AUDIT & ADMINISTRATION COMMITTEE MEETING HELD IN ROOM #318 OF THE COUNTY OFFICE BUILDING CARMEL, NEW YORK 10512

Members: Chairman Castellano, Legislators Gross & Nacerino

<u>Thursday</u>	6:30pm	May 21, 2015
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The meeting was called to order at 6:33 P.M. by Chairman Castellano who requested Legislator Nacerino lead in the Pledge of Allegiance. Upon roll call Legislator Nacerino and Chairman Castellano were present. Legislator Gross was absent.

Item #3 - Approval of Minutes – April 27, 2015

The minutes were approved as submitted.

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

Item #4 - Correspondence/ County Auditor

a. Sales Tax Report – Duly Noted

b. Board In Revenue Report

Undersheriff Peter Convery stated the board in revenue is on track to exceed expectations this year.

c. OTB Report

Legislator Gouldman questioned if the trend of the OTB is consistent across the State.

Chairman Castellano stated it is a nationwide trend. He stated specifically, this area is affected by the raceway in Yonkers.

- 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/ Sheriff's Dept./ Purchase One (1) BCI Vehicle
 - i. Breakdown of Costs of BCI Vehicle
 - ii. Approval/ Budgetary Amendment 15A035

iii. Approval/ Fund Transfer 15T073

Undersheriff Convery stated a 2007 Dodge Charger, which was in mint condition, was dead lined by the County garage due to engine mounts that had rusted out. He stated the mileage was low at just over 100,000 miles.

Captain Vincent Martin stated through the 2015 budget process, an investigator was added and will begin on July 1, 2015. He stated the vehicle they will be purchasing is a 2014 Dodge Charger and will cost \$23,575.

Undersheriff Convery stated this purchase will not cause the Sheriff's Department to exceed the budget. He stated the Department also lost a 2004 Dodge Stratus with about 220,000 miles on it the previous day. He stated the car lasted 11 years. He stated the County does a phenomenal job with fleet maintenance. He stated the Sheriff's Department is purchasing all Dodge Chargers so the fleet is standardized. He stated in regards to the road patrol vehicles, they are in good shape and by next year the BCI vehicles should be in good shape as well.

Captain Martin stated there are some cars that they will probably get another year out of, but are on the decline. He stated one (1) car has 195,000 miles and there are others that have 135,000-145,000 miles.

Legislator Nacerino stated she would like to see when these expenditures can be anticipated.

Undersheriff Convery stated that will be done in the budget process this year. He stated this particular case was unexpected.

Legislator LoBue questioned if this topic was on the Protective Agenda this month.

Chairman Castellano stated it was not.

Undersheriff Convery stated five (5) patrol vehicles are being dead lined because new vehicles were just purchased.

Chairman Castellano stated the budgetary amendment and fund transfer would be passed as one (1) resolution.

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

- c. Bond Resolution/ \$900,000/ Road Surfaces (Also Reviewed in Physical Services)
 - i. Approval/ SEQRA Determination/ Bond \$900,000/ Road Surfaces (Also Reviewed in Physical Services)

Chairman Castellano stated this is necessary due to the bad winter the area experienced.

Legislator Gouldman stated it was a horrible winter and the repairs must be done properly.

Legislator Nacerino stated Commissioner of Highways & Facilities Fred Pena made a compelling argument for the need to bond for these repairs at the Physical Services Meeting on May 19, 2015. She stated the County must be proactive in this matter.

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

ii. Approval/ Bond Resolution/ \$900,000/ Road Surfaces (Also Reviewed in Physical Services)

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

d. Bond Resolution/ \$500,000/ Bridges & Culverts (Also Reviewed in Physical Services)

i. Approval/ SEQRA Determination/ Bond - \$500,000/ Bridges & Culverts (Also Reviewed in Physical Services)

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

Legislator LoBue stated at the May 19, 2015 Physical Services Meeting she requested a breakdown of the roads being repaired.

Deputy Commissioner of Highways & Facilities John Tully stated the list was submitted to the Legislature that afternoon. He stated in the future he will make sure the roads are included in the request.

Legislator Scuccimarra questioned where the culvert on Snake Hill Road was that was being repaired. She stated a major improvement was just done a few years ago on Snake Hill Road.

Deputy Commissioner Tully stated there is another culvert at the intersection of Snake Hill Road and Philipse Brook Road. He stated this was not done at the same time as the other culvert because FEMA did not agree that it was damage caused by Hurricane Sandy.

ii. Approval/ Bond Resolution/ \$500,000/ Bridges & Culverts (Also Reviewed in Physical Services)

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

e. Bond Resolution/ \$100,000/ Equipment (Also Reviewed in Physical Services)

i. SEQRA Determination/ Bond - \$100,000/ Equipment (Also Reviewed in Physical Services)

Chairman Castellano stated a SEQRA Determination was not necessary for this bond.

ii. Approval/ Bond Resolution/ \$100,000/ Equipment (Also Reviewed in Physical Services)

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

f. Approval/ Budgetary Amendment 15A036/ Amend 2015 Capital Projects Bond Funding (Also Reviewed in Physical Services)

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

Item #6 - Approval/ Fund Transfer 15T057/ Sheriff's Department/ Overtime (Also Reviewed in Personnel)

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

Item #7 - Approval/ Fund Transfer 15T070/ Office for Senior Resources/ Temporary (Also Reviewed in Personnel)

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

Item #8 - Approval/ Fund Transfer 15T071/ Social Services/ Overtime (Also Reviewed in Personnel)

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

Item #9 - Approval/ Local Law to Amend Chapter 5 of the Putnam County Code Entitled "Appropriations" by Adding a New Subsection F to Section 5-1/ Transfer of Utility Lines (Tabled from April Full and April Audit) Chairman Castellano clarified that this would not allow transfers out of electric, telephone, internet, heating & oil, gasoline, natural gas, propane, and diesel budget lines. He stated funds may be moved within those categories, but not out of the categories.

Legislative Counsel Clem Van Ross stated transfers may still be made by the discretion of the Legislature, pursuant to the Charter.

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

Item #10 - Approval/ Funding for Overtime Costs/ July 4, 2015 Fireworks Event at Highlands Shopping Center

Chairman Castellano stated this is a great event at the Highlands Shopping Center. He questioned if the Sheriff's Department is willing and/or able to cover the event in terms of police presence and overtime costs.

Undersheriff Convery stated Sheriff Smith sent a letter to the Legislative Office with the estimated cost of a police presence. He stated it is about \$14,000. He stated Captain Frank Christian will be reaching out to the State law enforcement for further assistance as well.

Legislator Nacerino stated there is a significant decrease in the cost this year due to the fact that it is not being held on the holiday this year. She stated this type of event adds to the quality of life in Putnam County.

Legislator LoBue stated she would like to see a written breakdown of the costs and the number of officers who will be present at the event prior to the June Full Legislative Meeting.

Undersheriff Convery stated he would provide the breakdown.

Legislator LoBue stated this event is expensive, both in financial and safety terms. She stated due to the logistics of the shopping center, the event requires a lot of man power. She stated it would be easier to organize if there were one (1) way in and one (1) way out. She stated the shopping center is staggered in terms of where the stores are located and it has created chaos the past two (2) years. She stated the Town of Mahopac had a fireworks show in the past. She stated the first year it was done, it was a huge success, the second year it grew even more, and the third year was very chaotic. She stated the large turnout.

Chairman Castellano stated the Sheriff's Department is present at these types of events because of the possibility of large crowds and chaos.

Legislator LoBue stated she heard last year that the Sheriff's Deputies did not want to work the event because it was chaotic.

Legislator Nacerino stated she was in attendance at the Firework event last year. She stated what she experienced and heard from others was that it went seamless. She stated there is one (1) way in and one (1) way out. She stated the navigation of people coming into and leaving the shopping center was done so without incident. She stated the event promoted economic development and the stores contribute to the event. She stated she heard that the Sheriff's Deputies were pleased with the event.

Undersheriff Convery stated Captain Martin was an Operation Commander at last year's event.

Captain Martin stated the event went seamless and they managed to get everyone out of the parking lot within an hour after the event ended. He stated this was achieved because they had the man power to do so.

Legislator Addonizio questioned if the Town of Southeast contributed to the event.

Chairman Castellano stated the Town of Southeast did not contribute.

Legislator Addonizio stated she spoke with the Supervisor of Kent Maureen Fleming and found that the Town of Kent contributed \$5,000 to the firework event being held there.

Chairman Castellano stated the Town used to contribute when the event was held in another location in the Town of Southeast and when it was moved three (3) years ago, the funding from the Town ended.

Legislator Addonizio questioned if a contribution could be requested from the Town of Southeast Supervisor.

Chairman Castellano stated the businesses in the area contribute to the event, and in turn the economy is boosted for that plaza.

Legislator Addonizio questioned who approached the businesses.

Chairman Castellano stated the Town of Southeast Town Board approached the businesses.

Legislator LoBue stated this is setting a precedent since the Town of Southeast is not paying for the event. She stated once this is done for one (1) Town, the other Towns will expect the same treatment. She stated it is great that some of the business have contributed, however they are benefiting as well.

Chairman Castellano stated the taxpayers of Putnam County are benefitting as well because more sales tax is being collected the day of the firework event, as well as thereafter.

Legislator LoBue stated once the County pays for an event in one (1) Town, it opens the door for the other Towns to request the same.

Legislator Scuccimarra stated the Sheriff's Department helps with events in other Towns as well.

Legislator Nacerino stated this is not a Southeast event; it is a County event that is taking place in Southeast. She stated all residents benefit from the event.

Legislator Gouldman questioned how many people are expected to attend.

Undersheriff Convery stated there were about 14,000 people in attendance last year. He stated if the weather is nice, there could be more.

Legislator Gouldman stated there are a lot of people, which justifies the police presence at the event.

Legislative Counsel Van Ross questioned if the funds are in the budget to cover the overtime for the police presence at the Fireworks event.

Undersheriff Convery stated the Sheriff's Department does not have the funds in the budget.

Legislative Counsel Van Ross stated a request must be sent to the Administration to transfer money to cover the cost.

Chairman Castellano reiterated that the businesses in the shopping center contributed to this event.

Legislator Addonizio questioned if the larger box stores contributed most of the money.

Chairman Castellano stated DeCicco's contributed the most.

Legislator Gouldman questioned how aggressive the police are when it comes to alcohol.

Captain Martin stated the Officers will go around and issue warnings. He stated last year it worked well and no tickets were given out.

Undersheriff Convery stated there are also Officers doing bike patrols around the shopping center.

Chairman Castellano stated there has been great feedback from past years.

Undersheriff Convery stated Captain Martin was able to have other Officers come to the event as well.

Chairman Castellano stated he reached out to Putnam County Tourism regarding advertising on the surrounding train stations. He stated he also wrote to Transportation Manager Vincent Tamagna to set up transportation to and from the Southeast Train Station on the day of the event. He stated the cost of the trolley service is within the Planning Department's budget.

Undersheriff Convery stated Memorial Day is coming up and the Sheriff's Department will be present at various events throughout the County.

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

Item #11 - Approval/ Grant Application/ District Attorney/ Highway Safe Grant 2016

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

Item #12 - Consumer Affairs/ Fines & Revenue Report/ FYI – Duly Noted

Item #13 - Health Dept./ Ebola Grant Funding/ FYI

Chairman Castellano made a motion to table this item to the Health Committee; Seconded by Legislator Nacerino. All in favor.

Item #14 - Other Business

a. Approval/ Budgetary Amendment 15A038/ Board of Elections/ Maintenance Contract for 20 Voting Machines

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

b. Approval/ Budgetary Amendment 15A039/ Highway/ Preventative Maintenance

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

c. Approval/ Grant Application/ Office for Senior Resources/ Balance of Incentive Program

Director of the Office for Senior Resources Pat Sheehy stated this was anticipated and was included in their budget. She stated the application has been issued and the first part is due on June 12, 2015.

Legislator Nacerino questioned if Director Sheehy would explain the grant further.

Director Sheehy stated this grant is part of a bigger project going on nationwide, the Affordable Care Act. She stated it is an opportunity for the consumers to have one (1) contact number to call and have an assessment done to determine their eligibility for services. She stated the information can then be transferred to the appropriate agency electronically. She stated it is an expansion of New York Connects, which has been in place for several years.

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

Item #15 - Adjournment

There being no further business, at 7:18 P.M., Chairman Castellano made a motion to adjourn; Seconded by Legislator Nacerino. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.