

TOWN OF WEST SENECA



BRIAN J. ADAMS
SUPERINTENDENT OF
HIGHWAY DEPARTMENT

TO: The Honorable Town Board
FROM: Brian Adams
DATE: October 1, 2021
RE: **EXTEND EMPLOYMENT**

Dear Honorable Town Board Members:

Please grant the extension of employment for Emily Benkleman to the Highway Department as a Seasonal Clerk at a rate of \$12.50 per hour effective October 1 – December 3, 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".

Brian Adams
Superintendent of Highways

