

**Mechanicville Civil Service Commission
Minutes of Meeting
Held June 7, 2023**

The meeting of the Mechanicville Civil Service Commission was called to order at 4:00 p.m. on June 7, 2023 at the Mechanicville Public Library. Chairperson Robens welcomed guests to our monthly meeting.

Present: Chairperson Robens
 Commissioner Peluso
 Commissioner Thompson
 Secretary Lindemann

The minutes of the previous meeting held on May 3, 2023 were approved. Commissioner Thompson made the motion to approve the minutes, Commissioner Peluso 2nd the motion. All in favor. Motion carried.

Communications – There were no communications to report.

Report of Personnel Changes

Mechanicville School District

- a) Michael Cefferillo resigned as Monitor effective 5/1/23
- b) Cassandra Christiansen resigned as Teacher Aide effective 5/5/23
- c) Vanessa Fink was removed as Teacher Aide effective 5/19/23
- d) Kelly Guilliano was appointed as Permanent Teacher Aide effective 4/27/23
- e) David Krom resigned as Mechanic effective 5/3/23
- f) David Rose was appointed as Cleaner (L) effective 9/14/22
- g) David Rose received permanent promotion as Cleaner (L) effective 3/14/23
- h) Joseph Stewart was appointed as Cleaner (L) effective 9/14/22
- i) Joseph Stewart received permanent promotion as Cleaner (L) effective 3/14/23
- j) Meghan Warren was appointed as Permanent Chief Information Officer effective 5/3/23 from the Eligible List dated 5/3/23

Old Business:

Secretary Lindemann that the NYSAPCSO Conference was held in Saratoga Springs on May 8-10 and most of the personnel we work with at the NYS Civil Service Municipal Services Division were in attendance. Some highlights of the conference:

- Timothy Hagues, Civil Service Commissioner, addressed the group and asked what problems we were having. He promised to look into some of the concerns voiced by the various municipalities. The concerns were mostly to do with tests ordered 2 – 3 years ago that have not been scheduled yet, and the lack of timely test scores.

- NY State is planning to waive examination fees from July 1, 2023 through May 2024 to try to increase the number of applicants taking NY State exams.
- There was an excellent presentation from the Director of Civil Service Administration from Oneida County on different strategies for recruitment.
- The Director of Testing Services shared plans for the state to open 12 testing centers throughout the state, staffed by Civil Service employees. The plan is to eliminate paper and pencil exams and have all testing done online at these testing centers, resulting in a much faster turnaround for test results. The state is in the process of looking for facilities now and hopes to have everything in place in approximately 4 years.

New Business:

Secretary Lindemann reported that the Police Officer examination has been posted on the city website on the Civil Service Page, and on the Police Department Page. Chief Rabbitt also posted a notice on the Mechanicville Police Department Facebook page that the department is hiring.

A motion was made to change the Residence Requirement on the Clerk examination announcement. The new requirement states that "Candidates must have been a legal resident of Saratoga, Rensselaer Schenectady, Albany or Washington County for at least 12 months immediately preceding the date of examination. Preference in appointment may be given to successful candidates who have been legal residents of the City of Mechanicville for at least ONE month prior to the date of certification. For positions in the School District, candidates must be a legal resident of the School District for ONE month prior to the date of the examination."

Commissioner Thompson made the motion to approve the change in the Residence Requirement. Commissioner Peluso 2nd the motion. All in favor. Motion carried.


Appearances:

Kim Dunn attended our meeting. Questions and comments were addressed by the Commission and Chairperson Robens answered accordingly.

Secretary Lindemann announced the next scheduled meeting will be Wednesday, September 6, 2023 at 4:00 p.m.

Commissioner Peluso made a motion to adjourn the meeting. Commissioner Thompson 2nd the motion. All in favor. Motion carried.

The meeting was adjourned at 4:17 p.m.


Secretary