**TOWN OF PLATTSBURGH**

**TOWN BOARD MONTHLY MEETING**

**APRIL 7, 2022**

#### Resolution No. 022-090 Personnel File Access Update

**WHEREAS**, the Town Board desires to maintain appropriate policy concerning access to personnel files, and   
  
 **RESOLVED**, that the “Employee Personnel Files Access Policy” be amended to acknowledge employees in the Business Office, and Secretary to the Supervisor as authorized positions to access personnel files for town business; and be it further

**RESOLVED**, that a copy of this resolution be given to the Finance Manager.

**Motion:**

**Seconded by:**

**Discussion:**

**Yes No Absent Carried Tabled**

**Thomas E. Wood**

**Barbara E. Hebert**

**Charles A. Kostyk**

**Dana M. Isabella**

**Michael S. Cashman**