

RESOLUTION TO AMEND THE CITY OF KINGSTON CIVIL SERVICE RULES

Resolution to Amend the text of the City of Kingston Civil Service Rules.

At a meeting of the City of Kingston Civil Service Commission held on August 21, 2023, upon action of the Executive Secretary to the Civil Service Commission the following resolution was adopted:

WHEREAS, the Kingston Civil Service Commission wishes to revise the text to Rule VII Recruitment of Personnel to expand the residency requirement for taking a Civil Service examination for the City of Kingston; AND

WHEREAS, the Kingston Civil Service Commission has duly advertised and has on September 18, 2023, held a public hearing on the matter;

NOW THEREFORE BE IT RESOLVED, that subject to the approval of the State Civil Service Commission, the following changes be made to the Text of the Kingston Civil Service Rules:

Text

RULE VII

RECRUITMENT OF PERSONNEL

1. Residence Requirements for Municipal Positions

a. An applicant must at the time of examination and for at least one month immediately prior thereto be a resident of the municipality in which appointment is to be made or any reasonable combination of municipalities [both in and outside] inside New York State contiguous to [the municipality] Ulster County, this includes the following counties: Columbia, Dutchess, Greene, Orange, and Sullivan County [in which appointment is to be made]. Residence requirements may be suspended or reduced by the Commission in cases where recruitment difficulty makes such requirements disadvantageous to the public interest.

b. When preference in certification is given to residents of a municipality pursuant to subdivision 4-a of Section 23 of the Civil Service Law, an eligible must have been a resident of such municipality for at least one month prior to the date of certification in order to be included in a certification as a resident of such municipality and must be a resident of such municipality at the time of appointment.

2. Announcements of Examinations

The public announcement of an open-competitive examination shall specify the application fee, if any, the title, the duties of the position, the minimum qualifications required, the salary or salary range if known, the issue date, the final date for filing applications, the subjects or scope of the examination and the relative weights thereof, application fee(s) and waivers, post offer of employment medical requirements, special testing requirements and religious observance arrangements and, if known, the date and place of the examination. Public notice of open-competitive examinations shall be made at least twenty-five days before the date of the examination and must be conspicuously posted in a public place for fifteen days. The last day for filing applications shall be not less than ten days before the date of the examination.

Submission includes:

- Original signed copy and 2 additional copies of this adopted resolution
- Notice of public hearing
- Affidavit of Publication of Notice
- Transcript of hearing minutes and written comments
- Supporting documentation and information for each requested amendment

Certification of Submission

I/We attest that this resolution and supporting documents have been reviewed by this office and are complete and accurate. I/We have determined that the request(s) for amendments included in this resolution complies with the standards set forth in State and Local Law. This office supports this request and has performed all duties and actions required by the Civil Service law and local Rules. This submission is complete and appropriate for consideration by the State Civil Service Commission.

Chairperson, Bernice Arra

Commissioner Thierry Croizer

Commissioner Alan Adin

Mayor