

**Budget  
Physical Services Committee Meeting  
Held in Room #318  
Putnam County Office Building  
Members: Chairman Albano & Legislators Castellano & Wright**

**Wednesday**

**October 7, 2015**

The meeting was called to order at 5:30p.m. by Chairman Albano. Chairman Albano requested that Legislator Gross lead in the Pledge of Allegiance. Upon roll call, Chairman Albano and Legislator Wright was present. Legislator Castellano arrived late (approximately 5:50p.m.).

**Item #3) 2016 Budget Review**

**Highways & Facilities (page 26-27):**

Legislator LoBue questioned why Special Services (#10149000 54682” page 26) was cut. She stated in 2014 the actual dollars spent was \$143,806.88. She stated that for 2016 the tentative amount is \$60,000.

Commissioner Pena stated that it is funding for Engineering Services.

Chair Albano stated it is a clear indication that more work with plans and drawings is being done in-house.

Commissioner Pena concurred with Chair Albano’s statement.

Legislator Gouldman questioned in regards to Printing & Forms (#10149000 54311 page 26), the Tentative Amount \$2,000, is if the work is done in-house and is each department responsible for their own.

Commissioner Carlin stated that it is handled by each department and the jobs are bid out through the County Purchasing Department. He stated years back the County had a Print Shop. He stated with the technology that is available it was found to be cheaper to do the work outside the County.

Fiscal Manager Jeanette Saccavino stated that there is still a need to use NCR Carbonless Paper Forms throughout the County.

Legislator Wright questioned if the State Retirement (#10149000 58001 page 26) is a delta.

Commissioner Carlin stated that it is an amortization and it is applied globally to every department.

Chair Albano stated that is a discussion for the Audit & Administration Meeting.

Legislator Wright requested a brief overview.

Commissioner Carlin stated the Administration is proposing to pay off the 2014 amortization which totals approximately \$3.66 million, it is spread among every department in the budget. He stated it will save the County approximately \$1million in interest.

Legislator Wright questioned over what period of time.

Commissioner Carlin stated over the remaining period, which is about six (6) years.

Legislator Wright questioned what portion of the whole did the County pay off last year.

Commissioner Carlin stated last year the County paid off only the installment payments of about \$1million each. He stated that there are two (2) amortization plans outstanding 2013 and 2014.

Legislator Wright questioned what would be the loss from the overall savings if the Legislature so chooses to spread it over two (2) years versus paying it all this year.

Commissioner Carlin stated that he would have to calculate it interest wise. He stated he would estimate anywhere from \$50,000 - \$100,000 if it is split over two (2) years.

Legislator Gouldman questioned the Bottled Water (#10149000 54321 Pg. 26) line. He inquired if each department is provided bottled water.

Commissioner Carlin stated a department receives bottled water, which the County must pay for, if a water quality test is failed as determined by the County's Health Department.

Legislator Gouldman questioned the Uniforms (#10149000 54385 Pg. 26) line.

Commissioner Pena stated that the Uniforms are primarily purchased through contract; required safety shoes and safety equipment.

Legislator Gouldman questioned Equipment Rentals (#10149000 54560 Pg. 26).

Commissioner Carlin stated that is the Copier line, it is throughout all the departments. He stated that the advanced technology is a key component to saving on the printing expense throughout the County.

Legislator Gouldman questioned the Telephone (#1014900 54634 Pg. 26). He questioned if the County is purchasing a new system.

Commissioner Carlin stated that the County is upgrading the current system, within the funds allocated for the current Telephone budget \$11,500.

Legislator LoBue questioned if this line item Telephone (#1014900 54634 Pg. 26) includes the bills as well as the system.

Commissioner Carlin stated that it is both the bills and the system.

Legislator LoBue requested a breakdown of the \$11,500; what portion is usage and what portion is the system.

Auditor Sharkey confirmed that she would get that information from Chief Deputy Commissioner of Finance Gilbert.

### **Maintenance & Facilities**

Legislator Nacerino questioned why there is no amount listed on Chargeback Tilly (#10511100 412933 Pg. 100).

Commissioner Carlin stated that it was moved to it owns budget line, so it would be easier to view. He stated that it is on page 151.

### **Parks & Rec.**

Legislator Gouldman questioned why, on page 152, is there no amounts listed for Park Rental.

Fiscal Manager Jeanette Saccavino stated that the revenue was insignificant so they combined what was projected with Park and Recreation Chargers (#10711000 420011Pg. 152). She stated there is work being done regarding an increase in park use etc. She stated when the proposal is ready they will bring it forward to the Legislature.

Legislator LoBue stated there was a significant increase in the (#10711000 420011Pg. 152) Park and Recreation Charges from 2014 to the 2015 Actual.

Deputy Commissioner Tully stated part of the reason for the increase is that Lake Carmel was closed for part of the year resulting in an increase in the day passes.

Legislator LoBue stated everyone who comes to County Parks are charged the same price. She stated that she would like to recommend that the County change that fee rate which will allow the Residents to use the parks at a lower rate than those from outside the County. She stated that she has received feedback from residents who do not believe it is fair to have non-residents and residents charged the same fee. She stated she has also heard that there are busloads of people coming into the parks which have an impact of the need for maintenance, garbage removal, cleaning for the restrooms etc.

Legislator Wright stated also there is an infrastructure issue to be considered with having several buses coming into the Parks.

Legislator LoBue stated that is a valid point. She stated that she would like the County to revisit the fee schedule.

Legislator Nacerino stated Legislator LoBue's point is well taken. She stated that she is aware that the Connecticut Parks have different fees for residents and non-residents.

Legislator Gouldman stated that Bikeway Maintenance (#10711000 54711 Pg. 152) 2015 Actual is low in comparison to what was budgeted.

Fiscal Manager Jeanette Saccavino stated that much of the black top patching, tree work, fence repairs etc. during the fall months.

Chair Albano stated that as the bikeway ages there will be additional maintenance needed.

### **Tilly Foster Farm**

Legislator Gouldman questioned the discrepancy between the 2015 Actual and the 2015 Adopted Electric budget line (#10084000 54631 Pg. 151).

Commissioner Pena stated it is a reflection of the rate increase that is expected.

Chair Albano questioned if there is a recommendation to reduce the Electric.

Legislator LoBue stated that she would recommend reducing it from \$12,000 to \$6,000.

Commissioner Pena stated that there are new systems being brought in. He stated that a double pump system will be brought in for the Septic.

Chair Albano stated that will not happen for another few months.

Legislator Castellano stated based on the information that Commissioner Pena has given, he believes \$12,000 sounds reasonable. He stated that he will not support a motion to reduce that budget line.

Chair Albano made a motion to reduce budget line "Electric": #10084000 54631 from 12,000 to \$10,000; Seconded by Legislator Wright. Legislator Castellano–Nay Vote. Motion Carries.

Chair Albano requested an explanation of what is included in the Security Monitoring and Rntl (#10084000 54637 Pg. 151)

Commissioner Pena stated that includes security monitoring in the barn and fire protection at Tilly Foster Farm. He stated that there will be additional security and fire protection installed in the lodge.

Legislator LoBue questioned where are the chargebacks for Tilly Foster Farm (Farm) such as the Bonding for the construction, the labor, the temporary help with the Union Workers.

Commissioner Carlin stated they are included in the Capital Projects.

Legislator LoBue stated that the temporary help would not be a Capital Projects item.

Commissioner Carlin stated the temporary help in this case is part of the Capital Projects because it is part of the renovation project.

Legislator LoBue questioned where the Chargebacks are for the County Labor that has been dedicated to the Farm for a year.

Commissioner Carlin stated that there are no Chargebacks for that.

Legislator LoBue questioned why not. She stated that is a matter that has been discussed to nauseam. She stated that there needs to be an accounting of all material and labor in order for the Legislature to have an understanding of what the costs are to the taxpayers of the County. She stated that she does not understand how there is still no accounting of the labor in relation to the Farm project and the Putnam County Golf Course. She stated that they are the two (2) main County facilities that are draining money; there should be an accounting of all County Employee Labor.

Chair Albano stated if the decision is going to be to track the labor at those two (2) County facilities, then that should be done at all the County Facilities.

Legislator LoBue stated that she would support that 100%. She stated tonight she is referring to the two (2) largest facilities in the County. She stated that \$2.5million has been leveraged against the Farm.

Commissioner Pena stated that they track all of the materials for the Farm project and it is included in the Capital Projects.

Legislator LoBue questioned if she could get a breakdown of all of the material expenses for the Farm.

Commissioner Pena confirmed that he will get that information to the Legislature.

Legislator Nacerino questioned what are "Special Services" (#1008500 54682 Pg. 151).

Fiscal Manager Jeanette Saccavino stated that is to cover the occasional sub-contractor work that needs to be done. She stated the Highway Department would do the actual hiring of the sub-contractor.

Legislator LoBue questioned why there is an increase in the "Contracts" (#100850000 54646 Pg. 151) for the Putnam Golf Course.

Commissioner Carlin stated that there is an increase in that line and the revenue. He stated that he will get a breakdown from Putnam Golf Course General Manager Michael McCall of what is included in "Contracts".

Legislator LoBue stated she will repeat, as she stated earlier in regards to the Farm, there should be chargebacks for the County Labor and all of the material costs should be broken down. She stated that she would like to see a clear accounting of the material costs.

Fiscal Manager Jeanette Saccavino stated the "Supplies and Mat" (#10085000 54410 Pg. 151) is the budget line that includes the costs of the material that the Highway Department purchased for the Golf Course. She stated that a breakdown of that budget line can be provided to the Legislature.

Legislator LoBue stated that she would like that breakdown report provided to the Legislature.

Commission Pena requested confirmation that Legislator LoBue is requesting the breakdown from the 2015 Actual.

Legislator LoBue confirmed that is correct.

### **All 02 County Road Fund Accounts**

Legislator Nacerino stated that the 'Misc Supplies' (#10511000 54300 Pg. 183) line shows in the 2015 Actuals that \$770.94 has been spent. She stated that the 2016 Tentative Budget is \$5,000. She stated that she believes that line could be reduced.

Commissioner Pena stated that supplies have not been inventoried recently.

Chair Albano stated that after an inventory has been completed and there is a need to bring the amount back to \$5,000 the Legislature can revisit that. He stated that he agrees with Legislator Nacerino and would like the line reduced to \$4,000.

Chair Albano made a motion to approve reducing the 'Misc Supplies' (#10511000 54300 Pg 183) line from \$5,000 to \$4,000; Seconded by Legislator Wright. One Nay Vote Legislator Castellano. Motion carries.

Legislator LoBue questioned what is the funding in the 'Sub Contractors' budget line used for (#10511000 54647 Pg. 183).

Fiscal Manager Jeanette Saccavino stated those funds are used for extensive Tree Work that needs to be done, repairing Guide Rails and fix Crack Sealing.

Auditor Michele Sharkey stated that in 2015 there was \$60,000 that was approved to be taken out of contingency to pay for 'Road Crack Filling'.

Legislator Wright questioned if the Guardrail work is done on a as needs basis, or is it pursuant to a general upgrade plan.

Commissioner Pena stated that the County does as much as they can during the year. He stated that certain Guardrails have to meet a certain height requirement, as a result of raising the roads. He stated that there are repairs that are required during the course of a year.

Legislator LoBue stated under Snow Removal State the 'Overtime' Line (#10514400 51093 Pg.185) appears to be low estimation: \$75,000, when the 2015 Actual as of 9/30/2015 is already at \$75,718.57.

Commissioner Pena stated traditionally the projected the 'Overtime' Line (#10514400 51093 Pg.185) amount is based on the past three year average. He stated next year the projected amount will be significantly higher.

Legislator LoBue questioned what percentage of the highway trucks fleet has been replaced.

Commissioner Pena stated in the past three (3) to four (4) years the County has bought five (5) or six (6) trucks. He stated the goal is to have one (1) or two (2) trucks per year to normalize the replacement of the vehicles. He stated that strategy would hopefully keep the County from coming to a period where they have a fleet of trucks that are no longer repairable.

Legislator LoBue stated she would like to see a copy of the list of trucks that have been taken off road and the new trucks purchased.

Commissioner Pena stated that the County's goal, which is unheard of in the industry, is to get 20 years out of a truck. He stated that will be accomplished by having a ten (10) year complete breakdown of the truck: sanding, repainting and changing of the dump body.

Legislator LoBue stated in her opinion a priority would be having a place to wash the trucks. She stated that does extend the life of a vehicle.

Commissioner Pena stated that he agrees.

### **2016 Capital Projects**

Legislator LoBue questioned why the Office For Senior Resources Campus Renovation is on the list at a price of \$1million. It appears that the County is looking to address major projects all at once.

Commissioner Carlin stated the project on the list applies to the facility at the Donald B. Smith Campus. He stated that the County has applied for a grant. He stated it probably would not cost the County \$1million. He stated once the details on the grant funds are available, he will modify the budget.

Legislator LoBue questioned what is forecasted to be done at the Board of Election Facility.

Commissioner Pena stated the exterior of the building is in poor shape. He stated the metal siding, gutters and other repairs need to be addressed and they are looking for storage as well.

Commissioner Carlin stated that there is \$200,000 being requested to fund the repairs and there is \$100,000 from Help Americans Vote Act (HAVA) that will be used to fund the repairs as well.

Legislator LoBue questioned the budget line 'Putnam County Sportsman Center – Feasibility Study'.

Commissioner Carlin stated the \$10,000 is to fund a feasibility study to put in a Shooting Range in the County. He stated that it would serve the Sheriff's Department Officers and generate revenue by offering HR218 Qualification Training. He stated that it allows Retired Law Enforcement personnel to keep their carry permits. He stated that currently the only HR218 Qualification facilities are out of County.

Legislator LoBue questioned what happened with the Paladin Center in Carmel. She stated she believed that was supposed to be a place where training would be done for Law Enforcement. She stated that she recalls hearing that there was going to be a shooting range in the basement of the Paladin facility. She stated her recommendation is to scale down the funding for the Office of Senior Resources Center. She stated for the record 2005 was the last time, under the Bondi Administration, that the \$7 million was used to address serious revenue deficits. She stated that she always errs on the side of caution. She stated with that said she cannot support the millions of dollars of spending.

Chair Albano stated that the County has major facilities that need to be upgraded. He questioned Commissioner Carlin the status of the County Bonds; in simple terms such as how much will be coming off and how much will be going on.

Commissioner Carlin stated approximately \$2 million will come off and if everything is done, which is listed on the 2016 Capital Projects list \$4.9 million will be Bonded.

Legislator LoBue stated in her opinion the 2016 Capital Projects list is an extravagant list, she does not know where all of the money is coming from.

Legislator Wright stated that he heard it discussed at the Capital Projects meeting that there is a plan to move the Personnel Department into 34 Gleneida. He stated that would provide the space for expansion at the Donald B. Smith Campus for the Office of Senior Resources (OSR); hence the request for the OSR Campus Renovations funding.

Chair Albano stated at the Capital Projects meeting, it was discussed to hold off on the OSR renovation until the County had the dollar amount that would be contributed towards the project.

Legislator LoBue stated that the Butterfield Project is another project where proposed funding is being calculated as a definite, when in fact it is not. She stated she does not agree with moving forward with projects based on the fact that there is "supposed to be" money secured to offset the final costs.

Legislator Nacerino stated that she agrees with Legislator LoBue, to move forward based on the possibility of grant money, when there is no evidence of that, is dangerous.

Legislator Gross stated that he agrees to remove the OSR Campus Renovations item from the 2016 Capital Projects Budget. He stated there are many critical matters the Legislature needs to address and work with in this budget, the Health Insurance costs being one of them.

Chair Albano stated that he would like to recommend funding \$250,000 for the OSR project. He stated and wait to see after the County applies for grant funding on what is secured.

Legislator Wright questioned what purpose would the \$250,000 serve. He stated would it be earmarked to use to begin the expansion into the anticipated vacated Personnel space or used just for repairs. He stated there is a difference between those two (2) purposes and he would like it to be identified.

Chair Albano stated that the Administration would know what they need the funding for.

Legislator Wright stated that the Administration may know, but the Legislature does not know. He stated without all of the information and specifying the specific use of the \$250,000 he would not support the proposal to leave that funding in.

Chair Albano stated he does not support taking it off the list. The facility serves three (3) of the Towns Senior population.

Commissioner Carlin stated as a reminder, for most of the 2016 Capital Projects that are listed and have "Borrowed Funds" listed; there is no commitment to the spending. He stated that it is setting up the project; the rubber hits to road when the Administration comes to the Legislature to request the approval of the Bond Resolution; no money can be spent until the Legislature passes a Bond Resolution.

Chair Albano stated based on that he believes \$250,000 is a conservative amount to leave in earmarking the need to address the site.

Legislator Castellano stated it is a place holder for \$1million until a proposed Bond Resolution is brought forward; it could end up to be less than \$1million.

Legislator Nacerino questioned if the in-house County employees will be used to work on the OSR project. She stated if the plan is to use in-house employees, is it feasible to think that the County staff can be spread among the Tilly Foster Farm (Farm) and the proposed OSR renovation and perform the jobs they are responsible for throughout the County.

Commissioner Pena stated that would need to be given consideration in terms of where the Farm project would be at the time etc. when the time comes.

Legislator Nacerino stated then she would like to propose that the OSR Renovation project be pushed out to 2017.

Legislator Castellano questioned what happens if the \$1million is kept in the 2016 Capital Projects List and then the Administration comes forward with a Bond proposal in the amount of \$750,000.

Commissioner Carlin stated that a proposal for a Bond Resolution for \$750,000 would be presented to the Legislature along with a budget amendment.

Legislator Castellano questioned what is the need to have it listed at \$1million.

Commissioner Carlin stated it is the best estimate of the projected project at this time.

Chair Albano stated he will leave the \$1million as was presented by the Administration for the OSR Campus Renovations project. He stated that no money can be spent until approved by the Legislature.

Legislator Wright stated he will repeat that at the 2016 Capital Projects meeting there were two (2) Legislators present, himself and Chair Albano and they both voted against any funding for this project. He stated he has not changed his vote, he does not support this.

Legislator LoBue requested Commissioner Carlin please identify where in the budget the funding for the Butterfield Project is.

Commissioner Carlin stated that the Butterfield funding is on page 38

#### **Planning & Dev. All 09 Funds Transportation Fund**

Legislator Gouldman requested an explanation for the funding of \$25,000 in the Consultants Line (#10802000 54182 Pg. 164). He stated that there is no funding for that line in 2014 or 2015.

Transportation Manager Tamagna stated that they have been working with Pace University Land Use Law Center. He stated that the only consultant used in the Transportation Department was when the RFP was put together. He stated that they will be using a consultant to pull all of the Towns together to work on the Consolidation Funding Application (CFA). He stated that the County will repeat that same process with the Upstate Revitalization Initiative (URI). He stated that the County will be working with Pace University Land Use Law Center to do what needs to be done. He stated the \$25,000 is in that budget line to cover that cost.

Legislator Wright questioned why the NMYTC CFDA 20.505 line (#10802000 449892) is down from 2014 compared to 2016.

Commissioner Carlin stated that the 2014 includes a carryover from 2013.

Legislator LoBue questioned what is the cause for the decline in revenue under the Transportation Part Bust System (Pg. 191).

Transportation Manager Tamagna stated that ridership is down 10%, which that is a national trend. He stated when gas prices go down people tend to drive their cars more.

Legislator LoBue requested information regarding the Croton Falls Shuttle Route listed on page 191 (#90001).

Transportation Manager Tamagna stated that under the Bondi Administration New York State asked if Putnam County wanted to take over the commuter shuttle that goes from Mahopac to the Croton Falls Train Station.

Legislator LoBue questioned if this will involve the parking spaces at the Temple in Mahopac.

Transportation Manager Tamagna stated yes it does. He stated the County's response to this offer, approximately eight (8) years ago was no. He stated that after he has met with the State he believes it is a great opportunity for the County to take it over. Currently, it is run by Coach USA. He stated that Coach USA has a ridership, there is no risk to the County, and there is actually benefit. There is no cost to the County, it is 100% funded. The benefit is the County will not need to buy a vehicle to run the shuttle, the County will run the shuttle three (3) hours in the morning and three (3) hours in the afternoon. He stated during the middle of the day the vehicles will be used to run the Paratransit route.

Legislator LoBue stated for clarification, this will not affect the parking at the Temple used by the commuters; she stated she is aware that they rely on that little bit of revenue.

Transportation Manager Tamagna stated that is correct, there will be no change to the parking. He stated a positive also is that he has opened dialogue with the Department of Transportation in terms of running other shuttles in the future for commuters to the different train stations. He stated if they are at zero cost to the County he would recommend the County do it.

Legislator Gouldman stated the Fares PART Bus (#95630000 417511Pg. 191) revenue for the 2015 Adopted Budget is \$353,000 the 2015 Actual Revenue as of 9/30/2015 is \$176,648.74. He stated that is a shortfall of \$176,351.26. He stated that the projected revenue for 2016 is \$353,000. He stated if the trend continues the County will be short \$100,000 this year and next year. He requested an explanation to the revenue projection of \$353,000.

Transportation Manager Tamagna stated that the hope is through the marketing efforts there will be an increase. He stated with the new Croton Falls Shuttle there will be a fare box there. He stated that although there is recognition that there is a dip nationally in ridership, the County will continue to work to increase ridership.

Legislator Gouldman questioned if traditionally ridership goes up the last quarter of the year.

Transportation Manager Tamagna stated that it does go up during the last quarter October and November but then it drops off.

Chair Albano stated that he would like to discuss the selling of the 'White House', which the revenue is included in the budget. He stated that he would consider selling the 'White House' on Route 312 and the Pugliese House. He stated however there is a lot to be considered here in terms of liability and maintenance if the County keeps the 'White House'. He stated that his personal opinion is to sell the Pugliese House.

Legislator LoBue stated that the 'White House' had been rented to Legal Aid for many years. She stated that she is not in favor of selling the 'White House'.

Legislator Wright stated that he does not support selling the 'White House'. He stated that he believes the County should be looking at, as it comes available, taking the campus property out to Fair Street. He stated that currently he would say there is a substandard ingress and egress for the Sheriff's Department. He stated that there is no traffic device that could be used to temporarily stop traffic if there were some emergency that warranted, say a half dozen cruisers, to get out in under a minutes time.

Chair Albano stated the other consideration is if the County holds onto the 'White House', the property is off the tax rolls.

Legislator LoBue stated she would support removing the revenue (\$200,000) from the 2016 Budget.

Chair Albano stated that he understands what has been stated. However, he does not see a lot of potential with the 'White House' and there is liability exposure for the County. He stated that he is usually not a big fan of selling real estate.

Legislator Wright made a motion to remove the proposed sale of the White House; No second on the motion. Motion failed.

#### **Item #5) Adjournment**

There being no further business, at 8:15P.M., Chair Albano made a motion to adjourn; Seconded by Legislator Castellano. All in favor.

Respectfully submitted by Diane Trabulsy, Deputy Clerk of the Legislature.