

August 13, 2012

Mayor Skeet opened Regular meeting at 6:30 pm.

Members present were Mayor Skeet, Trustees Graham, Peterson, Lauer and Ianni. Also present was Dan Stather from Just Energy.

Trustees reviewed bills.

Communications:

- 1) Rec'd notice of Public hearing to amend zoning law from Town of Darien.
- 2) Rec'd email notice of direct deposit of Sales Tax in amt of \$42,208.26 from Gen.Co.
- 3) Rec'd WW facility operation report & DMR for June 2012 from Camden Group.
- 4) Rec'd ck#401853411 in amt of \$20.00 from Lexis Nexis for Accident report.
- 5) Rec'd ck#663 in amt of \$24,040.00 from Judge Alexander for July fines

Dan Stather, representative from Just Energy, was introduced and provided Board members with information on the company he represents. After some discussion regarding past experience with Just Energy, the Board agreed to allow the permit.

Motion was made by Trustee Peterson and seconded by Trustee Graham to approve a Solicitor's permit for Dan Stather of Just Energy.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Dan Stather left the meeting at 7:15 pm.

Information on Cyber Security Citizens' Notification Policy was reviewed. It was mentioned that Court Clerk Yasses should receive a copy of the following policy to review with Judge Alexander for any additions or changes that may be needed relating to the Court. If so, amendment can be made on the Policy.

Motion was made by Trustee Graham and seconded by Trustee Ianni to move the following resolution;

RESOLUTION ESTABLISHING CYBER SECURITY NOTIFICATION POLICY

WHEREAS, under New York State's Information Security Breach and Notification Act, every local government must individually adopt its own notification policy; and

WHEREAS, the Village of Corfu desires to establish such a policy as follows;

A. This policy is consistent with the State Technology Law, Section 208 as added by Chapters 442 and 491 of the laws of 2005. This policy requires notification to affected New York residents and non-residents. New York State values the protection of *private information* of individuals. The Village of Corfu is required to notify an individual when there has been or is reasonably believed to have been a compromise of the individual's *private information* in compliance with the Information Security Breach and Notification Act and this policy.

B. The Village of Corfu, after consulting with the State's Office of Cyber Security and Critical Infrastructure Coordination (CSCIC) to determine the scope of the breach and restoration measures of its

compromised *data*, must notify an individual when it has been determined that there has been, or is reasonably believed to have been a compromise of *private information* through unauthorized disclosure.

C. A compromise of *private information* means the unauthorized acquisition of unencrypted computerized *data* with *private information*.

D. If encrypted *data* is compromised along with the corresponding encryption key, the *data* is considered unencrypted and thus falls under the notification requirements.

E. Notification may be delayed if a law enforcement agency determines that the notification impedes a criminal investigation. In such case, notification will be delayed only as long as needed to determine that notification no longer compromises any investigation.

F. The Village of Corfu will notify the affected individual directly by one of the following methods:

- Written notice;
- Electronic notice, provided that the person to whom notice is required has expressly consented to receiving said notice in electronic form and a log of each notification is kept by the Village of Corfu who notifies affected persons in such form;
- Telephone notification provided that a log of each such notification is kept by the Village of Corfu who notifies affected persons; or
- Substitute notice, if the Village of Corfu demonstrates to the state Attorney General that the cost of providing notice would exceed \$250,000.00, that the affected class of persons to be notified exceeds 500,000, or that the Village of Corfu does not have sufficient contact information. The following constitute sufficient substitute notice:
 - o E-mail notice when the Village of Corfu has an e-mail address for the subject persons;
 - o Conspicuous posting of the notice on the Village of Corfu's web site page; and
 - o Notification to major statewide media.

G. The Village of Corfu must notify, CSCIC as to the timing, content and distribution of the notices and approximate number of affected persons.

H. The Village of Corfu must notify the Attorney General and the Consumer Protection Board, whenever notification to a New York resident is necessary, as to the timing, content and distribution of the notices and approximate number of affected persons.

I. Regardless of the method by which notice is provided, the notice must include contact *information* for the Village of Corfu making the notification and a description of the categories of information that were, or are reasonably believed to have been, acquired by a person without valid authorization, including specification of which of the elements of *personal information* and *private information* were, or are reasonably believed to have been, so acquired.

J. This Policy also applies to *information* maintained on behalf of the Village of Corfu by a *third party*.

K. When more than 5,000 New York residents are to be notified at one time, then the Village of Corfu must notify the *consumer reporting agencies* as to the timing, content and distribution of the notices and the approximate number of affected individuals. This notice, however, will be made without delaying notice to the individuals.

DEFINITIONS

Consumer Reporting Agency: Any person which, for monetary fees, dues, or on a cooperative nonprofit basis, regularly engages in whole or in part in the practice of assembling or evaluating consumer credit information or other information on consumers for the purpose of furnishing consumer reports to third parties, and which uses any means or facility of interstate commerce for the purpose of preparing or furnishing consumer reports. The state attorney general is responsible for compiling a list of consumer agencies and furnishing the list upon request to the Village of Corfu.

Data: Any *information* created, stored (in temporary or permanent form), filed, produced or reproduced, regardless of the form or media. *Data* may include, but is not limited to personally identifying *information*, reports, files, folders, memoranda, statements, examinations, transcripts, images, communications, electronic or hard copy.

Information: The representation of facts, concepts, or instructions in a formalized manner suitable for communication, interpretation, or processing by human or automated means.

Personal Information: Any *information* concerning a natural person which, because of name, number, personal mark or other identifier, can be used to identify such natural person.

Private Information: *Personal information* in combination with any one or more of the following *data* elements, when either the *personal information* or the *data* element is not encrypted or encrypted with an encryption key that has also been acquired:

- 1) social security number; or
- 2) driver’s license number or non-driver identification card number; or
- 3) account number, credit or debit card number, in combination with any required Security code, access code, or password which would permit access to an individual’s financial account.

“Private information” does not include publicly available information that is lawfully made available to the general public from federal, state, or local government records.

Third Party: Any non-municipal employee such as a contractor, vendor, consultant, intern, other municipality, etc.

THEREFORE BE IT RESOLVED, that the Village of Corfu Board of Trustees hereby adopts the above Cyber Security Citizens’ Notification Policy.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Ken Lauer	X			
Trustee Art Ianni	X			
VOTE TOTAL	5			
RESULTS	PASS			

Motion made by Trustee Lauer and seconded by Trustee Graham to approve minutes of 7/23/12 Regular meeting.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson		X		
Trustee Ken Lauer	X			
Trustee Art Ianni	X			
VOTE TOTAL	4	1		
RESULTS	PASS			

Clerk presented Mayor with Payroll Transfers and 5 Journal entries for approval and signature to record account number correction, direct deduction, interest income and general and sewer deposits 7/26 - 8/13/12.

Brief discussion took place regarding Court’s lack of a petty cash fund to make change for clients. Rather than recreate the missing petty cash from the Court, it was suggested to increase the Village office petty cash from \$100 to \$200 to provide more available change for Court fines.

Motion was made by Mayor Skeet and seconded by Trustee Ianni to increase the Village office petty cash from \$100 to \$200 to provide more available change for Court fines.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			

Trustee Ken Lauer	X			
Trustee Art Ianni	X			
VOTE TOTAL	5			
RESULTS	PASS			

Question arose regarding extension requested for insurance claim for missing court funds and status of Court Investigation. It was determined that Investigation is ongoing with no date given for completion. Some discussion took place.

Board was informed that Darlene Miller resigned from the Planning Board and that the position is open for a new member. Brief discussion took place regarding the status of inspections for American Family Market. Board was informed that there are a couple minor items that need to be fixed and that they may continue to operate until re-inspection in two months.

The Board was informed that the Governor has signed the bill into law regarding re-classifying part-time police officers in Genesee County as non-competitive.

Print outs from Maintenance department listing monthly chores accomplished were reviewed by the Board. (See attached.) It was mentioned that the Drainage grant should now be closed out as final repairs are now completed.

Trustee Graham gave brief sewer report and informed the Board that DEC plans and site maps are now available for viewing at the sewer plant. It was also mentioned that bid list is being worked on and is expected to go out next month. Municipal agreement between the Village and Town is being worked on by the attorney.

Clerk requested date be set for the annual Winterfest.

Motion was made by Trustee Peterson and seconded by Trustee Lauer to establish Saturday, January 26, 2013 as the date for the Winterfest.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Ken Lauer	X			
Trustee Art Ianni	X			
VOTE TOTAL	5			
RESULTS	PASS			

It was mentioned that two entertainers have already expressed an interest in performing. Date for the first Winterfest committee meeting will be set at the next Board meeting.

Trustee Peterson updated the Board on the seminar he attended on Ethics. It was agreed that per the seminar's suggestion, all employees should be given an updated copy of the Village Ethics policy to read, sign and have placed in their personnel file.

Ckg Balance on hand	07/09/12	57,317.25	(9,808.63)	
Receipts to	08/13/12	70,515.13	11,569.06	
Balance	08/13/12	127,832.38	1,760.43	
Dir.Deduct-Deluxe cks	08/13/12	(200.89)		
Disbursements to	08/13/12	(35,581.36)	(3,122.75)	
Subtotal	08/13/12	92,050.13	(1,362.32)	
Payables	08/13/12	(14,680.31)	(12,613.79)	

Ckg Total	08/13/12	77,369.82	(13,976.11)	63,393.71	
		General Fund	Capital Reserve	Sew. Repair Res	Total Savings
SavingsTotal	06/30/12	273,100.44	246,725.51	35,714.00	555,539.95
Interest Credit	07/31/12	34.79	31.44	4.55	70.78
Balance		273,135.23	246,756.95	35,718.55	555,610.73

Vouchers: #215692 thru 215783

General Fund - Total Am't = \$50,261.67
Sewer Fund - Total Am't = \$15,736.54

Motion made by Trustee Ianni and seconded by Mayor Skeet to pay general and sewer bills.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Motion made by Trustee Graham and seconded by Trustee Peterson to approve Treasurer's Report.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Ken Lauer	X			
Trustee Art Ianni	X			
VOTE TOTAL	5			
RESULTS	PASS			

Question was raised regarding the spelling of Allegany versus Alleghany on the road sign on the corner of 33 and 77. Clerk will check with Historian.

Motion made by Trustee Ianni and seconded by Trustee Graham to adjourn meeting.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Meeting was adjourned at 8:00 pm.

Sandra Thomas
Clerk Treasurer