

**The Town of East Haven, CT
Civil Service Commission Minutes
July 9, 2018, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Monday, July 9, 2018 in the Mario Giaimo Conference Room, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:03 p.m.

Roll Call:	Mr. John Stacey	Present
	Ms. Marlene Asid	Present
	Mr. Clayton Janer	Present

PUBLIC COMMENT

There was no public comment.

READING AND APPROVAL OF MINUTES

A MOTION was made by Mr. Stacey to approve the minutes of the June Regular and Special Meetings with the following correction to the Minutes of the June 11, 2018 Regular Meeting under Town Clerk, Index Clerk Grade Level 10:

Melissa Santa Maria was hired effective June 25, 2018.

A MOTION was made by Ms. Asid to certify the employment of Melissa Santa Maria effective June 25, 2018 and to send her the standard probation letter.

Mr. Janer seconded.

Vote: Unanimous

Ms. Asid seconded.

Vote: Unanimous.

OLD BUSINESS

BOARD OF EDUCATION

SECRETARY II

The Board of Education is currently interviewing candidates. There is no action to be taken at this time.

BUILDING MAINTENANCE

The Board of Education is currently interviewing candidates. There is no action to be taken at this time.

POLICE DEPARTMENT

A MOTION was made by Mr. Stacey to add the Items Certified Public Safety Dispatcher and Entry Level Public Safety Dispatcher to the Agenda. Ms. Asid Seconded.
Vote: Unanimous.

CERTIFIED PUBLIC SAFETY DISPATCHER

Another position has opened up in the Dispatch Center and Chief Lennon is going to try to fill it with Certified Candidate. Three applicants are taking the written exam this week and a Special Meeting will be needed to certify the results.

ENTRY LEVEL PUBLIC SAFETY DISPATCHER

This position is currently being advertised and the deadline to apply is July 20, 2018. To date 28 applicants have applied and the written exam has not been scheduled yet.

POLICE OFFICER C-NEW RECRUIT EXAM

106 applications were received. The exam is scheduled for July 10, 2018 at East Haven High School.

P.O.S.T. CERTIFIED LATERAL TRANSFER-POLICE OFFICER C

The Commission was advised that there may be another position and the last Certified List is about to expire.

A MOTION was made by Ms. Asid to certify the top 4 available names in rank order to fill 2 positions from available candidates for the position of P.O.S.T. Lateral Transfer-Police Officer C.

Mr. Stacey seconded.

Vote: Unanimous

FIRE DEPARTMENT

FIREFIGHTER D/PARAMEDIC-New Hires

The Commission was advised that Kyle Sorant and John Mustacchi were hired and their date of hire has yet to be determined. Both should be starting at the end of August.

A MOTION was made by Ms. Asid to certify the employment of Kyle Sorant and John Mustacchi effective date of hire to be determined and to send them the standard probation letter.

Mr. Janer seconded.

Vote: Unanimous

FIREFIGHTER D/PARAMEDIC-Exam

The application deadline has been extended to July 31, 2018. We have received 22 applications to date. A test date has not been set.

PUBLIC WORKS

GENERAL FOREMAN

The Commission discussed the application process used and felt it was the same process used 4 years ago and rendered similar results. To date no one has been interviewed or hired.

NEW BUSINESS

POLICE DEPARTMENT

DETECTIVE

A letter was received asking for the list for Detective. There is 1 name on the list.

A MOTION was made by Ms. Asid to certify the one available name from the Eligibility List for Detective.

Mr. Stacey seconded.

Vote: Unanimous

BILLS

A MOTION was made by Mr. Stacey to pay the following bills:
\$776.00 to Hearst Media, Advertising

\$360.00 to Penfield Publication, Advertising
\$340.00 to La Voz, Advertising
\$50.00 to I/O Solutions, Test Rental
\$100.00 to Roberta DeLuca, Procter
\$1446.00(est.) to CPS-HR, Test Rental
\$100.00 to Chris Distasio, Computer Repair
Ms. Asid seconded.
Vote: Unanimous

A MOTION was made Mr. Stacey by to adjourn the Meeting at 7:30 p.m.
Ms. Asid seconded.
Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary