



TOWN OF WEST SENECA

TOWN SUPERVISOR
SHEILA M. MEEGAN

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

To: Honorable Town Board
From: Erik Finbar, Acting Assessor
Date: December 21, 2019
Re: Seasonal Status - Ellen Zawodzinski

Kindly change the status of Ellen Zawodzinski to seasonal effective December 30, 2019 – April 1, 2020 and authorize the Supervisor to complete and sign the necessary forms with Erie County Personnel.

This change of status is required due to the Assessment Clerk requiring Parental Leave during the upcoming tax/exemption filing season.