

**The Town of East Haven, CT
Civil Service Commission Minutes
February 9, 2009, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Monday, January 12, 2009 in the Mario Giamo Conference Room, Lower Level, Town Hall, 250 Main Street, East Haven, CT.

Mayor April Capone Almon called the meeting to order at 7:03 p.m.

REORGANIZATION

Mayor Capone Almon called for nominations to the position of Chairperson of the Civil Service Commission.

Commissioner Scalesse nominated Commissioner Brereton to be the Chairperson of The Civil Service Commission. Commissioner Crisci seconded the nomination.

The Mayor called for any other nominations to the position of Chairperson. A MOTION was made by Commissioner Crisci to close the nominations for Chairperson.

Commissioner Scalesse seconded.

Vote: Unanimous

The Mayor congratulated Chairwoman Brereton, swore her in as Chairwoman and turned the meeting over to her.

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| Roll Call: | Mrs. Ann Brereton | Present |
| | Mr. Lou Crisci | Present |
| | Mrs. Carol Scalesse | Present |

Member of Public: Attorney Patricia Cofrancesco, Fred Brow, Gene Ruocco, Arlene Hackbarth, Ed Foley, Paul Hongo.

READING AND APPROVAL OF MINUTES

A MOTION was made by Mr. Crisci to approve the Minutes of the January Regular Meeting as submitted.

Mrs. Brereton seconded.

Vote: Mr. Crisci: Yes, Mrs. Brereton: Yes, Mrs. Scalesse: Abstain

CORRESPONDENCE

The Chairwoman read a memo from Mr. Hongo pertaining to the Mechanic issue, into the record.

BOARD OF EDUCATION

CUSTODIAN

The certified list for this position has expired with no action taken by the Board of Education. A grievance has been filed by the Union and is going to arbitration.

POLICE DEPARTMENT

POLICE OFFICER C

Advertising for this position has begun and applications are available until February 18, 2009.

FIRE DEPARTMENT

FIREFIGHTER D

The deadline to submit applications was January 30, 2008. 105 applications were received. Applicants who need to complete their CPAT certification will be included in the first class held in March and the written exam will be scheduled after that.

TRAINING OFFICER

9 Firefighters applied for this position. The written exam is scheduled for March 26, 2009.

911 DISPATCHER

The certified list was sent to the Fire Commission to fill one position from the Eligibility List for 911 Dispatcher. The Commission has not been advised if any action has been taken.

PUBLIC WORKS

MECHANIC

The Commission reviewed Mr. Hongo's memo and agreed with the qualifications set forth in it.

A MOTION was made by Commissioner Crisci to advertise the Mechanics position with the requirements set forth in Mr. Hongo's memo in lieu of testing. Commissioner Scalesse seconded.

Vote: Unanimous.

NEW BUSINESS

ATHLETIC COMPLEX

REASSIGNMENT OF JOB DUTIES AND RESPONSIBILITIES

Mr. Hongo stated that since the Administrative Assistant in that department had been on Worker's Compensation the Department Head and Rink Maintainers had been doing her job. Both parties filed a grievance and now that the Administrative Assistant has retired this agreement was a settlement to the grievance. Mr. Crisci asked if it changed the job description of the Rink Maintainers. Mr. Hongo said it did.

A MOTION was made by Commissioner Crisci to accept the modifications to the Rink Maintainer job description as outlined in Mr. Hongo's memo of January 16, 2009.

Commissioner Scalesse seconded.

Vote: Unanimous.

2009/2010 Budget

The Chief Examiner stated she has submitted the same budget the Commission has submitted every year. A discussion was held regarding instituting an application fee, at least for entry level Police and Fire. The Town Attorney said if this was done it would need to go before the Town Council.

BILLS

A MOTION was made by Commission Crisci to authorize the payment of the following bills:

\$100.00 to Andrea Liquori, February Clerk Fee

\$2000.00 to NHR, Advertising

\$1000.00 to CPS, Test Rental

Commissioner Scalesse seconded.

Vote: Unanimous.

A MOTION was made by Mr. Crisci to adjourn the Meeting at 7:27 p.m.
Mrs. Brereton seconded.
Vote: Unanimous.

Respectfully submitted,

Andrea M. Liquori, Recording Secretary