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

Members: Chairman Gouldman, Legislators Castellano & Sayegh

Monday 6:30pm April 29, 2019

The meeting was called to order at 6:31 p.m. by Chairman Gouldman who led in the Pledge of Allegiance. Upon roll call Legislators Castellano, Sayegh, and Chairman Gouldman were present.

Item #3 - Approval of Minutes - March 25, 2019

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
- Approval/ Bond Resolution/ Authorizing Preparation of Surveys, Preliminary and Detailed Plans, Specifications, and Estimates Necessary for Planning Right of Way Work at Drewville Road in the Vicinity of West Branch of the Croton River/ \$71,400 (Also reviewed in Physical)

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

 Approval/ Budgetary Amendment 19A027/ Highways & Facilities/ Budget for Drewville Rd. Over West Branch of Croton River Replacement (Also Reviewed in Physical)

Legislator Castellano stated the County is receiving Federal funds to help pay for the repair work on this bridge.

Legislator Albano stated a temporary repair was done on the bridge, but it is reaching the end of its useful life and needs to be permanently repaired.

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

d. Approval/ Budgetary Transfer 19T079/ Highways & Facilities/ Purchase 2 Black Percheron Horses for Tilly Foster Farm (Also Reviewed in Physical)

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

Chairman Gouldman stated a memorandum was received from the County Executive which references an Animal Sciences Program at Tilly Foster Farm (the Farm) beginning at in September 2019 through Putnam-Northern Westchester BOCES and would utilize these two (2) horses. He stated a memorandum was also sent from Legislator Montgomery requesting information pertaining to this purchase. He questioned if Legislator Montgomery has received a response to her memorandum.

Legislator Montgomery stated she has not yet received a response.

Legislator Albano stated he was part of the meetings held by subcommittees that were formed in 2014 to discuss the future direction of the Farm. He stated in these discussions, horses were a main focus point however at that time the Farm was not able to accommodate horses. He stated the opportunity to purchases these horses now is perfect timing because they are being offered at a low cost and the improvements have been made to the Farm to be able to accommodate the animals. He stated having these horses will be a tremendous draw to the Farm; they are mellow and good with crowds. He stated these horses fit the criteria of what people have wanted to see on the Farm and he supports this purchase.

Legislator Montgomery read her memo dated April 25, 2019 into the record, which includes requests for the following:

- The contract between the County and the owner of the horses
- The insurance policy that covers the animals at Tilly Foster and any additional changes that would include the horses
- The original job posting for the caretakers of the animals at Tilly Foster
- The resume and notes related to the hiring of said caretakers at Tilly Foster
- A time to visit the horses prior to the final vote

She stated as a new Legislator, she wants to make sure she does her due diligence and gets all the information she can before she votes on this. She read an email into the record that was received from a Mahopac resident regarding her concern with this purchase as well. She stated this resident suggested looking into rescue horses in the area or renting out barn space to horse owners. She stated when this was discussed in Physical Services, the question of rescue horses was raised and the caretakers expressed concern that resuce horses can be unpredictable. She stated her understanding through speaking with horse owners is that rescue horses are a great asset to any farm and they can be rehabilitated. She stated renting out space on the

farm to horse owners would achieve the goal of having horses back on the Farm, and they could probably be used for the BOCES animal science program mentioned in the County Executive's letter. She stated she would like to see the information and curriculum pertaining to this program.

Legislator Jonke stated he knows the current owner of the horses and he has seen the horses on multiple occasions and at public events. He stated the horses are very calm and good with kids. He stated they are great animals to have in an educational setting. He stated a portion of this purchase is a donation and there have been donations in the past that have not been turned away, such as dogs for the Sheriff's Department. He stated these horses are perfect for the Farm.

Legislator Albano stated rescue animals were a topic that came up during the discussions in 2014 and there was concern regarding the workload that comes along with rescue animals. He stated these horses are unique in that they have been to many public events and are trained with crowds. He stated it is better for the Farm to have simple animals, which these horses are.

Legislator Sullivan stated when this was discussed at the Physical Services Meeting he was in support of the purchase. He stated now learning of the Animal Science Program which expands education opportunities at the Farm is tremendous. He stated these programs provide students with an opportunity to learn unique skills, which is a great way to use the Farm. He stated this Budgetary Transfer includes detailed information pertaining to the cost of purchasing the horses as well as costs that will be incurred by having them such as vet services, equipment, and food. He stated while the Budgetary Transfer is for \$37,702, the horses themselves are costing \$5,000.

Legislator Castellano stated over the past few years, the main thing people wanted back on the Farm were horses. He stated now that necessary improvements have been made to the Farm, this is a unique opportunity to bring in two (2) trained horses that work well with the public at a discounted rate. He stated it is his hope that this opportunity is not turned away.

Legislator Sayegh stated although she was not a Legislator at the time, she was also involved in the meetings about the Farm back in 2014 and having horses on the Farm was a hot topic. She stated although this seems like a great opportunity, she is on the fence about this purchase as the horses can require a lot of work and maintenance. She stated as the contract has not yet been drawn up, the Legislature can request that things such as an exit strategy be incorporated into the contract. She agreed that having the full breakdown of the costs associated with the horses is helpful. She stated she understands the benefit of having the horses on the Farm, but believes there are more questions to be answered.

Legislator Montgomery stated she sees the benefit of having the horses on the Farm as well. She confirmed that the carriage is included in the purchase of the horses and questioned what condition the carriage is in. She questioned the impact this could have

on the County's insurance policy. She stated she also appreciates the detailed list of the costs.

Legislator Jonke stated he has seen the carriage within the last year or so and it is a beautiful piece of equipment. He stated the current owners take care in what they do and he is confident that the carriage is in good condition.

Legislator Sullivan stated with his background in insurance, he would like to address some of the questions that have been raised. He stated the County has a very broad liability policy that covers things such as swimmers in County lakes, police, public transportation, etc. He stated the policy is comprehensive and believes providing horse carriage rides would be a non-issue and could be easily added.

Legislator Sayegh stated the question about the insurance was raised at the Physical Services Committee Meeting as well and First Deputy County Attorney Negro was present and made it clear that additional insurance would not be required.

Legislator Montgomery stated it is her understanding that if the apparatus is not specifically named in the insurance policy, the County will not be covered. She stated although it may be a simple addition, she would like to know what the cost of doing so would be.

Legislator Albano stated the Law Department would need to confirm this, but in his experience he does not believe specific apparatuses must be named to be covered when dealing with broad policies held by municipalities.

Legislator Montgomery stated he spoke to someone at another farm who told her to make sure it is included in the policy.

Legislator Sullivan stated the insurance policies held by a farm and a County are very different. He stated adding this type of coverage to a farm's policy may be a big deal, while it is a minor issue under a County policy.

Legislator Albano stated there will be a savings of about \$2,500 in feed since the County will be able to buy in bulk once the horses are purchased.

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

Item #6 - Approval/ Fund Transfer 19T044/ Finance/ Provide for 2019 Salary and Benefit Costs Pursuant to Ratified Contract Settlement between Putnam County and PuMA (Also Reviewed in Personnel)

Frank Caruso, Corrections Officer, requested the breakdown of percentages per year.

Chief Deputy Commissioner of Finance Anita Gilbert stated the contract is for five (5) years and the breakdown of increases is as follows: 2019 – 2%, 2020 – 2.5%, 2021 – 2.375%, 2022 – 2.375%, 2023 – 2.125%.

Legislator Castellano stated this contract is agreed upon by the PuMA Union and County Executive.

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

Item #7 - Approval/ Fund Transfer 19T047/ Sheriff's Dept./ Corrections/ Cover Overtime due to 4 Vacancies and 1 on 207C (Also reviewed in Personnel & Protective)

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

Item #8 - Approval/ Fund Transfer 19T062/ District Attorney/ Add Funds to Asset Forfeiture Budget Line (Also Reviewed in Protective)

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

Item #9 - Approval/ Fund Transfer 19T066/ County Clerk/ Purchase Shelving Units for the Archive Room (Also reviewed in Rules)

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

Item #10 - Approval/ Fund Transfer 19T067/ Highways & Facilities/ Correctly Allocate Funds for Temporary and Sub-Contract Lines due Employee Retirement (Also reviewed in Personnel)

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

Item #11 - Approval/ Semi-Annual Mortgage Tax Payments - 10/1/2018 to 3/31/2019

Legislator Albano stated this money goes back to the towns in proportion to what they generate and also goes to the MTA.

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

Item #12 - FYI/ County's Deposit and Investment Policies/ 1st Quarter Ending 3/31/2019 - Duly Noted

Item #13 - Other Business

 a. Approval/ Urging Restoration & Increase of Funding for the Extreme Winter Recovery (EWR) Program, Consolidated Local Streets & Highway Improvement Program (CHIPS) and Other Local Road, Bridge, & Culvert Programs

Chairman Gouldman made a motion to waive the rules and accept the other business; Seconded by Legislator Sayegh. All in favor.

Legislator Montgomery stated this was brought to her attention by the Town of Philipstown Highway Superintendent. She stated due to cuts in the State budget, \$150 million for the Consolidated Highway Improvement Program (CHIPS) along with the Emergency Weather Recovery (EWR) Program. She stated there is great concern for the amount local towns and counties stand to lose by these reductions. She stated the following municipalities stand to lose the following approximate amounts: Putnam County - \$111,000; Town of Carmel - \$56,000; Town of Kent - \$43,000; Town of Patterson \$25,000; Town of Philipstown – 26,000; Town of Putnam Valley – \$40,000; Town of Southeast - \$29,000; Village of Brewster - \$3,000; Village of Cold Spring - \$7,000; Village of Nelsonville - \$1,000. She stated a resolution was drafted to send to the State and she would like to send a letter to her State Representatives to restore this funding before the session ends in June. She stated she would also like a letter to be sent by the Full Legislature. She stated the EWR funding that was removed from the overall State budget was about \$65 million.

Chairman Gouldman thanked Legislator Montgomery for bringing this forward.

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

Item #14 - Adjournment

There being no further business, at 7:06 p.m. Chairman Gouldman made a motion to adjourn; Seconded by Legislator Castellano. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.