

**The Town of East Haven, CT
Civil Service Commission Minutes
January 9, 2012, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Monday, January 9, 2012 in the Mario Giamo Conference Room, Town Hall, 250 Main Street, East Haven, CT.

The meeting was called to order at 7:00 p.m.

Roll Call:	Ms. Linda Abbott	Present
	Mr. Brian Wood	Present
	Mr. John Stacey	Present

READING AND APPROVAL OF MINUTES

A MOTION was made by Mr. Wood to accept the minutes of the December Meeting as submitted.

Mr. Stacey seconded.

Vote: Unanimous

PUBLIC COMMENT

Dominic Cretella, 33 Burgess Street addressed the Commission. He read a letter into the record(attached) and gave the Commission a copy of a letter sent to him by Arthur DeSorbo.

A MOTION was made by Mr. Stacey to go into executive session to discuss personnel at 7:10 p.m. and to invite the Chief Examiner to attend.

Mr. Wood seconded.

Vote: Unanimous

A MOTION was made by Mr. Wood to go into public session at 7:26 p.m.

Mr. Stacey seconded.

Vote: Unanimous

A MOTION was made by Mr. Stacey to request a legal opinion from the Town Attorney based on Rule 10 Section 2 of the Civil Service Commission relative to Mr. Cretella's complaint.

Mr. Wood Seconded.

Vote: Unanimous

OLD BUSINESS

POLICE DEPARTMENT

POLICE OFFICER C-CERTIFIED OFFICER EXAM

The Chief Examiner stated that she has received word from Frank Gentileseco that the exam for this position can go forward. The Commission discussed the best way to proceed and discussed the possibility of notifying these candidates they are to participate in the new recruit exam to be conducted by SCCJA. This would satisfy the post requirement of a "validated written exam".

A MOTION was made by Mr. Stacey to notify the certified officers who have applied for this position to participate in the exam being conducted by SCCJA and have the Chief Examiner send each applicant a letter advising them of same and of the \$40 application fee.

Mr. Wood seconded.

Vote: Unanimous

SERGEANT

Four Officers asked to be added to the list. SCCJA will be holding an informational meeting with the applicants for this exam. A tentative date has been set for January 24, 2012. The officers involved in this exam will be contacted by SCCJA to begin the process, if they have not done so already. The written exam will take place the end of March and the Assessment Center will take place in April.

RECORDS ATTENDANT/GRADE LEVEL 11

This position has not been filled due to the hiring freeze.

POLICE OFFICER C EXAMINATION

SCCJA will begin advertising this exam from January 29, 2012 to February 29, 2012. Applications will be available in the Civil Service Office, The Mayor's Office and at the Police Department. The Chief also expressed and interest in doing some outreach into the community.

LIEUTENANT

A letter was received from the Police Commission requesting the list be

recertified.

A MOTION was made by Mr. Wood to certify the top three available names in rank order for the position of Lieutenant.

Mr. Stacey seconded.

Vote: Unanimous

FIRE DEPARTMENT

911 DISPATCHER

The Fire Commission has hired Stephen Johnson effective January 2, 2012.

A MOTION was made by Mr. Stacey to certify the employment of Stephen Johnson effective January 2, 2012 and send him the standard probationary letter.

Mr. Wood seconded.

Vote: Unanimous

FIREFIGHTER D/PARAMEDIC

Applications for this position will be available from January 20, 2012 to February 10, 2012.

FINANCE DEPARTMENT

ACCOUNT CLERK II

This position remains unfilled due to the hiring freeze.

ENGINEERING

ADMINISTRATIVE ASSISTANT, GRADE LEVEL 13

This exam is on hold due to the spending freeze and is being filled by a temporary employee.

NEW BUSINESS

Combination Grade Level 12/13 Exam

Frank Gentileco requested to address the Commission at it's February Meeting with regard to this matter.

Engineering-Temporary Employee

There is a temporary employee currently filling this position.

Housing and Urban Renewal

There is a temporary employee filling the position of Community Development Coordinator. The two part-time positions in these departments are vacant.

Midyear Expenditure Review

The Commission reviewed its budget and expected expenses for the rest of 2012 per the Mayor's request for a report to be submitted January 13, 2012.

BILLS

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

\$1000.00 to SCCJA, Testing EHPD

\$250.00 to La Voz, Advertising

\$250.00 to Inner City Newspaper, Advertising

\$1922.32 to New Haven Register, Advertising

Mr. Wood seconded.

Vote: Unanimous.

A MOTION was made by Mr. Wood to adjourn the Meeting at 8:03 p.m.

Mr. Stacey seconded.

Vote: Unanimous.

Respectfully submitted,

Andrea M. Liquori, Recording Secretary