

**Mechanicville Civil Service Commission**  
**Minutes of Meeting**  
**Held August 29, 2019**

The meeting was called to order at 5:30 p.m. on Aug. 29, 2019 of the Mechanicville Civil Service Commission at the City Garage.

Present:       Commissioner Robens  
                  Commissioner Thompson

The minutes of the previous meeting held on June 26, 2019 were read and approved.

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

- a) Brianna Wickham was appointed as Recreation Leader from 7/1-8/31/19.
- b) Hannah Labrozzi was appointed as Recreation Supervisor from 7/1-8/31/19.
- c) Cassandra McMullin was appointed as Recreation Leader from 7/1-8/31/19.
- d) Chloe Newman was appointed as Recreation Leader from 7/1-8/31/19.
- e) Scott Putnam was appointed as Laborer at the School District on 7/1/19.
- f) Tracy Germain was appointed off the Sr. Typist List on 7/15/19.
- g) Nicholas Romeo was hired as a Driver/Mechanic on 8/5/19
- h) Michael Pratt was appointed as Transportation Supervisor (Comp.) from the Certificated dated 8/22-9/22/19 on 9/5/19.
- i) Bryan McCreary was appointed permanent as Microcomputer Technician (Comp) from a Certificated dated 8/22-9/22/19 on 9/5/19.
- j) Connor Myers was appointed as Microcomputer Technician (Comp) from a Certificated dated 8/22-9/22/19 on 9/5/19.

**Salary Changes**

- a) Heather Clements - \$12.72/hr.
- b) Michelle Duell -- \$70,490.00
- c) Christina Morrison - \$13.78/hr.
- d) Melissa Wallace - \$15.90/hr.

**Old Business:**

The Commission discussed the approval of the following Eligible List:

- a) Chief of Police
- b) Transportation Supervisor
- c) Microcomputer Technician
- d) Police Sergeant

Next, the Commission discussed the upcoming Police Officer examination. We have 46 candidates who applied for this examination, 32 of which is taking in Mechanicville. We will use the High School to administer the exam. 3 candidates requested to take on an Alternate Test Date due to the physical agility test being given by the State Police on 9/14/19. Under new business the Commission will create an alternate test date policy.

**New Business:**

The Commission created an Alternate Test Date Policy (see attached). A motion was made by Dawn Robens, Seconded by James Thompson. All in Favor. Motion Carried.

The Commission also looked at the Residence Policy. It was agreed to remove one portion of the policy where it stated: “must be a resident of the City of Mechanicville at the time of appointment”. A motion was made by James Thompson, Seconded by Dawn Robens. All in Favor. Motion Carried.

The Commission also discussed giving the Physical Agility Test to candidates who failed it the last time. Will contact Mr. Young at the School to administer.

**Appearances:** None

The meeting was adjourned at 6:09 p.m.

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