

**CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION
REGULAR MEETING AGENDA
474 BROADWAY SARATOGA SPRINGS, MUSIC HALL
WEDNESDAY MAY 25TH 2022 9:30AM**

Roll Call

Public Comments

Approve April 2022 Regular Meeting Minutes

SCHOOL

Discuss and Vote on Proposed Revisions to Head Custodian Job Specification

Discuss and Vote on Proposed Revisions to Payroll Clerk Job Specification

Approve Provisional Class Appointments

I.T Administrative Assistant/Accounts Manager (1)

Senior Typist (1)

Approve Labor Class Appointments

Food Service Helper (6)

School Monitor (1)

Approve Non Competitive Class Appointments

Clerk (part time) (1)

Keyboard Specialist (part time) (@)

Maintenance Mechanic (2)

Registered Professional Nurse (1)

School Bus Assistant (4)

School Bus Driver (6)

Senior Food Service Helper (1)

Teacher Aide (3)

Approve Completed Probationary Periods

School Bus Assistant (1)

School Bus Driver (2)

Teacher Aide (1)

Approve Leave of Absences

Custodian (1)

School Bus Driver (1)

DPW

Approve Labor Class Appointments

Laborers (9)

RECREATION

Approve Non Competitive Class Appointments

Camp Saradac Counselor (1)

CIVIL SERVICE

Establish Eligible Lists

Head Custodian #71-006

Water Treatment Plant Operator Trainee #622

Permanent Appointments from Established Eligible Lists

Custodian #10-620

Dawn Duerr

Effective 05/19/22

Fire Lieutenant #74-708

Nicholas Colucci

Effective 05/14/22

Police Lieutenant #74-654

Tyler McIntosh

Effective 05/21/22

Exams and Vacancy Announcements

Arborist #68-716

Cleaner (part time) Reissued

Clerk (part time temporary)

Data Collector (provisional) Reissued

Executive Assistant to the Commissioner of Finance

Laborer (Casino/Carousel)

Laborer (full time seasonal) Reissued

Tenant Relations Assistant #62-309

Retirements and Resignations

Administrative Assistant

Susanna Combs

Resignation Effective 05/06/22

Automotive Mechanic

Nicholas Briggs

Resignation Effective 05/02/22

Building Maintenance Worker

Thomas Haviland

Resignation Effective 01/03/22

Clerk

Robin Eichorst

Retirement Effective 06/30/22

Clerk

Maureen Gizzi

Resignation Effective 12/18/21

Clerk

Askim Knott

Resignation Effective 05/28/22

Clerk

Mary Iaquina

Resignation Effective 01/17/22

Clerk

Susan Phillips

Retirement Effective 06/30/22

Clerk

Kathryn Roicki

Retirement Effective 07/01/22

Clerk

Geraldine Sherman

Retirement Effective 06/30/22

Custodian

Augustus Fleming

Resignation Effective 12/31/21

Fire Lieutenant

Michael Woodcock

Retirement Effective 04/30/22

Food Service Cashier

Donna Giacomarco

Resignation Effective 05/03/22

Food Service Helper	Jessica Berrlin	Resignation Effective 03/24/22
Food Service Helper	Dana Green	Resignation Effective 04/05/22
Food Service Helper	Patricia Rowe	Resignation Effective 04/05/22
Food Service Helper	Julie Sitts	Resignation Effective 01/03/22
I.T Support Technician	Sean Daugherty	Resignation Effective 12/29/21
Maintenance Mechanic	William Gailor	Retirement Effective 04/15/22
Payroll Clerk	Mary Nann	Retirement Effective 09/30/22
Police Officer	Caleb Bentley	Resignation Effective 05/26/22
Police Officer	Yevgeniy Khutoranskiy	Resignation Effective 05/04/22
Police Officer – Investigator	Charles Fischer	Retirement Effective 04/28/22
Police Lieutenant	Laura Emanatian	Retirement Effective 04/30/22
Recreation Assistant	Dorian Loeber	Resignation Effective 04/13/22
Recreation Specialist	Nolan Palermo	Resignation Effective 02/04/22
Recreation Specialist	Emily Ristau	Resignation Effective 03/11/22
School Bus Assistant	Marlonna Hubinsky	Resignation Effective 12/08/21
School Bus Driver	Harry Beckenstein	Resignation Effective 12/24/21
School Bus Driver	Marcia Bravo	Resignation Effective 04/15/22
School Bus Driver	Robert Smith	Resignation Effective 12/24/21
School Monitor	Daniel Haley	Resignation Effective 12/10/21
School Monitor	Carolyn Lauzon	Resignation Effective 12/10/21
Senior Food Service Helper	Cynthia Isaacson	Retirement Effective 06/25/22
Teacher Aide	Bree Yager	Resignation Effective 04/30/22

Prepared by: Corissa Salvo, Civil Service Coordinator