



# TOWN OF WEST SENECA

TOWN SUPERVISOR  
SHEILA M. MEEGAN  
TOWN COUNCIL  
EUGENE P. HART  
WILLIAM P. HANLEY, JR.

**TO:** Honorable Town Board / Town of West Seneca  
**FROM:** Lauren Masset  
Youth Service Coordinator  
**DATE:** April 12, 2016  
**RE:** Status Change for Candice Kogut

Dear Honorable Town Board,

Kindly change the status of Candice Kogut from part-time to part-time seasonal effective April 26th, 2016 and ending September 3, 2016

Candice plans and facilitates the Youth Theatre Summer Camp program.

Please authorize the Supervisor to complete and sign the necessary forms for Erie County Personal.

Respectfully Submitted,

Lauren Masset  
Youth Service Coordinator