

**The Town of East Haven, CT
Civil Service Commission Minutes
August 10, 2015, 7:00 pm, 250 Main Street**

The Regular Meeting of the Civil Service Commission was held on Monday, August 10, 2015 in the Mario Giaimo Conference Room, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:06 p.m.

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

READING AND APPROVAL OF MINUTES

A MOTION was made by Mr. Carocci to approve the minutes of the June 8, 2015 Meeting with the following correction: under the item "Account Clerk" change the word "process" to "possess" and to approve the Minutes of the July 13 meeting as submitted.

Ms. Asid seconded.

Vote: Unanimous.

OLD BUSINESS

POLICE DEPARTMENT

POLICE OFFICER C-NEW RECRUITS

The written exam was held August 3, 2015, 133 candidates took the test. 83 candidates are going forward to the Oral Interview which will be held August 17 & 18, 2015 at East Haven High School.

POLICE CADET STUDENT PARTNERSHIP

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

BOARD OF EDUCATION

SECRETARY II

The individual who had been selected has resigned. The Superintendent has requested a Certified List.

A MOTION was made by Mr. Carocci to certify the top three available names in rank order from the list for the position of Secretary II.

Ms. Asid seconded.

Vote: Unanimous

**ACCOUNT CLERK I, GRADE LEVEL 10
ACCOUNTANT**

The Board of Education has selected individuals for each position but they have not yet been approved by the Board of Education. There is no action that needs to be taken at this time.

**FIRE DEPARTMENT
FIREFIGHTER D/PARAMEDIC**

The Fire Commission has hired Brian Arms and Matthew Hall effective August 24, 2015.

A MOTION was made by Ms. Asid to certify the employment of Brian Arms and Matthew Hall effective August 24, 2015 and to send them the standard probation letter.

Mr. Carocci seconded.

Vote: Unanimous

**FINANCE DEPARTMENT
Account Clerk II, Grade Level 11**

A Letter was received from Frank Gentilesco advising the Commission that Susan lacconne had been hired effective August 11, 2015.

A MOTION was made by Ms. Asid to certify the hiring of Susan lacconne in the position of Account Clerk II effective August 11, 2015 and send her the standard probation letter.

Mr. Carocci seconded.

Vote: Unanimous

ANIMAL CONTROL

ASSISTANT ANIMAL CONTROL OFFICER

A candidate has been hired. The Commission has been notified as a courtesy, the position is exempt from testing.

PUBLIC WORKS

MAINTENANCE II

The test is scheduled for September 23, 2015. 25 candidates will be participating.

TOWN CLERK

GENERAL CLERK

This position has been vacated due to a retirement and posted for a lateral transfer. The position will be filled by a Linda Cicarella effective October 5, 2015.

NEW BUSINESS

POLICE DEPARTMENT

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

A letter was received from Chief Larabee advising the Commission that the Police Commission has requested to hire P.O.S.T. Certified Officers. There are currently three in the process.

A MOTION was made by Ms. Asid to certify the top three available names for the position of Police Officer C P.O.S.T. Certified Officer and to submit them to the Police Commission.

Mr. Carocci seconded.

Vote: Unanimous

BILLS

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

\$3725.00(Estimate) to I/O Solutions, Test Rental

\$250.00 to Penfield Publications, Advertising

\$100.00 to Roberta DeLuca, Proctor

Mr. Carocci seconded.

Vote Unanimous

A MOTION was made by Mr. Carocci to adjourn the Meeting at 7:19 p.m.
Ms. Asid seconded.
Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary