

REGULAR MEETING

Supr. Lisa Moore called the Regular Meeting of the South Bristol Town Board called to order
May 11, 2026, at 6:03pm.

PRESENT

Lisa Moore, Supervisor
Meg Fuller, Councilwoman
Chris Abraham, Councilman
Jamie Hall, Councilman

ABSENT

Stephen Cowley, Councilman

RECORDING SECRETARY

Judy Voss, Town Clerk

OTHERS

Amy Luersen, John Holtz, Jonathan Heiderich, Jennifer Sinsebox, Scott Trumbower, Douglas Merrill, Sally Berry, Ellen Aymerich, Cathy Colby, Kelli Becka, Marcia Smith, Ginny Lalka, Staci Tucker, Tom Hawks III, Christopher Bennem, Al Carvill, Beth Fitch,
Girl Scout Troup Leaders: Morgan Zepkowski, Katy Matthews, Rose Clark, Carla Clark, Colleen Healy. Girl Scouts: Mykenzie Burns, Elise Matthews, Kinsley Clark, Thea Healy
Online: Brooks Lyon, Mark McCloskey, et al

REGULAR MEETING CALLED TO ORDER

Supr. Lisa Moore opened the Regular Meeting.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Girl Scouts Troup 40232

Privilege of the Floor

- Chloe Quimby and Staci Tucker, Bristol Library Community Report

I'm Chloe Quimby. I'm here today to give our 2025 Community Report for Bristol Library, and to introduce our new library director, Stacey Tucker, who joined us in March.

We are an association library, as many of you are aware, meaning we do not receive funds from taxes the way municipal and school libraries do. We depend on community contributions to continue providing robust programming and materials to our patrons, so we're very grateful for your crucial support. We're part of the OWWL Coalition of 42 libraries in Ontario, Wayne, Wyoming, and Livingston counties, and last year, over 6,800 materials were circulated in our little library. And that doesn't count the thousands of digital resources we make available to our patrons.

In 2025, we held 270 events, which means just about every day of the year we're open, we have something going on. These included Tai Chi and chair yoga, art classes, readings by award-winning authors, and we have a well-attended weekly euchre game.

We also offer community service programs on healthcare assistance, career guidance, and suicide prevention among our veterans. We have a long-running memoir group called the Bristol Bookends, and we recently switched to two groups because of the attendance. We celebrate their work at the annual Share Fest in our park.

Over the past year, we've had several partnerships with Town of Bristol, as well as Bristol Hills Historical Society, Writers & Books, and we jointly sponsor Easter programs at the Bristol Fire Hall and Bristol Church.

Our most popular events in 2025 included Trunk or Treat, Summer Reading, which is a program for all ages, and meditation and wellness. We also held some fund-raising events, including an afternoon tea and a silent auction at the park and we were chosen by Finger Lakes Virtual Museum to become a legacy learning site.

We are open part-time, staffed by a Library Director, which is Stacey, and 3 part-time clerks. We provide all of these educational programs and community space with helpful staff and access to thousands of materials on an annual budget of about \$90,000. As may be evident, we do a lot on a little.

Again, thank you for your continued financial support, and thank you so much for your time this evening.

Beth Thomas, the South Bristol Historian, First, I have to give a shout out to the Bristol Library. Thank you very much for supporting the historian and saving South Bristol history. Really appreciate the grant.

There is so much going on this year that has been in the planning process for about 4 years, but one of the things I want to talk to you tonight about is a brand new idea to capitalize on our Native American history for our 250th, and coordinate it with the Ring of Fire, which this year is on September 5th. It is a Saturday, and we would like to have, what John Holtz will appreciate, the Magical Mystery History Bus Tour. We are going to feature our Book 1 and Book 2 by going to the sites that are in Book 1 and highlighting some of the things that'll be coming up in Book 2 through the paintings that we will display at the Grange.

We will be visiting Brew and Brats for some beverages and some food, and then we will be, hopefully, with your permission, going up to the Scenic Overlook and letting people disembark to look at the bonfire on the top of Bear Hill, and to see some of the flares that are all around the Lake. What we are asking you to look into for us is if it is okay with the town lawyers if we designate a drop-off spot for our bus. Offload them, and then park elsewhere, so we're not monopolizing all the parking spots, and then come back and pick people up.

So, I'm just asking if you could find out if that's okay with the town lawyers in terms of liability. I know that the bus company is covered for their liability. The people that will be participating in this will be buying tickets, and then if it's okay with the town of South Bristol, we will, pursue this with the Bristol Hills Historical Society.

Guest Presentation

- Doug Merrill, Tick-Borne Diseases, Education and Prevention

Supr. Lisa Moore introduced the guest presentation tonight, Doug Merrill, will speak on tick-borne diseases, education and prevention. We are excited to have Doug from the Canandaigua Watershed Association, and a tireless advocate for education and prevention of tick-borne diseases here with us today. Doug is also a Canandaigua City Council member, a hunter, and a retired RIT professor of biological sciences.

Thank you for coming, Doug.

Mr. Merrill gave his Power Point presentation "*Protecting Ontario County Citizens from Tick-Borne Diseases*" to the Town Board and attendees and answered questions.

Approval of the Minutes

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Chris Abraham, the minutes of the April 13, 2026 Town Board meeting were ACCEPTED. Voting AYE: Moore, Fuller, Hall & Abraham. Voting AYE: 4. Voting NAY: 0.

Reports

- Highway/Transfer Station – tabled.
- Code Enforcement – tabled.
- BUILDINGS AND GROUNDS

Councilman Chris Abraham gave the report on Buildings and Grounds, the South Bristol Community Playground, as you might have seen coming in, is looking good. Things are progressing. There are some remaining incidentals listed on the agenda, painting the existing swing set posts, paint the chain link fence, and replace the delaminating signs and address the overgrown flower bed. I have a quote from Meredith Smythe, a decades-long commercial and residential painter of between \$720 and \$820.

For the sign work, we've contacted Kim Torpey with Naples Strong Hill Studios and has a price not to exceed \$800 installed vinyl graphic sign.

Regarding the flower bed, the committee employed Josh Landscape, to review the town hall in general, the campus area, and also come up with some suggestions for that bed.

For the rededication of the playground, I think Beth Thomas, our historian, had recommended, Gamaliel Wilder's birthday of August 8th.

Supr. Lisa Moore asked if we want any sort of motion of support in terms of funding these incidentals.

On a motion made by Councilwoman Meg Fuller and seconded by Councilwoman Jamie Hall to fund the Playground incidental costs up to \$2,500 for incidental costs was ACCEPTED. Voting AYE: 4. Voting NAY: 0. Voting AYE: Moore, Fuller, Hall & Abraham.

- IT

Councilwoman Meg Fuller gave the IT report: Other than just the .org to .gov, there was mentioned, a wireless dead zone over at the highway barn. I spoke with Dan Marcellus of Skyport and he has some test equipment. He estimated the cost of that project being a couple hundred dollars if the highway department is willing to hang the antenna.

Planning/Zoning Admin Diane Graham had mentioned that they're possibly looking for a document scanner for large documents because they're going to the county to get those scanned and will further investigate.

The Community Engagement Committee has brought up maybe making the sign out front into a digital sign and I have been tasked with getting more information.

The .org to .gov update, it's in progress. We have all the DNS records synced, which basically means that the email is connected to the domain. All the infrastructure is there. We will start testing with my email first, to see if everything is working correctly. We will communicate to everyone first, and then we'll start rolling that out. The website is ready to go and will switch it to the .gov domain.

And the last thing, do we want to implement the Information Security Policy, or do we want to table that till next month? We had discussed that. The policy states it is to be reviewed annually.

On a motion made by Councilwoman Meg Fuller and seconded by Councilman Chis Abraham, the April Draft version of the Information Security Policy and that Supr. Lisa Moore will serve as the Information Security Officer, and Clerk Judy Voss as the Privacy Officer was ACCEPTED. Voting AYE: Moore, Fuller, Hall & Abraham. Voting AYE: 4. Voting NAY: 0.

- Citizen Committees:

- Parks, Recreation, and Beautification: Scenic Overlook Landscape Design; Land Trust Review

Councilman Chris Abraham reported: I always appreciate the hard work this citizen-led group is putting into this and this was no small thing. We had invited guest speakers, Seth Almekinder and Carter Waldeis, to educate us about quite an ambitious project in Naples, the Naples Trail Collective. And they made us aware of a project, the Genesee Regional Off-Road Cyclists, Grok, that are working on trails on Stid Hill from Dugway Road. They also encouraged communication with the DEC biologist Michael Palermo, he has been doing great work with the Stid Hill project. Their collective is in their immediate focus on trails in the high-tor DEC region. Their first trail is about an \$80,000 investment, of which they have three-quarters of that raised.

Finger Lakes Land Trust was also in attendance with Representative Lindsey McMillan, who spoke here before. A good friend of South Bristol, Lindsey reviewed the Hemlock to High Tour initiative that they have ongoing, and it has dovetailed with the conversations with the Naples Trail Collective, and again, about cooperation and stewardship.

Finger Lakes Land Trust met with Supervisor Moore and CEO Scott Martin, regarding the Carola-Barb Field Meadow and they had some suggestions about water mitigation and signage to declare that it is Land Trust property.

The Finger Lakes Land Trust said it was their opinion that South Bristol could adopt a policy to formally thank community members who have chosen to preserve their properties and/or allow public access. Also working with Finger Lakes Trail and recognizing people who have been generous.

Lindsey McMillan will be back on June 4th to discuss the Oak Wilt in the area.

A summary of the current suggestions for the overlook was given by Committee member Beth Fitch. How to address, remove and replace pavers, remove the red volcanic rock gravel. Remove the flower beds, repair the bed around the kiosk, and plant low-maintenance perennials. Remove old signposts and old signs. Repave and stripe for parking and proper ADA requirements. Replace rotten timber on the barrier fence. So, this group is pleased to work with Jim Wight to assess his plan from prior years. In conversation with Dan Marshall that Jim had a plan for stamped concrete to replace the pavers. Josh Landscape will produce some CAD plans for that at a cost of \$250 to get some hardscaping ideas, and planting starting with the basics and the more minimal.

Councilman Chris Abraham continued: With the Town Hall campus, removing plants around the Town Hall building replaced with natives. A representative from Josh Landscape is working on that, as mentioned earlier. There's some areas around the flagpole that may be updated for safety and maintenance.

- Community Engagement:

Councilwoman Jamie Hall reported that there will be a June Town Board Landfill Closure Presentation by Carla Jordan (Director, Ontario County Director of Sustainability and Solid Waste Management). The next topic we are discussion is the closing of the Landfill for Ontario

County and the impacts on residents in Ontario County as well as the impacts on our Transfer Station. We will learn more about how we can help that transition, costs, and what we can do to mitigate costs for citizens.

Suggestions Boxes have been placed and a digital suggestion box will be located on the website.

- Finance:

Supr. Lisa Moore reported that we are working on three items, the Financial Disclosure Statement, the Procurement Policy and the Fund Balance Policy. I previously shared an example of a conflict of interest statement that we used at the Watershed Council, but the comptroller and our lawyer prefer what's called a financial disclosure statement, and the Finance Committee will review what our lawyer has sent. Hopefully on all three counts, we'll be able to have something at the next meeting.

It is time for us to start preliminary work on the budget for 2027. It's our goal on the Finance Committee to present our budget in a more accessible format for clarity and transparency for the taxpayers, and so we will be working on that.

Councilwoman Meg Fuller commented: Recently, it's been come out that town board members cannot attend the ad hoc committee meetings, except for the liaison. I've really enjoyed going to those meetings and a really great opportunity to listen. I would really love to explore a way that town board members could be able to go attend and be included. It would mean, transitioning the committees from ad hoc committees into town board committees, which then equals more work. Listening to the report, from the Financial Committee, which I wasn't able to attend, what is being discussed in that committee and what we're going to be expected to make decisions on are things that I would like to be able to have the information on to make sure that my opinion is informed. Especially if, for example, the town lawyer presenting an opinion about the policy, I want to make sure that those documents are then shared with town board members so that we can have that background. I would like the opportunity to attend.

Supr. Lisa Moore asked, are you suggesting that we look into making the finance ad hoc into a standing committee? Is that what I understand you to say?

Councilwoman Meg Fuller answered, Yes.

Supr. Lisa Moore, I think that might be a good idea, so let me just look into that, and I can talk about it further.

Councilwoman Jamie Hall mentioned that she usually attends the financial meetings on Zoom and it's been illuminating; . I'm learning from it, so I would hate to lose that, effectively, a training period.

Supr. Lisa Moore said a Standing Committee would mean that we would have to have two town board members as members, and we would have to have minutes published. It has an open meeting, just like this kind, like the planning board and the Zoning Board of Appeals.

Councilwoman Meg Fuller: But it makes me very nervous to hear of all of this discussion about things that ultimately we have to vote on without having the opportunity to understand the discussion behind it.

Accounting

- Town Clerk/Tax Collector

Clerk Judy Voss read the April Town Clerk's Report to the Board.

- Assessor

Supr. Lisa Moore read the April Assessor's Report.

- Finance Report

Supr. Lisa Moore read the Finance report. Received Ontario County sales tax \$413,351.97 for our quarterly installment. There is over \$4 million dollars in the bank. Our expenses should be about 33% and they are 21% for A-fund and 31% for the Highway budget. The audit begins this Thursday. A motion is needed for Resolution No. 41-2026 will allow the transfer of \$6,000.00 for the audit budget line which was approved last month.

On a motion made by Councilwoman Jamie Hall and seconded by Councilwoman Meg Fuller, Resolution No. 41-2026 was ACCEPTED. Voting AYE: Moore, Fuller, Hall & Abraham. Voting AYE: 4. Voting NAY: 0.

RESOLUTION 41-2026
A RESOLUTION AUTHORIZING THE TRANSFER
OF FUNDS FROM THE UNAPPROPRIATED FUND BALANCE
TO THE AUDITOR BUDGET

WHEREAS, the Town Board has determined that unexpended funds exist in the General A Fund; and

WHEREAS, pursuant to Town Law §113, the Town Board may authorize the transfer of such funds to another lawful fund or account; and

WHEREAS, the Board finds it in the best interest of the Town to transfer said funds to the Auditor budget (AA.1320.4) for the purpose of the contractual expenditure on the town Audit;

NOW, THEREFORE, BE IT RESOLVED that the Town Board hereby authorizes the transfer of \$6000.00 from the Unappropriated Fund Balance in the General A Fund to the Auditor Budget; and

BE IT FURTHER RESOLVED that the Town Supervisor is directed to make said transfer and ensure proper accounting in accordance with New York State law and Local Government Support Service (LGSS) A Resolution Authorizing the Transfer of Funds from the Unappropriated Fund Balance to the Audit Budget guidance.

<u>Budget Transfer</u>			
From: A5990.00	Unappropriated Fund Balance	\$6,000.00	
To: A1320.4	Auditor, Contr Expend		\$6,000.00

- Approval of the Vouchers

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Chris Abraham, the vouchers totaling \$60,028.39 was ACCEPTED. Voting AYE: Moore, Fuller, Hall & Abraham. Voting AYE: 4. Voting NAY: 0.

Other Business

Supr. Lisa Moore said that 30 minutes before this meeting, we were approved for a grant from Ontario County and have another Resolution to accept this grant. Resolution 42-2026, which is a resolution authorizing acceptance of Ontario County's Sustainability and Solid Waste Grant in advance of funds in the amount of up to \$5,000.00.

On a motion made by Councilwoman Jamie Hall and seconded by Councilman Chris Abraham, Resolution No. 42-2026 was ACCEPTED. Voting AYE: Moore, Fuller, Hall & Abraham. Voting AYE: 4. Voting NAY: 0.

RESOLUTION NO. 42-2026

**A RESOLUTION AUTHORIZING ACCEPTANCE OF ONTARIO COUNTY
SUSTAINABILITY AND SOLID WASTE GRANT AND ADVANCE OF FUNDS**

WHEREAS, the Town of South Bristol has been awarded a community engagement grant in the amount of up to \$5,000.00 from Ontario County Sustainability and Solid Waste Department for a community mailing regarding the landfill closure and waste management education; and

WHEREAS, the County's grant program operates on a reimbursement basis, requiring the Town of South Bristol to provide "first instance" funding to cover all eligible project costs prior to receiving payment from the County; and

WHEREAS, the Town of South Bristol has determined that providing residents with timely information on the 2028 landfill closure and sustainable waste diversion strategies is a vital public interest that aligns with the County's long-term Solid Waste Management Plan;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Grant Acceptance: The Town of South Bristol hereby officially accepts the grant award of up to \$5,000.00 from Ontario County for the "Community Engagement Mailing" project.
2. Authorization to Spend: The Town Supervisor is hereby authorized to expend up to \$5,000 from the General Unappropriated Fund Balance (AA1320.40) to budget for Central Printing & Mailing (AA1670.40) for the purpose of printing, postage and design of said mailing.
3. Official Intent to Reimburse: The Resolution constitutes a declaration of official intent to reimburse the General Unappropriated Fund Balance (AA1320.40) for the original expenditure once reimbursement is received from the County.
4. Authorized Signatory: The Town Supervisor is authorized to execute all grant agreements, reimbursement requests, and certifications required by Ontario County Sustainability and Solid Waste Department.
5. Budget Adjustment: The Local Government Support Services (LGSS) is authorized to make all necessary adjustment budgetary entries to reflect the anticipated revenue and expenditure related to this grant award.

Announcements

- SR 21 Culvert/Roadwork Update
- June 4, Oak Wilt Workshop, Lindsay McMillan (Finger Lakes Land Trust), Town Hall
- June 6/7, 45th Annual Canandaigua Lake Trout Derby (South Bristol Fish & Game Club)
- 250th Celebration
 - June 13/14, NY Freedom Festival (Levi Corser Park, Bristol Center, 10am-4pm);
 - July 4, "America 250," 10AM Parade, Main Street, Canandaigua; Festivities kickoff at 1pm and Fireworks (at dusk), Richard P. Outhouse Memorial Park, Canandaigua.
- Next Meeting: June 8, 6pm

ADJOURN: 7:25pm

Respectfully submitted:

Judy Voss
South Bristol Town Clerk

TOWN OF SOUTH BRISTOL
INFORMATION SECURITY POLICY

Adopted: May 11, 2026

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1. Purpose

The purpose of this Information Security Policy is to protect the Town of South Bristol's information systems and private data from unauthorized access, misuse, disruption, or loss, and to ensure compliance with applicable New York State laws.

2. Scope

This policy applies to:

- All Town Board members
- All Town employees and elected officials
- Volunteers and contractors
- Third parties accessing Town systems
- All Town-owned devices, systems, and data

3. Governance & Responsibilities

The Town of South Bristol recognizes that effective cybersecurity requires clear governance, defined roles, and accountability. The Town operates under a model in which policy oversight is maintained by the Town Board, while technical implementation is performed by a contracted Managed IT Service Provider (MSP). This section defines those responsibilities.

3.1 Town Board

The Town Board retains ultimate authority and oversight for information security governance. The Board is responsible for establishing policy direction and ensuring appropriate safeguards are in place to protect Town systems and data.

The Town Board shall:

- Adopt and maintain this policy
- Appoints an Information Security Officer (ISO)
- Appoints a Privacy Officer
- Provides oversight of cybersecurity risks
- Review periodic security reports

3.2 Information Security Officer (ISO)

The Information Security Officer (ISO) serves as the Town's designated oversight official for cybersecurity matters. The ISO provides coordination, monitoring, and reporting functions, but does not perform day-to-day technical system administration unless separately authorized.

The ISO shall:

- Oversee implementation of this policy
- Coordinate with the Town's Managed IT Service Provider (MSP)

- Review risk assessments and incident reports
- Ensure compliance with state reporting requirements
- Report cybersecurity matters to the Town Board

3.3 Privacy Officer

The Privacy Officer serves as the Town's designated lead for data identification and privacy coordination. Working with department heads, the Information Security Officer (ISO), and the Managed IT Service Provider (MSP), the Privacy Officer helps ensure the Town understands what private and sensitive information it maintains, where that information resides, and how it should be handled and protected.

The Privacy Officer shall:

- Identify and maintain an inventory of private, sensitive, and confidential data maintained by the Town
- Document where such data resides, is processed, or is transmitted across Town systems, devices, applications, paper files, and third-party services
- Coordinate with the ISO and MSP so administrative, technical, and physical safeguards align to the data and systems being protected
- Support development of data handling, retention, and privacy-related procedures
- Assist with breach response, notification, and privacy compliance as appropriate

3.4 Managed IT Service Provider (MSP)

The Town contracts with a Managed IT Service Provider (MSP) to implement and maintain technical safeguards. The MSP is responsible for the operational management and protection of the Town's information systems under the direction of the Town Board and in coordination with the ISO.

The MSP shall:

- Monitor and maintain Town information systems and network infrastructure
- Maintain firewalls, endpoint protection, and system updates
- Implement and maintain secure authentication controls where feasible
- Maintain secure, regular data backups capable of supporting disaster recovery
- Assist with periodic risk assessments or vulnerability reviews
- Assist in incident investigation, containment, remediation, and recovery
- Support compliance with required state and federal cybersecurity reporting

3.5 All Users

All individuals who access or use Town systems share responsibility for protecting Town information and technology resources.

All users must:

- Comply with this Information Security Policy, the Employee Handbook, and related technology, acceptable use, and data handling procedures
- Use Town systems only for authorized and legitimate Town purposes
- Protect login credentials and not share passwords or authentication devices
- Complete required annual cybersecurity training
- Exercise caution regarding phishing emails, suspicious links, and unknown attachments
- Immediately report suspected cybersecurity incidents, data breaches, lost devices, or unusual system activity to the Information Security Officer or the Managed IT Service Provider

4. Risk Management

The Town shall take reasonable steps to identify and mitigate cybersecurity risks.

At minimum:

- Periodic risk assessments or vulnerability reviews shall be conducted
- Material risks shall be reported to the Town Board
- This policy shall be reviewed annually

5. Access Control & Remote Access

The Town of South Bristol shall implement reasonable access controls to ensure that information systems and data are accessible only to authorized individuals for legitimate Town purposes.

Accordingly:

- Access shall be limited to authorized users based on job responsibilities or official duties.
- User accounts shall be uniquely assigned to individuals; shared accounts shall be avoided unless operationally necessary and appropriately controlled.
- Access rights shall be reviewed periodically and removed promptly upon separation from service or change in role.
- Multi-factor authentication (MFA) shall be implemented where feasible, particularly for remote access and administrative accounts.
- Remote access to Town systems shall be secured through approved methods (e.g., VPN or equivalent secure connection) and managed in coordination with the Town's Managed IT Service Provider.

6. Data Protection & Backup

The Town shall implement reasonable safeguards to protect private and sensitive information.

At minimum:

- Anti-malware and endpoint protection shall be maintained

- Security patches shall be applied in a timely manner
- Secure, regular backups shall be maintained
- Backup systems shall support disaster recovery capability
- Backup data shall be stored securely and protected from unauthorized alteration

7. Incident Response & Breach Notification

7.1 Internal Incident Reporting

Any suspected or confirmed cybersecurity incident must be immediately reported to:

- The Information Security Officer (ISO)
- The Managed IT Service Provider (MSP)

7.2 Reporting to NYS DHSES

In accordance with New York State law:

- Cybersecurity incidents shall be reported to the New York State Division of Homeland Security and Emergency Services (DHSES) within 72 hours of discovery.
- Any ransomware payment shall be reported to DHSES within 24 hours of payment.

The ISO, in coordination with the MSP, shall ensure required reporting is completed.

7.3 Breach Notification to Individuals

If private information is compromised, the Town shall comply with New York State Technology Law §208 and other applicable laws.

The Information Security Officer, in coordination with the Managed IT Service Provider and legal counsel as appropriate, shall ensure:

- Timely notification to affected individuals
- Notification to required state agencies
- Documentation of the incident, investigation, and response actions

The Town Board shall be informed of any reportable breach and resulting notifications.

8. Vendor & Third-Party Management

Third parties with access to Town systems or private data must:

- Be authorized by the Town
- Maintain reasonable security safeguards
- Comply with applicable laws
- Enter into written agreements where appropriate

9. Cybersecurity Training

The Town shall provide ongoing cybersecurity awareness training to employees and officials, including annual training and additional updates or reminders as appropriate, consistent with New York State guidance.

Training shall include:

- Phishing awareness
- Password security
- Data handling best practices
- Incident reporting procedures

10. Disaster Recovery

The Town shall maintain a disaster recovery capability appropriate to its size and resources.

At minimum:

- Critical systems shall be backed up regularly
- Backup restoration capability shall be periodically tested
- The MSP shall assist in system recovery in the event of disruption

11. Policy Review

This policy shall be reviewed at least annually by the ISO and Town Board and updated as necessary.