



# 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  
Recreation Supervisor  
**DATE:** April 25, 2017  
**RE:** Appointment of Teresa Sledz as Part Time Clerk Typist

Dear Honorable Town Board,

Kindly move to appoint Teresa Sledz as a part time Clerk Typist at the rate of \$10.00/hour, effective May 9, 2017.

This hire is contingent upon a background check, drug test and proof of a physical as outlined by Town Code Chapter 25.

Please advise the Finance Department that this position will be paid from Salary of Clerical – Part Time account line 001.7140.0139.

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

Respectfully Submitted,

Lauren Masset  
Recreation Supervisor

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