

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1020 Fax (845) 808-1933

Toni E. Addonizio *Chairwoman*
Neal L. Sullivan *Deputy Chair*
Diane Schonfeld *Clerk*
Robert Firriolo *Counsel*



Nancy Montgomery	Dist. 1
William Gouldman	Dist. 2
Toni E. Addonizio	Dist. 3
Ginny Nacerino	Dist. 4
Carl L. Albano	Dist. 5
Paul E. Jonke	Dist. 6
Joseph Castellano	Dist. 7
Amy E. Sayegh	Dist. 8
Neal L. Sullivan	Dist. 9

AGENDA

AUDIT & ADMINISTRATION COMMITTEE MEETING

To Be Held via Audio Webinar Pursuant to Temporary Emergency Orders

Members: Chairman Castellano, Legislators Gouldman & Sayegh

Thursday

September 24, 2020

(Immediately following Protective Services Mtg. beginning at 6:00pm)

1. Pledge of Allegiance
2. Roll Call
3. Approval of Minutes – August 24, 2020
4. Correspondence/County Auditor (Attached for Information Only)
 - a. Sales Tax Report
 - b. Board In Revenue Report
 - c. Transfer/Revenue Report
 - d. 2020 Contingency/Sub-Contingency Report
5. Correspondence/Commissioner of Finance
 - a. Overtime/Temporary Report (Attached for Information Only)
 - b. Approval/ Budgetary Amendment 20A051/ Highways & Facilities/ Department Reorganization (Also reviewed in Personnel)
 - c. Approval/ Budgetary Amendment 20A052/ Finance/ Fund Estimated Unemployment Costs through December 31, 2020 (Also reviewed in Personnel)
 - d. Approval/ Budgetary Amendment 20A053/ Planning Dept./ Adjust Capital Budget Accounts to Most Recent Estimates/ Peekskill Hollow Road, Sodom Road Bridge, & Fair Street Reconstruction (Also reviewed in Physical)
 - e. Approval/ Budgetary Amendment 20A054/ Planning Dept./ Adjust Capital Budget to Include Funding for Peekskill Hollow Road, PIN #8757.48 (Also reviewed in Physical)

AUDIT & ADMINISTRATION COMMITTEE MEETING
Held via Audio Webinar Pursuant to Temporary Emergency Orders

Members: Chairman Castellano, Legislators Gouldman & Sayegh

Monday

6:30pm

August 24, 2020

The meeting was called to order via audio webinar at 6:32pm by Chairman Castellano who lead in the Pledge of Allegiance. Upon roll call Committee Members Gouldman, Sayegh & Chairman Castellano were present.

Item #3 - Approval of Minutes – July 27, 2020

The minutes were approved as submitted.

Item #4 - 2019 Audit Report/ PFK O'Connor Davies, LLP

Nicholas DeSantis, Partner at PFK O'Connor Davies, LLP stated tonight they will present the results of the 2019 Financial Report for the County of Putnam. He stated two (2) documents were provided, the Comprehensive Annual Financial Report (CAFR) and the summary booklet. He stated on page XV of the CAFR is a Certificate for Achievement for Excellence in Financial Reporting, which Putnam County has again been awarded. He stated this is a continuing major accomplishment for Putnam County, not many municipalities within the State of New York have achieved this level of award and transparency in their reporting. He stated this is a significant accomplishment by the Finance Department with the support of the Administration and Legislature. He stated on the next page of the CAFR is the Auditor's opinion, which is a clean audit opinion.

Alan Kassay, Partner at PFK O'Connor Davies, LLP stated page 5 of the summary booklet is the general fund budget. He stated in 2019, there was a negative variance of \$6,247,670 for total revenues and a positive variance of \$14,352,025 for total expenditures. He stated for the operations of revenues and expenditures, there was a surplus of \$9,726,640. He stated Putnam County ended the year with a total fund balance of \$50,632,139. He stated he would like to point out that "Non-Property Taxes" which includes sales tax, was up \$3.2 million or 7.6% from the prior year. He stated in 2018 sales tax was up \$4.5 million from 2017. He stated the sales tax has been continually increasing, however due to COVID-19 the current standing may be different. He stated they have seen a decrease in sales tax in May and June of 2020, but an increase in July. He reviewed the specific expenditures on page 7 in the summary booklet. He stated overall, expenditures increased by \$1.6 million, or 1.2%. He stated page 8 of the summary booklet shows the other governmental funds. He explained the asterisk on "Debt Service Funds" shows that in 2019 the County refunded three (3) existing bonds by issuing a refunding bond, which resulted in an overall savings of \$151,163. He drew the Committee's attention back to page 4 in the summary booklet, which shows the Fund Balance for the General Fund. He reviewed the four (4) different

categories that make up the Fund Balance; nonspendable, restricted, assigned, and unassigned.

Mr. DeSantis stated the County's overall financial health is very strong. He stated this is due to good budgeting, oversight, and management of the County's financial affairs. He stated page 42 of the CAFR provides definitions for the various Fund Balance categories. He stated in terms of sales tax, the State Comptroller has circulated a chart that shows Putnam County through the end of July 31, 2020 is down 6.1% when compared to 2019. He stated if this trend continues, the County will end up with a shortfall of about \$4 million. He stated fortunately, Putnam County is well positioned to absorb that shortfall without any drastic measures. He stated on page 45 of the CAFR the Property Tax Limitation is explained, which entitles counties to levy 1.5% of the five (5) year average full valuation of taxable real estate. He stated that would allow remaining taxing power of \$166 million. He stated of course, the County would not want to levy, but it helps in the evaluation for the County's bond rating. He reviewed the tax receivables on page 46 of the CAFR. He stated the County has \$30,759,149 in outstanding property taxes, of which \$18,320,781 are liens. He stated \$12,278,577 is recorded as an allowance for uncollected property taxes. He stated page 48 of the CAFR shows the County's long-term liabilities. He stated as of January 1, 2019 the County had \$57,936,475 in outstanding bonds, \$3,315,000 was added, \$8,468,350 was retired, leaving a balance at the end of the year of \$52,783,125. He stated the bonds have been structured in a way to keep the debt service fairly level over the next five (5) years.

Legislator Gouldman thanked Mr. DeSantis and Mr. Kassay for the report. He stated this is good news for the taxpayers in Putnam County.

Legislator Sayegh stated we have a great team in Putnam County and she is pleased, but not surprised, by the County's financial standing. She stated the Administration and the Finance Department work very hard. She questioned the large increase on the bond structuring chart on page 49 for the years 2025-2029.

Mr. Kassay stated the first five (5) lines show the individual years and the payments for each year, while the line for 2025-2029 encompasses the payments for those five (5) years together.

Legislator Albano stated this is great to hear, the County is moving in the right direction.

Chairman Castellano thanked PFK O'Connor Davies, LLC. He stated this is a great report and the fact that Putnam is in good financial health is good news for everyone in the County. He thanked everyone involved for doing such a great job.

Mr. DeSantis stated Putnam County has put themselves in a good position to weather this economic turmoil caused by the COVID-19 pandemic.

Item #5 - Correspondence/County Auditor (Attached for Information Only)
a. Sales Tax Report – Duly Noted

- b. **Board In Revenue Report – Duly Noted**
- c. **Transfer/Revenue Report – Duly Noted**
- d. **2020 Contingency/Sub-Contingency Report – Duly Noted**

Item #6 - Correspondence/Commissioner of Finance

- a. **Overtime/Temporary Report (Attached for Information Only) – Duly Noted**

- b. **Approval/ Budgetary Amendment 20A041/ Planning Dept./ Data Management Services Using Federal UPWP (Unified Planning Work Program) Funds (Also reviewed in Physical)**

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

Legislator Sayegh stated the Budgetary Amendment is for \$294,252 however the attached backup has an amount of \$394,252. She questioned this difference.

Commissioner of Finance William Carlin stated \$100,000 had originally been budgeted.

- c. **Approval/ Budgetary Amendment 20A043/ Finance/ Account for NYS Indigent Legal Services Second Update Quality Improvement & Caseload Reduction Agreement (Also reviewed in Protective)**

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

- d. **Approval/ Budgetary Amendment 20A044/ Finance/ Closeout Completed Capital Projects (Also reviewed in Physical)**

Legislator Sayegh questioned if the bond proceeds were related to the retired and refinanced bonds.

Commissioner Carlin stated many times, they are issued but then not needed. He stated they get closed out in one year and opened the next. He stated these bond proceeds were never issued.

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

- e. **Approval/ Budgetary Amendment 20A045/ Health Dept./ Fingerprinting those Assigned to Child Advocacy Center (Also reviewed in Health)**

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

f. Approval/ Budgetary Amendment 20A046/ Health Dept./ Provide Funding for Reorganization discussed at August 13, 2020 Personnel Committee Mtg.

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

Item #7 - Approval/ Fund Transfer 20T143/ Emergency Services/ Cover Dispatch Temporary Line (Also reviewed in Protective & Personnel)

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

Item #8 - Approval/ Fund Transfer 20T154/ Temporary/ Additional Funds Needed for Transcription of Minutes per NYS Executive Order due to COVID-19

Legislator Sayegh questioned if this is the second fund transfer for this purpose. She stated she believes the first one was for \$3,000.

Chairman Castellano stated the Governor's Executive Order 202.1 suspending the Open Meetings Law was extended therefore the stenographer services are still necessary.

Legislator Gouldman questioned if the County will receive reimbursement for this expense.

Commissioner Carlin stated it is unlikely the County will be reimbursed.

Chairman Castellano stated the County will inquire with the Federal and State governments for possible reimbursement, but if none is received it is a cost encumbered on the County.

Legislator Montgomery stated she would like to clarify the rules of the Executive Order 202.1. She stated it is her understanding that the County is permitted to hold an in-person meeting at this point.

Legislative Counsel Robert Firriolo stated that is correct, an in-person meeting would need to comply with all of the current COVID-19 restrictions including 50% capacity, social distancing, and wearing masks. He stated the Legislature would not be able to resume normal public meetings, they would be restricted. He stated with all Legislators and staff, there would only be two (2) or three (3) members of the public allowed in the room.

Legislator Montgomery stated if the in-person meetings were to resume at 50% capacity, the meetings would no longer need to be transcribed. She suggested moving the location of the meeting to a larger room.

Chairman Castellano stated it is a possibility, but the public attendance would be limited in the Legislative Meeting Room.

Legislator Montgomery stated hopefully we can move toward that and avoid this large expense. She stated the meeting could also be offered via webinar for the public that is unable to attend in person.

Chairman Castellano stated the Legislature is doing their best to abide by the Executive Order currently in place. He stated going back to Legislator Sayegh's question, this is the fifth fund transfer, there were two (2) for \$3,000 each, two (2) for \$2,000 each, and this one is for \$5,000 to cover future costs and hopefully not all of it will be needed.

Chairman Castellano made a motion to approve Fund Transfer 20T154; Seconded by Legislator Sayegh. All in favor.

**Item #9 - FYI/ County's Deposit & Investment Policies for the Second Quarter
Ending June 30, 2020 – Duly Noted**

Item #10 - Other Business – None

Item #11 - Adjournment

There being no further business at 7:15pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Sayegh. All in favor.

Respectfully submitted by Administrative Assistant, Beth Green.

- e. **Approval/ Budgetary Amendment 20A045/ Health Dept./ Fingerprinting those Assigned to Child Advocacy Center (Also reviewed in Health)**
 - f. **Approval/ Budgetary Amendment 20A046/ Health Dept./ Provide Funding for Reorganization discussed at August 13, 2020 Personnel Committee Mtg.**
7. **Approval/ Fund Transfer 20T143/ Emergency Services/ Cover Dispatch Temporary Line (Also reviewed in Protective & Personnel)**
 8. **Approval/ Fund Transfer 20T154/ Temporary/ Additional Funds Needed for Transcription of Minutes per NYS Executive Order due to COVID-19**
 9. **FYI/ County's Deposit & Investment Policies for the Second Quarter Ending June 30, 2020**
- 10. Other Business**
- 11. Adjournment**

BOARD IN REVENUE

	2010	2011	2012	2013	2014*	2015*	2016*	2017*	2018*	2019*	2020	+or(-) Same Period
January	5,565.00	23,310.00	11,730.00	46,390.00	8,370.00	22,190.00	43,680.00	47,160.00	54,980.00	52,490.00	74,950.00	22,460.00
February	6,660.00	25,200.00	9,670.00	41,930.00	9,180.00	17,970.00	41,610.00	41,280.00	52,760.00	45,070.00	72,300.00	27,230.00
March	8,370.00	43,330.00	9,890.00	43,140.00	11,640.00	26,490.00	41,400.00	50,480.00	59,820.00	50,795.00	70,650.00	19,855.00
April	8,100.00	49,425.00	14,020.00	40,800.00	16,490.00	30,930.00	37,670.00	55,060.00	53,730.00	50,490.00	68,400.00	17,910.00
May	8,100.00	46,220.00	27,090.00	23,800.00	17,100.00	35,580.00	39,120.00	61,070.00	49,860.00	52,975.00	63,150.00	10,175.00
June	14,890.00	45,300.00	52,700.00	10,800.00	16,760.00	37,160.00	45,700.00	59,190.00	39,060.00	48,300.00	61,050.00	12,750.00
July	51,165.00	44,350.00	53,380.00	11,960.00	17,140.00	43,010.00	52,480.00	64,540.00	37,260.00	47,840.00	86,550.00	38,710.00
August	55,720.00	47,430.00	54,860.00	10,260.00	16,740.00	43,340.00	49,600.00	62,650.00	37,530.00	50,180.00	92,250.00	42,070.00
September	29,825.00	16,670.00	43,240.00	7,560.00	16,830.00	48,370.00	46,290.00	61,050.00	36,180.00	43,600.00		
October	22,900.00	13,170.00	48,090.00	7,270.00	20,130.00	54,340.00	40,340.00	57,380.00	41,850.00	71,750.00		
November	20,430.00	12,900.00	46,360.00	9,090.00	18,600.00	45,700.00	34,120.00	56,580.00	43,080.00	71,400.00		
December	20,340.00	15,985.00	50,830.00	8,530.00	21,940.00	42,260.00	39,600.00	56,600.00	46,780.00	76,700.00		
Actual	252,065.00	383,290.00	421,860.00	261,530.00	190,920.00	447,340.00	511,610.00	673,040.00	552,890.00	661,590.00	589,300.00	
Budget	285,000.00	781,100.00	450,000.00	217,000.00	129,600.00	155,000.00	525,000.00	484,760.00	535,000.00	550,600.00	908,000.00	
Revised Budget	285,000.00	345,000.00	450,000.00	232,590.00								
Surplus/(Deficit)	(32,935.00)	38,290.00	(28,140.00)	28,940.00	61,320.00	292,340.00	(13,390.00)	188,280.00	17,890.00	110,990.00	(318,700.00)	191,160.00

- *2014 revenue includes US Marshalls
- *2015 revenue includes US Marshalls
- *2016 revenue includes US Marshalls
- *2017 revenue includes US Marshalls
- *2018 revenue includes US Marshalls
- *2019 revenue includes US Marshalls
- *2020 revenue includes US Marshalls

#4b

2020 Transfer/Revenue Report - August

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020 8 20A047	Health Admin	10401000	55370		CHRGBK AUTOMOTIVE	6,837.22	D	REPAIRS TO 2019 JEEP CHEROKEE
2020 8 20A047	Highway Road Machinery	10513000	412941		CTRL SERV INTERNAL CHGBKS	6,837.22	C	HLTH DEPT 2019 JEEP CHEROKEE
2020 8 20A047	Health Admin	10401000	426801		INSURANCE RECOVERIES	6,837.22	C	REPAIRS TO 2019 JEEP CHEROKEE
2020 8 20A047	Highway Road Machinery	10513000	54370		AUTOMOTIVE	6,837.22	D	HLTH DEPT 2019 JEEP CHEROKEE
2020 8 20A049	Health - Community Health Assessment Fed	26401001	58002	10160	SOCIAL SECURITY	24,751.00	D	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A049	Health - Community Health Assessment Fed	26401001	444892	10160	BIO TERRORISM	360,136.00	C	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A049	Health - Community Health Assessment Fed	26401001	51094	10160	TEMPORARY	286,042.00	D	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A049	Health - Community Health Assessment Fed	26401001	52130	10160	COMPUTER EQUIPMENT	4,918.00	D	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A049	Health - Community Health Assessment Fed	26401001	54782	10160	SOFTWARE ACCESSORIES	325.00	D	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A049	Health - Community Health Assessment Fed	26401001	54783	10160	LICENSING SOFTWARE	300.00	D	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A049	Health - Community Health Assessment Fed	26401001	54664	10160	ADVERTISING	3,300.00	D	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A049	Health - Community Health Assessment Fed	26401001	54675	10160	TRAVEL	3,000.00	D	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A049	Health - Community Health Assessment Fed	26401001	51093	10160	OVERTIME	37,500.00	D	PHEP ELC-COVID19 GRANT FUNDING
2020 8 20A050	Planning	10802000	439891	10161	ST AID OTHER HOME AND COMM SVC	44,789.00	C	CENSUS 2020 OUTREACH
2020 8 20A050	Planning	10802000	54646	10161	CONTRACTS	33,592.00	D	CENSUS 2020 OUTREACH

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YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020 8 20A050	Planning	10802000	54664	10161	ADVERTISING	11,197.00	D	CENSUS 2020 OUTREACH
2020 8 20T142	BCI	32311000	54782		SOFTWARE ACCESSORIES	1,500.00	C	TO PAY TRACKER INV
2020 8 20T142	BCI	32311000	54783		LICENSING SOFTWARE	1,500.00	D	TO PAY TRACKER INV
2020 8 20T144	Audit	10132000	54640		EDUCATION AND TRAINING	178.00	C	COST TO REPAIR TIME CLOCK
2020 8 20T144	Audit	10132000	54510		MACHINE MAINTENANCE	178.00	D	COST TO REPAIR TIME CLOCK
2020 8 20T146	DSS Medicaid	10104000	52110		FURNITURE AND FURNISHINGS	105.00	D	REPLACE @ BROKE DESKS, CHAIRS
2020 8 20T146	DSS Medicaid	10104000	54310		OFFICE SUPPLIES	105.00	C	REPLACE @ BROKE DESKS, CHAIRS
2020 8 20T147	Health Admin	10401000	58002		SOCIAL SECURITY	77.00	C	FUND EI FICA
2020 8 20T147	Early Intervention	10405900	58002		SOCIAL SECURITY	77.00	D	FUND EI FICA
2020 8 20T147	Early Intervention	10405900	51094		TEMPORARY	1,000.00	D	FUND EI TEMP ACCOUNT
2020 8 20T147	Health Admin	10401000	51094		TEMPORARY	1,000.00	C	FUND EI TEMP ACCOUNT
2020 8 20T149	Probation	10314000	54310		OFFICE SUPPLIES	41.00	C	GAS/TOLLS REIMBURSEMENT
2020 8 20T149	Probation	10314000	54675		TRAVEL	41.00	D	GAS/TOLLS REIMBURSEMENT
2020 8 20T150	Health Immuz.	10406500	54484		COMM IDS TRMT	8,250.00	C	PURCHASE RABIES VACCINE
2020 8 20T150	Health - Rabies	11024000	54330		MEDICAL SUPPLIES	8,250.00	D	PURCHASE RABIES VACCINE
2020 8 20T151	Planning	10802000	52130		COMPUTER EQUIPMENT	800.00	D	PURCHASE COMPUTER

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020 8 20T151	Planning	10802000	54782		SOFTWARE ACCESSORIES	800.00	C	PURCHASE COMPUTER
2020 8 20T152	Early Intervention	10405900	54636		INTERNET COSTS	900.00	C	REPLACE OUTDATED COMPUTER
2020 8 20T152	Early Intervention	10405900	52130		COMPUTER EQUIPMENT	900.00	D	REPLACE OUTDATED COMPUTER
2020 8 20T154	Audit	10132000	51094		TEMPORARY	5,000.00	C	TRANSCRIBER OF MINUTES-COVID19
2020 8 20T154	Legislature	10101001	54612	10158	STENOGRAPHIC SERVICES	5,000.00	D	TRANSCRIBER OF MINUTES-COVID19
2020 8 20T155	OEOP CAC	22070000	54314		POSTAGE	5.00	C	2ND QTR CHRGBK POSTAGE
2020 8 20T155	OEOP CAC	22070000	55314		CHRGBK POSTAGE	5.00	D	2ND QTR CHRGBK POSTAGE
2020 8 20T156	DSS Overhead	10120000	54310		OFFICE SUPPLIES	40.00	C	SERVICE CONTRACT FOR MICRO
2020 8 20T156	DSS Overhead	10120000	54510		MACHINE MAINTENANCE	40.00	D	SERVICE CONTRACT FOR MICRO
2020 8 20T157	Early Intervention	10405900	54636		INTERNET COSTS	400.00	C	FUND COPIER LEASE
2020 8 20T157	Preschool	10296000	54560		EQUIP RENTAL LEASE	400.00	D	FUND COPIER LEASE
2020 8 20T157	Early Intervention	10405900	54560		EQUIP RENTAL LEASE	400.00	D	FUND COPIER LEASE
2020 8 20T157	Early Intervention	10405900	54636		INTERNET COSTS	400.00	C	FUND COPIER LEASE
2020 8 20T158	Health - Community Health Assessment Fed	26401001	58002	10066	SOCIAL SECURITY	146.00	D	FUND TEMPORARY LINE
2020 8 20T158	Health - Community Health Assessment Fed	26401001	54311	10066	PRINTING AND FORMS	146.00	C	FUND TEMPORARY LINE
2020 8 20T158	Health - Community Health Assessment Fed	26401001	51094	10066	TEMPORARY	1,899.00	D	FUND TEMPORARY LINE

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT DR/CR	COMMENT
2020 8 20T158	Health - Community Health Assessment Fed	26401001	54664	10066	ADVERTISING	1,899.00 C	FUND TEMPORARY LINE
2020 8 20T159	Highway Traffic	10331000	52130		COMPUTER EQUIPMENT	200.00 D	FOR PURCHASE OF PRINTER
2020 8 20T159	Highway Traffic	10331000	54410		SUPPLIES AND MAT	200.00 C	FOR PURCHASE OF PRINTER
2020 8 20T160	County Executive	10123000	52120		OFFICE EQUIPMENT	200.00 C	XFER TO 52130
2020 8 20T160	County Executive	10123000	52130		COMPUTER EQUIPMENT	300.00 D	XFER FROM 52120 AND 54310
2020 8 20T160	County Executive	10123000	54310		OFFICE SUPPLIES	100.00 C	XFER TO 52130
2020 8 20T161	DSS	10101000	54310		OFFICE SUPPLIES	250.00 C	COVER TELE BILL TILL 12-31-20
2020 8 20T161	DSS	10101000	54635		CELLPHONES	250.00 D	COVER TELE BILL TILL 12-31-20
2020 8 20T162	Personnel	10143000	54640		EDUCATION AND TRAINING	100.00 C	ALL IN ONE COLOR PRINTER
2020 8 20T162	Personnel	10143000	52130		COMPUTER EQUIPMENT	100.00 D	ALL IN ONE COLOR PRINTER
2020 8 20T163	Sheriff - Narcotics	14311000	54385		UNIFORMS	424.92 D	SHIELDS FOR TACTICAL HELMETS
2020 8 20T163	Sheriff - Narcotics	14311000	54310		OFFICE SUPPLIES	424.92 C	SHIELDS FOR TACTICAL HELMETS
2020 8 20T163	Sheriff - Narcotics	14311000	52140		AUDIO VISUAL EQUIPMENT	438.60 D	PURCH COMPUTER RELATED EQUIP
2020 8 20T163	Sheriff - Narcotics	14311000	54640		EDUCATION AND TRAINING	78.68 C	PURCH COMPUTER RELATED EQUIP
2020 8 20T163	Sheriff - Narcotics	14311000	54782		SOFTWARE ACCESSORIES	78.68 D	PURCH COMPUTER RELATED EQUIP
2020 8 20T163	Sheriff - Narcotics	14311000	54385		UNIFORMS	601.00 D	SHIELDS FOR TACTICAL HELMETS

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020	8 20T163	Sheriff - Narcotics	14311000	52680		OTHER EQUIPMENT	601.00	C	SHIELDS FOR TACTICAL HELMETS
2020	8 20T163	Sheriff - Narcotics	14311000	52130		COMPUTER EQUIPMENT	783.22	D	PURCH COMPUTER RELATED EQUIP
2020	8 20T163	Sheriff - Narcotics	14311000	54640		EDUCATION AND TRAINING	783.22	C	PURCH COMPUTER RELATED EQUIP
2020	8 20T163	Sheriff - Narcotics	14311000	54640		EDUCATION AND TRAINING	438.60	C	PURCH COMPUTER RELATED EQUIP
2020	8 20T165	EMS Fed	10398901	52695	10148	RESCUE EQUIPMENT	9,021.96	C	Purchase Carbon Bottles
2020	8 20T165	EMS Fed	10398901	52195	10148	RESCUE EQUIPMENT	9,021.96	D	Purchase Carbon Bottles
2020	8 20T167	Health Admin	10401000	54310		OFFICE SUPPLIES	200.00	D	FUND OFFICE SUPPLIES YEAR-END
2020	8 20T167	Health Admin	10401000	54510		MACHINE MAINTENANCE	200.00	C	FUND OFFICE SUPPLIES YEAR-END
2020	8 20T168	Sheriff - Bike	17004000	54710		MAINT AND REPAIRS	147.00	C	PURCHASE FIRST AID KITS
2020	8 20T168	Sheriff - Bike	17004000	54330		MEDICAL SUPPLIES	147.00	D	PURCHASE FIRST AID KITS
2020	8 20T169	OEOP Crime Victims	22071000	54310		OFFICE SUPPLIES	125.00	D	PURCHASE ITEMS FOR CAC
2020	8 20T169	OEOP Crime Victims	22071000	54410		SUPPLIES AND MAT	35.00	C	PURCHASE ITEMS FOR CAC
2020	8 20T169	OEOP Crime Victims	22071000	54782		SOFTWARE ACCESSORIES	35.00	D	PURCHASE ITEMS FOR CAC
2020	8 20T169	OEOP Crime Victims	22071000	54410		SUPPLIES AND MAT	125.00	C	PURCHASE ITEMS FOR CAC
2020	8 20T172	Health - Lead	11015000	54329		PROMOTIONAL MATERIALS	700.00	C	INC IN LEAD WATER SAMPLING
2020	8 20T172	Health - Lead	11015000	54445		LAB ANALYSIS	700.00	D	INC IN LEAD WATER SAMPLING

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020 8 R#141/20	EMS Indian Point	10014000	54989		MISCELLANEOUS	2,224.00	C	COVER DISPATCH TEMP LINE
2020 8 R#141/20	EMS Dispatch	13398900	58002		SOCIAL SECURITY	2,224.00	D	COVER DISPATCH TEMP LINE
2020 8 R#141/20	EMS Indian Point	10014000	52110		FURNITURE AND FURNISHINGS	10,000.00	C	COVER DISPATCH TEMP LINE
2020 8 R#141/20	Emergency Services	10398900	54675		TRAVEL	3,950.00	C	COVER DISPATCH TEMP LINE
2020 8 R#141/20	EMS Dispatch	13398900	51094		TEMPORARY	9,412.00	D	COVER DISPATCH TEMP LINE
2020 8 R#141/20	Emergency Services	10398900	54640		EDUCATION AND TRAINING	9,412.00	C	COVER DISPATCH TEMP LINE
2020 8 R#141/20	EMS Dispatch	13398900	51094		TEMPORARY	5,707.00	D	COVER DISPATCH TEMP LINE
2020 8 R#141/20	Emergency Services	10398900	51093		OVERTIME	5,707.00	C	COVER DISPATCH TEMP LINE
2020 8 R#141/20	EMS Dispatch	13398900	51094		TEMPORARY	10,000.00	D	COVER DISPATCH TEMP LINE
2020 8 R#141/20	EMS Dispatch	13398900	51094		TEMPORARY	3,950.00	D	COVER DISPATCH TEMP LINE
2020 8 R#142/20	OEOP - National Childrens All.	22073000	54989		MISCELLANEOUS	1,068.00	D	NCA - CAC FINGERPRINTING
2020 8 R#142/20	OEOP - National Childrens All.	22073000	446132		NATL CHILDRN ALLIANCE 16.543	1,068.00	C	NCA - CAC FINGERPRINTING
2020 8 R#146/20	Capital Projects	55197000	53000	51901	CAPITAL EXPENDITURES	500,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	53000	51902	CAPITAL EXPENDITURES	1,000,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	52660	51904	HIGHWAY AND STREET EQUIPMENT	500,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	53000	51905	CAPITAL EXPENDITURES	100,000.00	C	20A044 CAP PRJCT CLOSEOUT

YEAR	PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020	8 R#146/20	Capital Projects	55197000	53000	51907	CAPITAL EXPENDITURES	12,707,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Capital Projects	55197000	53000	51808	CAPITAL EXPENDITURES	126.52	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Transfer from General Fund	57997000	53000	51909	CAPITAL EXPENDITURES	100,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Federal Aid	58760000	53000	51428	CAPITAL EXPENDITURES	39,161.28	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Capital Projects	55197000	53000	52002	CAPITAL EXPENDITURES	500,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Transfer from General Fund	57997000	53000	51908	CAPITAL EXPENDITURES	100,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Capital Projects	55197000	53000	51807	CAPITAL EXPENDITURES	8,000,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Capital Projects	55197000	53000	51805	CAPITAL EXPENDITURES	100,000.00	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Jail Security System	53197000	53000	51620	CAPITAL EXPENDITURES	6,476.68	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Capital Projects	55997000	52680	51512	OTHER EQUIPMENT	838.50	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Federal Aid	58760000	58002	51315	SOCIAL SECURITY	1,916.01	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Federal Aid	58760000	53000	51315	CAPITAL EXPENDITURES	312,476.47	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Federal Aid	58760000	51094	51315	TEMPORARY	25,046.25	C	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Interfund Transfer	59901000	53000	50357	CAPITAL EXPENDITURES	17,394.69	D	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Federal Aid	58760000	445971	51315	FEDERAL AID TRANSP CAP PROJ	339,438.73	D	20A044 CAP PRJCT CLOSEOUT
2020	8 R#146/20	Transfer from General Fund	57997000	53000	51607	CAPITAL EXPENDITURES	10,000.00	C	20A044 CAP PRJCT CLOSEOUT

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020 8 R#146/20	Capital Projects	05000	45710J	51907	CAPITAL PROJECTS	2,541,400.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Finance	10131000	428501		TRANSFER FR CAP FUND	17,394.69	C	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Interfund Transfer	59901000	428601	50357	TRANSFER FROM OTHER FUND	17,394.69	C	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	05000	45710K	52002	BOND PROCEEDS	500,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	05000	45710J	51909	CAPITAL PROJECTS	100,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	05000	45710J	51908	CAPITAL PROJECTS	100,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Contingency	10199000	54980		GENERAL CONTINGENCIES	17,394.69	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	435971	51907	STATE AID TRANS CAP GRANTS	2,541,400.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Federal Aid	58760000	445971	51428	FEDERAL AID TRANSP CAP PROJ	39,161.28	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	445971	51905	FEDERAL AID TRANSP CAP PROJ	90,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	435971	51905	STATE AID TRANS CAP GRANTS	10,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	05000	45710J	51904	CAPITAL PROJECTS	500,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Transfer from General Fund	57997000	428601	51607	TRANSFER FROM OTHER FUND	10,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	445971	51907	FEDERAL AID TRANSP CAP PROJ	7,624,200.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55997000	428601	51512	TRANSFER FROM OTHER FUND	838.50	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	05000	45710J	51902	CAPITAL PROJECTS	1,000,000.00	D	20A044 CAP PRJCT CLOSEOUT

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020 8 R#146/20	Jail Security System	53197000	428601	51620	TRANSFER FROM OTHER FUND	6,476.68	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	05000	457101	51805	2018 BONDS	10,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	435971	51805	STATE AID TRANS CAP GRANTS	10,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	445971	51805	FEDERAL AID TRANSP CAP PROJ	80,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	05000	457101	51807	2018 BONDS	800,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	435971	51807	STATE AID TRANS CAP GRANTS	800,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	445971	51807	FEDERAL AID TRANSP CAP PROJ	6,400,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	55197000	435979	51808	STATE AID - SAM GRANT	126.52	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#146/20	Capital Projects	05000	45710J	51901	CAPITAL PROJECTS	500,000.00	D	20A044 CAP PRJCT CLOSEOUT
2020 8 R#150/20	Health - Education State	21401000	51094		TEMPORARY	13,279.00	D	HEALTH DEPARTMENT REORGANIZATI
2020 8 R#150/20	Health - EHS	12401000	51000		PERSONNEL SERVICES	84,257.00	C	HEALTH DEPARTMENT REORGANIZATI
2020 8 R#150/20	Health - EHS	12401000	58002		SOCIAL SECURITY	4,774.00	C	HEALTH DEPARTMENT REORGANIZATI
2020 8 R#150/20	Health - Education State	21401000	51000		PERSONNEL SERVICES	10,548.00	C	HEALTH DEPARTMENT REORGANIZATI
2020 8 R#150/20	Health - Education State	21401000	58002		SOCIAL SECURITY	209.00	C	HEALTH DEPARTMENT REORGANIZATI
2020 8 R#150/20	Health - EHS	12401000	434011		ST AID PUBLIC HLTH	22,467.00	D	HEALTH DEPARTMENT REORGANIZATI
2020 8 R#150/20	Health - Education State	21401000	434011		ST AID PUBLIC HLTH	983.00	C	HEALTH DEPARTMENT REORGANIZATI

YEAR PER REF4	Org Description	ORG	OBJECT	PROJECT	Description	AMOUNT	DR/CR	COMMENT
2020 8 R#150/20	Contingency	10199000	54980		GENERAL CONTINGENCIES	43,176.00	D	HEALTH DEPARTMENT REORGANIZATI
2020 8 R#150/20	Health - EHS	12401000	51000		PERSONNEL SERVICES	21,849.00	D	HEALTH DEPARTMENT REORGANIZATI
					Debits	24,623,708.91		
					Credits	24,623,708.91		

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2020 Contingency Report

<u>Beginning Balance 1/1/20</u>		\$ 1,685,000.00
Res42	Tourism- decrease in State Aid	7,708.00
Res94	Vacancy Control (January-March)	130,893.00
Res113	Livescan Grant	28,901.00
Res136	Vacancy Control (April- June)	406,605.00
Res137	Health Department reorganization	125,463.00
Res146	Closeout Capital Projects	17,394.69
Res150	Health Department reorganization	43,176.00
Subtotal General Contingency		\$ 2,445,140.69

Deductions:

Res30	Computer Equipment- DMV	(9,500.00)
Res31	Veteran's Radio Commuications	(2,000.00)
Res73	Sheriff's Department PBA contract settlement	(865,090.00)
Res90	COVID-19	(221,144.00)
Res91	CSEA contract settlement- Dispatchers	(78,696.00)
Res103	PCSEA Contract settlement	(490,374.00)
Res106	Electronic Monitoring costs	(5,000.00)

		(1,671,804.00)
Total		\$ 773,336.69

Proposed Deductions:

20T181	Overtime- Road fund	(32,295.00)
20A052	Federal Aid- Cares Act- Unemployment Insurance	(74,000.00)
20T190	Finance Department- 2020 financing costs	(17,000.00)

		(123,295.00)
Pending Balance 9/24/20		\$650,041.69

2020 Subcontingency Report

4983- Special Services (District Attorney)

Beginning Balance 1/1/20 \$ 30,000.00

Subtotal Subcontingency \$ 30,000.00

Deductions:

Res125 Budget adjustment due to economic effects of COVID-19 Pandemic (15,000.00)

Total (15,000.00)
\$ 15,000.00

Proposed Deductions:

Pending Balance 9/24/20 \$15,000.00

Note:

R= resolution

A= proposed budgetary amendment

2020 Subcontingency Report

4985- Maintenance & Repairs

Beginning Balance 1/1/20 \$ 15,000.00

Subtotal Subcontingency \$ 15,000.00

Deductions:

20LT01 Normal park maintenance nail, paint etc. (9,000.00)

Total \$ (9,000.00)
6,000.00

Proposed Deductions:

Pending Balance 9/24/20 \$6,000.00

Note:

R= resolution

A= proposed budgetary amendment

2020 Subcontingency Report

4986- Sheriff

Beginning Balance 1/1/20 \$ 32,962.00

Subtotal Subcontingency \$ 32,962.00

Deductions:

Res46 Sheriff Deputy - Upgrade to Sergeant (17,962.00)

Total (17,962.00)
\$ 15,000.00

Proposed Deductions:

Pending Balance 9/24/20 0.00
\$15,000.00

Note:

R= resolution

A= proposed budgetary amendment

KEY

LICENSE PLATE READERS 15,000.00
UPGRADE - SHERIFF DEPUTY 17,962.00
TOTAL SUBCONTINGENCY 32,962.00

2020 Subcontingency Report

4988-Vehicle Lease

Beginning Balance 1/1/20 \$ 25,000.00

Subtotal Subcontingency \$ 25,000.00

Deductions:

Res125 Budget adjustment due to economic effects of COVID-19 Pandemic (25,000.00)

Total (25,000.00)
\$ -

Proposed Deductions:

Pending Balance 9/24/20 \$0.00

Note:

R= resolution

A= proposed budgetary amendment

WILLIAM J. CARLIN, Jr. CPA, CPFO
Commissioner Of Finance



cc All
Pers } FYI #5a
Audit

ANITA Z. GILBERT
Chief Deputy Commissioner Of Finance

SHEILA M. BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
DATE: September 9, 2020
FROM: William J. Carlin, Jr., Commissioner of Finance *WJC*
SUBJECT: **Overtime/Temporary Help Recap for Audit and Administrative Committee Meeting**

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2020 SEP -9 PM 1:25

Please include the attached report in the Audit and Administrative Committee and the Personnel Committee Agendas for its next meeting.

Enclosure

Overtime Temporary - RECAP - 2020

As of Date: September 9, 2020

Org Description	Org	Object	Project	Acct. Description	2019 Actual	2020 Original Budget	2020 Revised Budget	2020 Actual	2020 Distributed Budget	2020 Available	2020 Percent
Emergency Services - Dispatch	13398900	51093		OVERTIME	112,698.71	120,000.00	120,000.00	93,921.96	80,000.00	26,078.04	78.27%
Emergency Services - Dispatch	13398900	51094		TEMPORARY	16,070.10	20,000.00	20,000.00	30,262.33	13,333.33	(10,262.33)	151.31%
Health - Administration	10401000	51094		TEMPORARY	48,918.26	24,249.00	20,585.00	14,516.98	13,723.33	6,068.02	70.52%
Health - Early Intervention	10405900	51093		OVERTIME	4,221.75	9,000.00	6,000.00	4,564.90	4,000.00	1,435.10	76.08%
Health - Early Intervention	10405900	51094		TEMPORARY	4,280.38	14,296.00	18,296.00	17,607.33	12,197.33	688.67	96.24%
Health - Environmental Health	12401000	51094		TEMPORARY	19,468.23	23,049.00	23,049.00	19,412.73	15,366.00	3,636.27	84.22%
Health - PH Emergency Preparedness	26401001	51093	10066	OVERTIME	(13.68)	0.00	119,505.00	115,482.00	79,670.00	4,023.00	96.63%
Health - PH Emergency Preparedness	26401001	51094	10066	TEMPORARY	2,200.00	2,500.00	8,082.10	7,991.99	5,388.07	90.11	98.89%
Highway - Roads & Bridges	10511000	51094		TEMPORARY	7,882.50	15,000.00	15,000.00	10,726.75	10,000.00	4,273.25	71.51%
Highway - Roads & Bridges	10511000	51093		OVERTIME	63,940.92	50,000.00	50,000.00	62,111.72	33,333.33	(12,111.72)	124.22%
Sheriff - ERT Callouts	17311000	51093	10102	OVERTIME	74,508.37	55,000.00	55,000.00	43,146.23	36,666.67	11,853.77	78.45%
Sheriff - Marine Patrol	17003000	51093		OVERTIME	68,569.29	65,000.00	65,000.00	55,903.93	43,333.33	9,096.07	86.01%
Transportation - PART	95630000	51094		TEMPORARY	31,725.00	32,760.00	32,760.00	23,850.00	21,840.00	8,910.00	72.80%

*New Departments in Bold.



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WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 20A051
Date: September 18, 2020

2020 SEP 18 AM 10:50
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Highways & Facilities, the following budgetary transfer is required.

General Fund:

Increase estimated appropriations:

10149000 51000 (10116)	Personnel Services	Receptionist	1,372
10149000 51000 (10125)	Personnel Services	Accountant	2,737
10149000 51000 (10126)	Personnel Services	Associate Account Clerk	2,551
10149000 51000 (10127)	Personnel Services	Project Manager	17,634
10511100 51000 (10123)	Personnel Services	Master Mechanic II	1,217
10511100 51000 (10124)	Personnel Services	Maintenance Plumber II	924
10711000 51000 (10113)	Personnel Services	Farm Assistant	2,999
10149000 58002	FICA		1,859
10511100 58002	FICA		164
10711000 58002	FICA		229
10990100 59055	Transfer to Road Machinery Fund		1,343
			<u>33,029</u>

Decrease Estimated Appropriations:

10199000 54982	Subcontingency - Salaries	<u>20,824</u>
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Increase estimated revenues:

10131000 428551	Transfer From County Road Fund	<u>12,205</u>
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County Road Fund

Increase estimated appropriations:

10511000 51000 (10148)	Personnel Services	LeadLED	1,819
10511000 51000 (10149)	Personnel Services	Tree MED	587
10511000 58002	FICA		482
02990100 59030	Transfer to General Fund		<u>12,205</u>
			<u>15,093</u>

Decrease estimated appropriations:

10511000 51000 (10135)	Personnel Services	RMED II	13,745
10511000 58002	FICA		<u>1,348</u>
			15,093

Road Machinery Fund

Increase estimated appropriations:

10513000 51000 (10113)	Personnel Services	Chief Mechanic II	1,248
10513000 58002	FICA		<u>95</u>
			<u>1,343</u>

Increase estimated revenues:

10513000 428601	Transfer from General Fund		<u>1,343</u>
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Fiscal Impact - 2020 - \$ 0

Fiscal Impact - 2021 - \$ 0

This Resolution is required to provide for the funding for the Highway & Facilities Dept. reorganization as discussed at the September 23, 2020 personnel committee meeting.

Please forward to the appropriate committee.

Approved:

MaryEllen Odell
County Executive



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WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance
Re: Budgetary Amendment - 20A052
Date: September 14, 2020

WJC

2020 SEP 14 AM 11:50
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Finance, the following budgetary amendment is required.

Increase estimated appropriations:

10905000 58050 Unemployment Insurance 170,000

Increase estimated revenues:

10905000 440890 Federal Aid - CARES act - Unemp Ins 96,000

Decrease estimated appropriations:

10199000 54980 Contingency 74,000

Fiscal Impact - 2020 - \$ 74,000
Fiscal Impact - 2021 - \$ 0

This Resolution is required to fund estimated unemployment costs thru December 31. These costs, as indicated in the attached NYS Department of Labor Notice, are 50% reimbursable through the CARES Act from 3/13/20 - 12/31/20.

Please forward to the appropriate committee.

Approved:

MaryEllen Odell
County Executive

20A052

WE ARE YOUR DOL



Andrew M. Cuomo, Governor
Roberta L. Reardon, Commissioner

Notice to Reimbursable Employers

As we navigate these unprecedented times, we are committed to providing the most up-to-date information to New York state's employment community to support the challenges we now face and will overcome.

The new CARES Act helps New York's reimbursable employers and their workers.

Here are the facts:

- Workers who are eligible for benefits will get an extra **\$600 per week** through July 31 with no additional cost to you.
- For all unemployment benefits paid from March 13, 2020 through December 31, 2020, the federal government will pay **50% of your cost**.

Also, through December 31, 2020, the federal government will pay **100% of the costs** for benefits paid to qualified, full-time employees under a **Shared Work** plan. Shared Work is a program which gives reimbursing and contributory employers an alternative to laying off their workforce. Employees can receive partial Unemployment Insurance benefits while working reduced hours. For information about the Shared Work Program or to apply, visit our website at <https://labor.ny.gov/ui/employerinfo/shared-work-program.shtm>.

As this law is new, we will share with you further details on how or when the reimbursements will be applied as soon as the federal government communicates the details to us. Please continue to check our website www.labor.ny.gov in the coming weeks for more details.

***Please Note:** Due to the delay in receiving the enclosed billing notice, we have extended the payment due date to May 31st.



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WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 20A053
Date: September 15, 2020

2020 SEP 15 PM 4:16
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Planning & Development, the following budgetary amendment is required.

Increase Estimated Appropriations:

55197000 53000 50245	Peekskill Hollow Rd - PIN 8757.48	80,000
55197000 53000 50241	Sodom Rd Bridge - PIN 8756.04	100,000
55997000 53000 51622	Fair Street - PIN 8756.09	410,000
		<u>590,000</u>

Increase Estimated Revenues:

05000 45710L 50245	Serial Bond Proceeds - 2021	80,000
05000 45710L 50241	Serial Bond Proceeds - 2021	100,000
05000 45710L 51622	Serial Bond Proceeds - 2021	410,000
		<u>590,000</u>

Fiscal Impact - 2020 - \$ 0
Fiscal Impact - 2021 - Undetermined Debt Service

This Resolution is required to adjust the capital budget accounts to most recent estimates as per the attached memorandum.

Please forward to the appropriate committee.

Approved : : _____
MaryEllen Odell, County Executive

20A053

Fred Pena
Commissioner



John Tully
Deputy Commissioner

DEPARTMENT OF
HIGHWAYS & FACILITIES
842 Fair Street
Carmel, New York 10512
Phone: 845-878-6331 Fax: 845-808-1908

MEMORANDUM

TO: William Carlin, Commissioner of Finance

FROM: Fred Pena, Commissioner *FR*
AMH

DATE: September 14, 2020

RE: Funding Requests for Various Federal Aid Projects

These three projects all, in years past, exceeded the 10-year limit established from project authorization to complete design. As such, Federal funding for design was de-obligated. In order to keep these projects active, the County committed to the FHWA and the NYSDOT to fund the design costs. The FHWA will provide matched funds for the remaining phases: Right-of-Way Incidentals, Right-of-Way Acquisition and Construction.

In order to complete design, the following additional funds are requested:

PIN 8757.48 – Peekskill Hollow Road

This project is pending a supplemental agreement for \$80,000 to complete design. This \$80,000 is attributed to the following additional tasks for this project:

- Design revisions that consisted of road realignment, closed and open drainage modifications and individual meetings with property owners in order to reduce the amount of private property acquisitions for the project. These efforts reduced the number of condemnation proceedings that would have been required;
- NEPA re-evaluation required as per the NYSDOT and FHWA, inclusive of full EAF for SEQR;
- At the behest of the NYSDOT, a review of all standard sheets for project applicability and conversion to US Customary units newer than May 2017 into Metric units. This effort involved 49 standard sheets. In addition, 37 Special Specifications had to be written because of the required conversion to Metric units. Finally, the NYSDOT Standard Specifications Section 100 had to be reviewed and converted from US Customary units to Metric units;
- Revision of project estimate and contract documents to reflect multiple Alternate Bid scenarios due to construction funding concerns;

Fred Pena
Commissioner



John Tully
Deputy Commissioner

PIN 8756.04 – Sodom Road Bridge

This project is pending a supplemental for \$100,000 to complete design. This \$100,000 is attributed to the following additional tasks for this project:

- Updates to the Section 106 Memorandum of Agreement with SHPO for the historic site adjacent to the project;
- Additional time and design effort for comments received by the NYCDEP;
- Additional time and effort to obtain a Land Use Permit from the NYCDEP in lieu of an easement – a requirement of the NYSDOT;
- Additional time and effort to coordinate with NYSEG in regard to the Natural Gas line relocation;
- Additional time and effort to address comments received from the NYSDOT on the Design Report (two submissions, 25 comments);

PIN 8756.09 – Fair Street Reconstruction

This project is pending a supplemental for \$410,000 to complete design. This \$410,000 is attributed to the following additional tasks for this project:

- Design complete re-alignment of Fair Street between Route 52 and Waring Drive in order to minimize property impacts to owners through this corridor, while maintaining safety standards and aesthetics, to the greatest extent possible;
- NEPA re-evaluation required as per the NYSDOT and FHWA, inclusive of full EAF for SEQR;
- Additional environmental documentation due to State environmental updates (revised TEM);
- US Post Office coordination, impact, design and analysis;
- Carmel High School coordination, impact, design and analysis;
- Exploration of undergrounding of utilities;

We are respectfully requesting this additional funding to enable these three Federally-funded projects to continue forward with design and to progress to construction.

cc: MaryEllen Odell, County Executive
John Tully, Deputy Commissioner
Zen Wojcik, Federally Funded Program Manager
Alexis Hawley, Assistant Supervisor of Planning & Design



cc:all
Phys
ATA

#5e Reso

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Amendment - 20A054
Date: September 16, 2020

At the request of the Commissioner of Planning & Development, the following budgetary amendment is required.

CAPITAL FUND:

Increase Estimated Appropriations:

55197000 53000 50245 Peekskill Hollow Rd - PIN 8757.48 5,000,000

Increase Estimated Revenues:

55197000 445971 50245 Fed Aid - Peek Hollow Rd - PIN 8757.48 4,000,000
05000 45710L 50245 Serial Bond Proceeds 2021 1,000,000
5,000,000

Fiscal Impact - 2020 - \$ 0
Fiscal Impact - 2021 - Undetermined Debt Service

This Resolution is required to adjust the capital budget to include funding for the Peekskill Hollow Road Construction project PIN 8757.48 as per the attached memorandum. Please forward to the appropriate committee.

Approved : _____
MaryEllen Odell, County Executive

2020 SEP 17 AM 9:28
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

20A054



WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

DEPARTMENT OF FINANCE

ANITA Z. GILBERT
Chief Deputy Commissioner Of
Finance

SHEILA BARRETT
Deputy Commissioner Of Finance

cc: all
Phys - FYI
A+A - sign

#5F

sign

September 17, 2020

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

2020 SEP 17 AM 11:01
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the 2020 Putnam County Planning Department Soil and Water budget.

Increase Appropriations:

10874500 54682 Soil & Water – Special Services \$ 13,000.00

Increase Revenues:

10874500 439105 Soil & Water – Performance Measure \$ 13,000.00

2020 Fiscal Impact -0-
2021 Fiscal Impact -0-

Lauri Taylor, PC Soil and Water District Manager, respectfully requests the use of the Soil and Water Conservation District Trust funds to contract with Insite Engineering for engineering and design services of GI Infrastructure practices in front of Tilly Foster Farm Creamery. The NYS Soil and Water Conservation Committee has approved the use of these funds for the proposed purpose.

AUTHORIZATION:

Date Department of Finance – between \$0 - \$5,000.00

Date County Executive - between \$5,000.01 - \$10,000.00

Date Chairperson – Audit between \$0 - \$10,000.00

20A055

Date Audit & Administration - between \$10,000.01 - \$25,000.00





**Putnam County
Soil and Water Conservation District**

842 Fair Street, Carmel, NY 10512

Phone: (845) 878-7918 Fax: (845) 878-6721

E-mail: lauri.taylor@putnamcountyny.gov Website: www.putnamcountyny.com

MEMORANDUM

TO: William J. Carlin, Jr.
Commissioner of Finance

FROM: Lauri Taylor
District Manager

DATE: July 28, 2020

RE: Soil and Water Conservation District Trust

At the July 28, 2020 board meeting the board voted to contract with Insite Engineering for engineering and design services of GI Infrastructure practices in front of Tilly Foster Farm Creamery for a total of \$13,000.00 using 2020 Performance Measure funds in the Soil and Water Conservation District Trust. The New York State Soil and Water Conservation Committee has approved the use of these funds for these purchases. The funds should be transferred to Line #10874500 439105 Expenditures line. Please let me know if you have any questions or need additional information.



ce:all
Phys.
A+A

#59 Reso

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

ANITA Z. GILBERT
Chief Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

SHEILA BARRETT
Deputy Commissioner Of Finance

2020 SEP 17 PM 2:15
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

September 17, 2020

Ms. Diane Schonfeld, Clerk
Putnam County Legislature
40 Gleneida Avenue
Carmel, NY 10512

Dear Ms. Schonfeld,

Pursuant to Code Section 5-1, B dated February 14, 2010, I am advising you of the following request to amend the 2020 Putnam County Planning Department Soil and Water budget.

Increase Appropriations:

10874500 52180	Soil & Water – Other Equipment	\$ 2,300.00
10874500 52650	Soil & Water - Motor Vehicles	22,000.00
10874500 52680	Soil & Water – Other Equipment	55,700.00
		<u>\$ 80,000.00</u>

Increase Revenues:

10874500 439105	Soil & Water – Performance Measure	\$ 80,000.00
-----------------	------------------------------------	--------------

2020 Fiscal Impact -0-

2021 Fiscal Impact -0-

Lauri Taylor, PC Soil and Water District Manager, respectfully requests the use of the Soil and Water Conservation District Trust funds to purchase several pieces of equipment (see attached). The NYS Soil and Water Conservation Committee has approved the use of the funds for these purchases.

AUTHORIZATION:

Date _____ Commissioner of Finance/Designee: Initiation by \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration \$5,000.01 - \$10,000.00

Date _____ Chairperson Audit/Designee: \$0 - \$10,000.00

Date _____ Audit & Administration Committee: \$10,000.01 - \$25,000.00

20A056



**Putnam County
Soil and Water Conservation District**

842 Fair Street, Carmel, NY 10512

Phone: (845) 878-7918 Fax: (845) 878-6721

E-mail: lauri.taylor@putnamcountyny.gov Website: www.putnamcountyny.com

MEMORANDUM

TO: William J. Carlin, Jr.
Commissioner of Finance

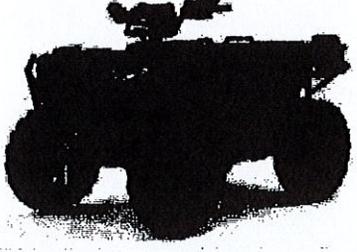
FROM: Lauri Taylor
District Manager

DATE: July 28, 2020

RE: Soil and Water Conservation District Trust

At the June 23, 2020 board meeting the board voted to purchase a slope mower, hauling trailer and two trail quads for a total of \$80,000.00 using 2019 Performance Measure funds in the Soil and Water Conservation District Trust. The New York State Soil and Water Conservation Committee has approved the use of these funds for these purchases. The funds should be transferred to Line #10874500 439105 Expenditures line. Please let me know if you have any questions or need additional information.

2020 Polaris Sportsman 850 Premium LE

	Herman's Performance 2249 Route 22 Brewster, New York 10509 (866) 984-6368 hermansperformance.com	CUSTOMER <hr/> DATE 06/18/2020 <hr/> PRICE \$10,999.00 <i>Each</i> <hr/> SALESPERSON <hr/> SIGNATURE <hr/>														
	Comments <hr/> TAKE YOUR JOURNEY TO THE TOP Sportsman 850 performance with LE package accessories, including front/rear bumpers, a 3,500 lb. HD winch with synthetic rope, hand guards, and painted fenders.															
	GENERAL INFORMATION <hr/> <table border="0"> <tr> <td>Manufacturer</td> <td>Polaris</td> </tr> <tr> <td>Model Year</td> <td>2020</td> </tr> <tr> <td>Model Name</td> <td>Sportsman 850 Premium LE</td> </tr> <tr> <td>Model Code</td> <td>A20SXV85BP</td> </tr> <tr> <td>Color</td> <td>Matte Navy Blue</td> </tr> <tr> <td>Engine Size</td> <td>850 cc</td> </tr> <tr> <td>MSRP</td> <td>\$10,999.00</td> </tr> </table>		Manufacturer	Polaris	Model Year	2020	Model Name	Sportsman 850 Premium LE	Model Code	A20SXV85BP	Color	Matte Navy Blue	Engine Size	850 cc	MSRP	\$10,999.00
	Manufacturer	Polaris														
	Model Year	2020														
Model Name	Sportsman 850 Premium LE															
Model Code	A20SXV85BP															
Color	Matte Navy Blue															
Engine Size	850 cc															
MSRP	\$10,999.00															
FEATURES <hr/> Features																
<p>POWER THROUGH THE ELEMENTS: Powerful 78 HP ProStar engine and a rider-active design give you superior sightlines and a comfortable thrill ride no matter the terrain. Plus, you'll get True On-Demand All-Wheel Drive to give you ultimate traction, right when you need it.</p> <p>START YOUR DAY WITH CONFIDENCE: Start your days early and have confidence in your ride with the industry's largest 30ah battery. Get more done quickly so you can hit the trails sooner with 1,500 lb. of towing capacity.</p> <p>THRILL RIDES HAVE NO CURFEWS: Go further with clear visibility provided by the 3rd handlebar-mounted pod light and LED Lower lights on the Trail Package. Stay informed on your vehicles performance with an easy to read LED digital display system.</p> <p>FORGE TRAILS: The Sportsman® 850 line up brings you the premium features you want and allows you to ride harder than ever before.</p> <p>TRAIL DOMINATING GROUND CLEARANCE: Conquer the trail with ease when you have 11.5 in. of obstacle-dominating ground clearance.</p> <p>YOUR SMOOTHEST ATV RIDE YET: Take in the scenery with the Industry's only Rolled Independent Rear Suspension that keeps the machines' vibrations away from the driver so you can enjoy the ride more than ever before.</p> <p>GO FURTHER ON 48 IN. WIDE ATV: Take your ride further on state regulated trails and be able to easily maneuver around obstacles with the nimble, comfortable, 48 in. wide ATV.</p> <p>TACKLE ANY TASK OR ANY TRAIL: The Sportsman® 850 helps you get the job done by towing more and lasting longer - this machine works harder so you don't have to.</p> <p>MASSIVE TOWING CAPACITY: Take fewer trips and tackle the biggest jobs with massive 1,500 lb. of towing capacity.</p>																

TRAIL UPGRADE: Your passion for trail riding shouldn't be limited and neither should your ATV. This NEW package pulls in the top performance features like sealed bushings, arched A-Arms, 27 in. ground dominating tires and NEW-to-Sportsman LED headlights.

LED HEADLIGHTS: Get better visibility than ever before with the new factory-installed LED headlights.

PREMIUM ARCHED A-ARM: Take command of your outdoors with premium arched A-Arms to go over more with ease.

SPECIFICATIONS	
BRAKES/WHEELS/TIRES	
Brakes	Front / Rear - Single Lever 4-Wheel Hydraulic Disc with Hydraulic Rear Foot Brake Parking - Park In-Transmission / Lockable Hand Lever Active Descent Control
Wheels	Aluminum - 14 in.
Tires	Front - 26 x 8-14; CST Rear - 26 x 10-14; CST
DIMENSIONS	
Length	Overall - 83.25 in. (211.4 cm)
Height	Overall - 50.75 in. (128.9 cm)
Width	Overall - 47.6 in. (120.9 cm)
Weight	Estimated Dry - 801 lb. (363 kg)
Ground Clearance	12 in. (30.5 cm)
Wheelbase	53 in. (134.6 cm)
Seat Height	37 in. (94 cm)
DRIVETRAIN	
Transmission	Automatic PVT P/R/N/L/H
Drive System	4x4
Drive	True On-Demand AWD / 2WD Final - Shaft
ELECTRICAL	
Instrumentation	All Digital Gauge, Speedometer, Odometer, Tachometer, Two Tripmeters, Hour Meter, Gear Indicator, Fuel Gauge, AWD Indicator, Volt Meter, Coolant Temperature, Hi-Temp Light, Clock, DC Outlet
Lighting	LED Headlight / brake light
ENGINE	
Engine	ProStar SOHC 4-Stroke
Cooling	Liquid
Cylinders	2
Horsepower	90 hp
Displacement	952 cc
Fuel System	Electronic Fuel Injection (EFI)
Emissions	California Red Sticker
Fuel Capacity	5.25 gal. (19.9 l)
OPERATIONAL	
Suspension	Front - Straight Dual A-Arm; 9 in. (22.9 cm) Travel Rear - Straight Dual A-Arm, Rolled IRS; 10.25 in. (26 cm) Travel

GET THE JOB DONE RIGHT: Take on more with the steel reinforced utility rack system with industry-leading 360 lb. capacity and 575 lb. in payload capacity.

SPECIFICATIONS	
BRAKES/WHEELS/TIRES	
Brakes	Front / Rear - Single Lever 3-Wheel Hydraulic Disc with Hydraulic Rear Foot Brake Parking - Park in Transmission / Lockable Hand Lever
Wheels	14 in. Aluminum
Tires	Front - 26 x 8 CST Rear - 26 x 10 CST
DIMENSIONS	
Length	Overall - 83.25 in. (211.4 cm)
Height	Overall - 50.75 in. (128.9 cm)
Width	Overall - 48 in. (121.9 cm)
Weight	Dry - 839 lb. (381 kg)
Ground Clearance	11.5 in. (29 cm)
Wheelbase	53 in. (134.6 cm)
Seat Height	37 in. (94 cm)
DRIVETRAIN	
Transmission	Automatic PVT P/R/N/L/H
Drive System	4x4
Drive	On-Demand True AWD/2WD
ELECTRICAL	
Instrumentation	All Digital Gauge, Speedometer, Odometer, Tachometer, Two Tripmeters, Hour Meter, Gear Indicator, Fuel Gauge, AWD Indicator, Volt Meter, Coolant Temperature, Hi-Temp Light, Clock, DC Outlet
Lighting	Halogen Triple 50W High Beams Dual 50W Low Beam Headlight Dual Brakelights / Taillights
ENGINE	
Engine	4-Stroke SOHC
Cooling	Liquid
Cylinders	2
Horsepower	78 hp
Displacement	850 cc
Fuel System	Electronic Fuel Injection (EFI)
Fuel Capacity	5.25 gal. (19.9 l)
OPERATIONAL	
Suspension	Front - Straight Dual A-Arm; 9 in. (22.9 cm) Travel Rear - Straight Dual A-Arm, Rolled IRS; 10.25 in. (26 cm) Travel
Steering	Electronic Power - Standard
Seating	1 Person Capacity
Hitch	Standard 1.25 in. (3.2 cm) Receiver

Load Capacity	Payload - 575 lb. (261 kg) Front Rack - 120 lb. (55 kg) Rear Rack - 240 lb. (110 kg) Cargo System - Lock & Ride, 6 gal. (15 l) Front Dry Storage, 2 gal. (8 l) Rear Dry Storage
OTHER	
Includes	Engine Braking System (EBS) - Standard Front Bumper, Rear Bumper, 3,500 lb. HD Winch with Synthetic Rope, Black Handguards & Mounts. Painted Springs

Legal Notice: Manufacturer Name, Logo and Model Information are Registered Trademarks of the Manufacturer. Specifications and other information are subject to change without notice. No representation of accuracy is made. Image is believed to be in the public domain or used with permission.

*Price, if shown, is Manufacturer's Suggested Retail Price (MSRP) and does not include government fees, taxes, dealer vehicle freight/preparation, dealer document preparation charges or any finance charges (if applicable). MSRP and/or

Long Island Sanitation Equipment Co.

1670 New Highway, Farmingdale, NY 11735 • Tel.: 631-531-9292 • Fax: 631-531-9333



May 5, 2020

Quote# 050520RCM

Putnam County Department of Highways & Facilities
842 Fair Street
Carmel, NY 10512

RE: RC Mowers Remote Controlled Robotic Slope Mowers
HGAC Buy Cooperative Governmental Purchasing
Contract Category - Grounds Facilities & Parks Equipment
Contract # GR01-20:Grounds & Turf Equipment/Product Code GR20AAF1

TK-52XP Tracked 52" Rotary Mower:

50 Degrees Max Slope, remote-controlled commercial grade mowers to safely manage difficult terrain. Low center of gravity and wide base allow for safely mowing slopes of up to 50 degrees. Extremely low ground pressure is ideal for soft, wet, steep applications. Three blade configurations and two types of treads, provide the versatility for rough and finished mowing with same machine.

Enhanced safety through remote-control meeting or exceeding all OSHA, ANSI, NPS, and other safety regulation authorities. RC Mowers Safety is priority focus and hallmark of the company with integrated and proprietary safety features work to protect operators, equipment, and the environment.

Tested and Proven on:

- Steep Slopes
- Thick Brush
- Up to 1" sapplings
- University and Corporate Campuses
- Golf Courses
- Highway and Railroad Embankments
- Railroad Converted Hiking/Jogging/Walking Trails
- Municipal Treatment Facilities
- Landfills
- Water Treatment Plants

RC Mowers - Putnam County / HGAC 2020 Price

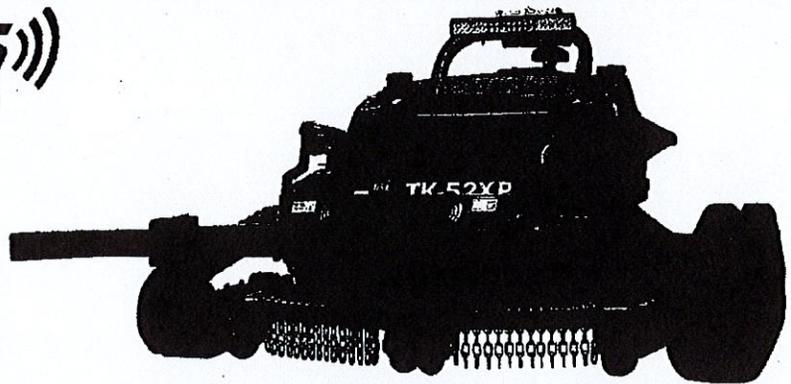
	<u>List Price</u>	<u>HGAC Discount</u>
TK-52XP	\$67,438.00	\$53,950.00
Light Kit XP	\$460.00	\$368.00
Light Kit Installation	\$344.00	\$275.00
Swinging Break Away Brush Blades	\$343.00	\$274.00
200 Hour Parts Kit	\$368.00	\$294.00
Front Jack (change blades)	\$100.00	\$80.00
Fire Extinguisher	<u>\$159.00</u>	<u>\$127.00</u>
	\$69,212.00	\$55,368.00
*Optional 3500 LB. Winch	\$1,914.00	\$1,531.00

Total HGAC Pricing: \$57,988.00 **F.O.B. Putnam County, NY**

Please include the HGAC Contract Award # as well as your Member ID # on Purchase Order.

Respectfully,

David Cope
Long Island Sanitation Equipment Company



TK-52XP

ENGINE

ENGINE	ENGINE	Kawasaki FX850V air-cooled, heavy-duty air cleaner
	HP	27
	DISPLACEMENT	852 cc
	DRIVE SYSTEM	Hydro-Gear® ZT-5400 transaxles
	FUEL CAPACITY	13.4 gallons
	GROUND SPEED	5.3 mph
	ACRES PER HOUR	2.2
	SLOPE CLIMB ABILITY	50 degrees

DECK

DECK	DECK CONSTRUCTION	Fabricated 7 ga. steel with 1/4" spindle reinforcement
	NUMBER OF SPINDLES	3
	DECK ENGAGEMENT	Ogura® electric clutch
	CUTTING WIDTH	52 inches
	CUTTING HEIGHTS	2.5 inches - 6.5 inches

TRACKS

TRACKS	TRACK CONSTRUCTION	Rubber molded over steel links with steel cords
	TRACK SIZE	9 inches wide 230mm x 72mm x 44mm
	TREAD STYLE	J

DIMENSIONS

DIMENSIONS	WEIGHT	1,790 lbs
	LENGTH	93 inches
	TOTAL WIDTH	78 in
	HEIGHT	49.5 inches

WARRANTY 2 year / 400 hrs





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Carry-On Trailer 6 ft. x 14 ft. Landscape Utility Trailer, 5,500 lb. Capacity, 6X14GW2BRK

SKU: 123729198



\$2299.99

4.3 (278)

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Quantity

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Ipswich, MA 01938

(978) 358-4396

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[Change Delivery Location](#)

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Important:

- Additional paperwork may be required at the time of pickup.
- Sunday pickup may be prohibited by local or state laws.
- Please check your local and state code regulations for specific details.

Items You May Like



Tractor Supply 5.5 ft. x 10 ft. Square Carry-On Trailer, MFG. Part Number: 5.5X10GWHDP (539)

\$1499.99

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[Compare](#)

[Compare](#)



Carry-On Trailer 6 ft. x 8 ft. Open Wood-Floor Utility Trailer (859)

\$899.99

[Choose Options](#)

[Compare](#)

55 + 368 + 00 +
21 + 998 + 00 +
2 + 299 + 00 +

003

79 + 665 + 00 *

Item Information

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cc: all Health A&A 7 Sep
Reso #6

COUNTY OF PUTNAM

FUND TRANSFER REQUEST # 214

TO: Commissioner of Finance
FROM: William A. Orr, Jr., Fiscal Manager
DEPT: Health
DATE: August 17th, 2020

I hereby request approval for the following transfer of funds:

FROM ACCOUNT # / NAME	TO ACCOUNT # / NAME	AMOUNT	PURPOSE
10296000-54678 Preschool Leased Trans.	10296000-54678-10158 Preschool Leased Trans-COVID	\$20,713	Cover COVID related expenses for cleaning and Preparing buses. On going Preparation for service start up.

2020 AUG 18 PM 2:28
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2020 Fiscal Impact \$ ____-0-____

2021 Fiscal Impact \$ ____-0-____

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

Date Commissioner of Finance / Designee: Initiated by: \$0 - \$5,000.00

Date County Executive / Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date Chairperson Audit / Designee: \$0 - \$10,000.00

Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

20T/53



Proposal

06/26/20 13:23:42 Page - 1
 Quote Date: 06/25/20 Branch 20200
 Quote Number: 428544

Customer/Prospect Number 5484465
 PUTNAM COUNTY SHERIFF
 3 COUNTY CENTER
 CARMEL NY 10512

Customer Contact: JAMES BABCOCK JR Email: James.Babcock@putnamcountyny.gov
 Phone Number: 845 225-4300 X42235 Delivery Instr:

Quantity	Part Number	Unit Price	Extended Price
1	ROIP/LTENAV/RPE/4 VOCALITY ROIP L TENAV VERIZON 4 PORT ACTIVATION	9,120.00	9,120.00
4	68238-A-4566 KENWOOD TK-7180 DONOR CABLES		0.00

Quote valid until	06/31/20	Confidential and Proprietary	Sub Total	9,120.00	
			Shipping and Handling	56.00	Estimate
X	Customer Signature		Tax	TBD	
			Total	9,176.00	

Check with your Bearcom executive for current financing promotions through LCA

<u>12 Months</u>	828.06	<u>24 Months</u>	448.59	<u>36 Months</u>	314.31	<u>48 Months</u>	252.30	<u>60 Months</u>	216.28
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Click on the Link to APPLY NOW: <http://mylease.leasecorp.com/bearcom>

Patrick Brady
 Senior Certified Solutions Consultant
 Patrick.Brady@BearCom.com

DALLAS Office : 972-880-0007
 FAX: 214-355-4961

PUTNAM COUNTY SHERIFF
 THIS IS FOR A 4-PORT CONFIGURATION
 QUOTED AS A BUNDLE PACK - WHICH INCLUDES ALL YOU NEED. POWER BRICK,
 4 ACTIVATION KBYS - MULTIBARER FAILOVER ACTIVATION KEY FOR SIM
 TLS SECURED TUNNEL ENCRYPTED CONNECTION , 4 DONOR CABLES
 LIFETIME WARRANTY ON SOFTWARE UPDATES(YEARLY)
 - UPDATES TO ROIP FUNCTIONALITY & ROIP MANAGEMENT LICENSING
 - INCLUDES EXPERT INTTEGRATION FROM CUBIC.
 PATRICK BRADY MOBILE 972.880.0007

Visit our Web site at: www.BearCom.com



207164

Kristin VanTassel

From: James Babcock
Sent: Wednesday, August 26, 2020 1:51 PM
To: Robert Langley; Kristin VanTassel
Subject: Budget Transfer
Attachments: budgettransfer.pdf

201164

Sheriff,

I'm requesting the following budget transfers within the Communications and Patrol division. As we have discussed the budget line 17311000-54560 in the Patrol division for "equipment rental lease" will have a surplus of \$50,678. This surplus is largely due to the way in which the lease agreement for the new patrol laptops were procured by County. Due to Commissioner Carlin and Director Mazzotta diligence they are credited with negotiating a better lease agreement for the County to include a lower interest rate, and a first payment not until 2021. In addition we choose not to purchase the extended warranty (year 4-5) for the laptops, they come with a 3 year warranty and based upon the reliability of the current H/P laptops we feel confident we would have limited exposure to the cost of repairs should we need any in years 4 and 5. Also we could budget for any repairs or replacement in the year 2024 or 2025. We have also reviewed our cradle point licenses with our provider, and will continue the licenses though November 2021 then re-negotiate for budget year 2022.

As indicated in the attached email we discussed funding the integration of our LMR system to the cellular PTT app. This application will provide an additional means of communications to Deputies. We understand cellular coverage and RF coverage work on two different antenna systems though out the county, and 100% coverage cannot be guaranteed. Although with the integration of the two systems we should see an increase in coverage, which helps in mitigating some of the risk associated with the PESH violation.

Thanks,
Jim

FROM ACCOUNT:	TO ACCOUNT:	AMOUNT:	PURPOSE:
17311000-54560 Equip Rental Lease	13311000-54635 Cell Phone	\$13,500.00	Cover increase in cell phone subscribers / PESH / Fee for LMR Inte
17311000-54560 Equip Rental Lease	13311000-54540 Radio Comm	\$7,314.56	LMR Equipment for Cell Phone Integration
17311000-54560 Equip Rental Lease	13311000-52680 Other Equipment	\$9,176.00	Radio Interface LMR and Cell Equipment
		Total	\$29,990.56



NEW YORK COMMUNICATIONS COMPANY, INC.

53 WEST CEDAR STREET * POUGHKEEPSIE, NY 12601
 (845) - 471-5520, FAX (845) - 471-5593
 WWW.NYCOMCO.COM

PAGE 1
QUOTATION - SALES ORDER
 QUOTE NO. 280639 -00
 DATE: 6/28/20
 Prices firm for 60 days.

Bill To:
 16940
 CAPTAIN BARCOCK
 PC SHERIFF
 3 COUNTY CENTER
 CARMEL, NY 10512

Ship To:
 16940
 PC SHERIFF
 3 COUNTY CENTER
 CARMEL, NY 10512

WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTE FOR YOUR CONSIDERATION.

QTY	DESCRIPTION	UNIT PRICE	DISCOUNT	TOTAL
1	TWO WAY RADIO INTERFACE	\$4,013.60		\$4,013.60
2	UTILITY RACKSHELF, 2 RU 14.75"D	\$76.00		\$152.00
4	ICT - 120V/15A Power Supply with Kenwood Cover	\$216.99		\$867.96
2	NYCOMCO CUSTOM VHF ANTENNA PAC KAGE W/ANT,CABLE,CONN	\$89.00		\$178.00
6	ON SITE SERVICE	\$120.00		\$720.00
2	138-174MHZ DIPOLE ANTENNA SINGLE HALF WAVE - UNITY	\$403.70		\$807.40
80	3/8" COAXIAL CABLE	\$1.35		\$108.00
4	NF No-Trim-Braid Straight erinaip, LMR-400	\$12.87		\$51.48
4	N MALE HEX/KNURL COMBO NO BRAD LMR400	\$15.20		\$60.80
4	BULKHEAD ARRESTOR, N/F-N/M SIDE 20 TO 1000MHZ	\$67.50		\$270.32
1	INSTALL HARDWARE PACKAGE MISC LINES, CONNECTORS, WRAPS	\$85.00		\$85.00

Continued on following page

20T164

QUOTE NO. 280639 -00
CAPTAIN BABCOCK

PAGE 2
DATE: 6/28/20

QTY	DESCRIPTION	UNIT PRICE	DISCOUNT	TOTAL
		Grand Total		\$7,314.56
<hr/>				
Signature/Delivery:			Date: _____	
<hr/>				
Please Print Name:				

20T164

**COUNTY OF PUTNAM
FUND TRANSFER REQUEST**

*cc: alex
Prot-FYI
A+A-sign
Sign
#8*

TO: Commissioner of Finance

FROM: Sheriff Robert Langley Jr.

DEPT: Sheriff's Dept.

DATE: August 27, 2020

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
17311000.51090 (Canine Stipend)	16311000.51090 (Canine Stipend)	\$3,000.27	to cover canine stipend for transfer of Sgt. Keith to YAB
17311000.58002 (Rd. Patrol: Social Security)	16311000.58002 (YAB: Social Security)	\$229.52	to cover FICA expense related to canine stipend
Total		\$3,229.79	

2020 AUG 31 PM 12:19
 LEGISLATURE
 PUTNAM COUNTY
 CARMEL, NY

2020 Fiscal Impact \$ 0
 2021 Fiscal Impact \$ 0

Department Head Signature/Designee _____ Date _____

AUTHORIZATION: (Electronic signatures)

Date _____ Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date _____ Chairperson Audit /Designee: \$0 - \$10,000.00

Date _____ Audit & Administration Committee: \$10,000.01 - \$25,000.00



20T/66

P-1

PUTNAM COUNTY SHERIFF'S DEPARTMENT
INTER-OFFICE MEMORANDUM

DATE: August 27, 2020

TO: Sheriff Robert L. Langley Jr.
Attn: Undersheriff Kevin Cheverko

FROM: Kristin Van Tassel

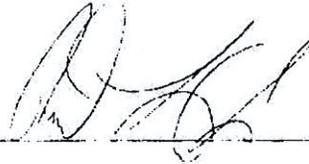
SUBJECT: BUDGET TRANSFER

I am requesting the following 2020 budget transfer due to Sgt. Keith moving from Road Patrol to Community and Youth, effective June 29, 2020. Additionally, as the Sgts. Position was a 'Reclass', Deputy Alfred Pizzuto moved from Community and Youth to Road Patrol, also effective June 29, 2020. There is no need to do a budget transfer of \$1000 Personnel Services line due to this Reclasse and the additionally funding of \$17,962 for the Sgt position.

\$3,000.27 FROM 17311000.51090 (Canine Stipend) (13 payrolls at \$230.79)
TO 16311000.51090 (Canine Stipend)

\$229.52 FROM 17311000.58002 (Rd. Patrol: Social Security)
TO 16311000.58002 (Comm.&Youth: Social Security)

APPROVED: _____



Sheriff Robert L. Langley Jr.

20T/66

cc:all
Phys-FYI
A+A - sign.

Sign
#9

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance
FROM: Jeanette Saccavino, Fiscal Manager
DEPT: Highway
DATE: September 3, 2020

2020 SEP 10 PM 2:50
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10514200 54410 Hwy Cnty Snow Sup & Mat	10514200 52680 Hwy Cnty Snow Other Equip	\$13,435.00	for purchase of office trailer for winter use

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2020 Fiscal Impact \$_0_
2021 Fiscal Impact \$_0_

Department Head Signature/Designee Date

AUTHORIZATION: : (Electronic signatures)

Date Commissioner of Finance/Designee: Initiation by \$0-\$5,000.00

Date County Executive/Designee: **Authorized for Legislative Consideration** \$5,000.01 - \$10,000.00

Date Chairperson Audit/Designee: \$0-\$10,000.00

→ _____
Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

202175

CASSONE LEASING

1900 LAKELAND AVE.
RONKONKOMA, NY 11779
(631) 585-7800 PHONE
(631) 585-7895 FAX

11700

Quotation

Quote Number 247030
Date of Quote: 8/4/2020

Quoted By Thomas Patriquin

For: Pete Pasquerello

Deliver To:

Putnam County Highway Department	
842 Fair Street	
Carmel	NY 10512
Phone (845) 878-6331	Ext. 111
Fax (845) 878-3260	

Project Name		
Street Address		
842 Fair Street		
City	State	Zip
Carmel Hamlet	NY	10512

Trailer Size	Trailer Type	Trailer Number	P.O. Number:
10 x 40	Office Trailer		

Sale Purchase Price
\$10,500.00

Additional Charges

	Amount	Period
DELIVERY	\$1,055.00	
BLOCK AND LEVEL	\$180.00	
STEPS - 2 sets needed 3x8 Metal OSHA	\$1,700.00	

Used CA1040 as per pictures
Unit # O1040-268

total \$13,435

Special Terms and Condition

The Buyer assumes full responsibility for all damages to Buyer's premises during delivery & pick-up of equipment and agrees to hold Cassone Trailer and Container Co. harmless from same.

C.O.D. upon delivery.—Dollyng, winching or translift placement and removal will be additional.

Electrical, water and sewer supply, and connections provided by others.

Ground is to be level at grade level. Site prepared for delivery or wasted trip charge will occur. Site must be clear and accessible.

WAITING TIME ON JOBSITE \$150.00 PER HOUR

ALL EQUIPMENT SOLD "AS IS" NO WRITTEN OR IMPLIED GUARANTEE

Contact Name	Pete Pasquerello pete.pasquerello@putnamcountyny.gov 914-588-5115/Dave Keith 845-484-6019
Cross Street	Cloverlake Stable Road
Notes	

Visit our Website at www.Cassone.com/

Pricing is Valid for 30 days and does not include applicable sales tax.

We Are A WBE Certified Organization

**PURCHASE REQUISITION FORM
COUNTY OF PUTNAM**

Purchase Order # _____

Requisition _____

Date 8/2

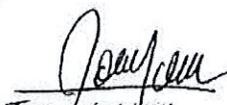
All requests for the purchase of equipment and supplies must be forwarded on this form. If you already have a price quotation and/or descriptive literature in your possession, please attach them.

Suggested Vendor(s)

1. CASSONE LEASING 2. _____ 3. _____
1900 LAKELAND AVE. _____
ROXBORO, NY 11779 _____
(845) (631) 585-7800 TOM@CASSONE.COM

CHARGE ACCT. NO.	<u>55197</u>	<u>532002</u>	<u>51509</u>
------------------	--------------	---------------	--------------

Contract # P _____ GP _____ Shipping Terms: FOB Discount Terms _____ % _____ Days _____

ITEM #	Description (including Model No., Color, Size, etc.) <small>(Double space between items. If more space is needed, attach additional sheet on plain bond.)</small>	QUANTITY	UNIT	UNIT PRICE	AMOUNT
<u>1</u>	<u>TRAILER, OFFICE, 10x40, CA1040</u>	<u>1</u>	<u>ea</u>	<u>10,500.00</u>	<u>10,500.00</u>
<u>2</u>	<u>DELIVERY</u>	<u>1</u>	<u>ea</u>	<u>1,055.00</u>	<u>1,055.00</u>
<u>3</u>	<u>SFD, BLOCK & LEVEL</u>	<u>1</u>	<u>ea</u>	<u>180.00</u>	<u>180.00</u>
<u>4</u>	<u>STEPS, 3x8, OSHA APP.</u>	<u>2</u>	<u>set</u>	<u>850.00</u>	<u>1,700.00</u>
	<u>//</u>				
	 <u>Tom Cassone</u> <u>Director</u> <u>IMPORTANT - DELIVERY TO</u> <u>61 FAIR ST. - COLD SPRING 10516</u> <u>CALL BEFORE 1 DAY BEFORE DELIVERY</u> <small>(If more space is needed, attach additional sheet on plain bond.)</small>				

DATE NEEDED _____

DEPARTMENT _____

ORDER TOTAL

13,435.00

AUTHORIZED SIGNATURE





cc: all
Phys
A&A

#10

Reso

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
Re: Budgetary Transfer - 20T181
Date: September 11, 2020

2020 SEP 14 AM 11:52
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Commissioner of Highways & Facilities, the following budgetary transfer is required.

General Fund

Increase estimated appropriations:

10990100 59010 Transfer to County Road Fund 32,295

Decrease Estimated Appropriations:

10199000 54980 Contingency 32,295

County Road Fund

Increase estimated appropriations:

10511000 51093 Overtime 30,000
10511000 58002 FICA 2,295

32,295

Increase estimated revenues:

10511000 428601 Transfer from General Fund 32,295

Fiscal Impact - 2020 - \$ 32,295
Fiscal Impact - 2021 - \$ 0

This Resolution is required to fund the overtime time depleted due to the callouts required to cleanup from the series of summertime storms experienced throughout the County. Please forward to the appropriate committee.

Approved:

MaryEllen Odell
County Executive

20T181

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

cc: all
A+A

sign
11

TO: COMMISSIONER OF FINANCE
FROM: ANTHONY SCANNAPIECO / CATHERINE CROFT
DEPT: BOARD OF ELECTIONS
DATE: 9/11/2020

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10145000 54640 EDUCATION	10145000 54410 10158 SUPPLIES & MATERIALS (COVID)	\$3430	PURCHASE POLLWORKER PROTECTIVE SHIELDS FOR POLLSITES
10145000 54410 SUPPLIES & MATERIALS	10145000 54410 10158 SUPPLIES & MATERIALS (COVID)	\$4471	PURCHASE POLLWORKER PROTECTIVE SHIELDS FOR POLLSITES
10145000 54782 SOFTWARE & ACC	10145000 54410 10158 SUPPLIES & MATERIALS (COVID)	\$ 971	PURCHASE POLLWORKER PROTECTIVE SHIELDS FOR POLLSITES

\$8872^e

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2020 Fiscal Impact \$_0_
2021 Fiscal Impact \$_0_

Department Head Signature/Designee Date

2020 SEP 15 PM 12: 15
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

AUTHORIZATION:

Date Commissioner of Finance/Designee: Initiated by: \$0-\$5,000.00

Date County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date Chairperson Audit/Designee: \$0-\$10,000.00

→ _____
Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

20T182

ENHANCE A COLOUR, CORP.

Estimate

15 OLD NEWTOWN RD
DANBURY, CT 06810-6210

Date	Estimate #
9/10/2020	45161

Name / Address
Putnam County Board of Elections Attn: Anthony Scannapieco, JR. & Catherine P. Croft 25 OLD Route 6 Carmel, NY 10512

Ship To
Putnam County Board of Elections Attn: Anthony Scannapieco, JR. & Catherine P. Croft 25 OLD Route 6 Carmel, NY 10512

Terms	Rep	FOB
NET ON RECEIPT	KO	

Qty	Description	Rate	Total
	This Estimate is for Custom Affordable Covid-19 Polling Election Solutions They are for 130 Custom Created Poll Worker Protective Shields units that are made from a Durable Plastic material that is meant to stand up to rigorous use , yet are easy to store and can be cleaned with soap and water or using a 3% Hydrogen peroxide solution. Each Shield Comes with a clear window on each of the three sides of the Shield. The shield is 31 1/2 inches high with a 25 inch center panel and a pass through open window in the center with a 19 inch wide by 7 inch high opening.		
130	One Hundred thirty units of Election Day Poll Worker Protective Desk Shields as outlined above	65.00	8,450.00
1	One Delivery to Putnam County Board of Elections	100.00	100.00
Subtotal			\$8,550.00
Sales Tax (8.375%)			\$0.00
Total			\$8,550.00

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

*cc: all
A+A*

*Reso
#12*

TO: Commissioner of Finance
FROM: Anita Z Gilbert, Chief Deputy Commissioner of Finance
DEPT: Finance
DATE: September 16, 2020

I hereby request approval for the following transfer of funds:

FROM ACCOUNT#/NAME	TO ACCOUNT #/NAME	AMOUNT	PURPOSE
10199000 54980 General Contingencies	10131000 54646 Contracts	\$17,000.00	
	TOTAL	\$17,000.00	

To fund contract line for 2020 financing costs.

SIGNATURES NOT NEEDED – THEY WILL BE AUTHORIZED VIA COMPUTER SYSTEM

2020 Fiscal Impact \$ 17,000
2021 Fiscal Impact \$ 0

LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

2020 SEP 17 AM 9:27

Department Head Signature/Designee Date

AUTHORIZATION : (Electronic signatures)

- _____
Date Commissioner of Finance/Designee: Initiation by \$0-\$5,000.00
- _____
Date County Executive/Designee: **Authorized for Legislative Consideration** \$5,000.01 - \$10,000.00
- _____
Date Chairperson Audit/Designee: \$0-\$10,000.00
- _____
Date Audit & Administration Committee: \$10,000.01 - \$25,000.00

20T190

cc: all
Pers
A+A

Reso

#13

COUNTY OF PUTNAM
FUND TRANSFER REQUEST

TO: Commissioner of Finance
FROM: William J. Carlin, Jr.
DEPT: Finance
DATE: September 17, 2020

I hereby request approval for the following transfer of funds:

FROM ACCOUNT# / NAME	TO ACCOUNT# / NAME	AMOUNT	PURPOSE
10731000.51000.10114 (13103)	10731000.51094	\$7,000.00	Cover Temp for 2020 remaining
Youth Bureau-mentoring Personnel Line	Youth Bureau-temporary		

2020_ Fiscal Impact \$ 0
2021_ Fiscal Impact \$ 0

2020 SEP 17 AM 11:18
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Department Head Signature/Designee Date

AUTHORIZATION: (Electronic signatures)

Date _____ Commissioner of Finance/Designee: Initiated by: \$0 - \$5,000.00

Date _____ County Executive/Designee: Authorized for Legislative Consideration: \$5,000.01 - \$10,000.00

Date _____ Chairperson Audit /Designee: \$0 - \$10,000.00

Date _____ Audit & Administration Committee: \$10,000.01 - \$25,000.00

20T192

From: Janeen Cunningham
Sent: Thursday, September 10, 2020 11:33 AM
To: William Carlin
Cc: Joseph DeMarzo
Subject: Youth Bureau temp line

Hi Bill

Here is an estimate for a part-time position to cover the programs for the remainder of the year.
If they get paid \$20.00 an hour for 25 hours a week, working 14 weeks.

We would need \$7,000 in the temp line.

Thanks so much for your help. I look forward to hearing from you.

Janeen

20T192

from 10731000 51000. 13103
10731000 10114

20T192



cc: all
Pers.
A+A.

#14 BCSO

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Diane Schonfeld, Legislative Clerk
From: William J. Carlin, Jr., Commissioner of Finance
Re: Budgetary Amendment - 20T193
Date: September 18, 2020

WJC

2020 SEP 18 AM 10:50
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

At the request of the Director of Personnel, the following budgetary transfer is required.

General Fund:

Increase estimated appropriations:

10143000 51000 (10113) Personnel Services *Personnel Assistant* 15,689

Decrease Estimated Appropriations:

10143000 51000 (10115) Personnel Services *Principle office Assistant* 15,689

This Resolution is required to provide for the funding for the Personnel Dept. reorganization as discussed at the September 23, 2020 personnel committee meeting.

Please forward to the appropriate committee.

Approved:

MaryEllen Odell
County Executive

20T 193

APPROVAL/ LOCAL LAW TO AMEND CHAPTER 41, SECTION 41-5 OF THE CODE OF PUTNAM COUNTY ENTITLED "DEPOSIT & INVESTMENT POLICY"

A Local Law to Amend Chapter 41, Section 41-5 of the Code of Putnam County Entitled "Deposit & Investment Policy"

Be it enacted by the County Legislature of the County of Putnam as follows:

Section 1.

Section 41-5. Designation of Official Depositories.

The banks and trust companies authorized for the deposit of monies up to the maximum amounts are:

DEPOSITORY NAME	MAXIMUM AMOUNT
JP Morgan Chase Bank NA	\$30,000,000
Key Bank	\$30,000,000
M&T Bank	\$30,000,000
People's United Bank NA	\$10,000,000
Putnam County National Bank	\$20,000,000
PCSB Commercial Bank subsidiary of PCSB	\$20,000,000
Signature Bank	\$10,000,000
Sterling Bank	\$10,000,000
TD Bank	\$30,000,000
Tompkins Mahopac National Bank	\$20,000,000
Webster	\$30,000,000
Wells Fargo	\$10,000,000

Section 2.

Section 41-10 of the Putnam County Code Entitled "Purchase of Investments", Subsection 41-10 A(2) is hereby amended to read as follows:

By utilizing eligible cash management program(s), approved by the Putnam County Legislature in which can be invested a maximum amount of \$30,000,000. Approved Cash Management programs include:

Subsection 2(a) and 2(b) to remain the same.

Section 3.

This local law shall take effect immediately.

WILLIAM J. CARLIN, Jr. CPA
Commissioner Of Finance



*cc: all
A+A
RESO*

ANITA Z. GILBERT
Chief Deputy Commissioner Of Finance

SHEILA BARRETT
Deputy Commissioner Of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

To: Joseph Castellano, Chairman Audit & Administration Committee
From: William J. Carlin, Jr., Commissioner of Finance *WJC*
RE: Investment Policy - Update
Date: 9/3/20

2020 SEP - 8 PM 12: 06
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Please find enclosed proposed updates to the County's Deposit and Investment Policy (County Code Chapter 41). Adopted in 1993, this periodic update deals specifically with two sections; section 41.5 Designation of Official Depositories, and Section 41.10 Purchase of Investments. Amendments to section 41.5 address the changes in the banking industry (such as mergers and acquisitions), as well as the increased amounts of cash available for investment. Amendments to Section 41.10 specifically identify eligible cash management programs investing in and backed by Government Securities that are designed to maximize County yield emphasizing safety.

Section 41.5 Designation of Official Depositories:

The banks and trust companies authorized for the deposit of monies up to the maximum amounts are:

Depository Name	Maximum Amount
JP Morgan Chase Bank NA	\$ 30,000,000
Key Bank	\$ 30,000,000
M&T	\$ 30,000,000
People's United Bank N.A.	\$ 10,000,000
Putnam County National Bank	\$ 20,000,000
PCSB Commercial Bank subsidiary of PCSB	\$ 20,000,000

Signature Bank	\$ 10,000,000
Sterling Bank	\$ 10,000,000
TD Bank	\$ 30,000,000
Tompkins Mahopac National Bank	\$ 20,000,000
Webster	\$ 30,000,000
Wells Fargo	\$ 10,000,000

Section 41.10. Purchase of Investments. – Now to read

- (2) By utilizing eligible cash management program(s), approved by the Putnam County Legislature in which can be invested a maximum amount of **\$30,000,000**. Approved Cash Management programs include:

Sub-section 2 (a) and 2 (b) to remain the same.

#16

September 24, 2020
Audit Meeting

Outside Auditors/ RFP