



TOWN OF WEST SENECA

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

TO: Honorable Town Board / Town of West Seneca
FROM: Lauren Masset
Youth Service Coordinator
DATE: August 6, 2015
RE: Appointment of Amanda Murphy as Clerk Typist Part Time

Dear Honorable Town Board,

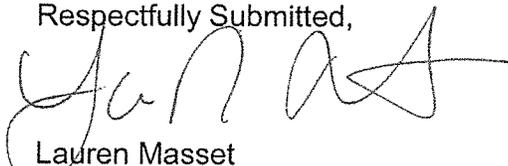
Kindly move to appoint Amanda Murphy as a part time Clerk Typist at the rate of \$10.00/hour, effective August 12, 2015.

Please note that employment for new hires 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 P-T Clerical account line 001.7140.0149.

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

Respectfully Submitted,



Lauren Masset
Youth Service Coordinator

AUG 10 2015

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