

**Mechanicville Civil Service Commission
Minutes of Meeting
Held August 30, 2017**

The meeting was called to order at 5:30 p.m. on August 30, 2017 of the Mechanicville Civil Service Commission in the City Service Office.

Present: Chairperson Kerls
 Commissioner Thompson

Absent: Commissioner Robens

The minutes of the previous meeting held on July 19, 2017 were read and approved.

The Chairperson informed the Commission that the two bills submitted to the Senate and Assembly were both signed by the Governor. The two Police Officer candidates are approved to take the upcoming Civil Service examinations for Police Officer.

MSD 426A – Report of Personnel Changes

- a) Christina Morrison was hired as a temporary Library Clerk on 7/5/17 (pending application).
- b) Nicholas Romeo resigned as Mechanic from the school district on 7/31/17
- c) Anthony Toleman retired as full-time Police Officer on 8/3/17
- d) Vanessa Wood resigned as Dispatcher on 8/2/17
- e) Colin Winters was appointed as non-competitive on 8/14/17.
- f) Tammy Penk-Hill changed from Food Service Helper to Cook on 9/9/17

The following are salary changes for the Library were approved:

- a) Michelle Duell - \$61,575
- b) Melissa Wallace - \$14.00 per hr.
- c) Laurie Salmon - \$10.75 per hr.
- d) Kendra Minnerly - \$11.00 per hr.
- e) Heather Hulett - **\$11.00 per hr.**
- f) Stephanie Gagnon - **\$10.50 per hr.**
- g) Ashlyn Gagnon - **\$10.25 per hr.**
- h) Kathryn Carola - \$10.25 per hr.
- i) Jessica Baker - \$10.25 per hr.

Old Business:

None

New Business:

The Chairperson informed the Commission that we will be giving three examinations on December 2, 2017. They are Police Officer, Water Treatment Plant Operator Trainee and Library Clerk. A request to use the High School for these examinations will be submitted.

The Chairperson also informed the Commission that the 2018 Master Schedule has been released. The other examinations that is under our jurisdiction are Public Safety Dispatcher, Chief of Police, School Business Manager and Police Sergeant examinations.

The Chairperson made a motion to accept the Police Sergeant List, James Thompson seconded it. All in Favor. Motion Carried.

Appearances: None

Meeting was adjourned at 6:00 **p.m.** Next meeting will be October 4, 2017

Attest: _____
Secretary