



Kenneth W. Jenkins
Westchester County Executive

October 15, 2025

Westchester County Board of Legislators
800 Michaelian Office Building
White Plains, New York 10601

Dear Honorable Members of the Board of Legislators:

Transmitted herewith for your review and approval is a bond act ("Bond Act") which, if adopted, would authorize the County of Westchester ("County") to issue bonds in the amount of \$750,000 to finance the following capital project:

CC109 – Hartford Hall HVAC Replacement ("CC109").

The Bond Act, in the amount of \$750,000, would finance the County's approximately 50% share of cost of Hartford Hall heating, ventilation and air conditioning ("HVAC") improvements at the Westchester Community College ("College") including the design and construction of the full system replacement of the Hartford Hall ductless split air conditioning systems, and the reconfiguring and replacement of the related piping and insulation, and air conditioning controls. The purpose of this project is to make the mechanical repairs and upgrades.

The College has advised that the existing HVAC system has reached its expected lifespan.

The College has advised that the total amount appropriated for CC109 is \$1,500,000. This bond request in the amount of \$750,000 represents the County's approximately 50% share of CC109. The remaining 50% will be funded by New York State.

Following bonding authorization, design will be scheduled and is anticipated to take twelve months to complete. It is anticipated that the design work will be completed by a consultant. It is estimated that construction will take eighteen months to complete and will begin after award and execution of construction contracts.

Based on the importance of this project to the County, favorable action on the proposed Bond Act is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to be "K. Jenkins", written over the word "Sincerely," and the printed name "Kenneth W. Jenkins".

Kenneth W. Jenkins
Westchester County Executive

**HONORABLE BOARD OF LEGISLATORS
THE COUNTY OF WESTCHESTER, NEW YORK**

Your Committee is in receipt of a transmittal from the County Executive recommending approval by the County of Westchester ("County") of a bond act ("Bond Act") in the amount of \$750,000 to finance capital project CC109 – Hartford Hall HVAC Replacement ("CC109"). The Bond Act, which was prepared by the law firm Harris Beach, will finance the County's approximately 50% share of cost of Hartford Hall heating, ventilation and air conditioning ("HVAC") improvements at the Westchester Community College ("College") including the design and construction of the full system replacement of the Hartford Hall ductless split air conditioning systems, and the reconfiguring and replacement of the related piping and insulation, and air conditioning controls. The purpose of this project is to make the mechanical repairs and upgrades.

The College has advised that the existing HVAC system has reached its expected lifespan.

The College has advised that the total amount appropriated for CC109 is \$1,500,000. This bond request in the amount of \$750,000 represents the County's approximately 50% share of CC109. The remaining 50% will be funded by New York State.

Following bonding authorization, design will be scheduled and is anticipated to take twelve months to complete. It is anticipated that the design work will be completed by a consultant. It is estimated that construction will take eighteen months to complete and will begin after award and execution of construction contracts.

The Planning Department has advised your Committee that based on its review, CC109 may be classified as a Type "II" action pursuant to the State Environmental Quality Review Act ("SEQR") and its implementing regulations, 6 NYCRR Part 617. Therefore, no environmental review is required. Your Committee has reviewed the annexed SEQR documentation and concurs with this recommendation.

It should be noted that an affirmative vote of two-thirds of the members of your Honorable Board is required in order to adopt the Bond Act. Your Committee recommends the adoption of the proposed Bond Act.

Dated: _____, 20____
White Plains, New York

COMMITTEE ON

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: CC109

☐ NO FISCAL IMPACT PROJECTED

SECTION A - CAPITAL BUDGET IMPACT

To Be Completed by Budget

☒ GENERAL FUND

☐ AIRPORT FUND

☐ SPECIAL DISTRICTS FUND

Source of County Funds (check one):

☒ Current Appropriations

☐ Capital Budget Amendment

SECTION B - BONDING AUTHORIZATIONS

To Be Completed by Finance

Total Principal \$ 750,000 PPU 10 Anticipated Interest Rate 2.79%

Anticipated Annual Cost (Principal and Interest): \$ 87,177

Total Debt Service (Annual Cost x Term): \$ 871,770

Finance Department: Interest rates from October 9, 2025 Bond Buyer - ASBA

SECTION C - IMPACT ON OPERATING BUDGET (exclusive of debt service)

To Be Completed by Submitting Department and Reviewed by Budget

Potential Related Expenses (Annual): \$ -

Potential Related Revenues (Annual): \$ -

Anticipated savings to County and/or impact of department operations

(describe in detail for current and next four years):

No operating impact

SECTION D - EMPLOYMENT

As per federal guidelines, each \$92,000 of appropriation funds one FTE Job

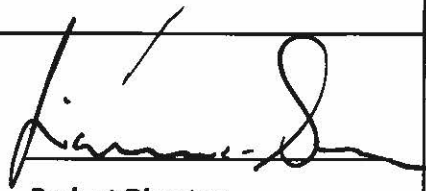
Number of Full Time Equivalent (FTE) Jobs Funded:

Prepared by: Dawn Gillins

Title: Acting VP Admin/CFO

Department: WCC

Date: 10/16/25

Reviewed By: 

DV1019/25
10/16/25

Budget Director

Date:

10/16/25

TO: Michelle Greenbaum, Senior Assistant County Attorney
Carla Chaves, Senior Assistant County Attorney
Maximilian Zorn, Assistant County Attorney
Maria Baratta, Assistant County Attorney

FROM: David S. Kvinge, AICP, RLA, CFM 
Assistant Commissioner

DATE: October 8, 2025

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
CC109 HARTFORD HALL HVAC REPLACEMENT**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on
09/24/2025 (Unique ID: 3015)

With respect to the State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617, the Planning Department recommends that no environmental review is required for the proposed action, because the project or component of the project for which funding is requested may be classified as a **TYPE II action** pursuant to section(s):

- **617.5(c)(2):** replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in section 617.4 of this Part.

COMMENTS: The building is on the National Register of Historic Places. It is anticipated that all repairs and improvement will be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

DSK/oav

cc: Andrew Ferris, Chief of Staff
Paula Friedman, Assistant to the County Executive
Lawrence Soule, Budget Director
Tami Altschiller, Assistant Chief Deputy County Attorney
Dianne Vanadia, Associate Budget Director
Dawn Gillins, Assistant Vice President/Comptroller, Westchester Community College
Ross Garrett, Assistant Mechanical Engineer, Westchester Community College
Susan Darling, Chief Planner
Claudia Maxwell, Principal Environmental Planner
Douglas Wessells, Planner

ACT NO. -20__

BOND ACT AUTHORIZING THE ISSUANCE OF \$750,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF HARTFORD HALL HVAC IMPROVEMENTS AT THE WESTCHESTER COMMUNITY COLLEGE; STATING THE TOTAL ESTIMATED MAXIMUM COST THEREOF IS \$1,500,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$750,000 BONDS HEREIN AUTHORIZED TO FINANCE THE COUNTY'S SHARE OF SUCH COST AND THE APPLICATION OF \$750,000 EXPECTED TO BE RECEIVED FROM THE STATE OF NEW YORK TOWARDS THE COST OF SAID OBJECTS OR PURPOSES; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (Adopted , 20__)

BE IT ENACTED BY THE COUNTY BOARD OF LEGISLATORS OF THE COUNTY OF WESTCHESTER, NEW YORK (by the affirmative vote of not less than Third-thirds of the voting strength of said Board), AS FOLLOWS:

Section 1. Pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law"), the Westchester County Administrative Code, being Chapter 852 of the Laws of 1948, as amended, to the provisions of other laws applicable thereto, \$750,000 bonds of the County, or so much thereof as may be necessary, are hereby authorized to be issued to finance the cost of Hartford Hall HVAC improvements at the Westchester Community College; including the design and construction of the full system replacement of the Harford Hall ductless split air conditioning systems, and the

reconfiguring and replacement of the related piping and insulation, and air conditioning controls. The purpose of this project is to make the mechanical repairs and upgrades all as set forth in the County's current year Capital Budget, as amended. To the extent that the details set forth in this act are inconsistent with any details set forth in the current year Capital Budget of the County, such Budget shall be deemed and is hereby amended. The estimated maximum cost of said object or purpose, including preliminary costs and costs incidental thereto and the financing thereof is \$1,500,000. The plan of financing includes the issuance of \$750,000 bonds herein authorized and any bond anticipation notes issued in anticipation of the sale of such bonds, the application of \$750,000 expected to be received from the State of New York to be expended towards the cost of said objects or purposes, and the levy of a tax to pay the principal of and interest on said bonds and notes.

Section 2. The period of probable usefulness applicable to the specific object or purpose for which the bonds authorized by this resolution is to be issued, within the limitations of Section 11.00 a. 13 of the Law, is ten (10) years.

Section 3. Current funds are not required to be provided as a down payment pursuant to Section 107.00 d. 9. of the Law prior to issuance of the bonds authorized herein, or any bond anticipation notes issued in anticipation of the sale of such bonds. The County intends to finance, on an interim basis, the costs or a portion of the costs of said improvements for which bonds are herein authorized, which costs are reasonably expected to be reimbursed with the proceeds of debt to be incurred by the County, pursuant to this Act, in the maximum amount of \$750,000. This Act is a declaration of official intent adopted pursuant to the requirements of Treasury Regulation Section 1.150-2.

Section 4. Subject to the provisions of this Act and of the Law, and pursuant to the provisions of §30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and of §§50.00, 56.00 to 60.00 and 168.00 of said Law, the powers and duties of the County Board of Legislators relative to authorizing the issuance of any notes in anticipation of the sale of the bonds herein authorized, or the renewals thereof, relative to providing for substantially level or declining annual debt service, relative to prescribing the terms, form and contents and as to the sale and issuance of the respective amounts of bonds herein authorized, and of any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and relative to executing agreements for credit enhancement, are hereby delegated to the Commissioner of Finance of the County, as the chief fiscal officer of the County.

Section 5. Each of the bonds authorized by this Act and any bond anticipation notes issued in anticipation of the sale thereof shall contain the recital of validity prescribed by §52.00 of said Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the County of Westchester, payable as to both principal and interest by general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and provision shall be made annually in the budgets of the County by appropriation for (a) the amortization and redemption of the notes and bonds to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 6. The validity of the bonds authorized by this Act and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of this Act or a summary hereof, are not substantially complied with,

and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the Constitution.

Section 7. This Act shall take effect in accordance with Section 107.71 of the Westchester County Charter.

* * *

STATE OF NEW YORK)
 : ss.:
COUNTY OF WESTCHESTER)

I HEREBY CERTIFY that I have compared the foregoing Act No. -20__ with the original on file in my office, and that the same is a correct transcript therefrom and of the whole of the said original Act, which was duly adopted by the County Board of Legislators of the County of Westchester on , 20__ and approved by the County Executive on , 20__.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County Board of Legislators this day of , 20__.

(SEAL)

The Clerk and Chief Administrative Officer of the
County Board of Legislators
County of Westchester, New York

LEGAL NOTICE

A Bond Act, a summary of which is published herewith, has been adopted by the Board of Legislators on _____, 20__ and approved by the County Executive on _____, 20__ and the validity of the obligations authorized by such Bond Act may be hereafter contested only if such obligations were authorized for an object or purpose for which the County of Westchester, in the State of New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the Constitution.

Complete copies of the Bond Act summarized herewith shall be available for public inspection during normal business hours at the Office of the Clerk of the Board of Legislators of the County of Westchester, New York, for a period of twenty days from the date of publication of this Notice.

ACT NO. _____-20__

BOND ACT AUTHORIZING THE ISSUANCE OF \$750,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF HARTFORD HALL HVAC IMPROVEMENTS AT THE WESTCHESTER COMMUNITY COLLEGE, STATING THE TOTAL ESTIMATED MAXIMUM COST THEREOF IS \$1,500,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$750,000 BONDS HEREIN AUTHORIZED TO FINANCE THE COUNTY'S SHARE OF SUCH COST AND THE APPLICATION OF \$4,185,000 EXPECTED TO BE RECEIVED FROM THE STATE OF NEW YORK TOWARDS THE COST OF SAID OBJECTS OR PURPOSES; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (Adopted _____, 20__)

object or purpose: to finance the cost of Hartford Hall HVAC improvements at the Westchester Community College, including the design and construction of the full system replacement of the Hartford Hall ductless split air conditioning systems and the reconfiguring and replacement of the related piping and insulation, and air conditioning controls; at the estimated maximum cost of \$1,500,000; all as set forth in the County's current year Capital Budget, as amended.

amount of obligations to be issued:

and period of probable usefulness: \$750,000; ten (10) years

Dated: _____, 20__
White Plains, New York

Clerk and Chief Administrative Officer of the County
Board of Legislators of the County of Westchester, New York

CAPITAL PROJECT FACT SHEET

Project ID:* CC109	☐ CBA	Fact Sheet Date:* 07-31-2025
Fact Sheet Year:* 2025	Project Title:* HARTFORD HALL HVAC REPLACEMENT	Legislative District ID: 3,
Category* WCC - BUILDINGS	Department:* COMMUNITY COLLEGE	CP Unique ID: 3015

Overall Project Description

Hartford Hall, the original estate house built in 1932 and placed on the Historic Register in 1978, still exhibits its older splendor. A study of the Hartford Hall ductless splits systems determined that the existing HVAC system has reached its useful lifespan and a full replacement system is necessary.

- | | | |
|---|---|---|
| ☒ Best Management Practices | ☒ Energy Efficiencies | ☐ Infrastructure |
| ☐ Life Safety | ☐ Project Labor Agreement | ☐ Revenue |
| ☐ Security | ☐ Other | |

FIVE-YEAR CAPITAL PROGRAM (in thousands)

	Estimated Ultimate Total Cost	Appropriated	2025	2026	2027	2028	2029	Under Review
Gross	1,500	1,500	0	0	0	0	0	0
Less Non-County Shares	750	750	0	0	0	0	0	0
Net	750	750	0	0	0	0	0	0

Expended/Obligated Amount (in thousands) as of : 0

Current Bond Description: Current bonding approval is necessary to fund the County's 50% share of this new project. This project totals \$1,500,000 for the design and construction of the full system replacement of the Hartford Hall ductless split air conditioning systems and reconfigure and replace the related piping and insulation throughout the building. Existing piping and insulation will be salvaged and reused where possible. The air conditioning controls will be updated to connect to the campus Andover building management system to allow for remote monitoring and controls. The purpose of this project is to make the mechanical repairs and upgrades necessary to preserve this historic building.

Financing Plan for Current Request:

Non-County Shares:	\$ 750,000
Bonds/Notes:	750,000
Cash:	0
Total:	\$ 1,500,000

SEQR Classification:

TYPE II

Amount Requested:

750,000

Expected Design Work Provider:

- | | | |
|---------------------------------------|--|---|
| ☐ County Staff | ☒ Consultant | ☐ Not Applicable |
|---------------------------------------|--|---|

Comments:

The amount appropriated for this project is \$1,500,000. This bonding request in the amount of \$750,000 represents the County's 50% share of approved Capital Project WCC109 Hartford Hall HVAC Replacement. The state has approved funding on the remaining 50%.

Energy Efficiencies:

NEW HVAC WILL BE MORE EFFICIENT

Appropriation History:

Year	Amount	Description
2024	1,500,000	HARTFORD HALL HVAC REPLACEMENT

Total Appropriation History:

1,500,000

Total Financing History:

0

Recommended By:**Department of Planning**

SEDR

Date

09-24-2025

Department of Public Works

RJB4

Date

09-24-2025

Budget Department

DEV9

Date

09-25-2025

Requesting Department

DAGX

Date

09-25-2025