



TOWN OF WEST SENECA

MATTHEW D. ENGLISH  
SUPERINTENDENT OF  
HIGHWAY DEPARTMENT

TOWN SUPERVISOR  
SHEILA M. MEEGAN  
TOWN COUNCIL  
EUGENE P. HART  
WILLIAM P. HANLEY, JR.

TO: The Honorable Town Board  
FROM: Matthew English  
DATE: March 21, 2016  
RE: **HIGHWAY MEO TO HIGHWAY LABORER**

Dear Honorable Town Board Members:

Please terminate Philip Steffan as a Highway Motor Equipment Operator and appoint him as a Highway Laborer Group 1, Step 5 at a rate of \$27.52 per hour effective March 28, 2016 as per the Blue Collar Contract.

Please authorize the Supervisor to sign the necessary forms for Erie County Personnel.

Sincerely,

Matthew English  
Superintendent of Highways

