

**Mechanicville Civil Service Commission
Minutes of Meeting
Held April 10, 2024**

The meeting of the Mechanicville Civil Service Commission was called to order at 6:00 p.m. on April 10, 2024 at the Mechanicville Public Library. Chairperson Robens welcomed everyone to our monthly meeting.

Present: Chairperson Robens
 Commissioner Peluso
 Commissioner Thompson
 Secretary Lindemann

The minutes of the previous meeting held on March 6, 2024 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

City of Mechanicville

- a) Martin Garland was removed as Superintendent of Streets and Sewers effective 3/14/24
- b) Tim Higgins was appointed as Building Maintenance Mechanic (NC) effective 3/14/24
- c) Laurence Case was appointed as Code Enforcement Officer (Prov) effective 4/1/24

Mechanicville School District

- a) Lauren Avery was appointed as Temp. Teacher Aide (NC) effective 2/26/24-6/26/24
- b) Eric Muller was appointed as Safety Liaison (Prov) effective 3/5/24
- c) Patrick Mone resigned as Teacher Aide effective 2/26/24
- d) Tracy Germain resigned as Senior Typist effective 2/19/24 and was appointed as Administrative Secretary (C) effective 2/20/24
- e) Donna Scott was appointed as Monitor (L) effective 3/11/24
- f) Anthony Hunsaker was appointed as Bus Driver (NC) effective 3/5/24
- g) Kelly Simons was appointed as Microcomputer Technician (C) effective 2/22/24

Old Business: Secretary Lindemann reported that the Network Technician exam was held on March 23, 2024, despite the snowstorm. Only one applicant showed up, but one applicant called and asked for an alternate test date due to the ice storm where they live. We will be giving the exam to this applicant on April 20, 2024.

New Business: Secretary Lindemann reported that the Eligible Lists for Typist, Senior Typist and Librarian 1 have been prepared.

Commissioner Peluso made a motion to accept the Eligible List for Typist. Commissioner Thompson 2nd the motion. All in favor. Motion carried.

Commissioner Peluso made a motion to accept the Eligible List for Senior Typist. Commissioner Thompson 2nd the motion. All in favor. Motion carried.

Commissioner Thompson made a motion to accept the Eligible List for Librarian 1. Commissioner Peluso 2nd the motion. All in favor. Motion carried.

Secretary Lindemann reported that the payroll certification for the City of Mechanicville has been prepared. Commissioner Peluso made a motion to approve the payroll certification. Commissioner Thompson 2nd the motion. All in favor. Motion carried.

Appearances:

There were no appearances to report.

Secretary Lindemann announced the next scheduled meeting will be Wednesday, May 1, 2024 at 6:00 p.m.

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

The meeting was adjourned at 6:13 p.m.

A handwritten signature in cursive script, reading "Rose Ann Lindemann", written in black ink.

Secretary