

Mechanicville Civil Service Commission
Minutes of Meeting
Held November 2, 2022

The meeting of the Mechanicville Civil Service Commission was called to order at 4:00 p.m. on November 2, 2022 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 October 12, 2022 were approved. Commissioner Thompson made the motion to approve the minutes, Commissioner Peluso 2nd the motion. All in favor. Motion carried.

Communications – None

MSD 426A – Report of Personnel Changes

City of Mechanicville

- a) Jason McClements was appointed as PT Police Officer (NC) effective 10/12/22
- b) Gerald Geoghegan resigned as Police Officer effective 9/16/22
- c) John Grant resigned as Police Officer effective 11/24/21
- d) Paul Zurlo resigned as Police Officer effective 11/8/21

School

- a) Vera Boomhower was appointed as Food Service Worker (L) effective 9/6/22
- b) Maryanne Kearbey was appointed as Monitor (L) effective 10/17/22

Library

- a) Erika Oest-Harris resigned as both Library Clerk and Cleaner effective 10/6/22
- b) Chelsey Constanza was appointed as Library Clerk (Provisional) effective 10/19/22

Old Business:

Secretary Lindemann reported that a question regarding the Rule of 3 brought up in the October 12, 2022 Civil Service Commission meeting has been researched.

The Rule of 3 states that appointments must be made from among the three highest ranking candidates on an open competitive or promotion eligible list who are willing to accept the position.

However, if there are not three eligible candidates, it is not a mandatory eligible list, but it remains a valid eligible list. In that case the appointing authority may either make a permanent appointment from the non-mandatory eligible list, or elect to fill a vacancy through provisional appointment. So yes, the

list can be used if there are not three names. This information was obtained from the NYS Civil Service Eligible List Administration Manual.

New Business:


Secretary Lindemann reported that the examination for Chief Information Officer will be held on December 10, 2022. This examination is for a position at the Mechanicville CSD.

Appearances:

Kim Dunn and Dave Hicks 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, December 7, 2022 at 4:00 p.m.

Commissioner Thompson made a motion to adjourn the meeting. Commissioner Peluso 2nd the motion. The meeting was adjourned at 4:17 p.m.


Secretary