

MIDDLETOWN CIVIL SERVICE COMMISSION

MINUTES

May 18, 2022

A meeting of the Middletown Civil Commission was held in the Council Chambers, City Hall, 16 James Street, Middletown, NY on May 18, 2022 at 4:00 pm.

Members Present: Commissioner Tim Welch; Commissioner Zahorchak, Dave Raymond and Executive Administrator Joseph Masi.

Approval of minutes: On motion by Comm.Zahorcak and Seconded by Comm. Welch to approve minutes of the meeting of March 16, 2022.

Roll Call: Ayes, Comm. Welch, and Comm. Zahorchak, Comm. Raymond Passed 3-0

Communications

Received:

- Request from Jillian Crawford, Middletown School District – Approval on new Non-Competitive title of Dir. Div. Construction Supervision.

Sent:

- 05-03-22 Canvass letters – Administrative Assistant #66-087.
- 05-03-22 Admission letters – Administrative Associate #66-857.
- 05-09-22 Canvass letters – Senior Account Clerk #67-514.

- Exams Taken:

- 05-14-22 Administrative Associate #66-857.

Exams Scheduled:

- 05-21-22 Account Clerk #22-002.
- 05-21-22 Data Entry Clerk #22-001.
- 06-22-22 Bilingual School District Registrar 62-197.
- 06-11-22 School District Registrar #66-515.
- 06-11-22 Executive Assistant #61-668.
- 06-25-22 Bilingual Fire Lt. #71-646
- 06-25-22 Firefighter Lt. #71-640.

Exams Certified:

On a motion by Comm. Zahorchak and Seconded by Comm. Welch to approve the new Non-Competitive title of Director Div. Construction Supervision

Roll Call: Ayes Comm. Welch, Comm. Raymond, Comm. Zahorchak Passed 3-0

Public Comments None

Next meeting set for June 15, 2022.

Motion by Comm. Welch and seconded by Comm. Raymond, to adjourn the meeting at 4:15pm.

Respectfully submitted by,

Joseph G. Masi
Executive Administrator