

# Civil Service LEADER

America's Largest Weekly for Public Employees

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Report

See Page 3

## Capital District Seminar Points Up "Leadership"

ALBANY, May 15 — Leadership — its qualities, effects, sources and purposes — was the theme of the second annual seminar on public and community relations sponsored here last week by the Capital District Conference of the Civil Service Employees Association.

Nearly 200 persons in the Capital District met in the auditorium of the State Health Department to attend an afternoon session to hear a clergyman and three business executives discuss leadership in its various forms.

A session in the evening was de-  
(Continued on Page 13)



**MODERATOR:** Stanley Freedgood, public relations director for the Capital District Conference of the Civil Service Employees Assn., served as moderator during the conference seminar on "Leadership." He is seen here listening to one of the four afternoon speakers.

**SPEAKER:** The Rev. Robert C. Lamar, of First Presbyterian Church, Albany, spoke on "Training Leaders" at the CSEA Capital District Conference on "Leadership," held in the auditorium of the State Health Dept. in Albany last week.



**TOASTMASTER:** Joseph F. Felly, president of the Civil Service Employees Assn., is seen as he acted as toastmaster for the dinner session of the CSEA Capital District Conference seminar on "Leadership."

## Levitt Rules School Districts Can Pay Aides Overtime

In a recent opinion rendered by State Comptroller Arthur Levitt, it is permissible for school districts to pay their employees overtime "at said rate as the governing board (of the school district) may determine."

Mr. Levitt in a letter to a superintendent of schools, cites as authority Section 90 of the General Municipal Law. This section provides that overtime compensation may be paid to employees of any municipal corporation or other civil or political divisions of the state. Mr. Levitt's letter stated that it was his opinion that school districts fall within the general definition of civil divisions or political subdivisions and therefore provided the statutory approval for a school district to "compensate its employees at the rate of time and one half for overtime work."

The informal opinion of the Comptroller was the result of correspondence between the school district involved and the Civil Service Employees Assn.

The issue was raised by a report of municipal auditors that no clear authority seemed to exist for the overtime payment. The Association tried to introduce a bill during the past session which would have cleared up the legal comparison, but due to time and political factors involved, the bill was deferred until the next session. Meanwhile, school districts can operate and pay overtime under the recently rendered opinion of the Comptroller.

## Carlino Asks Local Nassau Units To Act on Pay Raises

Mineola, May 15—Assembly Speaker Joseph F. Carlino, the new Republican leader of Nassau County, has called upon town, village and special district units—which employ some 19,000 persons—to match the pay raises which he recommended for 9,000 county workers.

Carlino, in his pay raise program, said he hoped his recommendations on the county level would "establish a pattern for subordinate units of government within the county." It appeared that the townships, at least, would make an effort to institute raises by July 1, the date set by Carlino

for the county pay increases to take effect. However, Carlino said that the towns might not be able to increase their pay scales until Jan. 1.

Carlino proposed salary boosts averaging about \$600 for county workers. The revamping of employee compensation followed along the lines of the McKinsey report, which formed the basis of a recently adopted state salary plan. The Carlino program also was extended to cover hourly employees, and to provide \$900-a-year flat pay raises for county policemen. If villages should follow this pattern, several thousand village police officers would be affected.

### Systems Similar

Nassau's three townships currently operate under graded salary programs, developed by H.  
(Continued on Page 3)

### Why The Delay?

At this time of year, The Leader receives an unusual amount of photographs and chapter material as the result of elections of officers, presentation of awards, year-end sessions and social activities.

If your material is not seen immediately, please be patient. All usable material will be printed as quickly as possible and in the order of time in which it reached The Leader offices.

## CSEA Activity Goes Down To Wire On Laborer Allocation

ALBANY, May 15—Down to the wire activity is being exerted by the Civil Service Employees Association to insure that laborers in Public Works Dept. receive the highest job grading possible.

As the result of CSEA efforts, these laborers are about to be placed on an annual salary basis in the classified service.

As recently as last week, the Employees Association in a personal meeting pressed J. Earl Kelly, director of the Division of Compensation and Classification, to use the broadest comparative base possible in determining the grade in which to place laborers.

Citing surveys that showed laborers to be "grossly underpaid," the Employees Association asked Mr. Kelly not to "miss the excellent opportunity to allocate laborers to a wage level equated to private industry, in accordance with the stated policy of the Governor."

The allocation decision is expected soon.

In the meantime, the CSEA pointed with some pride to the recent advances it has made in behalf of laborers employed by the State.

As outlined in a recent communication from CSEA President Joseph F. Felly, these advances give laborers:

1. **Annual Pay Basis**—the State Division of Classification and Compensation will allocate the title of laborer to an appropriate salary grade under Section 130 of the Civil Service Law no later than July 27, 1961. Such salary shall be paid retroactively to May 1, 1961. As you know, CSEA won substantial improvement in all state pay grades this year.

2. **Credit For Year in Service**—you will be given salary increment credit for your years of service when your position is placed in the salary grade.

3. **You Will Be Eligible For**

**Longevity Increments** — your years of service will entitle you to an extra pay increment if you are five years at the maximum grade, and another pay increment if you are ten years at the top of your grade.

4. **Equal Pay For Equal Work**—the duties performed by each laborer will be examined and if you are doing the duties of another position you will get the title of that position, with the salary that goes with it, and if such title is in the competitive class, the incumbent of the position will automatically be put in the competitive class. Many laborers have been performing the duties of higher positions and thus will receive pay for such higher positions.

5. **Benefits of Annual Pay Basis**—laborers will receive all the benefits of being on an annual pay basis including coverage under the State Attendance Rules from the first day of employment.

6. **Meal Allowance For Overtime**—for the first time laborers will be eligible for \$1.50 meal allowance if kept on duty for three hours beyond the regular work shift.

### Named Staff Chief

ALBANY, May 15 — Col. Kenneth P. Van Ingen of Menands has been appointed chief of staff for the New York Guard headquarters. He succeeds Col. Joseph A. Moore. Col. Van Ingen is the executive officer for the Albany County ABC Board.



**GAIN 5-POINT PLAN:** Montgomery County Board of Supervisors recently granted the 5-point pension contribution plan, authored in the State Legislature last year by the Civil Service Employees Assn., to county employees. Seen here at a ceremony to sign the needed local legislation are, from left, Chester Iwanski, finance chairman of the Board; Thomas Ryan, Board chairman, and Richard Tarmey, representative of Montgomery County chapter, CSEA.

# IN CITY CIVIL SERVICE

By VAN KARDISCH

## Shavuoth Services

The Civic Center Synagogue, 81 Duane St., Manhattan, will hold Shavuoth holy day services starting at sundown Saturday, May 20, through Monday May 22. The memorial (Yiskor) prayers will be held on Monday between the hours of 8 a.m. and 2 p.m.

For the first time the new addition to the Synagogue will be used for the Yiskor prayers. Arrangements are being directed by Jacob J. Rosenblum, Synagogue president and head of the Memorial Services Committee, aided by David Drescher, executive vice president.

## St. George Assn.

The St. George Assn. of the Fire Department will hold its annual Scholarship Dance on Sept. 15, at Astorian Manor. It recently held the annual Communion Breakfast, and is holding its regular meeting at the Tough Club on May 16.

## Order of Hibernian Cite H. W. Farrell

Immediate past president Harold W. Farrell of Division 2, Ancient Order of Hibernians, will be presented with a plaque for his dedication to fostering Irish culture and traditions. The presentation will be made on Saturday, May 20 at ceremonies to be conducted from 4 to 7 p.m. at the Irish Institute, Manhattan.

The committee for the presentation ceremonies includes John J. McCabe, chairman; Judge John J. Mangen, Edward T. O'Connell, Paul P. Burke, James F. Tobin, James J. McGerr, Edward P. M. McSweeney, James J. McMahon, Joseph P. Sullivan, and Frank Moran.

## \$2,000 For Youth

A \$2,000 check was presented to the New York City Fire Department's Explorer Program by Welfare Fund Committee Chairman George F. Mand, first deputy fire commissioner. Francis J. Love, assistant chief of department and head of the Explorer Program, accepted the check.

Representatives of the Uniformed Fire Officers Assn., the Uniformed Fireman's Assn., and the Uniformed Pilots and Marine Engineers Assn., attended the presentation.

## Lt. Biaggi Gets Nod As C. U. Director

Det. Lt. Mario Biaggi of the New York City Police Department was unanimously elected to the Board of Directors of the Municipal Credit Union of the City of New York.

In previous years, Lt. Biaggi was a first vice president of the Policemen's Benevolent Assn., executive member of the National Assn. of Civil Service Employees Retirement System, and as a member of

the Police Pension Board.

He has been a policeman 18 years during which time he has received 27 commendations.

At present he is also president of the Grand Council of Columbia Assns. in Civil Service.

## Police Notes

Jacobs S. Katz has been appointed deputy commissioner in charge of administration for the New York City Police Department . . . Lt. Winfield J. Wray of the Police Department photo bureau received a commendation for duty performed in November, 1960.

## A Nice Idea

The New York City Transit Authority has launched a program advocating bus and subway passengers to be more polite. Posters are to be distributed in all Transit Authority operated installations used by the public, asking them to make use of such expressions as:

"Please, sorry and thanks."

## Mass-Breakfast Of Catholic Guild Set For May 21

The Catholic Guild of the Office of Manhattan Borough President will hold its 22nd Annual Corporate Communion Mass and Breakfast on Sunday, May 21.

Holy Mass will be celebrated at 9:00 a.m. in St. Andrew's R.C. Church (Upper Church—opposite the Municipal Building) and breakfast will be served at 10:15 in the Windsor Room of the Hotel Commodore, 42nd St. at Lexington Ave. The Rt. Reverend Monsignor Joseph A. Nelson, D.D.P.A. is spiritual director of the Guild.

Principal Speakers will be the Rev. Father Albert Murray, S.C.P. of the Paulist Fathers; Manhattan Borough President, Edward R. Dudley and the Rt. Reverend Monsignor Joseph A. Nelson, Pastor of St. Andrew's Church.

Edward L. Coby is general chairman, Deputy Commissioner James J. Farley, toastmaster; Walter Gillen, chairman of Ticket Committee; Thomas J. Watson, Hotel Arrangements and Joseph R. Krajel is president of the Guild.


## Catholic Guild Holds Communion Breakfast

The Catholic Guild of the New York City Housing Authority hold its 15th Annual Communion Breakfast on Sunday, May 21 at 10 a.m. in the Hotel Commodore, Manhattan. The breakfast will be preceded by a Mass and a Corporate Communion at 9 a.m. at St. Andrew's Church, Duane St.

The guest speaker will be the Right Rev. Mgr. James V. Hart, Pastor of the Blessed Sacrament Church, The Bronx.

## CITY EMPLOYEE EVENTS CALENDAR

- MAY 18, NEGRO BENEVOLENT SOCIETY, Department of Sanitation, 81 West 115 St., Manhattan, 8 p.m.
- MAY 18, HEBREW SPIRITUAL SOCIETY, Clubrooms, 40 East 7 St., Manhattan, membership meeting, 7:30 p.m.
- MAY 18 IRISH AMERICAN ASSN., Department of Sanitation, Hotel New Yorker, North Ballroom, 34th St. & 8th Ave, Manhattan, 8 p.m., election of officers.
- MAY 19, UNIFORMED FIRE OFFICERS ASSN., Local 854, Hotel Martinique, Manhattan, 8:30 p.m., nominations for executive board.
- MAY 20 COLUMBIA ASSN., Department of Hospitals, annual dance, Loyola Hall, Rogers Ave. & Carroll St., Brooklyn.



STATE OF NEW YORK  
EXECUTIVE CHAMBER  
ALBANY

NELSON A. ROCKEFELLER  
GOVERNOR

April 14, 1961

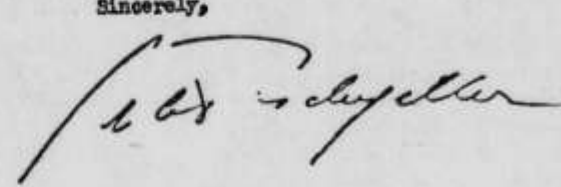
Dear Mr. Kyer:

This is to express to you my appreciation for the favorable editorial comments in your issue of Tuesday, March 28, concerning the State pay increase program and the final settlement of the Parole Officer problem.

Although it has been my aim since the fall of 1958 to try to achieve State salary levels which were comparable with those of private industry, it wasn't until this year, armed with the results of the McKinsey study and with the support of the Leader and others who were interested in substantial salary adjustments, that we were able to bring this long-awaited change into reality.

You have performed a truly valuable public service in supporting my efforts and I deeply appreciate your assistance.

Sincerely,



Mr. Paul Kyer  
Editor  
Civil Service Leader  
97 Duane Street  
New York 7, New York

GOVERNOR CITES LEADER SUPPORT: Two recent Leader editorials drew praise from Governor Nelson A. Rockefeller. His letter on the editorials is reproduced above.

## Municipal Group Annual Meeting Set For May 17

The Municipal Personnel Society will hold its annual dinner meeting on Wednesday, May 17 at 6 p.m. at the Hotel Earle in Manhattan. Guest speaker for the evening is Charles Preusse, former City administrator. He will talk on "Reflections on Municipal Personnel Management."

Lewis Orgel of the City Register will act as master of ceremonies. Miss Helen Godwin of the Office of the City Administrator is in charge of reservations.

Highlight of the evening will be the first presentation of the Harold Levine Memorial Award by Joseph Rechetnick, Director of Personnel of the New York City Housing Authority. The award is to be presented for the next 10 years for "outstanding service in Municipal Personnel Administration."

New officers elected at the April meeting will be installed at this dinner-meeting. The new officers are John W. Allen, president, of the Housing and Redevelopment Board; Norton Nabelberg, vice president, Transit Authority; Frances R. Goldberger, secretary, Personnel, and Samuel Brecher, treasurer, City Register.

## North Hempstead Set For May 24 Meeting

The regular meeting of the Town of North Hempstead Unit, Nassau chapter, Civil Service Employees Association, will be held at Town Hall, Manhasset at 8:00 p.m. on Wednesday, May 24. The final report on the eight point program will be given. All members are urged to attend.

Pass your copy of The Leader On to a Non-Member

## City Seeks Engineer Draftsmen at \$5,150

New York City needs civil engineering draftsmen at \$5,150 a year to start. The maximum salary is \$6,590. Some vacancies are in City Departments for which City residence is not required.

In order to qualify for this test candidates must have one of the following: (1) A baccalaureate degree in civil engineering issued after completion of a four year course in an accredited college or university. (2) An associate in applied science degree awarded by a community college or technical institution in an appropriate course of study and two years of experience in civil engineering drafting work. (3) A high school diploma and four years of experience in-

cluding two years in civil engineering drafting work.

Application blanks are available at the Applications Section of the Department of Personnel, 96 Duane St., New York 7, N.Y. Applications will be mailed on request if the request is accompanied by a stamped, self-addressed envelope. The deadline for filing applications is October 3.

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**READ The Leader every week for Job Opportunities**

## Shoppers Service Guide

**Help Wanted**  
**CAFFTERIA CHAIN**  
**PART TIME - FULL TIME**  
HELP wanted for cafeteria work, scheduled to fit off duty hours. Some food service experience desired, although not necessary. \$1.25 an hour to start.  
**INDUSTRIAL FRESHWAY CORP.**, 36-14 Steinway Street, Long Island City.

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**GUARDS**—Part-Full Time. Must have pistol permit. Retired police officers, preferred. Inquire Veteran Detective Bureau, Inc., 4197 Park Ave. Ex 60, 11 AM to 7 PM.

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# MENTAL HYGIENE MEMO

By WILLIAM ROSSITER  
CSEA Mental Hygiene Representative

(The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper or of any organization).

## Communications

**JUST AS YOUR EMOTION** can make you ill, so, too, can poor communications cause sickness to business, education, labor organizations or management.

**EFFECTIVE COMMUNICATIONS** comes mainly through its various channels, as the printed word in newspapers, books, magazines, audio-visually through pictures, television and personal contacts.

**THE STRUGGLE** to plant ideas in the minds of groups in order to influence actions by these groups has increased in intensity the past few years.

**WE HEAR SO MUCH** about the lack of good communications in our every day living and witness its effects on us.

**THE CSEA HAS TO** constantly face this problem in its organization. Any large association, in an attempt to be successful, has to surmount this problem.

**WHERE DO WE STAND** re communications and what is our policy in order to keep our membership informed? We have chapter, conference, board of directors' and delegates meetings, each with elected or appointed officers, committees and representatives. Our field representatives work closely with our chapters and conferences.

**AT THE VARIOUS LEVELS** we have many committees whose duties are to inform, educate and act. Our public relations office is a busy one.

**SOME OF THESE COMMITTEES** that function in our organization are: Membership, Legislative, Salary, Legal, Political Action, Education, Resolutions, Grievance, Charter, County Division Problems, Attendance Rules and Public Relations.

**THERE ARE, OF** course, other special committees that deal with special or departmental matters.

**MANY MEMBERS DO** not attend meetings so they rely on the Civil Service Leader, special bulletins and contacts at the local level to obtain information and keep abreast of the workings of the Civil

**IT IS A DIFFICULT** task to keep 90,000 members informed of CSEA objectives, activities and proposals. This is especially true since ours is a large state-wide organization.

**OUR EDUCATION COMMITTEE**, very recently, after considerable study and work, published a new and excellent manual of Chapter Organization. This manual contains a wealth of vital information that chapter officers should study and learn so as to be able to disseminate its contents to the membership.

**A WELL INFORMED** membership that knows its rights, its rules and regulations, realizes that they have a pretty good deal in CSEA.

**YOUR OFFICERS AND** representatives work many hours without pay — many times the remuneration consists of criticism and abuse from the very people one is trying to help.

**MEMBERSHIP IS ONLY** \$10.40 per year. Our goal is 100,000 members this year and with your cooperation we can reach this objective.

**THE AFL-CIO ADMITS** that we have them staggered re membership — lets deal the knock-out blow.

**DON'T BE A FREE LOADER** — join your fellow workers — they don't like people who get benefits from the next guy's dollars.

**WE HOPE THAT** this communication is both healthy and beneficial.

# Double Workshop Held By Central Conference

(Special to The Leader)

Oneonta Chapter CSEA was host to the Spring Meeting of the Central and County Workshop Conferences held recently. All sessions were held at Jerry's Restaurant, in Oneonta. Local arrangements were under the direction of Agnes J. Williams and Marion Wakin.

Mrs. Florence A. Drew, President of the Central Conference, presided at the business meeting. Reports were received from various committees and plans were announced for the June meeting to be held June 17, 1961 at Schine Inn, Massena, New York.

Past President John E. Grave-line reported for the Nominations Committee and for the year 1961-1962, the following were nominated for officers: President Florence A. Drew; First Vice-President Edward Limner; Second Vice-President Tom Ranger, Secretary Gertrude H. White and Ida Meltzer; Treasurer Irma German. Ballots will be mailed out to all Chapters and results of the voting will

be formally announced at the Annual Meeting at Massena.

### Borelly Presides

The Central New York Workshop session was conducted by President S. Samuel Borelly. A large number of items came up for consideration. Officers of the Workshop expressed gratification with the large and enthusiastic turn out. Announcement was made that the newly formed Tloga County Chapter will hold its installation meeting at the V.P.W. Hall, Owego, New York on Tuesday, May 16th.

Following the separate sessions of the Conference and Workshop delegates, the combined meeting of the two groups heard Frank Lasch, Assistant Counsel for the Association review the legislative action accomplished in the last session. Mr. Joseph F. Felly, President of the CSEA added a few personal comments.

At the Conference session, the group went on record to express condolences to the family of Harry

Fox ad also to the State Association for its great loss.

Following a delightful social hour, the visiting delegates joined with the members of Oneonta Chapter for a roast beef dinner. Toastmaster duties were capably handled by Dr. Frederick Beck, Director of Home Folks Hospital, Oneonta. Dr. Beck drew on his wide acquaintance with Civil Service people all over the state and for many it was a delightful reunion.

### Assemblyman Speaks

The main speaker of the evening was Assemblyman Edwyn E. Mason of Delaware County. Mr. Mason's talk was a gem. It was evident that he had devoted a lot of time to research, as he showed the beginning, the growth and development of the Civil Service movement in New York State. He urged that all Civil Service workers become familiar with the hard work that was necessary to place merit and fitness on the high plane in which it is regarded today in public service.

Among the prominent visitors attending the sessions were State President Joseph F. Felly; Second Vice-President Raymond G. Castle; Third Vice-President Vernon A. Tapper; Fifth Vice-President Claude E. Rowell; Secretary Charlotte Clapper and Treasurer Theodore Wenzel, as well as James Anderson, President of the Southern Conference and Hazel G. Abrams, Chairman of the Capital District Conference.

### Future Meetings

The Central Conference and Workshop reported the following schedule for meetings for 1961-1962. September 16, 1961 — The Beeches, Rome, New York — Fort Stanwix Chapter as Host; Winter Meeting at Syracuse, New York February 17, 1962 with Syracuse the Host Chapter which will be celebrating its 25th anniversary; Spring Meeting in April 1962 at Binghamton with Binghamton and Elmira Chapters as Host. The Annual Meeting in June 1962 will be in Ithaca, New York with Willard State Hospital and Tompkins County Chapter as Host.

# Syracuse Area Armory Aides Elect Officers

CORTLAND, May 15 — The Annual Meeting and Election of Officers of the Syracuse and Vicinity Chapter of Armory Employees, Civil Service Employees Association, was held at the Home of The Veterans of Foreign Wars in Cortland.

At the conclusion of an interesting and very constructive talk concerning the new Reclassification and Staffing Pattern for Armories by Ben Roberts, area representative of the Civil Service Employees Association, the recently revised By-Laws of the Chapter were reviewed and later approved by the membership.

### Election

The nomination and election of Officers followed, with Arthur W. DeLaney, Superintendent, Air Na-

tional Guard Armory, Hancock Field, Syracuse, retaining his post as the Chapter President. Francis Farmer, also of the Air National Guard Base, and former Secretary-Treasurer of the Chapter became the Vice-President. Wilfred J. Hiron of the Geneva Armory was elected to fill the office vacated by Mr. Farmer, as the Secretary-Treasurer.

Dumont (Dewey) Baker, Jefferson Street Armory, Syracuse, and W. J. Hiron, Geneva, were selected to represent the Chapter at the fifteenth Annual Meeting of The Armory Employees Conference which will be held on the 18th and 19th of this month in the Armory at Watertown.

The members enjoyed a buffet lunch, served by a group of V.F.W. Auxiliary, following adjournment of the meeting.

# Carlino Seeks Pay Hikes In All Nassau

(Continued from Page 1)

Elliot Kaplan, prior to his service as state civil service commissioner. The town schedules are similar to the county system, also developed by Mr. Kaplan, during a reclassification study several years ago. It appeared that the McKinsey-Carlino formula, being made applicable to county salaries, could easily be transferred to town schedules.

## Sullivan Named Senate Secretary

ALBANY, May 15 — John J. Sullivan of Buffalo has been named acting secretary of the State Senate.

The appointment was announced by Senate Majority Leader Walter J. Mahoney. Mr. Sullivan has been serving as administrative and executive secretary to Mr. Mahoney.

In his new post, Mr. Sullivan will receive a salary of \$20,486. His former position will be handled by Albert J. Abrams of Newburgh, formerly a special assistant to the majority leader.

The Carlino program involves creating a sixth step in the current five step graded program. Longevity pay also is increased in the Carlino schedule. The Carlino program is expected to be placed before the Nassau Board of Supervisors for approval in the near future.

Meanwhile, the Nassau County Attorney's office was reported to be readying a new grievance machinery plan for approval of the supervisors. The Nassau Chapter of the Civil Service Employees Association has long campaigned for such a program. The one in preparation was said to be similar to state grievance panels. It was authorized by County Executive Paterson.

## Correction

Last week, The Leader carried a photo reporting the installation of Orange County chapter, Civil Service Employees Assn., officers. The installation was of the Mid-Hudson chapter, CSEA, and The Leader regrets the error.



**RETIRED HARLEM AIDES:** Shown above are former employees of Harlem Valley State Hospital who have retired since April, 1960. From left to right, first row, are: Cecile I. Schuit, Thomas Gordon, Lucy Clarkson. Second row: Herbert H. Fay, George Eighmie, William Pendergast, Howard Clarkson.

## Where to Apply For Public Jobs

The following directions tell where to apply for public jobs and how to reach destinations in New York City on the transit system.

**NEW YORK CITY**—The Applications Section of the New York City Department of Personnel is located at 96 Duane St., New York 7, N.Y. (Manhattan). It is two blocks north of City Hall, just west of Broadway, across from The Leader Office.

Hours are 9 A.M. to 4 P.M. closed Saturdays except to answer inquiries from 9 to 12 A.M. Telephone COrtland 7-8880.

Mailed requests for application blanks must include a stamped self-addressed business-size envelope. Mailed application forms must be sent to the Personnel Department, including the specified filing fee in the form of a check or money-order, at least five days before the closing date for filing applications. This is to allow time for handling and for the Department to contact the applicant in case his application is incomplete.

The Applications Section of the Personnel Department is near the Chambers Street stop of the main subway lines that go through the area. These are the IRT 7th Avenue Line and the IND 8th Avenue Line. The IRT Lexington Avenue Line stop to use is the Brooklyn Bridge stop and the BMT Brighton Local's stop is City Hall. All these are but a few blocks from the Personnel Department.

**STATE** — First floor at 270 Broadway, New York 7, N. Y. corner of Chambers St., telephone BAclay 7-1616; Governor Alfred E. Smith State Office Building and The State Campus, Albany; State Office Building, Buffalo; Room 400 at 155 West Main Street, Rochester (Wednesdays only); and 141 James St., Syracuse (first and third Tuesdays of each month).

Any of these addresses may be used for jobs with the State. The State's New York City Office is two blocks south of Broadway from the City Personnel Department's Broadway entrance, so the same transportation instructions apply. Mailed applications need not include return envelopes.

Candidates may obtain applications for State jobs from local offices of the New York State Employment Service.

**FEDERAL** — Second U.S. Civil Service Region Office, News Building 220 East 42d Street (at 2d Ave.), New York 17, N. Y., just west of the United Nations building. Take the IRT Lexington Ave. line to Grand Central and walk two blocks east, or take the shuttle from Times Square to Grand Central or the IRT Queens-Flushing train from any point on the line to the Grand Central stop.

Hours are 8:30 A.M. to 5 P.M. Monday through Friday. Telephone number is YU 6-2626.

Applications are also obtainable at main post offices, except the New York, N. Y., Post Office. Boards of examiners at the particular installations offering the tests also may be applied to for further information and application forms. No return envelopes are required with named requests for application forms.

## U.S. Service News Items

### Enrollment in Retired Health Benefits Plan Tabulated by C.S.C.

Preliminary results of enrollment under the Retired Federal Employees Health Benefits Program have been tabulated by the Civil Service Commission.

Under this program, the Government contributes toward the cost of an annuitant's health benefits coverage \$6 a month for a family enrollment and \$3 a month for a self-only enrollment. If an annuitant continues in a qualified private health insurance plan, the Government contribution will be added to his annuity check.

If the annuitant elects to enroll in the uniform plan, for which the Commission is contracting with the Aetna Life Insurance Company, the Government contribution will go to help pay for the cost of that coverage. The annuitant's share of the cost will be deducted from his monthly annuity check.

Preliminary results show that 126,999 annuitants chose the uniform plan. Of these, 68,000 enrolled for self-only and 58,000 took family enrollments.

Some 91,999 annuitants chose to have the Government contribution added to their annuity check to help pay for coverage with private plans. Of these 38,000 claimed the \$3 contribution for self-only plans and 53,000 claimed the \$6 a month for family enrollment.

Over 36,000 annuitants elected not to participate in the program at this time.

### U.S. Application Form 57 Revised by C.S.C.

The Government's jobs Application Form, Standard Form 57, has been revised for improved format and clarity of information requested from the applicant. The revised form is the product of interagency consultation carried out by a special C.S.C. interbureau committee and also reflects consideration of more than 200 employee suggestions.

The Commission has suggested that a small number of cash awards be made. Many of the 200 suggestions were essentially the same and related to the same items. In such cases, if the suggestion was adopted, the one with the earliest date has been recognized for awards purposes.

### Bill on 10% Increase

The House Post Office and Civil Service Committee last week approves a bill to make the ten percent increase in benefits for over 400,000 retired Civil Service workers and their survivors permanent.

### Welfare Workers Group At Least \$30,000 Short

William P. Mallard, new treasurer of the Department of Health, Education and Welfare's Employees Association, revealed that only \$20,000 of the more than \$50,000 that was stolen from the Association last summer has been recovered through insurance.

Mallard also said that even more money could have been lost

through bad checks received by have been lost, Mallard said the Association. Such money could have been lost, Mallard said "without records to enable the best auditors to discover that fact."

### Louis Pellecchia Gets Navy Yard Award

The New York Naval Shipyard announced the establishment of the Material Laboratory Director's award for distinguished scientific achievement. Louis Pellecchia, a specialist in precision data transmission has received the award in this field.

Mr. Pellecchia has invented a data transmission system far more accurate than previous ones. The invention is a major contribution to the simplification of precision navigational systems employed in Polaris submarines.

### 2 Army Aides Honored

Two civilian employees of the First U.S. Army, Governors Island, have been honored. Isador Schrader received a Department of the Army "ten year length of service" emblem and certificate. Mr. Schrader is assigned to the intelligence section as a personnel security specialist.

Mrs. Mary E. Baptiste was awarded an "outstanding rating," a \$100 check, and an Army "sustained superior performance award." Mrs. Baptiste was cited for duty performed as a case reviewer in the intelligence section.

## Sr. Clerk Jobs For State Open; Test, June 24

Applications are available through May 22 for New York State senior clerk jobs with the Department of Public Works. Appointments will be throughout the State at DPW offices.

Starting salary is \$3,800 with a maximum of \$4,720 in five annual increases.

Candidates must have either one year of satisfactory office experience or graduation from a standard senior high school and one year of business school training. An equivalency diploma issued

by the New York State Education Department can be substituted for a regular high school diploma.

A senior clerk (Public Works maintenance performs or supervises varied office work in connection with the operation of a Public Works field office. He composes and types varied personnel forms and correspondence from basic records and verbal instructions.

The written test will be held June 24 and will cover office practices, arithmetic, table interpretation, spelling vocabulary and reading comprehension.

Candidates will also be required to pass a qualifying performance test in typing at a minimum speed of 40 words a minute with 95 per cent accuracy.

A promotion examination for this title will be held for the Department of Public Works at the same time as this open competitive examination. Although the promotion list must be used first in making appointments, it is expected that the promotion examination will not produce enough eligibles willing to accept appointments at locations where these vacancies exist.

Applications can be obtained at the State Campus, Albany or at Room 2301, 270 Broadway, New York City. The examination is No. 6103.

### John D. McKechnie Directs Utilities

ALBANY, May 15 — John D. McKechnie is the new director of the Division of Utilities for the State Public Service Commission. The job pays \$18,836 a year.

Mr. McKechnie is a career employee, having worked for the PSC since 1933. He succeeds Ernest A. Bamman, who retired May 1st.

### New Personnel Head

ALBANY, May 15 — Maurice Flasterstein has quit his post as supervising civil service investigator to become personnel officer for the Department of State.

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### Exam Study Books

to help you get a higher grade on civil service tests may be obtained at The Leader Bookstore, 97 Duane Street, New York 7, N. Y. Phone orders accepted. Call BEekman 3-4010. For list of some current titles see Page 16.



**AFTER 20 YEARS:** After more than 20 years of Federal service as an Army civilian employee, Roy Ansel, left, U.S. Army Engineer Office, Japan, receives an Army commendation for meritorious civilian service and an outstanding employee rating award from Lt. Colonel G. B. Stevens.

## Cattaraugus County Unit Installs Officers, Hears Galpin at Annual Meeting

Officers and board members of the Cattaraugus County chapter, Civil Service Employees Association, were installed by Albert Killian at the Chapter's annual dinner meeting held recently in Olean. Those installed were as follows: president: Mrs. Margieann Kinney, first vice president: David Bishop, Jr., second vice president: Clara F. Harris; secretary: Mrs. Elsie J. Beck and treasurer: Mrs. Mary Cawley.

Board of directors includes Edward Connors of Great Valley; Myron F. Klink, Anna Rae Present, Francis Sullivan, John Panado, all of Olean and Arthur Halley and Edward Ward of Salamanca.

The meeting was opened with an invocation being by Rev. Davis Bos, assistant minister First Presbyterian Church, Olean, N. Y. The Chapter president, Mrs. Kinney, gave the "welcoming address" to those present and introduced the toastmaster, Mayor Ivers J. Norton, City of Olean, who in turn introduced the following guests:

### City to Offer Prom. To Sr. Fingerprint Technician; \$4,250

A New York City promotion examination to senior fingerprint technician is set to open June 1. These jobs pay from \$4,250 to \$5,330 a year.

This test is open only to employees of the Department of Personnel who have been employed as fingerprint technicians for six months prior to Sept. 15. Eligibility for certification from a promotion list will be limited to permanent employees who have served as a fingerprint technician for one year prior to the date of promotion.

The written test is expected to be held on Sept. 15. It will count for one half of the total grade with seniority and performance making up the other half.

The written test may be of the limited essay type and may include questions on searching, filing, classification, terminology, and theory of fingerprints.

After June 1, applications may be obtained at the Applications Section of the Department of Personnel, 93 Duane St., New York N. Y.

Assemblyman and Mrs. Jeremiah J. Moriarty of Franklinville; Mrs. Ivers J. Norton; Mrs. David Bos; Noel and Mrs. McDonald, Allegany State Park Commission; Frederick and Mrs. Ogden, Olean Civil Service Commissioner; James and Mrs. Hannon, County Civil Service Commissioner, field representatives Richard Sage, and James Powers; Albert and Mrs. Killian; and Mrs. Helen A. MacDonald.

The main speaker for the evening was F. Henry Galpin, salary research analyst from staff headquarters Albany, N. Y. He spoke on Legislation and salary problems in the municipal subdivisions. He also presented an interesting and informative quiz on civil service. After the meeting he answered questions individually. While in Olean Mr. Galpin and Mr. Sage talked with members of the Olean School Board in regard to the retirement plan for non-teaching personnel of the Schools, and with a salary committee from the City of Olean and the Mayor.

Dinner chairman was Mrs. Eleanor Tillow assisted by Mrs. Dolores Fay.

The meeting closed with Benediction by Rev. Bos.

### Correction USA

A meeting with Commissioner of Correction Paul D. McGinnis and Deputy Commissioner John R. Cain highlighted the two-day semi-annual meeting of the Uniformed Supervisors Association of the New York State Department of Correction held at the Hampton Hotel in Albany recently.

The meeting was attended by a supervisory officer from each of the state correctional institutions. Presiding at the sessions was the group's president, Captain Addison V. Byram of Clinton Prison, Dannemora. Other officers are Lieutenant John Van Deusen of Great Meadow Correctional Institution, Comstock, Vice President Supervising Attendant Wesley La Porte of Dannemora State Hospital, Secretary; Supervising Correction Officer Beryl Morris of Westfield State Farm, Bedford Hills.

Guests of the Association at a Commissioner McGinnis, Deputy Commissioner Cain, Deputy Commissioner Benjamin Weinberg and Joseph F. David, Public Information Officer.

## State to Save \$13,000,000 Next Year, Levitt Announces

Albany, May 15—The State of New York will save at least \$13,000,000 next year by the elimination of the deficiency payments made by the State to the employees of the Retirement System, it was announced today by Comptroller Arthur Levitt.

Since 1921 the State has had to make additional payments to the system for their employees to cover costs incurred by the system in excess of the amount received from their normal contributions. The deficiency to the State in 1921 was \$115,000 and it has been rising constantly since that time. Last year it amounted to 13.5 million. The bill for this amount is now being rendered.

Deficiency payments were necessary in order to pay additional costs involved on account of prior service of State employees, interest deficits, change of mortality tables, new benefits, and a variety of other items.

Commenting on this development, Levitt said, "This saving will offset the additional amount

the State will have to pay to meet the cost of the five per cent take home pay plan granted State employees. This offsetting of expenditures makes a wholly non-contributory system for State employees feasible from a cost standpoint. The additional sum necessary for a non-contributory system over and above the cost of the five per cent plan would be perhaps six or seven million dollars per year. The enactment of the five percent plan has already carried

us two thirds of the way towards the goal of a wholly non-contributory retirement system."

The State itself is the first to have its deficiency contributions end because it was the first to start making such payments. Each year from now on certain municipal employers will also end their deficiency contributions. Within the next three years most of the major cities and counties will have ended their deficiency contributions.

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TUESDAY, MAY 16, 1961

## Good Start In Nassau

**A**N encouraging start was made by Assembly Speaker Joseph F. Carlino as the new GOP leader in Nassau County. After a drought of nine years without a general pay increase in the public service, he has made salary hikes for county employees one of his first major acts.

Credit is also due the Nassau County chapter of the Civil Service Employees Assn., under the leadership of its president, Irving Flaumenbaum. Through patient, thoughtful negotiations the Chapter has made a public name for itself as the official county employee spokesman. Mr. Carlino, himself, has acknowledged the role of the Chapter in bringing on the pay raises.

Nassau County employees do need some other, non-budgetary items. These include grievance machinery and recognition of the hard and fair work of the CSEA chapter by permitting pay roll deduction of dues.

Mr. Carlino has made a good start. We are sure he will finish with a complete and up-to-date employee program.

## Talent Needed Now!

**T**HE NEW YORK CITY Police Department is not the only City agency suffering from a shortage of personnel. Mayor Robert F. Wagner last week revealed that 20 per cent of the City's 30,000 professional, technical and managerial jobs are vacant.

Mayor Wagner said that the City's position must be improved to the point that it can compete for talented people on the same footing with private industry. In June an 18-month study will get underway to analyze the present Civil Service policies. The aim of the study will be to map a course for the City so it can attract top talent.

This problem of losing top talent to private industry is not new, and resolving it is long overdue. In this space age there is a need for more professional-technical-managerial people.

There certainly can be no doubt that current policies do nothing to fill vacancies in important posts. It is commendable that the Mayor has ordered a study.

## Questions Answered On Social Security

What change was made in the amount a social security beneficiary may earn and keep all his social security checks for a year? A person earning over \$1200 per year will still have some deductions made from his benefits. However, instead of making the deductions by holding up entire checks for one to twelve months of the year, \$1 will be held out for each \$2 of earnings between \$1200 and \$1500 in the year, and \$1 for each \$1 of earnings over \$1500. For example, if a husband and wife are getting \$150 per month, they will still get at least \$650 in benefits even if the husband earns \$2500 in the year. For full details as to how much you may earn and still get some benefits, write your social security district office. All beneficiaries will still get a full month's benefits for any month in which earnings are less than \$100, no matter how high the annual total.

I haven't worked in jobs where social security was taken out since 1934. What I'd like to know is if I can pay into social security myself so that when I get to be 62

years old I'll be able to receive payments.

No. You cannot voluntarily contribute to social security to build up credit toward benefits. To receive social security credit, you must work in jobs that are covered by the Social Security Law, or if you are self-employed, in a trade or business covered by the Law.

How much can be paid to the family of the worker who dies? Monthly payments range from \$33 a month to a family maximum benefit of \$254. A lumpsum payment is made even where no monthly payments are made, from \$99 to \$253.

My minor child was not eligible for benefits when his real father died because he was living with and being supported by his stepfather, my present husband. Do the 1960 amendments change that in any way?

Yes. A child can now always be paid on his natural father's earnings record, even though living with and supported by a stepfather.

## LETTERS TO THE EDITOR

Letters to the editor must be signed, and names will be withheld from publication upon request. They should be no longer than 300 words and we reserve the right to edit published letters as seems appropriate. Address all letters to: The Editor, Civil Service Leader, 97 Duane St., New York 7, N.Y.

### Police Test Rapped; Idea For Recruiting Out-of-State Is Hit

Editor, The Leader:

The Police Department is undermanned by over 1,000 patrolmen. So they are considering out-of-state recruitment. Why should they do this? New York City has the largest urban population in the world; the largest number of qualified men than any other city.

I was one of the testees at the March 25 exam. 1,567 candidates took this exam; only 586 passed. Why?

The patrolman's exam, unlike other tests, is an unlogical perplexed "brain-teasing" conundrum. A moron could probably guess his way to a passing score wherein an intelligent and "sensitive" college grad could fail.

Only recently additional hurdles have been placed in the requirements. For instance, the passing score has been set at 75 per cent instead of the usual 70 per cent. Candidates are not permitted to keep test papers and protest the tentative answers as in other city exams. Candidates who take one written test for this position are not permitted to file another application for a least one year. The \$5 filing fee should give the applicants the same privileges as the other city exams.

Why should the Patrolman's exam be different?

Incidentally, State law permits abolishment of the application fee. Anyway, as for the patrolman's exam, I will keep my \$5 in my pocket because I have a strange "hunch."

BOILING POINT  
NEW YORK CITY

### Fire-Police Widows Rate Pension Hike; Need Is Urgent

Editor, The Leader:

When a fireman or policeman is killed in the line of duty his widow receives one half pay which is her husband's pension. The retired men have just received an increase of \$600 not to exceed \$2000. We should be raised to the same level because if our husbands were alive today that is what they would be receiving.

If 46 fire widows and 49 police widows went on relief they would fare better. The Dept. of Welfare would give them a check for \$106.40 a month, pay for hospitalization, doctors, medicine, clothing and household replacement. So why not give them a pension with dignity as they do not deserve to be treated this way. It is the City's obligation to look after them. These pensions have been the same for over 30 years despite the fact that the cost of living has doubled.

In most localities in New Jersey, Connecticut and New York State, a widow whose husband died a NATURAL death receives a pension of \$100 a month.

On Dec. 15th, 1960 a group of Police Widows wearing their medals, attended the meeting of the Board of Estimate. Three of us spoke. The Mayor told us that our case had never been brought



## Civil Service LAW & YOU

by HAROLD L. HERZSTEIN

Mr. Herzstein is a member of the New York bar

(The views expressed in this column are those of the writer and do not necessarily constitute the views of this newspaper or of any organization).

EVERY PUBLIC employee in New York State who is a member of any public retirement system has a contract with his system. It was given to every member by a majority vote of the people in 1938. The people made the contract part of the State Constitution, Article V, Section 7. The Constitutional provision on his subject is contained in one short sentence, and reads, as follows:

"After July first, nineteen hundred forty, membership in any pension or retirement system of the state or of a civil division thereof shall be a contractual relationship, the benefits of which shall not be diminished or impaired."

The sentence is short. It is simple too. But it is full of power.

AS A RESULT of the sentence just quoted, no one in the State can diminish or impair the rights of a member of a retirement system. When I say "no one" I mean "no one"—not even the Governor, or the Legislature, or a retirement board, or a court.

A FEW YEARS ago the New York State Teachers Retirement System adopted revised mortality tables which would have had the effect of reducing annuities by approximately 5%. The action was based on the theory that there had been an increase in longevity. Several teachers challenged the action of the System. In the Court of Appeals they received a strong assist from The Civil Service Employees Association, which filed a brief written by John T. DeGraff, Esq. of Albany, its attorney, as a friend of the Court.

IN THE COURT OF Appeals the Retirement System argued that if it were prohibited from using the new tables it would be plunged into bankruptcy. The Court of Appeals rejected its contention and made it clear that it was operating under the provision in the State Constitution and not under emotional arguments. It made the System adhere to the original tables because the members and the System had a contract under the provisions of the State Constitution. (Birnbaum v. New York State Teachers Retirement System, 5 N. Y. 2d 1, 1958.)

THE SYSTEM has been operating under the old tables, pursuant to the Court of Appeals' direction. Up to the present time it has not been plunged into bankruptcy and is paying all its members the obligations which it owes them under the old tables.

up before the Board, therefore never discussed and he would advise us to give all information to Abraham Beame, Director of the Budget. We have followed instructions and up to the present time we haven't heard from anyone.

Arnold E. Chase, Chief of Division of Prices and Cost of Living, Bureau of Labor Statistics, Washington, D. C. stated that a person 65 and over needs an income of \$1868 for a modest and adequate life in New York City. A younger woman would need more.

If nothing is done in the near future we are going to ask the 110 fire widows to join us in picketing City Hall. It would have to be a nice day as we want to get the ladies out who are over 70 and 80 years of age.

Yours truly,  
FLORENCE A. CHURCHILL  
THE BRONX, N. Y.

### Urges Readiness To Kill 'Death Gamble' In Pension Systems

Editor, The Leader:

Every civil service employees organization should start to plan now for the introduction of a bill to eliminate the "death gamble" from their retirement systems, similar to that recently signed by Gov. Rockefeller affecting the New York City Teachers' Retirement System. Considerable spade work will be required to have this much needed legislation enacted into law for all retirement systems.

The Federation of Associations of Employees of the Board of Education pioneered this pension measure during the 1960 Session, and again introduced a bill in both

houses in 1961. The New York City Teachers introduced a bill patterned on the Federation's and succeeded in convincing the Governor to sign their bill despite the objections of the Mayor.

The Federation's bill, limited to administrative employees, who are members of the Board of Education Retirement System, did not get out of Committee because the members felt that the Board of Education Retirement System has the power to enact the pension measure under its rules. On the other hand, as regards the Teacher's Retirement System, (and the New York City Employees' Retirement System as well) all pension measures have to be enacted by the legislature.

The administrative employees, and organizations of the Board of Education are steadfast in their determination to have the "death gamble" removed, and look forward to early enactment by their Retirement Board.

EDWARD T. KRUGLAK  
LEGISLATIVE REP.  
FEDERATION OF ASSOCIATION OF EMPLOYEES, BOARD OF EDUCATION

### Three Aid Civil War Commission

ALBANY, May 15 — Three state officials have been named to an advisory committee for the State Civil War Centennial Commission by Bruce Catton, chairman. They are:

Brig. Gen. Charles G. Stevenson, the adjutant general; Albert B. Corey, state historian, and John H. Rhodes, of the State Commerce Department.

**Syracuse Recruits Research Assistants, Dental Hygienists**

Syracuse's Municipal Research Department is seeking to research assistants for posts that pay a starting salary of \$4,900, with four annual \$150 pay increases to \$5,500.

A written examination for the posts is slated for June 24. Applications must be filed by midnight, May 31, at the office of the Onondaga County Civil Service Commission, 111 Onondaga County Courthouse, Syracuse 2, N. Y.

Applicants must have been legal residents of the state for at least one year prior to the deadline date for filing, and must have these other requirements: Graduation from a college or university recognized by the University of the State of New York, with a degree in economics, public finance or public administration; and:

Completion of 30 graduate semester hours and a master's degree in any of the first three fields, or political science, public law, business administration, or statistics; or one year's full-time experience in administrative research, personnel or other similar research work, or a combination of such training and experience.

Syracuse's City Health Department also is continuing its recruitment program for dental hygienists, for which no written test is required. The posts carry an entrance salary of \$3,850 and four \$150 annual increments to the maximum of \$4,450.

Legal residence in the state for one year, a high school diploma and completion of a course in dental hygiene are among requirements.

**Veterans Affairs Deputy Director, Ulysses S. Byram Dies**

The deputy director of the State Division of Veterans Affairs, Ulysses S. Byram, 59, has died. He was appointed Oct. 23, 1959, and immediately after his appointment served in the Executive Office in Albany, heading the administration and finance, research and publicity, and the veterans' rest camp.

After the reorganization of the Division of Veterans Affairs, Mr. Byram, on April 1, 1960, was designated deputy director in charge of the western area, with offices in the Chamber of Commerce building in Buffalo.

Prior to his appointment with the Veterans Affairs Division, Mr. Byram was employed by the New

York Central Railroad Police, and served as a correction officer at Attica State Prison for 23 years. He served nearly three years in the U.S. Navy in the Far East during World War II.

He was active in veterans affairs in Western New York, particularly in the Veterans of Foreign Wars. He was a member of the Wyoming County Republican Committee, and served as Attica Republican Committee Finance Chairman during several election campaigns.

He was a member of the Attica

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Village Board and of the Town and Village Health Board. He was a member of the Board of Directors of the Attica Red Cross Chapter and served as Blood Pro-

gram chairman for the past six years. He was a member of the Belmont Lodge, number 474, F and AM for more than 30 years.

Mr. Byram is survived by his wife, Aileen, and a brother, Addison.

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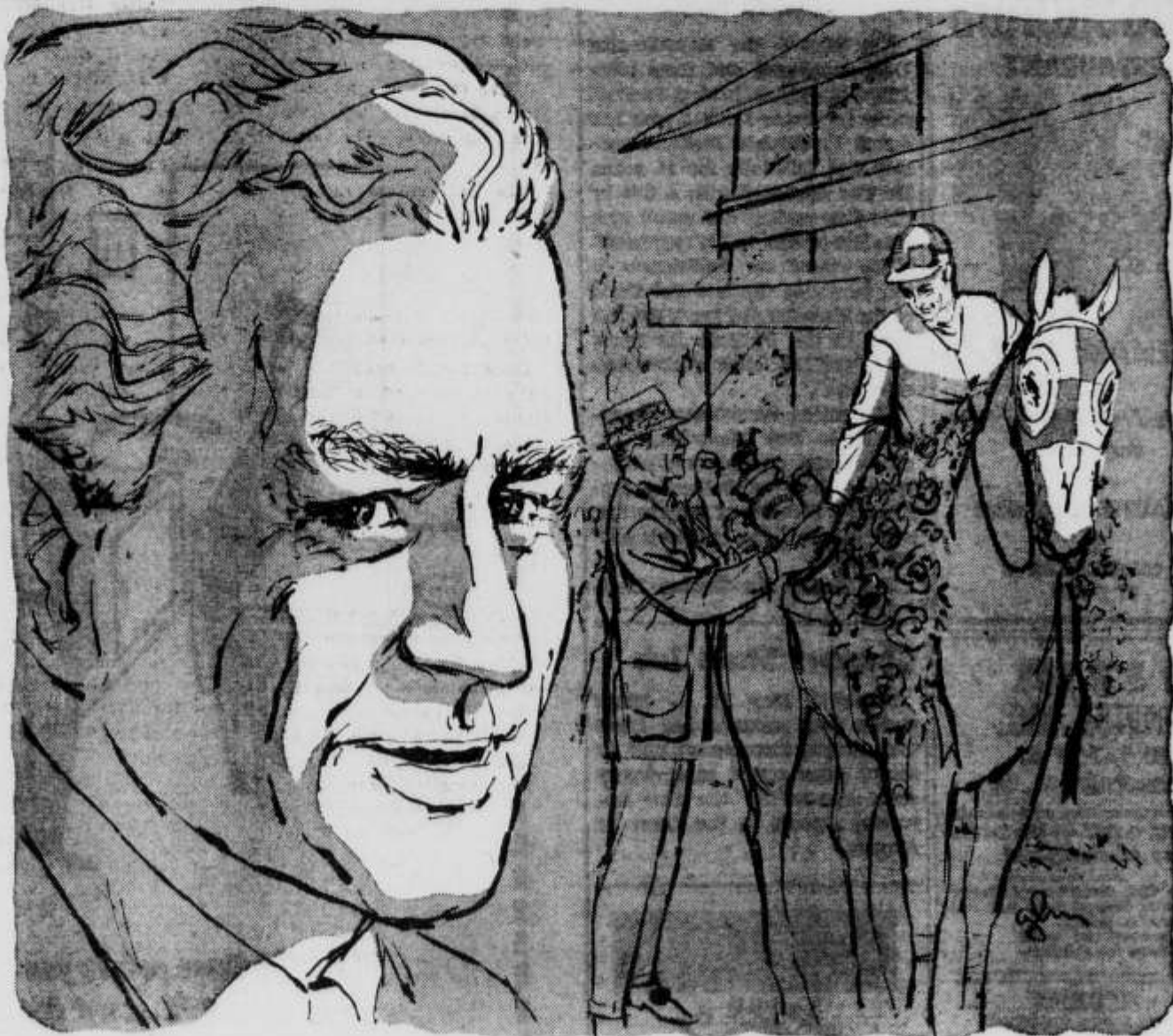
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# Psychiatric Institute To Elect on May 22

The Psychiatric Institute chapter, CSEA, closed nominations for election of officers on May 3rd. On May 9, nominations were taken from the floor. Elections will be held the week of May 22 and the new officers will be installed at a meeting which will be held on June 1 at 4 P.M. in the 10 North classroom. This will be a dinner meeting and we hope to have, as guests, all our new members, in order to welcome them into our chapter. We hope everyone will make an effort to come to this meeting.

### Farewell Party

On May 8 the Housekeeping Dept. employees and some other fellow-employees held a farewell party for Pablo Iglesias who has served Psychiatric Institute reliably and faithfully for 14 years. He was presented with a gift by his fellow workers and we all wish him lots of luck in his retirement. We extend our condolences to the family of the late Pat Coyle of the Housekeeping Dept. Pat had been at the Institute for many years and his fellow workers will miss him. Our sincere sympathy is also extended to Bob Montefusco, Sr. pharmacist, on the loss of his beloved father: to Catherine McAleer on the loss of her mother, and to John Ryan on the loss of his father. For Easter the Sewing Dept.

### Changes State Job

ALBANY, May 15 — Marie Cauley has resigned her State Civil Service Department post to accept appointment as a deputy state reporter for the Law Reporting Bureau in the Court of Appeals.

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made Easter baskets for all the children on the children's ward. Needless to say they were delighted. We want to thank the girls in the sewing room for helping make the children's stay here a pleasant one. Bon voyage to Eve Anderson who is leaving for Scotland in

### Merchandise

Good buys - straws from \$1.98 at ABE WASSERMAN, 16 Elizabeth St., Br. City Hall.

June. Have a nice trip. Sara Klein of the Record Room Get well wishes are extended to who is recuperating after surgery.

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A kilowatt-hour of electricity cost New Yorkers, on the average, a little over five cents back in 1945. Now that cost is down to a little over four cents for the same amount.

Electric bills may be bigger though, because most people are using more electricity. They're enjoying TV and air conditioning, which few people had back in 1945, and using many more work-saving appliances such as automatic washers, dryers, rotisserie broilers and dishwashers.



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# Civil Service Workers Seen As Major Tourist Block for Canada Duty-Free Centers

Civil Service employees from New York State and their families who visit Canada's vacation centers will account for the largest single block of pleasure-bent spending power to enter the Dominion borders this season, authorities expect.

The State's total civil service enrollment is more than 700,000, not counting children and other dependents. Extending through city and countryside from New York City to Albany and from the St. Lawrence to Niagara Falls, this group represents a rich tourist potential to which Canada has appealed year after year with increasing attention and success. More than 200,000 spenders is the conservative estimate.

Reinforcing its lures of forest and lake, mountain and river, urban gaiety and rustic simplicity, Canada this year is doubling its display of imported treasure articles in glittering Duty-Free Centers at price savings of 20 to 50 percent.

After the first center opened last year at Hill Island, opposite Alexandria Bay, N. Y., tourist traffic to and past its door increased 25 per cent. Since the re-opening of Hill Island on May 1, this increase has been maintained. The estimated volume of \$2,000,000 American business at two centers this summer will represent a saving to the buyers of close to half a million dollars.

### Welcome Mat Spread

Considering their own importance in this shopping picture, the vacationists need not be surprised before summer's end to find themselves greeted at both Niagara Falls and the Thousand Islands Bridge with banners proclaiming "Welcome, New York Civil Service."

## State Supervising Janitor Test Will Close on May 22

Less than a week remains to file for New York State's supervising janitor test. These jobs pay from \$4,020 to \$4,980 a year. The filing deadline is May 22.

Candidates must meet the following requirements on or before the date of the written test. All candidates must have one year of experience in the care and maintenance of a large building and grounds.

In addition to this candidates must have one additional year of experience or a high school diploma. An equivalency diploma from the State Education Department is also acceptable. A satisfactory equivalent combination of training and experience can be substituted for the above requirements.

The written test will be held on June 24 and will be designed to test for a knowledge of methods, practices, supplies and equipment in building cleaning and maintenance. Questions on scheduling work and keeping records and on modern principles of supervision will also be included. Other subjects on the test will be heating, plumbing, carpentry and electrical trades.

Up to May 22, application forms may be obtained from the State Campus, Albany, or from Room 2301, 270 Broadway, New York City. The examination number is 6108.

## Store Aide Jobs Available in Local Federal Agencies

The U. S. wants sales store workers for jobs at Governor's Island and other Federal agencies in the City. These jobs pay \$2.18 an hour. The filing deadline is May 21.

Candidates for this job must have had six months experience in manual work involving strength and physical effort. This experience must have been in the inventorying, displaying, pricing, and stocking of shelves with supply items including perishable and non-perishable food. Such experience should have been in a market or large grocery store. Applicants must have the ability to read and write numerical figures and to read and understand quantity measurements.

The successful completion of a high school course can be substituted for three months of the required experience. A six month course in accounting in a resident school above the high school level may be substituted for six months of the required experience.

### Disrequirements

Applicants must be physically able to perform efficiently. Good distant vision in each eye is required as is ability to read without strain, glasses permitted.

The duties of the position involve checking and stocking shelves and bins in the grocery section of Commissary store. Sales store workers must list items to be replenished and price mark items.

No written test is required for these jobs. Competitors will be rated on a scale of 100 on the extent and quality of experience and training.

Application form SF 57 and card form 5001 ABC may be obtained from the Executive Secretary, Board of U.S. Civil Service Examiners, Headquarters Fort Jay, Governors Island, New York 4 or from the Director, Second U.S. Civil Service Region, News Building, 220 E. 42nd St., New York 17, N. Y.

Forms may also be obtained from the Brooklyn, Staten Island, Flushing, Jamaica, Long Island City and Far Rockaway post offices. The filing deadline is May 21.

The Duty-Free Centers, operated by International Resort Facilities Ltd., represent a magnified and highly developed version of the tax-free shops opened in recent years at leading European airports. Merchandise from around the world has been brought into the centers under bond, to be selected and paid for without sales tax, excise tax or other impost, and delivered by mail to the buyers home in the United States. American duty exemptions permit purchases of average amount to enter entirely free.

Under this unique plan, the centers offer perfumes at prices for which the buyer otherwise would have to go to Paris and pearls and cameras on a level with Tokyo prices. The complete range of merchandise, the largest collection duty-free to be found anywhere in the world, includes British tweeds and other woolsens, Irish linens, German and French china, Italian leather and silks, and distinguished lines of crystal, silver, cutlery, toys, sports equipment and apparel.

### 200,000 C S Vacationers

Although surveys and trade samplings indicate the New York Civil Service group is now providing 200,000 tourists to Canada in a season, Canadian merchants and innkeepers report probable totals as much greater. Virtually every New York Civil Service family that has a car visits Canada at least once before the children pass the fourth grade. Many return year after year as a vacation routine.

Considering automobiles alone, one out of four of the cars entering Ontario and staying as long as three days carries New York license plates. Crossing the border at either Niagara Falls or by the thousand Islands Bridge, their first landfall will be a Duty-Free Center, likewise their last chance before returning home.

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DOWN PAYMENT IS ONLY  
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DETACHED, 7 rooms, 40 ft. frontage, new heating unit, landscaped grounds, full basement, nr. transportation and school.  
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BUNGALOW, 5 rooms on large 70x100 plot, nr. everything. Very low tax, oil heat, G.I. no down payment. FHA. \$200 on contract. This lovely home will cost you much less than you are paying now.  
**LAKEVIEW**

**SPOTLESS APPEALING**  
COLONIAL, semi-detached, 6 rooms and porch, plus attic for storage, oil heat with a plot of 25x126, 1-car garage plus many extras. Priced for a quick sale at \$15,900.  
**FREEMONT**

**CHARMING LOVELY**  
COLONIAL, 7 rooms and enclosed porch, oil heat, low tax, 50x132 plot, garage, 4 bedrooms and attic for storage. G.I. no down payment, FHA. \$500 down.  
**FREEMONT**

**BEAUTIFUL AREA**  
CAPE COD, only 10 years old, brick & shingle, 6 rooms, 3 bedrooms, 1 1/2 baths, 1-car garage, wood burning fireplace, oil heat, a regular basement. Please call before you come, this won't last.  
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OL 7-3838

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NO CASH DOWN G. I.  
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Detached American Colonial, side hall entrance, full basement, steam heat, convenient location. B-322.

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\$39 MONTHLY PAYS ALL  
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Detached Dutch Colonial, 10 rooms, 2 kitchens, 2 baths, separate entrance, oil heat, modern throughout, 40x100, garage. B-293.

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**AX 7-7900**

### Bridge Authority Aides Elect Brooks Chapter President

The New York State Bridge Authority employees, chapter 390 of the Civil Service Employees Association held their annual meeting recently in Poughkeepsie. The following officers were re-elected and installed for the coming year: Cecil Brooks, president; Curtis Otto, vice-president; Aloysius Curran, secretary-treasurer; and Herbert Cosgrove, delegate. Thomas Luposello, C.S.E.A. field representative, installed the officers.

Mr. Luposello also explained legislation that was passed at Albany that affected the membership.

Plans were made for the annual clam bake to be held July 12 at the Kingston-Rhinecliff Bridge. The committee in charge of the clam bake consists of Herbert Cosgrove, Donald Beany and Frank Kordzikowski.

After the business meeting, refreshments were provided by the

committee of Frank Kordzikowski and John Fleming.

Forty-two members were present at the meeting.

### Installing Date Set For Pilgrim Chapter Chieftans

Installation of the recently elected officers of the Pilgrim Chapter of the Civil Service Employees Assn., will be held on May 25 at 7:30 p.m., at Gelde's Restaurant, Route 25A, Centerport, N.Y.

Elected at a recent meeting, and to be installed on May 25 are: Lawrence Barning, president; George Pyffe, first vice president; George Feikel, second vice president; John F. Cottle, treasurer, and Augusta F. Stewart, secretary.

To be installed as members of the Board of Governors: John Schoonover, Philip Ryan, Kurt Reinhardt, Louise Anderson, Hugh McNeeley, Ruth Greory, Elizabeth Anderson, Dr. Samuel A. Laitin and Eloise Bell.

#### LEGAL NOTICE

SUPREME COURT OF THE STATE OF NEW YORK — COUNTY OF NEW YORK MANUEL BONET, Plaintiff against ALMEDA BONET, Defendant. Plaintiff designates New York County as the place of trial. SUMMONS WITH NOTICE — ACTION FOR ABSOLUTE DIVORCE. Plaintiff resides in New York County. To the above named Defendant:

YOU ARE HEREBY SUMMONED to answer the complaint in this action, and to serve a copy of your answer, or, if the complaint is not served with the summons, to serve a notice of appearance, on the Plaintiff's Attorney within twenty days after the service of this summons, exclusive of the day of service; and in case of your failure to appear, or answer, judgment will be taken against you by default, for the relief demanded in the complaint.

Dated, April 10, 1961  
ZICHELLO & CATENACCIO  
Attorneys for Plaintiff  
Office and Post Office Address  
149 East 116th Street,  
New York 29, N.Y.

To ALMEDA BONET:  
The foregoing summons is served upon you by publication pursuant to an order of Hon. Samuel M. Gold, a Justice of the Supreme Court of the State of New York, dated the 2nd day of May, 1961, and filed with the complaint in the office of the Clerk of the County of New York at the County Courthouse at Centre and Pearl Streets, New York, N.Y. Dated New York, May 5, 1961.  
Zichello & Catenaccio,  
Attorneys for Plaintiff

### Lily Prens President Of Mid-Hudson Unit

The Mid-Hudson chapter, Civil Service Employees Association, held its annual anniversary and installation dinner last month. The following were elected officers and installed by Grace Nulty, chairman of the legislative committee of the CSEA: Lily Prens, president; Harrison Slocum, vice president; Clara Howard, secretary; Seymour Katz, treasurer; Edgar Albro, councilman, Orange County; Henry Smith, councilman, Ulster County; Joseph Marsiglio, councilman, Dutchess County; and Joseph Sauter, councilman at large.

Miss Nulty gave a talk on the

#### LEGAL NOTICES

WIGHAM, REGINALD E.—In pursuance of an Order of Hon. Joseph A. Cox, Surrogate of the County of New York, NOTICE is hereby given to all persons having claims against Reginald E. Wigham, late of the County of New York, deceased, to present the same with vouchers thereof, to the subscriber at his place of transacting business at the office of Harry Krieger and Philip Krieger, Esqs. his attorneys, at 20 East First Street, Mount Vernon, New York, on or before the 12th day of July 1961. Dated, Mount Vernon, N. Y. the 27th day of December 1960.  
Reginald Eastman Wigham,  
Executor.

HARRY KRIEGER and PHILIP KRIEGER,  
Attorneys for Executor,  
No. 20 East First Street,  
Mount Vernon, N. Y.

### aims and Ideals of the CSEA.

Thomas Brann, recently assigned field representative, also addressed the group. A roast beef dinner was served and dancing followed.

#### LEGAL NOTICE

HOLZMAN, JENNIS G.—CITATION.—THE PEOPLE OF THE STATE OF NEW YORK By the Grace of God Free and Independent. To Jason Hecht, Adam Hecht, infants under fourteen years of age, being the persons interested in the Estate of Jennie G. Holzman, who died leaving a Will which was duly admitted to probate in the Surrogate's Court, New York County. SEND GREETING:

That the petition of Carl J. Stern, residing at 23 East 74th Street, New York 21, N. Y., Dorothea H. Hecht, residing at 163 East 81st Street, New York 28, N. Y., and Richard S. Goldman, residing at South Bedford Road, Mt. Kisco, N. Y.

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records in the County of New York, on the 2nd day of June, 1961, at half-past ten o'clock in the forenoon of that day, why the final account of proceedings of Carl J. Stern, Dorothea H. Hecht and Richard S. Goldman as Executors of the Will of Jennie G. Holzman, deceased, should not be settled and allowed; why the Trustees of the Trust f/o Dorothea H. Hecht, and John Ryder Stern and Anne S. Kaizenberg should not be directed to repay to the Executors the differences in cash as prayed for in the petition herein; and why the Court should not grant such relief as it deems just and proper.

IN TESTIMONY WHEREOF, we have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed. WITNESS, HONORABLE JOSEPH A. COX, a Surrogate of our said County, at the County of New York, the 13th day of April in the year of our Lord one thousand nine hundred and sixty-one.  
PHILIP A. DONAHUE,  
Clerk of the Surrogate's Court.

#### LEGAL NOTICE

CITATION — THE PEOPLE OF THE STATE OF NEW YORK. By the Grace of God, Free and Independent. To Attorney General of the State of New York; and to "Mary Doe" the name "Mary Doe" being fictitious, the alleged widow of Thomas Ledesma, also known as Thomas E. Ledesma and Thomas Edward Ledesma, deceased, if living and if dead, to the executors, administrators, distributees and assigns of "Mary Doe" deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; and to the distributees of Thomas Ledesma, also known as Thomas E. Ledesma and Thomas Edward Ledesma, deceased, whose names and post office addresses are unknown and cannot after diligent inquiry be ascertained by the petitioner herein; being the persons interested as creditors, distributees or otherwise in the estate of Thomas Ledesma, also known as Thomas E. Ledesma and Thomas Edward Ledesma, deceased, who at the time of his death was a resident of 246 East 55th Street, New York, N. Y. SEND GREETING:

Upon the petition of The Public Administrator of the County of New York, having his office at Hall of Records, Room 309, Borough of Manhattan, City and County of New York, as administrator of the goods, chattels and credits of said deceased:

You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Hall of Records, in the County of New York, on the 20th day of June 1961, at half-past ten o'clock in the forenoon of that day, why the account of proceedings of The Public Administrator of the County of New York, as administrator of the goods, chattels and credits of said deceased, should not be judicially settled.

IN TESTIMONY WHEREOF, We have caused the seal of the Surrogate's Court of the said County of New York to be hereunto affixed.  
WITNESS, HONORABLE S. SAMUEL DIFALCO, a Surrogate of our said County, at the County of New York, the 3rd day of May, in the year of our Lord one thousand nine hundred and sixty-one.  
Philip A. Donahue  
Clerk of the Surrogate's Court.

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Offer available on open stock pieces too! Hurry in to enjoy new, new Grandeur! Our limited time offer of four place settings, or 4 teaspoons, or 4 salad forks, etc., for the price of three starts you toward one of the nicest traditions in living — and Grandeur in Heirloom Sterling, as you'll agree when you see it, is a tradition worth keeping. Come in today and save! This special offer expires soon!  
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**EVENING SPEAKER:** H. Eliot Kaplan, president of the State Civil Service Commission, was evening speaker for the seminar on "Leadership," sponsored in Albany last week by the Capital District Conference of the Civil Service Employees Assn. His dinner companion is Hazel Abrams, president of the Conference.



**DESCRIBE LEADERSHIP:** Experts in the field, these three men were among the four speakers who described various aspects of leadership at a seminar on the subject sponsored by the Capital District Conference of the Civil Service Employees Assn. They are, from left, Ray Ellis, administrative director of the Knolls Atomic Power Laboratory, Niskayuna; William W. Reed, district manager in Albany of the New York Telephone Co., and Reger C. Sidford, vice president of the State Bank of Albany. They are seen here listening to the lead off speaker, the Rev. Robert C. Lamar.



**CITES THE GOALS:** Mrs. Mildred O. Meskill, right, led off the recent Capital District Conference seminar on "Leadership" by describing the aims of the Conference and the Civil Service Employees Assn. She is seen here with dinner partner Joseph F. Feily, CSEA president.



**OBSERVER:** Mrs. Eve Armstrong, of Suffolk County chapter, Civil Service Employees Assn., was an observer of last week's seminar on "Leadership," sponsored by the Capital District Conference in Albany. She is seen with John B. Keene, manager of Employee and Community Relation for the Behr-Manning Co., and Ted Wenzl, CSEA treasurer. Mr. Keene, a previous participant in the Conference seminars, was moderator for the evening workshop session. Another observer was Jack Wolek of Warwick State School in the Southern Conference.



**ATTENTIVE:** Shown here is a part of the large and attentive crowd that heard four speakers outline various aspects of "Leadership" in a seminar on the subject sponsored by the Capital District Conference of the Civil Service Employees Assn. in Albany last week.

## Seminar Describes Leadership

(Continued from Page 1)

voted to principal dinner speaker, H. Eliot Kaplan, president of the State Civil Service Commission, and to a workshop based on the five speeches.

Stanley Freedgood, public relations director of the Conference served as moderator for the afternoon session and John B. Keene, manager of community relations for the Behr-Manning Corp., guided the evening workshop.

Major afternoon speakers were Ray Ellis, administrative director of Knolls Atomic Power Laboratory, Niskayuna; William W. Read, Albany district manager of the New York Telephone Co.; the Rev. Robert C. Lamar, of Albany First Presbyterian Church, and Roger C. Sidford, vice president of the State Bank of Albany.

Hazel Abrams, Conference president, welcomed delegates to the Conference, after which Mr. Freedgood set the ground rules for debate and discussion.

A preliminary talk by Mrs. Mildred O. Meskill sketched the aims not only of the Conference but of the Civil Service Employees Assn.

**What Is Leadership?**

Lead-off speaker was Mr. Ellis. Mr. Read said that the individual

who took the theme "What is Leadership?" In illuminating his subject, Mr. Ellis listed several essentials inherent in the man who can lead others. They were:

1. Unqualified acceptance of complete responsibility.
2. Ability to see a task in short and long range perspective.
3. Ability to "size-up" people.
4. Ability to motivate people.
5. Unflinching determination.
6. Willingness to make unpleasant decisions.

Mr. Ellis quoted a saying to remind his listeners that "the price of leadership is vulnerability." True leaders, he said, are not deterred by attacks on decisions they feel are necessary.

### Training Leaders

In illustrating the training of leaders, Mr. Read prefaced his talk by calling leadership "wholly an attribute of human beings. It is not to be found in machines . . ."

Generally speaking, Mr. Read declared that evidence indicated leadership qualities were not born traits, but traits that could not develop into good qualities without practice.

Taking this development phase,

himself must practice the essentials of leadership. But more important, he declared, is the fact the following incentives for so doing must be provided. He proposed:

1. Provision of opportunities and incentives for work that are meaningful to the man who works at them.
2. Setting of demanding goals that excite the imagination and make the pursuit of the goal a reason for pride when accomplished.
3. Encouragement of relationships that are constructive and stimulating.
4. Support of attitudes of independence and self-reliance.
5. Identification between job and character to give respect in the community.

### Identifying Leaders

Conformity is needed to a great extent in the working world, Mr. Read said, but the man who is individualistic enough to develop through the incentives described above is stamped as the man capable of being a leader and he should be allowed to grow as one, he declared.

(Continued on Page 16)



**PUBLIC RELATIONS:** Gary Perkinson, left, is seen congratulating Hazel Abrams, president, and Deloras Fussell, vice president, of the Capital District Conference on the success of their seminar on "Leadership." Mr. Perkinson is assistant public relations director of the Civil Service Employees Assn.



**MENTAL HYGIENE EDUCATORS:** In the above picture Dr. Charles Greenberg, third from the left, senior director of Rome State School, presents the charter of the Mental Hygiene of the association. From left to right are: Joseph Corso, Syracuse State School, treasurer; Robert Arthur, local attorney of Rome, New York, who drew up the charter, Dr. Charles Greenberg; Gordon Shachoy, educational coordinator of Rome State School; George Bracy; and Jules Homokay, secretary of Rome School. The purposes of the association are to further the interests of institutional education and to advance the standards of persons responsible for institutional education programs.



**MIDDLETOWN OFFICERS:** Shown in the above picture are the new officers of the Middletown State Hospital chapter, Civil Service Employees Association. Seated from left to right are: Carl Berry, delegate; Mrs. Otti A. Brewer, third vice president and chairman of publications; Felice Amodio, president, Mrs. Flora Doolittle, second vice president; and Agnes Henry, treasurer. Standing from left to right are: Stanard Boyer, executive committee; Russel Wood, executive committee; Edward Benson, secretary; Howard Culver, sergeant-at-arms; and Charles Hite, executive committee. George Freer, first vice president, is absent.



**FINAL PLANS:** Shown above are members of the general committee for the second annual Communion breakfast for Albany office employees of the State Department of Mental Hygiene making final plans for breakfast. From left to right are: Raymond Devlin, toastmaster; Mildred Martin and Catherine Murphy, ticket committee; Rosemary Bardin, co-chairman; Diane Smith, ticket committee; Veronica Caimono, co-chairman; and Anne Ward and Jean Fitzpatrick, both of the ticket committee. The breakfast will be held May 28 at the Manger-Dewitt Hotel, Albany at 10 a.m. The Rev. Edgar Holdern of St Anthony on the Hudson will be the principal speaker.

## Nassau Non-Teaching Aides Meet, Plan Fall Workshop

Problems of non-teaching employees in Nassau County school districts were discussed recently by more than 25 representatives of school districts throughout the County at a luncheon in the Salisbury Club, Nassau County Park. The meeting was sponsored by Nassau Chapter, Civil Service Employees Association.

Principal speaker was Forrest Kaylor, a member of the Nassau County extension service and assistant superintendent of buildings and grounds for the Sewanaka School District.

Mr. Kaylor spoke on all points concerning the school custodial staff, the custodial employee's relationship to his administration, the employee's duty to his fellow worker and to the school children and the school administration's part in making these custodial employees happy and satisfied with their jobs.

He also touched on the influx of outside cleaning companies into the school districts and the disadvantages, including higher costs, involved in hiring these companies.

A date was set at this meeting for the annual non-teaching workshop of Nassau Chapter. The Board of Education of Levittown

School District 5 has granted Nassau Chapter the use of the Salk School on Thursday, Oct. 5, for the workshop.

### Workshop Agenda

The all-day workshop will include a luncheon. The probable agenda will cover pensions, civil service and the laws that govern it, school heating systems and employee-administration relations.

A program for all non-teaching employees in the County will be formulated at the next meeting of school district representatives, to be held at noon Saturday, June 24, in the Salisbury Club. This program will be reported in future editions of The Leader.

## Pick New Officers at New Hampton CSEA

Members of the New Hampton Chapter of the Civil Service Employees Assn. elected their new officers at a recent meeting.

Robert M. Loewenstein was elected president; Carleton Gillette, vice president; Helen M. Strong, secretary; Frank Bianchi, treasurer, and elected to the executive committee were Tessie Myruski, Arthur Cooper and Dorothy Prendergast.

## Public Works Asks For Blood Donations

The blood bank for members of the District No. 10 Public Works chapter, Civil Service Employees Association was officially started with the arrival of the bloodmobile at Babylon on April 27.

The number of persons donating was far below the number that should have participated. Eighteen pints of blood were received to start the blood bank. The bloodmobile will return in the future and it is hoped that more people will turn out to donate.

If for any reason you couldn't donate blood the night the bloodmobile was in Babylon, you still can donate blood at any hospital connected with the inter-county blood bank.

Just check with the hospital for time and day and mention that the blood should be credited to District No. 10 Public Works.

If any member of the C.S.E.A. in District No. 10, his/her wife/husband, children or parents of the members should require blood, the member should contact their representative, any officer of the Chapter, Dolly Pearsall, or Lou Desiderio. The latter two can be reached at the Babylon office.

The following information is required when requesting blood:

Name of patient, name and location of hospital, number of pints of blood required.

Remember, blood will be available, when needed, only if we have blood in the blood bank. So lets stop off at one of the hospitals and donate blood to the organization.

## Open House Set For Craig Colony

Dr. Vincent I. Bonafede, Director of Craig Colony and Hospital, were hosts for the Annual Open House which held on the Institution grounds in connection with Mental Health Week. The Institution was open to all wish to visit between the hours of 9 a.m. and 4 p.m. on Friday, May 5, 1961.

Tours began at 9 A.M. or 1 P.M. at Shanahan Hall. From Shanahan Hall visitors were conducted on a tour of the School of Nursing, Dental Facilities, X-ray Unit, and Physiotherapy Center at the Peterson Hospital. From there they had an opportunity to observe ceramics and woodworking in progress at one of the male Occupational Therapy Centers. Then they were escorted to a dining room facility and thence to the J. R. Hawkins School where school was in session.

## Christian Chapter Officers Installed

The new officers of the James E. Christian Memorial Chapter of the Civil Service Employees Assn. were recently installed for the 1961-1963 term.

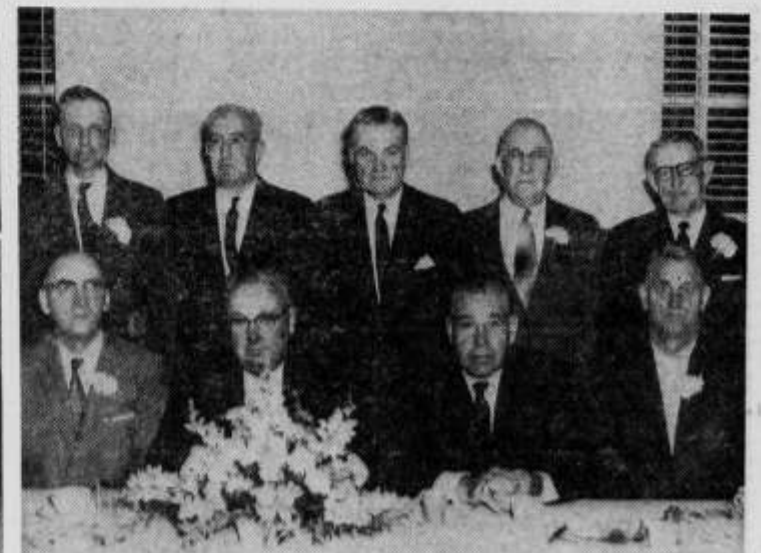
Ballots cast in the election totaled 428.

Installed into office were Don Treanor, O.G.S., president; Hal McKenney, O.P.H.E., vice president; Ray Barnes, O.F.M., treasurer, and Jane Wheeler, P.H.R.D. & E., secretary.

New members of the executive council are Dr. Walter Levy, Paul Robinson, George Smith, Dr. John Browe, and Mary Carlson. New delegates are Clark LeBoeuf, O. V.R., and Jack Gleckel, C.D.S.

## Navigation Law Seminar Success

SYRACUSE, May 15 — The State Conservation Department sponsored a highly successful Navigation Law Enforcement School for some 75 police agency employees here recently. Instructors included Francis J. Sikora, S. E. Latkewski, William J. Kiely, William S. Wert and Sgt. Arthur Hector of the New York City Harbor Patrol.



**AUBURN RETIREES HONORED:** Shown above at the recent Annual Retirement Party of the Auburn Prison Chapter, Civil Service Employees Association, are Warden Robert E. Murphy and Correction Commissioner Paul D. McGinnis, seated, center, flanked by retired employees Glenn R. Van Wie and Edward J. Audlin. Standing, center, is toastmaster Philip J. Conboy, and retired employees Laverne K. Shulenberg, Howard J. Whitney, Thomas Byrne and J. LeRoy Dempsey.

TEST AND LIST PROGRESS - N.Y.C.

Below is the complete progress of New York City examinations, listed by title, latest progress on tests or list and other information of interest to anyone taking City civil service open-competitive or promotion examinations, and the last number certified from each eligible list. Only the most recent step toward appointment is listed.

Table with columns: Title, Latest Progress, Last No. Certified. Includes entries like Account clerk, 22 certified March 27; Accountant, gen. prom. list, 2 certified May 1; Administrative assistant, prom. list (Department of Real Estate), 2 cert. May 3.

Table with column: Title, Last No. Certified. Includes entries like Bricklayer, 23 certified May 8; Bridge & Tunnel maintainer, 25 certified Feb. 15; Bus maintainer, prom. list (Transit Authority), 3 cert. May 3.

Table with column: Title, Last No. Certified. Includes entries like Captain, prom. list (Fire Dept.), 17 certified May 8; Captain, promotion list terminating May 8 (Police Dept. 68 cert. April 28); Car cleaner, 498 certified April 20.

Table with column: Title, Last No. Certified. Includes entries like Electrician, 18 certified May 8; Elevator operator, 43 certified March 8; Elevator operator, 93 certified May 3.

Table with column: Title, Last No. Certified. Includes entries like Housing assistant, 23 certified May 3; Housing caretaker, group 2, 122 cert. May 1; Housing caretaker, group 3, 140 certified May 1.

Table with column: Title, Last No. Certified. Includes entries like Laborer, 147 certified April 24, Otisville, Orange County; Laborer, Manhattan, Bronx, Brooklyn, 96 certified May 8; Laundry worker, 1 certified Oct. 26.

Table with column: Title, Last No. Certified. Includes entries like Maintenance man, 43 certified May 3; Maintainer's helper, 37 certified Dec. 14; Maintainer's helper, group A, 23 certified Jan. 23.

Table with column: Title, Last No. Certified. Includes entries like Office appliance operator, 16 certified Feb. 28; Oiler, 45 certified Nov. 30.

Table with column: Title, Last No. Certified. Includes entries like Park foreman, prom. list (Parks Department), 206 certified April 12; Parking meter attendant (women), 29 certified March 9; Parking meter collector, 201 certified April 3.

Table with column: Title, Last No. Certified. Includes entries like Railroad clerk, 109 certified April 26; Railroad clerk, prom. list (NYC Trans. Auth.), 24 certified Jan. 5; Railroad porter, 139 certified March 27.

Table with column: Title, Last No. Certified. Includes entries like Sanitation man, 125 certified May 5; Seasonal parkman, 139 certified March 30; Senior clerk, gen. prom. list, 58 certified April 10.

Table with column: Title, Last No. Certified. Includes entries like Social investigator, group 9, 18 certified Feb. 27; Special officer, 6 certified April 27; Stationary fireman, 5 certified Jan. 13; Statistician, 8 certified May 9.

Training Plan For Bus-Driver Gets MV Okay

After an extensive period of investigation by the Department of Motor Vehicles, the Transit Authority's Surface (Bus) Instruction Program has been approved and recognized, and will be able to qualify bus driver trainees, appointed from Civil Service list, for jobs with the Transit Authority.

In a letter to Joseph Schwartz, TA's Supervisor of Training, Commissioner William S. Hults of the Department of Motor Vehicles, approved the Transit Authority's Chauffeur Training Program and issued to the Authority its certificate for training program Number 2.

According to TA Chairman Charles L. Patterson, an applicant for a bus operator's position, who successfully passes the Civil Service examinations and also obtains an apprentice chauffeurs license class 2, will attend TA's Surface School of Instruction. The trainee will be given a four week course, which includes schoolroom instruction and actual operation in passenger service under the guidance of a qualified instructing operator.

The Job Market

A Survey of Opportunities in Private Industry

By A. L. PETERS

Supermarket Clerks and Managers

There are jobs in all boroughs for supermarket clerks and managers. These include appetizing clerks, \$75 to \$125 a week. Combination grocery checkers, dairy clerks, grocery clerks and checkers, \$60 to \$85 a week. Department and store managers, \$100 to \$200 a week. Cashier grocery checkers also needed, experienced or inexperienced. The inexperienced will have to take an aptitude test. \$55 to \$80 a week. Apply at the Commercial Office of the New York State Employment Service at 1 East 19th Street.

Hair Stylists

There are job opportunities for hair stylists, men thoroughly experienced in all phases of hair styling, with a knowledge of hair treatment and care and of the latest Paris styles. Will do styling for fashion exhibits, shows and social functions, create styles and make appropriate suggestions to patrons. Salary \$125 a week, plus commissions which should bring average pay to \$150 a week. Apply at the Manhattan Service Industries Office, 247 West 54th Street.

In Brooklyn

In Brooklyn, there's a job for a color matcher, a man to mix dyes and liquid plastics according to formula. Should be able to use standard color charts to compare mixtures for conformity. \$100 to \$110 a week. An experienced electric truck repairman is wanted to maintain and repair electric fork lift trucks. Night work: 5:30 P.M. to 1:00 A.M. \$2.25 an hour. Apply at the Brooklyn Industrial Office, 590 Fulton Street.

Industrial Jobs in Queens

An experienced foreman is wanted by a sheet-metal shop to supervise up to five mechanics and helps and do layout work from blueprints. \$120 a week, depending on experience. Also wanted is an iron worker with supervisory experience to supervise four mechanics and do arc

and some acetylene burning on iron. Will occasionally operate a power brake, spot welding machine, drill press and power press. Will do some set up from blueprints. \$2.25 an hour, depending on experience. Apply at the Queens Industrial Office, Chase-Manhattan Bank Building, Long Island City.

In Manhattan

In Manhattan, there are jobs for cylinder pressmen to operate and do make-ready cylinder presses. Must have at least five years' experience on such presses. \$85 to \$125 a week, depending on experience. Paper cutters are needed to set up and operate a Seybold paper cutter. Must have four years of recent pamphlet bindery cutting experience. Jobs pay up to \$100 a week. Experienced roofers are in demand to do cold tar roofing and hang leaders and gutters. Jobs pay \$18 to \$22 a day. Apply at the Manhattan Industrial Office, 255 West 54th Street.

Camp Counselor Jobs

College students, group workers and teachers interested in camp counselor jobs this summer are urged to register now. Teaching skills in the arts and crafts, dancing, dramatics, nature study, photography and sports — especially swimming — are most in demand. Salaries for counselors and program directors range from \$100 to \$1,000 for the season, depending on skills, specialties, experience, and responsibility. In addition, round-trip transportation and room and board are provided with positions in resident camps. Apply at the Camp Unit of the Professional Placement Center, 444 Madison Avenue.

HIGH SCHOOL EQUIVALENCY DIPLOMA

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On WCB Appeals

ALBANY, May 15 — Dr. William O. Kingsbury of New York City has been named to the Medical Appeals Unit of the State Workmen's Compensation Board. The position pays \$50 a day to a maximum of \$5,000 a year.

Author, Author

ALBANY, May 15 — Two state employees have "crashed" in the magazine field. Sam Ciulla has sold a story to Redbook for \$1,000. Dan Sullivan made a sale to a ski magazine.

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SHOPPING FOR LAND OR HOMES LOOK AT PAGE 11 FOR LISTINGS

# Uses and Purposes Of Leaders Are Described

(Continued from Page 13)

Leadership is a quality that can be abused and idolized for wrong reasons as well as good, the Rev. Lamar warned his listeners.

In looking for leaders, one must look to men of good purpose, he declared.

Times of crisis, anxiety or general social disinterest can give rise to leaders who guide society down worthless or even dangerous paths. He cited the "celebrity" who is worshipped without question and leads in matters of taste, opinion and morals without even being questioned.

Then there is the expert who is wholly qualified to lead in his particular field but is by no means a leader of the whole society.

Rev. Lamar then described the willingness, at times, to submit to the so-called "Father Image," a quality that can stir admiration without necessarily providing leadership. Dictators have risen to power on this image, he warned.

The "hidden persuader" was another target of leadership abuse. This type of person influences without taking responsibility for the results of his decision — in most cases, he declared.

Identifying true leaders, leaders in the best sense of the word, can probably best be made, said the Rev. Lamar, by observing their method of participation and involvement.

He starts first with a sense of independence, then a sense of responsibility to community and country and, above all, with a sense of doing service, the clergyman observed.

Truly good leaders will want to train further leaders to share in the democratic responsibilities of our society, he said.

In essence, the Rev. Lamar said that leaders can always be found and identified "wherever ordinary human beings work for the common good."

**Role of Leaders in Community**  
Do the job in the community you know you can handle, Mr. Sidford advised his listeners.

To play the role of leader in community relations requires a knowledge of purpose, a desire to serve rather than be served and a recognition that in helping to better the community he is bettering himself.

The true leaders know their limitations, said Mr. Sidford, and those who do not often destroy the usefulness of their good intentions.

Qualities of the general community leader, said Mr. Sidford would include:

1. Broad scope of vision.
2. Ability to plan ahead.
3. Imagination.
4. Courage and inspiration.
5. Dedication to the cause of helping others.

Essentially, he said, a leader is created out of contacts, education, environment and hard thinking. Mr. Sidford proposed the theory that a good sign of the man whose leadership was well intentioned was his belief in the future of the project, evidenced by the training of new leaders to carry on the work.

"The man who feels his leadership is the beginning and end to success is serving his own ego, not the community," said Mr. Sidford.

Following the dinner, Mr. Kaplan spoke on the "Responsibility of Political Leadership in Administration." Said Mr. Kaplan:

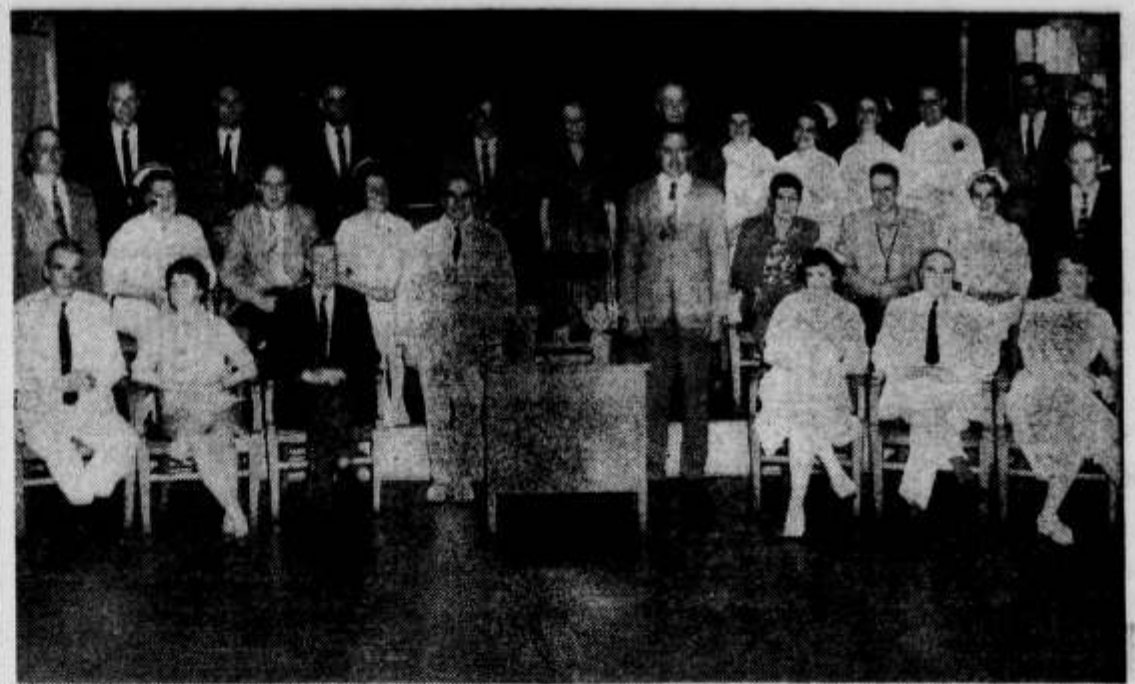
"Leadership in governmental administration involves a dichotomy of responsible political leadership, and equally responsible administrative leadership by careerists making up the bureaucracy of government. The public has been fortunate in that the merit system has assured the building up of a corps of trained administrative leaders, competent, efficient and neutral in their political attitudes. They comprise the backbone of the public service on whom depend the day to day public services rendered to our citizenry.

"An essential backstop to this galaxy of administrative talent consisting of executive, administrative and supervisory personnel in the public service must necessarily be an equally competent corps of politically trained administrators. These latter comprise the heads of departments and their immediate deputies and occasional division heads whose responsibility it is to formulate the broad political (not necessarily partisan) policies of governmental administration.

"The functions and responsibilities of the two, the political administrators and the permanent careerists complement each other. One is necessarily dependent on the other if the aspirations and needs of the public are to be effectively met.

### On Patronage

"There are a substantial number of positions in the public service in the policy formulation area which properly is the province of the political administration in power to control in order to carry out the basic political philosophy of the administration. Nevertheless, responsible political leadership contemplates selecting incumbents for these policy positions on the basis of merit and fitness and special competence. To treat such positions exclusively for the purpose of patronage to maintain political machine control is a disservice to a political party. Excessive indulgence of such a policy



**HUDSON RIVER GRADUATES:** Shown above are Hudson River State Hospital employees who have completed courses in supervision. The group on the left of the desk completed the course in case studies and the group to the right of the desk completed the course fundamentals of supervision. Pictured in the first row from left to right are: Robert Sheedy; Myrtle Von Helmtott; George Moore; instructor for case studies L. W. Peluso; instructor for fundamentals of supervision Charles Mohrman; Mary Ann McDermott; John Peluso; Judy Douglass. Second row left to right, are: Paul McCarney; Ida Luisito; William Walker; Nellie Davis; Virginia Marx; Robert Styles; Ermine Jekobsen; William Hanno. Third row left to right, are: Raymond Joyce; William Hennessey; William Hoffman; department of civil service training division representative Sal Mazzaro; assistant director of Hudson River State Hospital Dr. Alma Freeman; George Millard; Martha Popervero; Dorothy Lucas; Marie Schlimmer; Don Fronfield; Ray Smith and Richard Ehlenberg.

sews the seed of a political party's ultimate destruction.

It is basically the responsibility of political leadership to be constantly aware of the people's needs and to translate such needs in terms of policy of administration. It is the political leaders who must figuratively keep their ears to the ground in interpreting the people's requirements and fulfilling their aspirations. It is the function of career administrators to make available to the political administrators the knowledge, experience which careerists have gained in the public service to aid the political administrator in formulating policies of administration.

### Responsibility

Governmental policy is the responsibility of political administrators, not that of careerists however capable and knowledgeable the latter might be. The latter may recommend policies but it is for the political administrator to formulate and adopt policies even

though such policies may run counter to the wishes, desires and wisdom of the careerists. A political administrator would, if he were wise, of course, not ignore but weigh the recommendations of careerists. Careerists should not take umbrage if their recommendations are not adopted by the political administrator.

### Advice Needed

By the same token, as it is the responsibility of careerists to advise and guide the political administrator from making possible mistakes in determining political policy, so is it the responsibility of the political administrator to maintain direction and supervision over careerists to avoid the latter from indulging in arbitrary or capricious actions, or application of techniques and practices which might be harmful to the public interest. It is also his responsibility not to permit the bureaucracy to become despotic or too aloof or, as sometimes happens,

to be carried away by over-zealous idealism and ignoring practicality.

"Unless our political leadership recognizes its responsibility of encouraging our careerists toward sound government administration, and implement their efforts with competent leadership in the policy-making heads of departments and their deputies, we face grave peril in meeting the increasing complexities of government and the challenge facing us in this turbulent world."

## Hudson Valley Armory Installs New Officers

The new officers of the Hudson Valley Armory Employees Chapter of the Civil Service Employees Assn., Inc., were installed last week.

Installed: Burton F. Giles, president, State Armory, Kingston; Donald Heath, vice president, State Armory, Catskill; Roy Houghtaling, executive secretary; State Armory, Kingston; Burton A. Reichard, treasurer, State Armory, Peekskill; Michael Petzko, recording secretary, State Armory, Yonkers, and Robert B. Minerley, delegate, State Armory, Newburgh.

## Nursing Scholarships Open at Kings Park

Full tuition scholarships for a three-year program in professional nursing are open to high school graduates at the Kings Park State Hospital School of Nursing, Kings Park, L. I., for classes commencing in September 1961 and September 1962.

The diploma of the school is granted following a three years course of study at Kings Park State Hospital. The cooperating agencies Long Island University (first year collegiate program), Long Island Jewish Hospital, Huntington Hospital and Queens Hospital Center provide part of the clinical experiences.

Student educational assistance is awarded monthly to each enrolled student along with the full tuition which includes room and board. Expenses incurred by the student nurses are the costs of uniforms, textbooks and fees.

Further information may be obtained from the Principal, School of Nursing, Kings Park State Hospital, Kings Park, L. I., N. Y.



**SHARING SOME \$900:** Shown above are civilian employees at Fort Hamilton, Brooklyn, holding Department of the Army certificates and cash awards. Standing with them is the Post Commanding Officer Colonel John K. Daly, third from left. Front row, left to right are: Salvatore Morana, supervisory accounting technician at finance; Mrs. Irva Hill supervisor at physical examination section, Post dispensary; and Patrick A. Kucelnski, Post quartermaster section. Rear, left to right: Nicholas J. Torre, QM section; Joseph Flack, QM section; and Irving E. Hurwitz, military pay supervisor, finance section. Not shown is Seymour Kerzer, purchasing agent in the Post purchasing and contracting office, who received an outstanding performance award.