

**CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION
REGULAR MEETING AGENDA
474 BROADWAY SARATOGA SPRINGS, MUSIC HALL
WEDNESDAY APRIL 27TH 2022 9:30AM**

Roll Call

Public Comments

Approve March 2022 Regular Meeting Minutes

RECREATION

Discuss and Vote on Proposed New Position for one Program Director (Competitive)

Approve Labor Class Appointments

Cleaner (1)

Approve Non Competitive Class Appointments

Camp Saradac Director (2)

Recreation Assistant (3)

Recreation Leader (4)

Recreation Specialist (1)

ACCOUNTS

Discuss and Vote on Proposed Revisions to the Data Collector Job Specification

CITY CENTER

Approve Non Competitive Class Appointments

Working Supervisor (1)

DPW

Approve Non Competitive Class Appointments

Maintenance Mechanic (1)

Working Supervisor (1)

Approve Labor Class Appointments

Laborer (3)

Approve Completed Probationary Periods

City Engineer Deborah LaBreche Effective 03/31/22

Senior Account Clerk Benjamin NyGard Effective 03/31/22

Approve Exempt Class Appointment

Deputy Commissioner of Public Works (1)

Approve Leave of Absence

Working Supervisor (1)

FINANCE

Discuss and Vote on Proposed Exempt Classification of one Executive Assistant to the Commissioner of Finance pursuant to NYS CSL 41

HOUSING AUTHORITY

Approve Provisional Class Appointment

Housing Authority Occupancy Specialist (1)

Service Coordinator – Housing Authority (1)

Approve Non Competitive Class Appointments

Maintenance Mechanic (1)

Groundskeeper (1)

PUBLIC SAFETY

Approve Provisional Class Appointments

Senior Clerk (1)

SCHOOL

Approve Completed Probationary Periods

School Bus Driver Todd Cooper Effective 01/20/21

School Bus Driver Janice Wheeler Effective 02/04/22

CIVIL SERVICE

Permanent Appointments from Established Eligible Lists

Fire Captain #74-552 Brian Moran Effective 02/12/22

Police Lieutenant - Preferred Eligible List 04/2022 – 04/2026 Frederick Warfield Effective 40/30/22

Establish Eligible Lists

Head Custodian #71-006 04/27/22 – 04/27/24

Extend Eligible Lists for One Year through 04/27/23

Librarian I #61-111

Librarian II #61-298 and #74-386

Librarian III #61-416 and #74-815

Retirements and Resignations

Housing Authority Occupancy Specialist Jennifer Martin Resignation Effective 04/08/22

Public Safety Dispatcher Lawrence Catone Jr Retirement Effective 03/26/22

Exam/Vacancy Announcements

Account Clerk #10-822
Data Collector (provisional)
Fixed Assets and Inventor Clerk (provisional)
Housing Authority Occupancy Specialist (provisional, reissued)
Laborer (Full time, Seasonal) for Public Safety
Laborer (Full time, Housing Authority)
Library Clerk #10-922
Senior Typist 70-222 # and # 22-222
Working Supervisor (promotional DPW)

Prepared by: Corissa Salvo, Civil Service Coordinator