

AUDIT & ADMINISTRATION COMMITTEE MEETING
Held In
THE HISTORIC COURTHOUSE
CARMEL, NEW YORK 10512

Members: Chairman Castellano, Legislators Nacerino & Tartaro

Monday October 27, 2014
(Immediately Following the Budget Public Hearing Beginning at 6:30pm)

The meeting was called to order at 7:09 P.M. by Chairman Castellano who requested Legislator Tartaro lead in the Pledge of Allegiance. Upon roll call, Legislators Nacerino, Tartaro, and Chairman Castellano were present.

Item #3 - Approval of Minutes – September 29, 2014
October 15, 2014 – Budget

The minutes were approved as submitted.

Item #4 - Correspondence/County Auditor

- a. **Sales Tax Report – Duly Noted**
- b. **Board In Revenue Report – Duly Noted**
- c. **OTB Report – Duly Noted**
- d. **Transfer/Revenue Report – Duly Noted**
- e. **Contingency/Sub-Contingency Report – Duly Noted**

Item #5 - Correspondence/Commissioner of Finance

- a. **Overtime/ Temporary Report – Duly Noted**

- b. **Approval/ Budgetary Amendment (14A094)/ Sheriff Department/ LETPP Homeland Security FY2014**

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

- c. **Approval/ Budgetary Amendment (14A096)/ Finance/ Use of Retirement Reserve**

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

- d. **Approval/ Budgetary Amendment (14A098)/ Health Dept./ Replace Two Vehicles Removed from Service**

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

**e. Approval/ Budgetary Amendment (14A099)/ Sheriff's Department/
Repair 2013 Dodge Charger in Sheriff's Patrol**

Chairman Castellano made a motion to approve Budgetary Amendment 14A099;
Seconded by Legislator Tartaro. All in favor.

**f. Approval/Budgetary Amendment (14A102)/ Sheriff's Department/ Use
of SCAAP Grant Funds for Motor Vehicles and Other Equipment**

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

**Item #6 - Approval/ Fund Transfer (14T218)/ Highways & Facilities/ Tilly Foster
Heating Oil, Electric, Propane, Security, and Refuse**

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by
Legislator Tartaro. All in favor.

**Item #7 - Approval/ Fund Transfer (14T219)/ Emergency Services/ Cover
Maintenance on 911 Consoles**

Chairman Castellano made a motion to approve Fund Transfer 14T219; Seconded by
Legislator Nacerino. All in favor.

**Item #8 - Approval/ Fund Transfer (14T222)/ Emergency Services/ Cover Shortfall in
911 Phone Equipment Line**

Chairman Castellano made a motion to approve Fund Transfer 14T222; Seconded by
Legislator Nacerino. All in favor.

**Item #9 - Approval/ Fund Transfer (14T225)/ Sheriff's Department/ Overtime and
Temporary Through Year End**

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by
Legislator Tartaro. All in favor.

Item #10 - Approval/ Fund Transfer (14T231)/ DSS/ Purchase Chairs

Legislator Tartaro made a motion to approve Fund Transfer 14T231; Seconded by
Legislator Nacerino. All in favor.

**Item #11 - Approval/ Fund Transfer (14T233)/ DSS/ Purchase Two Vehicles – Child
Welfare Preventative Services Unit**

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by
Legislator Tartaro. All in favor.

Item #12 - Approval/ Fund Transfer (14T234)/ Sheriff's Department/ Purchase Software for Accident Reconstruction and Purchase Printer Paper for Patrol Vehicle Printers

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

Item #13 - Approval/ Fund Transfer (14T238)/ Office for Senior Resources/ EISEP Shortage

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

Item #14 - Approval/ Fund Transfer (14T239)/ Office for Senior Resources/ Unforeseen Events

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

Item #15 - Approval/ Fund Transfer (14T252)/ Board of Elections/ Travel and Postage

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

Item #16 - Approval/ Fund Transfer (14T256)/ Planning/ Leased Transportation

Chairman Castellano stated he would like to have Transportation Manager Vincent Tamagna come before the Audit & Administration Committee in January to provide an update.

Legislator LoBue stated she would like to see a breakdown of these funds prior to the November Full Meeting.

Commissioner of Finance Bill Carlin stated this is the same as the old contract, however the two (2) lines, maintenance and per vehicle mile have been combined into one (1). He stated there is no additional money being spent.

Legislator LoBue questioned who performs the maintenance.

Commissioner Carlin stated the company performs the maintenance. He stated separate invoices are not received, they are charged directly to the line.

Legislator LoBue stated the Planning Department must have a breakdown in order to come up with the amount of \$200,000.

Acting Commissioner of Planning John Tully stated they do and he would provide the breakdown to the Legislature.

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

Item #17 - Approval/ Grant Renewal/ DSS/ Victim and Witness Assistance Grant Program/ Child Advocacy Center

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

Item #18 - Approval/ Settlement of Litigation

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

Item #19 - Appointment/ County Historian/ Johnson

Director of Personnel Paul Eldridge introduced Sarah A. Johnson to the Committee and its members as the recently appointed (County Executive's memo dated October 2, 2014) County Historian.

County Historian Sarah Johnson stated she is thrilled to have been selected for appointment of County Historian. She described degrees she has earned and jobs she has held in relation to history. She stated as County Historian she would like to develop digital programming for the County and put Putnam County on the map. She also mentioned grant opportunities that she would like to pursue.

Director of Veteran's Affairs Karl Rohde stated he is privileged to have been part of the interview process with Ms. Johnson. He stated something that stood out about her during the interview process was that she spoke about the possibility of grants. He stated another thing about Ms. Johnson that resonated with him was that she spoke about how County Historians came to be. He stated Governor Alfred Smith wanted the history of the World War I Veterans to be written and that was the first assignment given to County Historians. He stated Sarah Johnson is an excellent choice.

Chairman Castellano made a motion to approve the appointment of Sarah Johnson as County Historian; Seconded by Legislator Nacerino. All in favor.

Item #20 - Correspondence/ Highways & Facilities

a. Approval/ Proposed Resolution/ NYSDOT Perm 1/ General Work Permit

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

b. Update/ Tilly Foster Farm/ Start of Construction

This item was moved to the November 6, 2014 Physical Services meeting at the request of Commissioner of Highways & Facilities Fred Pena.

Item #21 - Discussion/ Grant Request/ Emerald Association of Putnam County

Deputy County Executive Bruce Walker stated this was a grant that came from Senator Ball's office that has not been filled. He stated the Emerald Association of Putnam County ("Emerald Association") came to the County because they were unable to reach the \$50,000 threshold. He stated by working with Senator Ball's Office, additional work was identified in Veteran's Park to reach the \$50,000 threshold. He stated it is a 100% matching grant. He stated there is no money coming from the County. He stated they have been working with Chris Ruthven of the Parks Department to identify things that can be fixed in the Park to enhance it for both the Emerald Association's use as well as any other use of the Park.

Legislator Albano stated he spoke with Senator Ball's Office and found that the Emerald Association had only \$15,000 worth of equipment to upgrade and was unable to reach the \$50,000 threshold of the grant.

Legislative Counsel Clem Van Ross questioned what role the Legislature plays in this situation.

Deputy County Executive Walker stated as per the charter all grants must be approved by the Legislature.

Chairman Castellano questioned if this needed to be moved to the Full Meeting.

Deputy County Executive Walker stated it is free money.

Legislator LoBue questioned if Legislative Counsel Van Ross had any reservations with the approval of this grant.

Legislative Counsel Van Ross stated the grant application was done by the Emerald Association.

Deputy County Executive Walker stated it is a grant both the Emerald Association and the County will apply for. He stated the Emerald Association was working with Senator Ball's Office.

Legislative Counsel Van Ross questioned if this was a joint grant.

Deputy County Executive Walker stated it is the County's grant, however \$15,000 of the \$50,000 will go toward the equipment that was identified by the Emerald Association.

Chairman Castellano questioned if this grant had already been approved.

Deputy County Executive Walker stated it was not. He stated they never went through the process as they were unable to meet the \$50,000 threshold.

Legislator Nacerino questioned if the County is applying for the grant rather than Senator Ball's office.

Legislator Wright questioned if this is a member item and if so does the Legislature vote on member items.

Legislator Albano stated the Legislature is voting on it because it has to do with Veteran's Memorial Park.

Legislator Wright questioned what needs to be done to earn the grant.

Legislator Albano stated the grant needs to be applied for and if it is earned the County will spend the money and get reimbursed.

Legislator Wright questioned what the County is committed to do.

Legislator Albano stated there are updates to be done to the stage and a sound system purchased for use at the Park.

Legislator Nacerino requested clarification of who is applying for the grant, the County or Senator Ball. She stated things are being upgraded that are worthy of the grant, however she is confused as to who is expediting the grant. She questioned what role the County is playing.

Legislative Counsel Van Ross questioned if the Legislature is authorizing the Emerald Association to apply for this grant to enhance County property.

Deputy County Executive Bruce Walker stated no. He stated he would like to go back and explain what happened to clear up misinformation. He stated Senator's Office had been working with the Emerald Association for the grant. He stated they were able to identify \$15,000 for audio equipment for some things that they do. He stated Senator Ball was unable to get the Emerald Association the grant at \$15,000. He stated it then languished through Senator Ball's Office. He stated as Senator Ball stepped away from what was going on in the County, he worked with Susie McDonough of Senator Ball's Office to ensure everything was working smoothly. He stated this was a grant that Senator Ball was procuring through his office that was still out there. He stated the Emerald Association is unable to perform all the necessary steps to get the grant in. He stated as a municipality, the County would work with the Emerald Association and get the \$50,000 grant. He stated the County needed to find \$35,000 worth of work at the Park. He stated projects were identified in Veteran's Memorial Park to get it to the \$50,000 threshold. He stated \$15,000 will go to the Emerald Association and \$35,000 would

come to the County. He stated the County will become the funding mechanism to take in all the money. He stated this is similar to how the County handled the Fjord Trail.

Legislator LoBue stated she is concerned because it seems the County is trying to go through the back door to procure the money from the grant.

Legislator Oliverio stated the County will benefit \$35,000.

Legislator Nacerino clarified that the County is applying for the grant.

Deputy County Executive Bruce Walker stated the County is applying for the grant through the Senator's office.

Legislator Wright questioned if the County would receive the \$50,000 and then gift \$15,000 to the Emerald Association.

Deputy County Attorney stated reimbursement will come from the State once the money is spent. He stated it is a reimbursement grant. He stated the County will purchase the equipment for the Emerald Association and they will pay the County the \$15,000.

Legislator Wright clarified that the County will purchase the \$15,000 equipment, get reimbursed from the State, and then give the \$15,000 of equipment to the Emerald Association.

Deputy County Executive stated that is right, for use at Veteran's Memorial Park. He stated the \$35,000 would be continued to be spent on the County's facility. He stated the reason it came to the Legislature is because it is a grant and the County Executive's Office does not have the authority to sign a grant on its own accord; it must be approved by the Legislature as long as time is not a factor.

Legislator Wright stated it is not clear to him that the Legislature has the authority to approve the giving away of \$15,000 worth of County property. He questioned if the equipment would be installed at the Park and be available for all to use.

Deputy County Executive Walker stated the sound system would be used by anyone utilizing the Park.

Legislator Wright questioned if this has anything to do with the Emerald Association. He stated he is not aware of a situation like this being done before.

Deputy County Executive Walker stated it has been done several times before. He stated he could have County Attorney Bumgarner put together a resolution that outlines how this works.

Legislator Wright stated if it is County property and should not be removed from the Park, there is no problem. He stated there is also no need to have the Emerald Association in the resolution.

Deputy County Executive Bruce Walker stated the Emerald Association is who initiated the grant.

Legislator Wright stated is unclear how the audio equipment becomes the property of the Emerald Association.

Legislator Scuccimarra read from the application the Emerald Association's reasoning for the sound system.

Legislator Oliverio stated it is an improvement to the Park that others can utilize but it was the Emerald Association who looked to enhance their organization.

Legislator LoBue questioned who is keeping the equipment.

Legislator Wright stated it is staying at the park.

Chairman Castellano requested clarification that the Legislature has a resolution in front of them to approve the application.

Deputy County Executive Walker stated it can be modified to address Legislator Wright's concerns.

Legislator Nacerino stated there is also no reference to the Park.

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

Legislator Nacerino made a motion to waive the rules and accept the additional; Seconded by Chairman Castellano. All in favor.

Item #22 - Other Business

a. Approval/ Fund Transfer 14T262/ Law Department/ Legal Services

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

b. Approval/ Fund Transfer 14T265/ Finance/ Judgments and Claims

Legislator Nacerino made a motion to pre-file the necessary resolution; Seconded by Legislator Tartaro. All in favor.

c. Approval/ Budgetary Amendment 14A103/ Highways & Facilities/ Line for Maintenance and Repair of Office for Senior Resources Fleet

Legislator Nacerino made a motion to approve Budgetary Amendment 14A103; Seconded by Legislator Tartaro. All in favor.

d. Approval/ Budgetary Amendment 14A104/ Sheriff's Department/ Cover Reimbursable Expenses

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

e. Approval/ Semi-Annual Mortgage Tax Report/ April1, 2014 – September 30, 2014

Legislator Oliverio stated years ago, the amount was \$600,000 per town.

Legislator Albano stated the Town of Carmel is \$330,000 because of the sewer district.

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

f. Executive Session/ Litigation Matter

At 7:48 P.M. Chairman Castellano made a motion to go into executive session to discuss a litigation matter; Seconded by Legislator Nacerino. All in favor.

Legislator Oliverio stated no further business would take place after the executive session.

At 8:32 P.M. Chairman Castellano made a motion to come out of executive session; Seconded by Legislator Tartaro. All in favor.

Item #23 - Adjournment

There being no further business, at 8:33 P.M., Chairman Castellano made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Administrative Assistant Beth Green