



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: Honorable Town Board
FROM: Matthew D. English
DATE: November 19, 2019
RE: BUILDINGS AND GROUNDS APPOINTMENT

Dear Town Board:

Please terminate Cooper Panek as a Buildings & Grounds Part-Time Laborer and appointment him a Buildings & Grounds Full-Time Laborer, Group 1, Step 1 @ a rate of \$21.93 effective December 3, 2019 contingent upon the passing of drug and alcohol testing:

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

Sincerely,

Matthew D. English
Superintendent of Highways

