

**VILLAGE OF BUCHANAN RESOLUTION
ADOPTING AMENDMENTS TO PERSONNEL POLICIES
AND EMPLOYEE HANDBOOK**

Introduced by: _____

Seconded by: _____

Dated: _____

WHEREAS, the Village of Buchanan Board of Trustees has previously adopted Personnel Policies and Procedures memorialized within the Employee Handbook; and

WHEREAS, the Village Board of Trustees has determined that certain revisions are required that shall be incorporated into the Personnel Policies and Employee Handbook; and

WHEREAS, it is the intent of this Resolution to approve and adopt the updated Personnel Policies/Employee Handbook.

NOW BE IT THEREFORE RESOLVED that the annexed Employee Handbook is hereby adopted; and

BE IT FURTHER RESOLVED that the Employee Handbook is intended to provide guidelines governing public service by Village of Buchanan Employees and is not a Contract. The provisions of the Employee Handbook may be amended and supplemented from time to time at the sole discretion of the Village Board of Trustees.

Upon Roll Call Vote:

Mayor Theresa Knickerbocker _____

Trustee Richard Funchion _____

Trustee Duane Jackson _____

Trustee Cesare Pasquale _____

Trustee Nicolas Zachary _____

Vote: Resolution carried by a vote of ____ to ____ .

STATE OF NEW YORK)
)SS.:
COUNTY OF WESTCHESTER)

I, CYNTHIA KEMPTER, Village Clerk of the Village of Buchanan, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Village Board of the Village of Buchanan at a meeting of said Board held August , 2019.

CYNTHIA KEMPTER, VILLAGE CLERK