

**Regular Meeting
August 17, 2016
Newburgh Civil Service Commission**

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on August 17, 2016 at 1:00 p.m., Council Chambers, 83 Broadway, Newburgh, NY.

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

Minutes:

July 27, 2016

Motion to Approve & Accept: Vera Best

Motion Second: John Powell

Motion Carried: Unanimous

Personnel Reports:

July 2016

Motion to Approve & Accept: Vera Best

Motion Second: John Powell

Motion Carried: Unanimous

Certifications:

Principal Library Clerk #68900; 1 Year

Motion to Establish Above Eligible List: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Records Management Officer #67440; 1 Year

Motion to Approve & Accept: Vera Best

Motion Second: John Powell

Motion Carried: Unanimous

New Business:

1. Appointment of John C. Powell to the CSC to fill the balance of the term remaining due to resignation of Richard Gadbois, commencing June 1, 2014 and ending May 31, 2020.

2. Police Chief Qualifications/Exam Comparability Request: Commission received and reviewed Response letters from Orange County Department of Human Resources and New York State Department of Civil Service advising that the Orange County Police Chief exam is not comparable for use in appointment to Police Chief in the City of Newburgh.
Immediately preceding the meeting a letter from Michael Ciaravino was hand delivered to Michelle Kelson, Corporation Counsel, indicating his knowledge of the decision by NYS Regarding the exam comparability and nominating Daniel Cameron for appointment to the position of Police Chief pursuant to NYCRR Section 4.2b. without further testing.
Due to the late receipt of the request the Commission elected to table the item pending further guidance from NYS regarding related options and issues.

Motion to Table: John Powell

Motion Second: Thomas Murphy

Motion Carried: Unanimous

3. Classification Request for Human Resource Director: The Commission reviewed a proposed Job specification and New Position Duty Statement submitted by Michael Ciaravino. The Commission was advised by Counsel of the intent of the position and had some concerns regarding the proposed duties, educational requirements and status.

Motion to Table: John Powell

Motion Second: Vera Best

Motion Carried: Unanimous

Old Business:

1. Order in Judgment- Article 78 Proceeding: No Update
2. Termination of Provisional Appointment- Police Chief: See New Business #2.
3. Civil Service 101 Training : CSC recap of successful session facilitated by NYS
4. Firefighter Agility Testing: CSC recap of testing held 8/10/16

Communication:

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

Executive Session:

Motion Made for Executive Session: Thomas Murphy

Motion Second: Vera Best

Motion Carried: Unanimous

Motion Made to Adjourn: Vera Best

Motion Second: Thomas Murphy

Motion Carried: Unanimous

Meeting adjourned at 2:20pm.

Respectfully Submitted