

**The Town of East Haven, CT  
Civil Service Commission Minutes  
June 24, 2014, 7:00 pm, 250 Main Street**

A Special Meeting of the Civil Service Commission was held on Monday, June 24, 2014 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 PRESENT:** Frank Gentilesco, Administration and Management

**NEW BUSINESS**

**PUBLIC WORKS**

**General Foreman, Grade Level 14**

Mr. Gentilesco was in attendance to discuss the vacancy that will occur in the position of General Foreman, Grade Level 14 when Frank Apuzzo retires later this month. He stated the position was posted within the Supervisor's Union for a lateral transfer and one member applied for it but was deemed to be unqualified for this position. Mr. Gentilesco stated the position requires someone with a lot of experience in the construction and maintenance of highways, streets, and drainage. This is a very important position and a written exam may not produce the person with all the needed experience. The Chief Examiner stated after she had discussed this issue with Mr. Gentilesco, she did some research regarding the use of a Training and Experience Rating. This form of evaluation would be a better way of rating applicants. It would require a supplemental application form to evaluate the type of experience we are looking for and what the candidates possess. Ms. Asid stated the Commission members and the Chief Examiner should review the review applications. Mr. Gentilesco stated time is of the essence and would like the advertisement to go into the New Haven Register this Sunday. The Chief Examiner stated she did not think there was enough money in the Advertising Account to cover the cost of the Register's advertisement. Mr. Gentilesco stated that he would assist in obtaining the funding if needed.

MOTION was made by Ms. Asid to begin the testing process for the position of General Foreman, Grade Level 14 using a Training and Experience Rating have a pass point of 70 and be worth 100% of the final grade and to establish an Eligibility List for the position to be valid for a period of 2 years.

Mr. Stacey seconded.

Vote: Unanimous

A MOTION was made by Mr. Stacey to adjourn the Meeting at 7:27 p.m.

Ms. Asid seconded.

Vote: Unanimous

Respectfully submitted,

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Andrea M. Liquori, Recording Secretary