

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

**Members: Chairman Gouldman, Legislators Castellano & Sayegh**

**Monday** **5:30pm** **August 26, 2019**

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The meeting was called to order at 5:31 p.m. by Chairman Gouldman who led in the Pledge of Allegiance. Upon roll call Legislator Sayegh, Legislator Castellano and Chairman Gouldman were present.

**Item #3 - Approval of Minutes – July 24, 2019**

The minutes were approved as submitted.

**Item #4 - Correspondence/County Auditor**

**a. Sales Tax Report – Duly Noted**

**b. Board In Revenue Report**

Chairman Gouldman stated the Board In rates have increased.

Legislator Sayegh read correspondence received from Undersheriff Michael Corrigan that details the increase in rates. She read that Putnam County charged the United States Marshall's Service a fee of \$90.00 per day based on 16 prisoners per day; this rate has not been updated since 1992 when the program began. She continued to read that a new contract was negotiated with the United States Marshall's Service and the fee charged is now \$150.00 per day based on 16 prisoners per day. In his correspondence, Undersheriff Corrigan states this increase will bring the jail revenue from \$525,000 in 2019 to \$876,000 in 2020; a 66% increase. She stated the new fee will be effective October 1, 2019.

Chairman Gouldman stated this is great news.

**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 19A054/ Sheriff's Dept./ Align 2019 Revenue Budget with Appropriate Organization within Sheriff's Dept. (Also reviewed in Protective)**

Chairman Gouldman stated this Budgetary Amendment will create a new "Civil" budget line and reclassify the appropriate funds to that line. He stated this will put the revenue in the proper place.

Legislator Castellano questioned if this will make the Sheriff's budget easier.

Commissioner of Finance William Carlin stated it makes sense to have the funds where they belong.

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

**c. Approval/ Budgetary Amendment 19A055/ Sheriff's Dept./ Overtime Expenses to be Reimbursed per Agreement between Sheriff's Dept. and DEA Tactical Diversion Squad Task Force (Also reviewed in Protective)**

Chairman Gouldman made a motion to approve Budgetary Amendment 19A055; Seconded by Legislator Sayegh. All in favor.

**d. Approval/ Budgetary Amendment 19A056/ Finance/ Account for NYS Indigent Legal Services Statewide Expansion of Hurrell-Harring Funding (Also reviewed in Protective)**

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

**Item #6 - Approval/ Fund Transfer 19T167/ Sheriff's Dept. – Corrections/ Overtime due to 4 Vacancies and 2 on 207C (Also reviewed in Personnel & Protective)**

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

**Item #7 - Approval/ Fund Transfer 19T183/ Personnel/ Shortage in Temporary Line (Also reviewed in Personnel)**

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

**Item #8 - Approval/ Fund Transfer 19T187/ Veterans Service Agency/ Cover Salary of Temporary Employee (Also reviewed in Personnel)**

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

**Item #9 - Approval/ Fund Transfer 19T188/ Emergency Services/ Purchase Lightbars for 3 Vehicles (Also reviewed in Protective)**

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

**Item #10 - Approval/ Fund Transfer 19T191/ Sheriff's Dept./ Purchase 2 Cameras for Under Parking Structure at Sheriff's Dept. & Correctional Facility (Also reviewed in Protective)**

Legislator Albano stated the cost of these cameras seem high.

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

**Item #11 - Approval/ Fund Transfer 19T192/ Sheriff's Dept./ Purchase 1 Camera for Exterior of Building – Front Parking Lot (Also reviewed in Protective)**

Legislator Sayegh questioned why item #10 and item #11 were two (2) separate fund transfers since they are both for the purchase of cameras and the funds are being moved to and from the same budget lines.

Commissioner Carlin stated the Sheriff's Department received two (2) separate proposals for the different cameras.

Legislative Counsel Rob Firriolo stated one of the main differences is that the cameras in item #10 have night vision capability and the installation alone is almost \$25,000.

Legislator Albano questioned if an RFP (request for proposal) was done for these cameras.

County Auditor Michele Sharkey stated they were purchased under State contract.

Commissioner Carlin stated if the State contract is used it serves as the bid.

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

**Item #12 - Approval/ Fund Transfer 19T193/ Health Dept./ Reorganization of the Health Dept. (Also reviewed in Personnel)**

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

**Item #13 - Approval/ Fund Transfer 19T194/ Dept. of Social Services/ Vehicle Modification for Client of Home & Community Based Services Children's Waiver Program (Also reviewed in Health)**

Chairman Gouldman made a motion to approve Fund Transfer 19T193; Seconded by Legislator Castellano. All in favor.

**Item #14 - Approval/ Fund Transfer 19T200/ Sheriff's Dept. – Corrections/ Overtime due to 3 Vacancies and 3 on 207C (Also reviewed in Protective & Personnel)**

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

**Item #15 - Approval/ Fund Transfer 19T201/ Sheriff's Dept. – Corrections/ Overtime due to Many Jail Maintenance Projects & Loss of Part-Time Cook**

Chairman Gouldman made a motion to approve Fund Transfer 19T201; Seconded by Legislator Sayegh. All in favor.

**Item #16 - Approval/ Fund Transfer 19T207/ Finance/ Replace Outdated Computers that do not Run Efficiently on Windows 10**

Commissioner Carlin stated all computers will be upgraded to Windows 10. He stated these upgrades will be seen throughout departments when the Legislature reviews the 2020 budget. He stated some of the older computers will not run Windows 10 at all because they cannot handle the program.

Legislator Sayegh questioned since multiple departments will require new computers if a County wide RFP would bring the price down.

Commissioner Carlin stated the computers are purchased off the State contract, which will be the lowest price.

Legislator Albano questioned if the County is required to use the State contract.

Commissioner Carlin stated no, but the purchasing power of the State contract is so high that Putnam County would not receive a better price alone.

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

**Item #17 - Approval/ Refunding Bond Resolution/ Authorizing Refunding of Certain Outstanding Serial Bonds/ \$3,500,000**

Commissioner Carlin stated the County has done all it can do by having a strong fiscal policy and good bond rating, and now we have to wait on the bond market. He stated this refunding will be approved now and when the bonds go to price at the end of September we will know if it is a favorable bond market. He stated if it is, the County will sell the bonds and save about \$100,000. He stated the 2008, 2009, and 2011 outstanding series bonds will be refunded.

Legislator Albano questioned what the rates are.

Commissioner Carlin stated they are 2% right now; however it can change within the next month.

Legislator Albano clarified that this approval will allow the County to refund the bonds if the rates are good.

Commissioner Carlin stated that is correct, if the bond market turns out not to be good, the County won't move forward with it. He stated hopefully that is not the case and the County will be able to refund the bonds.

Legislator Sullivan questioned what the cost of refinancing is.

Commissioner Carlin stated the estimated \$100,000 would be the savings after the costs. He stated the main costs are for the underwriter, bond counsel, and financial advisory.

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

**Item #18 - Approval/ Authorization/ Legislators to Attend September NYSAC Fall Conference**

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

**Item #19 - FYI/ County's Deposit and Investment Policies/ 2<sup>nd</sup> Quarter Ending 6/30/2019**

Commissioner Carlin stated the rates are higher than last year but lower than they were in the beginning of the year. He stated the lower rates are good until the refunding is done and then as the County earns money, hopefully the rates will increase.

**Item #20 - Other Business – None**

**Item #21 - Adjournment**

There being no further business, at 5:56 p.m. Chairman Gouldman made a motion to adjourn; Seconded by Legislator Sayegh. All in favor.

Respectfully submitted by Administrative Assistant Beth Green.