

**The Town of East Haven, CT  
Civil Service Commission Minutes  
September 10, 2018, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Monday, September 10, 2018 in the Mario Giaimo Conference Room, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:04 p.m.

Roll Call:	Ms. Marlene Asid	Present
	Mr. John Stacey	Present
	Mr. Clayton Janer	Present

Staff Present: Joseph Coppola, Assistant Director of Administration and Management

**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 August 13, 2018 Regular Meeting and the August 28, 2018 Special Meetings as submitted.

Ms. Asid seconded.

Vote: Unanimous

**OLD BUSINESS**

A MOTION was made by Ms. Asid to suspend the order of the agenda and move to item #4 under old business.

Mr. Stacey seconded.

Vote: Unanimous

**PUBLIC WORKS  
MECHANIC**

Mr. Coppola, the Assistant Director of Administration and Management was in attendance to discuss this position. He is concerned that there has not been any interest in the position to date and would like to know what can be done if no one applies for the job. It is crucial that the position is filled

before winter so the trucks can be outfitted for plowing. The Chief Examiner advised him that she had received 2 applications. The posting will expire on September 18<sup>th</sup> so there is time for a few more applications to be submitted. Mr. Coppola also stated he did know if the lack of interest stemmed from the rate of pay, which is lower than average for mechanics in the area but it is something he will look into if he is unable to find a suitable candidate for the position.

### **BOARD OF EDUCATION**

#### **SECRETARY I, Grade Level 9**

The Board of Education has interviewed 2 candidates from the Certified List. The other 2 candidates on the list have refused the interview and another position has opened up. Due to these developments, a new exam should be held.

A MOTION was made by Ms. Asid to begin the testing process for the position of Secretary I, Grade Level 9 consisting of a written exam worth 100% of the final grade with a pass point of 70.

Mr. Janer Seconded.

Vote: Unanimous

#### **SECRETARY III**

The Board of Education has hired Jordanne Bryan effective August 27, 2018 in the position of Pupil Services Secretary III.

A MOTION was made by Mr. Stacey to certify the employment of Jordanne Bryan effective August 27, 2018 in the position of Pupil Services Secretary III and send her the standard probation letter.

Ms. Asid seconded.

Vote: Unanimous

### **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 was August 18, 2018, 4 candidates failed to complete that part of the exam and we have a final list consisting of 31 names. The Police Commission has not indicated that they are ready to hire from this list at this time.

A MOTION was made by Ms. Asid to establish the Eligibility List for the position of Police Officer C-New Recruits to be valid for a period of 2 years. Mr. Janer Seconded.  
Vote: Unanimous.

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

The Police Commission has hired George Gerosa effective September 18, 2018.

A MOTION was made by Mr. Janer to certify the employment of George Gerosa effective September 18, 2018 in the position of Police Officer C-P.O.S.T. Certified Lateral Transfer and send him the standard probation letter.

Ms. Asid seconded.  
Vote: Unanimous

**DETECTIVE**

The Police Commission has promoted Robert Brockett to the position of Detective effective September 10, 2018.

A MOTION was made by Mr. Stacey to certify the promotion of Robert Brockett effective September 10, 2018 in the position of Detective and send him the standard probation letter.

Ms. Asid seconded.  
Vote: Unanimous

**ENTRY LEVEL PUBLIC SAFETY DISPATCHER**

51 applicants have applied to take the written exam which was held on August 15, 2018. 35 candidates took the exam and 17 passed.

A MOTION was made by Ms. Asid to establish the Eligibility List for the position of Public Safety Dispatcher-Entry Level to be valid for a period of 2 years.

Mr. Stacey Seconded.

Vote: Unanimous.

**FIRE DEPARTMENT**

**FIREFIGHTER D/PARAMEDIC-Exam**

We have received 26 applications. A test date for the written exam has been set for September 13, 2018.

**NEW BUSINESS**

**POLICE DEPARTMENT**

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

The Police Commission has requested the Certified List to fill one position from the P.O.S.T. Certified Lateral Transfer Candidates.

A MOTION was made by Ms. Asid to certify the top 2 available names in rank order to fill one position for Police Officer C-P.O.S.T. Certified Lateral Transfer.

Mr. Stacey seconded.

Vote: Unanimous

**BILLS**

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

\$417.00 to LTI, Testing

\$60.00 to LTI, Testing

\$636.67 to Hearst Publications, Advertising

\$294.00 to La Voz, Advertising

\$315.00 to Penfield Publications, Advertising

\$1000.00(Est.) to McCann Testing, Test Rental

\$200.00 to Chris Distasio, Computer Equipment

\$150.00 to Chris Distasio, Computer Repair  
Mr. Janer seconded.  
Vote: Unanimous

A MOTION was made Ms. Asid by to adjourn the Meeting at 7:50 p.m.  
Mr. Janer seconded.  
Vote: Unanimous

Respectfully submitted,

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Andrea M. Liquori  
Recording Secretary