

## TOWN OF WEST SENECA



SHEILA M. MEEGAN  
TOWN SUPERVISOR

To: Fellow Town Board Members  
From: Sheila M. Meegan, Town Supervisor  
Date: December 19, 2016  
Re: **Leave of Absence**

Per the attached requests, kindly move to grant the following an extension of their existing leave of absence through and including January 2, 2018

Jacqueline Felser, leave of absence from Senior Clerk Stenographer

Matthew English, leave of absence from Motor Equipment Operator

John Gullo, leave of absence from Fire Inspector

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



## 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: December 15, 2016

Re: Leave of absence

Honorable Board Members:

Please accept this as my request for an extension of the leave of absence from my Civil Service position of Senior Clerk Stenographer through and including January 2, 2018.

Thank you for your consideration.

A handwritten signature in cursive script, reading "Jacqueline A. Felser".

John A. Gullo  
1130 Center Rd  
West Seneca, New York 14224  
716-583-1928

December 12, 2016

Honorable Town Board  
1250 Union Road  
West Seneca, New York 14224

*Please allow this letter to serve as a request for a one year leave of absence from my position as Fire Inspector for the Town of West Seneca. If you have any questions please do not hesitate to contact me. Thank you for your consideration.*

Sincerely;

A handwritten signature in black ink, appearing to read 'John A. Gullo', written in a cursive style.

John A. Gullo



MATTHEW D. ENGLISH  
SUPERINTENDENT OF  
HIGHWAY DEPARTMENT

## TOWN OF WEST SENECA

TOWN SUPERVISOR  
SHEILA M. MEEGAN

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

TO: The Honorable Town Board

FROM: Matthew D. English

DATE: December 12, 2016

RE: LEAVE OF ABSENCE

Honorable Town Board Members:

Please accept this as my request for an extension of the leave of absence from my blue collar position through and including January 2, 2018.

Thank you for your consideration.

Sincerely,

Matthew D. English  
Superintendent of Highways



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