

**Regular Meeting  
February 21, 2024  
Newburgh Civil Service Commission**

Summary of Record of Actions Taken at the Regular Meeting of the Newburgh Civil Service Commission held on February 21 2024, at City Hall 83 Broadway, Newburgh, NY.

Those present: Vera Best, Chairperson  
John Powell, Commissioner  
Michelle Mills, Administrator  
Michelle Kelson, Corporation Counsel

**Minutes:**

January 17, 2024 Regular Meeting

**Motion to Approve & Accept: John Powell**

**Motion Second: Vera Best**

**Motion Carried: Unanimous**

**Personnel Reports:**

January 2024

**Motion to Approve & Accept: John Powell**

**Motion Second: Vera Best**

**Motion Carried: Unanimous**

**Certifications:**

Police Lieutenant #79640

**Motion to Establish for 1 Year: John Powell**

**Motion Second: Vera Best**

**Motion Carried: Unanimous**

**Public Hearing:**

A public Hearing of the Newburgh Civil Service Commission to amend the appendices of the Local Rules and Regulations by adding the title of Fire Commissioner to the unclassified service.

**Motion to Open: John Powell**

**Second: Vera Best**

**Motion Carried: Unanimous**

No Speakers

**Motion to Close: John Powell**

**Second: Vera Best**

**Motion Carried: Unanimous**

**New Business:**

1. Request to amend job description for Fire Commissioner

**Motion to Approve: John Powell**

**Motion Second: Vera Best**

**Motion Carried: Unanimous**

2. Request to adopt and classify title of Assistant Transportation Coordinator

**Motion to Approve with amendments: John Powell**

**Motion Second: Vera Best**

**Motion Carried: Unanimous**

3. Request to adopt and classify title of Sr. web Content Specialist

**Motion to table: John Powell**

**Motion Second: Vera Best**

**Motion Carried: Unanimous**

4. Request for Reinstatement of Police Officer (Fayo)  
**Motion to Approve: John Powell**  
**Motion Second: Vera Best**  
**Motion Carried: Unanimous**
5. Request for Transfer of Police Officer (Rivera)  
**Motion to Approve: John Powell**  
**Motion Second: Vera Best**  
**Motion Carried: Unanimous**
6. Submission of 2023 Annual Report to NYS – No action by CSC required
7. Resolution #2024-1: A Resolution to amend the appendices of the Local Rules and Regulations by adding the title of Fire Commissioner to the unclassified service  
**Motion to Approve: John Powell**  
**Motion Second: Vera Best**  
**Motion Carried: Unanimous**

**EXECUTIVE SESSION:**

The medical, financial, credit or employment history of a particular person or corporation or matters leading to the appointment, employment, promotion, demotion, discipline, suspension or removal of a particular person or corporation.

**Motion to Enter: John Powell**  
**Second: Vera Best**  
**Motion Carried: Unanimous**

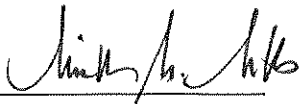
**Motion to Exit: John Powell**  
**Second: Vera Best**  
**Motion Carried: Unanimous**

**Old Business:**

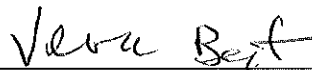
None

**Motion to Adjourn: John Powell**  
**Motion Second: Vera Best**  
**Motion Carried: Unanimous**  
**Meeting Adjourned 1:45pm**

Respectfully Submitted,



Michelle M. Mills, Administrator



Vera Best, Chairperson