

TOWN OF WEST SENECA



SHEILA M. MEEGAN
TOWN SUPERVISOR

To: Fellow Town Board Members
From: Sheila M. Meegan, Town Supervisor
Date: June 20, 2016
Re: **Seasonal Status – Caroline Keane**

Kindly move Caroline Keane to seasonal part-time status effective June 20, 2016 through September 2, 2016 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.