

**2017 TENTATIVE BUDGET
PHYSICAL SERVICES COMMITTEE
PUTNAM COUNTY OFFICE BUILDING
ROOM #318
CARMEL, NEW YORK 10512**

(Chairman Albano, Legislators Castellano & Scuccimarra)

Friday

6:00P.M.

October 14, 2016

The meeting was called to order at 6:00p.m. by Chairman Albano who led in the Pledge of Allegiance. Upon roll call, Chairman Albano and Legislator Scuccimarra were present. Chairman Albano stated that Legislator Castellano would be arriving a little late. Legislator Castellano arrived at 6:05p.m.

Item #3 – 2017 Budget Review

Chairman Albano stated that the Committee will begin the budget review with Soil & Water Page 206-207:

Senior Environmental Planner Lauri Taylor stated New York State will increase the Environmental Protection Funding for some of the County's environmental conservation districts. She stated normally the amount received is approximately \$15,000. She stated there is a potential to receive \$60,000 to \$80,000. She stated the money will be received around April 2017. She stated the funding would need to be spent by the end of the year on a program or project.

Chairman Albano questioned if the funding could be used on the Lake Gleneida project.

Senior Environmental Planner Lauri Taylor stated that she is using the Conservation Project \$6,000 funding for the Lake Gleneida project.

Legislator Scuccimarra stated there have been discussions with Senior Environmental Planner Lauri Taylor in regards to having projects at the Tilly Foster site such as rain gardens etc.

Senior Environmental Planner Lauri Taylor stated yes and different green infrastructure for storm water. She stated the theory is to possibly use Tilly Foster as a demonstration site for different green infrastructure. She stated at the same time the County would be implementing its MS4 requirements.

Legislator Scuccimarra stated the Rain Gardens would be a good educational piece as well. She stated that it is her hope that a portion of the Environmental Protection Funding could be used toward the education of Invasive Species in Putnam County as well.

Senior Environmental Planner Lauri Taylor stated she does have a workshop scheduled November 3rd in the evening for the Public.

Legislator Scuccimarra requested that it be posted in the newspapers and on the County Website.

Planning & Dev. Page 199-200:

Legislator LoBue questioned the funding of \$3,000 on page 199.

Planning Deputy Commissioner Sandra Fusco stated in the conference room of the Planning Department there is a broken piece on table, which is a liability. She would like to replace that.

Legislator LoBue questioned funding in the Computer budget line on page 199 \$2,500.

Planning Deputy Commissioner Sandra Fusco stated that the I/T Department advises her on the need for computer repairs or replacements. She stated that there is a recommendation to replace 9 (nine) computers in the Planning Department.

Legislator LoBue questioned funding in the Books & Supplements budget line on page 199 \$3,000. She stated in 2015 there was \$684 spent. She questioned the reason for the increase for the 2017 funding.

Planning Deputy Commissioner Sandra Fusco stated the Planning Department has never had the Westlaw subscription. She stated that Westlaw is a legal research tool. She stated that she needs to do a great deal of research regarding the Planning and Transportation Departments.

Legislator LoBue questioned what the Travel budget line covers on page 200.

Planning Deputy Commissioner Fusco stated that she will attend the NYSAC conference and there are other offsite monthly meetings that she must attend.

Planning & Dev. All 09Funds Transportation Fund Page 228:

Legislator LoBue questioned justification for the increase in the Printing and Forms budget line on page 229.

Transportation Manager Vincent Tamagna stated in 2017 there will be a new bus schedule printed. He stated that it will go through the Public Bid Process to hire the company to print the new schedules.

Legislator Scuccimarra questioned if there are new radios, the Radio Communication budget line on page 229 has an increase in funding for 2017 \$19,121.

Transportation Manager Vincent Tamagna stated yes all they are waiting for is the Radio Committee to make their recommendations. He stated the current radio system they have in some areas of the County has poor to no reception. He stated that is not acceptable in terms of safety. He stated the new radios will be a new high band digital frequency. The new Radio Communication system will provide full coverage throughout the County. He stated the Office for Senior Resources has the new system already and it is working really well.

Highways & Facilities Page 36-37:

Highways & Facilities Commissioner Fred Pena stated the 2017 Budget is a percent or so lower than the 2016 budget. He stated the Tentative 2017 Budget for this department reflects what has been determined that is necessary to operate the department in 2017.

Legislator LoBue questioned what is the Temporary Funding on page 36, \$27,900, used for in the Highways & Facilities Department.

Highways & Facilities Commissioner Fred Pena stated it is used for administrative work. He stated that in the engineering area of the department, the funding is also used to hire college students who are utilized to do the inspection of the County's bridges and culverts, which is done every year.

Legislator LoBue questioned what is the Special Services funding used on \$40,000 (page 36).

Highways & Facilities Commissioner Fred Pena stated that they primarily use that funding for general design/engineering services that come up. He stated it is used towards engineering design. He stated in the past the funding has been used for structural design of the Board of Elections foundation project, for the Sheriff's storage unit that is being built. He stated he has a personnel matter. The County Plumber is looking to retire. He stated that it is critical to have a transition plan for this. He stated his recommendation is to change the Maintenance Carpenter to a Maintenance Plumber. He stated that is not a direct transfer, it would result in approximately \$2,500 difference. He stated the hope is to hire a young plumber, who would have a year to train and transition with the current County Plumber.

Legislator LoBue questioned the increase in Software Accessories budget line on page 36.

Highways & Facilities Commissioner Fred Pena stated it will be used to keep up with the latest CAD (Computer Aided Design). He stated the CAD software and some of the survey software is changing. Also they have taken some of the previous comments made regarding tracking work hours. He stated it has not panned out with the County's MUNIS System. He stated that they are ready to look for software that can track workloads better and electronically. He stated currently that is being done manually.

Legislator LoBue questioned who would be operating the CAD System.

Highways & Facilities Commissioner Fred Pena stated Ben Harrison the County's architect. He stated Mark Rosa will also use it related to survey work.

Legislator LoBue questioned, back to the tracking County Employee's labor, if spread sheets currently being maintained manually.

Highways & Facilities Deputy Commissioner John Tully stated the time sheets are being kept in a manual form.

Legislator LoBue confirmed that labor hours currently can be viewed in each of the County's facilities.

Legislator LoBue questioned Highways & Facilities Fiscal Manager Jeanette Saccavino if the County has a new Janitorial Contract.

Highways & Facilities Fiscal Manager Jeanette Saccavino stated the Janitorial Contract comes up for bid in November, next month.

Legislator LoBue did notice that a lot of the Janitorial budget lines had increases in them for 2017.

Highways & Facilities Fiscal Manager Jeanette Saccavino stated that she budgeted a 5% increase for 2017 because the contract has not changed for three (3) years.

Legislator LoBue questioned on page 186 Improvements for \$100,000, what is that funding earmarked for.

Finance Commissioner William Carlin stated that County Executive Odell mentioned in her 2017 Tentative Budget presentation that the bathrooms at the Putnam Golf course, downstairs, were going to be renovated. He stated also there was mention for the ADA repairs. He stated also the HVAC and the roof.

Legislator LoBue questioned if the funding in the Improvements budget line is going to cover these costs.

Commissioner Carlin stated it will cover some of the cost, but the County will need to borrow for part of it too.

Legislator LoBue stated she does not agree with having this funding in Improvements, she would like to recommend that the \$100,000 be placed in sub-contingency, so discussion can be had and a consensus as to whether the work needs to be done or not. She stated that this speaks to process. She stated leaving the funding in the Improvements budget line allows the administration to use the funding without coming to the Legislature. She stated the responsibility and main role of the Legislature is to have checks and balances in place.

Chairman Albano stated that he is fine with leaving it in the Improvements budget line. He stated these are all projects that he knows have to be done, and do not involve the need for discussion. He stated the roof has to be addressed, the air conditioner needs to be addressed and the ADA accessibility needs to be addressed.

Deputy Commissioner Tully stated he will provide documentation that will justify this. He stated that he understands Legislator LoBue's comments in respect to Capital Projects. He stated the projects that are being looked at to fall under the Improvements Funding are not the new type projects that would be categorized as a Capital Project. He stated that this \$100,000 is for golf course operating expenses. He stated such as the cart path expenses, the bunker renovations

continuing the projects that are typically managed by the golf course Superintendent and the golf operation to keep that asset in a state where people can come and continually play. He stated he believes he can elaborate on this and expand on this to the point where it will satisfy any concern the Legislature may have.

Legislator Nacerino stated she is comfortable with this. She stated the budget line is identified as “Improvements”.

Legislator Scuccimarra stated periodically Putnam Golf General Manager Mike McCall addresses the Legislature with a very extensive report of what exactly is going on at the golf course. She stated that Legislators can stay apprised of this through his reports. She stated she has no problem with this either.

Legislator Castellano stated he believes what Deputy Commissioner Tully mentioned to provide the Legislature would be ideal. He stated providing the Legislature with an outline of what the \$100,000 will be used for, will allow for review and further discussion at the Budget and Finance Meeting on October 20th.

Legislator LoBue questioned the increase in the Radio Communication budget line on page 225 \$52,240.

Deputy Commissioner Tully stated there has been a change made to improve the communications for the Sheriff’s Department. The County’s Highways & Facilities Department gave up their frequency to help improve the Public Safety Communities Service. He stated the funding reflects the new system and equipment. He stated that there is a GPS feature, which will assist with logistical management.

Legislator Castellano requested an update on the Town of Southeast bridges: Turk Hill, Sodom Road, and Morningthorpe.

Commissioner Pena stated the material for the Turk Hill Bridge has been ordered. He stated it is an aluminum arch bridge. He stated the bid for the installation needs to be finalized.

Deputy Commissioner Tully stated prior to the bid process, easement agreements need to be executed. He stated that matter will be brought in front of the Legislature. He stated First Deputy County Attorney Negro is working on the easement agreements.

Commissioner Pena stated a Public Hearing took place regarding the Sodom Road Bridge project, there were no issues. He stated regarding the Morningthorpe Bridge project, there is an issue with the ownership of the road. He stated that they are working on this matter.

Legislator Scuccimarra asked some general questions related to Peekskill Hollow Road, not budget related.

Commissioner Pena provided updates to her inquires.

Chairman Albano questioned the status of the Fair Street project.

Commissioner Pena stated he has met with the Department of Transportation's (DOT) Local Projects Unit (LPO) and Metropolitan Planning Organization (MPO) regarding financing the Fair Street project. He stated the County has been saving money to fund that project. He stated that they project that in 2018 they will begin the Fair Street project. He stated that they are looking at Congestion Mitigation Air Quality (CMAQ) funds to help fill in some of the financial gaps. He stated the County has run into some snags with the Stoneleigh/Drewville road project. He stated it is a project, especially the intersection and the entrance to the hospital, in light of the growth of the hospital, that the County believes needs to be addressed. He stated the County will continue to advocate for it.

Legislator LoBue requested that a site by Brewster Honda be reviewed by the Highways and Facilities Department. She stated that there is a set of stairs that she believes needs to be evaluated in terms of safety.

Deputy Commissioner Tully stated that he was at the site that day. He stated it is a secured area.

Legislator LoBue stated that she had sent a memo to the Administration requesting information pertaining to the Senior Center, Butterfield project.

Commissioner Pena stated that he did forward the latest drawings that they have to the Legislature and a cost estimate.

Legislator LoBue stated the drawings sent are not legible, due to the size. She requested that a larger copy of the plans be provided to the Legislature. She requested a verbal update on the changes that have been made, resulting in the reduction of cost.

Chairman Albano stated the previous plans were just an estimate, which included a different kitchen and other upgrades.

Legislator Scuccimarra stated the modifications did not affect the floor plan, it is the same. She stated the equipment going into the space has changed.

Legislator LoBue stated in the 2017 Tentative Budget there is funding for staffing, approximately \$77,000 and then the rent, which was not clear. She stated that amount of rent listed in the 2017 Tentative Budget is \$59,000, there is an allocation for the rent being paid now. She questioned why the rest of the expenses are not in the budget.

Commissioner Carlin stated the Lease was projected as the County being in the space as of May 1, 2017.

Legislator LoBue stated in an email from OSR Director Sheehy she stated that the Senior Center at Butterfield (Center) will not be open for another year.

Legislator Castellano stated that he read the same email from Director Sheehy. He stated Director Sheehy stated in 2017, the Center will not be opened for a full year.

Legislator LoBue questioned why the lease for the Center has not been fully executed. The Developer has not signed it yet.

Legislator Nacerino stated she believes this discussion is getting off task.

Chairman Albano agreed. He stated next the Committee will address the Capital Projects list. He facilitated discussion regarding the projects. No specific questions or recommendations were made.

Item #4 - Other Business –None

Item #5- Adjournment

There being no further business, at 7:20p.m. Chairman Albano made a motion to adjourn; Seconded by Legislator Scuccimarra. All in favor.

Respectfully submitted by Deputy Clerk of the Legislature Diane Trabulsy.