

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

**Members: Chairman Castellano and Legislators Albano & Gouldman**

**Monday August 29, 2022**  
**(Immediately following Special Personnel Mtg. at 6:00pm)**

The meeting was called to order at 6:22pm by Chairman Castellano who requested Legislator Gouldman lead in the Pledge of Allegiance. Upon roll call Legislator Albano and Chairman Castellano were present. Legislator Gouldman arrived at 6:36pm.

**Item #3 – Approval of Minutes – July 25, 2022**

The minutes were approved as submitted.

**Item #4 – Correspondence/County Auditor**

- a. **Sales Tax Report** – Duly Noted
- b. **Board In Revenue Report** – Duly Noted
- c. **OTB Report** – Duly Noted
- d. **Transfer/Revenue Report** – Duly Noted
- e. **2022 Contingency/Sub-Contingency Report** – Duly Noted

**Item #5 – Correspondence/ Commissioner of Finance**

- a. **Overtime/Temporary Report** – Duly Noted
- b. **Approval/ Budgetary Amendment 22A056/ Dept. of Social Services/ Caseworker to Serve as Liaison to School Mental Health Services (Also reviewed in Personnel)**

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

- c. **Approval/ Budgetary Amendment 22A057/ Finance/ Receipt of 2021 & 2022 SICG Formula Grant Award (Also reviewed in Protective)**

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

- d. **Approval/ Budgetary Amendment 22A058/ Dept. of Social Services/ 2022 Tools & Technology Grant Awarded to CAC**

Chairman Castellano made a motion to approve Budgetary Amendment 22A058; Seconded by Legislator Albano. All in favor.

**Item #6 – Approval/ Fund Transfer 22T161/ Office for Senior Resources/ Pay Differential for Nutrition Staff Working Out of Title (Also reviewed in Personnel)**

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

**Item #7 – Approval/ Fund Transfer 22T173/ Health Dept./ Properly Allocate Funding for Part Time Senior Account Clerk Position**

Chairman Castellano made a motion to approve Fund Transfer 22T173; Seconded by Legislator Albano. All in favor.

**Item #8 – Approval/ Fund Transfer 22T174/ Health Dept./ COVID Vaccine Response/Overtime Covered 100% by COVID Vaccine Response Grant**

Chairman Castellano made a motion to approve Fund Transfer 22T174; Seconded by Legislator Albano. All in favor.

**Item #9 – Approval/ Fund Transfer 22T178/ Sheriff's Dept./ Corrections/ Cover Overtime Costs Incurred due to Limited Availability of Part Time Employees (Also reviewed in Protective)**

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

**Item #10 – Approval Fund Transfer 22T184/ Sheriff's Dept./ Cover Road Patrol Overtime (Also reviewed in Special Personnel)**

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

**Item #11 – Approval Fund Transfer 22T188/ Sheriff's Dept./ Corrections/ Cover Projected Overtime (Also reviewed in Special Personnel)**

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

**Item #12 – Approval/ Fund Transfer 22T199/ Finance/ Overtime to be Incurred as a Result of Departure of Purchasing Director (Also reviewed in Special Personnel)**

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

**Item #13 – Approval/ Authorization/ Legislators to Attend September NYSAC Conference**

Chairman Castellano stated there is a lot to learn by attending these conferences.

Legislator Albano agreed; the conferences are well worth it.

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

**Item #14 – Other Business**

**a. Approval/ Fund Transfer 22T194/ Emergency Services/ Additional Funds for 911 Dispatch Video Wall**

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

Deputy Commissioner of Emergency Services Robert Lipton thanked the Committee for considering this request under Other Business. He stated the video wall in the 911 center is being expanded and they originally moved funds into the proper budget lines based on the quote they received. However, there was a design change that costs an additional \$10,000. He stated this funding is coming from a grant, the money just needs to be moved to the correct budget line before the grant's expiration on August 31<sup>st</sup>.

Legislator Albano questioned what the design change is.

Deputy Commissioner Lipton stated originally, they were going to add a side wall, which would require a single bracket with four (4) screens. He stated they are now going to expand the existing wall, which requires more brackets on each side and bottom to mount the screens.

Chairman Castellano made a motion to approve Fund Transfer 22T194; Seconded by Legislator Gouldman. All in favor.

**Item #15 – Adjournment**

There being no further business, at 6:38pm Chairman Castellano made a motion to adjourn; Seconded by Legislator Albano. All in favor.

Respectfully submitted by Administrative Assistant, Beth Robinson.