

**Regular Meeting
April 19, 2017
Newburgh Civil Service Commission**

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on April 19, 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:

March 22, 2017

Motion to Approve & Accept: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Personnel Reports:

March 2017

Motion to Approve & Accept: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Certifications:

Librarian I #61664: 4 Years

Librarian II #77340: 1 Year

Librarian II #61667: 4 Years

Librarian III #77356: 1 Year

Librarian III #61776: 4 Years

Motion to Establish Above Eligible Lists: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Pending Examinations:

1. Human Resources Director: April 29, 2017
2. Sanitation Enforcement Officer: May 13, 2017
3. Police Sergeant: June 10, 2017
4. Typist/Bi-Lingual Typist: June 17, 2017
5. Fire Lieutenant: June 24, 2017

New Business:

1. The Commission received and reviewed proposed amendments to the job specification for the title of Engineering Technician.

Motion to Adopt Amendments to the title of Engineering Technician: Thomas Murphy

Motion Second: John Powell

Motion Carried: Unanimous

2. The Commission received and reviewed a request from a candidate for an alternate test date for the upcoming Police Sergeant exam.

Motion to Approve Alternate Test Date: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

3. The Commission received and reviewed a request from a candidate for an alternate test date for the recently held Police Officer agility testing.

Motion to Approve Alternate Test Date: John Powell

Motion Second: Thomas Murphy

Motion Carried: Unanimous

Old Business:

None

Communication:

1. The Commission received and reviewed several office related correspondence.

Executive Session:

Motion Made to Enter Executive Session: John Powell

Motion Second: Thomas Murphy

Motion Carried: Unanimous

Motion to Exit Executive Session: Thomas Murphy

Motion Second: Vera Best

Motion Carried: Unanimous

Motion Made to Adjourn: John Powell

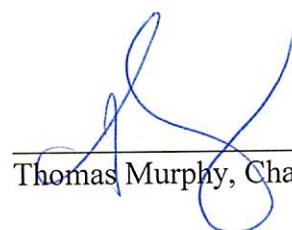
Motion Second: Vera Best

Motion Carried: Unanimous

Meeting Adjourned 1:58 p.m.

Respectfully Submitted


Michelle M. Mills, Administrator


Thomas Murphy, Chairman