



**DEPARTMENT OF PUBLIC WORKS** 2378 Elmwood Avenue, Kenmore, NY 14217

DAVID J. ROOT SUPERINTENDENT

Phone: (716) 875-0527 Fax: (716) 447-0256

DECEMBER 6, 2024

Mr. Mayor and fellow Board Members,

I am requesting permission to hire Sean Whitney as a full-time laborer for the DPW effective 12/5/24. Sean completed his six-month probation period and did very well. I am also requesting permission to bring back Cassidy Pierce to work 12/30/24-1/17/25 as a seasonal employee. Cassidy is on break from school and she has been working for us the past two years. Thank you.

Thank You,

  
David Root



VILLAGE OF KENMORE FIRE DEPARTMENT  
16 Nash Road, Kenmore, New York 14217

John T. Lauck, Fire Chief

Phone: (716) 875-3274

Fax: (716) 875-3957

December 12, 2024

**To:** Members of the Village of Kenmore Board of Trustees

**From:** Kenneth M. Butkowski, II, Senior Firefighter  
Village of Kenmore Fire Department

**Re:** Attendance at Upcoming Training Courses

Dear Distinguished Members of the Village Board,

I am requesting permission for **Firefighter Frank Cutrona** to attend the following upcoming training courses: **Aircraft Rescue & Firefighting from January 7-16, 2025 (4 classes) – at the Sheridan Park Fire Department in Tonawanda, New York** and **Principles of Instruction from February 1-12, 2025 (3 classes) – at the Town of Tonawanda Fire Training Facility in Tonawanda, New York.**

There are no fees to attend either course, however, I would like to request the use of a Village vehicle for attendance at these classes and reimbursement for any expenses.

I request your consideration in this matter at the next Village Board Meeting. Should you have any questions, feel free to contact me. Thank you.

Sincerely,

*Kenneth M. Butkowski, II*

Kenneth M. Butkowski, II  
Senior Firefighter  
Village of Kenmore Fire Department

**CC:** Fire Chief John T. Lauck  
Clerk / Treasurer Kathleen P. Johnson