# INCORPORATED VILLAGE OF BAYVILLE
## BOARD OF TRUSTEES
### REGULAR MEETING
### NOVEMBER 16, 2026

- ≈ Pledge of Allegiance
- ≈ Warrants and Claims
- ≈ Prior Meeting Minutes
- ≈ Sourcepass
- ≈ Holiday & Meeting Schedule
- ≈ Rules and Regulations – Boating
- ≈ Deputy Superintendent of Public Works

**EXECUTIVE SESSION**

| | | | | |
|---|---|---|---|---|
| **TO:** | **MAYOR PAUL RUPP AND THE BOARD OF TRUSTEES** | | | |
| | | | | |
| **FROM:** | **VILLAGE CLERK TREASURER** | | | |
| | | | | |
| **DATE:** | **NOVEMBER 16, 2026** | | | |
| | | | | |
| **SUBJECT:** | **WARRANTS AND CLAIMS** | | | |
| | | | | |
| **BE IT RESOLVED that the following warrants and claims are hereby offered for approval by the Board of Trustees and BE IT FURTHER RESOLVED that the Village Clerk is hereby authorized to make said payment.** | | | | |
| | | | | |
| **FUND** | **CLAIM NO.** | **WARRANT** | | **AMOUNT** |
| **GENERAL** | | | | |
| PAYROLL | 10/28/2026 | 5I | $ | 29,276.10 |
| | 367 | 5J | $ | 2,011.21 |
| | 368/369 | 5K | $ | 433.65 |
| PAYROLL | 11/4/2026 | 6A | $ | 29,854.50 |
| | 370 | 6B | $ | 2,053.39 |
| PAYROLL | 11/11/2026 | 6C | $ | 33,052.01 |
| | 371 | 6D | $ | 2,300.03 |
| | 372/415 | 6E | $ | 98,622.55 |
| | | | | |
| **TOTAL GENERAL** | | | **$** | **197,603.44** |
| | | | | |
| **WATER** | | | | |
| | | | | |
| PAYROLL | 10/28/2026 | 5I | $ | 7,119.01 |
| | 91 | 5J | $ | 544.61 |
| | 92/93 | 5K | $ | 3,145.21 |
| PAYROLL | 11/4/2026 | 6A | $ | 6,924.03 |
| | 94 | 6B | $ | 529.69 |
| PAYROLL | 11/11/2026 | 6C | $ | 7,469.98 |
| | 95 | 6D | $ | 571.46 |
| | 96/102 | 6E | $ | 36,840.86 |
| | | | | |
| | | | | |
| **TOTAL WATER** | | | **$** | **63,144.85** |
| | | | | |
| **TRUST & AGENCY** | | | | |
| | 118/124 | 5D | $ | 20,531.78 |
| | 125/128 | 6A | $ | 11,748.00 |
| | 129/134 | 6B | $ | 13,724.49 |
| | | | | |
| | | | | |
| **TOTAL T & A** | | | **$** | **46,004.27** |
| | | | | |
| **REVENUE ENTERPRISE** | | | | |
| | 26/29 | 6A | $ | 93,584.64 |
| | | | | |
| **TOTAL REVENUE ENTERPRISE** | | | **$** | **93,584.64** |
| | | | | |
| **CAPITAL** | | | | |
| | 3 | 6A | $ | 150,000.00 |
| | | | | |
| **TOTAL CAPITAL** | | | **$** | **150,000.00** |
| | | | | |
| **COMMUNITY DEVELOPMENT** | | | | |
| | | | | |
| **TOTAL COMMTY DEVELOP** | | | - | |
| | | | | |
| | | | | |
| **GRAND TOTAL** | | | **$** | **550,337.20** |

**REGULAR MEETING**
**OCTOBER 26, 2026**

2026-177 Board approves Warrants and Claims

2026-178 Board approves budget transfers

2026-179 Board accepts prior meetings minutes

2026-180 Board accepts proposal from Bridge Marine to remove and reinstall in the spring all docks as outlined in proposal at West Harbor and Creek Beach.

2026-181 Board adjourns Regular Meeting and enters into Executive Session at 7:36PM.

2026-182 Board closes Executive Session and re-opens the Regular Meeting at 8:47PM.

2026-183 Board hires Russell Lerch as Automotive Mechanic part-time

2026-184 Board increases David Ellison's hourly rate to $25.00 as a part-time Motor Equipment Operator.

2026-185 Board closes Regular Meeting at 8:50PM

SOURCEPASS

# PC to replace SCADA workstation w/failing Hard Drive - Use existing monitor

**Quote #: 067**
**Expiration Date: 11/20/2026 12:**

This quote has not been approved. Please review the terms, and sign below.

## Prepared For

**Village of Bayville**
Salvatore Astuto
34 School Street
Bayville, NY 11709

## Prepared By



**Lisa Guerin**
Strategic Advisor / GOV
Direct: 877-678-8080
lguerin@sourcepass.com

## Download your PD

Download and review your P document

## Review and Select Your Options

**Your Available Options**

### Hardware - One-time

| Product Details | Quantity | Price | Extended Price |
|---|---|---|---|
| Hardware pricing is subject to manufacturer and distributor availability. For items that are backordered beyond the quote expiration date, pricing may change and customer approval will be required to proceed. | | | |
|  ProDesk 4 Tower G1i U5-235 5125GB 16GB | 1 | $1,549.34 | $1,549.34 |
| | | Subtotal | $1,549.34 |

### Professional Services - One-time

| Product Details | Quantity | Price | Extended Price |
|---|---|---|---|
| Project Team - Workstation Install | 1 | $350.00 | $350.00 |
| | | Subtotal | $350.00 |

### Shipping - One-time

| Product Details | Quantity | Price | Extended Price |
|---|---|---|---|
| Shipping | 1 | $32.98 | $32.98 |
| | | Subtotal | $32.98 |

| Quote Summary | One-Time |
|---|---|
| Hardware - One-time Subtotal | $1,549.34 |
| Professional Services - One-time Subtotal | $350.00 |
| Shipping - One-time Subtotal | $32.98 |
| Subtotal | $1,932.32 |
| **Total Amount** | **$1,932.32** |

| Purchase Options | Payments | Interval | Amount |
|---|---|---|---|
| ◉ Direct Purchase (No Financing) | 1 | One-Time | $1,932.32 |

## Your Active Quotes

## Comments or questio

If you have any comments or questior this quote, please enter them here a submit. Your feedback will be logge emailed to lguerin@sourcepass.c

## Approval

Validity and Authorized Signatures

This Sales Order remains valid for execution by Client until the Sales Order expiration date as detailed above. Upon full execution by the Parties, this Sales Order constitutes the valid and binding agreement between Sourcepass and the Client identified above to purchase and use the Sourcepass products and services specified in this Sales Order. This Sales Order, together with any terms or conditions set forth in any applicable amendment, addendum, exhibit or schedule to this Sales Order, is subject to and governed by the Terms of Service Agreement set forth at https://sourcepass.com/legal/sourcepass-master-service-agreement/ (the "Service Terms"). Any capitalized terms not otherwise defined in this Sales Order shall have the meaning ascribed to such terms in the Service Terms.

The person whose signature appears below warrants that they are authorized to sign this Sales Order and to acknowledge and accept the Service Terms.

PRICES DO NOT INCLUDE APPLICABLE TAXES, FEES AND SHIPPING AND HANDLING CHARGES.

ⓘ ☐ **I accept the above conditions**

**E-Signature**

Your Initials: ⓘ

Your Email Address: ⓘ

Purchase Order Number:

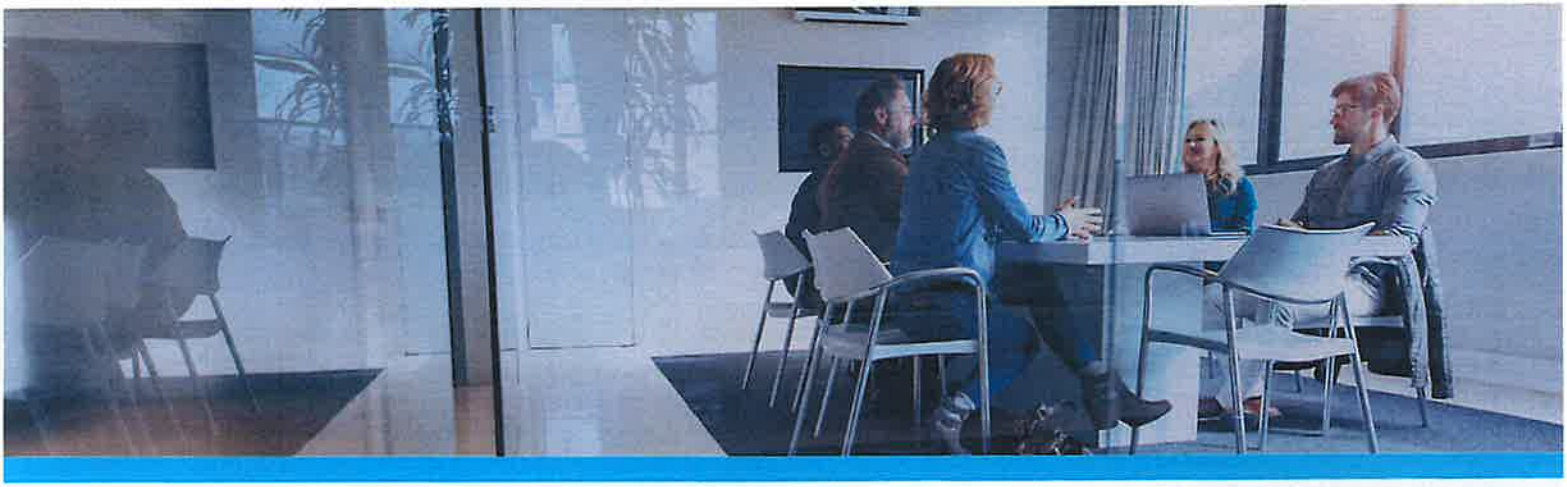
Sign Here ⓘ:

X _____

CLEAR SIGNATURE

Please fill out the required fields above and check 'I accept the above conditions'

SOURCEPASS™



# SALES ORDER

## Village of Bayville

### Cyber Security Project for Water Dept. /SCADA

**Lisa Guerin**
lguerin@sourcepass.com
877-678-8080

Quote # 066622
Version #2
10/26/2026

SOC 2 TYPE II CERTIFIED

## Executive Summary

The **Village of Bayville Water Department ("VILLAGE")** has requested proposals from qualified cybersecurity specialists to support the VILLAGE in conducting a series of cybersecurity risk assessment procedures as well as implementation of newly established cybersecurity regulations. Effective March 11, 2026, the NYS Department of Health (NYSDOH) issued Appendix 5-E – Cybersecurity Requirement for Public Water Systems (included as an attachment to this proposal). This appendix includes a series of new regulatory requirements surrounding both Information Technology (IT) and Operational Technology (OT). The VILLAGE is seeking proposals for support with various requirements of the newly stated regulations as outlined below. The VILLAGE serves a combined wholesale and retail population of 6,748 as of 2025 and is therefore NOT a covered water system that serves a combined wholesale and retail population of greater than 50,000.

The VILLAGE is seeking proposals to specifically address each individual task as outlined below:

1. **Cybersecurity Vulnerability Assessment (CVA)** Checklist Update (NYS requirement, Jan 1, 2027, deadline)

    Note: H2M will be preparing the CVA checklist update.

2. **Cybersecurity gap analysis** – As a means of risk assessment, the VILLAGE is seeking proposal for a cybersecurity gap analysis and remediation report which will include the tasks listed below:

    Note: Sourcepass will be performing the Gap Analysis. Eligible under the Assessment grant.

3. **Written Cybersecurity Program** – (NYS requirement, Jan 1, 2027, deadline)

    Note: Sourcepass to prepare the Written Cybersecurity Program. Sourcepass will coordinate with and interview the Village's OT provider, Eagle Controls, to incorporate OT into the overall Cybersecurity Program. As required by NYSDOH, the CVA will be the source of information for the Written Cybersecurity Program document template expected to be completed by NYSDOH.

4. **Cybersecurity Incident Response Plan** – Cybersecurity Incident Response Plan (IRP) (NYS requirement, Jan 1, 2027, deadline; Implementation Grant eligible)

    Note: Sourcepass will prepare the IRP. Sourcepass is expected to coordinate with and interview the Village's OT provider, Eagle Controls, to incorporate OT into the overall Cybersecurity Program.

5. **Cybersecurity Tabletop Exercises**

    Test the newly developed CIRP, perform a tabletop exercise with the Village simulating a realistic cybersecurity incident tailored to Village operations and based on latest known threats.

**Sourcepass Cybersecurity Expertise**

Sourcepass cybersecurity expertise includes industry-certified professionals to protect confidentiality, integrity, and availability of client data. Our cybersecurity subject matter experts deliver exceptional results by identifying cybersecurity risks and ensuring governance and compliance with our clients' industry requirements. Our staff has successfully developed disaster recovery, security incident response plans, information security policies, business continuity plans, and training plans for various industries and client types.

Sourcepass is uniquely qualified as a certified SOC 2 Type II Managed Network and Security Services provider to deliver managed services for the VILLAGE. We have extensive experience providing these services to many organizations utilizing colocation facilities throughout the

United States. Sourcepass has also had great success providing our full-service portfolio to national and multinational commercial businesses.

Understanding the VILLAGE's high-level requirements is a fundamental step in maintaining a highly available and secure infrastructure. In this proposal, we intend to demonstrate that Sourcepass offers the depth of knowledge and experience necessary to be a successful partner with the VILLAGE.

In today's rapidly evolving digital landscape, IT teams face unique challenges in managing their network infrastructure, data centers, and cloud environments. The Sourcepass Managed Service Center (MSC) specializes in providing custom 24 x 7 SOC threat detection and response safeguarding our client's environments from cyber threats.

The Sourcepass Managed Service Center, our center of excellence located in Melville, NY, is staffed 24x7 with certified engineers, analysts, and service managers. Our management platform is state-of-the-art, scalable, cloud-redundant, and feature-rich.

## Scope

1. **Cybersecurity Vulnerability Assessment (CVA) Checklist Update** (NYS requirement, Jan 1, 2027, deadline)

   Note: H2M will be preparing the CVA checklist update.

   a) Per the NYSDOH Appendix 5E.5, the CVA must be updated annually or within 30 days of major infrastructure upgrades.

   b) Review CVA checklist questions in preparation for Teams meeting with Village, Sourcepass, Eagle and H2M (prior 2022 completed checklist to be provided by H2M).

   c) Teams meeting with Village, Sourcepass, Eagle and H2M to review and discuss each question as a group and confirm previous response or update as needed.

2. **Cybersecurity gap analysis** – As a means of risk assessment, the VILLAGE is seeking proposal for a cybersecurity gap analysis and remediation report which will include the tasks listed below:

   Note: Sourcepass will be performing the Gap Analysis. Eligible under the Assessment grant.

   a) Review the Village's existing cybersecurity policies, procedures, and written plans.

   b) Conduct a comprehensive gap assessment comparing current practices to the NYSDOH Appendix 5-E cybersecurity requirements.

   c) Interview Village leadership to assess organizational readiness, including Information Technology best practices such as change management, DR, BCP, Incident Response and Operational Technology according to CISA best practices such as asset inventory, classification, criticality, categorization (organize) assets and communication pathways such as zones and pathways.

   d) Collaborate with the Village's OT vendor to validate information and confirm technical conditions.

   e) The gap analysis shall evaluate the effectiveness of existing controls, identify gaps, confirm alignment with the EPA AWIA, CISA, and NYS DOH cybersecurity requirements (including NYS Appendix 5E), and determine where additional protections or improvements are required.

   f) Provide a written Cybersecurity Gap Analysis & Remediation Priority Report. Sourcepass will utilize the CVA as a source for creating the cybersecurity gap analysis and remediation report.

3. **Written Cybersecurity Program** – (NYS requirement, Jan 1, 2027, deadline)

Note: Sourcepass to prepare the Written Cybersecurity Program. Sourcepass will coordinate with and interview the Village's OT provider, Eagle Controls, to incorporate OT into the overall Cybersecurity Program. As required by NYSDOH, the CVA will be the source of information for the Written Cybersecurity Program document template expected to be completed by NYSDOH.

a) NYSDOH Appendix 5-E.6 requires the VILLAGE to maintain a Cybersecurity Program with policies and procedures addressing how the system manages access control, asset inventory, defensive architecture, risk identification, incident response, and recovery processes.

b) Work closely with Village leadership and the Village's OT vendor to prepare this program based on the CVA update, the results and recommendations implemented from the cybersecurity gap analysis and remediation report, and in accordance with the recently released NYSDOH Cybersecurity Program template.

c) Assemble the Village's Cybersecurity Program by consolidating the information into a single, organized document aligned with Appendix 5-E.6. Provide the document for review and comment by the Village and the Village's engineer and address comments accordingly.

4. **Cybersecurity Incident Response Plan** – Cybersecurity Incident Response Plan (IRP) (NYS requirement, Jan 1, 2027, deadline; Implementation Grant eligible)

Note: Sourcepass will create the IRP. Sourcepass is expected to coordinate with and interview the Village's OT provider, Eagle Controls, to incorporate OT into the overall Cybersecurity Program.

a) NYSDOH Appendix 5-E.8 requires all covered water systems to maintain a written Cybersecurity Incident Response Plan (IRP) as part of their Water Supply Emergency Plan. The purpose of the CIRP is to outline clear procedures for detecting, responding to, and recovering from cybersecurity incidents that may impact water system operations and public health.

b) Develop a new IRP tailored to the Village by incorporating findings from the cybersecurity gap analysis and consolidating the Village's existing procedures into a single, cohesive document aligned with the requirements of the NYSDOH Appendix 5-E.8 and the EPA CIRP template.

c) Sourcepass will not modify the VILLAGE's Water Supply Emergency Plan.

d) Provide the IRP for review and comment by the Village and the Village's engineer and address comments accordingly.

5. **Cybersecurity Tabletop Exercises**

a) As a means of testing the Village's newly developed CIRP, perform tabletop exercises with the Village simulating realistic cybersecurity incidents tailored to Village operations and based on latest known threats.

b) The exercises shall engage Village leadership to evaluate incident detection, response coordination, and recovery procedures.

c) Provide a written report summarizing the results of the exercises conducted, including any recommended potential improvements.

# Service Description

## Scope & Service Description

**Location of Services:**

Services shall be performed remotely from Sourcepass offices.

# Assumptions

- The Village of Bayville Water Department will make appropriate IT personnel available to collaborate on all cybersecurity tasks. Personnel from IT infrastructure, application support, networking, SCADA, and systems.
- The Village of Bayville Water Department will supply Sourcepass with all necessary company IT and cybersecurity documentation for evaluation.
- For OT and IT readiness the Village of Bayville Water Department will supply Sourcepass with all information to assess organizational readiness, including Information Technology best practices such as change management, DR, BCP, Incident Response and Operational Technology such as asset inventory, classification, criticality, categorization (organize) assets and their communication pathways such as zones and pathways.
- The Village of Bayville Water Department must supply all regulatory reporting obligations as part of its compliance requirements.
- The Village of Bayville Water Department will supply personnel with a comprehensive understanding of IT operations and their relationship and impact on water system operations and public health due to unexpected disruptions to operations caused by IT failure, human error, or cybersecurity incidents.
- As per NYSDOH Section 5-E.4 and paragraph 5.E-6(c)(6), do not apply to Village of Bayville Water Department since the VILLAGE states its covered water systems serve a combined wholesale and retail population of less than 50,000.
- NYSDOH 10 NYCRR 5-1.33(c) refers to the New York State Sanitary Code requirement mandating that covered public water systems conduct a Cybersecurity Vulnerability Analysis (CVA).
- The Village's OT vendor is capable of providing all information necessary to conduct OT evaluations as part of the scope for this proposal.

### Cybersecurity Services:

| Service | Description |
|---|---|
| **Cybersecurity Vulnerability Assessment (CVA) Checklist Update** (Jan 1, 2027, deadline) | • Note: H2M will be preparing the CVA checklist update.<br>• Per the NYSDOH Appendix 5E.5, the CVA must be updated annually or within 30 days of major infrastructure upgrades.<br>• Review CVA checklist questions in preparation for Teams meeting with Village, Sourcepass, Eagle and H2M (prior 2022 completed checklist to be provided by H2M).<br>• Teams meeting with Village, Sourcepass, Eagle and H2M to review and discuss each question as a group and confirm previous response or update as needed. |

| Service | Description |
|---|---|
| **Cybersecurity Gap Analysis** | • Note: Sourcepass will be performing the Gap Analysis. Eligible under the Assessment grant.<br>• Review the Village's existing cybersecurity policies, procedures, and written plans.<br>• Conduct a comprehensive gap assessment comparing current practices to the NYSDOH Appendix 5-E cybersecurity requirements.<br>• Interview Village leadership to assess organizational readiness, including Information Technology best practices such as change management, DR, BCP, Incident Response and Operational Technology according to CISA best practices such as asset inventory, classification, criticality, categorization (organize) assets and communication pathways such as zones and pathways.<br>• Collaborate with the Village's OT vendor to validate information and confirm technical conditions.<br>• The gap analysis shall evaluate the effectiveness of existing controls, identify gaps, confirm alignment with the EPA AWIA, CISA, and NYS DOH cybersecurity requirements (including NYS Appendix 5E), and determine where additional protections or improvements are required.<br>• Provide a written Cybersecurity Gap Analysis & Remediation Priority Report. Sourcepass will utilize the CVA as a source for creating the cybersecurity gap analysis and remediation report. |
| **Written Cybersecurity Program**<br>(Jan 1, 2027, deadline) | • Sourcepass will deliver a written cybersecurity program document in accordance with the New York State Department of Health NYSDOH Appendix 5-E.6 requirements.<br>• Sourcepass will use the Cybersecurity Vulnerability Analysis and the results of the Cybersecurity Gap analysis document.<br>• Sourcepass will use the NYSDOH Cybersecurity Program template to consolidate the information into a single, organized document aligned with Appendix 5-E.6. |

| | |
|---|---|
| **Cybersecurity Incident Response Plan**<br>(Jan 1, 2027, deadline) | • The CIRP outlines clear procedures for detecting, responding to, and recovering from cybersecurity incidents that may impact water system operations and public health.<br>• This will be incorporated into the VILLAGE's existing Emergency Response Plan.<br>• Sourcepass will develop a new IRP tailored to the VILLAGE with a document aligned with the requirements of the NYSDOH Appendix 5-E.8.<br>• Project Kickoff to introduce project team and timeline coordination. (Includes creating project materials)<br>• Key stakeholder discussions on policy, business requirements, and organization structure.<br>• Review of critical assets, their security posture and relationship with incident response<br>• Define the Security Incident Response Team<br>• Define roles and responsibilities for a security event or incident.<br>• Create a Security Incident Response Framework<br>o Prepare, Identify, Contain, Eradicate, Recover, Lessons Learned.<br>o Define a process and set of procedures for each phase. |

| Service | Description |
|---|---|
| | o Document roles and responsibilities for each phase.<br>• Define Incident Types, Severity, and expected response.<br>• Define notification and communication strategy for:<br>o Interaction with Law Enforcement<br>o Regulatory Authorities<br>o Third-Party<br>o Customer<br>o Insurance Carrier<br>o Pre-Approved Messaging<br>• Create Reporting Templates<br>o Incident Assessment<br>o Incident Response Report<br>o Information Breach Customer and Regulatory Letter<br>• Create Incident Response Team Contact Information<br>• Draft the Security Incident Response Final Report |
| **Cybersecurity Tabletop Exercises** | • Once the new VILLAGE CIRP has been completed and accepted, Sourcepass will create a custom cybersecurity tabletop exercise to test the plan.<br>• Sourcepass will simulate a realistic cybersecurity incident tailored to VILLAGE operations based on the latest known threats.<br>• The exercise will engage VILLAGE leadership to evaluate incident detection, response coordination, and recovery procedures.<br>• Sourcepass will provide a written report summarizing the results, provide recommendations for improvement, and cyber risk ratings. |

## Benefits to the Village of Bayville Water Department:

1. Experienced industry-certified professionals at your disposal. Hiring and retaining such expertise is difficult and expensive at an individual user organization level.

2. Sourcepass cybersecurity expertise includes industry-certified professionals to protect confidentiality, integrity, and availability of customer data.

3. Our cybersecurity subject matter experts deliver exceptional results by identifying cybersecurity risks and ensuring governance and compliance with our clients' industry requirements.

4. Our staff has successfully developed disaster recovery, security incident response plans, information security policies, business continuity plans, and training plans for various industries and client types.

5. Sourcepass is uniquely qualified as a certified SOC 2 Type II Managed Network and Security Services provider to deliver managed services for the VILLAGE.

## Client Responsibilities:

1. Provide compute resources at necessary locations to host the tools necessary for the service. Sourcepass can supply dedicated server hardware for this purpose at an additional cost.

2. Maintain manufacturer licensing, subscriptions, and support for the devices in scope of this proposed service.

3. Remote hands, at the Village of Bayville Water Department locations, may be necessary from time to time, for hands-on assistance, e.g. hard reboots, aid in upgrade processes, visual inspection, appliance relocation, etc.

## Project Contacts

**Strategic Advisor/GOV**
Lisa Guerin
631-306-1027
Lguerin@sourcepass.com

**Principal Security Consultant**
Robert Villano
631-469-3004
RVillano@sourcepass.com

Cybersecurity Vulnerability Assessment

| Product Details | Number of Hours | Hourly Rate | Extended Price |
|---|---|---|---|
| **Pricing, Terms and Conditions**<br>The total estimated service cost for this project is proposed as follows:<br>**Sourcepass Professional Cybersecurity Services:**<br>*All services include a Principal Cybersecurity Consultant and a Senior Cybersecurity Project Manager.* | | | |
| Principal Cybersecurity Consultant | 16 | $310.00 | $4,960.00 |
| Senior Project Manager | 3.75 | $215.00 | $806.25 |
| **2027 NYSDOH Requirement: Yes** | | | |
| | | Subtotal: | $5,766.25 |

Cybersecurity Gap Analysis

| Product Details | Number of Hours | Hourly Rate | Extended Price |
|---|---|---|---|
| Principal Cybersecurity Consultant | 25 | $310.00 | $7,750.00 |
| Senior Project Manager | 16 | $215.00 | $3,440.00 |
| **2027 NYSDOH Requirement: No** | | | |
| | | Subtotal: | $11,190.00 |

Cybersecurity Program Document

| Product Details | Number of Hours | Hourly Rate | Extended Price |
|---|---|---|---|
| Principal Cybersecurity Consultant | 72 | $310.00 | $22,320.00 |
| Senior Project Manager | 35 | $215.00 | $7,525.00 |
| **2027 NYSDOH Requirement: Yes** | | | |
| | | Subtotal: | $29,845.00 |

## Cybersecurity Incident Response Plan

| Product Details | Number of Hours | Hourly Rate | Extended Price |
|---|---|---|---|
| **Principal Cybersecurity Consultant** | 50 | $310.00 | $15,500.00 |
| **Senior Project Manager** | 27 | $215.00 | $5,805.00 |
| **2027 NYSDOH Requirement: Yes** | | | |
| | | Subtotal: | $21,305.00 |

## Cybersecurity TTX

| Product Details | Number of Hours | Hourly Rate | Extended Price |
|---|---|---|---|
| **Principal Cybersecurity Consultant** | 26 | $310.00 | $8,060.00 |
| **Senior Project Manager** | 18 | $215.00 | $3,870.00 |
| **2027 NYSDOH Requirement: No** | | | |
| | | Subtotal: | $11,930.00 |

**Sourcepass will invoice monthly for T&M services delivered.**

- All project work will be performed during standard business hours (Monday 9 am – Friday 5 pm) unless specifically defined otherwise and will include on-site and off-site time.
- All cutovers will be conducted during scheduled downtime unless specifically defined.
- Sourcepass will only bill hours actually used. If additional hours are needed, the customer will be notified, and agreements will ensue regarding scope and deliverables.
- Changes to the project or managed services scope must be agreed to in writing between Sourcepass and Village of Bayville Water Department
- Any delay caused by customer issues that require a revisit is billable at Sourcepass standard daily or hourly rates.
- Client cancellation, within 48hrs of planned project work, is billable at Sourcepass standard daily or hourly rates.

# Cyber Security Project for Water Dept. /SCADA



Prepared by:
**Sourcepass Contemporary, LLC**
Lisa Guerin
877-678-8080
Fax 631-368-1164
lguerin@sourcepass.com

Prepared for:
**Village of Bayville**
34 School Street
Bayville, NY 11709
Salvatore Astuto
(516) 628-1439
sastuto@bayvilleny.gov

Quote Information:
**Quote #: 066622**
Version: 2
Delivery Date: 10/26/2026
Expiration Date: 11/15/2026

| Quote Summary | Amount |
|---|---|
| Cybersecurity Vulnerability Assessment | $5,766.25 |
| Cybersecurity Gap Analysis | $11,190.00 |
| Cybersecurity Program Document | $29,845.00 |
| Cybersecurity Incident Response Plan | $21,305.00 |
| Cybersecurity TTX | $11,930.00 |
| Total: | $80,036.25 |

# Cyber Security Project for Water Dept. /SCADA



Validity and Authorized Signatures Upon full execution by the Parties, this SOW constitutes the valid and binding agreement between Sourcepass and the Client identified above to purchase and use the Sourcepass products and services specified in this SOW. This SOW, together with any terms or conditions set forth in any applicable amendment, addendum, exhibit or schedule to this SOW, is subject to and governed by the Terms of Service Agreement set forth at https://sourcepass.com/legal/sourcepass-master-service-agreement/ (the "Master Services Agreement" or "Service Terms"). Any capitalized terms not otherwise defined in this SOW shall have the meaning ascribed to such terms in the Service Terms. The person whose signature appears below warrants that they are authorized to sign this SOW and to acknowledge and accept the Service Terms. PRICES DO NOT INCLUDE APPLICABLE TAXES, FEES AND SHIPPING AND HANDLING CHARGES.

| Sourcepass Contemporary, LLC | | Village of Bayville | |
|---|---|---|---|
| Signature: | Lisa Guerin | Signature: | |
| Name: | Lisa Guerin | Name: | Salvatore Astuto |
| Title: | Strategic Advisor / GOV | Date: | |
| Date: | 10/26/2026 | | |

# VILLAGE OF BAYVILLE
## MEETING & HOLIDAY SCHEDULE 2027

| DAY | DATE | HOLIDAY |
|---|---|---|
| Friday | January 1 | New Year's Day |
| Monday | January 18 | Martin Luther King Jr. Day |
| Monday | February 15 | Presidents Day |
| Monday | May 31 | Memorial Day |
| Friday | June 18 (observed) | Juneteenth |
| Monday | July 5 (observed) | Independence Day |
| Monday | September 6 | Labor Day |
| Monday | October 11 | Columbus Day |
| Thursday | November 11 | Veterans Day |
| Thursday & Friday | November 25 & 26 | Thanksgiving |
| Friday 1/2 Day | December 24 | Christmas Eve |
| Monday | December 27 (observed) | Christmas Day |
| Friday 1/2 Day | December 31 | New Year's Eve |

**MEETINGS AND COURT ARE HELD AT:**
**BAYVILLE VILLAGE HALL, 34 SCHOOL ST., BAYVILLE, NY 11709**

## VILLAGE BOARD MEETING SCHEDULE 2027
**Meetings start at 6:30 PM**

| | |
|---|---|
| January 25 | July 12 & 26 |
| February 22 | August 23 |
| March 22 | September 27 |
| April 26 | October 25 |
| May 24 | November 15 |
| June 28 | December 13 |

**TAX SALE – TUESDAY, JULY 27, 2027**

**2027 Planning Board Meeting Schedule – First Tuesday of the Month at 6:30pm**

**2027 Committee of Architectural Review Meeting Schedule - Third Tuesday of the Month at 5:30pm***

**2027 Zoning Board of Appeals Meeting Schedule – Last Wednesday of the Month at 6:30pm except November 17th and December 15th**

**2027 Bayville Environmental CC Meeting Schedule – Third Thursday of the Month at the Community Center – 88 Bayville Avenue at 7:00pm**

# MARINE FACILITIES RULES AND REGULATIONS
# INCORPORATED VILLAGE OF BAYVILLE

**1.** Applicants for slips, moorings and/or launching must be residents of the Village for at least six (6) months of every year. Applications for slips, launching and/or moorings will not be accepted from anyone under the age of eighteen (18) years.

**2.** Assignment of a boat slip and/or mooring or other boating facility permit is not transferable to any other person or vessel. Coownership of a boat by husband and wife is permitted, however only one boat from any household may obtain a permit to obtain a slip at the Village Creek Marina. Moorings can be co-owned by spouses only, which spouses are the co-owner of that boat. Slips are for successful applicants only and cannot be passed on to children or to other people. Boats must be registered to the person(s) applying for and receiving the permit. All boats must be insured with the insurance in the name of the registered owner(s) of the boat.

2. Assignment of a boat slip, mooring or other boating facility permit is not transferable to any other person or vessel. Coownership of a boat by husband and wife is permitted, but only one spouse can be the slip holder. Only one boat from any household may obtain a slip at the Village Creek Marina. Moorings can be co-owned by spouses only, if the spouse is the co-owner of that boat. Slips are for the applicant only and cannot be passed on to their spouse, children or other people. Boats must be registered in the name of the person applying for and receiving the permit. All boats must be insured with the insurance in the name of the registered owner(s) of the boat.

**3.** The boating season shall run from April 15th through November 15th• All boats and moorings shall be removed no later than November 15th. Any boat not removed by the designated date will be removed and stored at the owner's expense.

**4. All slips are to be occupied by the boat to which the permit was Issued no later than July 4th. Any vacancy from the assigned slip for any reason, for more than ten (10) days, must be reported to the Village in writing, with all the documentation explaining the reason for the vacancy by the eighth (8th) day of such vacancy. Slips are not to be utilized solely for storage of boats. When berthed in a slip, each boat must be able to operate and navigate both to and from the dock under its own power as identified in the slip application. Trolling motors, and kicker motors shall not qualify to establish that a boat is "operable." Sailboats, if berthed at the Village Creek Marina, shall be exempt from the requirement that they be operable under power. Boats berthed in the Village slips are to be utilized during the boating season.**

**5.** Liability: All boats and boating equipment docked, berthed, moored, located or left at the Village Facilities are left at the sole risk of the owner of said boats or equipment. Permission to dock, berth, moor, locate or leave such property is conditioned upon the owner's acceptance of said risk. All boats utilizing the Village Slip Facilities are mandated to obtain adequate insurance before making use of the facilities. Proof of adequate insurance covering the risk of property damage to the Village facilities must accompany each application. In the event of any damage caused in whole or in part by the boat owner or the guests, said damage shall be the sole responsibility of the boat owner.

**6.** Any applicant for a slip must produce, with the application, the title for the boat if the boat is a titled vessel. The title for the boat must be in the name of the applicant for the slip. The boat registration must also be produced indicating that the boat is registered in the name of the slip applicant. Boats must carry their own insurance in the name as it appears on the title and the boat registration. The registered owner of the boat must provide proof of satisfactorily completing a NYS certified safe boater course. Proof of completion can be provided as a certificate or anchor endorsement on a valid NYS driver's license.

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**7.** Permits are issued for boat slips and moorings under the express stipulation that they shall not be subleased or reassigned and shall remain at all times under the full control of the Incorporated Village of Bayville. The permit holder(s) understand that any violation of these rules can result in the removal of any boat from the Village Creek Marina. However, before removal shall occur, the permit holder(s) shall be notified by certified mail to the address shown on the application and be afforded a reasonable opportunity to cure or correct the rule violation. The Village of Bayville always retains the right to remove any boat at any time to prevent injury or damage to persons, property or the marine environment.

7. Permits are issued for boat slips and moorings under the express stipulation that they shall not be subleased or reassigned and shall remain, at all times, under the full control of the Incorporated Village of Bayville. Any violation of these rules can result in the removal of any boat from the Village Creek Marina. However, before removal shall occur, the permit holder shall be notified and be afforded a reasonable opportunity to cure or correct the rule violation. The Village of Bayville always retains the right to remove any boat at any time to prevent injury or damage to persons, property or the marine environment.

**8.** The full fee is due and payable upon submission of application for approval and assignment, whenever during the season the applicant's name rises to the top of the list.

**9.** No adjustments, rebates or refunds of fees paid will be made after **MAY 15th.**

**10.** An individual on the boat slip waiting list shall be notified when his or her name comes to the top of the waiting list. A certified letter, return receipt requested, shall be mailed to the address listed on the slip application. If no response to the mailing is received within seven (7) business days from the date of mailing, the application shall be deemed to have been rejected and the applicant's name shall be removed from the slip waiting list.

**10.** An individual on the boat slip waiting list shall be notified when his or her name comes to the top of the waiting list. Applicants will be notified by phone number on the application. If unable to contact the individual by phone, a certified letter, return receipt requested, shall be mailed to the address listed on the slip application. If no response to the mailing is received within seven (7) business days from the date of mailing, the application shall be deemed rejected and the applicant's name shall be removed from the slip waiting list.

**11.** If an individual accepts a new slip offer, he or she will be required to accept slip assignment; complete, sign, and submit the Slip Permit Application with all required documentation; and pay the fees in full within fourteen (14) days of receiving assignment. He or she will be required to occupy the new slip with the proper size boat by July 4th or within thirty (30) days of acceptance if acceptance is after June 4th. When an individual is offered a slip after April 15th, the beginning of the boating season, the applicable slip fee, including the dredging fee, will be pro-rated based on a two hundred fifteen (215)-day boating season. The fee is calculated based on the date the Village offers the slip, not when it becomes occupied by the incoming boater.

**11.** If an individual accepts a new slip offer, he or she will be required to accept this offer; complete, sign, and submit the Slip Permit Application with all required documentation; and pay the fees in full within fourteen (14) days. He or she will be required to occupy the slip with the proper size boat by July 4th or within thirty (30) days of acceptance if acceptance is after June 4th. When an individual is offered a slip after April 15th, the beginning of the boating season, the applicable slip fee will be pro-rated based on a two hundred fifteen (215)-day boating season. The fee is calculated based on the date the Village offers the slip, not when it becomes occupied by the incoming boater.

**12.** There will be two (2) categories of boats by length as stated on the registrations:
Small boat category will be from 16 feet to less than 25 feet with a **beam not to exceed 8 feet 3 inches.** Large boat category will be from 25 to 36 feet in length with a **beam not to exceed 12 feet.** Boats that are currently in a slip
and have a beam exceeding 12 feet will be grandfathered and allowed to remain in the assigned slip; however, if this boat is to be replaced, the beam of the new boat cannot exceed 12 feet. (Resolution 2013-88)

**13.** Any security that is provided for the marine facilities is for the protection of Village property. The Village does not assume responsibility for any damage done to vessels or equipment at the Village marine facilities.

**14.** Toilets and Refuse: No boat head or holding tank may be flushed at any time in the boat basin area. No refuse of any kind may be dumped or thrown overboard. Suitable containers will be provided for refuse.

**15.** Fishing:
A. The cleaning of fish is prohibited in the boat basin and on the floats.
B. Fishing from any boating facility is strictly forbidden. Fishing will only be permitted in designated areas.

**16.** Fuel: Fueling of boats **shall not be permitted** at any Village marine facility.

**17.** Electricity: Electric outlets are provided for the exclusive and limited use of the slip occupants and for those boats equipped with shore power. The use of portable battery chargers is strictly prohibited. There will be a seasonal fee for shore power use.

**18.** Major repairs to any vessel at any Village marine facility will **not be permitted at any time.**

**19.** All boats berthed in the Village slip facility, must at all times furnish reinforced nylon line: 3/8 minimum up to 18 feet, 1/2 minimum over 18 feet. All lines are to be permanently affixed to the dock with thimbles and shackles. All boats shall be berthed stern to the main dock. All lines and method of securing the boat to the slip shall be inspected and approved by Village. Failure to comply with this rule will result in the revocation of the issued permit.

**20.** All boats moored at the Village mooring facilities will use only US Coast Guard approved equipment, subject to inspection and approval.

**21.** Speed: All boats entering and leaving the boat basin and mooring areas must use the marked channel and travel at the slowest headway possible (dead slow with no wake). This rule will be rigidly enforced. This rule also applies to jet skis. Failure to comply with this rule will result in the revocation of the issued permit.

**22.** Water skiing and personal watercraft are forbidden to be operated within the confines of the Village of Bayville mooring areas at speeds in excess of five (5) miles per hour.

**23.** The use of the slip by persons other than the slip permit holder (or their immediate family) is **strictly prohibited.** In the event the permit holder wishes to have a guest, any guest must be accompanied by the permit holder or their immediate family. For the purpose of this rule, immediate family shall be spouses and children residing at the residence of the permit holder. Each slip permit holder will be issued one (1) key for the gate lock at the Village slips. There will be a $25.00 surcharge for each additional key. In the event a key is lost, there will be a $25.00 charge to replace the key. The slip permit holder is prohibited from providing the aforesaid key to anyone other than their immediate family. Failure to comply with this rule will result in revocation of the issued permit. Every boat that is berthed at the Marina MUST have the current year permit sticker affixed and visible on the stern of the boat. Failure to have the current permit sticker affixed shall result in a $50.00 fine. If the permit sticker is lost, there shall be a $50.00 fee to replace the sticker.

**23.** The use of the slip by persons other than the slip permit holder (or their immediate family) is **strictly prohibited.** In the event the permit holder wishes to have a guest, any guest must be accompanied by the permit holder or their immediate family. For the purpose of this rule, immediate family shall be spouse and children residing at the residence of the permit holder. Each slip permit holder will be issued one (1) FOB for the gate lock at the Village slips. There will be a $25.00 surcharge for each additional FOB. In the event a FOB is lost, there will be a $25.00 charge to replace the FOB. The slip permit holder is prohibited from providing the aforesaid FOB to anyone other than their immediate family. Failure to comply with this rule will result in revocation of their permit. Every boat that is berthed at the Marina MUST have the current year permit sticker affixed and visible on the stern of the boat. Failure to have the current permit sticker affixed shall result in a $50.00 fine. If the permit sticker is lost, there shall be a $50.00 fee to replace the sticker.

**24.** The above rules and regulations have been officially put in place to create fairness among the members of the boating public and the Village residents. Violators of these rules shall be subject to the revocation of the issued permit pursuant to these rules and regulations and denial of the use of the Village facilities.

**25.** Seniors, sixty-five (65) and older, and disabled persons shall pay 50% of the required fees, slip and mooring fees excluded.

**26.** Violation of any of the rules and regulations governing the use of any of the Marine Facilities shall constitute grounds for revocation of slip, mooring, or ramp permit.

**27.** Any false statements contained in the Marine Facility application shall constitute grounds for revocation of the issued permit.

**28.** These rules may be amended as necessary at any time and with the approval of the Village Board of Trustees and/or Boating/Mooring Committee.

**29.** Applicant agrees to follow any and all applicable Federal, State and local laws, ordinances, rules and regulations.

Rev November 16, 2026