



OnBase: 112947

January 29, 2026

To: Board of Acquisition and Contract

From: Dr. Belinda S. Miles  
President – Westchester Community College

Re: Authority for the County of Westchester, acting by and through Westchester Community College, to enter into a Hold Harmless Agreement with Sleepy Hollow Cemetery at Tarrytown and Sleepy Hollow Cemetery Historic Fund, Inc., to enable the College to conduct research and work at the Cemetery as part of a Historic Preservation course, a non-credit workforce development initiative.

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Westchester Community College (the "College") has a Historic Preservation Program that exposes students to various fields in the area of historic preservation. As part of that program, they visit and work at various historic sites in the Hudson Valley. One of the courses that is part of this program involves students visiting Sleepy Hollow Cemetery in Tarrytown and repairing historic gravestones in furtherance of understanding the historical significance of this site and its place in the history of Westchester.

Sleepy Hollow Cemetery at Tarrytown (the "Cemetery") and Sleepy Hollow Cemetery Historic Fund, Inc. (the "Fund") requires the College to provide a Hold Harmless Agreement before they will allow students to work in the cemetery. Accordingly, authority is requested for the County of Westchester, acting by and through the College, to enter into a Hold Harmless Agreement in the following form:

"Westchester Community College and the County of Westchester shall save harmless, indemnify, and in the event of suit, will defend the corporations, firms and individuals hereinafter named from and against all loss, costs, damage, expense, claims or demands arising out of or caused, or alleged to have been caused in any manner by the doing of the work herein provided, including all suits or action of every kind or description brought against one or more of the said parties either

individually or jointly with the County for or on account of any damage or injury to any person or persons or property, including the contractors employees or their property, caused or occasioned, or alleged to have been caused or occasioned by the County, its employees or agents, by or on account of the performance of any work pursuant to or in connection with contract, verbal or written, or through any negligence or alleged negligence in guarding the work or through any act or omission or alleged act or omission of the County, its employees or agents with respect to work performed by the County at the following locations for the respective owners set fourth next to each of said locations: Sleepy Hollow Cemetery at Tarrytown, 540 North Broadway, Sleepy Hollow, NY 10591 Sleepy Hollow Cemetery Historic Fund, Inc., 540 North Broadway, Sleepy Hollow, NY 10591”

Students will be supervised by members of the College's staff. There will be no charge by the Cemetery or the Fund to the College for this program.

I believe that it is in the best interest of the College to provide hands on instruction, which in this case is a prerequisite for completion of this program, and I, therefore, recommend that you act favorably on the annexed proposed resolution.

BSM/cm  
Encls.

## RESOLUTION

Upon a communication from the President of Westchester Community College, be it hereby:

**RESOLVED**, that the County of Westchester, acting by and through Westchester Community College (“College”), is authorized to enter into a Hold Harmless Agreement with Sleepy Hollow Cemetery at Tarrytown and Sleepy Hollow Cemetery Fund, Inc., in the following form:

“Westchester Community College and the County of Westchester shall save harmless, indemnify, and in the event of suit, will defend the corporations, firms and individuals hereinafter named from and against all loss, costs, damage, expense, claims or demands arising out of or caused, or alleged to have been caused in any manner by the doing of the work herein provided, including all suits or action of every kind or description brought against one or more of the said parties either individually or jointly with the County for or on account of any damage or injury to any person or persons or property, including the contractors employees or their property, caused or occasioned, or alleged to have been caused or occasioned by the County, its employees or agents, by or on account of the performance of any work pursuant to or in connection with contract, verbal or written, or through any negligence or alleged negligence in guarding the work or through any act or omission or alleged act or omission of the County, its employees or agents with respect to work performed by the County at the following locations for the respective owners set fourth next to each of said locations: Sleepy Hollow Cemetery at Tarrytown, 540 North Broadway, Sleepy Hollow, NY 10591 Sleepy Hollow Cemetery Historic Fund, Inc., 540 North Broadway, Sleepy Hollow, NY 10591”

; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute any and all instruments and to take all action necessary to implement the purposes hereof.

Account to be Charged/ credited	Fund	Dept	Major Program, Program & Phase Or Unit	Sub Unit	Object / Sub Object	Trust Account	Dollars

Budget Funding Year(s) \_\_\_\_\_ Start Date \_\_\_\_\_ End Date \_\_\_\_\_

(must match resolution)

Funding Source

\$\_\_\_\_\_

Tax Dollars \_\_\_\_\_

State Aid \_\_\_\_\_

Federal Aid \_\_\_\_\_

Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/12/2026 - RAYMOND SCULKY, SECRETARY