

**STATE OF NEW JERSEY – COUNTY OF CAMDEN
BOROUGH OF TAVISTOCK**

RESOLUTION #23-2022

RESOLUTION ADOPTING THE 2022 MUNICIPAL BUDGET

BE IT RESOLVED by the Board of Commissioners of the Borough of Tavistock that the budget hereinafter set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$ 152,679.00 for municipal purposes, and certification to the County Board of Taxation of the following summary of general revenues and appropriations:

SUMMARY OF REVENUES:

Surplus	15,578.00
Total Miscellaneous Revenues	2,585.00
Local tax for Municipal Purposes	134,516.00
TOTAL GENERAL REVENUES	\$152,679.00

SUMMARY OF APPROPRIATIONS:

Operating Expenses:	
Salaries & Wage	57,500.00
Other Expenses	78,001.10
Statutory Expenditures	17,177.90
TOTAL GENERAL APPROPRIATIONS	\$152,679.00

BOROUGH OF TAVISTOCK

JOSEPH DEL DUCA, MAYOR

ATTEST:

DENISE K. MOULES, CLERK

Roll Call Vote:

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Mayor Del Duca				
Commissioner Mack-Allen				
Commissioner Del Duca				

**STATE OF NEW JERSEY – COUNTY OF CAMDEN
BOROUGH OF TAVISTOCK**

RESOLUTION #24-2022

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE
WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND’S CYBER RISK
MANAGEMENT PLAN’S TIER ONE REQUIREMENTS**

Whereas, the Borough of Tavistock is a member of the Camden County JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the Camden County JIF, the Borough of Tavistock enjoys cyber liability insurance coverage to protect the Borough of Tavistock from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Borough of Tavistock; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Borough of Tavistock to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Borough of Tavistock’s cyber insurance policy, administered through the Camden County JIF and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Borough of Tavistock does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan;

- | | |
|-------------------------------------|------------------------------------|
| Information Backup | Password Management |
| Security Patches and Updates | Email Warning |
| Defensive Software | Incident Response Plan |
| Security Awareness Training | Technology Practice Policy |
| | Government Cyber Membership |

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Borough of Tavistock at a public meeting held on July 11, 2022. 2021.

BOROUGH OF TAVISTOCK

JOSEPH DEL DUCA, Mayor

ATTEST:

DENISE K MOULES, Clerk

Roll Call Vote:

	Yes	No	Abstain	Absent
Mayor Del Duca				
Commissioners Mack-Allen				
Commissioner Del Duca				

**STATE OF NEW JERSEY – COUNTY OF CAMDEN
BOROUGH OF TAVISTOCK**

RESOLUTION #25-2022

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE
WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND’S CYBER RISK
MANAGEMENT PLAN’S TIER TWO REQUIREMENTS**

Whereas, the Borough of Tavistock is a member of the Camden County JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the Camden County JIF, the Borough of Tavistock enjoys cyber liability insurance coverage to protect the Borough of Tavistock from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Borough of Tavistock; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Borough of Tavistock to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Borough of Tavistock 's cyber insurance policy, administered through the Camden County JIF and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Borough of Tavistock does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 2 of the NJ MEL Cyber Risk Management Plan;

Server Security

Access Privilege Controls

Technology Support

System and Event Logging

Protected Information

Remote Access - VPN

Leadership Expertise

IT Business Continuity Planning

Banking Controls

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Borough of Tavistock at a public meeting held on July 11, 2022.

BOROUGH OF TAVISTOCK

JOSEPH DEL DUCA, Mayor

ATTEST:

DENISE K MOULES, Clerk

Roll Call Vote:

	Yes	No	Abstain	Absent
Mayor Del Duca				
Commissioners Mack-Allen				
Commissioner Del Duca				

**STATE OF NEW JERSEY – COUNTY OF CAMDEN
BOROUGH OF TAVISTOCK**

RESOLUTION #26-2022

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE
WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND’S CYBER RISK
MANAGEMENT PLAN’S TIER THREE REQUIREMENTS**

Whereas, the Borough of Tavistock is a member of the Camden County JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

Whereas, through its membership in the Camden County JIF, the Borough of Tavistock enjoys cyber liability insurance coverage to protect the Borough of Tavistock from the potential devastating costs associated with a cyber related claim; and

Whereas, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

Whereas, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Borough of Tavistock; and

Whereas, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Borough of Tavistock to claim a reimbursement of a paid insurance deductible in the event the member files a claim against Borough of Tavistock’s cyber insurance policy, administered through the Camden County JIF and the Municipal Excess Liability Joint Insurance Fund;

Now Therefore Be It Resolved that the Borough of Tavistock does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 3 of the NJ MEL Cyber Risk Management Plan;

Network Segmentation

Remote Access - MFA

Password Integrity

System and Event Logging Review

Third-Party Risk Management

And, Be It Further Resolved, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Borough of Tavistock at a public meeting held on July 11, 2022.

BOROUGH OF TAVISTOCK

JOSEPH DEL DUCA, Mayor

ATTEST:

DENISE K MOULES, Clerk

Roll Call Vote:

	Yes	No	Abstain	Absent
Mayor Del Duca				
Commissioners Mack-Allen				
Commissioner Del Duca				

**STATE OF NEW JERSEY – COUNTY OF CAMDEN
BOROUGH OF TAVISTOCK**

RESOLUTION No. 27-2022

**AUTHORIZING THE BOROUGH ASSESSOR TO PERFORM THE 2022 PROPERTY REASSESSMENT
IN TAVISTOCK**

WHEREAS, the Camden County Board of Taxation has ordered that the Borough of Tavistock to perform a reassessment of all properties within the Borough; and

WHEREAS, the Borough Tax Assessor has advised the governing body that the reassessment can be completed in-house and he has the necessary experience and expertise to complete the task of updating and evaluating the tax assessments of all property in the Borough; and

WHEREAS, the Borough Assessor, Brian Schneider, has presented to the Governing Body a proposal where the reassessment of tax assessment records can be completed in-house and that he has the necessary experience and expertise to complete the task of updating and evaluating the tax assessments of all property in the Borough of Tavistock; and

WHEREAS, the Governing Body concurs with the recommendation from the Borough Assessor and does want to have a reassessment performed on all properties within the Borough and agrees that Brian Schneider has the necessary experience and expertise to complete the task in a thorough and cost effective manner;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Tavistock, County of Camden, State of New Jersey, that the Borough Assessor, Brian Schneider, is hereby authorized to complete and update the tax assessment evaluation of all the properties located in the Borough as ordered by the Camden County Board of Taxation.

BOROUGH OF TAVISTOCK

JOSEPH DEL DUCA, Mayor

ATTEST:

DENISE K. MOULES, Clerk

CERTIFICATION

The foregoing Resolution was duly adopted at a meeting of the Board of Commissioners of the Borough of Tavistock on July 11, 2022.

DENISE K. MOULES, Clerk

Roll Call Vote:

	Yes	No	Abstain	Absent
Mayor Del Duca				
Commissioners Mack-Allen				
Commissioner Del Duca				