

**PHYSICAL SERVICES COMMITTEE
BUDGET MEETING
HELD IN ROOM 318
PUTNAM COUNTY OFFICE BUILDING
CARMEL, NEW YORK 10512
(Chairman Albano, Legislators Nacerino & Scuccimarra)**

Tuesday

6:00p.m.

October 9, 2018

The meeting was called to order at 6:00 p.m. by Chairman Albano who requested that Legislator Nacerino lead in the Pledge of Allegiance. Upon roll call, Legislators Scuccimarra, Nacerino and Chairman Albano were present.

Item #3 – 2019 Budget Review

Chairman Albano stated that he will begin the 2019 Budget review by looking at the:

Planning, Development and Transportation Department

(pgs. 201- 202 Transportation pgs. 229 -232)

(Pg. 230 - 95630000 54678) Leased Transportation

Legislator Sullivan requested an explanation what falls under Lease Transportation.

Transportation Manager Tamagna stated that funding covers the contract agreement the County has with MV Transportation, the vendor.

(Pg. 230 – 95630000 54370) Automotive

Legislator Sullivan stated that in 2018 \$20,000 was budgeted, but it shows that no money has been spent from that budget line. Also for 2017 Actuals it shows zero was spent. He stated that he believes if there is not a need he does not agree with having the money held in the line.

Auditor Michele Sharkey stated that the purpose provided in the backup during the budget reviews stated this funding would be used to cover major repairs.

Chairman Albano stated a memo will be sent to Transportation Manager Tamagna, who had already left the meeting, requesting and explanation for the projected need for \$20,000 in this budget line.

Legislator Sullivan stated these types of budgeted items he would like to see moved to sub-contingency and have the Department Heads request the funding when/if they need it.

Legislator Nacerino stated that she agrees with that. She stated if the funding is in sub-contingency and the need is demonstrated by the Department Head then the funding is released. She stated that she is

opposed to having the funding in the budget line, having the possibility of transferring that money for other purposes.

Commissioner Fusco stated that she has a concern with that proposal. She explained the buses are used every day. She stated that to have to submit a request to the Legislature would create a delay in getting the repairs done as quickly as possible.

Legislator Nacerino stated that point is well taken. She stated as Legislator Sullivan commented as the review of the tentative budget progresses, there are other line items that have not demonstrated the need to warrant the same roll over funding, the Legislature should analyze them closer. She stated so the recommendation of moving the funding from Automotive line to sub contingency may not end up to be the proper action, based on the information that is received from Transportation Manager Tamagna.

Legislator Scuccimarra stated that she understands that there needs to be funding available to address unforeseen mechanical and such issues with vehicles when running a transportation department. She agrees with requesting an explanation from Transportation Manager Tamagna, but at this time would not be in support of moving the funding from this budget line.

(Pg. 230 – 95630000 417511) Fares Part Bus

Legislator Gouldman questioned if something has happened that is the cause for the 2019 \$50,000 reduction in expected revenue in this budget line.

Commissioner Fusco stated that after discussions with the Finance Department, it was requested that this reduction be made to get it closer to the actual historical revenues that have been incurred.

Legislator Scuccimarra stated that in a discussion she had with transportation Manager Tamagna it is reported that Ridership is down 10% all over the United States.

Highway & Facilities (Pages 37 – 39)

(Pg. 37 – 10149000 51000) Personnel Services

Legislator Gouldman questioned why there is an increase in the Personnel Services line.

Commissioner of Finance Carlin stated the increase is related to the re-class of the Project Manager, you can see the corresponding decrease in that Personnel Line (511010136) and also the increase in the allocation of time for the Safety Officer. He stated that it is not an increase in headcount. You will see corresponding drops in other parts of the budget. He stated it would be a wash.

(Pg.37 – 10149000 51094) Temporary

Legislator Gouldman questioned what the Temporary Line consists of.

Commissioner Pena explained it includes funding to hire temporary employees during the spring, summer and fall. He stated the Parks Department, under the direction of Chris Ruthven utilizes Temps

considerably. He stated the Temporary Employees are an asset to the County in addressing the workload.

(Pg.37 – 10149000 54646) Contracts

Legislator Nacerino requested an explanation of this budget line.

Fiscal Manager Saccavino stated it is a temporary holding line used to clear Credit Card charges. She stated the actual payment is submitted into the Contracts line until it is reconciled and the charge is put where it belongs. She stated that this is unusual to see a balance in this line. She explained it is a temporary hold, and the amount that is currently in the budget line is related to the purchase of road salt.

(Pg. 37 – 10149000 54635) Cellphones

Legislator Gouldman questioned how many cell phones are paid from this budget line.

Deputy Commissioner Tully stated there are six (6). He stated that the Finance Department allocates the amount of funding that is put in that budget line based on the number of phones that are in the department. He explained the Cell Phone bills are paid and processed through the Finance Department.

(Pg. 37 – 10149000 54635) Special Services

Legislator Sullivan questioned what is paid for from the Special Services budget line.

Commissioner Pena stated that money is used to pay outside consultants, when a specific level of expertise is needed.

(Pg. 127 – 10511100 54354) Heating Oil

Legislator Gouldman questioned why there is a reduction in the Heating Oil budget line.

Chairman Albano explained some of the County Buildings have been converted to Gas.

(Pg. 127 – 10511100 51094) Temporary

Chairman Albano questioned why there was a reduction in that line.

Deputy Commissioner Tully stated that they have filled some positions, so their reliance on Temporary workers has been reduced.

(Pg. 127 – 10511100 54419) Janitorial Supplies

Legislator Gouldman questioned why there is an increase in the Janitorial Supplies line.

Fiscal Manager Saccavino stated there is an increase because the bid is up.

Parks & Rec. Pgs. 185 - 188

(Pg. 185 – 10084000 54556) BOCES –Utilities

Legislator Gouldman questioned if the County pays BOCES or do they reimburse the County.

Commissioner Pena stated that it is a contractual reimbursement agreement. He stated that BOCES pays their portion and then the County has a portion of the Utility expenses at Tilly also.

Legislator Gouldman requested that next year, the Utilities budget line for the County Facility, Tilly Foster Farm, be broken down to show the projected expense for each user of the facility.

Legislator Sullivan stated he would like to see the breakdown that arrived at the \$30,000 that is in the projected budget.

Chairman Albano requested that Fiscal Manager Saccavino send the information in writing to the Legislative Office.

Fiscal Manager Saccavino confirmed that she will do that. She stated that the Tilly Foster Farm location is broken into three (3) categories: The regular farm, Tilly's Table and the Agricultural Center.

(Pg. 185 - 10084000 420892) Tilly's Table

Legislator Gouldman stated it is a good sign to see that the projected revenue for Tilly's Table is increased for 2019.

Commissioner Pena stated the vision for Tilly's Farm is coming into focus. He stated it has taken some time to get the infrastructure completed and in place. He explained that there is still work to be done at the farm. He stated the next phase is to open the Farm to the Public. He stated in order to do that, there will be a need to manage both the Farm activities and the Public activities. He stated that there is a request in the budget for a position and to move a position from a different division to handle some of the workload requirements. He explained that there is a level of expertise needed to move this vision forward. He stated that it is all under development in the five (5) year working plan. He stated in 2018 there was a tremendous reliance on Park Superintendent Ruthven and his resources. He stated the results were positive. He stated however Superintendent Ruthven did voice, that he and his team cannot sustain that level of reliance and get the work that needs to be done throughout the County.

Legislator Nacerino stated that discussion will be had in more detail at the Personnel Budget Meeting tomorrow evening, October 10th.

Park Superintendent Ruthven stated that there is a Watershed Agricultural Easement on the Tilly Foster Farm. He explained bi-annually he meets with representatives from the Watershed Office. He stated that this year, during the meeting he had with their representative, he was very impressed with the Farm Operation. He stated that he took many pictures and looked forward to bringing them back to their Catskill Office and show them to his colleagues.

Legislator Scuccimarra stated that she is very impressed with the progress that has been made, especially in light of the condition of the farm when it all began. She stated that she is very excited with the fact that the County's Senior Centers are receiving fresh vegetables grown at the Farm. She requested that Park Superintendent Ruthven speak to the progress and plans for the pond at the Farm.

Park Superintendent Ruthven explained the work that has been done to the Pond. He stated the plan is to stock the pond with fish for recreational fishing. He stated that there are discussions about organizing kids fishing derbies. He stated it is an historic asset of the farm and it will open the farm up to a whole other realm of recreation. He stated in addition there will be an educational component as well.

Legislator Sullivan questioned when the Legislature will be provided a copy of the five (5) year plan that Commissioner Pena referenced.

Commissioner Pena stated that it is only a draft at this point. He spoke to some of the visions. He stated that they will get the plan to the Legislature as soon as it is finalized.

Legislator Sayegh questioned where the revenue source would be coming from that has been referenced in different discussions.

Commissioner Pena stated the vision is to run “How To...” classes for growing vegetables for kids. He stated also there is discussion to have a “You Pick ...” area of the farm.

Chairman Albano stated further discussion and insight to the plans for the Tilly Foster Farm will be addressed at a Committee Meeting. He stated that he will return to the 2019 budget review.

Putnam Golf Pg. 186

Commissioner Pena stated that the amount of rain this past Spring and Summer has had a negative impact on the projected revenue from the golf course.

(Pg. 186 10085000 52110) Furniture and Furnishings

Legislator Gouldman questioned what is being purchased from this budget line.

Fiscal Manager Saccavino stated banquet chairs.

Legislator Sullivan questioned when the work of the Air Conditioner and Lift will be done.

Commissioner Pena stated in 2019 the Air conditioner and the sewer and the Men’s Bathroom are top priorities. He explained there is a long list of recommendations that will be done through a capital project request. He stated much of the work to replace the Air Conditioner is expected to be done in house, which will result in a cost savings.

(Pg. 186 10085000 420031) Putnam Golf Course Total Revenue

Legislator Gouldman questioned if that is a net or gross amount (2019 Tentative \$2,579,920).

Commissioner Carlin stated it is the gross. He explained that the General Manager of the Putnam Golf Mike McCall provides the budget for both the Golf and Catering sides of the business. He explained the operating budget is also submitted by General Manager McCall.

Legislator Sullivan questioned if the County has changed the arrangement with the caterers.

Commissioner Carlin stated that has been changed. He stated that another RFP was published. He stated changes were made to conform to the IRS Bonding Regulations. He stated the bottom line of the changes is that the County bears the financial risk not the contractors.

Legislator Sullivan requested when the bonds would be paid off.

Commissioner Carlin stated in 2031.

Planning & Development Pgs. 201 - 202

(Pg. 201 – 10802000 439899) Planning Assistance

Legislator Gouldman requested an explanation.

Commissioner Fusco stated they receive reimbursement from New York State. She stated that a report is submitted to the State and that determines the funding the County receives.

Traffic Control Pgs. 219

(Pg. 219 – Traffic Control)

Legislator Sullivan requested an explanation of what falls within that budget line.

Deputy Commissioner Tully stated that road signage, road striping, guard rails etc. He stated that there are times when one of the municipalities will ask the County to create a sign for them and in that case it is a revenue source.

(Pgs. 222 – 223 Snow Removal (State))

Commissioner Pena stated the priority for the County again, is to reduce the use of salt.

Legislator Scuccimarra stated last year it was reported that there was a reduction of 5% in the usage of salt compared to the year before.

Commissioner Pena stated that there were several contributing factors that resulted in that fact. He explained one being the County's investment in higher end equipment that distributes the road salt more accurately.

Legislator Sullivan questioned in 10514400 423021 Snow Removal Service Other Governments, if this is a refund from the State for work that the County does on their roads.

Commissioner Carlin stated that is correct.

2019 Capital Projects Budget (separate pages)

Chairman Albano stated that the projects listed under facilities is just providing a broad overview of the projects that need to be addressed as determined by the Capital Projects Committee.

Deputy Commissioner Tully stated that as the scope of these projects are developed, they will be back to present to this Committee and request a more specific amount of funding for the project.

Commissioner Carlin explained this list is a place holder for projects. He explained that no project can move forward without the funding getting approval from the Legislature.

Legislator Sullivan requested confirmation that the amounts shown on the 2019 Capital Projects list report are not expenses included in the tentative 2019 budget.

Commissioner Carlin stated that is correct.

Chairman Albano stated that the projects that make it on this list are the big projects that are considered a priority.

Commissioner Carlin stated an example to provide insight to how one of these capital projects moves forward: for example purpose only: The Administration decides they want to do the Putnam Golf Course – Roof Replacement. The Commissioner of Highways & Facilities will spec the project, bid the project out, get a cost protection and approach the Legislative Board for approval of a Bond to cover the cost. He stated at that point the Legislature says “Yay or Nay”.

Legislator Sullivan stated it is his opinion that the Putnam Golf Course Facility be addressed as a priority. He stated the facility is a revenue generator for the County and serves as a destination which hosts a whole array of events.

Commissioner Carlin stated that the Legislators need to remember in the final analysis it does not matter what the County Executive or the Commissioner of Highways and Facilities wants to borrow, the only people who can approve borrowing are the Legislators. He stated it is the role of the County Executive and Administration’s to make the recommendations to the Legislature. He stated however the final decision to approve the borrowing of the needed funding falls within the jurisdiction of the Legislature.

Item #4 – Other Business

Commissioner Carlin stated he would like to thank the Clerk of the Legislature Diane Schonfeld for taking and preparing the minutes from the Capital Project Budget Meeting. He stated it is not her responsibility to do that, but she has done them every year since she has been serving as the Clerk of the Legislature, and he is very appreciative.

Item #5 - Adjournment

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

Respectfully submitted by Deputy Clerk Diane Trabulsy.