



TOWN OF WEST SENECA

LAUREN J. MASSET
RECREATION SUPERVISOR

TOWN SUPERVISOR
GARY DICKSON
TOWN COUNCIL
WILLIAM HANLEY
WILLIAM BAUER
JOSEPH CANTAFIO
JEFFREY PIEKAREC

TO: Honorable Town Board / Town of West Seneca

FROM: Lauren J. Masset
Recreation Supervisor

DATE: September 27, 2021

RE: Appointment of Alissa Osinski (Clerk Typist PT)

Kindly move to appoint Alissa Osinski as a part time permanent Clerk Typist at the rate of \$14.00/hour, effective October 5, 2021.

This hire is contingent upon a background check, drug test and proof of a physical as outlined by Town Code Chapter 25.

Please advise the Finance Department that this position will be paid from Salary of Clerical – Part Time account line 0171400050138.

Furthermore, authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.