

**TROY MUNICIPAL CIVIL SERVICE COMMISSION**  
**Minutes of Special Meeting**  
**March 21, 2017**

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**Present:** Commissioner Sullivan, Commissioner Scales, Executive Secretary Mahoney

**Guests:** Irene Sorriento (COT), Officer Paul Carney (COT), Robert Theilemann

**Absent:** Chairperson Rauh

Commissioner Scales called the meeting to order at 9:34 A.M.

The following items were taken out of order:

- 3) **Establish an eligible list for four (4) years for Police Officer, Exam #61045.** Following review, a motion was made by Commissioner Scales, seconded by Commissioner Sullivan, all voted in favor to establish the Police Officer, Exam #61045 eligible list for four (4) years, 2-0.
- 4) **Establish an eligible list for four (4) years for Police Officer (Spanish Speaking), Exam #61147.** Following review, a motion was made by Commissioner Scales, seconded by Commissioner Sullivan, all voted in favor to establish the Police Officer (Spanish Speaking), Exam #61147 eligible list for four (4) years, 2-0.
- 1) **Consider the minutes of the February 14, 2017 meeting.** Following review, a motion was made by Commissioner Sullivan to accept the minutes, seconded by Commissioner Scales all voted in favor, 2-0.
- 2) **Consider the minutes of the March 7, 2017 special meeting.** Chairperson Rauh is not present today to accept the minutes from the March 7, 2017 special meeting. Commissioner Sullivan and Chairperson Rauh were the only Commissioners present at the March 7, 2017 special meeting and two signatures are required to accept the Civil Service meeting minutes. A motion was made to table the item by Commissioner Sullivan, seconded by Commissioner Scales, all voted in favor, 2-0.

The Commission returned to the regular agenda.

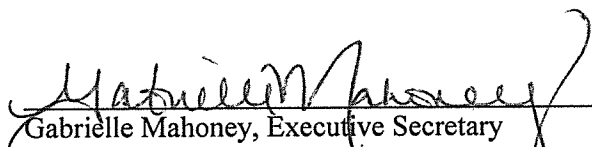
- 5) **Review certification of Troy Housing Authority Payroll for 2017.** Following review, Commissioner Sullivan made a motion to certify the 2017 payroll for Troy Housing Authority, seconded by Commissioner Scales, all voted in favor, 2-0.

- 6) **Review certification of City of Troy Payroll for 2017.** Following review, Commissioner Sullivan made a motion to certify the 2017 payroll for City of Troy, seconded by Commissioner Scales, all voted in favor, 2-0.
- 7) **Consider a revision to the job specification for Principal Sewer Maintenance Person.** Executive Secretary Mahoney explained the proposed changes requested by CSEA and the department head are in the minimum qualifications to narrow the experience to sewer only. Commissioner Scales made a motion to revise the job specification for Principal Sewer Maintenance Person, seconded by Commissioner Sullivan, all voted in favor, 2-0.
- 8) **Consider a revision to the job specification for Water Maintenance Supervisor.** Executive Secretary Mahoney explained the proposed revisions under Distinguishing Features of the class would revise the wording from "Foreperson" to "Supervisor", which reflects the current title of Water Maintenance Supervisor, formerly titled Water Maintenance Foreperson. The additional proposed revisions to the Features of the Class will indicate supervision to be received by the Water and Sewer Maintenance Supervisor, which currently states supervision to be received by the Water Maintenance Supervisor. Commissioner Scales made a motion to revise the job specification for Water Maintenance Supervisor, seconded by Commissioner Sullivan, all voted in favor, 2-0.

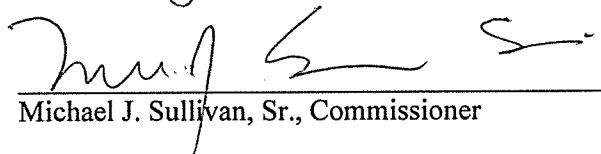
The next meeting is tentatively scheduled for Tuesday, April 25, 2017 at 9:30 A.M., in the Troy City Hall main conference room.

On a motion by Commissioner Sullivan, seconded by Commissioner Scales, the meeting was adjourned at 9:50 A.M.

Respectfully submitted,

  
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Gabrielle Mahoney, Executive Secretary

  
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Suzanne Scales, Commissioner

  
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Michael J. Sullivan, Sr., Commissioner