



TOWN OF WEST SENECA

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

LAUREN J. MASSET
RECREATION SUPERVISOR

TO: Honorable Town Board / Town of West Seneca

FROM: Lauren J. Masset
Recreation Supervisor

DATE: June 08, 2018

RE: Pay Rate Increase for Recreation Employees w/ Progressive Swim Instructor Certification

Dear Honorable Town Board,

The below employees obtained the certification requirements as specified in Section 7-2.5(f) of Subpart 7-2 of the New York State Sanitary Code for Progressive Swim Instructors. A progressive swimming instructor is required to assess the swimming ability of each camper prior to allowing the child to participate in aquatic activities.

Kindly move to increase their rates of pay by twenty five cents (25¢) per hour.

Name	Revised Hourly Rate of Pay
Zach Marshall	\$13.25
Rachel Zak	\$12.50

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

Respectfully Submitted,

Lauren J. Masset
Recreation Supervisor