

The Town of East Haven, CT
Civil Service Commission Minutes
August 14, 2017, 7:00 pm, 250 Main Street

A Regular Meeting of the Civil Service Commission was held on Monday, August 14, 2017 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	Absent
	Mr. John Stacey	Present
	Ms. Marlene Asid	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 12, 2017 Meeting and the July 19, 2017 Meeting as submitted.

Ms. Asid seconded.

Vote: Unanimous.

OLD BUSINESS

BOARD OF EDUCATION

ACCOUNT CLERK I, GRADE LEVEL 10

Due to the spending freeze imposed on the Town budget by the Mayor, the Chief Examiner has asked for permission to move forward with this exam and has not heard from the Finance Director as of the date of this meeting.

SECRETARY I, GRADE LEVEL 9

Interviews were conducted last week. The Commission has not been advised regarding the candidate who has been selected.

CUSTODIAN

The Board of Education is in the process of interviewing and there is no action to be taken at this time.

MAINTENANCE

The Board of Education has a vacancy in this position and had asked for a Certified List to fill one position. We have not heard back from the Board regarding this matter.

FIRE DEPARTMENT

FIREFIGHTER/PARAMEDIC-NEW RECRUIT EXAM

The Fire Department is in the process of hiring 3 candidates and to date, has not contacted Civil Service with the names of those selected.

POLICE DEPARTMENT

DETECTIVE EXAM

The exam is complete. 2 Officers successfully completed the exam.

A MOTION was made by Ms. Asid to establish the Eligibility List for the position of Detective to be valid for a period 2 years and to certify the top 2 available names in rank order to fill 1 position.

Mr. Stacey seconded.

Vote: Unanimous

FINANCE DEPARTMENT

ACCOUNT CLERK II, GRADE LEVEL 11

The Finance Director is in the process of interviewing and there is no action to be taken at this time.

PUBLIC WORKS

MECHANIC

The Commission received a letter informing them that Allen Schroeter was hired to fill this position.

A MOTION was made by Ms. Asid to certify the employment of Allen Schroeter in the position of Mechanic effective July 24 and to send him the standard probation letter.

Mr. Stacey seconded.

Vote: Unanimous

NEW BUSINESS

POLICE DEPARTMENT

POLICE OFFICER C LATERAL TRANSFER

There are 2 vacancies that the Police Commission would like to fill with Lateral Transfers.

A MOTION was made by Ms. Asid to the top 2 available names for Police Officer C-Lateral Transfer to fill 2 position.

Mr. Stacey seconded.

Vote: Unanimous

BILLS

There are no bills to be paid this month.

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

Mr. Stacey seconded.

Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary