

# TROY MUNICIPAL CIVIL SERVICE COMMISSION

## Minutes of Meeting April 15, 2014

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**Present:** Commissioner LaPosta, Commissioner Conroy, Executive Secretary Matthews  
**Absent:** Chairperson Rauh

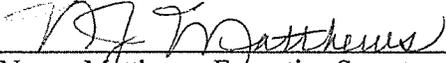
The meeting was called to order at 9:01 A.M. by Commissioner LaPosta.

- 1) **Consider the minutes of the April 15, 2014.** Following review, a motion was made by Commissioner LaPosta, seconded by Commissioner Conroy to accept the minutes. All voted in favor, 2-0.
- 2) **Consider a revision to the title Automotive Mechanic (COT).** The City requested an additional minimum requirement to the title for possession of a NYS Auto Inspector's license. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted to accept the revision, 2-0.
- 3) **Consider a revision to the title Senior Automotive Mechanic (COT).** The City also requested a requirement for a NYS Auto Inspector's license for the named titled. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 2-0.
- 4) **Establish an eligible list for one (1) year for Battalion Fire Chief (COT).** On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 2-0.
- 5) **Establish an eligible list for one (1) year for Maintenance Manager (COT).** On a motion by Commissioner Conroy, seconded by Commissioner LaPosta, all voted in favor, 2-0.
- 6) **Establish an eligible list for one (1) year for Sewer Maintenance Supervisor (prom) (COT).** On a motion by Commissioner Conroy, seconded by Commissioner LaPosta, all voted in favor, 2-0.
- 7) **Establish an eligible list for four (4) years for Secretary (COT, THA, TSD).** On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 2-0.
- 8) **Establish an eligible list for four (4) years for Assistant Public Housing Specialist (THA).** On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 2-0.
- 9) **Establish an eligible list for four (4) years for Public Housing Specialist (THA).** On a motion by Commissioner Conroy, seconded by Commissioner LaPosta, all voted in favor, 2-0.
- 10) **Establish an eligible list for four (4) years for Public Housing Specialist (Spanish Speaking) (THA).** On a motion by Commissioner Conroy, seconded by Commissioner LaPosta, all voted in favor, 2-0.
- 11) **Consider a revision to the job specification for Registration Clerk (TSD).** The School District requested that the job specification be revised to include home visits as a function of the title. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor of the revision, 2-0.
- 12) **Review certification of Troy School District Payroll for 2014.** The School District successfully completed the certification process, and the Commission expressed appreciation for the District's efforts. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor to accept the certification, 2-0.

The next meeting is scheduled for Tuesday, May 20, 2014, 9:00 A.M., Troy City Hall main conference room.

On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, the meeting was adjourned at 9:17 A.M.

Respectfully submitted,

  
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Nancy Matthews, Executive Secretary

  
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Frank LaPosta, Commissioner

  
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John Conroy, Commissioner