



TOWN OF WEST SENECA

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

TO: Honorable Town Board / Town of West Seneca
FROM: Lauren Masset
Youth Service Coordinator
DATE: September 8, 2015
RE: Youth Theatre Appointments

Dear Honorable Town Board,

Please appoint the following as a part time Recreation Attendants at the rate of \$8.75 per hour, effective September 15, 2015.

Phoebe Herreid (Youth Theatre Music Director)
Molly Sergi (Youth Theatre Assistant)

Please note that employment for new hires is contingent upon a background check, drug test and proof of a physical as outlined by Town Code Chapter 25.

Please advise the Finance Department that this position will be paid from Salary of Other Employees – Part Time account line 001.7140.0149.

Furthermore authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Respectfully Submitted,


Lauren Masset
Youth Service Coordinator