



TOWN OF WEST SENECA

TOWN SUPERVISOR
GARY A. DICKSON
TOWN COUNCIL
WILLIAM BAUER
JOSEPH J. CANTAFIO
JEFF PIEKAREC
WILLIAM P. HANLEY

ALISSA C. STRAUS
DIRECTOR OF FINANCE

TO: Honorable Town Board / Town of West Seneca

FROM: Alissa C. Straus
Director of Finance

DATE: August 9, 2021

RE: Budget Transfer – Town Clerk

Kindly authorize a 2021 budget transfer for \$1,982.03 from Town Clerk – Print, Literature and Other 01.1410.0448 to Town Clerk – Supplies 01.1410.419 to correctly allocate for the purchase of envelopes.