

**CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION
REGULAR MEETING
474 BROADWAY, MUSIC HALL
MARCH 30TH 2022 9:30AM
MINUTES**

PRESENT: CHAIRPERSON CACOZZA REMOTELY VIA ZOOM
COMMISSIONER ZANGRANDO
COMMISSIONER LEIDIG

CHAIRPERSON CACOZZA CALLED THE REGULAR MEETING TO ORDER AT 9:35am and opened the public comment section. There being no one wishing to speak, Chair Cacoza closed the public comment section at 9:36am.

Commissioner Zangrando made a motion to approve the January 2022 Regular Meeting Minutes as modified. Seconded by Commissioner Leidig. Ayes all.

Chairperson Cacoza made a motion to approve the February 2022 Regular Meeting Minutes. Seconded by Commissioner Leidig. Ayes all.

CITY CENTER

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

Working Supervisor	Anna Gilbert	Effective 03/26/22
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DPW

Chairperson Cacoza made a motion to approve the Proposed Revisions to the Administrative Assistant-Engineering Job Specification with a minor modification. Seconded by Commissioner. Ayes all.

Chairperson Cacoza made a motion to approve Provisional Appointment. Seconded by Commissioner Zangrando. Ayes all.

Utilities Clerk	Kari Donohue	Effective 03/21/22
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Chairperson Cacoza made a motion to approve Labor Class appointments. Seconded by Commissioner Zangrando. Ayes all.

Laborer	Bradley Cavanaugh	Effective 03/06/22
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Chairperson Cacoza made a motion to approve the following Leave of Absence. Seconded by Commissioner Leidig. Ayes all.

Maintenance Mechanic	Matt Lacy	Effective 02/22/22 – 09/08/22
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HOUSING AUTHORITY

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

Housing Authority Occupancy Specialist	Rajinder Mahil	Effective 03/21/22
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MAYOR

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

Archivist (part time)	Field Horne	Effective 02/08/22 – grant ends
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PUBLIC SAFETY

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

School Crossing Guard	Alexandra Queenan Montagnino	Effective 03/22/22
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Commissioner Zangrando made a motion to approve the following Firefighter Lateral Transfer. Seconded by Commissioner Leidig. Ayes all.

This was previously sent to NYS Civil Service for their recommendation. After reviewing all of the necessary documentation sent by the Coordinator, the transfer was recommended.

Firefighter	Michael Welch	Effective 03/28/22
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Chairperson Cacoza made a motion to approve the following Leave of Absence. Seconded by Commissioner Zangrando. Ayes all.
Police Sergeant Tyler McIntosh Effective 02/27/22

RECREATION

Chairperson Cacoza made a motion to approve the Proposed Revisions to the Recreation Office Manger Job Specification, with a minor addition. Seconded by Commissioner Zangrando. Ayes all.

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

Cleaner Christopher Davis Effective 03/12/22

SCHOOL

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

Food Service Helpers	Marie Bayard	Effective 02/07/22
Food Service Helpers	Jessica Berlin	Effective 03/09/22
Food Service Helpers	Alysa Isaacson	Effective 02/28/22
School Monitor	Marie Bayard	Effective 02/01/22
School Monitor	Anissa Chapman	Effective 02/28/22
School Monitor	Thomas Dean	Effective 03/02/22
School Monitor	Kevin Hayden	Effective 02/02/22
School Monitor	Phyllis Podesva	Effective 03/07/22
School Monitor	Witt Patton	Effective 01/03/22
School Monitor	Kelly Savalli	Effective 02/17/22

Commissioner Zangrando made a motion to approve the following Leave of Absence. Seconded by Commissioner Leidig. Ayes all.

Custodian	Mary Anne Mason	Effective 12/30/21 – 03/25/22 03/28/22 – 04/25/22
Food Service Cashier (part time)	Charlotte Falkowski	Effective 12/31/21 – 02/18/22
Food Service Helper	Theresa Davoult	Effective 01/28/21 – 03/11/22
Teacher Aide	Carol Navin	Effective 04/13/21 – 01/30/22
Teacher Aide	Patricia Otte	Effective 01/13/22 – 03/03/22

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

Clerk (part time)	Anissa Chapman	Effective 02/28/22
Clerk (part time)	Thomas Dean	Effective 03/02/22
Clerk (part time)	Alysa Isaacson	Effective 02/28/22
Clerk (part time)	Kelly Savalli	Effective 02/17/22
Food Service Cashier (part time)	Marie Bayard	Effective 02/07/22
Food Service Cashier (part time)	Alysa Isaacson	Effective 02/28/22
Keyboard Specialist (part time)	Anissa Chapman	Effective 02/28/22
Keyboard Specialist (part time)	Thomas Dean	Effective 03/02/22
Keyboard Specialist (part time)	Alyssa Isaacson	Effective 02/28/22
Keyboard Specialist (part time)	Kelly Savalli	Effective 02/17/22
School Bus Assistant	Heath Tougas	Effective 02/15/22
School Bus Driver	Heath Tougas	Effective 02/15/22
School Grounds Monitor (part time)	Edward Bowers	Effective 01/19/22
School Grounds Monitor (part time)	Leonard Fornabia	Effective 01/19/22
Teacher Aide	Marie Bayard	Effective 02/01/22
Teacher Aide	Anissa Chapman	Effective 02/28/22
Teacher Aide	Thomas Dean	Effective 03/02/22
Teacher Aide	Amy Depoy	Effective 02/14/22
Teacher Aide	Jessica George	Effective 02/16/22
Teacher Aide	Kevin Hayden	Effective 02/01/22
Teacher Aide	Witt Patton	Effective 01/03/22
Teacher Aide	Kelly Savalli	Effective 02/17/22

CIVIL SERVICE

Layoff/defunding of Assistant Police Chief per City Council meeting 03/15/22

Establish Preferred Eligible List(s) pursuant to NYS CSL 81

Assistant Police Chief 04/09/22 – 04/09/26

Police Lieutenant 04/09/22 – 04/09/26

School District Reimbursement for 2021 pursuant to section 2503.16 of the Education Law \$61,388.36

Permanent Appointments from Established Eligible Lists

Assistant Building Inspector #74-844	John Barney	Effective 03/28/22
Firefighter#65-816	Michael Barcia	Effective 03/27/22
Firefighter #65-816	Jacob Dooley	Effective 03/26/22
Firefighter #65-816	Mikayla Tougas	Effective 03/27/22
Public Works Dispatch Supervisor #72-265	Rhonda McGourty	Effective 03/02/22
Water Treatment Plant Operator/Trainee #619	Michael Myers	Effective 03/28/22
Water Treatment Plant Operator/Trainee #619	Matthew Salaway	Effective 03/21/22

Exam and Vacancy Announcements

Administrative Aide #62-777
Administrative Assistant #62-341
Administrative Assistant – Engineering #62-516
Camp Saradac Counselor
Carousel Worker
Cleaner (Police Department)
Information Security Analyst (Provisional)
I.T Administrative Assistant/Account Manager #63-944
Maintenance Mechanic (DPW)
Maintenance Mechanic (Housing Authority)
School Crossing Guard
School Nurse Supervisor #65-826
Service Coordinator (Provisional - Housing Authority)
Water Treatment Plant Operator Trainee #622 (Reissued)

Retirements/Resignations

Information Security Analyst	Patrick Mahoney	Resignation Effective 02/21/22
Police Officer	Neal Wright	Resignation Effective 03/13/22
Recreation Assistant	Kyle Edwards	Resignation Effective 02/16/22
Recreation Leader	Julianne LaBreche	Resignation Effective 02/10/22
School Bus Driver	Thomas Giorgio	Resignation Effective 02/24/22
Senior Clerk	Heather Johnson	Resignation Effective 03/08/22
Senior Food Service Helper	Margaret Mary DeBlasis	Resignation Effective 02/16/22
Senior Food Service Helper	Carey Thoabe	Resignation effective 02/16/22
Teacher Aide	Sara Rodriguez	Retirement Effective 06/25/22

The commission discussed and set dates for the April, May and June 2022 meetings:

04/27/22 at 9:30am in the Music Hall

05/25/22 at 9:30am in the Music Hall

06.29/22 at 9:30am in the Music Hall

Commissioner Leidig made a motion to close the meeting. Seconded by Commissioner Zangrando. Ayes all. Meeting closed 10:37am

CSC Approved 04/27/22