

Agenda

June 5, 2023

at School

Town of Arietta

- Call to Order
- Pledge of Allegiance
- Roll Call
- Motion to approve minutes for the May 15, 2023 meeting
- **Resolutions:**
 - 23-06-30 Surplus Equipment
 - 23-06-31 IT Policies and Security
 - 23-06-32 Canada Lake Computer
- **Snowmobile Trails –Grier**
- **Town Buildings and Grounds - Stobo**
- **Internal Management / Insurance,**
- **Recreation, Website & Chamber- C Wilt**
- **Finance / Airport-C. Rhodes**
- **Lake / Dam / Invasive/campsite -Rudes**
- **Superintendents report– Craig Small**
- **Codes and Zoning – Mel Lascola**
- **Assessor – Bill Hotaling**
- **Old Business:**
 - Frontier Lease
 - PCH Kitchen Use
- **New Business:**
 - Swim Lessons & Summer Rec. events
 - Meeting Date for July
 - Comprehensive Plan Application
 - Propose Local Law- Authorizing Town to opt-out of providing real property tax exemption for solar, wind, or waste energy systems
- Motion to accept the bills
- Motion to accept the financial statements
- Public Comment
- Designation of next Meeting June 20, 2023
- **Motion to adjourn**

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School, 1722 State Route 8, Piseco in the Town of Arietta, Hamilton County, New York on:

June 5 2023 at 5:00pm

Resolution # 23-06-30

Subject: **Surplus Equipment**

Resolution Offered By: _____

WHEREAS: the Town of Arietta has two surplus copiers :

- 1. Cannon Image Runner 1310 Serial #MNQ23626
- 2. Cannon Image Runner 1022 Serial #FC91091

WHEREAS: the Town of Arietta would like to offer the surplus copiers to the Piseco Volunteer Fire Department, Ambulance Corp, and Auxiliary as a it will benefit the tax payers of the Town of Arietta, and

WHEREAS: due to the age of the copiers the parts are obsolete and the town will ask for no monetary compensation, and

THEREFORE, LET IT BE RESOLVED: the Arietta Town Board will authorize to dispose of the surplus copiers to the Piseco Volunteer Fire Department, Ambulance Corp, and Auxiliary.

Seconded by: _____ and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN	ABSENT:
Jacquelyn Grier _____	Jacquelyn Grier _____	Jacquelyn Grier ____	Jacquelyn Grier ____
Sarah Rudes _____	Sarah Rudes _____	Sarah Rudes ____	Sarah Rudes ____
Douglas Stobo _____	Douglas Stobo _____	Douglas Stobo ____	Douglas Stobo ____
Christy Wilt _____	Christy Wilt _____	Christy Wilt ____	Christy Wilt ____
Christian Rhodes _____	Christian Rhodes _____	Christian Rhodes ____	Christian Rhodes ____

Town Clerk

Date

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School, 1722 State Route 8, Piseco in the Town of Arietta, Hamilton County, New York on:

June 5 2023 at 5:00pm

Resolution # 23-06-31

Subject: **Written Policies and IT Security Training**

Resolution Offered By: _____

WHEREAS: the Town of Arietta has received an agreement for professional services from Canada Lake Computer Services, Inc. as outlined in the attached agreement, and

WHEREAS: the Town needs to have cyber-security training and updated policies in place for use of the internet and computers, and

THEREFORE, LET IT BE RESOLVED: the Town Board of Arietta will rescind passed resolutions and motions and accept Canada Lake Computer Services, Inc for 1 year starting June 1, 2023 thru May 31, 2024 to provide professional services as outlined in the attached agreement and authorizes the Supervisor to execute all documents to enter into agreement.

Seconded by: _____ and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN	ABSENT:
Jacquelyn Grier _____	Jacquelyn Grier _____	Jacquelyn Grier ____	Jacquelyn Grier ____
Sarah Rudes _____	Sarah Rudes _____	Sarah Rudes ____	Sarah Rudes ____
Douglas Stobo _____	Douglas Stobo _____	Douglas Stobo ____	Douglas Stobo ____
Christy Wilt _____	Christy Wilt _____	Christy Wilt ____	Christy Wilt ____
Christian Rhodes _____	Christian Rhodes _____	Christian Rhodes ____	Christian Rhodes ____

Town Clerk

Date

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School, 1722 State Route 8, Piseco in the Town of Arietta, Hamilton County, New York on:

June 5, 2023 at 5:00pm

Resolution # 23-06-32

Subject: **Accept Agreement Canada Lake Computer Services, Inc.**

Resolution Offered By: _____

WHEREAS: the Town of Arietta has received an agreement for professional services from Canada Lake Computer Services, Inc. as outlined in the attached agreement, and

WHEREAS: part of the services offered from Canada Lake Computer Services, Inc is to provide managed services for all town computers at the cost of \$34.00 per PC monthly which includes: patching windows and monitoring, and

THEREFORE, LET IT BE RESOLVED: the Town Board of Arietta will rescind passed resolutions and motions and accept Canada Lake Computer Services, Inc for 1 year starting June 1, 2023 thru May 31, 2024 to provide professional services as outlined in the attached agreement and authorizes the Supervisor to execute all documents to enter into agreement.

Seconded by: _____ and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN	ABSENT:
Jacquelyn Grier _____	Jacquelyn Grier _____	Jacquelyn Grier ___	Jacquelyn Grier _____
Sarah Rudes _____	Sarah Rudes _____	Sarah Rudes __	Sarah Rudes _____
Douglas Stobo _____	Douglas Stobo _____	Douglas Stobo ___	Douglas Stobo _____
Christy Wilt _____	Christy Wilt _____	Christy Wilt ___	Christy Wilt _____
Christian Rhodes _____	Christian Rhodes _____	Christian Rhodes ___	Christian Rhodes _____

Town Clerk

Date



Canada Lake Computer Services Inc.

2137 State Hwy 10 -- PO Box 450 -- Caroga Lake, NY 12032

(518) 835-4103
sales@clesinc.com
www.clesinc.com

Written Policies and IT Security Training

Basic Policy package includes 18 written IT policies \$650

ACCEPTABLE USE - ACCESS CONTROL - ANTI-MALWARE - SOCIAL ENGINEERING - ASSET MANAGEMENT - AUDIT - BUSINESS CONTINUITY - CUSTOMER NOTIFICATION - VENDOR NOTIFICATION - DATA BACKUP AND RECOVERY- PERIMETER SECURITY - INSURANCE - PASSWORD - PERSONNEL SECURITY - REMOTE ACCESS - IT RISK ASSESSMENT - SENSITIVE DATA HANDLING - CLEAN DESK - SOFTWARE DEVELOPMENT, ACQUISITION AND MAINTENANCE - WIRELESS

Additional policies can be added as required.

Annual review of Basic Policy package \$350

Annual cyber-security training \$100 per class plus \$27 per user (maximum class size is 12)
Distribute policies to employees , maintain records of acceptance and training additional \$2 per user

Generate and Maintain Computer inventories annual fee \$200 plus \$4 per cpu annual fee

Quarterly Backup review \$150 each quarter

Fortify The Perimeter • Train Everyone • Use Modern Backup

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement for Professional Services (the "Agreement") is by and between Town of Arietta, with its principal office at PO Box 37, Piseco, NY 12139 (hereinafter "Client"), and Canada Lake Computer Services Inc., a corporation, with its principal office at PO Box 450, Caroga Lake, NY (hereinafter the "Company").

Whereas Client finds that the Company is willing to perform certain work hereinafter described in accordance with the provisions of this Agreement; and

Whereas, Client finds that the Company is qualified to perform the work, all relevant factors considered, and that such performance will be in furtherance of Client's business.

Now, therefore, in consideration of the mutual covenants set forth herein and intending to be legally bound, the parties agree as follows:

Services to Client.

The Company shall provide the following ("Services") to Client:

Patch Management Services. Monitoring, Patching and Anti-malware services, including monthly patch reports, through remote services client installed on all computers connected to the network. Instant access support connection for 60 minutes each month as needed.

Bitdefender Endpoint Anti-virus protection with Ransom-ware prevention
Endpoint Risk Management.
Web filtering

Support Services Installation of computer and network software or hardware. Troubleshooting or telephone support beyond any time included in Patch Management Services.

This agreement is for time only. Any hardware or software costs will be billed with prior approval of the Client. This includes but not limited to computers, monitors, printers, switches, routers, power supplies, cables, mounting or installation equipment, etc.

Payment and Invoicing:

Payment for Services. The Company will be paid as follows:

\$34.00 per month per computer for Full Package Management Services.

\$153.00 per hour for Support Services. Any time billed in excess of 3 hours per month will be discounted by 20%

Client will be billed on the 25th of each month based on the number of computers listed on the patch management reports and support time provided.

Reimbursable Costs. Client shall reimburse the Company all costs incurred in connection with the Services rendered. Reimbursable costs include, but are not limited to, subcontractors, materials, time tracking expense, telephone, copies, delivery, etc. that are attributable to a project or service. All expenses must receive Client's approval. The Company shall provide to Client substantiation of Reimbursable Costs incurred.

Invoicing.

(a) Invoices will be submitted monthly via email by the Company for payment by Client. Payment is due upon receipt and is past due thirty (30) days from date of invoice. If Client has any valid reason for disputing any portion of an invoice, Client will so notify the Company within ten (10) calendar days of receipt of invoice by Client, and if no such notification is given, the invoice will be deemed valid. The portion of the Company's invoice that is not in dispute shall be paid in accordance with the procedures set forth herein.


(b) A finance charge of 2% per month on the unpaid amount of an invoice, or the maximum amount allowed by law, will be charged on past due accounts. Any attorney fees, court costs, or other costs incurred in collection of delinquent accounts shall be paid by Client. If payment of invoices is not current, the Company may suspend performing further work.

Term of Contract

Term of this contract is 12 months starting June 1st 2023 thru May 31st 2024. Either party may cancel this contract at any time with or without cause by written notification a minimum of 60 days in advance.

Accepted By:

Canada Lake Computer Services Inc



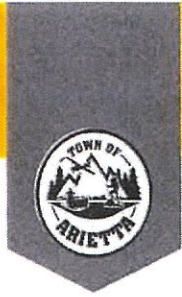
Brian McIntosh

Date 6/1/23

Town of Arietta

Supervisor

Date _____



COMPREHENSIVE PLAN UPDATE

PROJECT PROPOSAL

Update the 2009 Arietta Comprehensive Plan

- LCLGRP will submit grant application to NYSDOS
- Procure a professional planning firm to develop plan
- LCLGRP will provide grant administration services

FUNDING OPPORTUNITY

NYSDOS Smart Growth Community Planning & Zoning Grant

Estimated Project Costs	
Development of Plan	\$69,200
Grant Administration	\$10,800
Project Total	\$80,000
Total Grant (90%)	\$72,000
Total Match (10%)	\$8,000

