

The Town of East Haven, CT
Civil Service Commission Minutes
March 9, 2020, 7:00 pm, 250 Main Street

A Regular Meeting of the Civil Service Commission was held on Monday, March 9, 2020 in the Civil Service Commission Office, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:00 p.m.

Roll Call:	Ms. Marlene Asid	Present
	Mrs. Sue Deko	Present
	Mrs. Ann Murray	Present

STAFF IN ATTENDANCE: Zackary Barker, President, EHTHEU Local 1303-159

PUBLIC COMMENT

There was no public comment.

READING AND APPROVAL OF MINUTES

A MOTION was made by Ms. Asid to approve the minutes of the February 6, 2020 Special Meeting as submitted.

Mrs. Deko seconds the motion.

Vote: Unanimous

OLD BUSINESS

BOARD OF EDUCATION

ACCOUNT CLERK I, GRADE LEVEL 10

A candidate from the Eligibility List has been hired to fill this position.

A MOTION was made by Ms. Asid to certify the employment of Fred Palange effective February 18, 2020 in the position of Account Clerk I, Grade Level 10 and to send him the standard probation letter.

Mrs. Murray seconds the motion.

Vote: Unanimous

SECRETARY I, GRADE LEVEL 9

This position was posted for 3 weeks. The deadline was today (3/9/2020). There have been 15 applications received so far. There may be a few more coming in the mail and will be accepted if they are postmarked by 3/9/2020. There is a study guide that is available and a link will be sent to the applicants once a test has been selected.

POLICE DEPARTMENT
DETECTIVE

9 officers have applied to participate, one officer has withdrawn. The test has been scheduled for April 6, 2020. There is a 60-day study period for this exam.

BUDGET

The 20220/2021 Town Council Budget Workshop is scheduled for April 2, 2020.

NEW BUSINESS
PUBLIC SERVICE

ASSISTANT TO PUBLIC SERVICE, GRADE LEVEL 11

A job description was created and approved by the Town and the Union) Town Hall Employees Union). Zack Barker, the President of the Union was in attendance. He stated the job description was agreed upon by the Town and Union. Ms. Asid asked why the job description did not include the section "Experience and Training" which all the other job descriptions have. He stated it was included in his original draft but that after the Town Engineer changed the job description it had been removed. The Commission felt this is an essential part of the job description, necessary when posting and testing and would not accept it at this time. The Chief Examiner was instructed to contact the Assistant Director of Administration and Management and let her know our concerns.

TRUCK DRIVER

This position was filled internally by James Dattori.

A MOTION was made by Ms. Asid to certify the Lateral Transfer of James Dottori effective February 25, 2020 in the position of Truck Driver and to send him the standard probation letter.

Mrs. Murray seconds the motion.

Vote: Unanimous

BILLS

A MOTION was made by Mrs. Murray to pay the following bills:

\$704.25 to Hearst Media, Advertising

\$294.00 to La Voz, Advertising

\$315.00 to Inner City, Advertising

Mrs. Deko seconds the motion.

Vote: Unanimous

A MOTION was made by Ms. Asid to adjourn the Meeting at 7:25 p.m.

Mrs. Murray seconds the motion.

Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary