

TOWN OF WEST SENECA



ENGINEERING
DEPARTMENT

TOWN SUPERVISOR
SHEILA M. MEEGAN
TOWN COUNCIL
EUGENE P. HART
JOHN M. RUSINSKI

April 10, 2013

Honorable Town Board
Town of West Seneca

**Re: Engineering Intern for GIS Data Collection
Request for Intern Position**

Honorable Board Members,

The Engineering department would like to hire an intern that would start on or around June 1 and work until on or around August 30th of this year. The reason for the position would be to collect GPS data that will be utilized in the implementation of the Town's future GIS System. We would anticipate this being an hourly position, 35 hours per week. Monies available through line item 03.8100.1459 (GIS) could be transferred to a new line item, Engineering Intern, to pay for this position since it is for collection of data necessary in implementing the GIS system. Please consider approval for creating this position and allow our department to advertise for, interview and hire an intern for our department. The GPS data that will be concentrated on for collection will be the Town's sewer infrastructure, items necessary for the Town's emergency response plan, followed by Storm Sewer and Water infrastructure if time allows.

Very truly yours,

A handwritten signature in black ink, appearing to read "S. R. Tanner".

Steven R. Tanner, P.E.
Town Engineer

cc: Files: TB.
Project