

Regular Meeting
April 17, 2019
Newburgh Civil Service Commission

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on April 17, 2019 at 1:00 p.m., Council Chambers, 83 Broadway, Newburgh, NY.
Those present were: Thomas Murphy, Chairman
Vera Best, Commissioner
Michelle Mills, Administrator
Jeremy Kaufman, Assistant Corporation Counsel

Motion to Enter into Executive Session: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous

Motion to Exit Executive Session: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous

Minutes:

March 20, 2019 Regular Meeting
Motion to Approve & Accept: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous

Personnel Reports:

March 2019
Motion to Approve & Accept: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous

Certifications:

Bi-Lingual Clerk #2019-1
Motion to Establish for 1 Year: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous

Pending Examinations:

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 amend job description for Teacher Aide for Newburgh School District.
Motion to amend as proposed: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous
2. Request to amend job description for Printer for Newburgh School District.
Motion to amend as proposed: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous
3. Request to amend job description for Fire Chief as per NYS Department of Civil Service.
Motion to amend as proposed: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous

Old Business: None

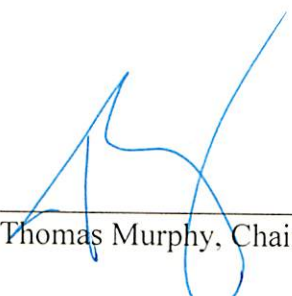
Correspondence: Email of 3/27/19 from NYS regarding minimum qualifications for Fire Chief.

Motion to Adjourn: Vera Best
Motion Second: Thomas Murphy
Motion Carried: Unanimous
Meeting Adjourned: 1:47 p.m.

Respectfully Submitted,



Michelle M. Mills, Administrator



Thomas Murphy, Chairman