

VILLAGE OF BUCHANAN

MAYOR
THERESA KNICKERBOCKER

TRUSTEES
RICHARD A. FUNCHION
DUANE JACKSON
CESARE PASQUALE
NICOLAS ZACHARY



236 TATE AVENUE, BUCHANAN, N.Y. 10511-1212
WWW.VILLAGEOFBUCHANAN.COM

KEVIN HAY
VILLAGE ADMINISTRATOR
CLERK & TREASURER

(914) 737-1033
FAX (914) 737-6587
POLICE (914) 739-6776

TO: Marcus Serrano
Interim Village Administrator

FROM: Robert Wheeler
Highway Foreman

DATE: December 27, 2019

RE: Tony Santiago

I am recommending that Tony Santiago be promoted to MEO in the Highway Department. Mr. Santiago brings experience and expertise as a plumber which he has shown by repairing numerous toilets, urinals and flushometers throughout the Village along with his knowledge mechanically to step in over the last few winters when our mechanic was out to repair the Village's vehicles. With Mr. Santiago's experience he will supervise other employees as necessarily using his experience. He will be used as the mechanic in the garage as needed as well as be able to perform the duties for the Water Department.

Tony has always shown the desire to improve himself and will be a great asset to the Highway Department.

Thank you.