{LETTERHEAD or BUSINESS NAME AND ADDRESS]

{DATE}

William Bichteman Jr., Supervisor

Town of Westerlo

933 County Route 401

Westerlo, NY 12193

Dear Supervisor Bichteman and Town Board Members,

I’m the head of a small business in Westerlo which, like many others, doesn’t have access to fast, reliable Internet service. This has been a problem for me for years, but also for the people of Westerlo on whom my business depends. This became a worse problem when COVID-19 hit, making good Internet a basic necessity for work, study, and medical care.

I was happy to hear that the government of the Town of Westerlo has applied to Congressman Tonko’s office for a grant for making fiber-to-home Internet service available to the whole town.

I’m writing to let you know I fully support the Town of Westerlo in its application for this grant and look forward to the great benefit the grant will provide.

Sincerely,

{NAME]

{TITLE}