

TOWN OF WEST SENECA



AMY M. KOBLER
TOWN CLERK

RECEIVER OF TAXES
REGISTRAR OF VITAL STATISTICS
NOTARY PUBLIC
RECORDS MANAGEMENT OFFICER

To: West Seneca Town Board

From: Amy M Kobler, Town Clerk

Date: August 25, 2021

Re: Status change for part-time cashiers to seasonal

Honorable Board Members:

Kindly change the status of part-time permanent cashiers, Donna Ferron and Mary Jo Sedor-Bunn, to seasonal effective January 3 – February 16, 2022, at which time they will return to part-time permanent and further authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

This change is requested to cover additional hours needed for collection of Town & County taxes and is included in the 2022 budget for the Town Clerk's Office.