

County of Westchester
Board of Acquisition and Contract
Meeting Minutes - Final

Thursday, January 8, 2026

11:00 AM

**County Executive Conference Room
Michaelian Office Building**

Roll Call

Present: Kenneth W. Jenkins, Lawrence C. Soule, and Terry Clements

Attendees:

Deputy County Executive
Commissioner of Finance
Assistant Chief County Attorney
Deputy County Attorney
Board of Legislators
Board of Legislators
Secretary BAC
Assistant Secretary BAC

Richard Wishnie
Karin Hablow
Tami Altschiller
David Vutera
Greg Casciato
Santiago Caceres
Raymond Sculky
Lindsay Jackson

Mr. Jenkins presided.

Mr. Sculky said, "The Board of Acquisition and Contract permits in-person access to the meeting and virtually through Webex. Before commencing today's meeting, I note for the record that I have gone to the reception area to invite any members of the public who wish to attend today's meeting to come to this conference room."

"I call this meeting of the Board of Acquisition and Contract for January 8, 2026 to order.

It is my understanding that a vote for Chair of this Board is required. I request that counsel to the Board address this matter for the record."

Ms. Altschiller said, "Thank you, my name is Tami Altschiller, I am an Assistant Chief Deputy County Attorney. Section 161.01 of the Laws of Westchester County sets the membership of this Board of Acquisition and Contract as follows: the County Executive; the Budget Director and the Chair of the County Board of Legislators.

It does not specify who the Chair of this Board shall be. As such, a vote for Chair by the members of this Board must take place. In the past, the Board has taken such vote upon the beginning of the term of the County Executive. Any member may nominate himself/herself or any other statutory member of the Board for the position of Chair."

Mr. Sculky asked, "Are there any nominations for the position of Chair of the Board of Acquisition and Contract?"

Mr. Soule said, "I move the nomination of the County Executive, the Honorable Kenneth W. Jenkins, as Chair of the Board of Acquisition and Contract."

Mr. Sculky asked, "Is there a second?"

Ms. Clements seconded the motion.

Mr. Sculky asked, "Are there any other nominations for Chair of the Board?"

"I will now conduct a roll call vote for the Chair of the Board Acquisition and Contract."

"Mr. Soule? " Mr. Soule answered, "Yes"

"Ms. Clements?" Ms. Clements answered, "Yes"

"Mr. Jenkins? " Mr. Jenkins answered, "Yes"

Mr. Sculky said, "I note for the record, that the County Executive, the Honorable Kenneth W. Jenkins, has been elected as the Chair of the Board of Acquisition and Contract. The Chair will now conduct the rest of this meeting."

Mr. Jenkins said, "Are there any other motions before we consider the agenda for today's meeting?"

Mr. Soule stated, "Mr. Chair, I move that we re-adopt the rules of this Board of Acquisition and Contract. A copy of those rules has been provided by the Secretary to this Board."

Mr. Jenkins asked, "Is there a second? "

Ms. Clements seconded and the motion was unanimously approved.

Acquisition & Contract.

Minutes of the meeting 12/23/25 and the SEQR Review for agenda items.

R. Sculky

Mr. Jenkins moved to receive and file the foregoing minutes and SEQR review, which were duly seconded and approved.

1. [107481](#) **County Executive** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Pace University for the creation of a Community Needs Assessment Report for the Westchester County Hispanic Advisory Board.

K. Jenkins

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

2. [112793](#) **County Executive** - Pursuant to the provisions of Sections 161.01 and 161.11 of the Laws of Westchester County, the Board of Acquisition and Contract hereby approves the issuance of certificates of authorization by the County Executive, during his term of office, authorizing the heads of the following listed departments, boards, and commissions to execute contracts relating to the maintenance and/or operation of such department, board, or commission, subject to the conditions of this resolution.

K. Jenkins

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

3. [112794](#) **County Executive** - Pursuant to the provisions of Sections 161.01 and 161.11(1)(c) of the Laws of Westchester County, the Board of Acquisition and Contract hereby approves the issuance of certificates of authorization by the County Executive, during his term of office, authorizing the heads of the following listed departments, boards, and commissions to execute contracts relating to the maintenance and/or operation of such department, board, or commission, subject to the conditions of this resolution.

K. Jenkins

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

4. [112726](#) **County Executive/Office of Tourism** - Enter into a Film Permit with Patch Bay Productions LLC ("Patch Bay"), pursuant to which Patch Bay will be permitted to utilize locations at Playland Park and Playland Parkway on December 9, 2025, in order to film scenes for a project entitled "Unaccustomed Earth, for an estimated permit fee of \$35,737.50.

N. Caputo

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

5. [112744](#) **Planning** - Amend an agreement with the Village of Dobbs Ferry, pursuant to which the Village agreed remove and replace the existing spray pad at Memorial Park, for a term commencing on 8/1/24 - 7/31/25, for an amount not-to-exceed \$154,000, in order to retroactively extend the term thereof from 7/31/25 - 7/31/26.

B. Lopez

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

6. [112786](#) **Health** - Amend a 11/20/25 Agreement to, inter alia, enter into a three-party Lead Remediation Agreement (the "LRA") with Hugo Ayala and Emma Ayala and Altavista Lead Improvement Inc. (the "Contractor"), pursuant to which the Contractor would perform lead remediation services on Participant's property located at 79 Linden Street, Apt. 1, Yonkers, New York 10701, in accordance with New York State's Leading in Lead Prevention Pilot Program, for the period commencing upon execution of the agreement between all parties and continuing through 3/31/26, in an amount not-to-exceed \$40,000, is hereby amended in order to: (i) modify the Scope of Work by adding units to be remediated at 79 Linden Street, Yonkers, New York 10701, the 2nd Floor and 3rd Floor.

S. Amler

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

7. [112728](#) **Parks** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with DLL Finance LLC.

K. O'Connor

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

8. [112729](#) **Parks** - Enter into Lease and Maintenance Agreement No. PRC-1499 with DLL Finance LLC, for the provision of 29 new GPS-equipped golf carts, having a term of 4/1/26 - 12/31/27, and in an amount not to exceed \$64,380, with the golf carts being distributed to the following Golf Courses: Mohansic Golf Course - 10 gasoline powered golf carts Sprain Lake Golf Course - 10 gasoline powered golf carts Maple Moor Golf Course - 4 gasoline powered golf carts Saxon Woods Golf Course - 5 gasoline powered golf carts.

K. O'Connor

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

9. [112733](#) **Parks** - Enter into License Agreement No. PRC-1501 with Twin Lakes Farm, Inc. (TLF), Bronxville, NY, for the operation and management of the North and South Equestrian Centers at Twin Lakes Park in Eastchester, for a term commencing 2/1/26 - 1/31/31, for a total license fee of \$146,522.40, payable in accordance with an approved payment schedule and as additional consideration for the License Agreement, TLF shall complete certain capital improvements at TLF's sole cost of at least \$343,000.

K. O'Connor

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

There being no further business, the Chair declared the meeting adjourned. All approved resolutions are on file electronically with the Board of Acquisition and Contract.

I have reviewed the foregoing minutes and have found them to be correct as written.

Signed: *Raymond Sculky*, Secretary

Dated: January 8, 2026