Regular Meeting
October 18, 2017
Newburgh Civil Service Commission

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on October 18, 2017 at 1:00 p.m., Council Chambers, 83 Broadway, Newburgh, NY.

Those present were: Thomas J. Murphy, Chairman
Vera Best, Commissioner
John C. Powell, Commissioner
Michelle Mills, Administrator
Michelle Kelson, Corporation Counsel

Minutes:
September 20, 2017 Regular Meeting
Motion to Approve & Accept: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Personnel Reports:
September 2017
Motion to Approve & Accept: Vera Best
Motion Second: John Powell
Motion Carried: Unanimous

Certifications:
None

Pending Examinations:
1. Information Technology Assistant: Postponed
2. Senior Typist: November 4, 2017
3. Cook Manager: October 28, 2017
4. School Lunch Manager: October 28, 2017
5. Engineering Technician: October 28, 2017
6. Custodian; December 2, 2017
7. Clerk: December 9, 2017
8. Water Treatment Plant Operator: December 9, 2017

New Business:
1. 2018 Department Budget – Follow-up discussion held regarding request for department laptop.

2. Request by NECSD to amend job description for Delivery Truck Driver;
   Motion to Approve & Accept as proposed: John Powell
   Motion Second: Vera Best
   Motion Carried: Unanimous

3. Commission advised of recurring monthly meetings between Administrator and NECSD staff.

Old Business:

1. Resolution No. 2017-1; Email received 9/29/17 from NYS providing status update.

Communication:

None

Other:

1. Commissioner Powell inquired into the status of the Police Chief vacancy and the use of the current eligible list for the position. Discussion was held regarding the issue. The Commission was advised by Counsel that the appointing authority was "Still working from the list".

Motion Made to Adjourn: John Powell
Motion Second: Vera Best
Motion Carried: Unanimous

Meeting Adjourned 1:22 p.m.
Respectfully Submitted

Michelle M. Mills, Administrator

Thomas Murphy, Chairman