

**Regular Meeting
March 20, 2019
Newburgh Civil Service Commission**

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on March 20, 2019 at 1:00 p.m., Council Chambers, 83 Broadway, Newburgh, NY.
Those present were:

Thomas Murphy, Chairman
Vera Best, Commissioner
John Powell, Commissioner
Michelle Mills, Administrator
Michelle Kelson, Corporation Counsel

Motion to Enter into Executive Session: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Motion to Exit Executive Session: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Minutes:

February 20, 2019 Regular Meeting
Motion to Approve & Accept: Vera Best
Motion Second: John Powell
Motion Carried: Unanimous

Personnel Reports:

February 2019
Motion to Approve & Accept: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Certifications:

Senior Network Manager #62863
Motion to Establish for 1 Year: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Pending Examinations:

Police Officer Agility	April 6, 2019
Bi-Lingual Clerk	April 13, 2019
Firefighter Agility Testing	May 1, 2019
Typist	May 4, 2019
Bi-Lingual Typist	May 4, 2019
Senior School Office Manager	May 11, 2019
Police Sergeant	June 1, 2019

New Business:

1. Request to designate position of Plumbing Inspector pursuant to CSL Section 55a.

Motion to approve designation: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

2. Request to adopt job specification for Human Resources Administrator

Motion to adopt as proposed: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Old Business: None

Other: None

Motion to Adjourn: John Powell

Motion Second: Vera Best

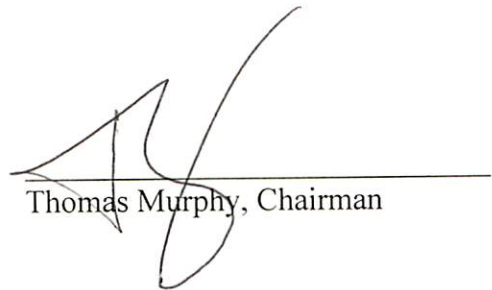
Motion Carried: Unanimous

Meeting Adjourned: 1:44 p.m.

Respectfully Submitted,



Michelle M. Mills, Administrator


Thomas Murphy, Chairman