

PROPOSED

**TOWN OF PLYMOUTH**

**TOWN BOARD RESOLUTION NO. 10**

**DATED: January 13, 2025**

**RESOLUTION FOR SAFETY AND SECURITY**

WHEREAS, the Town of Plymouth recognizes the importance of maintaining safety and security at the Town Hall building;

NOW, THEREFORE, BE IT RESOLVED:

1. Each Town Board member, as well as the elected Highway Superintendent, shall be issued a key to access the Town Hall building.
2. Each individual receiving a key must sign a key receipt form acknowledging their responsibility for the key.
3. Upon the conclusion of their tenure, each key holder must return their issued key.
4. Failure to return the key upon the end of tenure will result in the key holder being held financially responsible for the cost of rekeying the Town Hall locks.

**BE IT FURTHER RESOLVED:**

This resolution shall take effect immediately upon adoption.

**Moved by:**

**Seconded by:**

**VOTE:**

- Supervisor: Patricia Murray: [Aye/Nay]
- Council Member: Ray Elsworth: [Aye/Nay]
- Council Member: Brett Wightman: [Aye/Nay]
- Council Member: Rhonda Fairbanks: [Aye/Nay]
- Council Member: Timothy Manwarren: [Aye/Nay]

**Resolution [Passed/Failed] on [Date].**

**Town Clerk Virginia Brown: \_\_\_\_\_**

**Seal**