

**PROPOSED**

**TOWN OF PLYMOUTH**

**TOWN BOARD RESOLUTION NO. 13 of 2025**

**DATE: January 28, 2025**

**A RESOLUTION TO ADD A DESK TO THE TOWN SUPERVISOR'S OFFICE FOR USE BY TOWN BOARD MEMBERS**

WHEREAS, the Town Board of Plymouth recognizes the need to provide adequate workspace for Town Board Members to effectively perform their duties when present at Town Hall; and

WHEREAS, the Town Supervisor's office has been identified as a suitable location for the addition of a desk for use by Town Board Members; and

WHEREAS, this addition will facilitate better collaboration and communication among Town Board Members and the Town Supervisor; and

NOW, THEREFORE, BE IT RESOLVED by the Town Board of Plymouth as follows:

**1. Authorization of Desk Addition**

The Town Board authorizes the installation of a desk in the Town Supervisor's office for use by Town Board Members at no cost to taxpayers.

**2. Coordination and Implementation**

The Town Supervisor is hereby directed to cooperate with the setup of the desk in collaboration with Town Board Members to ensure minimal disruption to office operations.

**3. Security**

The Town Supervisor is hereby directed to secure any sensitive personnel documents in a locking file cabinet which need not be accessible to Town Board members. Town Supervisor will however provide Town Board members a key to the office.

**4. Severability**

If any clause, sentence, paragraph, section, or part of this resolution shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, section, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

**5. Effective Date**

This resolution shall take effect immediately upon its adoption.

**Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_**

**VOTE:**

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

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

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

**Seal**