

CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION
REGULAR MEETING
474 BROADWAY, MUSIC HALL
JUNE 29TH 2022 9:30AM
MINUTES

PRESENT: CHAIRPERSON HOLMES
COMMISSIONER ZANGRANDO
COMMISSIONER LEIDIG

Announcement of Recordings of Proceedings

The proceedings of this meeting are audio recorded for the benefit of the Commissions Coordinator who acts as Secretary. Because minutes are not a verbatim record of the proceedings, the minutes are not a word for word transcript of the recordings. Recorded audio available upon request.

CHAIRPERSON HOLMES CALLED THE REGULAR MEETING TO ORDER AT 9:43am and opened the public comment section. There being no one wishing to speak, Chair Cacoza closed the public comment section at 9:43am.

May minutes tabled.

Commissioner Leidig made a motion to add a discussion and vote to the June Agenda. Seconded by Commissioner Zangrando. Motion carries unanimously. Item of designation of Civil Service Chairperson added.

Commissioner Leidig asked the Coordinator their opinion, to which the Coordinator responded with respecting the Mayors intent of having Tim Holmes as the Chairperson, or by seniority, with Commissioner Zangrando being most senior. The Commission voted unanimously, and recent addition Tim Holmes was officially designated as Civil Service Chairperson for the remainder of this term.

Chairperson Holmes thanked previous Chairperson Cacoza for their time on the commission, 08/2016 – 06/2022.

SCHOOL

District Treasurer Lucille Murphy appeared before the Commission to briefly discuss the request for one new position, Benefits Specialist (Competitive).

Chairperson Holmes made a motion to approve the New Position Duty Statement for one Benefits Specialist (Competitive). Seconded by Commissioner Zangrando. Motion carries unanimously.

Chairperson Holmes made a motion to approve the following Non Competitive Class appointments. Seconded by Commissioner Zangrando. Motion carries unanimously.

Keyboard Specialist (part time)	Deana Meyer	Effective 06/27/22
School Bus Driver	Kate Green	Effective 06/09/22

ACCOUNTS

Deputy Commissioner Connors appeared before the Commission to discuss the proposed revisions to the following job specifications – Assistant City Clerk, Deputy Registrar of Vital Statistics and Real Property Appraisal Technician.

After a brief discussion, Commissioner Leidig made a motion to approve the proposed revisions to the Assistant City Clerk job specification with a minor addition. Seconded by Commissioner Zangrando. Motion carries unanimously.

Commissioner Leidig made a motion to approve the proposed revisions to the Deputy Registrar of Vital Statistics job specification with a minor addition. Seconded by Commissioner Zangrando. Motion carries unanimously.

Commissioner Zangrando made a motion to approve the proposed revisions to the Real Property Appraisal Technician job specification, as presented. Seconded by Commissioner Leidig. Motion carries unanimously.

Commissioner Leidig made a motion to approve the following completed probationary periods. Seconded by Commissioner Leidig. Motion carries unanimously.

Assistant City Clerk	Barbara Brindisi	Effective 06/18/22
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DPW

Commissioner Zangrando made a motion to approve the following Labor Class appointments. Seconded by Commissioner Leidig. Motion carries unanimously.

Laborer	Richard Helenek	Effective 09/12/22
Laborer	Jermey Hines	Effective 06/13/22 – 09/02/22
Laborer	Russell Hord	Effective 06/13/22- 09/02/22

FINANCE

Commissioner Zangrando made a motion to approve the following Exempt Class appointments. Seconded by Commissioner Leidig. Motion carries unanimously.

Samantha Clemmey	Executive Assistant to the Commissioner of Finance	Effective 07/18/22 – 12/31/23
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LIBRARY

Commissioner Zangrando made a motion to approve the following Library items en boc. Seconded by Commissioner Leidig. Motion carries unanimously.

Provisional Class Appointments

Archivist	Michelle Isopo	Effective 04/04/22
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Labor Class Appointments

Cleaner	Lucas Collins	Effective 03/04/22
Library Shelves	Julie Freeburn	Effective 05/26/22

Non Competitive Class Appointments

Building Maintenance Mechanic	Casey Antolick	Effective 06/23/22
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MAYOR

Commissioner Leidig made a motion to approve the following Provisional Appointments. Seconded by Commissioner Zangrando. Motion carries unanimously.

Administrative assistant	Julia Destino	Effective 07/05/22
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PUBLIC SAFETY

Commissioner Leidig made a motion to approve the following Laborer Class Appointments. Seconded by Commissioner Zangrando. Motion carries unanimously.

Laborer	Derek Constanza	Effective 06/13/22 – 09/02/22
Laborer	Shawn DeGaray	Effective 06/06/22 - 09/02/22

RECREATION

Camp Saradac Assistant Director	Cheyenne Dingman	Effective 06/04/22 – 09/02/22
Camp Saradac Assistant Director	Julianne LaBreche	Effective 06/04/22 – 09/02/22
Camp Saradac Counselors	Amanda Bell	Effective 06/04/22 – 09/02/22
Camp Saradac Counselors	DeVaughn Berry	Effective 06/04/22 – 09/02/22
Camp Saradac Counselors	Christian Blanchard	Effective 06/04/22 – 09/02/22
Camp Saradac Counselors	Miranda Dockum	Effective 06/04/22 – 09/02/22
Camp Saradac Counselors	Frederick Foster	Effective 06/25/22 – 09/02/22
Camp Saradac Counselors	Ethan Jones	Effective 06/04/22 – 09/02/22
Camp Saradac Counselors	Dante Marin	Effective 06/18/22 – 09/02/22
Camp Saradac Counselors	Claire Maros	Effective 06/21/22 – 09/02/22
Camp Saradac Counselors	Lillian Nelsen	Effective 06/21/22 – 09/02/22
Camp Saradac Counselors	Samuel Palmer	Effective 06/21/22 – 09/02/22
Camp Saradac Counselors	Jordan Peluso	Effective 06/04/22 – 09/02/22
Camp Saradac Counselors	Ethan Phillips	Effective 06/04/22 – 09/22/22
Camp Saradac Counselors	Sarah Rosenberger	Effective 06/25/22 – 09/02/22
Camp Saradac Counselors	Kira Taber	Effective 06/21/22 – 09/02/22
Camp Saradac Counselors	Kiley Tevendale	Effective 06/04/22 – 09/02/22
Camp Saradac Counselors	Kiera Unverzagt	Effective 06/18/22 – 09/02/22
Camp Saradac Counselors	Elizabeth Veitch	Effective 06/04/22 – 09/02/22
Recreation Assistant	Erin Berris	Effective 06/21/22 – 09/02/22
Recreation Assistant	Baylee Fensterer	Effective 06/21/22 – 09/09/22
Recreation Assistant	Giada Gullotti	Effective 06/01/22 – 09/09/22

Recreation Assistant	Stephon Lindsay	Effective 06/21/22 – 09/02/22
Recreation Assistant	Xavier Ruscio	Effective 06/21/22 – 09/02/22
Recreation Assistant	Elena Schneider	Effective 06/21/22 – 10/28/22
Recreation Assistant	Anna Spadaro	Effective 06/21/22 – 09/09/22
Recreation Leader	Payton Borak	Effective 06/08/22
Recreation Leader	Kylee Martin	Effective 06/04/22 – 11/18/22
Recreation Leader	Linda Sylvain	Effective 06/18/22 – 09/02/22
Recreation Leader	Chelsey Wertans	Effective 06/29/22
Recreation Specialist	Jenna Capezzuti	Effective 06/21/22 – 11/18/22
Recreation Specialist	Tony DeVizzio	Effective 06/21/22 – 09/09/22
Recreation Specialist	Benjamin Gleeksman	Effective 06/21/22 – 10/28/22
Youth Parkers	Lucas Fros	Effective 06/29/22 – 09/09/22
Youth Parkers	Lukas Johnson	Effective 06/29/22 – 09/09/22
Youth Parkers	Lorenzo Palleschi	Effective 06/29/22 – 09/09/22
Youth Parkers	Zachary Saunders	Effective 06/29/22 – 09/09/22
Youth Parkers	Samantha Shapiro	Effective 06/29/22 – 09/09/22
Youth Parkers Coordinator	Stephen Porto	Effective 06/11/22 – 09/09/22
Youth Parker Supervisor	Luke Shapiro	Effective 06/11/22 – 09/09/22

CIVIL SERVICE

Establish Eligible Lists

Account Clerk #10-822

Assistant Assessor # 64-401

Library Clerk #10-922

Modernization Coordinator #66-395

Senior Typist #70-222 and #22-222

Permanent Appointments from Established Eligible Lists

Fire Captain #74-552

Jason Yourdon

Effective 06/11/22

Fire Lieutenant #74-708

Elizabeth Grebe

Effective 07/11/22

Fire Lieutenant #74-708

Matt Stefanacci

Effective 07/16/22

Exam and Vacancy Announcements

Engineering Technician - Provisional

Grants Assistant – Provisional

Police Officer Exam Announcement #66-533 (09/17/22)

Principal Engineering Technician – Provisional

Senior Engineering Technician (Promotional and Open Competitive) Provisional

Water Meter Service Worker – Provisional

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

CSC Approved