

TOWN OF PLYMOUTH

TOWN BOARD RESOLUTION NO. 29 of 2025

DATE: July 14, 2025

**A RESOLUTION REQUIRING THE TOWN HIGHWAY SUPERINTENDENT TO
SUBMIT A MONTHLY FUEL USAGE REPORT**

WHEREAS, the Town Board of Plymouth is committed to promoting transparency, accountability, and efficient management of town resources; and

WHEREAS, monitoring fuel usage is essential for maintaining operational efficiency and cost control within the Town Highway Department; and

WHEREAS, a regular reporting requirement will provide the Town Board with the necessary oversight and help identify potential savings or irregularities;

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

1. Monthly Fuel Usage Reporting Requirement

The Town Highway Superintendent is hereby required to submit a detailed monthly fuel usage report to the Town Board.

2. Report Contents

The report shall include, but not be limited to, the amount of fuel purchased, the amount of fuel used, vehicle or equipment identification, and dates of usage.

3. Submission Deadline

The monthly report shall be submitted to the Town Board no later than the fifth (5th) day of the following month.

4. Review and Oversight

The Town Board shall review each monthly report and may request additional information or clarification as needed.

5. 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.

6. Effective Date

This resolution shall take effect immediately upon its adoption.

Moved by: Brett Wightman Seconded by: Tim Manuoso

VOTE:

- Supervisor: Patricia Murray
- Council Member: Ray Elsworth
- Council Member: Rhonda Fairbanks
- Council Member: Tim Manwarren
- Council Member: Brett Wightman

[Handwritten signatures: Patricia Murray, Ray Elsworth, Rhonda Fairbanks, Tim Manwarren, Brett Wightman]

[Aye/~~Nay~~]

Aye/Nay]

[Aye/Nay]

Aye/Nay]

Aye/Nay]

Resolution [Passed/Failed] on Date. _____

Town Clerk Virginia Brown: _____

[Handwritten signature: Virginia E. Brown]

Seal