

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

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

**Monday** **6:30pm** **September 26, 2016**

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The meeting was called to order at 6:30 p.m. by Chairman Castellano who requested that Legislator Gouldman lead in the Pledge of Allegiance. Upon roll call, Legislator Albano, Legislator Gouldman, and Chairman Castellano were present.

**Item #3 - Correspondence/County Auditor**  
**a. Sales Tax Report**

Ann Fanizzi, Resident, requested the month to month figures be stated from the Sales Tax Report.

Chairman Castellano stated the preliminary figures for the month of August are \$4,286,170. He stated that the County is on target for the amount budgeted for the year, which is \$54,739,000. He stated the total Sales Tax as of this report is \$37,622,239.

Ann Fanizzi, Resident, stated in terms of comparison, how does the projected \$54 million compare to 2015.

Chairman Castellano stated it is slightly above.

- 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 #4 - Correspondence/Commissioner of Finance**

- a. Overtime/Temporary Report** – Duly Noted
  
- b. Approval/ Bond Resolution/ \$180,000 for Jail Security Improvements  
(Also Reviewed in Protective Services)**

Ann Fanizzi, Resident questioned what the term of the Bond is.

Commissioner Carlin stated he believes it is five (5) years, however the County will not know the term of the Bond until the County actually borrows for it next year.

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

**c. Approval/ Budgetary Amendment 16A055/ Bond Resolution/ Security System for Jail (Also reviewed in Protective Services)**

Chairman Castellano stated the \$180,000 will be funding from the Bond, there is also \$8,154 that will be taken from contingency, because that portion of the project could not be bonded. He stated this budgetary will facilitate putting the funding in the correct budgetary items.

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

Legislator Albano requested clarification from Commissioner Carlin as to why the \$8,154 could not be bonded.

Commissioner Carlin stated that you cannot bond for licensing fees, which is why the \$8,154 has been separated from the Bond amount. He stated that is in accordance with the local financing law.

**d. Approval/ Budgetary Amendment 16A059/ Emergency Services/ Correct Revenue Line Incorrectly Decreased by Budgetary Amendment 16A026/ Resolution #133 of 2016 (Also reviewed in Protective Services)**

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

**e. Approval/ Budgetary Amendment 16A060/ District Attorney/ Fund Unavoidable Travel Expenses Associated with Re-trial of People v. Anthony DiPippo (Also reviewed in Protective Services)**

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

**f. Approval/ Budgetary Amendment 16A063/ Veteran's Peer-to-Peer Program/ Cover Cost of Veterans Contract with Mental Health Association of Putnam County (Also reviewed in Rules)**

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

Ann Fanizzi, resident, stated that she has obtained a copy of the report that Director of Veterans Affairs Karl Rohde presented to the Rules Committee. She stated that she has some questions pertaining to the report. She stated that she had questions regarding Budgetary Amendment 16A063 which she asked at the Rules meeting. She stated after reviewing the report that Director Rohde submitted she has more questions. She stated there is no record in the report accounting how the funds were spent last year. She

stated that she would like to see a breakdown of exactly how the funds were expended, activities, salaries etc. She continued to pose questions she had pertaining to the report. She requested that Commissioner of Social Services Michael Piazza be invited to the next meeting to explain the program.

Chairman Castellano stated that he would like to thank Ms. Fanizzi for her comments. He stated that this is a matter addressing State Aid for the Peer-to-Peer Program. He stated it is in the amount of \$3,740.97. He stated Director Rohde has provided substantial backup stating how the funding will be spent.

Ann Fanizzi, resident, stated that she is questioning the funding pertaining to the entire program.

Chairman Castellano stated that is not what is in front of this Committee tonight. He stated this matter can be discussed in the future, and have Director Rohde present to have a discussion.

Legislator Albano stated he has seen the work that Director Rohde has done for the last few years, in his opinion they are way underfunded. He stated that they do tremendous work. He stated after reviewing the report he is more than satisfied.

Legislator Nacerino stated that she believes the comments from Ms. Fanizzi are specific to agenda item, #4h. She stated, with that being said, that item was discussed at the Rules meeting and Commissioner Piazza and Director Rohde were both present. She read from the Budgetary Amendment 16A065 description (#4h.) "The State Office of Mental Health has notified Putnam County of the availability of an additional \$60,000 (2016-17 legislative Add(001)) for the Veteran Peer to Peer Support Pilot Program. These funds are to assist veterans suffering from post-traumatic stress syndrome, other related combat stress disorders or having other counseling needs, using individual and small group peer to peer counseling methods". She stated that she is confident Commissioner Piazza and Director Rohde are in compliance with the State. She stated the work that is done for the Veterans is so important. She stated this funding is instrumental to their cause, she stated that she would like this Committee to move this forward tonight. She stated that she does not believe that this funding is co-mingle or misappropriated in any shape or form, they are doing good work for a very good cause.

Ann Fanizzi, resident, stated it was not her intention to imply any co-mingling. She stated her intention, is to find out exactly what the money will be spent on. She stated, as mentioned, the funding is to serve one of our most vulnerable populations. She stated again that that she would like Commissioner Piazza come to the next meeting to speak to this matter. She questioned if there is an urgency to pass this tonight.

Chairman Castellano stated the urgency is that the money is available to Putnam County now. He stated this is a good program.

Ann Fanizzi, resident, stated again, she hopes Commissioner Piazza will attend the meeting next month to address this matter.

Legislator Nacerino stated that she is confident that both Commissioner Piazza and Director Rohde will come back again to address any questions. However, she would like to move forward with this matter. She stated she would not agree with delaying this matter to November. She stated although a deadline is not specifically sited, probably time is of the essence when dealing with any State funding.

Chairman Castellano stated that this agenda item, #4f, has already been approved. He stated at this time he will be taking the agenda out of order (#13a.) to accommodate the calendar of Putnam County Safety Officer John O'Connor.

**Item #13 - Other Business**

**a. Approval/ Grant Award/ Putnam County Respiratory Protection Program/ Law Department/ Safety Committee**

Chairman Castellano made a motion to waive the rules and accept the Other Business #13a. Approval/ Grant Award/ Putnam County Respiratory Protection Program/ Law Department/ Safety Committee; Seconded by Legislator Albano. All in favor.

Chairman Castellano stated this matter was addressed at the Rules meeting. He stated it is a 100% reimbursable grant. He questioned how the program applies to Putnam County.

Safety Officer John O'Connor stated the funding will be put towards training of the four (4) County agencies that use respirators: Highway & Facilities Department, Health Department, the Sheriff's Department- Emergency Response Team and the Bureau of Emergency's HAZMAT, Fire Investigation and the Fire Instructors Teams. He stated that the County wants to make sure that all of the agencies are in compliance with the OSHA Respiratory Protection Standard.

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

**g. Approval/ Budgetary Amendment 16A064/ County Clerk/ Local Government Records Management Improvement Fund (LGRMIF) Grant Award (Also reviewed in Rules)**

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

**h. Approval/ Budgetary Amendment 16A065/ Veteran's Peer-to-Peer Program/ Additional \$60,000 in Funding (Also reviewed in Rules)**

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

Legislator Gouldman stated Commissioner Piazza should be asked to come to a meeting to discuss this program.

Chairman Castellano concurred.

**Item #13 – Other Business**

**d. Approval/ Litigation Settlement/ Partenza-Mahoney v. County of Putnam**

Chairman Castellano made a motion to waive the rules and accept the Other Business #13d.– Approval. Litigation Settlement/ Partenza-Mahoney v. County of Putnam; Seconded by Legislator Albano. All in favor.

At 6:57pm Chairman Castellano made a motion to go into executive session to discuss the litigation settlement; Seconded by Legislator Albano. All in favor.

At 7:09pm Chairman Castellano made a motion to come out of executive session; Seconded by Legislator Albano. All in favor.

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

**i. Approval/ Bond Resolution/ \$350,000 for Litigation Settlement/ Partenza-Mahoney v. County of Putnam (Also forwarded to Rules as Additional)**

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

**j. Approval/ Budgetary Amendment 16A066/ Bond Resolution/ Litigation Settlement – Partenza-Mahoney v. County of Putnam (Also forwarded to Rules as Additional)**

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

**k. Approval/ Budgetary Amendment 16A067/ Finance/ Reflect Correct Fund Stream in Accordance with NYS Chart of Accounts**

Commissioner Carlin stated when the original budget was adopted the amount put in the “Fares” budget line and the “State Aid” budget lines were switched, he stated B. A. 16A067 is making the correction of putting them in the correct budget lines.

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

**Item #5 - Approval/ Fund Transfer 16T224/ District Attorney/ 2009 Street Safe Grant/ Purchase Bulletproof Vests for Law Enforcement Agencies (Also reviewed in Protective Services)**

Legislator Albano made a motion to approve Fund Transfer 16T224; Seconded by Legislator Gouldman. All in favor.

**Item #6 - Approval/ Fund Transfer 16T237/ Health Dept./ Purchase Two Vaccine Refrigerators (Also reviewed in Health)**

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

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

**Item #7 - Approval/ Fund Transfer 16T243/ Dept. of Social Services/ Reassignment of Responsibilities back to Employment & Training Effective July 1, 2016**

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

Commissioner Carlin stated this funding will take it to the end of 2016 and in 2017 it will be reflected in the amended account.

**Item #8 - Approval/ Fund Transfer 16T245/ Sheriff’s Dept./ Corrections/ Overtime/ Open Personnel Line/ August-September 2016**

Undersheriff Peter Convery stated there are currently two (2) Corrections Officers going through the academy, which should be completed in approximately 10 weeks. He stated the addition of these officers should bring the Department up to par.

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

**Item #9 - Approval/ Fund Transfer 16T246/ Sheriff’s Dept./ Corrections/ Temporary/ Open Cook Position/ August-September 2016**

Undersheriff Convery stated a graduate of the Culinary Institute of America is being hired this week.

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

Frank Caruso, an employee in the Corrections division of the Sheriff's Department stated a gentleman who was a Cook for the Sheriff's Department and retired came back to help out with the vacancy. He stated that he worked part-time from November 2015 to present. He advocated on his behalf if there is any additional compensation that could be given to him.

Legislator Nacerino stated that he was hired on a per diem basis, therefore he was compensated for the work he did.

Chairman Castellano facilitated further discussion.

Legislative Counsel Van Ross stated a request would need to come from the Sheriff for any action to be considered by the Legislature, regarding this matter.

**Item #10 - Approval/ Fund Transfer 16T248/ Veteran's Peer-to-Peer Program/ Cover Contract with Mental Health Association of Putnam County (Also reviewed in Rules)**

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

**Item #11 - Approval/ Fund Transfer 16T254/ Finance/ ATI Overtime**

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

Commissioner Carlin stated he is using a balance in a vacant personnel line to fund this request. He stated that he has been told this should fund the program through to the end of 2016.

**Item #12 - Approval/ Amend Resolution #184 of 2016 (*Budgetary Amendment 16A046/ Sheriff's Dept./ Grant Award/ Purchase Trauma Plates for Body Armor*) to Reflect Correct Account Numbers and Description**

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

**Item #13 - Other Business**

- a. **Approval/ Grant Award/ Putnam County Respiratory Protection Program/ Law Department/ Safety Committee – See above**

Chairman Castellano made a motion to waive the rules and accept the Other Business #13b. Approval/ Creation of the Position “Deputy Director of IT/GIS” and #13c. Approval/ Fund Transfer 16T266/ Finance/ Pay School Taxes on County Owned Property; Seconded by Legislator Gouldman. All in favor.

**b. Approval/ Creation of the Position “Deputy Director of IT/GIS”**

Chairman Castellano stated a request was made for more details on the requested new position of Deputy Director of IT/GIS. He stated the material was provided.

Legislative Counsel Van Ross stated the request was for the qualifications, and that is what was submitted.

Chairman Castellano stated that is correct. The request and need for this new position was discussed at the Personnel Meeting.

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

**c. Approval/ Fund Transfer 16T266/ Finance/ Pay School Taxes on County Owned Property**

Commissioner Carlin stated that he does not know the total of the taxes due on the County Owned Properties until this week. He stated it was more than what was budgeted.

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

**d. Approval/ Litigation Settlement/ Partenza-Mahoney v. County of Putnam**  
– See above

**Item #14 - Adjournment**

There being no further business, at 7:26pm, Chairman Castellano made a motion to adjourn; Seconded by Legislator Gouldman. All in favor.

Respectfully submitted by Deputy Clerk Diane Trabulsy.