

**Cc:** peter gugino <[petegeno@outlook.com](mailto:petegeno@outlook.com)>

**Subject:** Retirement Letter

Peter Gugino

Date: January 5, 2026\_\_\_\_\_

Human Resources

Erie County Water Authority

Dear Jennifer Hibit,

Dear Human Resources,

Please accept this letter as formal notification of my intent to retire from the Erie County Water Authority. My last day of employment will be February 28, 2026, concluding 32 years of service.

This decision was made after careful consideration, and I am grateful for the opportunities, experience, and professional relationships I have gained during my time with the Authority. It has been a privilege to work alongside dedicated colleagues throughout my career.

Please let me know if there are any forms, procedures, or steps I need to complete in advance of my retirement.

Thank you for your support over the years. I appreciate the opportunity to have been part of the Erie County Water Authority and will look back on my service with pride.

Sincerely,

Peter Gugino

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