

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

Members: Chairman Castellano, Legislators Albano & Jonke

**Thursday May 24, 2018
(Immediately following Economic Development Mtg. beginning at 6:30)**

The meeting was called to order at 7:43pm by Chairman Castellano who requested that Legislator Jonke lead in the Pledge of Allegiance. Upon roll call Legislator Albano, Legislator Jonke, and Chairman Castellano were present.

Item #3 - Approval of Minutes – March 26, 2018 & April 19, 2018

The minutes were approved as submitted.

Item #4 - Correspondence/County Auditor

a. Sales Tax Report

Legislator Albano stated sales tax is a crucial part of the budget, which is why it is important to encourage commercial growth in Putnam.

b. Board In Revenue Report – Duly Noted

c. Transfer/Revenue Report – Duly Noted

d. Contingency/Sub-Contingency Report

Chairman Castellano made a motion to waive the rules and accept the additional; Seconded by Legislator Jonke. All in favor.

The item was duly noted.

Item #5 - Correspondence/Commissioner of Finance

a. Overtime/Temporary Report

Chairman Castellano stated he does not believe the overtime accrued as a result of last week's tornado is on the report yet.

Chief Deputy Commissioner of Finance Anita Gilbert confirmed that it is not yet on the report.

Chairman Castellano stated it has been a tough couple of months with the snow storms in March and the destruction caused by the tornadoes last week.

**b. Approval/ Budgetary Amendment 18A032/ Office for Senior Resources/
Adjust Budget for Receipt of State Grant for Flooring in Carmel Senior
Center (Also reviewed in Physical)**

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

**c. Approval/ Budgetary Amendment 18A033/ Finance/ Amend 2018
Consolidated Highway Improvement Program (CHIPS) County Capital
Project Budget to Equal the Adopted NYS Budget (Also reviewed in
Physical)**

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

**d. Approval/ Budgetary Amendment 18A034/ Health Dept./ Nursing
Overtime (Also reviewed in Personnel)**

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

**Item #6 - Approval/ Fund Transfer 18T079/ Sheriff's Dept./ Install Security Cage and
Racks to Centralize Evidence Storage (Tabled from Protective, Also
reviewed in Physical) (Report to follow from 5/21/18 Capital Projects Mtg.)**

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

**Item #7 - Approval/ Fund Transfer 18T091/ Sheriff's Dept./ Purchase Equipment,
Training, Uniforms, & Overtime (Also reviewed at Protective & Personnel)**

Legislator Jonke stated this fund transfer will allow for the purchase of a drone.

Chairman Castellano stated a drone is a great tool for the Sheriff's Department to have
and he is looking forward to it being used.

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

**Item #8 - Approval/ Fund Transfer 18T092/ Board of Elections/ Delivery & Pick-up of
Voting Machines for Primary & General Elections (Also reviewed in Rules)**

Chairman Castellano made a motion to approve Fund Transfer 18T092; Seconded by
Legislator Jonke. All in favor.

**Item #9 - Approval/ Fund Transfer 18T100/ Bureau of Emergency Services/
Purchase Protective Gear for Tech Rescue Team**

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

**Item #10 - Approval/ Fund Transfer 18T101/ Bureau of Emergency Services/
Purchase Tripod for Tech Rescue Team**

Chairman Castellano made a motion to approve Fund Transfer 18T101; Seconded by Legislator Albano. All in favor.

**Item #11 - Approval/ Semi-Annual Mortgage Tax Payments – 10/1/2017 to
3/31/2018**

Chairman Castellano stated as mortgage taxes are collected, they are delivered back to the local municipalities. He stated in this six (6) month period the total was \$1,432,597.96 to be distributed amongst the six (6) towns and three (3) villages within Putnam County.

Legislator Jonke questioned how much each town receives.

Chairman Castellano stated the backup material includes a trend of these numbers for the past three (3) years. He read what each town and village will be receiving for this six (6) month period which is listed below:

Town/Village	Amount 10/1/17-3/31/18
Carmel	482,231.13
Kent	151,199.93
Patterson	128,933.52
Philipstown	193,414.99
Cold Spring - Village	15,566.29
Nelsonville - Village	4,481.04
Putnam Valley	175,340.74
Southeast	272,297.20
Brewster - Village	9,133.12
Total	1,432,597.96

Legislator Albano stated the high number for the Town of Carmel is representative of the importance of sewer and water when looking at property sales. He stated these numbers are all in proportion to the sales in each town or village.

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

Item #12 - FYI/ County's Deposit & Investment Policies – Duly Noted

Item #13 - Other Business

a. Approval/ Bond Resolution/ Authorize Construction of Recreational Area Improvements of the Putnam Bikeway

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

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

b. Approval/ Budgetary Amendment 18A035/ Planning Dept./ Putnam Bikeway IV Capital Project

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

Chairman Castellano stated this project will benefit the Village of Brewster because it will connect the bike path to lead to many different areas. He stated the bike path is an improvement to the community as a whole

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

c. Approval/ Fund Transfer 18T102/ Finance/ Provide Funding for Laberge Group to Assist in the Development of the 2018 Shared Services Plan

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

Legislator Jonke stated he believes this is money well spent.

Chairman Castellano agreed and stated this should save money in the long run.

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

d. Approval/ Fund Transfer 18T104/ District Attorney/ Purchase 2 Tactical Vests for the PCSPCA and 1st Year of Software for Sheriff's Dept.

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

Legislator Goldman questioned how much money is in this account.

Chief Deputy Commissioner of Finance Gilbert stated she would get that information and send it to the Legislature.

Chairman Castellano made a motion to approve Fund Transfer 18T104; Seconded by Legislator Albano. All in favor.

Item #14 - Adjournment

There being no further business, at 8:00pm Chairman Castellano made a motion to adjourn; Seconded by Legislator Albano. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.