



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, May 13, 1896. 189

Hon. William L. Strong,

Mayor, City of New York,

CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I have the honor to herewith submit for your approval the following resolutions, passed at a meeting of the Civil Service Supervisory Board, held May 11, 1896:

RESOLUTION that ISADORE S. SCHWEITZER, standing No. 1 on the eligible list for OFFICE BOY be appointed to that position in this office.

AMENDMENT to Schedule F of classification of positions in Dept. of Public Charities, adding "LABORATORY ATTENDANT."

AMENDMENT to Schedule F of classification of positions in the Department of Public Parks, adding "PURCHASING AGENT."

Respectfully yours,

S. William Briscoe

(Enclosures.)

Secretary,

May 13.

position in this office.
The attached list for OFFICE BOY be appointed to that
RESOLUTION first IRADORE B. GONNATHNER, standing No. 1 on

Subway Board, held May 11, 1900:

Following Resolutions, passed at a meeting of the CIVIL Service

I have the honor to herewith submit for your approval the

Dear Sir:-

CITY HALL, NEW YORK, N. Y.

Mayor, City of New York

Wm. J. ...



NEW YORK CITY CIVIL SERVICE BOARDS,

NEW CRIMINAL COURT BUILDING

COMMISSIONERS.
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SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, May 13, 1896. 189

Hon. William L. Strong,
Mayor, City of New York,
CITY HALL, N. Y.

Dear Sir:-

We are in receipt of a communication from General Charles H. T. Collis, in which he states that the "Mayor and myself desire to appoint John J. Mehegan to the position of Cleaner, and in the place of his father who recently met his death while in the service of the City, " and requesting that this Board would make an exception in the case and allow his appointment.

I placed the matter before the Board at a meeting held on the 11th instant, and the Board did not feel justified in making an exception in the case, as requested. I desire to inform you that John J. Mehegan, stands first on the eligible list for Driver to Supply & Repair Wagon, and I so informed General Collis, but he states that he does not desire to employ him as a Driver. In a previous communication from General Collis he stated that he desired to employ a Driver of his own selection, and I suggested that he make requisition on the eligible list from which Mehegan's name would be certified. It is through the instruction of the Board, that I give the above information.

Respectfully yours,

S. William Briscoe

18

the 11th instant, and the Board of Directors of the
 I placed the matter before the Board of Directors and on
 also in the case and allow it to be referred to the
 of the City, and with the Board of Directors on the
 place of his father who received the same in the
 to appoint John J. Kennedy to the position of Clerk, and in the
 F. T. Galtier, in which he advised that the Board of Directors
 to give in receipt of a communication from General Galtier

OFFICE



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
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CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, May 15, 1896. 189

Hon. William L. Strong,

Mayor, City of New York, City Hall, N. Y.

Dear Sir:-

Replying to your communication of May 14, relative to Clarence T. Mercer, who was upon the eligible list for Axeman, and requesting that I will inform you upon his standing and as to appointments which have been made, I desire to make the following statement:

Clarence T. Mercer, of Decatur Avenue, Bedford Park, filed application on July 26, 1895, for Axeman, Application No. 4731, Registration No. C 18

Under requisition from the Department of Street Improvements dated April 27, for Axeman residing at Williamsbridge, we certified persons living in that locality, as per the resolution of the Civil Service Board and approved by your Honor. Mercer lives in District I as devided, while the Axeman certified on the requisition for Williamsbridge resided in District III.

If this is not sufficient information I shall be glad to inform you to any further extent you may desire.

Yours respectfully,

*Enclosed please find copies of
requisition and certification.*

A. William Briscoe

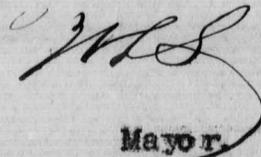
At a meeting of the Civil Service Supervisory Board,
held April 27, 1896, it was

R E S O L V E D: That this Board recommend to the
Mayor that the classification of positions in the Department
of Public Works be amended by striking therefrom "WATCHMAN
ON AQUEDUCT."

R E S O L V E D: That Schedule G be amended as follows:
By merging the position of Feedman into that of Stableman.

R E S O L V E D: That Schedule G be amended as follows:
By merging the position of Flagman into that of Axeman.

The foregoing resolutions are hereby approved.


Mayor.

New York,

May 15th

1896.

April 27.

DEPARTMENT OF THE ARMY

OFFICE OF THE ASSISTANT QUARTERMASTER GENERAL

WASHINGTON, D. C.

MEMORANDUM FOR THE ASSISTANT QUARTERMASTER GENERAL

FROM: THE ASSISTANT QUARTERMASTER GENERAL

SUBJECT: [Illegible]

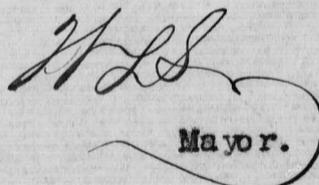
[Illegible]

[Illegible]

AT a meeting of the Civil Service Supervisory Board,
held May 11, 1896, it was

R E S O L V E D : That ISADORE S. SCHWEITZER be ap-
pointed to the position of OFFICE BOY, to date from May 13,
1896.

The foregoing resolution is hereby approved.

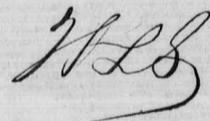

Mayor.

Dated New York, May ^{15th}, 1896.

AT a meeting of the Civil Service Supervisory Board,
held May 11, 1896, it was

R E S O L V E D : That this Board recommend to the
Mayor that Schedule F of the classification of positions in
the Department of Public Parks be amended by adding thereto
the position of "PURCHASING AGENT."

The foregoing resolution is hereby approved.



Mayor.

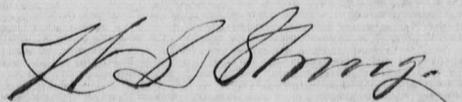
Dated New York, May 15, 1896.

May 11.

AT a meeting of the Civil Service Supervisory Board,
Held May 18, 1896, it was

R E S O L V E D : That this Board recommend to the
Mayor that Schedule D, Part II, of the classification of
positions in the Health Department be amended, by adding
thereto, "INSPECTOR OF MERCANTILE ESTABLISHMENTS."

The foregoing resolution is hereby approved.



Mayor.

New York, May , 1896.



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN,
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, May 19, 1896. 189

Hon. William L. Strong,
Mayor, City of New York,
CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I have the honor to enclose herewith, for your approval, the following amendments to Civil Service Regulations, recommended by the Civil Service Supervisory Board:

AMENDMENT to Regulation 40, governing the re-employment of persons dismissed from Departments through no delinquency on their part, but through lack or discontinuance of work,

✓ **AMENDMENT** to classification of positions in Health Department, adding thereto, "INSPECTOR OF MERCANTILE ESTABLISHMENTS."

✓ **AMENDMENT** to classification of positions in Department of Public Parks, adding thereto, "Inspector of Shops."

Respectfully submitted,

(Enclosures.)

S. William Briscoe

Secretary.

May 18-1900

M. W. C. ...

NEW YORK, N. Y.

May 18

AT a meeting of the Civil Service Supervisory Board,
held May 18, 1896, it was

RESOLVED: That this Board recommend to the
Mayor that Schedule D of the classification of positions in
the Department of Public Parks be amended by adding there-
to, "INSPECTOR OF SHOPS."

The foregoing resolution is hereby approved.

W. L. Strong

Mayor.

New York, May 21, 1896.

AT a meeting of the Civil Service Supervisory Board,
held May 11, 1896, it was

R E S O L V E D: That this Board recommend to the
Mayor that Regulation 40, of the Civil Service Regulations,
be amended to read as follows:

"No one dismissed from the service for misconduct shall
be eligible to appointment in any capacity in any department
of the municipal service within three years.

"Any person employed in any position in the service of
the city who shall be certified to the Secretary by the pro-
per authorities to have left such service without fault or
delinquency on his part, and to have performed the duties of
such employment creditably, may be re-employed in the same
position within one year next following his leaving the ser-
vice. If such employment was after due certification for
the same under these rules, such person may be re-employed
without further examination. If it was not subject to
these rules such person may be re-employed upon passing an
examination pursuant to these rules. If several persons
are so certified they shall be placed on a separate eligible
list pursuant to these rules."

The foregoing resolution is hereby approved.



Mayor.

New York, May 21, 1896.



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, May 22nd 1896

Hon. William L. Strong,

My dear Mr. Mayor:-

Mrs. E. J. Mercer, of Decatur Avenue in the 23rd Ward, called upon me this morning, and says that she sent you a letter last week making complaints in regard to her son's failure to receive an appointment as axeman. She has stated the facts to me quite fully this morning, and I think they should be investigated. I should be much obliged if you would forward the letter to me. If it has been sent to the Secretary of the Civil Service Board, please inform me.

Yours truly,

E. Wheeler
45 Broadway

19.

Civil Service Board

the letter to me.

be investigated.

the facts to me

son's failure to

sent you a letter

in the 23rd Ward

My dear

Hon. William J.

GEORGE DRAKE SMITH,
BEDFORD PARK,
NEW YORK.

Hon. Wm. L. Strong ^{5/24} 1896

Mayor

D. J. J.

Young Mercer
whose mother called on
you with information
about civil service
is a fine young
fellow, both he &
his brother being
ardent Republicans.

His mother's husband
was also a life long worker
in the cause & she needs
her sons help now.

He is 18 on the
list as a man & we
all hope you will
help them.

Truly Yours,

Geo Drake Smith.

Bureau wrote to Biscare
May 14



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK May 27, 1896. 189

Hon. William L. Strong,
Mayor, City of New York,
City Hall,
NEW YORK, N. Y.

Dear Sir:-

I have the honor to enclose herewith for your approval Amendments to Civil Service Regulations passed at a meeting of the Supervisory Board, held May 25, 1896, recommending that the positions of "Bath Attendant" and "Laboratory Attendant" be transferred from Schedule G to F.

Respectfully submitted,

S. William Briscoe
Secretary.

April 27.

HON. WILLIAM J. BRONX

NEW YORK CITY ST. 1802. 189

NEW YORK CITY CIVIL SERVICE BOARD

NEW CHAMBERLAIN COURT BUILDING



NEW YORK CITY CIVIL SERVICE BOARDS,

NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
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CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, May 28, 1896. 189

Hon. William L. Strong,

Mayor, City of New York,

CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I have the honor to enclose herewith, for your approval, amendment to Civil Service Regulations, adopted at a meeting of the Civil Service Supervisory Board held May 25, 1896.

This amends the classification of positions in the Dock Department by adding thereto, "Boat Builder."

Respectfully yours,

S. William Briscoe
Secretary.

THE CIVIL SERVICE BOARD

May 1 - 2

NEW YORK, N.Y. 10001

At a meeting of the Civil Service Supervisory Board,
held on May 25, 1896, it was

R E S O L V E D: That this Board recommend to the
Mayor that the position of "Bath Attendant" and "Laboratory
Attendant" be transferred from Schedule G to Schedule F.

The foregoing resolution is hereby approved.

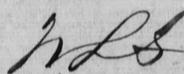
W. S. Strong
Mayor.

New York, May 27, 1896.

AT a meeting of the Civil Service Supervisory Board,
held May 25, 1896, it was

RESOLVED: That Schedule G of the classification of
positions in the Department of Docks be amended by adding
thereto the position of "Boat Builder."

The foregoing resolution is hereby approved.



Mayor.

New York, May 29, 1896.

May 25

Therefore the Post Box of West Hill, N.Y.

Post Office in the Department of the Post Office, N.Y.C.
The following is a list of the Post Offices in the Department of the Post Office, N.Y.C.

RECORDED: This Schedule of the Department of the Post Office, N.Y.C.

Post Office, N.Y.C. 1899. It was

At the meeting of the CITY Council on the 21st day of May, 1899.

New York, May 25, 1899.

C.

At a meeting of the Civil Service Supervisory Board, held
May 11, 1896, it was

R E S O L V E D: That this Board recommend to the Mayor
that Regulation 40, of the Civil Service Regulations, be amended
to read as follows:-

"No one dismissed from the service for misconduct shall be
eligible to appointment in any capacity in any department of the
municipal service within three years.

"Any person employed in any position in the service of the
city who shall be certified to the Secretary by the proper author-
ities to have left such service without fault or delinquency on his
part, and to have performed the duties of such employment credit-
ably, may be re-employed in the same position within one year next
following his leaving the service. If such employment was after
due certification for the same under these rules, such person may
be re-employed without further examination. If it was not subject
to these rules such person may be re-employed upon passing an ex-
amination pursuant to these rules. If several persons are so cer-
tified they shall be placed on a separate eligible list pursuant
to these rules."

The foregoing resolution is hereby approved.

W. L. Strong,

M a y o r.

New York, May 31st, 1896.

Albany, N. Y., May 27th, 1896.

The foregoing amendments to Civil Service Regulation
40 for the city of New York, having been duly examined are hereby
approved by the New York Civil Service Commission.

ATTEST:

CLARENCE B. ANGLE,
Secretary.

At a meeting of the Civil Service Supervisory Board, held
May 11, 1896, it was

R E S O L V E D: That this Board recommend to the Mayor
that Regulation 40, of the Civil Service Regulations, be amended
to read as follows:-

"No one dismissed from the service for misconduct shall be
eligible to appointment in any capacity in any department of the
municipal service within three years.

"Any person employed in any position in the service of the
city who shall be certified to the Secretary by the proper author-
ities to have left such service without fault or delinquency on his
part, and to have performed the duties of such employment credit-
ably, may be re-employed in the same position within one year next
following his leaving the service. If such employment was after
due certification for the same under these rules, such person may
be re-employed without further examination. If it was not subject
to these rules such person may be re-employed upon passing an ex-
amination pursuant to these rules. If several persons are so cer-
tified they shall be placed on a separate eligible list pursuant
to these rules."

The foregoing resolution is hereby approved.

W. L. Strong,

M a y o r.

New York, May 31st, 1896.

Albany, N. Y., May 27th, 1896.

The foregoing amendments to Civil Service Regulation
40 for the city of New York, having been duly examined are hereby
approved by the New York Civil Service Commission.

ATTEST:

CLARENCE B. ANGLE,
Secretary.

At a meeting of the Civil Service Supervisory Board,
held February 10, it was

RESOLVED; That this Board recommend to the Mayor the following amendments to the classification of positions in the several departments mentioned;

MAYOR'S OFFICE.

Amend Class 1, Subdivision II by striking therefrom "Marshal" and "Warrant and Bond Clerk".

Amend Class 1, Subdivision I, by adding thereto "Warrant and Bond Clerk".

Amend Class 2, Subdivision 1, so that the same shall read as follows;- "Subdivision I, Marshall". and by re-numbering the remaining Subdivisions.

FINANCE DEPARTMENT.

Amend Class 1, Subdivision II by striking therefrom "General Bookkeeper".

Amend Appendix A to the Regulations by striking therefrom, in the first paragraph thereof, "Deputy Collector of the City Revenue in the Finance Department."

Amend Class 1, Subdivision I by adding thereto "General Book-keeper; Paymaster's Clerks; Assistant Cashiers; Clerks of Markets and Deputy Collectors of City Revenue, Paymaster's Messenger."

STREET CLEANING DEPARTMENT.

Amend Class 1, Subdivision II, by striking therefrom "Chief Clerk".

Amend Class 1, Subdivision I, by adding thereto "Chief Clerk".

DEPARTMENT OF PUBLIC WORKS.

Amend Class 1, Subdivision II, by striking therefrom "Water Purveyor; Superintendent of Street Improvements; Superintendents of Lamps & Gas; Superintendent of Repairs and Supplies; Superintendent of Incumbrances; Superintendent of Streets; Examiner of Complaints; Chief Clerk."

Amend Class 1, Subdivision I, by adding thereto "Chief Clerk

Amend Class 2, Subdivision I, by adding thereto "Water Purveyor; Superintendent of Street Improvements; Superintendent of Lamps and Gas; Superintendent of Repairs and Supplies; Superintendent of Incumbrances; Superintendent of Streets; Examiner of Complaints."

FIRE DEPARTMENT.

Amend Class 1, Subdivision II, by striking therefrom "Assistant Secretary"; Inspector of Combustibles; Fire Marshal; Book-keeper,"

Amend Class 1, Subdivision I by adding thereto "Assistant and Secretary, Bookkeeper, Secretary of Relief Fund."

Amend Class 2, Subdivision I, by inserting "Fire Marshal".

Amend Class 2, Subdivision II by adding thereto "Inspector of Combustibles."

DEPARTMENT OF CORRECTION.

Amend Class 1, Subdivision II by striking therefrom "Purchasing Agent; General Storekeeper".

Amend Appendix A of the Regulations by striking from the first paragraph thereof "Subdivision I of Class 2 of the Department of Correction, and by adding thereto in Schedule F, Department of Correction, Subdivision I, in order of its enumeration.

Amend Class 2, Subdivision I, by adding thereto "Purchasing Agent, General Storekeeper".

HEALTH DEPARTMENT.

Amend Class 1, Subdivision II, by striking therefrom "Sanitary Superintendent; Register of Records".

Amend Class 2, Subdivision 1, by inserting therein "Sanitary Superintendent; Register of Records".

PARK DEPARTMENT.

Amend Class 1, Subdivision II by striking therefrom "Superintendent; Engineer of Construction; Topographical Engineer; General Inspector."

Amend Class 2, Subdivision I, Fourth Grade, by adding thereto, "Engineer of Construction; Topographical Engineer"

Amend Class 2, Subdivision II, by adding thereto "General Inspector".

Amend Class 2, Subdivision IV, by adding "Superintendent".

STREET IMPROVEMENTS, 23d & 24th WARDS.

Amend Class 1, Sub division II, by striking therefrom "Superintendent of Maintenance; General Inspector and Foreman."

Amend Class 2, Subdivision IV, by adding thereto "Superintendent of Maintenance; General Inspector and Foreman."

DEPARTMENT OF DOCKS.

Amend Class 1, Subdivision II by striking therefrom "Clerk to Treasurer; Superintendent of Docks; Collector".

Amend Appendix A to the Regulations by striking from the first paragraph thereof, "Dock Masters and Assistant Dock Masters in the Dock Department."

Amend Class 1, Subdivision I by adding thereto "Clerk to Treasurer."

Amend Class 2, Subdivision VI, by adding thereto "Collector; Superintendent of Docks; Dock Master; Assistant Dockmaster."

DEPARTMENT OF TAXES & ASSESSMENTS.

Amend Class 1, Subdivision II by striking therefrom "Deputy Commissioners".

Amend Appendix A of the Regulations by striking from the first paragraph thereof "Assessors in the Tax Department", and further, amend said Appendix A by including under Schedule F in the Department of Taxes & Assessments

Subdivision II of Class 2.

Amend Class 2 of Subdivision I by inserting therein "Deputy Commissioners."

BOARD OF CITY RECORD.

Amend Class 1, Subdivision II by striking out all positions included therein.

Amend Class 2, Subdivision I by adding thereto, "Supervisor of the City Record; Deputy Supervisor and Accountant, Private Secretary".

BOARD OF ELECTRICAL CONTROL.

Amend Class 1, Subdivision II by striking therefrom "Assistant Secretary; Engineer; Electrical Expert."

Amend Class II, Subdivision I, by making the same read as follows; "Engineer; Electrical Expert", and by renumbering the remaining divisions."

Amend Class 1, Subdivision I by adding thereto "Assistant Secretary".

COMMISSIONERS OF ACCOUNTS.

Amend Appendix A to the Regulations by striking from the first paragraph thereof "and Clerks in the office of the Commissioners of Accounts."

Amend Class 2 by inserting Subdivision I, and adding thereto; "Assistant Examiners", and by renumbering the remaining subdivisions.

BOARD OF ESTIMATE & APPORTIONMENT.

Amend the list of classification of Departments by adding thereto "The Board of Estimate and Apportionment", and classifying therein, "Class 1, Subdivision I, Clerk, as in Finance Department."

CIVIL SERVICE SUPERVISORY & EXAMINING BOARDS.

Amend Class 1, Subdivision II by striking therefrom "Examiners."

Amend Class 2 by inserting Subdivision I and adding thereto "Examiners", and by renumbering the remaining subdivisions.

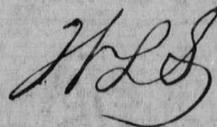
BOARD OF ALDERMEN.

Amend Appendix A to the Regulations by striking from the 1st paragraph thereof, "Clerks of the Common Council".

Amend the list of Classification of Departments by adding thereto "Board of Aldermen", and classifying therein "Class 1, Subdivision I, Deputy Clerk; Engrossing Clerk; Clerks, as in Finance Department. Class 2, Subdivision I, Librarian; Messenger; Sergeant at Arms. Subdivision II, All persons in this Department not classified elsewhere".

The foregoing changes, with corrections, are approved.
June 1, 1896.

(Signed)



Feb. 10

June 1, 1890.

(Signed)

The foregoing charges, with corrections, are approved.



All persons in this Department not enlisted elsewhere:
Liberian; Messenger; Sergeant at Arms. Subdivision II.
Clerks, as in Finance Department. Class 3, Subdivision I.
Class 1, Subdivision I. Deputy Clerk; Expressing Clerk;
Inspector of "Widow's," and classifying therein
Amendment of Classification of Department's by Reg-

The General and Special Agents and Clerks in the Office of



NEW YORK CITY CIVIL SERVICE BOARDS,

NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN
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EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, June 2, 1896. 189

Hon. William L. Strong,
Mayor, City of New York,
CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I have the honor to enclose herewith, for your approval,
amendments to Civil Service Regulations, passed at a meeting of
the Civil Service Supervisory Board, held June 1, 1896, as follows:

REGULATION 2, 6, 16, 30, 31, 33, 38, 47,
67 and 70.

Respectfully yours,

S. William Briscoe
Secretary,

June 2



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, June 3, 1896. 189

Hon. William L. Strong,
Mayor, City of New York, N. Y.

Dear Sir:-

At a meeting of the Civil Service Supervisory Board, held June 1, 1896, I was instructed to write and request you to furnish this Board with a copy of the pay-roll of your office for the month of May.

Trusting that you will furnish the above as soon as possible,
I remain,

Respectfully yours,

S. William Briscoe
Secretary.

P. S.

I herewith enclose copy of recent amendment to Civil Service Regulation 40, concerning re-appointments.

S. W. B.

✓
5/14/96.

The Hon. Mayor Strong
New York City

Dear Sir,

My son Clarence T. Mercer passed the examination for axman on Schedule "G" in the August examination. His eligible number was 18. In October other candidates made application and passed and have been appointed ahead of him. I apply to you as the head of our City why it is that political influence appoints young men and not their merits as the law of the Civil Service calls

for all applicants to be
appointed in routine from
the eligible list.

Trusting this will
receive your attention, I am

Yours respectfully
Mrs E. J. Mercer.

Deerstar Ave

Bedford Park, N.Y.



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
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EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, June 4 1895

In re Mercer Arsenault 18

W. William Briscoe Esq. Recy

Sir:— In the matter of the appeal of Clarence J. Mercer residing in Decatur Ave Bedford Park, applicant for Arsenault, registration no. 18 C, I beg to submit a list of Arsenaults appointed from List "C" as follows:— from Dist II. Nos 68, 72, 117, 118 from Dist III, 126, from Dist IV, 127, from Dist V nos 65, 67, 92, 97, 122, Dist I Nos 13, 14 & 15 class "A" all Veterans = No non-veterans have been appointed in Dist I, in which the applicant resides.

In my opinion this applicant should be rated in class "D", notwithstanding his declaration as having his mother to support, as I find upon investigation that Mrs. E. J. Mercer the mother, has in her own name two houses and lots, one of which she is occupying and the other she is offering for sale at \$900.

Very Respy
J. Spencer

LABOR CLERK

18.

18.



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, June 4, 1896. 189

Job E. Hedges, Esq.,

Secretary to the Mayor,

CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I beg to acknowledge your communication of the 3rd instant, and desire to inform you that I will give the same immediate attention, and write you in full concerning the same.

Respectfully yours,

S. William Briscoe
Secretary.

P. S.

Since writing the above, I have received a statement from the Labor Clerk as to the appointments made to the position of Axeman, as shown by the records of the Labor Bureau, which I herewith enclose.

S. W. B.

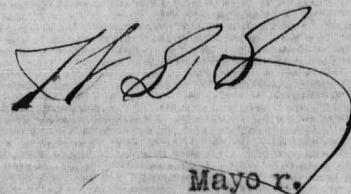
(Enclosure.)

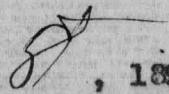
At a meeting of the Civil Service Supervisory Board,
held June 15, 1896, it was

R E S O L V E D : That this Board recommend to the
Mayor that the salary of FRANK A. SPENCER, Labor Clerk, be
increased from \$1,200. to \$1,500. per annum, to take effect
July 1, 1896.

R E S O L V E D : That this Board recommend to the
Mayor that the salary of GEORGE H. EBERLE, Junior Clerk, be
increased from \$300. to \$480. per annum, to take effect July
1, 1896.

The foregoing resolutions are hereby approved.

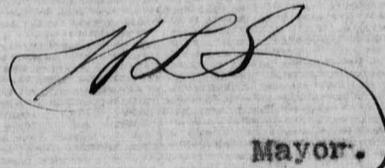

Mayor.

New York, June , 1896.

At a meeting of the Civil Service Supervisory Board,
held June 8, 1896, it was

RESOLVED: That this Board recommend to the
Mayor that Civil Service Regulation 31, the fifth paragraph,
be amended, by inserting after "the Training School of Belle-
vue Hospital" the words "Metropolitan Training School."

The foregoing resolution is hereby approved.


Mayor.

New York, June 8, 1896.

June 8

MONTHLY REPORT OF THE SECRETARY
and
EXTRACTS FROM THE MINUTES OF THE NEW YORK CIVIL SERVICE
SUPERVISORY & EXAMINING BOARDS.
NEW YORK, MAY, 1896.

MEETING OF THE COMMISSIONERS, HELD MAY 4, 1896.

The Secretary read a letter from Corporation Counsel Scott, dated April 10, and addressed to Commissioner of Street Improvements Haffen, giving his opinion as to the legality of employing persons who had not been certified from our eligible lists, and as to the restriction of Regulation 40 on such appointments, as follows:

"While this Regulation (40) applies only to such employees as have been appointed after examination and certification under the Civil Service rules, I see no reason why the Board of Civil Service should not accord the same rights to employees appointed before the rules went into effect, and whose fitness and ability were probably greater by reason of their longer experience in practical work. At all events, I see at present writing no legal objection to an extension by the Board of the right of re-employment within the year to all employees discharged without notice

"Until such extension is made, however, I think it safer to advise that re-appointment be made only in cases coming within the terms of Regulation No. 40 as at present constructed."

Commissioner Sturgis made a report as to the investigation he had made into the standing and qualifications of Nurses who graduate from the Training School of the Metropolitan Hospital, stating that he had conferred with eminent Homeopathic physicians, and that they had informed him that the School was formerly under the charge of Homeopathic physicians, but they had subsequently severed their connection, and that they did not know the state of the system at present, and, therefore, did not care to recommend the School or be responsible for any statement, as the School was managed without their knowledge.. Further that, considering the result of his investigation and the fact that the allopathic physicians would not endorse the Institution, it appeared to him that the School was a sort of Ishmaelite, and that he would not recommend classifying the School in our Civil Service Regulations unless it was endorsed by eminent physicians outside the Department of Public Charities, or who were not directly connected with the School.

RESOLVED: That the Secretary be instructed to write the Department of Public Charities and inform them that, in the judgment of this Board, the request of the Superintendent of the Metropolitan Training School for Nurses should be endorsed by one or more leading physicians, either of the allopathic or homeopathic practice, such persons not being connected professionally with the Training School, before a favorable response could be given to the application.

RESOLVED: That this Board recommend to the Mayor that Civil Service Regulation 3 be amended by adding in the fifth paragraph, after the words, "and shall be Secretary of the Examining Board" the words, "The Secretary shall, after conference with the Chief Examiner, order and fix the dates of examination, shall see that they are properly and efficiently advertised and shall indicate to the Chief Examiner which examination shall be first rated and otherwise expedited, to the end that eligible lists which are most needed shall be first prepared."

A letter was read from the Fire Department, dated April 24, and signed by O. H. La Grange, informing the Board that at a meeting of the Fire Board, held on the 27th instant, the following resolution was adopted:

"RESOLVED: That it is understood that the rule making thirty years the limit of age for applicants as Fireman shall be interpreted to mean that the applicant shall be under thirty-one at the time of his appointment."

On motion of Commissioner Robinson, duly seconded and carried, it was

RESOLVED: That the resolution adopted by the Fire Board was in accordance with the views of this Board.

RESOLVED: That this Board recommend to the Mayor that Schedule D of the classification of positions in the Department of Public Works be amended by adding thereto the position of "Inspector and Weigher of Coal."

The Mayor duly approved the amendments recommended to him, as above.

MEETING OF THE COMMISSIONERS, HELD MAY 11, 1896.

RESOLVED: That the first paragraph of the proposed amendment to Regulation 40 be adopted, to read as follows:

"Any person employed in any position in the service of

the City who shall be certified to the Secretary by the proper authorities to have left such service without fault or delinquency on his part, and to have performed the duties of such employment creditably, may be re-employed in the same position within one year next following his leaving the service. If such employment was after due certification for the same under these rules, such person may be re-employed without further examination. If it was not subject to these rules such person may be re-employed upon passing an examination pursuant to these rules. If several persons are so certified they shall be placed on a separate eligible list pursuant to these rules.

RESOLVED: That this Board recommend to the Mayor that Schedule F of the classification of positions in the Department of Public Parks be amended by adding thereto the position of "PURCHASING AGENT."

RESOLVED: That this Board recommend to the Mayor that Schedule F of the classification of positions in the Department of Public Charities be amended by adding thereto "Laboratory Attendant."

A letter was read from Mr. G. T. Stewart, Medical Superintendent of the Metropolitan Hospital and Training School, enclosing a card showing the patrons of the School.

RESOLVED: That the Secretary be instructed to write Dr. A. T. Hills and Dr. William Tod Helmuth, and request them to inform this Board as to the standing of the Metropolitan Training School for Nurses as compared with other training schools, and further, which school of practice is represented and held responsible, allopathic or homeopathic.

The Mayor duly approved the amendments recommended to him, as above.

MEETING OF THE COMMISSIONERS, HELD May 18, 1896.

RESOLVED: That this Board recommend to the Mayor that Schedule D, Part II, of the classification of positions in the Health Department be amended, by adding thereto, "INSPECTOR OF MERCANTILE ESTABLISHMENTS."

RESOLVED: That the Labor Clerk be instructed to register against the names of all candidates qualifying for special labor, the kind of labor for which they have been determined to be qualified.

RESOLVED: That candidates for the positions of Blacksmith, Blacksmith's Helper, Bricklayer, Saw Filer, Carpenter, Cabinet Maker, Cement Worker, Pipe Fitter, Tapper, Mason, Painter, Stone Cutter, Varnisher, Horseshoer, Housesmith, shall not be certified unless it shall be ascertained and determined that they are qualified for the employment sought by the certificate of one or more of the officers of the Trade School of the City of New York, who are hereby selected as Examiners for that purpose.

RESOLVED: That the Secretary be instructed to inform the Fire Department that it was not consistent with Civil Service Regulations to assign Mr. Jewell to the position of Auditor, he having been appointed to the position of Bookkeeper, and that his services as Auditor must cease. Further that the Secretary be instructed to inform the Finance Department of the facts in the case, and request them to withhold the payment of said Jewell.

A letter was read from Mr. William Leary, Secretary of the Department of Public Parks, dated May 16, submitting therewith a book containing a list of members of the Police Force, the fitness and efficiency of each as prepared by Dr. E. T. T. Marsh, Police Surgeon.

The Secretary presented a letter from the Finance Department, relative to that extent the Finance Department was held responsible for issuing their warrant for payment of persons not certified by the Civil Service Board, and requested that the matter be referred to one of the Commissioners for consideration.

The Chairman referred the same to Commissioner Sturgis, and requested that he give the same his due consideration.

The Mayor duly approved all the recommendations made to him by the Board.

MEETING OF THE COMMISSIONERS, HELD MAY 25, 1896.

RESOLVED: That the Secretary be instructed to write to the Department of Public Parks that, it having been determined by their Report as to the fitness and efficiency of each person employed as Policeman in the Park Department, that certain ones were unfit to remain in the service, this Board requested the Department of Public Parks that they would inform the Civil Service Board what action they proposed to take in the matter.

Commissioner Sturgis stated that he had duly considered the letter of the Finance Department concerning the certifications made to the Finance Department from this office, and that he found that the Comptroller required the Department issuing the pay-roll to certify, that the persons whose

names appeared on the pay-roll had complied with the Civil Service requirements; and that the reason the Comptroller did not feel obliged to withhold the payment for services until he had received a certification from this Board that the person certified had complied with Civil Service Regulations, was based upon an opinion of Corporation Counsel LaCombe, given January 31, 1885.

Commissioner Watson read clause 7 of the Civil Service Act of 1894 relative to the laws governing appointments in the City, and stated that he thought the Comptroller should be written to and informed that the decision of LaCombe was given prior to the Constitutional Amendment of 1894, and that the law required that he should receive a certificate from this Board of appointments in the various Departments, otherwise he would subject himself to being held liable, and that he should not accept a certificate from a Department as being sufficient.

Commissioner Sturgis stated that the system as proposed by the Secretary for checking the pay-rolls of the City would obviate this difficulty which had arisen and that he considered the pay-rolls should be audited by us before going to the Comptroller. Further, that in the Comptroller's letter he had stated that they did not have the time to check the pay-rolls in full, as to whether they had complied with Civil Service Regulations, and so was forced to accept the certification of the Department. Therefore, he would recommend that the Secretary be instructed to prepare and place in order the system which was proposed for checking pay-rolls as soon as possible, and when completed the Comptroller should be requested to present the pay-rolls at this office for comparison as this would relieve him of the work which he said he was unable to carry out. Upon motion of Commissioner Sturgis, duly seconded and carried, it was

RESOLVED: That the letter of the Finance Department be laid over for two weeks, pending the report of the Secretary that the proposed system was in working order for checking pay-rolls.

RESOLVED: That the name of any person temporarily appointed in a City Department may be replaced upon the eligible list from which he or she has been certified, providing said person is discharged within six months of his appointment and because of the termination of the work on which he has been certified.

The Secretary presented for the consideration of the Board the question of sending examination papers with certification, which had been brought up at the last meeting, and in connection with same read a letter from the United States Civil Service Commission, of Washington,, dated May 18, which read as follows:

"It is the practice of this Commission to send to the appointing officer, with the certification of eligibles from whom a selection may be made, the application and examination papers of persons named in the certificate. This was done in order that the appointing officer may make an intelligent selection upon the basis of the qualifications disclosed in the papers."

MADE IN U.S.A.

A letter was read from the Dock Department, dated May 14, requesting the Board to classify the position of Boat Builder in their Department.

RESOLVED: That this Board recommend to the Mayor that Schedule G of the classification of the Department of Docks be amended by adding thereto the position of "Boat Builder."

A letter was read from the Law Department, dated May 9, in response to a letter of this Board, requesting their opinion whether it was necessary that all veterans should be called for examination in preference to other applicants whose papers had been filed prior to theirs. The opinion of the Corporation Counsel was as follows, "You would not, I think, be carrying out the spirit and intention of section 9 Article 5 of the Constitution if you did not first examine all the veterans whose applications for examination may be filed with you, irrespective of the date of filing, and I advise you that it is your duty so to do."

The Secretary presented, for the consideration of the Board the advisability of placing a limitation to applications in Schedule G, and presented a suggestion of the Labor Clerk that each candidate be notified at the end of a period of one year that if he desired that his name should remain upon the eligible list he should give notice to that effect. Commissioner Robinson stated that he thought this custom should be adopted, that the candidate should be subjected to a physical examination, and further, to carry such a custom into effect, he thought Regulation 72 should be amended to cover this ground.

RESOLVED: That the matter be referred to Commissioner Watson, and he be requested to report at the next meeting.

The Secretary requested the Board to instruct him what steps he should take regarding the transfer of positions which the Board had recommended, from Schedule F to G, and from G to F, and to obtaining the approval of the Mayor upon the same.

RESOLVED: That this Board recommend to the Mayor that the position of Bath Attendant and Laboratory Attendant be transferred from Schedule G to F.

RESOLVED: That the Secretary be instructed hereafter to notify candidates to appear for examination but once, unless a satisfactory reason was given to the Board by the candidate for his failure to report.

The Secretary informed the Board that he had notified the Fire Department that the employment of Gustavus L. Jewell in their Department was irregular, and that his services as such must cease, but that he had received no reply from them, and that he had not notified the Finance Department, hoping to receive a reply this week from the Fire Department relative to the matter. (6)

MADE IN U.S.A.

RESOLVED: That the Secretary be instructed to notify the Finance Department of the facts, and request them to withhold the payment of Gustavus L. Jewell.

The Secretary presented for the consideration of the Board the advisability of merging into one eligible list the positions of Chainman and Rodman, and the positions of Leveler, Transitman and Computer, and the positions of Assistant and Assistant Engineer, and that they should be graded as Grades 1, 2 and 3 respectively.

RESOLVED: That the matter be referred to Commissioner Sturgis, with power to act, and that he be requested to confer with Examiner Collingwood as to how the positions had best be graded.

W. S. & B. PARAGON LINEN
MADE IN U.S.A.

The New York Civil Service Commission has duly approved all amendments submitted to them.

The Secretary reported that the Mayor had approved the recommendation of the Board classifying under Civil Service Regulations the Board of Estimate and Apportionment and the Board of Aldermen, and also transferring the positions which were classified in the exempt Schedules to the competitive Schedules in the various Departments, as follows:

FINANCE DEPARTMENT: General Bookkeeper, Paymaster's Clerks, Assistant Cashier, Clerk of Markets, Deputy Collector of City Revenue. *Mayor's message*

DEPARTMENT OF PUBLIC WORKS. Chief Clerk, Water Purveyor, Superintendent of Street Improvements, Superintendent of Lamps and Gas, Superintendent of Repairs and Supplies, Superintendent of Incumbrances, Superintendent of Streets and Roads, Examiner of Complaints.

FIRE DEPARTMENT: Assistant Secretary, Bookkeeper, Secretary of Relief Fund, Fire Marshal, Inspector of Combustibles.

DEPARTMENT OF PUBLIC CHARITIES: Purchasing Agent, General Storekeeper, Superintendent of Hospitals and Asylums, Deputy Superintendent of Hospitals and Asylums, Superintendent of Out-Door Poor, Deputy Superintendent of Out-Door Poor, Chief of Staff of Hospitals.

DEPARTMENT OF CORRECTION: Purchasing Agent, General Storekeeper, Warden of Prison and Workhouse

HEALTH DEPARTMENT: Secretary, Attorney & Counsel, Assistant Counsel, Sanitary Superintendent, Assistant Sanitary Superintendent, Register of Records, Deputy Register of Records

DEPARTMENT OF PARKS: Engineer of Construction, Topographical Engineer, General Inspector, Superintendent.

DEPARTMENT OF STREET IMPROVEMENTS, 23RD and 24TH WARDS: Superintendent of Maintenance, General Inspector and Foreman.

DEPARTMENT OF DOCKS: Clerk to Treasurer, Collector, Superintendent of Docks, Dock Master, Assistant Dock Master.

DEPARTMENT OF TAXES & ASSESSMENTS: Deputy Commissioners, Assessors.

CITY RECORD: Supervisor of the City Record, Deputy Supervisor of the City Record, Deputy Supervisor & Accountant, Private Secretary.

BOARD OF ELECTRICAL CONTROL: Assistant Secretary, Engineer, Electrical Expert.

COMMISSIONERS OF ACCOUNTS: Clerks, Assistant Examiners.

BOARD OF ESTIMATE & APPORTIONMENT: Clerks.

CIVIL SERVICE SUPERVISORY BOARD: Secretary, Chief Clerk, Chief Examiner, Examiners.

COMMON COUNCIL: Deputy Clerk, Engrossing Clerk, Librarian, Clerks, Sergeant-at-Arms, Messenger.

DEPARTMENT OF STREET CLEANING. Amend Class 1, Subdivision II by striking therefrom "Chief Clerk."

Amend Class 1, Subdivision I by adding thereto "Chief Clerk."

The above classification consists of sixty offices, representing 170 positions, controlling about \$318,000.

The mental examinations held during the month are as follows:

Bath Attendant, Nurse, Clerks, Dept. St. Improvements (promotion from Timekeeper), Foreman to Chief of Battalion (promotion), Attendant, Harness Maker, Engineer, Building Inspector, Matron, Deputy Warden, Examiner of Dependent Children, Computer, Bath Attendant, Mechanical Engineer, Medical Sanitary Inspector. Clerk, Dept. Street Cleaning (promotion), Inspector Regulating, Grading & Paving, Clerk, Dept. of Public Works (promotion) Messenger, Clerk, Bldg. Dept. (Promotion) Housekeeper, Laboratory Attendant, Inspector and Weigher of Coal, Dept. Public Works.

The above examinations may be divided as follows:

Competitive	376
Non-Competitive	38
TOTAL	414.

The following eligible lists have been prepared during the month:

<u>POSITION.</u>	<u>NUMBER ON LIST.</u>
Examiner of Dependent Children,	3
Receiving Clerk,	5
Assistant Disinfecter,	8
Junior Clerk,	14
Permanent Visitor,	5
Orderlies,	4
Patrolman on Aqueduct,	8
Office Boy,	27
Book Binder,	10
Clerk, Dept. St. Improvements, (promotion)	3

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POSITION. **NUMBER ON LIST.**

Brought forward,	87
Bath Attendant,	85
Attendants,	15
Nurse,	6
Roundsman, Park Department (promotion)	22
Building Inspector,	11
	226

Appointments from competitive Schedules during the month

are as follows:	196
Promotions	2

LABOR BUREAU.

Applications on file	9,451
Applications received during the month,	494
Appointments	232
Promotions	10

The Expense Account for the month is as follows:

Office Staff, Clerks,	\$ 693.40
" " Examiners,	1,314.99
" " Labor Bureau,	200.00
TOTAL	\$ 2,208.39

INCIDENTAL EXPENSES (postage, messenger and telephone service)	168.64
GRAND TOTAL,	\$ 2,377.03

Balance in appropriation from April.	\$18,945.59
Total Expense Account for May,	2,377.03
BALANCE OF APPROPRIATION,	\$16,568.56

May.

Promotions •

Appointments

Applications

Applications

Promotions

Applications

Applications



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, June 10, 1896. 189

Hon. William L. Strong,

Mayor, CITY OF NEW YORK,

CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I herewith enclose the Report of the Secretary of the
Civil Service Board, for the Month of May.

Respectfully yours,

(Enclosure.)

S. William Briscoe
Secretary.

May.

FOR THE YEAR 1911.

STATE OF NEW YORK.

OFFICE OF THE COMMISSIONER OF EDUCATION.

REPORT.

IN CONNECTION WITH THE

COMMISSIONER'S REPORT FOR THE YEAR 1911.

Referred to

Civil Service

JUN 11 1896

for examination and report.

W. L. Strong,

MAYOR.

*ansd
to / JS/C*

22

44 Bradhurst Ave., New York City.

JUN 11 1896

June 11, 1896.

Hon. William L. Strong, Mayor.

City Hall, New York City.

Dear Sir:-

I wrote to you in the month of March, asking if you could help me obtain a position as stenographer, in response there to, you suggested that I apply to the Civil Service Board for Examination. I obtained an application blank, and had it filled out properly, and enclosed it to the Secretary of the Board, this was also in March, and yet have heard nothing therefrom. Now, Mr. Mayor I feel very anxious regarding the same, thinking probably I have been overlooked, and thought you would kindly enlighten me upon the subject.

Very respectfully,

Hellie Russell.



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, June 13, 1896. 189

Hon. William L. Strong,
Mayor, City of New York,
CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I beg to acknowledge the receipt of your communication of June 12, enclosing inquiry from Miss Nellie Russell.

In reply, I desire to inform you that Miss Russell's application was duly received and filed at this office on March 23, 1896: that no examination has been held for Stenographer since that time, and that as soon as such an examination is called she will be notified to appear.

I have written Miss Russell to this effect.

Respectfully yours,

S. William Briscoe
Secretary.

"Enclosure"



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, June 18, 1896. 189

Hon. William L. Strong,
Mayor, City of New York,
CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I have the honor to enclose herewith, for your approval,
the following resolutions of the Civil Service Supervisory Board:

Amendment to Civil Service Regulation 31, classifying
therein "Metropolitan Training School."

Resolution increasing salary of Frank A. Spencer, Labor
Clerk, from \$1,200. to \$1,500. per annum, to take effect July 1.

Resolution increasing salary of George H. Eberle, Junior
Clerk, from \$300. to \$480. per annum, to take effect July 1, 1896.

Respectfully yours,

S. William Briscoe
Secretary.

(Enclosures.)

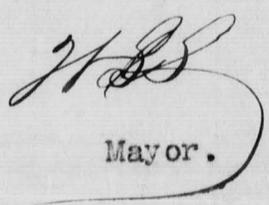
June 24

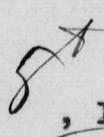
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AT a meeting of the Civil Service Supervisory Board,
held June 24, 1896, it was

RESOLVED: That this Board recommend to the
Mayor that Schedule D, Part I of the classification of posi-
tions in the Department of Docks be amended by adding thereto
the position of "SEARCHER OF THE ANNEXED DISTRICT WATER
GRANTS."

The foregoing resolution is hereby approved.


Mayor.

New York, June , 1896.



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING.

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, June 29, 1896. 189

Hon. William L. Strong,
Mayor of the City of New York,
CITY HALL, NEW YORK, N. Y:

Dear Sir:-

I have the honor to submit herewith, for your approval, amendment to classification of positions in the Department of Docks, adding thereto the position of "Searcher of the Annexed District Water Grants."

Respectfully,

S. William Briscoe
Secretary.

(Enclosure.)



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN.
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, July 7, 1896 189

Hon. William L. Strong,
Mayor of the City of New York,
CITY HALL, NEW YORK, N. Y.

Dear Sir:-

I have the honor to submit herewith, for your approval,
the appointment of Mr. Percy S. Hildreth, of No. 25 Madison Avenue,
to the position of Examiner, Civil Service Board, he being first
on the eligible list for that position.

Respectfully,

S. William Briscoe
Secretary.

20

Resolutions

June 1st

2.

D.

At a meeting of the Civil Service Supervisory Board held June 1, 1896, it was

RESOLVED: That this Board recommend to the Mayor amendments to Civil Service Regulations as follows:

REGULATION 2 to read as follows:

Schedule A shall include all positions not subject to competitive or other examination. ✓

REGULATION 6, first paragraph, first line, after the words "must be" by inserting the words "in the handwriting of the applicants, and" ✓

REGULATION 16, after the first paragraph by inserting the following clause, "When a requisition is made for certification to a position which has not been classified, or one for which no eligible list exists, the Chief Examiner shall report to the Civil Service Board whether, in his opinion, the qualifications demanded have been determined by examination held for eligible lists which are on hand. The Civil Service Board may thereupon order that certification for said position shall be made from one of the eligible lists so indicated." ✓

REGULATION 30, by striking therefrom, in the last lines thereof, "Technical Knowledge.....50, Experience, 50" and substituting in place thereof,

"1. Experience	15
"2. Technical Knowledge.....	50
"3. Mathematics.....	20
"4. Reports, etc.,.....	15
	<hr/>
	100

REGULATION 31, by striking therefrom the last three paragraphs, commencing with the words "The Secretary shall," and ending with the words, "position for which eligible." ✓

REGULATION 33, by striking therefrom, in the second paragraph, second line, the word "shall" and substituting therefor the word "may."

In the third line, by striking therefrom the word "shall" which precedes the word "occur,"

REGULATION 38, by striking therefrom the entire clause.

REGULATION 47, by striking therefrom the entire clause.

REGULATION 67, by altering the relative weights to accord with the relative weights as stated in Schedule D, Parts I and II.

REGULATION 70, by inserting after the second clause the following:

"The physical qualifications of all persons registered shall be determined annually, and no person's name shall remain upon the Labor Register for a longer period than one year, unless at or before the expiration of such year, his or her physical qualifications shall have been newly determined as hereinafter provided within the month preceding the termination of one year from the date of his or her registration, or preceding the date of each renewal of said registration, each person registered shall be notified by mail to report upon a fixed day and hour for examination. The names of all who do not report for said examination, and the names of all who are found not qualified as a result of said examination, shall be stricken from the registration list.

"The name of each person found qualified shall be retained upon the registration list in the order of his or her original registration.

The foregoing resolutions are hereby approved.



Mayor.

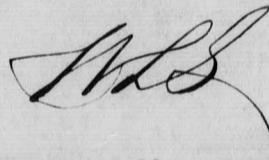
July 8th
New York, June , 1896.

July 1.

At a meeting of the Civil Service Supervisory Board,
held July 1, 1896, it was

RESOLVED: That this Board recommend to the Mayor that
PERCY S. HILDRETH, of No. 25 Madison Avenue, who stands
first on the eligible list for EXAMINER, Civil Service
Board, be appointed to that position, to take effect July 1,
1896.

I hereby approve the foregoing resolution.


Mayor.

New York, July , 1896.

MONTHLY REPORT OF THE SECRETARY

and

EXTRACTS FROM THE MINUTES OF THE NEW YORK CIVIL SERVICE
SUPERVISORY & EXAMINING BOARDS.

NEW YORK, JUNE, 1896.

MEETING OF THE COMMISSIONERS, HELD JUNE 1, 1896.

RESOLVED: That the classification of the engineering positions in the various Departments should be classified and graded as follows: 1st Grade, Chainman, Rodman; 2nd Grade, Leveler; 3rd Grade, Transitman, Computer; 4th Grade, Assistant Engineer.

RESOLVED: That this Board recommend to the Mayor amendments to Civil Service Regulations as follows:

REGULATION 2 to read as follows:

Schedule A shall include all positions not subject to competitive or other examination.

REGULATION 6, first paragraph, first line, after the words "must be" by inserting the words "in the handwriting of the applicant, and"

REGULATION 16, after the first paragraph by inserting the following clause, "When a requisition is made for certification to a position which has not been classified, or one for which no eligible list exists, the Chief Examiner shall report to the Civil Service Board whether, in his opinion, the qualifications demanded have been determined by examination held for eligible lists which are on hand. The Civil Service Board may thereupon order that certification for said position shall be made from one of the eligible lists so indicated."

REGULATION 30, by striking therefrom, in the last lines thereof, "Technical Knowledge.....50, Experience, 50" and substituting in place thereof,

"1. Experience.....15
"2. Technical Knowledge.....50
"3. Mathematics.....20
"4. Reports, etc.....15"

100

REGULATION 31, by striking therefrom the last three paragraphs, commencing with the words "The Secretary shall," and ending with the words, "position for which

eligible."

REGULATION 33, by striking therefrom, in the second paragraph, second line, the word "shall" and substituting therefor the word "may."

In the third line, by striking therefrom the word "shall" which proceeds the word "occur."

REGULATION 38, by striking therefrom the entire clause.

REGULATION 47, by striking therefrom the entire clause.

REGULATION 67, by altering the relative weight to accord with the relative weights as stated in Schedule D, Parts I and II.

REGULATION 70, by inserting after the second clause the following:

"The physical qualifications of all persons registered shall be determined annually, and no person's name shall remain upon the Labor Register for a longer period than one year, unless at or before the expiration of such year, his or her physical qualifications shall have been newly determined as hereinafter provided. Within the month preceding the termination of one year from the date of his or her registration, or preceding the date of each renewal of said registration, each person registered shall be notified by mail to report upon a fixed day and hour for examination. The names of all who do not report for said examination, and the names of all who are found not qualified as a result of said examination, shall be stricken from the registration list.

"The name of each person found qualified shall be retained upon the registration list in the order of his or her original registration."

RESOLVED: That the Labor Clerk be instructed to notify all persons upon the registration lists who had been registered for a period of eleven or more months to report for physical examination.

RESOLVED: That the Labor Clerk be instructed to strike from the registration lists the names of all persons who do not report for said examination and also of all persons who, as a result of said examination, are determined to be not physically qualified.

The Labor Clerk approved all resolutions submitted to him.

MEETING OF THE COMMISSIONERS, HELD JUNE 8, 1896.

Commissioner Sheffield visited the Board upon their invitation, and expressed his views as to what recommendations he would make upon improving the present system of rating examinations for promotion in the Fire Department. Commissioner Sheffield stated that it was his opinion, and also that of Chief Bonner, that a better system should be provided for obtaining the fitness of candidates for promotion, but that no change should be made upon the present system of examining candidates for admission to the Department, as the present line was entirely proper. That he considered a change in the system of rating candidates for promotion wholly proper and desirable, as in the last examination persons obtained a rating which placed them at the top of the list, while, as a matter of fact, they were not competent to take charge of men, and that the examination which had been given could not test a man's fitness in whole to fill the position of an officer. That an examination which would prove a man's fitness to become a Fireman would in no way test his fitness or efficiency to lead men, and, in his opinion, no man would be promoted who had not shown his peculiar fitness to become an officer.

He would recommend that that part of the examination which would be best determined by the Department and which would determine the man's fitness to become an officer should be placed in the hands of the officers in the Fire Department, such officers to be chosen by the Commissioners, but that the Commissioners should, in no way, have anything to do with the rating of the papers. That, in this way, a candidate's fitness could be best ascertained as the officers were wholly familiar with the person's record while in the service of the Department, and his efficiency and ability to lead men.

To prevent any favoritism he thought the Department should be allowed a limited per cent., say 50, and that the Civil Service Board should have 50%. That the ratings should be based on a scale of 100, and that if this system was adopted he was confident it would obtain a good result which would determine which officer was most fitted for promotion to Chief of Battalion. He would consider it useless to name any percentage less than 50.

The practical examination to which candidates were placed by the Examining Board of the Fire Department was efficient in every respect, and he considered it a thorough examination for obtaining a man's fitness for promotion, and that the examiners, being Fireman, could be competent to judge and rate candidates for promotion.

Commissioner Watson read Regulation 26 giving such subjects on which candidates for promotion in the Fire Department were examined, and stated that he thought it would be advisable if the system as proposed by Commr. Sheffield was adopted---that a certain weight be attached to each subject, and that the candidates be marked in accordance as to how they proved themselves competent to fill the requirements.

It was proposed that the following subjects and weights be given to the Examining Board of the Fire Department for

them to determine the fitness of candidates.

No. 4	Fines and penalties last 3 years.	10
No. 7	Habits as to use of liquor.	10
No. 8	Ability and energy.	10
No. 9	Coolness and judgment in emergencies.	10
No. 11	Character for maintaining discipline among, and getting work from, subordinates	15
No. 16	Fidelity and promptitude in the performance of duty.	20
No. K	Knowledge of the requirements of the Service	25
		<hr/>
		100

A letter was read from Commissioner Silas W. Burt, of the New York State Civil Service Commission, relative to the recent re-classification of positions in the City Departments.

On motion, the letter was laid over until the next meeting.

Letters were presented from Dr. Helmuth, Dr. Terry, Surgeon General, Utica, N.Y., Dr. D. J. Roberts and Charles Deady, M. D., concerning the standing of the Training School of the Metropolitan Hospital.

On motion, duly seconded and carried, it was recommended that this Board recommend to the Mayor that Regulation 31, the fifth paragraph thereof, be amended by inserting after "the training school of Bellevue Hospital" "Metropolitan Training School."

On motion, duly seconded and carried, it was recommended that the Fire Department be accorded the privilege of rating candidates for promotion to the position of officer in the uniformed force of the Fire Department to the extent of 50% of the whole 100.

The Secretary presented to the Board the advisability of abolishing the first class of Junior Clerks and amending the same to read, Junior Clerks, receiving \$600. or less per annum. On motion, the recommendation of the Secretary was approved.

MEETING OF THE COMMISSIONERS, HELD JUNE 15, 1896.

Commissioner Sturgis reported upon his investigation into the case of Walter J. Mercer, applicant for the position of Axeman, who resided north of the Harlem River, in District 1, and who claimed that persons who had registered subsequent to his application were appointed ahead of him. Commissioner Sturgis stated that he had carefully examined the records of the Labor Bureau and found that no appointments had been made in prejudice to Mercer who were living in his District, but that the persons who had been appointed were(4)

veterans, or persons who lived in other Districts than that in which Mercer resided. That he thought the cause of Mercer's complaint which had led him to believe that persons were appointed who had registered subsequent to him was caused by requisition being made in another District, and the person who was registered in that District was recommended by the Labor Clerk, and that this person had filed his application subsequent to Mercer and had been transferred from the District in which he was appointed to the District in which Mercer lived. A letter was then read from the Corporation Counsel, bearing upon this subject, relative to the certification of veterans upon requisitions in Districts north of the Harlem River, dated June 1, and stating that we would be obliged to certify the names of all veterans on the list to the appointing power.

The question was also discussed concerning the requirement that eligibles should be required to give sixty days' notice upon changing their address.

RESOLVED: That the Labor Clerk be instructed not to enter upon the registration list a change of address of eligibles residing in Districts I to VI until thirty days after he has received written notice of such change.

RESOLVED: That the Labor Clerk be instructed to classify and register on separate eligible lists all applicants residing in the Districts north of the Harlem River, and in filling requisitions calling for the names of persons eligible in a stated District he shall certify the names of such persons as have qualified in the District as stated.

Commissioner Sturgis reported upon the matter which had been referred to him, concerning complaints against the Labor Bureau and Civil Service office, as follows, B. S. Goldsmith, who had stated that his papers had been tampered with and his percentage changed so as to strike him from the eligible list and further, made the charge that information concerning the examination was given out, was first taken up. Commissioner Sturgis stated that he had carefully examined the application and examination papers of Goldsmith, and all papers connected with the case and found them to be genuine and accurate; that there was no evidence whatsoever of alteration or changes in his paper other than that made in his own handwriting. In regard to the statement that information had been given from the office he proposed to call Mr. Goldsmith before him and ask him to state in full who the parties were and what was said, and also to show him his papers, as a proof that the statement that his papers were altered was untrue.

George Hack, of No. 2388 Fulton Avenue, applicant for the position of Painter, claiming that requisition had been made for Painters and that the Labor Clerk had failed to certify his name, and that he had been called to the office on a requisition from the Dock Department for Painter. Commissioner Sturgis stated that he had investigated the records of the office carefully and had also interviewed the

Labor Clerk and the Assistant Labor Clerk regarding the case, and that he found that he had been called to the office, but on reaching the Department was told that the emergency had passed and his services were not required, and further, that the persons who had been appointed were parties having special qualifications on their applications which were not shown upon the application of George Hack, and, therefore, no one had been appointed in prejudice to his name, and no injustice done him, as the Labor Clerk had filled the requirements as called for in the requisition.

The case of George McFadden, applicant for the position of Painter, claiming that he was called to the Civil Service Bureau, but that men have been appointed ahead of him.

Commissioner Sturgis stated that he had interviewed the Labor Clerk and the Assistant concerning the case, but that the records showed that no one had been appointed in prejudice to McFadden's name, except where such specifications were called for as were not shown upon the application of Mc Fadden.

The report of Commissioner Sturgis was accepted.

A letter was read from the Finance Department in response to a communication from this Board making a proposition to the Comptroller that the pay rolls of the various Departments of the City Government, Boards and Commissions, subject to the Regulations and classification of the New York City Civil Service Board be verified by this Board before being presented to the Finance Department for auditing. The Comptroller stated that he was satisfied that the plan was a good one, and that he fully approved the adoption of the same, and that he was in hearty accord with this Board as to the method proposed, and would send such notice as, under the Consolidation Act, it may be necessary for him to give to secure the transmission of the pay rolls to our office, if we would notify him when we were prepared to verify the pay rolls.

The Secretary was instructed to write the Comptroller and express to him the appreciation of this Board for the support which he has extended in accepting the proposition made by this Commission. Also, that the Secretary be instructed to make the proper arrangements to facilitate, with prompt dispatch the verification of the pay rolls as proposed.

MEETING OF THE CIVIL SERVICE COMMISSIONERS, HELD
JUNE 24, 1896 .

RESOLVED: That the Labor Clerk be instructed to continue the certification of veterans as had heretofore been the custom.

Commissioner Sturgis reported upon the matter which had been referred to him, concerning Bernard Goldsmith, stating that he had summoned Mr. Goldsmith to his office and had interviewed him, and had also showed him his application and examination papers, and, further, that he had thoroughly investigated the matter, and that there had been no alteration or anything else done which would reflect upon the officials of the office.

RESOLVED: That the resolution of Commissioner Watson, as presented in writing, which read as follows, be adopted:

RESOLVED: That the Board of Fire Commissioners be requested to certify with the name of each candidate from that Department who enters an examination for promotion, the standing of said candidate in the Fire Service, as indicated by

1. His knowledge of signals, and the requirements of the Service,
2. His character for maintaining discipline among, and getting good work from subordinates,
3. His ability and energy,
4. His fines and penalties during the preceding three years.
5. His fidelity and promptitude in the performance of duty,
6. His coolness and judgment in emergencies,
7. His habits, as to use of liquor.

RESOLVED: That the Board of Fire Commissioners be requested to indicate the relative standing of the candidates on the above subjects, rating all candidates upon a scale of 100.

RESOLVED: That the above resolution shall also apply for promotion in the Police Force of the Park Department.

A letter was read from the Civil Service Reform Association, enclosing a report on the system of appointments and promotions in the Municipal Department of Street Cleaning submitted to the Executive Committee of the Association. The matter was laid over.

On motion, the Secretary was instructed to invite Commissioner Waring to attend the meeting of the Board July 15, in order to discuss the report of the Committee of the Civil Service Reform Association, as presented.

RESOLVED: That Schedule D, Part I of the classification of positions in the Department of Docks be amended, by adding thereto the position of "Searcher of the Annexed District Water Grants."

A letter was read from the Finance Department, dated June 25, relative to the certification and appointment of Carpenters in the Park Department, and also enclosing copy of

letter from James C. Owen, No. 476 West 144th Street, Chairman of the Law Committee of the Grand Council of U. V. P. A., calling the attention of the Comptroller to the violation of Article V, Section 9 of the Constitution of the State by the action of the New York Civil Service Board and the Park Department in the certification and appointment of three Carpenters who were not veterans: further that they had remonstrated with the above parties for their action, and they again, this week, appoint William Almutz and Thomas Stritch, further, protesting against the payment of the parties named.

The Secretary stated that the three Carpenters referred to in the first instance were appointed from the competitive list, prior to the decision of the courts that veterans registered in Schedule G were entitled to preference over civilians who were upon the eligible list in Schedule F: further, that he had so notified the Finance Department.

The system of verifying the pay rolls of the Departments classified under Civil Service Laws has been fully tested during the month of June. The pay rolls have been quickly and accurately verified, and there has been no delay caused by this office; in fact, matters have been very much facilitated. In every instance where the pay rolls have been received, they have been forwarded to the Finance Department within the day's time. There have been very few irregularities found, and such irregularities were, in most instances, minor matters.

The card system which has been recently adopted for use in the office is nearing the point of completion, and by the end of the month it is expected that a complete record will have been made of all applications, examinations, etc. held since January 1, 1896.

The following mental examinations were held during the month:

Clerks; Firemen; Assistant Chemist, Board of Health; Transitmen; Promotion from Computer to Asst. Engineer; Purchasing Agent; Pilot; Gardeners; Assistant Resident Physician; Property Clerk; Driver, Fire Dept.; Timekeeper; Doormen, Life Saver, Inspector, Finance Dept.; Leveler; Assistant Apothecary; Nurses and Cottage Attendants (male and female) Marine Engineer, Promotion to 2nd Grade Clerk, Law Dept.; Inspector of Shops, Park Dept.; Matron; Attendant; Keepers; Typewriter & Stenographer.

The above examinations may be divided as follows:

Competitive	414
Non-Competitive	8
	<u>422</u>

The following physical examinations were held during the month, at which 153 candidates were examined:

Firemen, Doormen,

The following eligible lists have been prepared during the month:

POSITION.	NUMBER ON LIST.
Harness Maker.	6
Inspector of Grading, etc.	1
Promotion to 2nd Grade Clerk, Bldg. Dept.	3
Engineer Inspector,	21
Examiner of Dependent Children,	9
Insp. Water Meter Supply to Shipping,	14
Inspector and Weigher of Coal,	1
Promotion to 2nd Grade Clerk, Law Dept.,	1
Deputy Warden,	8
Computer,	9
Housekeeper,	4
Matron,	2
Inspector of Shops, Park Dept.,	1
Park Policeman,	33
Marine Engineer,	1
Stenographer and Typewriter,	1
Night Officer, Dept. Public Charities,	9
Mechanical Engineer,	8
Keeper,	1
Promotion Computer to Asst. Engineer,	2
Pilot.	6
Plumbing Inspector,	14

POSITION.	NUMBER ON LIST.
Brought forward,155
Medical Sanitary Inspector,	76
Property Clerk,	2
Laboratory Attendant,	2
Purchasing Agent,	11
Life Saver,	2
Assistant Resident Physician,	6
Clerk,	14
	<u>268</u>

The appointments during the month were as follows,

Appointments,	264
Promotions,	3
Resignations,	48
Dismissals,	48
Deaths,	5

LABOR BUREAU.

Applications on file	9,772
Applications received during month,	320
Appointments,	160
Promotions,	6

The Expense Account for the month is as follows:

Office Staff, Clerks,	\$ 781.15
" " Examiners,	1,344.99
" " Labor Bureau,	200.00
	<u>TOTAL</u>
	\$ 2,326.14
Incidental Expenses, postage, messenger & tele- phone service, etc.	119.19
	<u>GRAND TOTAL,</u>
	\$ 2,445.33
Balance in appropriation,	\$16,568.56
Total expense account for June,	2,445.33
	<u>BALANCE OF APPROPRIATION,</u>
	\$14,123.23

S. William Orisco
Secty.



NEW YORK CITY CIVIL SERVICE BOARDS,
NEW CRIMINAL COURT BUILDING

COMMISSIONERS.
EVERETT P. WHEELER, CHAIRMAN,
EDWIN L. GODKIN,
EDMUND RANDOLPH ROBINSON,
CHARLES W. WATSON,
J. VAN VECHTEN OLCOTT,
S. WILLIAM BRISCOE,
SECRETARY AND EXECUTIVE OFFICER.

NEW YORK, July 9, 1896

Hon. William L. Strong,
Mayor New York City.

Dear Sir;-

I herewith submit the monthly report of the Secretary and extracts from the minutes of the New York City Supervisory and Examining Boards for the month of June, 1896.

Yours respectfully,

S. William Briscoe
Secretary.

July

Yours respectfully,

Secretary.

Examining Board for the month of June, 1896.

Extracts from the minutes of the New York City Superintendency and

I herewith submit the monthly report of the Secretary and