



**TOWN OF WEST SENECA**

**LAUREN J. MASSET**  
RECREATION SUPERVISOR

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

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**TO:** Honorable Town Board / Town of West Seneca

**FROM:** Lauren J. Masset  
Recreation Supervisor

**DATE:** May 15, 2019

**RE:** Summer Employment 2019 Appointments #3

Per the attached list please appoint the following list of individuals to the corresponding titles (part-time) and rates of pay, effective May 20, 2019.

Please change their status from part time to part time seasonal effective June 1, 2019 – September 1, 2019.

These hires are contingent upon a background check, drug test and proof of a physical as outlined by Town Code Chapter 25. These hires are also contingent upon obtaining required certifications no later than June 1, 2019 and attending all mandatory orientations and training classes.

Please advise the Finance Department that the Recreation Attendants will be paid from Salary of Other Employees – Part Time account 01714000 50149, lifeguards will be paid from Salary of Laborers – Part Time account line 01718000 50149 and the Recreation Supervisor (Pool Supervisor) will be paid from Salary of Recreation Supervisor – Part Time account line 01718000 50100.

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

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