

**The Town of East Haven, CT  
Civil Service Commission Minutes  
July 13, 2020, 7:00 pm,  
Via Zoom**

A Regular Meeting of the Civil Service Commission was held on Monday, July 13, 2020 via Zoom.

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

**PUBLIC COMMENT**

There was no public comment.

**READING AND APPROVAL OF MINUTES**

A MOTION was made by Mrs. Murray to approve the minutes of the June 8, 2020 Meeting as submitted.

Mrs. Deko seconds the motion.

Vote: Unanimous

**OLD BUSINESS**

**BOARD OF EDUCATION**

**SECRETARY I, GRADE LEVEL 9**

The exam was held on June 26, 2020. Ten candidates participated in the exam, with 6 passing.

A MOTION was made by Ms. Asid to establish the Eligibility List for the position of Secretary I, Grade Level 9 to be valid for a period of 2 years.

Mrs. Deko seconds the motion.

Vote: Unanimous

A MOTION was made by Mrs. Deko to certify the top 3 available names in rank order to fill one position from the Eligibility List for the position of Secretary I, Grade Level 9.

Mrs. Murray seconds the motion.

Vote: Unanimous

**POLICE DEPARTMENT**  
**DETECTIVE**

The Police Commission has requested that the Certified List for this position be re-certified. It will expire on July 27, 2020 and they will be meeting after that date to make these promotions.

A MOTION was made by Ms. Asid to certify the top 4 available names in rank order to fill two or more positions from the Eligibility List for the position of Detective.

Mrs. Deko seconds the motion.

Vote: Unanimous

**SERGEANT**

The Commission was notified that Jeffrey Valette and Kershen Bissette were promoted to the Rank of Sergeant effective July 15, 2020.

A MOTION was made by Mrs. Murray to certify the promotion of Jeffrey Valette and Kershen Bissette to the Rank of Sergeant effective July 15, 2020 and to send them the standard probation letter.

Mrs. Deko seconds the motion.

Vote: Unanimous

The Police Commission has requested another certified list to fill at least 2 positions from the Eligibility List for Sergeant.

A MOTION was made by Ms. Asid to certify the top 4 available names in rank order to fill two or more positions from the Eligibility List for the position of Sergeant.

Mrs. Deko seconds the motion.

Vote: Unanimous

**FIRE DEPARTMENT**  
**BATTALION CHIEF**

The exam is scheduled for August 4, 2020. 8 Firefighters are participating.

**FIREFIGHTER/PARAMEDIC  
REQUEST FOR CERTIFIED LIST-CURRENT LIST**

The Fire Chief informed the Chief Examiner that the candidate on the Certified List for Firefighter/Paramedic has taken a job with another department. There is one candidate left on the list who has not been able to complete his paramedic training due to the Covid-19 Pandemic. Attorney Ryan has issued an opinion that during this situation, Firefighters who have completed the majority of their training can be hired as long as their training and certification is completed within their probationary period. The Commission members understood the problem that Covid-19 has caused with regard to this matter and were in agreement with Attorney Ryan's Opinion.

A MOTION was made by Mrs. Deko to certify the 1 available name from the Eligibility List for the position of Firefighter/Paramedic with the understanding that the candidate must complete his Paramedic Certification within the standard probation period.  
Mrs. Murray seconds the motion.  
Vote: Unanimous

**FIREFIGHTER/PARAMEDIC  
NEW EXAM**

The deadline has been extended to July 17, 2020.

**FIREFIGHTER/PARAMEDIC-LATERAL TRANSFER**

A request has been received to fill 2 positions from the candidates who have filed applications and qualify as "Lateral Transfers" having attending the Connecticut Fire Academy in the last 5 years (2 years for Volunteers). Attorney Ryan has issued an opinion that states candidates who are waiting for their Paramedic Certification to be completed and have been delayed due to the Covid-19 Pandemic can be hired pending the completion of their certification within their probationary period. A candidate has filed an application and previously tested but now meets the requirements of a lateral transfer and a second application has been received.

A MOTION was made by Ms. Asid to certify the 2 available candidates for the position of Firefighter/Paramedic-Lateral Transfer with the understanding that any candidate who has not completed their Paramedic Certification must do so within the standard probation period.

Mrs. Murray seconds the motion.

Vote: Unanimous

### **PUBLIC SAFETY DISPATCHER**

The Commission has just been advised that Brian Dacey has been hired for the position of Public Safety Dispatcher pending the successful completion of the pre-employment requirements.

A MOTION was made by Ms. Asid to certify the employment of Brian Dacey in the position of Public Safety Dispatcher pending the successful completion of the pre-employment requirements and to send him the standard probation letter.

Mrs. Deko seconds the motion.

Vote: Unanimous

### **PUBLIC WORKS** **LABORER**

The Public Works Department has hired 4 Laborers.

A MOTION was made by Ms. Asid to certify the employment of Raymond Marsico effective June 22, 2020, Nico DeMaio effective June 23, 2020, Jake Ferraiolo effective June 24, 2020 and Neil Elyne effective June 29, 2020 and to send them the standard probation letter.

Mrs. Deko seconds the motion.

Vote: Unanimous

### **ASSISTANT TO PUBLIC WORKS**

The Chief Examiner will be meeting with the Assistant Director of Administration and Management this week and the matter should be closed.

**NEW BUSINESS**

**PUBLIC WORKS**

**HEAVY EQUIPMENT OPERATOR**

The position of DPW Heavy Equipment Operator was posted for a lateral transfer within the Union. Marc Carfora will move into the position effective June 22, 2020.

A MOTION was made by Ms. Asid to certify the transfer of Marc Carfora effective June 22, 2020 into the position of DPW Heavy Equipment Operator.

Mrs. Deko seconds the motion.

Vote: Unanimous

A MOTION was made by Ms. Asid to add the matter of Police Department- Police Officer C, Certified Police Officer, Lieutenant-Request for New Exam, and Police Officer C-Request for New Exam to the Agenda.

Mrs. Murray seconds the motion.

Vote: Unanimous

**POLICE OFFICER C-CURRENT LIST**

The Board of Police Commissioners has requested a Certified List to fill 2 positions from the Eligibility List for Police Officer C. 8 names must be removed from the list because they did not successfully complete all components of the Background Investigation.

A MOTION was made by Ms. Asid to remove the 8 candidates listed in Deputy Chief Tracy's Memo.

Mrs. Murray seconds the motion.

Vote: Unanimous

A MOTION was made by Ms. Asid to certify the 2 available names in rank order to fill 2 positions from the Certified List for Police Officer C.

Mrs. Deko seconds the motion.

Vote: Unanimous

**POLICE OFFICER C-LATERAL TRANSFER**

A request was received to fill one position for Police Officer C from the qualified lateral transfer candidates.

A MOTION was made by Ms. Asid to certify the 1 available candidate for the position of Police Officer C-Lateral Transfer.

Mrs. Murray seconds the motion.

Vote: Unanimous

**LIEUTENANT**

A request has been received to begin the testing process for the position of Lieutenant.

A MOTION was made by Ms. Asid to begin the testing process for the Rank of Lieutenant consisting of a written exam with a pass point of 70 worth 25% or the final grade and an oral interview with a pass point of 70 worth 75% of the final grade.

Mrs. Deko seconds the motion.

Vote: Unanimous

**POLICE OFFICER C**

A request has been received to begin the testing process for the position of Police Officer C. The current list has been exhausted.

A MOTION was made by Ms. Asid to begin the testing process for the position of Police Officer C with a written exam with a pass point of 70 worth 2/3rds of the final score and an oral interview with a pass point of 70 worth 1/3rd of the final score and a valid C.H.I.P. Card which is pass/fail.

Mrs. Deko seconds the motion.

Vote: Unanimous

**BILLS**

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

\$1150.90 to Hearst Media, Advertising

\$360.00 to Penfield Publication, Advertising

\$522.50 to CPS-HR, Test Rental

Mrs. Murray seconds the motion.

Vote: Unanimous

A MOTION was made by Mrs. Deko to adjourn the Meeting at 7:41 p.m.

Mrs. Murray seconds the motion.

Vote: Unanimous

Respectfully submitted,

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Andrea M. Liquori  
Recording Secretary