

**The Town of East Haven, CT  
Civil Service Commission Minutes  
August 13, 2018, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Monday, August 13, 2018 in the Mario Giaimo Conference Room, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:02 p.m.

Roll Call:	Mr. John Stacey	Present
	Ms. Marlene Asid	Absent
	Mr. Clayton Janer	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 July Regular and Special Meetings as submitted.

Mr. Janer seconded.

Vote: Unanimous

**OLD BUSINESS**

**BOARD OF EDUCATION**

**SECRETARY II**

The Board of Education has hired Melinda LeMere effective June 19, 2018.

A MOTION was made by Mr. Stacey to certify the employment of Melinda LeMere effective June 19, 2018 and send her the standard probation letter.

Mr. Janer seconded.

Vote: Unanimous

**SECRETARY III**

The Board of Education has the Certified List and is in the process of interviewing. There is no action to be taken at this time.

**POLICE DEPARTMENT**

**POLICE OFFICER C-NEW RECRUIT EXAM**

106 applications were received. The exam was held on July 10, 2018. 85 candidates took the written exam and 48 passed. The Oral Interview for this position was held on August 1 and 2. 45 candidates participated and 35 passed. The final date for the C.H.I.P. Test is August 18 2018, 5 candidates still need to complete that part of the exam. There is no action to be taken at this time.

**P.O.S.T. CERTIFIED LATERAL TRANSFER-POLICE OFFICER C**

The Police Commission has the Certified List, they have not advised the Commission that they have hired anyone yet.

**DETECTIVE**

The Police Commission has the Certified List, they have not advised the Commission that they have promoted anyone yet.

**ENTRY LEVEL PUBLIC SAFETY DISPATCHER**

51 applicants have applied to take the written exam which is scheduled for August 15, 2018.

**CERTIFIED PUBLIC SAFETY DISPATCHER-Full Time/Part Time**

1 full time position and 2 part time positions have been filled.

A MOTION was made by Mr. Stacey to certify the employment of John Rossotto in the position of full time Public Safety Dispatcher, Serena Young and Alyssa Santapietro in the position of part time Public Safety Dispatcher effective date of hire to be determined and to send them the standard probation letter.

Mr. Janer seconded.

Vote: Unanimous

**FIRE DEPARTMENT**

**FIREFIGHTER D/PARAMEDIC-Exam**

The application deadline was extended to July 31, 2018. We have received 26 applications. A test date for the written exam has been set for September 13, 2018.

**PUBLIC WORKS**

**GENERAL FOREMAN**

The Commission received a letter from Mr. Coppola advising them that Anthony DeFala was hired.

A MOTION was made by Mr. Janer to certify the employment of Anthony DeFala in the position of General Foreman effective date of hire to be determined and to send him the standard probation letter.

Mr. Stacey seconded.

Vote: Unanimous

**NEW BUSINESS**

**BOARD OF EDUCATION**

**SECRETARY I**

A request was received from the Board of Education for the Certified List for Secretary I, Grade Level 9 to fill one position.

A MOTION was made by Mr. Stacey to certify the top 3 available names in rank order to fill one Secretary I, Grade Level 9 position.

Mr. Janer seconded.

Vote: Unanimous

**BILLS**

A MOTION was made by Mr. Janer to pay the following bills:

\$171.63 to Andrea Liquori, Reimbursement

\$240.00 to LTI, Testing

\$137.22 to Minuteman Press, Supplies

\$2153.00 to I/O Solutions, Test Rental

\$100.00 to Roberta DeLuca, Procter

\$561.00 to Chris Distasio, Computer Equipment

\$125.00 to Chris Distasio, Computer Repair  
Mr. Stacey seconded.  
Vote: Unanimous

A MOTION was made Mr. Janer by to adjourn the Meeting at 7:32 p.m.  
Mr. Stacey seconded.  
Vote: Unanimous

Respectfully submitted,

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Andrea M. Liquori  
Recording Secretary