

TOWN OF WEST SENECA



BRIAN J. ADAMS
SUPERINTENDENT OF
HIGHWAY DEPARTMENT

TO: The Honorable Town Board

FROM: Brian Adams

DATE: February 16, 2021

RE: **RETIREMENT**

Dear Honorable Town Board Members:

Please accept the retirement of William O'Neil from his position as a Highway MEO. After 28 years of service, his last day of work will be February 26, 2021. His official retirement date will be effective February 27, 2021.

Please have the Supervisor sign the necessary forms for Erie County Personnel.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Adams", written over a set of horizontal lines.

Brian Adams
Superintendent of Highways



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