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

Members: Chairman Castellano, Legislators Albano & Gouldman

Tuesday 6:30pm December 20, 2016

The meeting was called to order at 6:36 p.m. by Chairman Castellano who requested that Legislator Nacerino lead in the Pledge of Allegiance. Upon roll call Legislator Albano and Chairman Castellano were present. Legislator Gouldman was absent. Chairman Castellano requested that Legislator Nacerino sit on the Committee in Legislator Gouldman's absence.

#### Item #3 - Approval of Minutes - November 28, 2016

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.
- c. Approval/ Budgetary Amendment 16A085/ Finance/ Vacancy Control June November 2016

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

d. Approval/ Budgetary Amendment 16A088/ Highways & Facilities/ Fair Street Federal Road Project (Also Reviewed in Physical)

Legislator Albano questioned if this budgetary amendment is a place holder because the money is not yet received.

Commissioner of Finance William Carlin stated the County will have to wait and bond our share of the project.

Legislator Albano questioned when the County would be bonding for this project.

Commissioner Carlin stated it will be bonded for a number of years. He stated he will send the bond resolution when the initial agreements are received from the State.

Chairman Castellano stated this Fair Street project is long overdue.

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

### e. Approval/ Budgetary Amendment 16A090/ Finance/ Year End Journal Entry #1

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

#### Item #6 - Approval/ Fund Transfer 16T376/ Social Services/ Overtime for Probation Officers through Year End

Legislator Nacerino made a motion to approve Fund Transfer 16T376; Seconded by Chairman Castellano. All in favor.

#### Item #7 - Approval/ Fund Transfer 16T378/ Sheriff's Dept./ Cover Overtime through Year End (Also Reviewed in Personnel)

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

#### Item #8 - Approval/ Fund Transfer 16T379/ Sheriff's Dept./ Cover Payouts to Retiree (Also Reviewed in Personnel)

Chairman Castellano questioned if this was for one (1) retiree.

Commissioner Carlin stated yes, the other retirees will be covered in Year End Journal Entry #2, once the amounts are known.

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

### Item #9 - Approval/ Fund Transfer 16T380/ Sheriff's Dept./ Cover Overtime through Year End (Also Reviewed in Personnel)

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

#### Item #10 - Approval/ Fund Transfer 16T391/ Social Services/ Reallocate Appropriation to Reflect Projected Cost through Year End

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

### Item #11 - Approval/ Fund Transfer 16T392/ Social Services/ Reallocate Appropriation to Reflect Projected Cost through Year End

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

#### Item #12 - Approval/ Fund Transfer 16T393/ Social Services/ Reallocate Appropriation to Reflect Projected Cost through Year End

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

#### Item #13 - Approval/ Fund Transfer 16T394/ Social Services/ Reallocate Appropriation to Reflect Projected Cost through Year End

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

### Item #14 - Approval/ Fund Transfer 16T395/ Social Services/ Reallocate Appropriation to Reflect Projected Cost through Year End

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

## Item #15 - Approval/ Fund Transfer 16T396/ Social Services/ Reallocate Appropriation to Reflect Projected Cost through Year End

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

### Item #16 - Approval/ Fund Transfer 16T402/ Social Services/ Reallocate Appropriation to Reflect Projected Cost through Year End

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

### Item #17 - Approval/ Re-Appointments/ Putnam County Industrial Development Agency/ Baranowski, Downey, Meagher, Nulk, & Carlin

Bill Nulk, Chairman of the Putnam County Industrial Development Agency (IDA), stated the IDA is working towards getting the Agency re-authorized and their goal is to have everything back in order by the end of February.

Legislator Nacerino thanked Mr. Nulk and the other Board Members for stepping up and taking on this endeavor.

Chairman Castellano clarified that there are two (2) vacancies on the Board.

Mr. Nulk stated there are three (3) vacancies because Bill Carlin is a non-voting member of the Board.

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

### Item #18 - Approval/ Putnam County's Request to Extend the 1% Increased County Sales Tax for an Additional Two Years (For Organizational Meeting)

Chairman Castellano stated although people may not like to see this tax, without it the cost would fall on the backs of the homeowners in Putnam County.

Legislator Albano stated this tax represents millions of dollars. He stated it is better to have everyone contribute.

Legislator Gross questioned if this is usually done in the State in June.

Chairman Castellano stated yes, however the County sends it around this time of year.

Legislator Nacerino stated hopefully the increase of tourism in the County will contribute to the sales tax collected.

Legislator Albano made a motion to pre-file the necessary resolution to be voted on by the Full Legislature at the Organizational Meeting; Seconded by Chairman Castellano. All in favor.

### Item #19 - Approval/ Fund Transfer 17T001/ Personnel/ Increase to Effectuate Reallocation (For Organizational Meeting)

Chairman Castellano made a motion to pre-file the necessary resolution to be voted on by the Full Legislature at the Organizational Meeting; Seconded by Chairman Castellano. All in favor.

#### Item #20 - Other Business - None

#### Item #21 – Adjournment

There being no further business, at 6:52pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Albano. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.