

TOWN OF WEST SENECA



JACQUELINE A. FELSER
TOWN CLERK

RECEIVER OF TAXES
REGISTRAR OF VITAL STATISTICS
NOTARY PUBLIC
RECORDS MANAGEMENT OFFICER

TOWN SUPERVISOR
SHEILA M. MEEGAN

TOWN COUNCIL
EUGENE P. HART
WILLIAM P. HANLEY JR.

To: West Seneca Town Board

From: Jacqueline A Felser, Town Clerk

Date: December 9, 2015

Re: Status change for part-time clerks to seasonal

Honorable Board Members:

Kindly change the status of part-time clerks Margaret Pomana and Ellen Zawodzinski to part time seasonal effective January 11 - February 26, 2016 and authorize the Supervisor to complete sign the necessary forms for Erie County Personnel.

This change is requested to cover additional hours needed for collection of town/county taxes that begins mid January.