



# 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 D. English  
DATE: June 13, 2016  
RE: **BUILDINGS AND GROUNDS TERMINATION**

Dear Honorable Town Board Members:

Please terminate Ryan McCoy as a Part-time Laborer in the Buildings and Grounds Department effective June 13, 2016.

Please have the Supervisor sign the necessary forms for Erie County Personnel.

Sincerely,

Matthew D. English  
Superintendent of Highways



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