

**CITY OF SARATOGA SPRINGS CIVIL SERVICE COMMISSION  
REGULAR MEETING  
474 BROADWAY, MUSIC HALL  
APRIL 30<sup>TH</sup> 2022 9:30AM  
MINUTES**

PRESENT: CHAIRPERSON CACOZZA REMOTELY VIA ZOOM  
COMMISSIONER ZANGRANDO  
COMMISSIONER LEIDIG

CHAIRPERSON CACOZZA CALLED THE REGULAR MEETING TO ORDER AT 9:33am and opened the public comment section. There being no one wishing to speak, Chair Cacoza closed the public comment section at 9:34am.

Chairperson Cacoza made a motion to approve the March 2022 Regular Meeting Minutes as modified. Seconded by Commissioner Zangrando. Ayes all. Motion carries unanimously.

**RECREATION**

Chairperson Cacoza made a motion to approve the Proposed New Position for one Program Director (Competitive). Seconded by Commissioner Zangrando. Motion carries unanimously.

Commissioner Leidig made a motion to approve the following Labor Class Appointment. Seconded by Chairperson Cacoza. Motion carries unanimously.

Cleaner	James Banks	Effective 04/11/22
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Commissioner Zangrando made a motion to approve the following Non Competitive Class Appointments. Seconded by Commissioner Leidig. Motion carries unanimously.

Camp Saradac Director	Grady Gawrys	Effective 04/02/22 – 09/02/22
Recreation Assistant	Emily Jackson	Effective 04/02/22 – 09/02/22
Recreation Assistant	Emmett Barnes	Effective 04/14/22 – 11/18/22
Recreation Assistant	Anna Farrell	Effective 04/02/22
Recreation Leader	Dorian Loeber	Effective 04/14/22 - 11/18/22
Recreation Leader	Charles Barnes	Effective 04/14/22 – 11/15/22
Recreation Leader	Saadia Buckner	Effective 04/14/22
Recreation Leader	Eliana Sage	Effective 04/14/22
Recreation Leader	Caleb Ridley	Effective 04/03/22
Recreation Specialist	Frederick Foster	Effective 04/23/22 – 11/18/22

**ACCOUNTS**

Commissioner Leidig made a motion to approve the Proposed Revisions to the Data Collector Job Specification. Seconded by Chairperson Cacoza. Motion carries unanimously.

**CITY CENTER**

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

Working Supervisor	Matt Rose	Effective 04/04/22
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**DPW**

Chairperson Cacoza made a motion to approve the following Non Competitive Class Appointments. Seconded by Commissioner Zangrando. Commissioner Leidig voted no. Motion carries 2-1.

Maintenance Mechanic	Lyle Shultz	Effective 04/10/22
Working Supervisor	Mark Roberts	Effective 04/24/22

Chairperson Cacoza made a motion to approve the following Labor Class Appointments. Seconded by Commissioner Zangrando. Commissioner Leidig voted no. Motion carries 2-1.

Laborer	David Flanders	Effective 04/10/22
Laborer	Jordan Francolino	Effective 04/17/22
Laborer	Jeremy Mackin	Effective 05/01/22

Chairperson Cacoza made a motion to approve the following Completed Probationary Period. Seconded by Commissioner Zangrando. Commissioner Leidig voted no. Motion carries 2-1.

City Engineer	Deborah LaBreche	Effective 03/31/22
Senior Account Clerk	Benjamin Nygard	Effective 03/31/22

Chairperson Cacoza made a motion to approve the following Exempt Class Appointment. Seconded by Commissioner Zangrando. Commissioner Leidig voted no. Motion carries 2-1.

Deputy Commissioner Joseph O'Neill Effective 01/01/22 – 12/31/23

Chairperson Cacoza made a motion to approve the following Leave of Absence. Seconded by Commissioner Zangrando. Commissioner Leidig voted no. Motion carries 2-1.

Working Supervisor Joseph O'Neill Effective 12/31/21 – 12/31/23

### **FINANCE**

Commissioner Leidig made a motion to approve the following Proposed Exempt Classification of one Executive Assistant to the Commissioner pursuant to CSL 41. Seconded by Commissioner Zangrando. Motion carries unanimously.

Chairperson Cacoza had to leave the meeting at 10:32am. Meeting continued with Commissioner Zangrando, Commissioner Leidig and Coordinator Salvo without a break.

### **HOUSING AUTHORITY**

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

Housing Authority Occupancy Specialist Rebecca Pritchard Effective 04/18/22  
Service Coordinator – Housing Authority Shavonne Frazier Effective 04/18/22

### **PUBLIC SAFETY**

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

Senior Clerk David Queenan Effective 04/11/22

### **SCHOOL**

Commissioner Zangrando made a motion to approve the following Completed Probationary Periods. Seconded by Commissioner Leidig. Motion carries unanimously.

School Bus Driver Todd Cooper Effective 01/20/22  
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)

Commissioner Leidig made a motion to close the meeting. Seconded by Commissioner Zangrando. Ayes all. Meeting closed 10:44am

CSC Approved 05/25/22