

# TOWN OF WEST SENECA



JACQUELINE A. FELSER  
TOWN CLERK

RECEIVER OF TAXES  
REGISTRAR OF VITAL STATISTICS  
NOTARY PUBLIC  
RECORDS MANAGEMENT OFFICER

TOWN SUPERVISOR  
SHEILA M. MEEGAN

TOWN COUNCIL  
EUGENE P. HART  
WILLIAM P. HANLEY JR.

To: West Seneca Town Board

From: Jacqueline A Felser, Town Clerk

Date: August 10, 2015

Re: Status change for part-time clerk Amy Kobler to seasonal

Honorable Board Members:

Kindly change the status of part-time clerk Amy Kobler to part-time seasonal effective August 10 – November 30, 2015 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

This change is requested to cover additional hours needed for sporting license sales and collection of school taxes.

AUG 10 2015