

TOWN OF WEST SENECA



MATTHEW D. ENGLISH
SUPERINTENDENT OF
HIGHWAY DEPARTMENT

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

TO: The Honorable Town Board
FROM: Matthew D. English
DATE: April 4, 2017
RE: **COMPLETION OF LEAVE OF ABSENCE - TERMINATION**

Honorable Town Board Members:

Please terminate Matthew Hourihan from his held position of Laborer in the Buildings and Grounds Department as his Leave of Absence has reached completion today, April 4, 2017.

Please have the Supervisor sign the necessary forms for Erie County Personnel.

Sincerely,

Matthew D. English
Superintendent of Highways

