



**ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM**

December 18, 2018

To: Jerome D. Schad, Chair
Mark S. Carney, Vice Chair
E. Thomas Jones, Treasurer

Cc: Terrence D. McCracken, Secretary

From: Margaret A. Murphy, Attorney

Subject: Recommendation for the Appointment of a Part-time Associate Attorney

Due to the resignation of Jennifer Runfola, the Erie County Water Authority (the "Authority") posted the part-time position of Associate Attorney. On Monday, December 17, 2018, Jacqueline Mattina, Shari Zajdel and I conducted interviews with the two applicants, John J. Gilmour and Tina M. Hawthorne, who applied for this part-time position. After interviews were conducted, the Authority received a resume from a third applicant, who will be interviewed, if another part-time position becomes available within the next few months.

Ms. Mattina, Ms. Zajdel and I agree both Mr. Gilmour and Ms. Hawthorne were outstanding candidates and if more part-time positions were available at this time, both applicants would be wonderful additions to the Legal Department. I reviewed the references for both candidates, confirming they are dedicated, hardworking individuals who have strong legal reasoning skills and who are capable conducting their own legal research. Both candidates are personable, well-spoken and professional in their appearance. Any legal office would benefit from hiring either of these individual, in my view.

After consulting with both Ms. Mattina and Ms. Zajdel, I have decided to recommend Mr. Gilmour. Mr. Gilmour fits the current needs of the Legal Department. The Legal Department would benefit from an attorney who has dealt with union grievances, is familiar with the Civil Service Law, and had some experience with personnel matters. One of the items on the Legal Department's agenda is the review of the Authority's HR Policies. Additionally, Authority's HR Director Daniel NeMoyer reviews personnel matters with the Legal Department, including matters involving progressive discipline of those within the classified civil service. Mr. Gilmour has a labor law background, which would benefit the Legal Department. I have attached a copy of Mr. Gilmour's resume to this recommendation.

John J. Gilmour, Esq.

[REDACTED]
Hamburg, New York 14075
[REDACTED]

jgilmour@gilmourkillelea.com

December 12, 2018

Terrance D. McCracken/Secretary to the Authority
295 Main Street
Buffalo, NY 14203

Re: Associate Attorney RPT

Dear Mr. McCracken;

Please accept this letter in application for the open position of Associate RPT Counsel to the Erie County Water Authority. As you can see from my enclosed resumé, I have extensive experience in both municipal and labor law, and I was recently successful in completing lengthy negotiations on an updated collective bargaining agreement with the City of Buffalo on behalf of a large labor union.

I believe my particular skill set and experience would lend itself perfectly to the position of Assistant Counsel to the Erie County Water Authority, and I would deeply appreciate the opportunity to meet with you to discuss employment.

Very truly yours,

John J. Gilmour, Esq.

JOHN J. GILMOUR, ESQ.

[REDACTED]
Hamburg, New York 14075

(w) 648-6250
[REDACTED]

E-mail: [REDACTED]

EDUCATION

Cleveland-Marshall College of Law, Cleveland State University, Cleveland, OH

Juris Doctor May, 2003

Admitted to New York Bar June, 2004

State University of New York, College at Brockport, Brockport, NY

B.S. May, 2000

Double Major: Political Science and Criminal Justice

LEGAL EXPERIENCE

Gilmour & Killelea, LLP, Hamburg, NY

Owner/Partner 2016 – Present

General litigation.

Buffalo Professional Firefighters Association, Local 282 , Buffalo, NY

General Counsel 2017 – Present

Negotiated collective bargaining agreement with the City of Buffalo. Handle all grievances and improper practice matters.

Law Office John J. Gilmour, Hamburg, NY

Owner/Partner 2006 – 2015

General Litigation, Criminal law, and Civil cases.

Erie County District Attorney's Office, Buffalo, NY

Felony Trial Assistant Sept. 2005 – March, 2007

Litigation attorney responsible for the handling of criminal cases from investigation state through trial. Also responsible for presentations to the Grand Jury.

City of Niagara Falls Corporation counsel's Office, Niagara Falls, NY

Assistant Corporation Counsel/City Prosecutor May 2004 – Sept. 2005

Litigation attorney responsible for the handling of civil actions from conception through trial. Also responsible for prosecution of violations, vehicle and traffic, and city code laws.

MEMBERSHIPS

Erie County Bar Association, New York State Bar Association, American Bar Association, Niagara County Bar Association, Young Trial Attorneys, Law Guardian, and Assigned Counsel Program.