

**65**  
**CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION**  
**REGULAR MEETING**  
**474 BROADWAY COUNCIL ROOM**  
**FEBRUARY 23<sup>RD</sup> 9:30AM**  
**MINUTES**

PRESENT: MARK CACOZZA, CHAIRPERSON  
JOANNA SCHNEIDER ZANGRANDO, COMMISSIONER  
JENNIFER LEIDIG, COMMISSIONER

CHAIRPERSON CACOZZA CALLED THE REGULAR MEETING TO ORDER AT 9:32am and opened the public comment section. Public Safety Commissioner Montagnino appeared before the Civil Service Commission to make a public comment. Commissioner Montagnino commented that promotional exams in the police department and fire department should in his opinion be open to non-City employees as a way to diversify the workforces in those departments.

Chair Cacoza closed the public comment section at 9:41am.

Chairperson Cacoza made a motion to approve the December 2021 regular meeting minutes with a minor revision. Seconded by Commissioner Zangrando. Commissioner Leidig abstains as they were not a member of the CSC in December 2021.

Chairperson Cacoza made a motion to table the January 2021 regular meeting minutes. Seconded by Commissioner Zangrando. Ayes all.

**CITY CENTER**

Commissioner Leidig made a motion to approve the following Non Competitive class appointment. Seconded by Commissioner Zangrando. Ayes all.

Working Supervisor	Robert Flick	Effective 02/15/22
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Executive Director of the City Center Ryan McMahon appeared before the CSC to discuss the request for a new position of Events Manager (Competitive).

After a brief discussion, Commissioner Leidig made a motion to approve the proposed new position of Events Manager (City Center). Seconded by Commissioner Zangrando. Ayes all.

Proposed new position of Administrative Assistant item was pulled from the agenda.

**HOUSING AUTHORITY**

Commissioner Zangrando made a motion to move the Housing Authority up on the agenda, Seconded by Commissioner Leidig. Ayes all.

Executive Director of the Housing Authority Paul Feldman appeared before the CSC to discuss the request for a new position of Service Coordinator (Competitive). After a brief discussion, Commissioner Leidig made a motion to approve the proposed new position with a minor modification. Seconded by Commissioner Zangrando. Ayes all.

**DPW**

Chairperson Cacoza made a motion to approve the following Provisional Class Appointment. Seconded by Commissioner Leidig. Ayes all.

Administrative Assistant – Engineering	Kate Daly Halliday	Effective 02/14/22
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Commissioner Leidig made a motion to approve the following Labor Class appointments. Seconded by Chairperson Cacoza. Ayes all.

Laborer	Logan Bertrand	Effective 02/06/22
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Laborer	Robert Grant	Effective 02/20/22
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Laborer	Stephen Waite	Effective 02/20/22
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Laborer	Joseph Weatherwax	Effective 02/20/22
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Chairperson Cacoza made a motion to approve the following Leave of Absences. Seconded by Commissioner Zangrando. Ayes all.

Laborer	Donald Degen	Effective 06/13/21
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HVAC Plumbing Technician	Dennis Gailor	Effective 12/17/21
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**FINANCE**

Chairperson Cacoza made a motion to approve the following Provisional appointments. Seconded by Commissioner Leidig. Ayes all.

Help Desk Technician	Justin Siskavich	Effective 02/22/22
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Information Security Analyst	Ryan Nash	Effective 02/22/22
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**LIBRARY**

Commissioner Leidig made a motion to approve the following Non Competitive class appointments. Seconded by Commissioner Zangrando. Ayes all.

Library Building Monitor (part time)	Kevin Martin	Effective 02/22/22
Library Clerk (part time)	Henry Fernau	Effective 02/22/22

**MAYOR**

Chairperson Cacoza made a motion to approve the following Exempt Class appointment. Seconded by Commissioner Leidig. Ayes all.

City Attorney	Tony Izzo	Effective 02/16/22 – 08/15/22
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**RECREATION**

Chairperson Cacoza made a motion to approve the following Provisional appointment. Seconded by Commissioner Zangrando. Ayes all.

Program Coordinator	Brandon Butts	Effective 02/22/22
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Chairperson Cacoza made a motion to approve the following Non Competitive class appointments. Seconded by Commissioner Zangrando. Ayes all.

Recreation Leader	Hannah Holowach	Effective 01/29/22
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**SCHOOL**

Chairperson Cacoza made a motion to approve the following Provisional appointment. Seconded by Commissioner Zangrando. Ayes all.

Clerk	Brenda Clark	Effective 12/05/21
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Chairperson Cacoza made a motion to approve the following Labor Class appointments. Seconded by Commissioner Zangrando. Ayes all.

Food Service Helper	Victoria Harris	Effective 10/29/21 – 11/09/21
Food Service Helper	Julia Hotaling	Effective 11/23/21
Food Service Helper	Megan Lewis	Effective 12/08/21
Food Service Helper	Kassandra Roach	Effective 01/19/22
Food Service Helper	Stephen Tripoli	Effective 12/21/21 - 01/06/22
School Monitor	Tracy Bernardi	Effective 12/08/21 – 06/30/22
School Monitor	Shayna Conway	Effective 11/15/21
School Monitor	Jaime Duffney	Effective 12/08/21

Chairperson Cacoza made a motion to approve the following Non Competitive Class appointment Seconded by Commissioner Zangrando. Ayes all.

Clerk (part time)	Barbara Cook	Effective 12/10/21
Custodian (part time)	Gary Wilcox	Effective 12/20/21
Food Service Cashier (part time)	Victoria Harris	Effective 10/29/21 – 11/09/21
Food Service Cashier (part time)	Julia Hotaling	Effective 11/23/21
Food Service Cashier (part time)	Stephen Triploi	Effective 12/21/21 – 01/06/22
Keyboard Specialist (part time)	Barbara Cook	Effective 12/10/21
School Bus Assistant	Penny Pancake	Effective 10/20/21
School Bus Assistant	Elizabeth Beaury	Effective 12/30/21
School Bus Driver	Paula Canary	Effective 12/30/21
School Bus Driver	Teresa Meridy	Effective 01/20/22
School Bus Driver	Romeo Soriano	Effective 01/24/22
School Bus Driver	David Zimmer	Effective 01/14/22
Teacher Aide	Sarah Alford	Effective 01/17/22
Teacher Aide	Clifford Baret	Effective 12/08/21
Teacher Aide	Rebecca Godfrey	Effective 01/18/22
Teacher Aide	Marlana Hubinski	Effective 12/08/21
Teacher Aide	Samantha Kerwood	Effective 01/07/22
Teacher Aide	Kristina Lucia	Effective 12/08/21
Teacher Aide	Erica McWalters	Effective 12/08/21
Teacher Aide	Annikan Nerf	Effective 01/07/22 – 06/30/22
Teacher Aide	Nicole Ferrell	Effective 01/03/22
Teacher Aide	Giana Bianchi	Effective 12/21/21

Chairperson Cacoza made a motion to approve the following Leave of Absences. Seconded by Commissioner Zangrando. Ayes all.

Food Service Cashier (part time)	Vincent Walsh	Effective 10/26/21 – 01/02/22
Food Service Cashier (part time)	Charlotte Falkowski	Effective 12/03/21 – 12/31/21

Chairperson Cacoza made a motion to approve the following completed probationary periods. Seconded by Commissioner Zangrando. Ayes all.

Clerk	Askim Knott	Effective 09/23/21
Custodian	Steven Qilcox	Effective 06/22/21
School Monitor	Karen Horn Jansen	Effective 09/23/21
School Monitor	Cece O'Dell	Effective 01/03/22

### **CIVIL SERVICE**

#### Permanent Appointments from Established Eligible Lists

Assailant Director of Transportation #69-315	Kimberly Ross	Effective 12/07/21
Clerk #10-321	Stephanie Carrico	Effective 02/16/22
Clerk #10-321	Pattie Otte	Effective 02/15/22
Director of Transportation `	Jeffrey Wainwright	Effective 12/07/21
Keyboard Specialist #10-421	Amber Macintosh	Effective 01/21/22
School Bus Dispatcher #66-816	Penny Ann Shackett	Effective 01/10/22
School Bus Dispatcher #66-816	David Gonzalez Jr	Effective 01/10/22

#### Exam and Vacancy Announcements

Archivist (Provisional)  
Computer Support Technician (Provisional)  
Grants Assistant (Provisional)  
Firefighter Paramedic #65-340  
Fire Fighter Paramedic Trainee #65-848  
Housing Authority Occupancy Specialist (Provisional)  
Identification Clerk (Provisional)  
Information Security Analyst (Provisional)  
School Crossing Guard

#### Retirements/Resignations

Assistant Police Chief	John Catone	Retirement 02/01/22
Custodian	Thomas Olson	Retirement 12/11/21
Fire Captain	Michael Evans	Retirement 01/29/22
Information Systems Analyst	Patrick Mahoney	Resignation 02/25/22
Information Technology Systems Manager	Kevin Kling	Retirement 01/31/22
Payroll Clerk	Laurette Loucke	Retirement 07/31/21
Public Safety Dispatcher	Justin Siskavich	Resignation 02/19/22
Recreation Specialist	Athena DiLorenzo Ryan	Resignation 01/20/22
School Bus Assistant	Romano Soriano	Resignation 01/24/22
School Bus Driver	Michael Conley	Resignation 02/04/22
School Bus Driver	Sharlene Collins	Resignation 11/21/21
School Bus Driver	Joseph Rivers	Resignation 12/14/22
School Bus Driver	Davra Savangelo	Resignation 01/26/22
School Bus Driver	Frederick White	Resignation 01/21/22
School Monitor	Jaimie Sklar	Resignation 01/20/22
Teacher Aide	Kristina Lucia	Resignation 12/08/21
Teacher Aide	Annika Nerf	Resignation 01/08/22

Chairperson Cacoza made a motion to close the meeting. Seconded by Commissioner Zangrando. Ayes all. Meeting closed.

CSC Approved