

TROY CIVIL SERVICE COMMISSION
Meeting Minutes
Tuesday, October 21, 2025
9:30 A.M.
Troy City Hall
433 River Street, Suite 5001
Troy, NY 12180

Present: Chairperson Mike Sullivan, Commissioner Ellen Fogarty, Commissioner William Barhold and Executive Secretary Gabrielle Mahoney.

Absent: None.

Guests: Anastasia Raphael

Chairperson Mike Sullivan called the meeting to order at 9:39 A.M.

1. **Consider the minutes of the September 16, 2025, meeting.** A motion was made by Commissioner Fogarty to approve the minute of the September 16, 2025 meeting, seconded by Commissioner Barhold, all in favor: 3-0.
2. **Consider a resolution to delegate functions to Civil Service Commission Executive Secretary.** A motion was made by Commissioner Fogarty to approve the resolution delegating functions to the Civil Service Commission Executive Secretary, seconded by Commissioner Barhold, all in favor: 3-0.
3. **Consider an MSD-222 to establish one (1) new position for the Troy Public Library Appointing Authority, requested to be titled Public Information Officer.** A motion was made by Commissioner Fogarty to approve the MSD-222 to establish one (1) new position for the Troy Public Library Appointing Authority, titled Public Information Officer, seconded by Commissioner Barhold, all in favor: 3-0.
4. **Establish a job specification for Public Information Officer.** A motion was made by Commissioner Fogarty to approve the job specifications for Public Information Officer, seconded by Commissioner Barhold, all in favor: 3-0.
5. **Consider an MSD-222A to establish one (1) additional position of Superintendent of Building and Grounds, requested by the Troy Housing Authority, Appointing Authority.** A motion was made by Commissioner Fogarty to approve the MSD-222A to establish one (1) additional position of Superintendent of Building and Grounds requested by the Troy Housing Authority Appointing Authority, seconded by Commissioner Barhold, all in favor: 3-0.
6. **Review and approve or disapprove a lateral transfer request received from the Troy Police Department for one (1) Police Officer from the Town of Saugerties Police Department (COT).** A motion was made by Commissioner Fogarty to approve a lateral

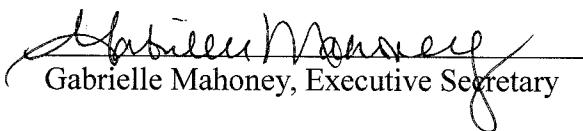
transfer request received from the Troy Police Department for one (1) Police Officer from the Town of Saugerties, seconded by Commissioner Barhold, all in favor: 3-0.

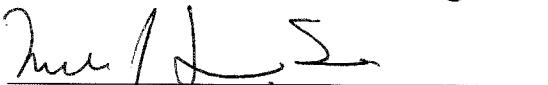
7. **Review the open competitive exam announcement for Account Clerk, Exam #25007010.** A motion was made by Commissioner Fogarty to approve the open competitive exam announcement for Account Clerk, Exam #25007010, seconded by Commissioner Barhold, all in favor: 3-0.
8. **Review and amend the open competitive exam announcement for Data Communication Analyst, Exam #24091020.** A motion was made by Commissioner Fogarty to approve the amended open competitive exam announcement for Data Communication Analyst, Exam #24091020, seconded by Commissioner Barhold, all in favor: 3-0.
9. **Consider a change in title from Deputy Director (THA) to Deputy Executive Director (THA).** The job duties will remain the same. A motion was made by Commissioner Fogarty to approve a change in title from Deputy Director (THA) to Deputy Executive Director (THA), seconded by Commissioner Barhold, all in favor: 3-0.
10. **Establish an open competitive eligible list for four (4) years for Recreation Attendant, Exam #25005010.** A motion was made by Commissioner Fogarty to establish an open competitive eligible list for four (4) years for Recreation Attendant, Exam #25005010, seconded by Commissioner Barhold, all in favor: 3-0.

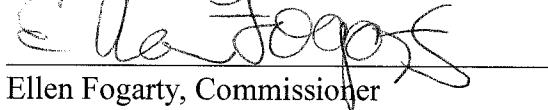
A motion was made by Chairperson Sullivan to adjourn the meeting at 9:53 A.M., seconded by Commissioner Fogarty, all in favor: 3-0.

The next regular meeting is tentatively scheduled for Tuesday, November 18, 2025 at 9:30 A.M.

Respectfully submitted,


Gabrielle Mahoney, Executive Secretary


Mike Sullivan, Chairperson


Ellen Fogarty, Commissioner


William Barhold, Commissioner