

**RULES, ENACTMENTS & INTERGOVERNMENTAL RELATIONS COMMITTEE  
BUDGET MEETING  
HELD IN ROOM 318 OF THE  
PUTNAM COUNTY OFFICE BUILDING  
CARMEL, NEW YORK 10512**

**Members: Chairwoman Addonizio, Legislators Gouldman & Scuccimarra**

**Tuesday** **October 13, 2015**  
**(Immediately Following the Eco Dev Budget Mtg. beginning at 6:00pm)**

The meeting was called to order at 7:10 P.M. by Chairwoman Addonizio who requested Legislator Gouldman lead in the Pledge of Allegiance. Upon roll call, Legislators Gouldman & Scuccimarra and Chairwoman Addonizio were present.

**Item #3 - 2016 Budget Review**

Chairwoman Addonizio stated the Committee would be addressing the Law Department first.

**Law Department – Account 1420** (page 20)

Legislator Gouldman questioned what the Legal Services, line 54125, was used for.

Senior Deputy County Attorney for Risk and Compliance Adrienne Lotto stated the line is used for outside counsel. She stated year to date, about \$134,000 has been spent for outside counsel; however they were reluctant to decrease the amount in the budget line because the Department is averaging about \$300,000 per year. She stated they are also expecting to receive about \$100,000 in bills between now and the end of the year. She stated towards the end of the year law firms push out their final legal service bills to the Law Department. She stated she spoke with County Attorney Jennifer Bumgarner, who is hoping to have some money left over from this year going back into the line. She restated that they are reluctant to decrease this line because when they have in the past, they needed to use funds from contingency.

**Legislature – Account 1010** (page 1)

Legislator Gouldman questioned what Advertising, line 54664, was used for.

Legislative Clerk Diane Schonfeld stated the advertising line is used for Local Laws, Public Notices, and Bonds that need to be placed in the newspapers.

Legislator Gouldman questioned why about \$900 of the \$3,300 has been used for Telephones, line 54634.

Legislative Clerk Schonfeld stated that line is handled by the Finance Department. County Auditor Michele Sharkey stated the Finance Department budgets for the telephones. She stated new software is being purchased this year as well.

**County Executive – Account 1230** (page 9)

Legislator Nacerino questioned why the Temporary, line 51094, had increased.

County Auditor Sharkey stated the line is the same as the 2015 budget.

Legislator Nacerino stated only about \$4,000 has been spent.

Commissioner of Finance William Carlin stated they had a vacancy which will not be held in 2016.

**County Clerk – Account 1410** (pages 17-18)

Legislator Gouldman questioned if the \$1 million in the Clerks Fees, line 142551, would be reached this year.

County Clerk Michael Bartolotti stated he does not know if it would be reached. He stated initially, he would have to say “no.” However, he stated the volume of land records has been increasing, which is their main source of revenue. He stated in the past few weeks, the land records have been very heavy, which makes him cautiously optimistic that there will be an increase between now and the end of the year, which will bring them closer to that \$1 million revenue. He stated earlier in the year the volume of land records was up and slowed down in the summer. He stated it is picking up again and he is hoping the trend would continue.

Legislator Gross questioned Personnel Services, line 51000.

Commissioner Carlin stated all personnel matters would be discussed at the Personnel Budget Meeting.

Legislator LoBue suggested lowering the Clerks Fees, line 142551, to \$850,000 rather than \$1 million. She stated the bar may be set too high at \$1 million and if the \$850,000 is surpassed, that would be a great thing.

County Clerk Bartolotti stated he respects Legislator LoBue’s suggestion. He stated the County Clerk’s Office is optimistic that the \$1 million revenue will be met in 2016. He stated the trend is going in the right direction.

Legislator LoBue questioned why Office Supplies, line 54310, was decreased.

County Clerk Bartolotti stated that line was decreased for the 2016 budget because he knew this would be a difficult budget season and wanted to cut where he could.

Legislator LoBue questioned what Contracts, line 54646, is used for.

County Clerk Bartolotti stated the biggest contract they have is an IT contract with Xerox for their computer system. He stated this line was decreased \$10,000 for 2016.

Legislator LoBue questioned why there was a large increase in this line from 2014 to 2015.

County Clerk Bartolotti stated there are still bills coming in for 2015.

Legislator LoBue questioned if the bills are based on transaction.

County Clerk Bartolotti stated it is not based on transaction; they are billed monthly on contract.

### **Department of Motor Vehicles – Account 1411 (page 19)**

Legislator Gouldman questioned if the 2015 amount in Interest and Earnings, line 424011, would be reached.

County Clerk Bartolotti stated it probably would not be. He stated this line continues to be lowered.

Deputy County Clerk Jimmy McConnell stated that line was brought down from 2015.

Legislator Gouldman questioned if \$3,500 would be reached in 2016.

County Clerk Bartolotti stated he believed that number would be reached.

Legislator Gross questioned if the State DMV is impacting the tax collection in our local DMV.

County Clerk Bartolotti stated New York State attempts to capture as many of the “easy money maker” transactions through the mail or online as possible because they receive 100% of the revenue. He stated when the local DMV is utilized for the same services the County keeps 12.7% of the revenue. He stated a lot of effort has been put into keeping as much revenue as possible local. He stated drop boxes will be put in throughout the County so people can use those rather than mailing to Albany. He stated the biggest generator is the relationship the County has with car dealerships. He stated the Putnam County DMV is the furthest south outpost of County-run DMVs in New York State. He stated therefore, the County contacts dealerships in southern Counties all the way to Long Island. He stated he is confident in the projected numbers.

### **Records Management – Account 1460 (page 25)**

Legislator LoBue questioned what the Equipment, line 52120, would be used for. County Clerk Bartolotti stated a commercial sized shredder will be purchased. He stated with these machines an entire box of paper can be shredded at once. He stated the shredders usually last quite a few years and they have one (1) that is coming to the end of its life. He stated they are also considering offering shredding services to residents as well.

Chairwoman Addonizio questioned if revenue would be generated from offering shredding services to residents.

County Clerk Bartolotti stated the revenue aspect was not explored; right now it is an idea of a service for residents. He stated regardless of whether these services are offered or not, the shredder is in bad shape and needs to be replaced.

Legislator LoBue questioned if residents would come to the County Clerk's Office to shred their documents.

County Clerk Bartolotti stated a few shredders could be brought to a location to have residents come.

Legislator Nacerino stated that would be a great service to the community.

### **Judgment & Claims – Account 1930** (page 34)

Legislator Gouldman questioned what line 54960, Certiorari Refunds, was.

Commissioner Carlin stated certiorari refunds are court mandated assessment reductions. He stated they fluctuate and are completely through the judicial system. He stated the County is notified what they are required to refund.

### **Board of Elections – Account 1450** (pages 23-24)

Legislator Gouldman questioned what the Temporary, line 51094, was used for.

Commissioner Carlin stated the temporary funds are used for election workers. He stated in 2016 there will be a Presidential Election as well as a Presidential Primary, which is why the line was increased.

Legislator LoBue questioned what was under Contracts, line 54646.

Commissioner Carlin stated it is mostly for scanners and machines.

### **Community Action Program (CAP) – Account 6450** (page 133)

Commissioner Carlin stated this is the first year CAP has been included in the budget. He stated CAP requested funding from the County in the amount of about \$20,000. He stated they were being charged \$8,000 for rent at 121 Main Street, so that amount was reduced to \$1.00 and put in an appropriation of \$12,000.

Legislator Gross stated CAP is overwhelmed with all the programs they run and he is in support of the funding given to them.

Commissioner Carlin clarified that they did receive the \$20,000 they asked for, but it is expressed in two (2) different parts of the budget.

**Veterans Service Agency – Account 6510** (pages 135-136)

Legislator Gouldman questioned where the revenue comes from for the Veterans Service Agency, line 437101.

Director of Veterans' Affairs Karl Rohde stated money is received from the State.

Legislator LoBue questioned why the Temporary, line 51094, was increased.

Commissioner Carlin stated the slight increase is for raises.

Legislator Gouldman questioned why the Chargeback Gasoline, line 55371, was so low for 2015.

Commissioner Carlin stated the second quarter is not in yet for the Chargeback Gasoline.

Legislator LoBue stated she did not understand the explanation given for the increase in the temporary line. She stated in 2015 a second position was added.

Director Rohde stated in 2015 he was made full-time. He stated two (2) years ago a second position was added.

Legislator LoBue questioned why another \$5,000 was added.

Commissioner Carlin stated the amount is about \$4,000.

Director Rohde stated two (2) people have not received a raise in the past few years.

Commissioner Carlin stated funds were taken from Personnel Services, line 51000.

Director Rohde stated there was a vacant position due to a death and the person was not replaced.

Commissioner Carlin stated funds were added to the temporary line in lieu of this position.

**Consumer Affairs/ Weights & Measures – Account 6610** (pages 137-138)

Legislator LoBue stated the Electrical and License Fees, line 425451, is budgeted for revenue of \$230,000, which is an increase from 2015. She also stated line 425452, Electrical Inspections, has been increased from \$40,000 to \$110,000. She questioned why such a large increase is being anticipated for 2016.

Director of Consumer Affairs Jean Noel stated in regards to line 425451, that amount has already been exceeded for 2015, so the 2016 budget was adjusted to more correctly project the revenue for next year. She stated in regards to line 425452, there will be an RFP (Request for Proposal) done to change the terms of the contract.

Legislator LoBue questioned if Director Noel is confident that the budgeted increase in revenue will be met.

Director Noel stated as long as the RFP and bids are appropriately addressed, she is confident in the projected numbers.

Legislator LoBue suggested lowering the projected revenue and if it is surpassed, that is great.

Director Noel stated they projected the numbers on the low end of the spectrum.

### **Libraries – Account 7410 (page 157)**

Chairwoman Addonizio made a motion to waive the rules and accept the additional; Seconded by Legislature Gouldman. All in favor.

President of the Putnam County Libraries Association Carol Donnack thanked the Legislature for their continued support of the libraries throughout the years. She stated the libraries are heavily used by people in Putnam County and in 2014 there were over 600,000 visits. She stated the libraries are being utilized as a place to search for jobs, and find information pertaining to health, education, and online services. She stated the library webpages have had over a million views. She stated e-books are being used ten (10) times more than they were five (5) years ago. She stated this year the libraries are looking into the possibility of offering a new service; Ancestry Library Edition which has 300 billion images and a huge amount of information. She stated they were able to get a reduced price for the program if all eight (8) libraries decided to take on this program at once. She stated the price is \$4,550. She stated initially, when this was discussed with County Executive MaryEllen Odell, she was favorable of the program and suggested contacting the County Historian as well as the Putnam County Historical Society. She stated the funds for this program ended up coming out of the recommended budget. She stated in order for the libraries to move forward with this service next year, the \$4,550 would need to be put back into the libraries' budget for 2016. She stated the libraries requested the funds in line 54782, Software Accessories, but was removed under "2016 Tentative Budget."

Legislator Nacerino stated the ancestry program sounds like a great program and providing the ability to research one's family background can foster their sense of being. She stated however, the Legislature is faced with a tough budget this year. She stated in 2015 the libraries received a handsome increase. She questioned if addressing this program during the budget process next year would have an adverse effect on the mission of the libraries this year.

Ms. Donnack stated without the extra \$4,550 they would not be able to purchase the Ancestry Library Edition at the cost-effective price they were given. She stated it could be priced out again next year, but she is unaware if the price would increase.

Legislator Nacerino stated the Legislature must decipher wants versus needs. She stated the Legislature has their “back against the wall.” She stated that she is supportive of the libraries. She questioned if Ms. Donnack believed that this program was a necessity for the libraries this year.

Ms. Donnack stated it is not a necessity, however from a cost benefit point of view; a large benefit would be received at a low cost.

Chairwoman Addonizio stated it is a wonderful program that would be great to have, however this is a difficult budget season.

Legislator Gross questioned the increase in line 54950, County Contribution. He questioned if this was linked to the Ancestry Library Edition program.

Ms. Donnack stated that line is distributed to all eight (8) member libraries in Putnam County. She stated this is not linked to the program and the \$4,550 would go to a different line item. She stated the County Contribution is what keeps the libraries going.

Legislator Nacerino stated the County Contribution has been increased from last year.

Legislator LoBue stated last year the Legislature increased the County Executive’s proposed amount of funding for the libraries. She stated she appreciates the program and it seems fantastic, however spending must be reduced this year.

Legislator Gouldman questioned how the County Contribution is distributed to each library.

Legislator Scuccimarra stated the amount is determined by population.

Legislator Gouldman questioned if this was based on the census.

Commissioner Carlin stated yes, it is based on the census.

### **Cooperative Extension – Account 8750 (page 172)**

Executive Director of Putnam County Cornell Cooperative Extension Marjorie Keith stated her appreciation for the support that Cooperative Extension receives from the County. She stated the Putnam County Cornell Cooperative Extension (PCCCE) was created in 1944 and continues to be active, doing important work over 70 years later. She stated their mission is to take the research and resources coming from Cornell University and apply them to the issues and concerns of Putnam County residents in a variety of areas. She stated a research project being worked on right now is a “turf grass over-seeding” project. She stated federally, there are mandates that schools cannot utilize pesticides or herbicides on their property which has caused weeds to grow on sports fields and deterioration to the turf fields. She stated a faculty person at Cornell University is researching over-seeding turf fields to reduce the amount of weed growth and increase the quality of the turf. She stated PCCCE is doing pilot projects in three (3) school districts within the County: Haldane, Mahopac, and Brewster. She

stated Professional Educator Jennifer Stengel and Master Gardener volunteers are collecting the data for this project. She stated this is just one (1) example of how Cooperative Extension matches the research agenda to issues in our community. She stated their programs reach all ends of Putnam County. She stated PCCCE has three and a half (3½) Professional Educators on their staff and over 300 qualified volunteers that help reach out to Putnam County residents and improve the quality of life. She stated the areas they work in are youth development, environmental horticulture & natural resources, and community & economic vitality. She stated the funding from the County is the core funding for Cooperative Extension which they use to leverage State and Federal funding. She stated the value of the volunteer service they receive is over \$400,000. She stated they put together their budget diligently and manage expenses judiciously. She stated the County appropriation request for 2016 is \$331,324 and represents 40% of their total budget. She stated 44% comes from New York State and the Federal Government, 12.2% from grants and contracts. She stated they do use money from their reserves and in 2015 \$40,000 was taken from reserves. She stated in 2016, they estimate that \$28,000 from reserves will be used to balance their budget. She stated one (1) of their largest expenses aside from salaries and wages is an unfunded mandate from Cornell University. She stated about three (3) years ago they formed “shared business networks” in order to hire a higher-level financial human resource (HR) and IT services. She stated this was done to stay in compliance with accounting principles and State & Federal laws. She stated at the State level, Cornell has mandated the creation of the shared business networks. She stated PCCCE is part of the Hudson Valley shared business network, where they are sharing IT and human resource services with the seven (7) Counties within the Hudson Valley. She stated the expense is also shared between these Counties and is based upon the number of employees. She stated PCCCE’s contribution for 2016 is \$15,600, which is the lowest amount of all seven (7) Counties in the group. She stated this network has created a hardship, although it is a benefit in terms of IT and HR services. She stated currently the Federal Department of Labor is imposing rules related to the Fair Labor Standards Act and the minimum salary requirement for exempt positions, which has had a significant impact on the Cooperative Extension system at a State level, Regional level, and Association level. She stated PCCCE follows good cash management procedures and they have financial reports done of their year-end financial reports each year. She stated they are looking into a 1.25% salary increase for their staff. She stated after putting together their budget, they found out that their server would need to be upgraded, which costs about \$5,000. She spoke about some other programs run by PCCCE. She stated their Garden to Table program aligns closely with the Putnam County Health Department’s initiatives to reduce obesity within the County. She stated they have a program to teach residents how to grow their own vegetables in a garden. She stated another program they have is for children to adopt healthy eating habits. She stated they also do work with invasive species, both plants and insects. She also stated they provide workshops for the public and not-for-profit agencies within Putnam County.

Legislator Gross thanked Ms. Keith for her enthusiasm and her thoroughness. He stated the work done by PCCCE is very important and he appreciates the newsletter released each month. He stated the invasive species are indeed an issue and he is grateful to have the information from Cornell Cooperative Extension.



## **Feral Cats – Account 10113 (page 84)**

Chairwoman Addonizio stated \$3,000 has been allocated for the TNR (Trap-Neuter-Return) of feral cats through the Putnam County Health Department.

Commissioner Carlin stated this began in 2012 as a result of the increased feral cat population within the County. He stated the County contracted an organization that helps trap, spay, and neuter feral cats to relieve this problem

Legislator Scuccimarra stated the increase of feral cats comes along with issues to the environment and an increase in rabies.

Chairwoman Addonizio stated a person from the organization will come with a cage and they either teach the resident how to trap the cats, or they will do it for them. She stated they then bring them to several veterinarians within Putnam County that will neuter the feral cats at a low cost.

Legislator Nacerino stated the problem is worsened when people feed the feral cats.

Chairwoman Addonizio stated once the cat is trapped, their ear will be notched so it will be known that they have been neutered and they have had their shots. She stated this will help keep the feral cat population under control. She stated the large amount of feral cats is a health and safety issue for the community.

**Item #4 - Other Business - None**

**Item #5 - Adjournment**

There being no further business at 8:13 P.M. Chairwoman Addonizio made a motion to adjourn; Seconded by Legislator Scuccimarra. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.