

(1)

TROY CIVIL SERVICE COMMISSION

Meeting Minutes

Tuesday, May 20, 2025

9:30 A.M.

**Troy City Hall
433 River Street, Suite 5001
Troy, NY 12180**

Present: Chairperson, Mike Sullivan, Commissioner William Barhold, Commissioner Ellen Fogarty and Executive Secretary, Heather Muller.

Public: Jeffrey Ward and Adrienne Waugh

Commissioner Sullivan called the meeting to order at 9:36 A.M.

1. Consider the minutes of the April 15, 2025, meeting. A motion was made by Commissioner Fogarty to approve the minutes of April 15, 2025, seconded by Commissioner Barhold, all voted in favor: 3-0.
2. Consider an MSD-222A to establish one (1) additional position of Account Clerk, (part time) requested by the Troy City School District, Appointing Authority. A motion was made by Commissioner Fogarty to approve an MSD-222A to establish one (1) additional position, to be titled Account Clerk, (part time) requested by the Troy City School District, Appointing Authority, seconded by Commissioner Barhold, all voted in favor: 3-0
3. Consider an MSD-222 to establish one (1) new position titled Deputy Director (THA), requested by the Troy Housing, Appointing Authority. A motion was made by Commissioner Fogarty to approve an MSD-222 to establish one (1) new position, to be titled Deputy Director (THA), requested by the Troy Housing, Appointing Authority, seconded by Commissioner Barhold, all voted in favor: 3-0
4. Consider a job specification for Deputy Director (THA). A motion was made by Commissioner Fogarty to approve the job specification for Deputy Director (THA), seconded by Commissioner Barhold, all voted in favor: 3-0
5. Establish an open competitive eligible list for four (4) years for Senior Account Clerk, Exam # 60002650. A motion was made by Commissioner Fogarty to establish an open competitive eligible list for four (4) years for Senior Account Clerk, Exam # 60002650, seconded by Commissioner Barhold, all voted in favor: 3-0
6. Establish a promotional eligible list for four (4) years for Senior Account Clerk, Exam #70001150. A motion was made by Commissioner Fogarty to establish promotional eligible list for four (4) years for Senior Account Clerk, Exam #70001150, seconded by Commissioner Barhold, all voted in favor: 3-0
7. Establish an open competitive eligible list for four (4) years for Head Account Clerk, Exam # 60002660. A motion was made by Commissioner Fogarty to establish an open competitive eligible list for four (4) years for Head Account Clerk, Exam # 60002660, seconded by Commissioner Barhold, all voted in favor: 3-0
8. Establish an open competitive eligible list for four (4) years for Principal Account Clerk, Exam # 60002620. A motion was made by Commissioner Fogarty to establish an open competitive eligible list for four (4) years for Principal Account Clerk, Exam # 60002620, seconded by Commissioner Barhold, all voted in favor: 3-0

9. Establish an open competitive eligible list for four (4) years for Senior Cashier, Exam # 60008210. A motion was made by Commissioner Fogarty to establish an open competitive eligible list for four (4) years for Senior Cashier, Exam # 60008210, seconded by Commissioner Barhold, all voted in favor: 3-0
10. Establish an open competitive eligible list for four (4) years for Fire Fighter, Exam # 88821010. A motion was made by Commissioner Fogarty to establish an open competitive eligible list for four (4) years for Fire Fighter, Exam # 88821010, seconded by Commissioner Barhold, all voted in favor: 3-0
11. Consider a revision to the job specification for Dock Master. A motion was made by Commissioner Fogarty to approve a revision to the job specification for Dock Master, seconded by Commissioner Barhold, all voted in favor: 3-0
12. Consider a revision to the job specification for Assistant Dock Master. A motion was made by Commissioner Fogarty to approve a revision to the job specification for Assistant Dock Master, seconded by Commissioner Barhold, all voted in favor: 3-0
13. Consider a revision to the job specification for Asset Manager. A motion was made by Commissioner Fogarty to approve a revision to the job specification for Asset Manager, seconded by Commissioner Barhold, all voted in favor: 3-0
14. Consider a revision to the job specification for Family Self-Sufficiency Program Coordinator. A motion was made by Commissioner Fogarty to approve a revision to the job specification for Family Self-Sufficiency Program Coordinator, seconded by Commissioner Barhold, all voted in favor: 3-0
15. Exempt class review of Deputy Corporation Counsel position to determine if it still meets the criteria for placement in the Exempt Class. A motion was made by Commissioner Fogarty to approve that the title of Deputy Corporation Counsel still meets the criteria to remain in the Exempt Class, seconded by Commissioner Barhold, all voted in favor: 3-0

A motion was made by Commissioner Sullivan to adjourn the meeting at 9:44 A.M., seconded by Commissioner Fogarty, all voted in favor: 3-0. The next regular meeting is tentatively scheduled for Tuesday, June 17, 2025, at 9:30 A.M.

Respectfully submitted,



Mike Sullivan, Commissioner



Ellen Fogarty, Commissioner

William Barhold, Commissioner