

**Mechanicville Civil Service Commission**  
**Minutes of Meeting**  
**Held May 4, 2016**

The meeting was called to order at 5:30 p.m. on April 12, 2016 of the Mechanicville Civil Service Commission in the Courtroom.

Present:       Chairperson Kerls  
                  Commissioner Thompson  
                  Commissioner Robens

The minutes of the previous meeting held on April 12, 2016 were read and approved.

Chairperson Kerls informed commission that we received a letter from NYS Civil Service regarding Police Transfers. We will discuss at our next meeting.

**MSD 426A – Report of Personnel Changes**

- a)       Sandra Hurd resigned as a Bus Driver for the City March of 2013
- b)       Mary Gorman resigned as a Clerical substitute for the City on 12/31/15
- c)       Eunice Haney resigned as a Bus Driver for the City on 1/25/16.
- d)       Beth Izzo resigned as a Clerical substitute for the City on 12/31/15

**Old Business:**

The Commission discussed the upcoming Police Sergeant examination. We have 7 applicants taking the examination in which 4 will receive their two years by the month of July. It usually takes the NYS Department of Civil Service 6-8 weeks to grade the examinations and the examination is being given on June 4<sup>th</sup>. So these Police Officers have been approved per Anticipated Eligibility. Once the list is created, candidates must have their two years' experience.

**New Business:**

The Chairperson discussed the Retest Policy for the Physical Fitness Test. One candidate got hurt during the run and was unable to finish. He has requested to have that portion of the physical again. He will not be included on the Certificate of Eligibles but may be given the physical at a later date to be included in the next Certificate of Eligibles. Our Retest Policy states that "If Civil Service is unable to issue a Certificate of Eligibles from the existing Civil Service list due to candidate's failure of this portion of the examination, Civil Service may opt to give candidates a second opportunity for the performance and/or physical fitness test.

**Appearances:** Mr. Hicks and Mrs. Dunn

Mr. Hicks informed us that there are no times for meetings listed on our website.

Mrs. Dunn – Respectfully, if you have to have the meeting on Wednesday, can it be at 6:30 p.m. It's a public meeting and we have to pick and choose what meeting to attend. Mr. Kerls

responded “I understand where you are coming from but we need to get through the summer with our work schedules.

Have a good evening and “Happy Mother’s Day”. Meeting was adjourned at 6:55 p.m. Next meeting scheduled for June 1<sup>st</sup> at 6:45 p.m.

Attest: \_\_\_\_\_  
Secretary