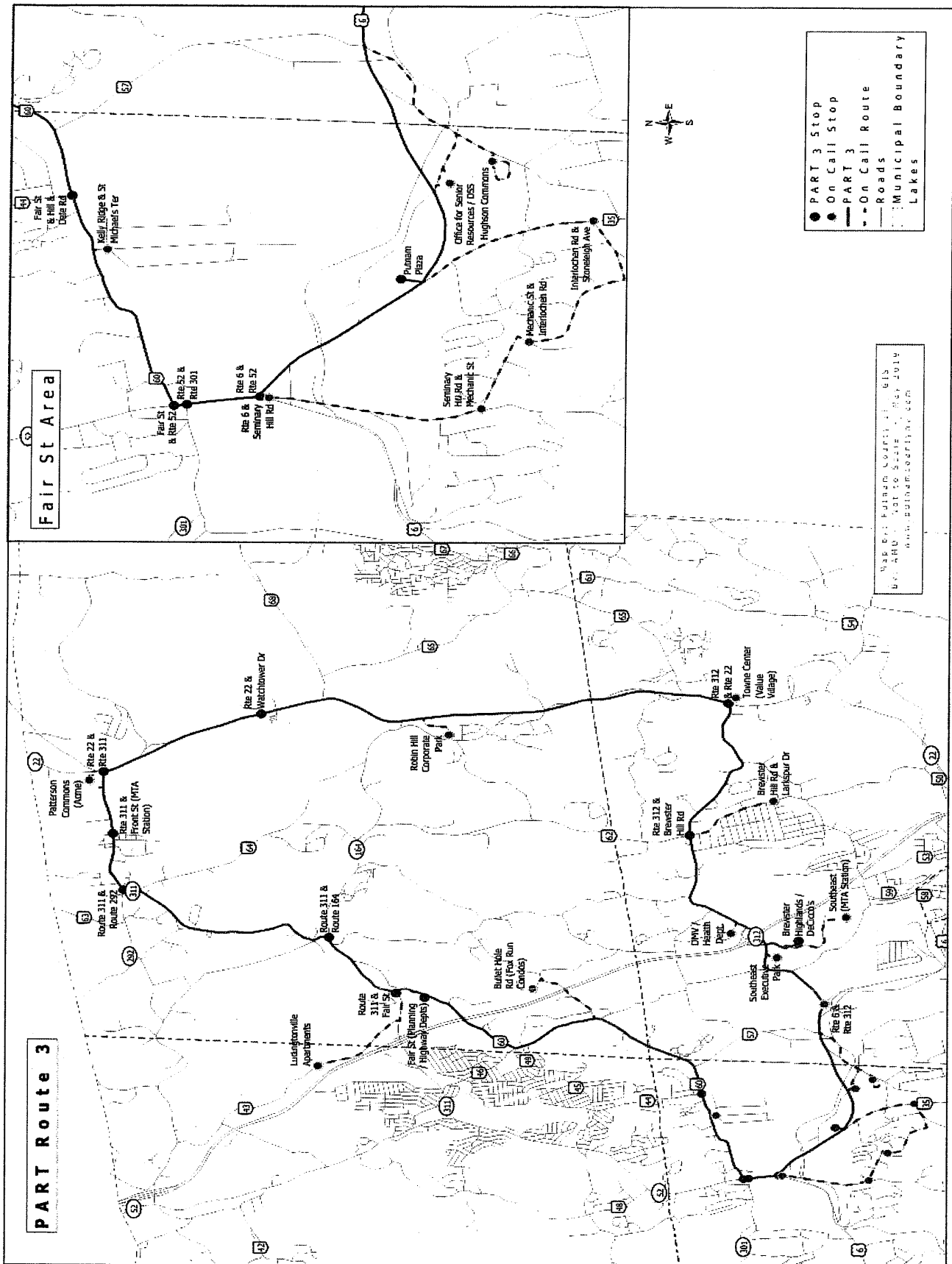
- Combination bus/rail weekly
- Unlimited travel on bus/rail
- Good Saturday through Friday

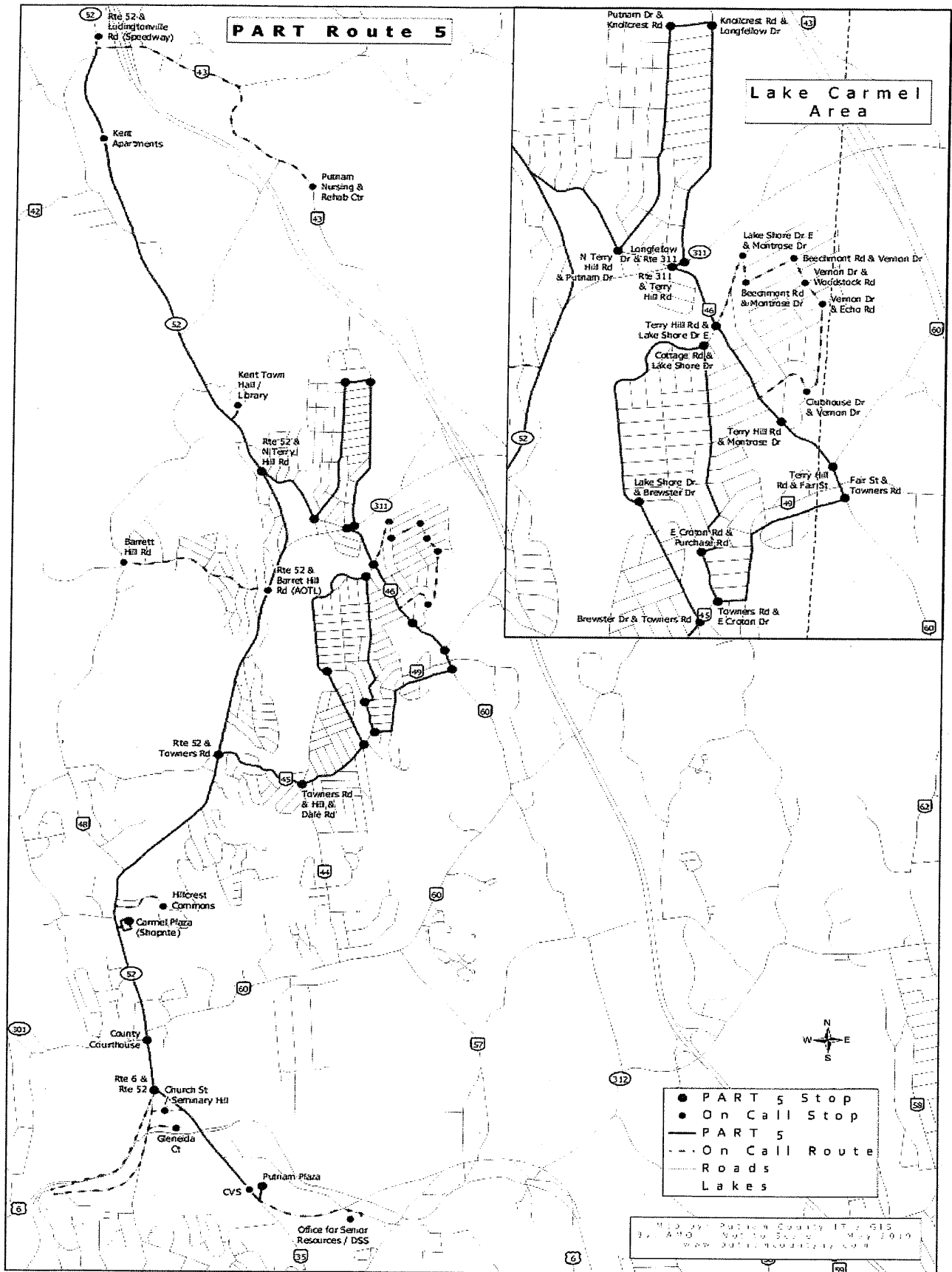
Park & Ride Location

Temple Beth Shalom
760 Route 6 Mahopac, NY 10541

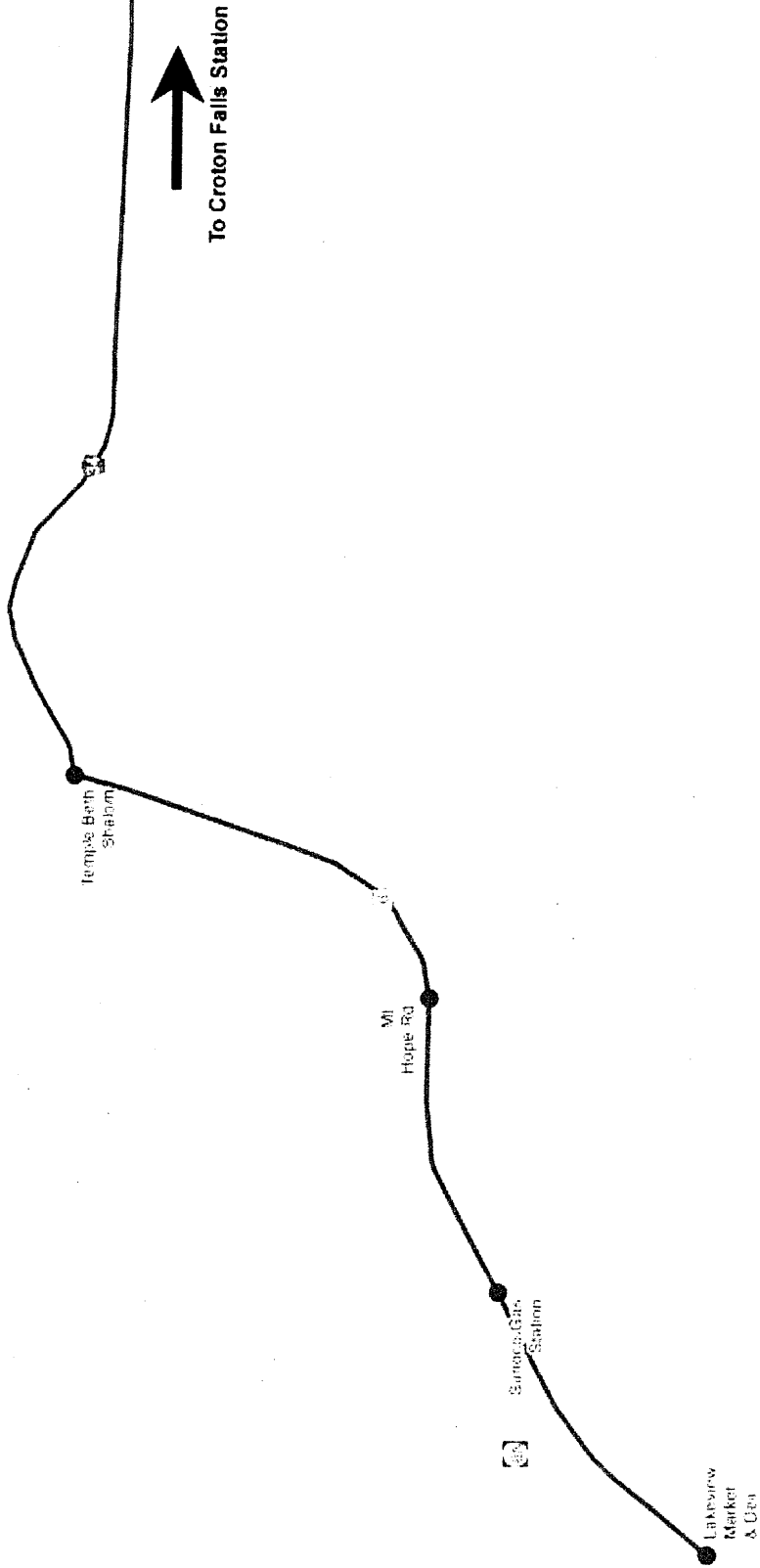
Effective March 27, 2022







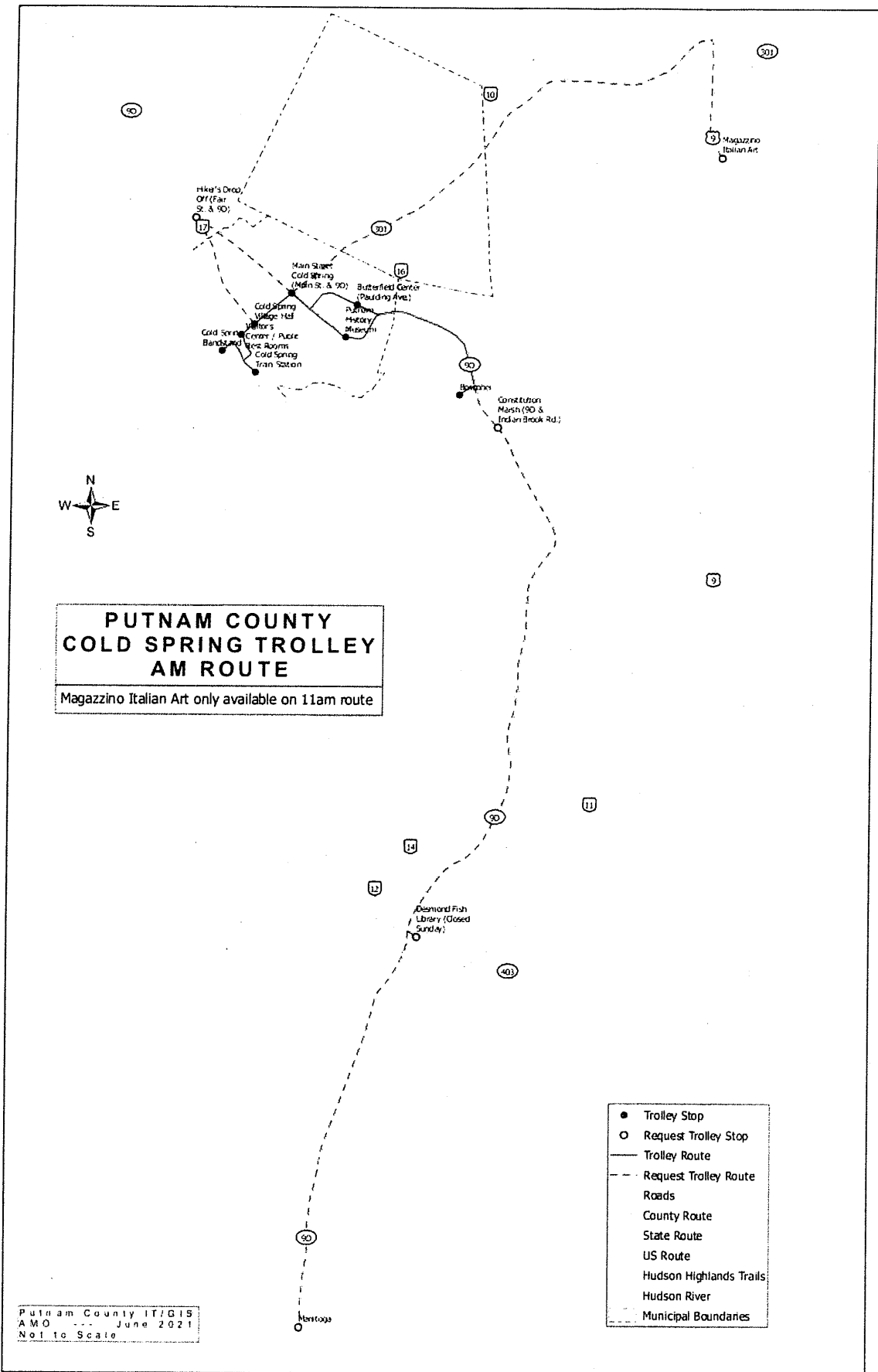
Croton Falls Shuttle



Legend

- Shuttle Stops
- Shuttle Route
- Waterbodies
- Municipal lines
- Roads
- U.S. Routes
- County Route
- Interstate
- State Route
- Taconic St. Pkwy

Map by Putnam County Dept. of Information Technology / GIS
Prepared by ANIC, Not to Scale Mar. 2018
www.putnamcounty.com



**PUTNAM COUNTY
 COLD SPRING TROLLEY
 AM ROUTE**

Magazzino Italian Art only available on 11am route

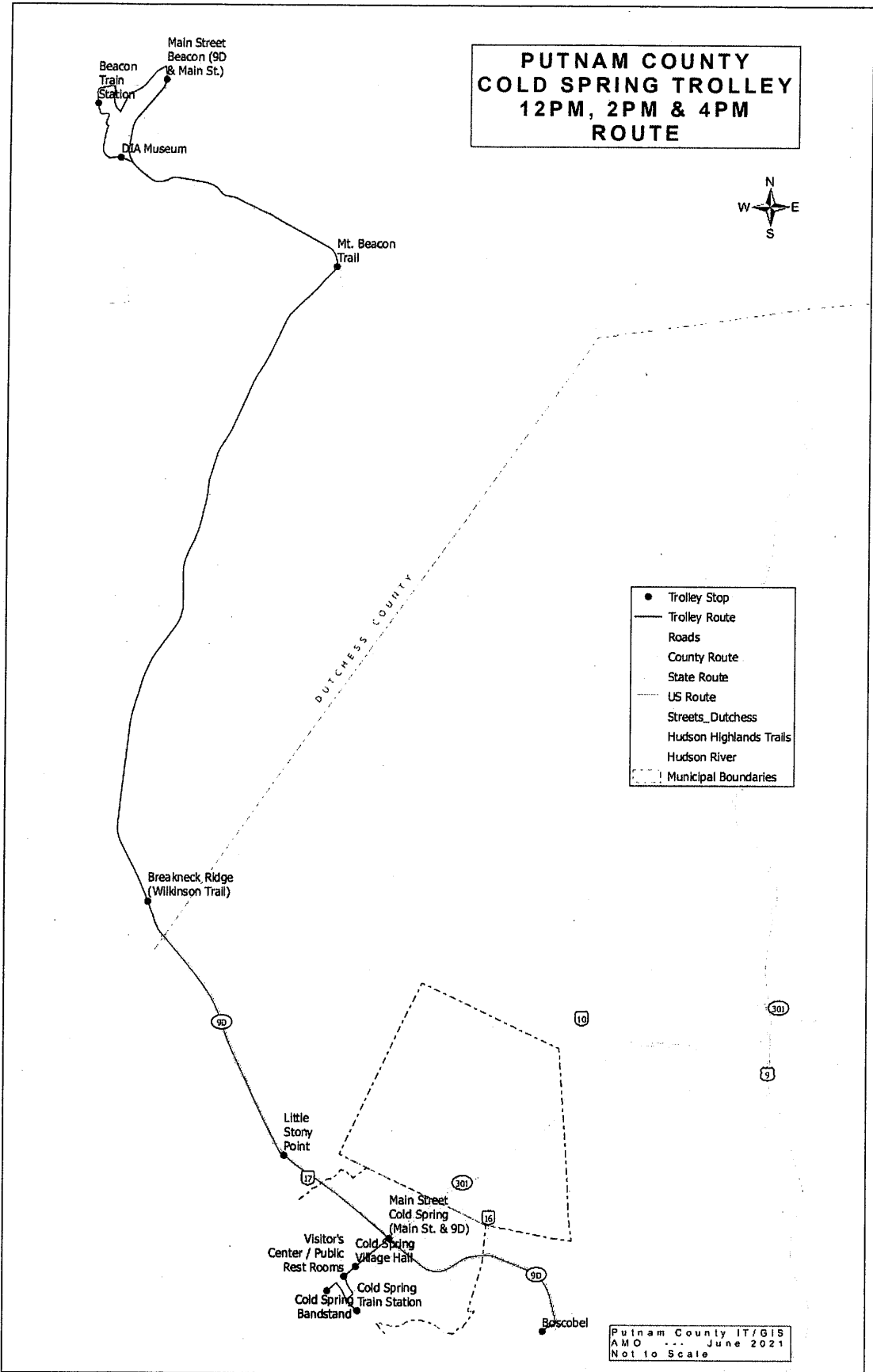
- Trolley Stop
- Request Trolley Stop
- Trolley Route
- - - Request Trolley Route
- Roads
- County Route
- State Route
- US Route
- Hudson Highlands Trails
- Hudson River
- - - Municipal Boundaries

Putnam County IT/GIS
 AMO --- June 2021
 Not to Scale

**PUTNAM COUNTY
COLD SPRING TROLLEY
12PM, 2PM & 4PM
ROUTE**



- Trolley Stop
- Trolley Route
- Roads
- County Route
- State Route
- US Route
- Streets_Dutchess
- Hudson Highlands Trails
- Hudson River
- - - Municipal Boundaries



Putnam County IT/GIS
AMO ... June 2021
Not to Scale

Attachment J:

PUTNAM COUNTY LIMITED ENGLISH PROFICIENCY (LEP) PLAN UPDATED NOVEMBER 2023

Introduction

This Limited English Proficiency (LEP) Plan has been prepared to address Putnam County's responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, Federal Transit Administration Circular 4702.1B dated October 1, 2012, which state that no person shall be subjected to discrimination on the basis of race, color, or national origin.

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, indicates that differing treatment based upon a person's inability to speak, read, write, or understand English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds.

The Putnam County Transit System is owned by Putnam County and operated by MV Transit. Putnam County has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided by Putnam County. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write, or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, Putnam County undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a Putnam County program, activity or service.
2. The frequency with which LEP persons come in contact with Putnam County programs, activities or services.
3. The nature and importance of programs, activities or services provided by Putnam County to the LEP population.
4. The resources available to Putnam County and overall costs to provide LEP assistance.

Four-Factor Analysis

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a Putnam County Transit program, activity or service.

Putnam County staff reviewed the 2017-2021 American Community Survey report from the U.S. Census (See S1601: LANGUAGE SPOKEN AT HOME - Census Bureau Table) and determined that in Putnam County, 20.2% of the population speak a language other than English. It is estimated that 73.7% of the people who speak a language other than English speak English "very well", while 26.3% speak English less than "very well". Of those persons with limited English proficiency, 2,507 speak Spanish, 624 speak Asian and Pacific Island languages, and 218 speak other languages.

2. The frequency with which LEP persons come in contact with Putnam County programs, activities or services.

Putnam County assessed the frequency with which staff and drivers have, or could have, contact with LEP persons. This includes documenting phone inquiries and surveying vehicle operators for requests for interpreters and translated documents. To date, the most frequent contact between LEP persons is with bus drivers. Translated documents have included postings on the buses relating to fares and transit rules written in Spanish.

3. The nature and importance of programs, activities or services provided by Putnam County to the LEP population.

The largest geographic concentration of LEP individuals in the Putnam County Transit service area is Spanish. Several concentrated areas have been identified. 24.6% of Census Tract 101 (Putnam Lake in the Town of Patterson), 26.0% of the population in Census Tract 103 (Lake Carmel in the Town of Kent) is Hispanic or Latino. In Census Tract 118.01 (the Village of Brewster), 51% of the population is Hispanic or Latino. Further, Town of Patterson Census Tract 102.2 has 27% Hispanic or Latino. Services provided by Putnam County Transit that are most likely to encounter LEP individuals are the fixed route system which serves the general public and the Para-Transit system which serves primarily senior and disabled persons.

It is also likely that Putnam County Transit will encounter LEP individuals at the County Planning & Transportation office where bus tickets are sold.

4. The resources available to Putnam County and overall costs to provide LEP assistance.

Putnam County assessed its available resources that could be used for providing LEP assistance, including determining how much a professional interpreter and translation service would cost on an as needed basis, which of its documents would be the most valuable to be translated if the need should arise, and taking an inventory of available organizations that Putnam County could partner with for outreach and translation efforts. The amount of staff and vehicle operating training that might be needed was also considered. Based on the four-factor analysis, Putnam County developed its LEP Plan as outlined in the following section.

Limited English Proficiency (LEP) Plan Outline

How Putnam County and staff may identify an LEP person who needs language assistance:

1. Examine records to see if requests for language assistance have been received in the past, either at meetings or over the phone, to determine whether language assistance might be needed at future events or meetings.
2. Have a staff person greet participants as they arrive to Putnam County sponsored events. By informally engaging participants in conversation, it is possible to gauge each attendee's ability to speak and understand English.
3. Where practicable and feasible, have translator(s) available at Putnam County meetings. This will assist in language assistance needs for future events and meetings.
4. Translate all posted notices on all transit vehicles to assist vehicle operators in identifying specific language assistance needs of passengers. If such individuals are encountered, vehicle operators will be instructed to try to obtain contact information to give to Putnam County Transit's management for follow-up.
5. Vehicle operators and other front-line staff, like dispatchers, Para-Transit schedulers, and service development planners, will be surveyed on their experience concerning any contacts with LEP persons during the previous year.

Language Assistance Measures

There are numerous language assistance measures available to LEP persons, including both oral and written language services. There are also various ways in which Putnam County staff responds to LEP persons, whether in person, by telephone or in writing.

- Putnam County Hispanic Education and Outreach Programs will continue to provide vital information to LEP groups on Putnam County programs and services;
- Network with local human service organizations that provide services to LEP individuals and seek opportunities to provide information on Putnam County programs and services;
- Provide a bilingual Community Outreach Coordinator at community events, public hearings, and Transportation Task Force meetings;
- Placement of statements in notices and publications that interpreter services are available for these meetings, with seven day advance notice;
- Survey bus drivers and other front-line staff, like dispatchers, Para-Transit schedulers, and service development planners, annually on their experience concerning any contacts with LEP persons during the previous year;

- Provide the Language Link hotline number, 1-877-737-4999, and Account #, 27854, at the Transit Center, onboard the Putnam County Transit fleet, in Road Supervisor vehicles and at transit administrative offices;
- Post the Putnam County Title VI Policy and LEP Plan on the agency website, www.putnamcountyny.com;
- Provide group travel training to LEP persons with the assistance of bilingual staff;
- Include language “Spanish a plus” on bus driver recruitment flyers and onboard recruitment posters;
- When an interpreter is needed, for a language other than Spanish, in person or on the telephone, staff will attempt to access language assistance services from a professional translation service or qualified community volunteers. A list of volunteers will need to be developed.

Staff Training

The following training will be provided to Putnam County staff:

1. Information on the Putnam County Title VI Procedures and LEP responsibilities
2. Description of language assistance services offered to the public
3. Use of Language Identification Flashcards
4. Documentation of language assistance requests
5. How to handle a potential Title VI/LEP complaint

Outreach Techniques

When staff prepares a document or schedules a meeting, for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population. Interpreters will be available as needed.

Monitoring and Updating the LEP Plan

Putnam County will update the LEP as required by U.S. DOT. At a minimum, the plan will be reviewed and updated when data from the 2020 U.S. Census is available, or when it is clear that higher concentrations of LEP individuals are present in the Putnam County Transit service area.

Updates will include the following:

- The number of documented LEP person contacts encountered annually
- How the needs of LEP persons have been addressed
- Determination of the current LEP population in the service area

- Determination as to whether the need for translation services has changed
- Determine whether local language assistance programs have been effective and sufficient to meet the needs of LEP persons
- Determine whether Putnam County's financial resources are sufficient to fund language assistance resources needed
- Determine whether Putnam County has fully complied with the goals of this LEP Plan
- Determine whether complaints have been received concerning Putnam County's failure to meet the needs of LEP individuals

Dissemination of the Putnam County LEP Plan

A link to the Putnam County LEP Plan and the Title VI Procedures is included on the Putnam County website at [Civil Rights - Putnam County, New York \(putnamcountyny.com\)](http://Civil Rights - Putnam County, New York (putnamcountyny.com)).

Any person or agency with internet access will be able to access and download the plan from the Putnam County website. Alternatively, any person or agency may request a copy of the plan via telephone, fax, mail, or in person and shall be provided a copy of the plan at no cost. LEP individuals may request copies of the plan in translation which Putnam County will provide, if feasible.

Questions or comments regarding the LEP Plan may be submitted to the Title VI Coordinator at the Putnam County Planning, Development & Public Transportation:

Title VI Coordinator/ Civil Rights Officer
 Putnam County Planning, Development & Public Transportation
 841 Fair Street
 Carmel, NY 10512
 Phone: 845-878-3480
 Fax: 845-808-1948
 Email: planning@putnamcountyny.gov

Attachment K:

Title VI Complaint Form: English & Spanish

DISCRIMINATION COMPLAINT FORM
PERTAINING TO CLASSES PROTECTED BY TITLE VI
On the Basis of Race, Color, or National Origin

Section I:				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Email Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered yes to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you filed for a third party:				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin				
Date of Alleged Discrimination (Month, Day, Year): _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed please use the back of this form.				

DISCRIMINATION COMPLAINT FORM
 PERTAINING TO CLASSES PROTECTED BY TITLE VI
 On the Basis of Race, Color, or National Origin

<input type="checkbox"/> State Court _____	<input type="checkbox"/> Local Agency _____
Please provide information about a contact person at the agency/court where the complaint was filed.	
Name:	
Title:	
Agency:	
Address:	
Telephone:	
Section VI	
Name of agency complaint is against:	
Contact Person:	
Title:	
Telephone:	

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below.

Signature Date

Please submit this form in person at the address below, or mail this form to:

Title VI Coordinator/ Civil Rights Officer
 Putnam County Department of Planning, Development & Public Transportation
 841 Fair Street
 Carmel, NY 10512
 Email: Planning@putnamcountyny.gov
 Telephone: (845) 878-3480
 Fax: (845) 808-1948

FORMULARIO DE QUEJA CONTRA LA DISCRIMINACION
BAJO TITULO VI
Basados en la Raza, el Color, el Origen Nacional

Sección I		
Nombre:		
Domicilio:		
Teléfono (domicilio):		Teléfono (trabajo):
Dirección del correo electrónico:		
Requisitos Accesibles al formulario	Letra grande	Cinta Auditiva
	TDD	Otros
Sección II		
¿Esta Ud., llenando este formulario para Ud. mismo?	Si	No
*Si la respuesta es Si complete la Sección III.		
Si es NO, por favor del nombre y su parentesco con la persona para quien está completando el formulario.		
Por favor explique porque Ud. llena el formulario para una tercera persona.		
Por favor confirme que Ud. tiene autorización de esta tercera persona afectada.		
Por favor confirme que Ud., tiene autorización de la persona tirad partí.	Si	No
Sección III		
¿Anteriormente Ud. a llenado un formulario de reclamo bajo la Clausula VI con esta Agencia?	Yo creo que la discriminación que yo experimente estuvo basada en (indique lo que se aplique)	
	<input type="checkbox"/> Raza <input type="checkbox"/> Color <input type="checkbox"/> País de origen	
	Fecha de cuando ocurrió el hecho (Mes, Día, Año): _____	

FORMULARIO DE QUEJA CONTRA LA DISCRIMINACION
BAJO TITULO VI
Basados en la Raza, el Color, el Origen Nacional

Sección IV		
¿Ha presentado anteriormente una queja del Título VI con esta agencia?	Si	No
Sección V		
Ud. ha presentado este reclamo ante alguna otra Agencia Federal, Estatal o local o ante alguna Corte Federal o Estatal		
<input type="checkbox"/> Si <input type="checkbox"/> No		
Si la respuesta es Si: complete los datos que se aplican.		
<input type="checkbox"/> Federal Agency _____		
<input type="checkbox"/> Corte Federal _____	<input type="checkbox"/> Agencia Estatal	
_____	<input type="checkbox"/> Agencia Local	
<input type="checkbox"/> Corte Estatal _____		

Por favor dar información del contacto de la agencia/corte donde está su reclamo:		
Nombre:		
Titulo:		
Agencia:		
Dirección:		
Teléfono:		
Sección VI:		
Nombre de la agencia donde está su reclamo:		
Contacto:		
Titulo:		
Teléfono:		

FORMULARIO DE QUEJA CONTRA LA DISCRIMINACION
BAJO TITULO VI
Basados en la Raza, el Color, el Origen Nacional

Su firma y fecha abajo es necesaria.

Firma

Fecha

Por favor presente esta forma personalmente o enviar por correo a:

Coordinador del Título VI/ Oficial de Derechos Civiles
Putnam County Department of Planning, Development & Public Transportation
841 Fair Street
Carmel, NY 10512
Correo Electrónico: planning@putnamcountyny.gov
Teléfono: (845) 878-3480
Fax: (845) 808-1948
Fax: (845) 808-1948

Attachment L:

ADA Complaint Form: English & Spanish

DISCRIMINATION COMPLAINT FORM
PERTAINING TO CLASSES PROTECTED BY THE AMERICANS WITH DISABILITIES ACT
On the Basis of Disability

Section I:				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Email Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered yes to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you filed for a third party:				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Disability				
Date of Alleged Discrimination (Month, Day, Year): _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed please use the back of this form.				

DISCRIMINATION COMPLAINT FORM
 PERTAINING TO CLASSES PROTECTED BY THE AMERICANS WITH DISABILITIES ACT
 On the Basis of Disability

Please provide information about a contact person at the agency/court where the complaint was filed.
Name:
Title:
Agency:
Address:
Telephone:
Section VI
Name of agency complaint is against:
Contact Person:
Title:
Telephone:

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below.

Signature	Date
-----------	------

Please submit this form in person at the address below, or mail this form to:

Title VI Coordinator / Civil Rights Officer
 Putnam County Department of Planning, Development & Public Transportation
 841 Fair Street
 Carmel, NY 10512
 Email: Planning@putnamcountyny.gov
 Telephone: (845) 878-3480
 Fax: (845) 808-1948

FORMULARIO DE QUEJA CONTRA LA DISCRIMINACION
BAJO ADA
Basado en la discapacidad

Sección I		
Nombre:		
Domicilio:		
Teléfono (domicilio):		Teléfono (trabajo):
Dirección del correo electrónico:		
Requisitos Accesibles al formulario	Letra grande	Cinta Auditiva
	TDD	Otros
Sección II		
¿Esta Ud., llenando este formulario para Ud. mismo?	Si	No
*Si la respuesta es SI complete la Sección III.		
Si es NO, por favor del nombre y su parentesco con la persona para quien está completando el formulario.		
Por favor explique porqué Ud. llena el formulario para una tercera persona.		
Por favor confirme que Ud. tiene autorización de esta tercera persona afectada.		
Por favor confirmé que Ud., tiene autorización de la persona tirad partí.	Si	No
Sección III		
¿Anteriormente Ud. ha llenado un formulario de reclamo bajo la Clausula VI con esta Agencia?	Yo creo que la discriminación que yo experimente estuvo basada en (indique lo que se aplique)	
	[] Discapacidad	
	Fecha de cuando ocurrió el hecho (Mes, Dia, Año): _____	

FORMULARIO DE QUEJA CONTRA LA DISCRIMINACION
BAJO ADA
Basado en la discapacidad

Sección IV		
¿Ha presentado anteriormente una queja del Título VI con esta agencia?	Si	No
Sección V		
Ud. ha presentado este reclamo ante alguna otra Agencia Federal, Estatal o local o ante alguna Corte Federal o Estatal		
<input type="checkbox"/> Si <input type="checkbox"/> No		
Si la respuesta es Si: complete los datos que se aplican.		
<input type="checkbox"/> Federal Agency _____	<input type="checkbox"/> Agencia Estatal	
<input type="checkbox"/> Corte Federal _____	<input type="checkbox"/> Agencia Local	

<input type="checkbox"/> Corte Estatal _____		

Por favor dar información del contacto de la agencia/corte donde está su reclamo:		
Nombre:		
Titulo:		
Agencia:		
Dirección:		
Teléfono:		
Sección VI:		
Nombre de la agencia donde está su reclamo:		
Contacto:		
Titulo:		
Teléfono:		

FORMULARIO DE QUEJA CONTRA LA DISCRIMINACION
BAJO ADA
Basado en la discapacidad

Puede adjuntar materiales escritos y otra información pertinente a su reclamo.

Su firma y fecha abajo es necesaria.

Firma

Fecha

Por favor presente esta forma personalmente o envíar por correo a:

**Coordinador del Título VI / Oficial de Derechos Civiles
Putnam County Department of Planning, Development & Public Transportation
841 Fair Street
Carmel, NY 10512
Correo Electrónico: planning@putnamcountyny.gov
Teléfono: (845) 878-3480
Fax: (845) 808-1948**

Attachment M:
Civil Rights Grant Assurances

Certifications and Assurances

Fiscal Year 2023

FEDERAL FISCAL YEAR 2023 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Putnam County, New York

The Applicant certifies to the applicable provisions of all categories: (*check here*) XXX

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

Certifications and Assurances

Fiscal Year 2023

- 12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs
- 13 State of Good Repair Grants
- 14 Infrastructure Finance Programs
- 15 Alcohol and Controlled Substances Testing
- 16 Rail Safety Training and Oversight
- 17 Demand Responsive Service
- 18 Interest and Financing Costs
- 19 Cybersecurity Certification for Rail Rolling Stock and Operations
- 20 Tribal Transit Programs
- 21 Emergency Relief Program

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: Putnam County, New York

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

Certifications and Assurances

Fiscal Year 2023

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature [Handwritten Signature] Date: 3/20/23
Name Kevin Byrne, Putnam County Executive Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Putnam County, New York

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature [Handwritten Signature] Date: 3/20/23
Name C. Compton Spain Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

Attachment N:
Equal Opportunity Policy Statement



EQUAL EMPLOYMENT OPPORTUNITY POLICY

Putnam County is an Equal Opportunity Employer. Discrimination on the basis of age, race, creed, color, national origin, sexual orientation, gender identity or expression, military status, sex, disability, predisposing genetic characteristics, familial status, marital status, or status as a victim of domestic violence will not be tolerated. This policy applies to all terms and conditions of employment, including but not limited to employment advertising, hiring, placement, compensation, training, promotion, demotion, termination, layoff, transfer, disciplinary actions, leave of absence or any other benefits. Discrimination based on any of the above is strictly prohibited and any supervisor, administrator or employee who engages in or tolerates such behavior is subject to disciplinary action in accordance with the Civil Service Law, collective bargaining agreements or any other applicable State or Federal Laws.

If an employee believes that he or she has encountered violations of this policy, the employee may advise his or her Supervisor or Department head. In addition, an employee can file a written complaint with the Personnel Department within (3) calendar days of the incident. Retaliation against the complainant will not be tolerated. False accusations will be treated as a disciplinary offense and will result in the same level of punishment as would be administered to one who engages in such behavior.

Putnam County's policy is to investigate all such complaints, thoroughly and promptly. To the fullest extent practical, Putnam County will keep complaints and their resolutions confidential. If an investigation confirms that a violation has occurred, Putnam County will take corrective action, including any discipline that is appropriate up to and including termination of employment of the offender. Putnam County will cooperate with any State or Federal agency involved in the investigation of any complaint.

PUTNAM COUNTY PERSONNEL DEPARTMENT
Paul Eldridge, *Personnel Director*
110 Old Route Six, Building Three
Carmel, NY 10512
Tel: 845-808-1630 Fax: 845-808-1921

Attachment O:

Language Link for Non-English Speaking Customers

LANGUAGE LINK

We Speak Your Customer's Language

Arabic	العربية
Bosnian	Bosanski
Brazilian Portuguese	Português do Brasil
Cambodian	ភាសាខ្មែរ
Cantonese	廣東話
Croatian	Hrvatski
Farsi	فارسی
French	français
German	Deutsch
Haitian Creole	Kreyòl Ayisyen
Hindi	हिन्दी
Hmong	Hmoob
Japanese	日本語
Korean	한국어
Lao	ພາສາລາວ
Mandarin	國語
Punjabi	ਪੰਜਾਬੀ
Romanian	Română
Russian	Русский
Serbian	Srpski
Somali	Soomaali
Spanish	Español
Thai	ภาษาไทย
Tagalog	Tagalog
Vietnamese	Tiếng Việt

DO

Speak in "FIRST PERSON" (e.g. "Do you have a fever" instead of, "Ask her if she has a fever please") the interpreter is expected to interpret exactly as you state it. Please pause while the interpreter repeats each statement in the respective language.

Explain some things in more detail as terminology, concepts, and cultural expressions may not have an equivalent in the target language and may need to be clarified.

Control the flow of conversation. Treat the appointment as if you were providing direct service to an English speaking client.

Ask the interpreter and the LEP client questions to ensure they understand what you want to communicate.

Follow up by providing Language Link feedback about your interpretation services.

DON'T

Ask the interpreter for his/her opinion about the situation being interpreted.

Have a side conversation with the interpreter or permit one on one between the client and interpreter.

Discuss anything unrelated to the interpretation assignment.

Find us online: www.language.link

LANGUAGE LINK

Account # 27854

Phone # 1-877-737-4999

1. Enter account number followed by #
2. Select desired language
3. Follow additional prompts (if applicable)
4. Press 9 for:
 - Other languages
 - Operator assistance with 3rd party calls
 - Speak with customer service representative

We speak your customer's language

#49

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ ADOPTION/ PUTNAM COUNTY COMPLETE STREETS POLICY

WHEREAS, Complete Streets are defined as comprehensive, integrated transportation networks with infrastructure and designs that enable safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, people with disabilities, senior citizens, school bus riders, public transit users, motorists, emergency service providers, freight carriers, agricultural vehicles, etc.; and

WHEREAS, New York State passed the Complete Streets Law in 2011 that requires that Complete Streets design guidelines be considered for the planning, design, construction, and reconstruction of roadways receiving Federal and State funding; and

WHEREAS, Putnam County is aware that alternate modes of transportation are beneficial in that they promote physical fitness and reduce the emission of greenhouse gases; and

WHEREAS, Complete Streets support economic development, enhance community character, create equity, and improve health, safety, and livability over the long term; and

WHEREAS, under this policy, Putnam County shall foster partnerships with the State of New York, neighboring counties, and local municipalities to develop projects that further this policy; and

WHEREAS, Putnam County has and will continue to follow the NYSDOT [Capital Projects Complete Streets Checklist](#) and NYSDOT's [Smart Growth Screening Tool](#) for federally and state funded projects respectively; and

WHEREAS, the Complete Streets Policy encourages incorporating Complete Streets design practices, to the extent feasible, as a part of infrastructure planning, design, and maintenance for County projects; and

WHEREAS, an important component to the success of Complete Streets in Putnam County is ensuring that all county services and facilities are accessible as required by Title II of the Americans with Disabilities Act (ADA) of 1990; NOW THEREFORE BE IT

RESOLVED, that it shall be the policy of Putnam County in constructing and renovating county roadways to consider the feasibility of including features that would promote its use by and enhance the safety of pedestrians, bicyclists, people with disabilities, senior citizens, school bus riders, public transit users, motorists, emergency service providers, freight carriers, agricultural vehicles, etc. The governing authority of Putnam County hereby adopts the attached Complete Streets Policy; and BE IT FURTHER

RESOLVED, that this Resolution shall take effect immediately.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

Rec'd from Planning Dept.
Commissioner Barosa 12/7/23

cc: all
Phys

APPROVAL/ ADOPTION/ PUTNAM COUNTY COMPLETE STREETS POLICY

WHEREAS, Complete Streets are defined as comprehensive, integrated transportation networks with infrastructure and designs that enable safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, people with disabilities, senior citizens, school bus riders, public transit users, motorists, emergency service providers, freight carriers, agricultural vehicles, etc.; and

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RESOLVED, that this Resolution shall take effect immediately.

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2023 DEC - 7 PM 3: 28

PUTNAM COUNTY COMPLETE STREETS POLICY

Policy

According to the U.S. Department of Transportation, “Complete Streets are streets designed and operated to enable safe use and support mobility for all users. Those include people of all ages and abilities, regardless of whether they are travelling as drivers, pedestrians, bicyclists, or public transportation riders.” As such, it is the policy of Putnam County (hereinafter “the County”) to develop and maintain a safe, accessible, and equitable transportation network for people of all ages and abilities that facilitates effective use of all modes of transportation including driving, walking, bicycling, and public transportation.

Applicability

This policy shall apply to the planning, designing, construction, operation, maintenance, and rehabilitation of all transportation related elements of projects involving County property or County funding, including streets, bridges, sidewalks, trails, and pathways. The successful implementation of this policy requires close communication between the Department of Public Works, Department of Planning, Development & Public Transportation, Department of Health, other related County departments, and New York State.

Design Process and Standards

All physical projects undertaken or funded by the County shall be evaluated internally for adherence to this policy and incorporation of appropriate design standards, following the NYSDOT checklists (*see* Appendices A and B). Projects will be evaluated internally for opportunities to incorporate Complete Streets objectives and design principles. If Complete Streets objectives and design principles cannot be incorporated into the project, documentation to that effect shall be filed by the sponsoring department.

Projects will be designed to achieve the following design principles and objectives.

- a) Provide transportation options for people of all ages, physical abilities, and income levels.
- b) Enhance the safety and security of streets for all motorists, pedestrians, and cyclists.
- c) Promote connectivity between existing pedestrian and bicycle networks and public transit.
- d) Maximize infiltration of stormwater runoff and the enhancement of the streetscape through green infrastructure techniques wherever possible.

The following resources shall be used in developing design details and best management practices for Complete Streets:

- a) American Association of State Highway Officials (AASHTO) Guide for the Planning, Design, and Operation of Pedestrian Facilities
- b) Americans with Disabilities Act (ADA) Accessibility Guidelines
- c) Institute of Transportation Engineers (ITE) Traffic Calming Measures and Walkable Urban Thoroughfares
- d) Manual on Uniform Traffic Control Devices (MUTCD)

- e) National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide
- f) New York State Department of Transportation (NYSDOT) Complete Streets Standards
- g) Public Right-of-Way Accessibility Guidelines (PROWAG)

Performance Measures

The County, coordinated by the Department of Public Works and the Department of Planning, Development & Public Transportation, shall develop performance measures to track the progress of this policy's implementation. Such measures shall be incorporated into relevant plans, manuals, policies, processes, and programs where applicable. These measures include, but are not limited to:

- a) Total miles of sidewalk on County owned and operated roads.
- b) Total miles of County owned bike paths.
- c) Total miles of County roadways with shoulder widths of four (4) feet or more.
- d) Number of PART/Croton Falls Shuttle/Seasonal Trolley (public transit) stops.
- e) Number of PART/Croton Falls Shuttle/Seasonal Trolley (public transit) stops accessible via sidewalks and curb ramps.

The Commissioner of Public Works shall prepare an annual report documenting compliance with this policy, citing any issues or opportunities for improvement.

Implementation

The following Complete Street design methodology shall be considered for projects that the County undertakes or for projects that receive federal and/or state funding and/or have NYSDOT oversight:

- a) A project's compliance with this policy shall be determined based on completion of the NYSDOT Capital Projects Complete Streets Checklist and NYSDOT Smart Growth Screening Tool.
- b) The Department of Public Works, the Department of Planning, Development & Public Transportation, and other relevant County Departments will incorporate Complete Streets principles into existing procedures, programs, plans, manuals, checklists, regulations, and other processes where applicable.
- c) The Department of Public Works and Department of Planning, Development & Public Transportation will review, develop, and/or revise current design standards, guides, and policies.
- d) The County shall support staff professional development and training on Complete Streets principles.

Exemptions

Capital road maintenance projects (e.g., repairs, resurfacing, pavement markings, overlays, etc.) are not exempt, as they may provide opportunities for improvements to shoulder widths and/or conditions, pavement markings, and signage. Exemption from the County's Complete Streets Policy may be considered when:

- a) The project under consideration is located where bicyclists and pedestrians are prohibited by law;
- b) The costs of providing accommodation are disproportionate to the need or probable use;
- c) The existing and planned population, employment densities, traffic volumes, or level of bus or train service around a particular Facility is so low as to demonstrate an absence of current and future need;
- d) Emergency or routine minor repairs are needed;
- e) There are comparable existing or planned accommodations near the project site;
- f) Design features would have an adverse impact on public safety; or
- g) In its review of a proposed project, the Department of Public Works and/or Department of Planning, Development & Public Transportation has determined that this Policy, in part or in its entirety, cannot be implemented.

APPENDIX A

Capital Projects Complete Streets Checklist

PIN:	<input style="width:95%;" type="text"/>	Project Location:	<input style="width:95%;" type="text"/>
Context:	<input type="radio"/> Urban / Village <input type="radio"/> Suburban <input type="radio"/> Rural		
Project Title:	<input style="width:95%; height: 40px;" type="text"/>		

STEP 1- APPLICABILITY OF CHECKLIST

1.1	Is the project located entirely on a facility where bicyclists and pedestrians are prohibited by law and the project does not involve a shared use path or pedestrian/bicycle structure? <i>If no, continue to question 1.2. If yes, <u>stop here</u>.</i>	<input type="radio"/> Yes <input type="radio"/> No
1.2	a. Is this project a 1R* Maintenance project? <i>If no, continue to question 1.3. If yes, go to part b of this question.</i>	<input type="radio"/> Yes <input type="radio"/> No
1.2	b. Are there opportunities on the 1R project to improve safety for bicyclists and pedestrians with the following Complete Street features? <ul style="list-style-type: none"> • Sidewalk curb ramps and crosswalks • Shoulder condition and width • Pavement markings • Signing Document opportunities or deficiencies in the IPP and <u>stop here</u> . <small>* Refer to Highway Design Manual (HDM) Chapter 7, Exhibit 7-1 "Resurfacing ADA and Safety Assessment Form" under ADA, Pavement Markings and Shoulder Resurfacing for guidance.</small>	<input type="radio"/> Yes <input type="radio"/> No
1.3	Is this project a Cyclical Pavement Marking project? <i>If no, continue to question 1.4. If yes, review <u>EI 13-021</u>* and identify opportunities to improve safety for bicyclists and pedestrians with the following Complete Streets features:</i> <ul style="list-style-type: none"> • Travel lane width • Shoulder width • Markings for pedestrians and bicyclists Document opportunities or deficiencies in the IPP and <u>stop here</u> . <small>* EI 13-021, "Requirements and Guidance for Pavement Marking Operations - Required Installation of CARDS and Travel Lane and Shoulder Width Adjustments".</small>	<input type="radio"/> Yes <input type="radio"/> No
1.4	Is this a Maintenance project (as described in the "Definitions" section of this checklist) and different from 1.2 and 1.3 projects? <i>If no, continue to Step 2. If yes, the Project Development Team should continue to look for opportunities during the Design Approval process to improve existing bicycle and pedestrian facilities within the scope of project. Identify the project type in the space below and <u>stop here</u>.</i>	<input type="radio"/> Yes <input type="radio"/> No

STEP 1 prepared by: Date:

STEP 2 - IPP LEVEL QUESTIONS (At Initiation)	Comment / Action
---	-------------------------

2.8	Is there evidence of pedestrian activity (e.g., a worn path) and no or limited pedestrian infrastructure?	<input type="radio"/> Yes <input type="radio"/> No	
------------	---	--	--

STEP 2 prepared by: _____ Date: _____

Bicycle/Pedestrian Coordinator has been provided an opportunity to comment: Yes No

ATTACH TO IPP AND INCLUDE RECOMMENDATIONS FOR SCOPING/DESIGN.

STEP 3 - PROJECT DEVELOPMENT LEVEL QUESTIONS (Scoping/Design Stage)			Comment / Action
3.1	Is there an identified need for bicycle/pedestrian/transit or "way finding" signs that could be incorporated into the project?	<input type="radio"/> Yes <input type="radio"/> No	
3.2	Is there history of bicycle or pedestrian crashes in the project area for which improvements have not yet been made?	<input type="radio"/> Yes <input type="radio"/> No	
3.3	Are there existing curb ramps, crosswalks, pedestrian traffic signal features, or sidewalks that don't meet ADA standards per HDM Chapter 18 ?	<input type="radio"/> Yes <input type="radio"/> No	
3.4	Is the posted speed limit is 40 mph or more and the paved shoulder width less than 4' (1.2 m) (6' in the Adirondack or other State Park)? Refer to EI 13-021 .	<input type="radio"/> Yes <input type="radio"/> No	
3.5	Is there a perceived pedestrian safety or access concern that could be addressed by the use of traffic calming tools (e.g., bulb outs, raised pedestrian refuge medians, corner islands, raised crosswalks, mid-block crossings)?	<input type="radio"/> Yes <input type="radio"/> No	
3.6	Are there conflicts among vehicles (moving or parked) and bike, pedestrian or transit users which could be addressed by the project?	<input type="radio"/> Yes <input type="radio"/> No	
3.7	Are there opportunities (or has the community expressed a desire) for new/improved pedestrian-level lighting, to create a more inviting or safer environment?	<input type="radio"/> Yes <input type="radio"/> No	
3.8	Does the community have an existing street furniture program or a desire for street appurtenances (e.g., bike racks, benches)?	<input type="radio"/> Yes <input type="radio"/> No	

APPENDIX B

Smart Growth Screening Tool

Smart Growth Screening Tool

PIN

Prepared By:

Smart Growth Screening Tool (STEP 1)

NYSDOT & Local Sponsors – Fill out the Smart Growth Screening Tool until the directions indicate to **STOP** for the project type under consideration. For all other projects, complete answering the questions. For any questions, refer to [Smart Growth Guidance](#) document.

Title of Proposed Project:

Location of Project:

Brief Description:

A. Infrastructure:

Addresses SG Law criterion a. –

(To advance projects for the use, maintenance or improvement of existing infrastructure)

1. Does this project use, maintain, or improve existing infrastructure?

Yes

No

N/A

Explain: (use this space to expand on your answers above – the form has no limitations on the length of your narrative)

Maintenance Projects Only

a. Continue with screening tool for the four (4) types of maintenance projects listed below, as defined in NYSDOT PDM Exhibit 7-1 and described in 7-4:

<https://www.dot.ny.gov/divisions/engineering/design/dqab/pdm>

- Shoulder rehabilitation and/or repair;
- Upgrade sign(s) and/or traffic signals;
- Park & ride lot rehabilitation;

Smart Growth Screening Tool

➤ 1R projects that include single course surfacing (inlay or overlay), per Chapter 7 of the NYSDOT Highway Design Manual.

b. For all other maintenance projects, **STOP here**. Attach this document to the programmatic [Smart Growth Impact Statement and signed Attestation](#) for Maintenance projects.

For all other projects (**other than maintenance**), continue with screening tool.

B. Sustainability:

NYSDOT defines Sustainability as follows: A sustainable society manages resources in a way that fulfills the community/social, economic and environmental needs of the present without compromising the needs and opportunities of future generations. A transportation system that supports a sustainable society is one that:

- Allows individual and societal transportation needs to be met in a manner consistent with human and ecosystem health and with equity within and between generations.
- Is safe, affordable, and accessible, operates efficiently, offers choice of transport mode, and supports a vibrant economy.
- Protects and preserves the environment by limiting transportation emissions and wastes, minimizes the consumption of resources and enhances the existing environment as practicable.

For more information on the Department's Sustainability strategy, refer to Appendix 1 of the Smart Growth Guidance and the NYSDOT web site, www.dot.ny.gov/programs/greenlites/sustainability

(Addresses SG Law criterion j: to promote sustainability by strengthening existing and creating new communities which reduce greenhouse gas emissions and do not compromise the needs of future generations, by among other means encouraging broad based public involvement in developing and implementing a community plan and ensuring the governance structure is adequate to sustain and implement.)

1. Will this project promote sustainability by strengthening existing communities?

Yes No N/A

2. Will the project reduce greenhouse gas emissions?

Yes No N/A

Explain: (use this space to expand on your answers above)

Smart Growth Screening Tool

C. Smart Growth Location:

Plans and investments should preserve our communities by promoting its distinct identity through a local vision created by its citizens.

(Addresses SG Law criteria b and c: to advance projects located in municipal centers; to advance projects in developed areas or areas designated for concentrated infill development in a municipally approved comprehensive land use plan, local waterfront revitalization plan and/or brownfield opportunity area plan.)

1. Is this project located in a developed area?

Yes No N/A

2. Is the project located in a municipal center?

Yes No N/A

3. Will this project foster downtown revitalization?

Yes No N/A

4. Is this project located in an area designated for concentrated infill development in a municipally approved comprehensive land use plan, waterfront revitalization plan, or Brownfield Opportunity Area plan?

Yes No N/A

Explain: (use this space to expand on your answers above)

D. Mixed Use Compact Development:

Future planning and development should assure the availability of a range of choices in housing and affordability, employment, education transportation and other essential services to encourage a jobs/housing balance and vibrant community-based workforce.

(Addresses SG Law criteria e and i: to foster mixed land uses and compact development, downtown revitalization, brownfield redevelopment, the enhancement of beauty in public spaces, the diversity and affordability of housing in proximity to places of employment, recreation and commercial

Smart Growth Screening Tool

development and the integration of all income groups; to ensure predictability in building and land use codes.)

1. Will this project foster mixed land uses?

Yes No N/A

2. Will the project foster brownfield redevelopment?

Yes No N/A

3. Will this project foster enhancement of beauty in public spaces?

Yes No N/A

4. Will the project foster a diversity of housing in proximity to places of employment and/or recreation?

Yes No N/A

5. Will the project foster a diversity of housing in proximity to places of commercial development and/or compact development?

Yes No N/A

6. Will this project foster integration of all income groups and/or age groups?

Yes No N/A

7. Will the project ensure predictability in land use codes?

Yes No N/A

8. Will the project ensure predictability in building codes?

Yes No N/A

Explain: (use this space to expand on your answers above)

E. Transportation and Access:

NYSDOT recognizes that Smart Growth encourages communities to offer a wide range of transportation options, from walking and biking to transit and automobiles, which increase people's access to jobs, goods, services, and recreation.

(Addresses SG Law criterion f: to provide mobility through transportation choices including improved public transportation and reduced automobile dependency.)

Smart Growth Screening Tool

1. Will this project provide public transit?

Yes No N/A

2. Will this project enable reduced automobile dependency?

Yes No N/A

3. Will this project improve bicycle and pedestrian facilities (such as shoulder widening to provide for on-road bike lanes, lane striping, crosswalks, new or expanded sidewalks or new/improved pedestrian signals)?

Yes No N/A

(Note: Question 3 is an expansion on question 2. The recently passed Complete Streets legislation requires that consideration be given to complete street design features in the planning, design, construction, reconstruction and rehabilitation, but not including resurfacing, maintenance, or pavement recycling of such projects.)

Explain: (use this space to expand on your answers above)

F. Coordinated, Community-Based Planning:

Past experience has shown that early and continuing input in the transportation planning process leads to better decisions and more effective use of limited resources. For information on community based planning efforts, the MPO may be a good resource if the project is located within the MPO planning area.

(Addresses SG Law criteria g and h: to coordinate between state and local government and inter-municipal and regional planning; to participate in community based planning and collaboration.)

1. Has there been participation in community-based planning and collaboration on the project?

Yes No N/A

2. Is the project consistent with local plans?

Yes No N/A

3. Is the project consistent with county, regional, and state plans?

Yes No N/A

Smart Growth Screening Tool

4. Has there been coordination between inter-municipal/regional planning and state planning on the project?

Yes No N/A

Explain: (use this space to expand on your answers above)

G. Stewardship of Natural and Cultural Resources:

Clean water, clean air and natural open land are essential elements of public health and quality of life for New York State residents, visitors, and future generations. Restoring and protecting natural assets, and open space, promoting energy efficiency, and green building, should be incorporated into all land use and infrastructure planning decisions.

(Addresses SG Law criterion d :To protect, preserve and enhance the State’s resources, including agricultural land, forests surface and ground water, air quality, recreation and open space, scenic areas and significant historic and archeological resources.)

1. Will the project protect, preserve, and/or enhance agricultural land and/or forests?

Yes No N/A

2. Will the project protect, preserve, and/or enhance surface water and/or groundwater?

Yes No N/A

3. Will the project protect, preserve, and/or enhance air quality?

Yes No N/A

4. Will the project protect, preserve, and/or enhance recreation and/or open space?

Yes No N/A

5. Will the project protect, preserve, and/or enhance scenic areas?

Yes No N/A

6. Will the project protect, preserve, and/or enhance historic and/or archeological resources?

Yes No N/A

Explain: (use this space to expand on your answers above)

Smart Growth Screening Tool



Smart Growth Impact Statement (STEP 2)

NYSDOT: Complete a Smart Growth Impact Statement (SGIS) below using the information from the Screening Tool.

Local Sponsors: The local sponsors are not responsible for completing a Smart Growth Impact Statement. Proceed to **Step 3**.

Smart Growth Impact Statement

PIN:

Project Name:

Pursuant to ECL Article 6, this project is compliant with the New York State Smart Growth Public Infrastructure Policy Act. This project has been determined to meet the relevant criteria, to the extent practicable, described in ECL Sec. 6-0107. Specifically, the project:

- ➔
- ➔
- ➔
- ➔
- ➔
- ➔

This publically supported infrastructure project complies with the state policy of maximizing the social, economic and environmental benefits from public infrastructure development. The project will not contribute to the unnecessary costs of sprawl development, including environmental degradation, disinvestment in urban and suburban communities, or loss of open space induced by sprawl.

Smart Growth Screening Tool

Review & Attestation Instructions (STEP 3)

Local Sponsors: Once the Smart Growth Screening Tool is completed, the next step is to submit the project certification statement (**Section A**) to Responsible Local Official for signature. After signing the document, the completed Screening Tool and Certification statement should be sent to NYSDOT for review as noted below.

NYSDOT: For state-let projects, the Screening Tool and SGIS is forwarded to Regional Director/ RPPM/Main Office Program Director or designee for review, and upon approval, the attestation is signed (**Section B.2**). For locally administered projects, the sponsor's submission and certification statement is reviewed by NYSDOT staff, the appropriate box (**Section B.1**) is checked, and the attestation is signed (Section B.2).

A. CERTIFICATION (LOCAL PROJECT)

I HEREBY CERTIFY, to the best of my knowledge, all of the above to be true and correct.

Preparer of this document:

Signature

Date

Title

Printed Name

Responsible Local Official (for local projects):

Signature

Date

Title

Printed Name

Smart Growth Screening Tool

B. ATTESTATION (NYSDOT)

1. I **HEREBY**:

Concur with the above certification, thereby attesting that this project is in compliance with the State Smart Growth Public Infrastructure Policy Act

Concur with the above certification, with the following conditions (information requests, confirming studies, project modifications, etc.):

(Attach additional sheets as needed)

do not concur with the above certification, thereby deeming this project ineligible to be a recipient of State funding or a subrecipient of Federal funding in accordance with the State Smart Growth Public Infrastructure Policy Act.

2. **NOW THEREFORE**, pursuant to ECL Article 6, this project is compliant with the New York State Smart Growth Public Infrastructure Policy Act, to the extent practicable, as described in the attached Smart Growth Impact Statement.

NYSDOT Commissioner, Regional Director, MO Program Director,
Regional Planning & Programming Manager (or official designee):

Signature

Date

Title

Printed Name

#41

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

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 (Peekskill Hollow Rd Project PIN8757.48)

WHEREAS, a Project for the Reconstruction of Peekskill Hollow Road and the Rehabilitation of Peekskill Hollow Road over Peekskill Hollow Creek (BINs 3345650, 3345680) in the Town of Putnam Valley, PIN 8757.48 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, a Resolution No. 119 adopted by Putnam County on June 4, 2019 and a Resolution No. 160 adopted by Putnam County on October 6, 2020 approved and agreed to advance the Project by making a commitment of 100% of the non-federal share of the costs of construction and construction inspection work; and

WHEREAS, it was subsequently found necessary to increase the federal and non-federal share of construction and construction inspection work to complete the Project; and

WHEREAS, Putnam County desires to advance the Project by making a commitment of 100% of the federal and non-federal share of the costs of construction and construction inspection.

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

RESOLVE, that the Putnam County Legislature hereby approves the above-subject Project; and it is hereby further

RESOLVED, that the Putnam County Legislature hereby authorizes Putnam County to pay in the first instance one hundred (100%) percent of the federal and non-federal share of the cost of Construction and Construction Inspection for the Project or portions thereof; and it is further

RESOLVED, that a sum of \$7,826,000 is hereby appropriated from the Putnam County capital budget line number 05 55197000 53000 50245 and made available to cover the cost of participation in the above phase of the Project; and it is further

- Legislator Addonizio _____
- Legislator Castellano _____
- Legislator Crowley _____
- Legislator Ellner _____
- Legislator Gouldman _____
- Legislator Montgomery _____
- Legislator Nacerino _____
- Legislator Sayegh _____
- Chairman Jonke _____

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

RESOLVED, that in the event the full federal and non-federal share costs of the Project exceeds 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 Putnam County Executive thereof, and it is further

RESOLVED, that the Putnam County Executive, on behalf 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 Putnam County'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 the County Executive, with the advice and assistance of the County Attorney, is authorized to finalize and execute all necessary documents, including, without limitation, the State/Local Agreement, in connection with the Project; 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 hereby authorized, with the consent of the County Executive, to execute any necessary Agreements or certifications, on behalf of Putnam County, with New York State Department of Transportation in connection with the advancement or approval of the Project identified in the State/Local Agreement; and it is 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.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

cc: all
phys.

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 the Reconstruction of Peekskill Hollow Road and the Rehabilitation of Peekskill Hollow Road over Peekskill Hollow Creek (BINs 3345650, 3345680) in the Town of Putnam Valley, PIN 8757.48 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, a Resolution No. 119 adopted by Putnam County on June 4, 2019 and a Resolution No. 160 adopted by Putnam County on October 6, 2020 approved and agreed to advance the Project by making a commitment of 100% of the non-federal share of the costs of construction and construction inspection work; and

WHEREAS, it was subsequently found necessary to increase the federal and non-federal share of construction and construction inspection work to complete the Project; and

WHEREAS, Putnam County desires to advance the Project by making a commitment of 100% of the federal and non-federal share of the costs of construction and construction inspection.

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

RESOLVE, that the Putnam County Legislature hereby approves the above-subject Project; and it is hereby further

RESOLVED, that the Putnam County Legislature hereby authorizes Putnam County to pay in the first instance one hundred (100%) percent of the federal and non-federal share of the cost of Construction and Construction Inspection for the Project or portions thereof; and it is further

RESOLVED, that a sum of \$7,826,000 is hereby appropriated from the Putnam County capital budget line number 05 55197000 53000 50245 and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the Project exceeds 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 Putnam County Executive thereof, and it

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2023 DEC 11 PM 2:56

is further

RESOLVED, that the Putnam County Executive, on behalf 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 Putnam County'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 the County Executive, with the advice and assistance of the County Attorney, is authorized to finalize and execute all necessary documents, including, without limitation, the State/Local Agreement, in connection with the Project; 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 hereby authorized, with the consent of the County Executive, to execute any necessary Agreements or certifications, on behalf of Putnam County, with New York State Department of Transportation in connection with the advancement or approval of the Project identified in the State/Local Agreement;

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.

Vote:

State of New York

ss:

County of Putnam

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

Dated: _____

Signed: _____

Diane Schonfeld

Clerk of the Legislature of Putnam County

Diane Schonfeld

From: Alexis Hawley
Sent: Monday, December 11, 2023 11:57 AM
To: Diane Schonfeld
Cc: Thomas Feighery; John Tully; Michael Lewis; Barbara Barosa
Subject: December Physical Services
Attachments: 23CP18 - Purchasing Department Renovations.pdf; 23CP19 - Tilly Foster Farm Building # 6 - The Cantina.pdf; RESOLUTION - PIN 8757.48 - Completion of Peekskill Hollow Road Reconstruction - Additional Funding Commitment - Final.doc

Diane:

Please find attached the requisite information for the following three items for consideration by the Physical Services Committee next week.

1. Resolution authorizing the supplemental implementation of funding for the Construction and Construction Inspection phases for the completion of PIN 8757.48 – Peekskill Hollow Road Reconstruction
4. 23CP18 – Purchasing Department Renovations
5. 23CP19 – Tilly Foster Farm Building #6 – “The Cantina”

Please do not hesitate to contact me with any questions you may have.

Thank you.

Alexis

#45

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

**APPROVAL/ BUDGETARY AMENDMENT (23A088)/ PURCHASING DEPARTMENT/ DPW/
PEEKSKILL HOLLOW ROAD RENOVATION PROJECT PIN 8757.48**

WHEREAS, the Commissioner of Finance and the Director of Purchasing has requested a budgetary amendment (23A088) which represents the distribution of Congestion Mitigation and Air Quality Improvement (CMAQ) Program funds in connection with the Peekskill Hollow Road Renovation Project; and

WHEREAS, Putnam County with the collaboration or the New York Metropolitan Transportation Council (NYMTC) identified available unobligated federal funding from other member agencies; and

WHEREAS, Putnam County secured \$7,826,000 toward this project which requires a 20% local match; and

WHEREAS, by Resolution #120 of 2023, the County authorized bonding of \$4 million towards this project; and

WHEREAS, \$2 million will be de-obligated from the bonding amount and will be used to subsidize the local match which is inclusive of contingency should there be any unforeseen costs incurred with the project; and

WHEREAS, the Physical Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment be made:

CAPITAL FUND:

Increase Appropriations:

55197000 53000 50245 Capital – Peekskill Hollow Rd PIN 8757.48 7,826,000

Decrease Appropriations:

55197000 53000 50245 Capital – Peekskill Hollow Rd PIN 8757.48 2,000,000

Increase Estimated Revenues:

55197000 445971 50245 Federal Aid – Peekskill Hollow PIN 8757.48 6,261,000

05000 45710N 50245 2023 Serial Bonds Proceeds – Local 1,565,000

Decrease Estimated Revenues:

05000 45710N 50245 2023 Serial Bonds Proceeds – Local 2,000,000

2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

MICHAEL J. LEWIS
Commissioner of Finance



cc: all
phys
AIA

Rest

SHEILA BARRETT
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: **Budgetary Amendment – 23A088**
DATE: December 11, 2023

2023 DEC 11 PM 4:58
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance and Director of Purchasing, the following budgetary amendment is necessary.

Capital Fund:

Increase Appropriations:

55197000 53000 50245 CAPITAL - PEEKSKILL HOLLOW PIN 8757.48 \$ 7,826,000

Decrease Appropriations:

55197000 53000 50245 CAPITAL - PEEKSKILL HOLLOW PIN 8757.48 \$ 2,000,000

Increase Estimated Revenues:

55197000 445971 50245 FEDERAL AID - PEEKSKILL HOLLOW PIN 8757.48 \$ 6,261,000

05000 45710N 50245 2023 SERIAL BONDS PROCEEDS - LOCAL \$ 1,565,000

Decrease Estimated Revenues:

05000 45710N 50245 2023 SERIAL BONDS PROCEEDS - LOCAL \$ 2,000,000

Fiscal Impact - 2023 - \$ 0

Fiscal Impact - 2024 - \$ 0

The above budgetary amendment represents the distribution of CMAQ Funds in connection with the Peekskill Hollow Road renovation project. Putnam County with the collaboration of the New York Metropolitan Transportation Council (NYMTC) was able to identify other available unobligated federal funding from other member agencies. After several discussions, Putnam County was able to secure \$7,826,000 towards this project. In doing so, there's a 20% local match by virtue of this commitment. Pursuant to Resolution 120 of 2023, the County was authorized to go out for borrowing in the amount of \$4,000,000. Of this amount, \$2,000,000 will now be used to subsidize this local match which is inclusive of contingency should there be any unforeseen costs incurred with the project. The remaining \$2,000,000 will now be de-obligated. Please refer to the attached "TIP" schedule as part of this resolution.

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive

**** Mid Hudson South Transportation Coordinating Committee ****
TIP Format Report for Selected Projects

Tuesday, October 24, 2023

		PRE FFY 2023				POST FFY 2027				
PUTNAM CO	PEEKSKILL HOLLOW ROAD (CR21) RENOVATION PROJECT. RECONSTRUCT PEEKSKILL HOLLOW ROAD (CR21) FROM OSCAWANA LAKE ROAD (CR20) TO CHURCH ROAD / MILL STREET TO IMPROVE SAFETY AND TRAFFIC FLOW. PROJECT WILL IMPROVE GEOMETRICS, ADD SHOULDERS, AND IMPROVE DRAINAGE. TOWN OF PUTNAM VALLEY, PUTNAM COUNTY, NY121	CMAQ 08/2023 LOCAL 08/2023 CMAQ 10/2023 LOCAL 10/2023	4.261 1.065 2.000 0.500	CONST CONST CONST CONST	0.000	4.261 1.065 2.000 0.500	0.000	0.000	0.000	0.000
AQC:A2	PUTNAM	TPC: \$21-\$31 M	TOTAL 5YR COST:	7.826	0.000	5.326	2.500	0.000	0.000	0.000

#47

Committee Mtg _____ Resolution # _____
 Introduced By _____ Regular Mtg _____
 Seconded By _____ Special Mtg _____

**APPROVAL/ BUDGETARY AMENDMENT (23A079)/ SHERIFF'S DEPARTMENT/
 INSURANCE RECOVERY**

WHEREAS, Risk Manager Mat Bruno requested a budgetary amendment (23A079) to recognize reimbursement from VFIS Glatfelter Claims Management, Inc. for damages to a patrol car in the Sheriff's fleet resulting from a October 8, 2023 accident; and

WHEREAS, the Protective Services Committee and the Audit & Administration Committee have reviewed and approved said budgetary amendment; now therefore be it RESOLVED, that the following budgetary amendment:

Increase Revenues:		
17311000 426801	Sheriff Patrol – Insurance Recoveries	8,219.72
Increase Expenses:		
17311000 54370	Sheriff Patrol – Automotive	8,219.72
2023 Fiscal Impact – 0 –		
2024 Fiscal Impact – 0 –		

- Legislator Addonizio _____
- Legislator Castellano _____
- Legislator Crowley _____
- Legislator Ellner _____
- Legislator Gouldman _____
- Legislator Montgomery _____
- Legislator Nacerino _____
- Legislator Sayegh _____
- Chairman Jonke _____



cc:all
Prot
A+A

Reso

MICHAEL LEWIS
Commissioner Of Finance

SHEILA BARRETT
First Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

November 17, 2023

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

2023 NOV 22 PM 12:18
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld

Pursuant to Code Section 5-1, A dated February 14, 2010, I am advising you of the following request to amend the 2023 Sheriff's Department budget:

Increase Revenues:

17311000 426801 Sheriff Patrol- Insurance Recoveries \$8,219.72

Increase Expenses:

17311000 54370 Sheriff Patrol - Automotive \$8,219.72

2023 Fiscal Impact - 0
2024 Fiscal Impact - 0

This amendment recognizes reimbursement from VFIS Glatfelter Claims Mgmt. Inc. for damages to a patrol car in the Sheriff's fleet. The accident occurred on October 8, 2023.

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 **23A079**

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

VFIS ~ Ck # 0000065717 ~ \$8,219.72

C. COMPTON SPAIN
County Attorney

JOHN B. CHERICO
First Deputy County Attorney

ANNA M. DIAZ
Sr. Deputy County Attorney



CONRAD J. PASQUALE
Sr. Deputy County Attorney

CONOR McKIERNAN
Sr. Deputy County Attorney

MAT C. BRUNO, SR.
Risk Manager

DEPARTMENT OF LAW

MEMORANDUM:

TO: Michael Lewis, Finance
FROM: Mat C. Bruno, Sr., Manager Risk & Compliance
DATE: November 13, 2023
RE: Vehicle Accident Claim Reimbursement

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

Enclosed please find check in the amount of \$8219.72 representing payment for the accident listed below. The Sheriff Department is expecting credit for the check.

Accident Number	Date of Accident	Damage	Reimbursement	Ins. Co	Driver
17	10/08/23	\$8219.72	\$8219.72		

Thank you.

MCB/da
Enc.

48 GLENEIDA AVENUE, CARMEL, NEW YORK 10512

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

#44

Committee Mtg _____ Resolution # _____
 Introduced By _____ Regular Mtg _____
 Seconded By _____ Special Mtg _____

APPROVAL/ RE-APPOINTMENTS/ PUTNAM COUNTY TRAFFIC SAFETY BOARD

RESOLVED, that the following be re-appointed to the Putnam County Traffic Safety Board:

Chief Kevin R. Owens, Town of Kent Police Department, for a three (3) year term, said term to expire December 31, 2026.

Mary Smith, Brewster School District Transportation Supervisor & Patterson Town Council Member, for a three (3) year term, said term to expire December 31, 2026.

Nancy Montgomery, Town of Philipstown, for a three (3) year term, said term to expire December 31, 2026.

Sergeant Stephen McCabe, Town of Carmel Police Department, for a three (3) year term, said term to expire December 31, 2026.

And be it further

RESOLVED, that these appointments comply with any requirements to file an Oath of Office pursuant to the New York State Public Officers Law.

Legislator Addonizio _____
 Legislator Castellano _____
 Legislator Crowley _____
 Legislator Ellner _____
 Legislator Gouldman _____
 Legislator Montgomery _____
 Legislator Nacerino _____
 Legislator Sayegh _____
 Chairman Jonke _____

CC: All
Protective

Kevin J. McConville
Putnam County Sheriff
Chairman

PUTNAM COUNTY TRAFFIC SAFETY BOARD

Pete Dandreano
Vice-Chairman

Mary Smith
Secretary



Judie Mirra
Coordinator/Liaison

Sgt. Jonathon Cihanek
Thomas Feighery
Legislator William Gouldman
Sgt. Matthew Kraisky
Sgt. Stephen McCabe

Nancy Montgomery
Legislator Ginny Nacerino
John O'Connor
Chief Kevin Owens

November 29, 2023

Legislator Ginny Nacerino
Chairwoman of the Protective Services Committee
40 Gleneida Avenue
Carmel, NY 10512

2023 NOV 29 PM 3:53
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Legislator Nacerino,

The Putnam County Traffic Safety Board is requesting the Legislature's consideration regarding re-appointment to the Traffic Safety Board for the following:

Chief Kevin Owens, Kent PD and Mary Smith, Brewster School District Transportation Supervisor and Patterson Town Council Board Member.

Thank you for your consideration.

Sincerely,

Thomas Lindert
Putnam County Undersheriff

cc All
Prot

Kevin J. McConville
Putnam County Sheriff
Chairman

PUTNAM COUNTY TRAFFIC SAFETY BOARD

Pete Dandreano
Vice-Chairman

Mary Smith
Secretary



Judie Mirra
Coordinator/Liaison

Sgt. Jonathon Cihaneck
Legislator William Gouldman
Sgt. Matthew Kraisky
Sgt. Stephen McCabe

Nancy Montgomery
Legislator Ginny Nacerino
John O'Connor
Chief Kevin Owens

December 11, 2023

Legislator Ginny Nacerino
Chairwoman of the Protective Services Committee
40 Gleneida Avenue
Carmel, NY 10512

Dear Legislator Nacerino,

The Putnam County Traffic Safety Board is requesting the Legislature's consideration regarding re-appointment to the Traffic Safety Board for the following:

Nancy Montgomery, and Sgt. Stephen McCabe, Town of Carmel Police Dept.

Included also is the resignation letter from Peter Dandreano.

Thank you for your consideration.

Sincerely,

Thomas Lindert
Putnam County Undersheriff

Attachment

2023 DEC 11 PM 1:18
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

#40

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ PUTNAM COUNTY POLICY FOR THE USE OF AUTOMATED LICENSE PLATE READERS (ALPR)

WHEREAS, by Resolution #237 of 2020, the Putnam County Legislature approved the PUTNAM COUNTY POLICY FOR THE USE OF AUTOMATED LICENSE PLATE READERS (“ALPR Policy”) developed by the County of Putnam (the “County”) to set forth guidance for the capture, storage and use of digital data obtained using Automated License Plate Reader technology; and

WHEREAS, the Putnam County Sheriff has now replaced said ALPR Policy approved by Resolution #237 of 2020; and

WHEREAS, the new ALPR Policy attached hereto has been reviewed and approved by the Protective Services Committee; now therefore be it

RESOLVED, that the ALPR Policy developed by the County is hereby adopted by the Putnam County Legislature in the form attached hereto; and be it further

RESOLVED, that this Resolution shall take effect immediately.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

Purpose:

The purpose of this policy is to provide guidance to Putnam County Sheriff's Office employees in developing written policies and procedures regarding the use of license plate reader technology. The policy promotes public safety and efficiency of law enforcement criminal investigatory activities through the use of license plate reader technologies and protocols, while ensuring the appropriate safeguards are in place to protect the privacy, civil rights and civil liberties of individuals.

Policy License plate reader technology can be used to enhance public safety by assisting law enforcement to identify possible vehicles involved in an investigation. The technology should be used in a manner that protects the civil rights and civil liberties of citizens, including those rights guaranteed by the First, Fourth, and Fourteenth Amendments of the United States Constitution. The technology shall only be used to scan license plates of vehicles that are exposed to public view.

Definitions

- A. "License Plate Reader" (LPR) - the technology that uses optical character recognition to automatically read license plate characters.
- B. "LPR Data Query Logs" - a record of an individual performing a search, or a query of license plate reader data and the license plate queried.
- C. "Hotlist" - data provided that includes license plate numbers of stolen vehicles, stolen license plates, wanted person(s) with a license plate associated with those record, and suspended or revoked registrations. This term also includes, but is not limited to, national data (i.e., NCIC) for similar categories, license plates associated with AMBER Alerts or Missing Persons/Vulnerable Adult Alerts and includes manually entered license plate information associated with crimes that have occurred in any local jurisdiction or other investigative targets.
- D. Agency LPR Administrator - individual(s) designated with administrative oversight of the LPR system deployment, operations, and maintenance.

Permissible Use of License Plate Reader Technology

- A. The use of LPR technology and associated equipment and databases by law enforcement are authorized only for official public safety purposes.
- B. Putnam County Sheriff's Office sworn personnel are only authorized to utilize license plate reader technology to:
 - 1. Attempt to identify and/or locate a vehicle related to an investigation; or
 - 2. Attempt to identify vehicle owner(s) and/or occupant(s) when such individual(s):
 - a. has committed a criminal offense; or
 - b. is involved in or is planning criminal conduct or activity; or

- c. is a possible missing person, crime victim, or witness to criminal activity; or
- 3. Prevent, detect, and/or assess potential safety threats to members of the public and/or public officials.
- 4. Identify vehicles during routine patrol with suspended or revoked vehicle registrations.
- 5. Regulate public parking areas.
- 6. Monitor access to secured areas.

C. Use of Hotlists

- 1. Putnam County Sheriff's Office sworn personnel using an LPR should ensure the most current hotlist data available is uploaded.
- 2. When the LPR indicates a hit from the hotlist, prior to initiating any stop, the investigating Member professional shall verify that the captured plate image matches the plate number of the vehicle and State of registration. An inquiry can be used to assist in determining whether any further law enforcement action is warranted. All stops must be constitutionally valid and should be performed in accordance with local policies and procedures.
- 1. LPR data should be considered For Official Use Only and shall only be shared for legitimate law enforcement purposes.

All hits shall be confirmed through eJustice.

- 2. Law enforcement may accept database search requests from another law enforcement agency or grant access to the database to another agency, in an attempt to identify individuals through the use of LPR technology, provided the following requirements are met:

- a. All permissible and prohibited uses of this policy are adhered to; and

- b. LPR data and search results may be disseminated to any law enforcement agency or official with a need to know such information in the performance of official duties, provided the dissemination is for an authorized use as delineated in Section IV, B and is subject to all Federal and New York State Laws on privacy, confidentiality, and dissemination.

- 3. When LPR data is disseminated outside of the agency, the reason(s) and identity of the authorized requesting person or agency shall be documented, and approved by the Sheriff, or his/her, designee.

V Prohibited Use

A. The use of license plate reader technology is restricted to approved legitimate law enforcement purposes as outlined in this policy. Use of license plate reader technology for personal or other non-official purposes is a violation of this policy.

B. License plate reader technology shall not be used for investigatory purposes when the request for identification is based solely upon:

- 1. Religious, political, or social views or activities; and

2. Participation in a noncriminal organization or lawful event.

A. Agency administrator will be responsible for:

1. maintenance of data, including the retention of LPR data, requests for searches of LPR data, and the maintenance of hotlists;

2. monitoring and maintaining a list of active authorized users who have access to the system; and

3. ensuring a vendor does not add users without coordinating with the responsible law enforcement agency.

B. All license plate reads captured through the permissible use of license plate reader technology shall be retained for a minimum of eighteen (18) months in accordance with NYS Archives retention and disposition schedule.

C. Any LPR data determined to have investigative, or prosecution value shall be archived in accordance with applicable statutory timeframes.

D. If no extension of LPR data retention is required, the recordings may be destroyed in accordance with the agency's retention procedures and with approval from the agency administrator.

E. All LPR inquiries shall document reason(s) for search, a case or incident number, and identity of the authorized inquirer.

F. LPR Data Query Logs shall be securely maintained and retained for audit purposes for a period of six years in accordance with NYS Archives retention and disposition schedule.

3 G. Procedures and practices to evaluate and monitor the use of LPR data and measure compliance of use with this policy, including the performance of periodic and random audits and/or inspections shall be instituted.

H. Any and all disclosure of LPR data must be consistent with the agency's record release policy and applicable statutes regarding, but not limited to, evidence discovery and disclosure pursuant to the Freedom of Information Law (FOIL). Any requests for such data should be reviewed by the agency's legal advisor.

A. Authorized sworn personnel with access to LPR data, at a minimum, will have received initial training on:

1. how to use the LPR technology;

2. knowledge and understanding of the agency's LPR policy and procedures; and

3. applicable laws and privacy protections.

A. Any changes in hardware, software, applicable law(s), or annual review of the agency's LPR policy and procedures that results in necessary amendments, are the subject of continued in-service training and/or through issuance of training bulletins, as necessary.

B. This policy is not intended to be a substitute for proper training in the use of LPR technology.

Accountability and Safeguards

All data shall be safely safeguarded and protected by procedural and technological means. The Putnam County Sheriff's Office will observe the following safeguards regarding access to and use of stored data:

- a. All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through approved written authorization of the Sheriff, or his/her designee.
- b. Members approved to access ALPR data under these guidelines are permitted to access data for legitimate law enforcement purposes only, such as when data relates to a specific criminal investigation or Office-related civil or administrative action.
- c. SLPR system audits will be conducted quarterly, or as directed by the Sheriff. In addition, the Sheriff shall produce an annual report to the Legislature that may be made available to the public.

The Audits conducted by the Sheriff shall include the following information:

- a. Total number of license plates scanned,
- b. The number of Preservation requests,
- c. The number of disclosure orders,
- d. Any changes in The Putnam County Sheriff's Office that affect access, use, and retention of LPR Data,
- e. The number of disclosure orders resulting in criminal charges,
- f. The total number of license plate readers operated by the Putnam County Sheriff's Office,
- g. The number of license plate reads being retained,
- h. The number of requests made for LPR data made by private persons or commercial entities, including requests made under the Freedom of Information Law, and if the requests were approved.
- i. The number of requests made for LPR data made by law enforcement agencies, to the extent known, and whether the request was granted, and
- j. Any data breaches or unauthorized uses of the LPR database.

Releasing LPR Data

The LPR data may be shared only with law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise required by law, using the following procedures:

The agency makes a written request for LPR data that includes:

1. The name of the agency,
2. The name and title of the individual making the request,
3. The intent of obtaining the data,
4. The request is reviewed by the Commanding Officer - Operations, Standards, and Intelligence, or the authorized designee and approved before the request is fulfilled,
5. The approved request is retained on File,
6. The Sharing of LPR data is subject to the terms of any existing sharing agreement between the Putnam County Sheriff's Office and any other law enforcement agency.

Requests for LPR data by non-law enforcement agencies or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy.



KEVIN J. MCCONVILLE
SHERIFF

**PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300**

cc All
Prot



THOMAS H. LINDERT
UNDERSHERIFF

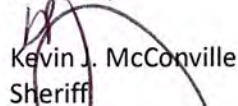
December 11, 2023

Chairwoman Ginny Nacerino
Chair – Protective Services

I am requesting the following items be placed on the Agenda for the December 18th, 2023 Protective Services Committee Meeting;

- a. Presentation on the Putnam County Sheriff's Office – Sheriff Response Team,
- b. Presentation on the finalized License Plate Reader Policy,**
- c. Discussion of the purchase in 2024 of electric scooters to be used on the Putnam County Bike path, AND
- d. The acceptance of a M99743A Armored Ambulance Humvees as part of the National Defense Authorization Act of Fiscal Year 1997 which allows the Military to Transfer excess Department of Defense property to Law Enforcement Agencies.

Sincerely,


Kevin J. McConville
Sheriff

2023 DEC 13 AM 10:13
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

#42

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ REQUEST TO ACCEPT DONATION OF ARMORED AMBULANCE FROM UNITED STATES ARMY

WHEREAS, the United States Army is the record owner of a certain armored ambulance, known as an M997A3 Ambulance (hereinafter "Ambulance") the specifications of which are more fully described in Schedule "A," attached hereto; and

WHEREAS, the United States Army has offered to donate the aforementioned Ambulance to the Putnam County Sheriff's Office ("Putnam County") without compensation or consideration; and

WHEREAS, Putnam County is a participant in the 1033 Military Program covered by Presidential Executive Order # 14074 (Section 12) which provides the County with the ability to review used or about to be discarded military surplus equipment files and request acceptance of materials (vehicles, containers, etc.) without cost; and

WHEREAS, the only expense to be incurred by Putnam County associated with this donation is arranging for delivery or pickup of the Ambulance; and

WHEREAS, per EO14704, Putnam County Sheriff Kevin McConville is required to notify the governing body (the Putnam County Legislature) of his acceptance of this donation; and

WHEREAS, Sheriff McConville has discussed the donation of the Ambulance to Putnam County with various Department Heads including Purchasing, Finance, etc. and all are in favor of it; and

WHEREAS, the Legislature has reviewed the facts and circumstances surrounding said offer to donate; now therefore be it

RESOLVED, that the Putnam County Legislature, after due consideration, approves and accepts the donation of the Ambulance from the United States Army to Putnam County; and be it further

RESOLVED, that the County Attorney is directed to forward a "Letter of Acceptance" indicating formal acceptance of the donation to the United States Army, the owner of the Ambulance; and be it further

RESOLVED, that this resolution shall take effect immediately.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

RESOLUTION

APPROVAL/REQUEST TO ACCEPT DONATION OF ARMORED AMBULANCE FROM UNITED STATES ARMY

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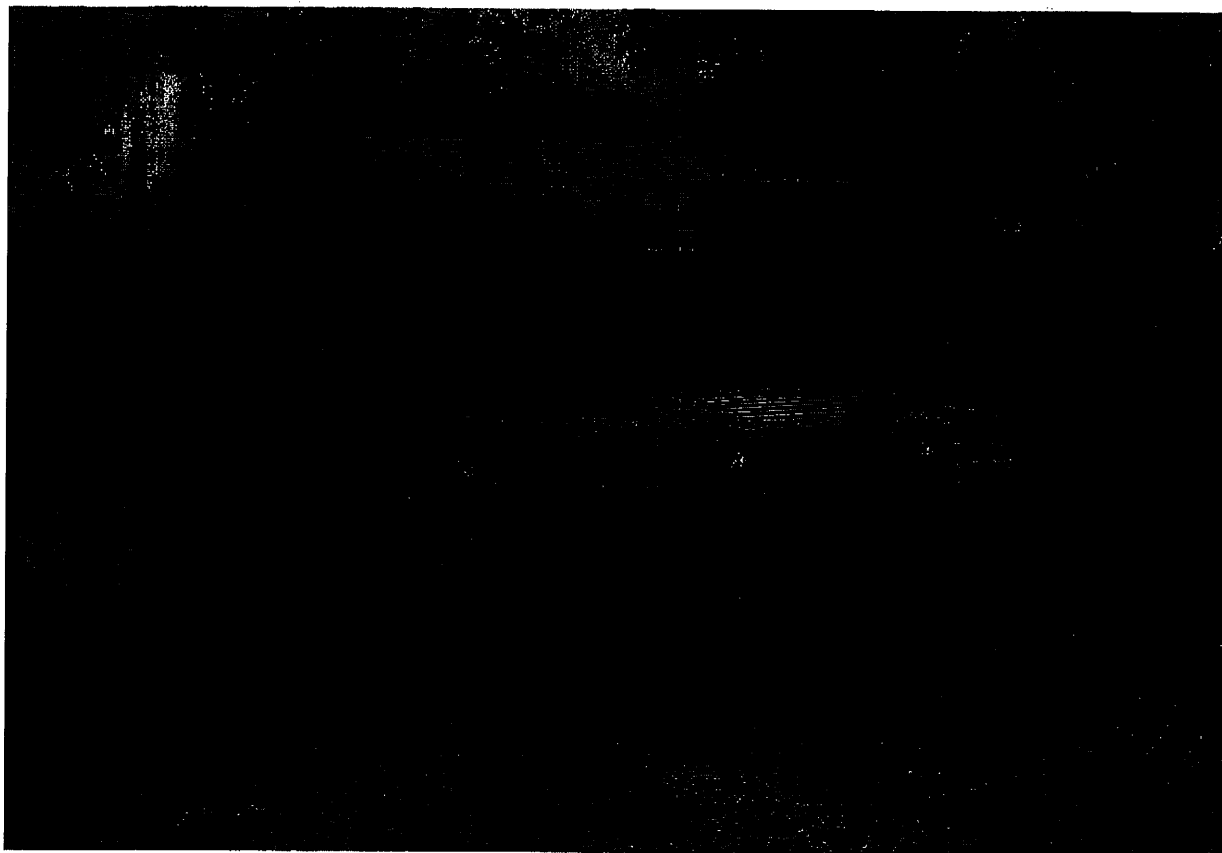
RESOLVED, that this resolution shall take effect immediately.

Schedule "A"

PERFORMANCE • PAYLOAD • PROTECTION

M1100 SERIES HMMWV

M997A3 Ambulance



Patient transport: Up to 4 Litter Patients or 8 Ambulatory Patients
(or a Combination of Both)

Additional Capacity: Medical Personnel, Medical Equipment and a Driver

Heating, Ventilation, and Air Conditioning (HVAC) Systems for All Environmental
Conditions

Payload: Up to 3,010 lb.

Options: Gas-Particulate Filter Unit for Nuclear, Biological, or Chemical
Environments; Supports up to 7 Personnel Equipped with M25-Series or
M13-Series Protective Masks

AM General[®]

M1100 SERIES HMMWV

M997A3 Ambulance

GVW
12,100 lb. (5,488.46 kg)
Payload
3,010 lb. (1,460.13 kg)
Curb Weight
9,090 lb. (4,123.15 kg)
Towed Load Allowance
4,200 lb. (1,905 kg)
Shipping Dimensions
1072 cubic ft. (30.35 cubic m)
125 sq ft. (11.61 sq m)
206.7 in. (5.25 m) Length
87.0 in. (2.21 m) Width
103.0 in. (2.62 m) Height
Center of Gravity
38.8 in. (98.552 cm)
(at curb weight)
Above Ground
82.2 in. (208.8 cm)
Rear of Centerline at
Front Axle
Track Width
71.6 in. (1.82 m)
Wheelbase
130 in (3.30 m)
Turning Radius
25 ft. (7.62 m)
Ground Clearance
18 in (45.72 cm)
Angle of Approach
48°
Angle of Departure
39°
Ramp Breakover Angle
25°
Grade Capability
60%
Side Slope Capability (at GCW)
40%
Climbing Capabilities
12 in. (30.48 cm) Vertical Step

Cargo Bed Height (at GCW)
36.8 in. (93.47 cm)
Engine
General Engine Products (GEP)
V8, 6.5L Turbocharged Diesel
Horsepower
@ 3,400 RPM:
190 (142KW)
Torque
@ 1,700 RPM:
380 lb.-ft (515 N•m)
Transmission
General Transmission Products (GTP)
4-Speed Automatic
Transfer Case
2 Speeds
Ratios: High - 1:1;
Low - 2.72:1
Differentials
Front and Rear - Hypoid
Ratios 3.08:1
Frame
Steel Box Section
5 Crossmembers
Front Suspension
Independent Double
A-Frame; Coil Spring;
Telescopic Shock Absorbers
Rear Suspension
Independent Double
A-Frame; Coil Spring;
Rate - Variable;
Telescopic Shock Absorbers
Geared Hubs
Ratios: 1.92:1
Wheels
Two-Piece Take Apart;
16.5 x 8.25 x 6.5 BC
Tires
Non-Directional
Cross-Country Tread;
37 x 12.5R-16.5;
Load Range: E

Service Brakes
Type: Disc - Front & Rear
Dual Master Cylinder with
Hydroboost;
Rotor Size - 306.8 mm Dia.;
24-mm Thick;
Lining Area - 11.5 sq in.
(74.2 cm ²) (89.2 sq in.
(575.5 cm ²) Total)
Parking Brakes
Dual Disc, Independent,
Hand-Operated Lever
Electrical System
Dual Voltage 14V/28V
Fuel Capacity
25 gal. (95 L)
Performance
250 mile (402 km) Cruising
Range
Maximum Speed
70 mph (113 kph)
Deep Water Fording
30 in. (0.76 m)
Run Flat Capability
30 miles @ 30 mph
(48 km @ 48 kph)
Transportability Modes
Highway, Rail, Marine, and Air



AM General Headquarters
105 N. Niles Ave
South Bend, IN 46617
(574) 237-6222

www.amgeneral.com



KEVIN J. MCCONVILLE
SHERIFF

**PUTNAM COUNTY
OFFICE OF THE SHERIFF
AND
CORRECTIONAL FACILITY
THREE COUNTY CENTER
CARMEL, NEW YORK 10512
845-225-4300**

cc All
Prot



THOMAS H. LINDERT
UNDERSHERIFF

December 11, 2023

Chairwoman Ginny Nacerino
Chair – Protective Services

I am requesting the following items be placed on the Agenda for the December 18th, 2023 Protective Services Committee Meeting;

- a. Presentation on the Putnam County Sheriff's Office – Sheriff Response Team,
- b. Presentation on the finalized License Plate Reader Policy,
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- d. The acceptance of a M99743A Armored Ambulance Humvees as part of the National Defense Authorization Act of Fiscal Year 1997 which allows the Military to Transfer excess Department of Defense property to Law Enforcement Agencies.

Sincerely,

Kevin J. McConville
Sheriff

2023 DEC 13 AM 10:13
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

47

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ BUDGETARY AMENDMENT (23A087)/ HEALTH DEPARTMENT/ LOCAL HEALTH DEPARTMENT (LHD) PERFORMANCE INCENTIVE INITIATIVE

WHEREAS, the Department of Health was awarded \$22,208 through the New York State Department of Health’s ongoing Local Health Department (LHD) Performance Incentive Initiative; and

WHEREAS, while costs associated with any eligible activity are acceptable, LHDs are encouraged to consider utilizing the award funds to support ongoing disease prevention efforts, and promotion of COVID-19 vaccination; and

WHEREAS, the Interim Commissioner of Health has requested a budgetary amendment (23A087) to account for overtime, fringe, and certain purchases pursuant to the Local Health Performance Incentive Initiative; and

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

RESOLVED, that the following budgetary amendment be made:

GENERAL FUND:

Increase Appropriations:

11401000 51093	Nursing – Overtime	5,000
12401000 51093	EHS – Overtime	4,000
12023000 51093	ATUPA – Overtime	2,000
11401000 58002	Nursing – FICA	383
12401000 58002	EHS – FICA	306
12023000 58002	ATUPA – FICA	153
11015000 54510	Machine Maintenance – Lead Poisoning	2,000
11024000 54330	Rabies – Medical Supplies (Vaccines)	2,200
11401000 52130	Nursing – Computer Equipment	2,600
10199000 54980	General Contingencies	3,566

Increase Estimated Revenues:

10401000 434890 10118	State Aid – Performance Incentive Initiative	22,208
-----------------------	--	--------

2023 Fiscal Impact – (\$3,566)

2024 Fiscal Impact – 0 –

- Legislator Addonizio _____
- Legislator Castellano _____
- Legislator Crowley _____
- Legislator Ellner _____
- Legislator Gouldman _____
- Legislator Montgomery _____
- Legislator Nacerino _____
- Legislator Sayegh _____
- Chairman Jonke _____

MICHAEL J. LEWIS
Commissioner Of Finance



SHEILA BARRETT
Deputy Commissioner Of Finance

cc:all
ATA OK Amy

ReSO

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – MJL
RE: Budgetary Amendment – 23A087
DATE: December 4, 2023

2023 DEC -5 PM 1:32
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of the Health Department, the following budgetary amendment is necessary.

General Fund:

Increase Appropriations:

11401000 51093	NURSING - OVERTIME	\$ 5,000
12401000 51093	EHS - OVERTIME	4,000
12023000 51093	ATUPA - OVERTIME	2,000
11401000 58002	NURSING - FICA	383
12401000 58002	EHS - FICA	306
12023000 58002	ATUPA - FICA	153
11015000 54510	MACHINE MAINTENANCE - LEAD POISONING	2,000
11024000 54330	RABIES - MEDICAL SUPPLIES (VACCINES)	2,200
11401000 52130	NURSING - COMPUTER EQUIPMENT	2,600
10199000 54980	GENERAL CONTINGENCIES	3,566

Increase Estimated Revenues:

10401000 434890 10118	STATE AID - PERFORMANCE INCENTIVE INITIATIVE	\$ 22,208
-----------------------	--	-----------

Fiscal Impact - 2023 - \$(3,566)
Fiscal Impact - 2024 - \$ 0

This amendment is required to account for overtime, fringe, and certain purchases pursuant to the Local Health Performance Incentive Initiative. A copy of the Award Letter and justification for certain appropriations are attached for further review.

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive



**Department
of Health**

YEAR 10

KATHY HOCHUL
Governor

MARY T. BASSETT, M.D., M.P.H.
Commissioner

KRISTIN M. PROUD
Acting Executive Deputy Commissioner

Dear Commissioner Dr. Nesheiwat,

Thank you for your participation in the New York State Department of Health's ongoing Local Health Department (LHD) Performance Incentive Program. In year ten (2022) of the program, which began in March 2022 and concluded in September 2022, the Department focused on collecting the experiences of LHDs with the COVID-19 pandemic response.

The Department is pleased to announce that once again county participation in the program was strong. This year, 57 LHDs receive an award.

Putnam County participated and has been awarded a total of \$22,208.00. Congratulations.

As with prior Performance Incentive program years, awards must be used to support costs associated with Article 6 eligible services. While costs associated with any eligible activity are acceptable, LHDs are encouraged to consider utilizing the award funds to support ongoing disease prevention efforts, and promotion of COVID-19 vaccination.

The Article 6 Team is requesting that each LHD submit a separate voucher for the Performance Incentive award specified in this letter. However, LHDs are not required to voucher the full award amount in a single voucher and may claim award funds throughout the 2023 program (calendar) year, allowing each LHD to determine the timing of the Performance Incentive award payment(s). The Performance Incentive award amount must be reflected on the Performance Incentive line in the 2023 Quarterly Expenditure Report (QER) and may be submitted with any 2023 QER(s) no later than March 31, 2024. Please submit the Performance Incentive award voucher electronically to a6fis@health.ny.gov.

Thank you again for your participation. We look forward to continuing to work with you and your staff to improve the delivery of public health services. Please send any questions regarding the award program to a6PI@health.ny.gov.

Sincerely,

Bryan Tarr
GPHW Manager

Christopher F. Davis
Performance Incentive Coordinator



PUTNAM COUNTY DEPARTMENT OF HEALTH

1 Geneva Road, Brewster, NY 10509 ■ 845-808-1390
www.putnamcountyny.gov/health

A PHAB-ACCREDITED HEALTH DEPARTMENT

Kevin M. Byrne
COUNTY EXECUTIVE

Michael J. Nesheiwat, MD
INTERIM COMMISSIONER OF HEALTH

TO: Michael Lewis, Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager
DATE: November 30th, 2023
RE: Budgetary Amendment

Please process this Budgetary Amendment for the following Health Department accounts:

Increase Revenue: Performance Incentive Initiative 10401000-434890-10118 (See attached Award letter)	TOTAL:	<u>\$22,208.00</u> \$22,208.00
--	---------------	--

Increase Expense: 11401000-51093 Nursing-Overtime	\$ 5,000.00
--	-------------

Increase Expense: 12401000-51093 EHS-Overtime	\$ 4,000.00
--	-------------

Increase Expense: 12023000-51093 Adolescent Tobacco Use Prevention Act (ATUPA)- Overtime	\$ 2,000.00
--	-------------

Increase Expense: 11401000-58002 Nursing-FICA	\$ 383.00
--	-----------

Increase Expense: 12401000-58002 EHS-FICA	\$ 306.00
--	-----------

Increase Expense: 12023000-58002 ATUPA-FICA	\$ 153.00
--	-----------

Increase Expense: 1101500-54510 Lead Poisoning Prevention-Machine Maintenance	\$ 2,000.00
--	-------------

Increase Expense: 11024000:54330 Rabies-Medical Supplies (Vaccine)		\$ 2,200.00
Increase Expense: 11401000-52130 Nursing-Computer Equipment		<u>\$ 2,600.00</u>
	TOTAL:	\$18,642.00
Increase General Contingency:		<u>\$ 3,566.00</u>
	TOTAL Fiscal Impact 2023:	(\$ 3,566.00)

Nursing Overtime: Currently have positive Tuberculosis caseload of a family of five that requires "Direct Observed Therapy" (DOT), which requires two Nurses go to the home every day, including weekends and Holidays, to aid the family prepare and take the appropriate medications for their treatment plans. This is a mandated service to ensure Tuberculosis patients are taking the medications as prescribed, to avoid spreading this highly communicable disease.

Adolescent Tobacco Use Prevention Act (ATUPA) Overtime: Due to large demand for Vaping products, ATUPA staff have been conducting more compliance checks than expected, and in certain cases, follow-up compliance checks are required on vendors who have sales violations (selling to underage persons).

Rabies – Vaccine purchase- Funding this line in the event of additional exposure through end of 2023. There is currently no funding available in this line; if there is a possible Rabies exposure case, funding needs to be available for emergency vaccine purchase.

EHS Overtime: Many more phone calls, as regards to Rabies, during non-working hours. More outside food events in 2023, which our staff attends, to monitor food quality.

Lead Machine Maintenance: Repair XRF Lead testing machine. Machine malfunctioned on the last Lead testing case. Staff contacted vendor and have received a quote to ship and repair the machine. NYS mandates to test for Lead in the home of all new and ongoing positive Lead cases. We have several new cases that will require immediate testing.

Nursing Computer Equipment: Replace three old/slow computers and purchase one additional monitor. Monitor is for set up of double screens for use of new Electronic Medical Record software (Patagonia) Please see approved quote attached. Approved by IT Department.

Contingency: Remaining funds used to increase Contingency account.



SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Timothy Vanasse
Phone: (800) 800-0019 ext. 33011
Fax: (603) 683-1204
Email: tim.vanasse@connection.com

25571010.01

PLEASE REFER TO THE ABOVE
QUOTE # WHEN ORDERING.

Date: 11/28/2023
Valid Through: 12/28/2023
Account #:

Account Manager:
Phone:
Fax:
Email:

Customer Contact: AnnMarie Walz
Email: annmarie.walz@putnamcountyny.g

Phone: (845) 808-4000 x41117
Fax: (845) 225-1421

QUOTE PROVIDED TO: AB#: 3528537 COUNTY OF PUTNAM HEALTH DEPT 1 GENEVA ROAD BREWSTER, NY 10509 US (845) 608-1075	SHIP TO: AB#: 5843317 PUTNAM COUNTY HEALTH DEPT 1 GENEVA ROAD TERRAVEST CORPORATE PARK BREWSTER, NY 10509 US (845) 278-6130
--	---

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Small Pkg Ground Service Level	77.00 lbs	Net 30	NCPA 01-144

Important Notice: — THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Terms and Conditions of our NCPA Contract # NCPA 01-144. Any Order accepted by GovConnection for the items included in this Quotation is expressly limited to those Terms and Conditions; any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. No other terms and conditions shall apply without the written consent of GovConnection, Inc. Please refer to our Quote Number in your order.

Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1	3	41613983	GGJ1G	OptiPlex 7010 SFF VPro Core i5-13500 2.5GHz / 8GB / 256GB SSD / UHD770 / GbE / 180W / W11P Dell Distribution Systems-Non CTO	Dell Distribution Systems-Non CTO	\$ 717.33	\$ 2,151.99
2	1	41278383	DELL-P2222H	21.5" P2222H Full HD LED-LCD Monitor Dell Distribution Systems-Non CTO	Dell Distribution Systems-Non CTO	\$ 187.94	\$ 187.94
3	3	38316084	CYBERTRACK H3	720P HD USB WebCam w/ Built-in Mic & 1.2MP CMOS Sensor Adesso	Adesso	\$ 31.82	\$ 95.46
Subtotal						\$	2,415.39
Fee						\$	0.00
Shipping and Handling						\$	0.00
Tax							Exempt
Total						\$	2,415.39

Allen Burke

#44

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

**APPROVAL/ BUDGETARY TRANSFER (23T460)/ AUDITING DEPARTMENT/
INDEPENDENT AUDITORS/ PKF O'CONNOR DAVIES LLP**

WHEREAS, in accordance with the engagement letter between the County and PKF O'Connor Davies LLP, the audit firm reserves the right to charge for additional work performed; and

WHEREAS, these services included four (4) additional single audits of the County's Federal Major Programs, and Implementation of GASB 87; and

WHEREAS, the Commissioner of Finance has requested a budgetary transfer (23T460) to the Auditing Department to cover the invoice for this additional audit work associated with the 2022 Year End Audit; and

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

RESOLVED, that the following budgetary transfer be made:

GENERAL FUND:

Increase Appropriations:

10132000 54111 Auditing Dept – Independent Audit 22,500

Decrease Appropriations:

10131000 54646 Finance Dept – Contracts 22,500

**2023 Fiscal Impact – 0 –
2024 Fiscal Impact – 0 –**

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

Please forward it to the appropriate committee.

Approved

Kevin M. Byrne -County Executive

County of Putnam, New York

Schedule of Findings and Questioned Costs
 Year Ended December 31, 2022

Section I - Summary of Auditors' Results

Financial Statements

Type of report the auditors issued on whether the financial statements audited were prepared in accordance with GAAP

Unmodified

Internal control over financial reporting

- Material weakness(es) identified?
- Significant deficiency(ies) identified?

___ Yes X No
 ___ Yes X None reported

Noncompliance material to financial statements noted?

___ Yes X No

Federal Awards

Internal control over major federal programs

- Material weakness(es) identified?
- Significant deficiency(ies) identified?

___ Yes X No
 ___ Yes X None reported

Type of auditors' report issued on compliance for major federal programs

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

___ Yes X No

Identification of major federal programs

Assistance

Listing Number(s)

Name of Federal Program or Cluster

21.027	Coronavirus State and Local Fiscal Recovery Funds
20.205	Highway Planning and Construction Cluster – Metropolitan Transportation Planning
97.036	Disaster Grants - Public Assistance (Presidentially Declared Disasters)
93.558	Temporary Assistance for Needy Families
10.561	Supplemental Nutrition Assistance Program

County of Putnam, New York

Schedule of Findings and Questioned Costs (Continued)
Year Ended December 31, 2022

Dollar threshold used to distinguish
between Type A and Type B programs
Auditee qualified as low-risk auditee?

\$ 750,000
 Yes X No

Section II - Financial Statement Findings

None

Section III - Federal Award Findings and Questioned Costs

None



Date 07/31/2023

Michael Lewis
Commissioner of Finance
County of Putnam
40 Gleneida Avenue
Camel, NY 10512

Client No. 1545033.002 Invoice No. 744975

For Professional Services Rendered

E.I.N. 27-1728945

Services rendered in connection with examination of financial statements of the various funds of the County of Putnam as at December 31, 2022 and preparation of report thereon for the year the year then ended.

Audit Fee:	\$ 88,600.00
Less Progress Payment:	(88,600.00)
Plus:	
• 4 Additional Single Audit Programs needed to be tested:	12,000.00
• Implementation of GASB 87 and related additional audit work:	<u>10,500.00</u>
Balance Due:	\$ <u>22,500.00</u>

Pay Online: <https://www.pkfod.com/onlinepayment/>

Beneficiary: PKF O'Connor Davies, LLP
Beneficiary Address: 500 Mamaroneck Avenue, Suite 301 Harrison, NY 10528

PKF O'Connor Davies, LLP
300 Tice Boulevard Suite 315 Woodcliff Lake, NJ 07677 | Tel: 914-381-8900 | www.pkfod.com

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

#42

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ BUDGETARY AMENDMENT (23A084)/ HEALTH DEPARTMENT/ RABIES GRANT / FERAL CAT PROGRAM

WHEREAS, the Interim Commissioner of Health has requested a budgetary amendment (23A084) to account for the Rabies Grant reimbursement for Feral Cat Trap-Neuter-Return (TNR) expenses; and

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

RESOLVED, that the following budgetary amendment be made:

Increase Estimated Appropriations:

10405000 54646 10113 Contracts 2,900

Decrease Estimated Appropriations:

11024000 54147 Veterinary Services 1,550

11024000 54314 Postage 550

11024000 54488 Co-Pays 800

2,900

Increase Estimated Revenues:

10405000 434909 10113 Feral Cat Program 2,900

Decrease Estimated Revenues:

11024000 434894 Rabies Program 2,900

2023 Fiscal Impact – 0 –

2024 Fiscal Impact – 0 –

Legislator Addonizio _____

Legislator Castellano _____

Legislator Crowley _____

Legislator Ellner _____

Legislator Gouldman _____

Legislator Montgomery _____

Legislator Nacerino _____

Legislator Sayegh _____

Chairman Jonke _____

MICHAEL J. LEWIS
Interim Commissioner Of Finance



SHEILA M. BARRETT
Deputy Commissioner Of Finance

Reso

Wait
Audit - OK Amy

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: Sheila M. Barrett, Deputy Commissioner of Finance *SMB*
Re: Budgetary Amendment - 23A084
Date: November 30, 2023

2023 DEC 13 PM 4:21
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

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

Increase estimated appropriations:

10405000.54646.10113 Contracts 2,900

Decrease estimated appropriations:

11024000.54147 Veterinary Services 1,550
11024000.54314 Postage 550
11024000.54488 Co-Pays 800

2,900

Increase estimated revenues:

10405000.434909.10113 Feral Cat Program 2,900

Decrease estimated revenues:

11024000.434894 Rabies Program 2,900

Approved:

Kevin M. Byrne
County Executive

Please forward to the appropriate committee.

Approved:



PUTNAM COUNTY DEPARTMENT OF HEALTH

1 Geneva Road, Brewster, NY 10509 ■ 845-808-1390

www.putnamcountyny.gov/health

A PHAB-ACCREDITED HEALTH DEPARTMENT

Kevin M. Byrne
COUNTY EXECUTIVE

Michael J. Nesheiwat, MD
INTERIM COMMISSIONER OF HEALTH

TO: Michael Lewis, Commissioner of Finance
FROM: William A. Orr, Jr., Senior Fiscal Manager *WAO*
DATE: November 30th, 2023
RE: Budgetary Amendment

Please process this Budgetary Amendment for the following Health Department accounts:

Increase Revenue: 10405000-xxxxxx-10113 \$ 2,900.00
Feral Cat Program (open new Revenue Line)

Decrease Revenue: 11024000-434894 \$ 2,900.00
Rabies

Fiscal Impact \$ -0-

Increase Expense: 10405000-54646-10113 \$ 2900.00
Feral Cat Program Contracts

TOTAL \$ 2900.00

Decrease: 11024000-54147 \$ 1,550.00
Rabies Veterinary Services

Decrease 11024000-54314 \$ 550.00
Rabies Postage

Decrease 11024000-54488 \$ 800.00
Rabies Co-Pays

TOTAL \$ 2900.00

TOTAL Fiscal Impact \$ -0-

Please see attached. Rabies Grant reimbursed Feral Cat "Trap Neuter Spay" (TNR) expenses in the amount of \$2900 to maximize our grant reimbursement for January-March 2023.

The intention and agreement is to use the \$2900 toward additional future expenses for TNR within the Feral Cat Program. This Amendment will properly allocate the funds to the appropriate accounts. Remaining funds from 2023 will be rolled over to 2024.

#5a

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/ TAX COLLECTOR WARRANTS/ ENTER INTO 2023 BOOK OF PROCEEDINGS

WHEREAS, Tax Collector Warrants have been received for the Towns of Carmel, Kent, Patterson, Philipstown, Putnam Valley and Southeast and signed by the Chairman and the Clerk of the Putnam County Legislature; now therefore be it

RESOLVED, that the Tax Collector Warrants for the Towns of Carmel, Kent, Patterson, Philipstown, Putnam Valley and Southeast are hereby entered into the 2023 Book of Proceedings for the Putnam County Legislature.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____

#56

Committee Mtg _____ Resolution # _____
Introduced By _____ Regular Mtg _____
Seconded By _____ Special Mtg _____

APPROVAL/DATE, TIME & PLACE OF ORGANIZATIONAL MEETING / 2024

WHEREAS, the Legislative Manual provides for the Putnam County Legislature to set by resolution, the date, time and place of the Organizational Meeting of the Legislature in the preceding December; now therefore be it

RESOLVED, that the Organizational Meeting of the Putnam County Legislature for 2024 be held on Tuesday, January 2, 2024 at 7:00 P.M. in the Historic Courthouse located in Carmel, New York; and be it further

RESOLVED, that the agenda for said meeting also include any items that might normally be included in a regular meeting or special meeting of the Legislature which are necessary for inclusion on said agenda.

Legislator Addonizio _____
Legislator Castellano _____
Legislator Crowley _____
Legislator Ellner _____
Legislator Gouldman _____
Legislator Montgomery _____
Legislator Nacerino _____
Legislator Sayegh _____
Chairman Jonke _____