



Summary of New York's Cybersecurity Incident Reporting Law for Municipalities

Legislation was recently signed establishing a comprehensive framework to improve cybersecurity readiness, reporting, and training for municipalities, public authorities, and state agencies. Below is summary of what's in the law,

General Municipal Law Article 19-C: Cybersecurity Incident Reporting

Key Definitions (General Municipal Law § 995-a)

Cybersecurity incident: Any event occurring on or conducted through a computer network that actually or imminently jeopardizes the integrity, confidentiality, or availability of computers information or communications systems or networks, physical or virtual infrastructure controlled by computers or information systems, or information resident thereon.

Ransom payment: Any monetary or asset transfer in response to a ransomware attack.

Cybersecurity Incidents and Demands for Ransom (General Municipal Law § 995-b)

- Municipalities must report cybersecurity incidents and demands for ransom to the Division of Homeland Security and Emergency Services (DHSES) within **72 hours** of discovering an incident.
- DHSES will create a reporting form, and a municipality must state any requests for technical assistance
- Within 48 hours of a request for support DHSES must acknowledge its receipt
- As soon as possible, and subject to discretion in terms of prioritization, DHSES must provide advice and technical support to the extent practicable (Executive Law § 711-c[5])

- All reports are exempt from FOIL (Freedom of Information Law)

Ransom Payments (General Municipal Law § 995-c)

- If a municipality pays a ransom demand it must notify DHSES within 24 hours of the payment
- Within 30 days of the ransom payment the municipality must also provide DHSES with
 - the reasons why payment was necessary
 - the amount paid
 - a description of alternatives to payment that the town considered
 - a description of efforts to find alternatives
 - a description of efforts to comply with state and federal rules

Cybersecurity Training Requirement (State Technology Law § 103-f)

- Starting January 1, 2026, local government employees who use technology as part of their official job duties must take annual cybersecurity awareness training
- The state will make training available at no cost
- Equivalent cybersecurity awareness training may also be provided by other sources
- Training must take place during compensated regular work hours

A few things to address on my IT concern list.

1. Emails, We need to get off of Echoes.net and on to a managed email solution. IE Office 365. We can not backup or maintain any security setting without a secure platform. (also doesn't look professional)
2. Backups and retention, we are backing up the 2 pcs in the office (Liz and Kristine) on a 28 day schedule.
3. Acceptable use policy, we can implement the content restrictions to block and monitor web traffic but only on the PCs we manage (the 2
4. At this point we really need to move forward and monitor all PCs owned and operated by the Town of Windsor to ensure Security and compliance. This would protect for malicious software, malware, and viruses that may enter the network. We should also limit personally owned devices on the network and have a separate guest network for anything personal, IE phone and tablets.

Jason McGonnigal

The Computer Shop

From: Elizabeth Pfister - Windsor Town Clerk <windsortc1@echoes.net>

Sent: Friday, August 8, 2025 12:42 PM

To: Mark D. Spinner <[REDACTED]> Tim Harting <[REDACTED]> Jason McGonnigal <[REDACTED]> The Cor
Shop <tcsny@reply.repairshopr.com>

Subject: Fwd: NYS IT Updates

Importance: High

[EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Tim, Mark & Jason,

I did not receive a response from anyone on this email previously and our meeting is Wednesday 8/13. Can you please let me know if there are any issues or changes that we need to deal with on these policies.

Tim,

I also wanted to follow up on the .gov domain and our progress there.

Elizabeth "Liz" Pfister
Town Clerk/Tax Collector
RMO/Registrar of Vital Statistics/Notary Public
NYSTCA District 6 District Director

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----- Original Message -----

Subject:NYS IT Updates

Date:2025-07-30 13:05