

Arrowsic Selectmen's Meeting

May 23, 2016

Present: Sukey Heard, Bill Savedoff, Michele Gaillard, Mary McDonald

**Treasurer's Report and Warrant:**

Warrant #22 (\$42,743.82) was reviewed, approved, and signed. Mary reviewed the balance in undesignated surplus and indicated that she felt comfortable taking out an additional \$88,000 above the regular warrant articles. The Selectmen discussed this in the context of the Fire Department Long Range Planning Committee recommendation that \$82,500 be allocated this year for replacement of the minipumper and decided to write the warrant article to use **surplus** for this amount.

**Minutes:**

The Selectmen approved minutes from their 5/9/16 meeting, as written.

**Town Warrant Articles:**

The Selectmen reviewed the warrant and made final tweaks and changes.

**Computer Use Policy:**

The Selectmen reviewed and approved the Town Computer Use Policy which outlines internet use, password security, and cyber security of Town computers, and use of personal computers for Town business. The Selectmen also reviewed and approved a portable computer inventory form that will track Town-owned computers that are issued to Town officials.

**Computer Purchase:**

The Selectmen discussed the timing of the purchase of a new desktop computer to replace the back office computer which is used for the Trio municipal and assessing software program. Properties Management funds have been used for the year so the Selectmen authorized the expenditure to come from Contingency Fund.

**Mail:**

Received an application from MMA for cyber security insurance which is predicated on our adoption of a policy regarding computer security (see above). Sukey will complete application and submit.

Meeting adjourned at 7:50 pm

Respectfully submitted,  
Michele Gaillard