



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 J. Masset
Recreation Supervisor
DATE: June 7, 2017
RE: Summer 2017 Recreation Program Appointments #3

Dear Honorable Town Board,

Per the below list please appoint the following list of individuals as Part-Time Recreation Attendants at the corresponding rate of pay with June 13, 2017 as the effective start date. Please change their status from part time to part time seasonal effective June 13, 2017 – September 15, 2017.

Name	Title	Pay Rate
Kaitlyn Alessi	Part-Time Recreation Attendant	\$12.00
Zachary Marshall	Part-Time Recreation Attendant	\$12.00
Bridget Bork	Part-Time Recreation Attendant	\$12.00

These hires are contingent upon a background check, drug test and proof of a physical as outlined by Town Code Chapter 25. These hires are also contingent upon obtaining required certifications no later than June 15, 2017.

Please advise the Finance Department that the Recreation Attendants will be paid from Salary of Other Employees – Part Time account line 1.7140.0149.

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

Respectfully Submitted,

Lauren J. Masset
Recreation Supervisor

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