

**The Town of East Haven, CT**  
**Civil Service Commission Minutes**  
**February 11, 2015, 7:00 pm, 250 Main Street**

The Special Meeting of the Civil Service Commission was held on Wednesday, February 11, 2015 in the Civil Service Commission Office, Town Hall, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:02 p.m.

Roll Call:	Mr. Albert Carocci	Absent
	Mr. John Stacey	Present
	Ms. Marlene Asid	Present

Staff: Officer Jeffrey Vailette

**OLD BUSINESS**  
**POLICE DEPARTMENT**  
**DETECTIVE EXAMINATION**

A letter was received from Officer Vailette requesting to address the Commission regarding the recent Detective Examination. Due to the nature of the discussion, the Commission must go into Executive Session.

A MOTION was made by Mr. Stacey to go into Executive Session at 7:08 pm to discuss an issue related a test question on the Detective Exam and to invite Mrs. Liquori and Officer Vailette into the session.

Ms. Asid seconded.

Vote: Unanimous

A MOTION was made by Mr. Stacey to return to Public Session at 7:20 pm.

Ms. Asid seconded.

Vote: Unanimous

A MOTION was made by Ms. Asid to accept Officer Vailette's position and add one point to his written exam test score due to the ambiguity of the test question in question allow him to proceed in the test process.

Mr. Stacey seconded.

Vote: Unanimous

**LIEUTENANT EXAMINATION**

A letter was received informing the Commission that Sergeant Patrick Tracy was promoted to Lieutenant effective February 2, 2015.

A MOTION was made by Mr. Stacey to certify the promotion of Patrick Tracy to the position of Lieutenant effective February 2, 2015 and to send him the standard probation letter.

Ms. Asid seconded.

Vote: Unanimous.

**SERGEANT**

A letter was received informing the Commission that Officer Craig Michalowski was promoted to Sergeant effective February 2, 2015.

A MOTION was made by Mr. Stacey to certify the promotion of Craig Michalowski to the position of Sergeant effective February 2, 2015 and to send him the standard probation letter.

Ms. Asid seconded.

Vote: Unanimous.

**POLICE OFFICER C P.O.S.T. Certified Lateral Transfer**

A letter was received informing the Commission that Jason Anderson was hired in the position of Police Officer C.

A MOTION was made by Ms. Asid to certify the employment of Jason Anderson in the position of Police Officer C P.O.S.T. Certified Lateral Transfer effective February 13, 2015 and to send him the standard probation letter.

Mr. Stacey seconded.

Vote: Unanimous

**POLICE CADET STUDENT PARTNERSHIP**

There is no action to take for this matter at this time.

**BOARD OF EDUCATION**  
**SECRETARY III**

A letter was received informing the Commission that Catherine Celotto was hired effective January 13, 2015.

A MOTION was made by Ms. Asid to certify the employment of Catherine Celotto in the position of Secretary III effective January 13, 2015 and to send her the standard probation letter.

Mr. Stacey seconded.

Vote: Unanimous.

**BENEFIT COORDINATOR**

The candidate selected for this position refused the appointment. The Superintendent did not request a new list at this time.

**NEW BUSINESS**  
**BOARD OF EDUCATION**  
**SECRETARY II, GRADE LEVEL 10**

A letter was received from the Superintendent requesting an exam be held to fill the position of Secretary II, Grade Level 10.

A MOTION was made by Mr. Stacey to begin the testing process for the position of Secretary II, Grade Level 10 with a written exam with a pass point of 70 worth 100% of the final grade.

Ms. Asid seconded.

Vote: Unanimous.

**ACCOUNT CLERK I, GRADE LEVEL 10**

A letter was received asking for a Certified List to fill one position.

A MOTION was made by Ms. Asid to certify the top three available names in rank order to fill one position from the Eligibility List for Account Clerk I, Grade Level 10.

Mr. Stacey seconded.

Vote: Unanimous.

**BILLS**

A MOTION was made by Ms. Asid to pay the following bills:

\$25.00, FLTI, Testing

Mr. Stacey Seconded.

Vote: Unanimous

A MOTION was made by Mr. Stacey to adjourn the Meeting at 7:34 p.m.

Ms. Asid Seconded.

Vote: Unanimous

Respectfully submitted,

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Andrea M. Liquori  
Recording Secretary