

**CITY OF SARATOGA SPRINGS MUNICIPAL CIVIL SERVICE COMMISSION**

**REGULAR MEETING**

**CITY COUNCIL CHAMBERS**

**Thursday, January 21, 2016 9:30am**

**AGENDA**

Roll Call

Public Comment Period

Approve October 23, 2015 and December 11 2015 meeting minutes

**ACCOUNTS DEPARTMENT:**

Approve the Exempt Class appointment of the Deputy Commissioner - Maire Masterson

**FINANCE DEPARTMENT:**

Approved the Exempt Class appointment of the Deputy Commissioner – M Lynn Bachner

**MAYOR:**

Approve the Exempt Class appointments:

Deputy Mayor – Joseph Ogden

City Attorney – Vincent DeLeonardis

Assistant City Attorney – Anthony J Izzo

Executive Assistant to the Mayor – Gayle LaSalle

**PUBLIC SAFETY:**

Approve the Exempt Class appointment of Deputy Commissioner – Eileen Finneran

**PUBLIC WORKS:**

Approve the Exempt Class appointment of Deputy Commissioner – Timothy Cogan

Approve the Exempt Class appointment of the Executive Assistant to the Commissioner – Donna Buckley

Approve the leave of absence – Janet Powers

Approve Labor Class appointments.

**RECREATION:**

Confirm the Non-Competitive appointment – Skate Guard – Christian Aria

**SCHOOL DISTRICT:**

Confirm the Provisional appointment of Matthew Keen – Assistant School Lunch Director

Confirm Labor Class appointments

Confirm Non-Competitive appointments

**CIVIL SERVICE:**

Contract – City Center – March 19<sup>th</sup> examination

Alternate test date – Library Clerk – January 23<sup>rd</sup>

Disqualification

Set Public Hearing – Rules resolution – titles

Review/revise Public Works Director job specification as requested by DPW Commissioner

**ORDER EXAMINATIONS** for the following class titles:

Head Custodian

Library Clerk

**ANNOUNCE EXAMINATIONS** for the following class titles:

Assistant Building Inspector #67-201

Assistant School Food Service Director #65-387

Firefighter #61-563

Head Custodian #71-626

Zoning & Building Technician #64-883

**APPROVE APPLICATIONS** for the following class titles:

Civil Service Clerk

Head School Ground Monitor

Library Clerk

**ESTABLISH ELIGIBLE LISTS** for the following examinations:

Help Desk Technician#82-015

Information Technology Support Technician #17-875

Police Lieutenant #70-525

Traffic Control Maintainer #63-959

Water Meter Service Worker #65-979