

**West Seneca Town Court
1250 Union Road
West Seneca NY 14224
716-674-5600**

**Jeffrey M. Harrington
Town Justices**

**Shannon E. Filbert
Town Justices**

MEMO

To: Honorable Town Board
From: Justice Shannon E. Filbert & Justice Jeffrey M. Harrington
Date: November 4, 2020
Subject: Katie Almeida Parental Leave

Dear Honorable Town Board Members:

Katie Almeida requested to continue her parental leave at the conclusion of her FMLA on December 8, 2020. Katie will be taking Parental Leave into January of 2021.



Jeffrey M. Harrington
Town Justice



Shannon E. Filbert
Town Justice