

TOWN OF WEST SENECA



ENGINEERING
DEPARTMENT

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

May 20, 2013

Honorable Town Board
Town of West Seneca

Re: Summer Intern – Engineering

Honorable Board Members,

As you are aware, The Town is in the implementation stage for its GIS system following the completion of the Needs Assessment in October 2012. As part of that implementation, it has become necessary to hire a summer intern to help the Engineering Department collect and input the data.

I recommend that you approve the hiring of Eric LaBrae for the position effective June 3, 2013, at a rate of \$12.00 per hour, 35 hours per week. I anticipate that the internship will terminate at the end of August 2013.

There is money allocated for this position through GL #03.8100.1459.

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

