

**The Town of East Haven, CT  
Civil Service Commission Minutes  
March 11, 2013, 7:00 pm, 250 Main Street**

A Regular Meeting of the Civil Service Commission was held on Monday, March 11, 2013 in the Civil Service Office, 250 Main Street, East Haven, CT.

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

Roll Call:	Mr. John Stacey	Present
	Mr. Albert Carocci	Present
	Mr. Dennis Amendola	Present

Staff Present: Police Chief Brent Larrabee, Attorney Lawrence Sgrignari

**READING AND APPROVAL OF MINUTES**

A MOTION was made by Mr. Carocci to approve the minutes of the February 20, 2013 Special Meeting as submitted.

Mr. Stacey seconded.

Vote: Unanimous

A MOTION was made by Mr. Stacey to approve the minutes of the March 7, 2013 Special Meeting as submitted.

Mr. Amendola seconded.

Vote: Unanimous

**PUBLIC COMMENT:** There was no public comment.

A MOTION was made by Mr. Carocci to suspend the order of the Agenda and move to Old Business, item 1(d) Consent Decree and item 1(e) Police Officer C.

Mr. Stacey seconded.

Vote: Unanimous

**OLD BUSINESS**

**POLICE DEPARTMENT**

**CONSENT DECREE**

**Review and Adoption of Amendment to Rule 7, Section 2, 3, and 4**

Amendment to Rule 7, sections 2, 3, and 4. The Commission discussed the impact this would have on candidates on the list and the procedure needed to publish the amendment prior to advertising the next exam. The new amendment will give extra points to candidates with college credits and/or degrees and to those candidates who can show, by taking a proficiency exam, that they are proficient in a foreign language.

A MOTION was made by Mr. Stacey to repeal Rule 7, Section 2, 3, and 4 and substituted with the Proposed Amendment to Rule 7, section 2, 3, and 4 (attached).

Mr. Amendola seconded.

Vote: Unanimous

### **Recruitment Plan**

Attorney Sgrignari had informed the Commission at its February Meeting that paragraph #183 of the Decree gives the Police Department 90 Days to make recommendations regarding recruitment and testing. The Civil Service Commission will be responsible for accepting and implementing this plan during the recruitment of new officers. A draft of this plan was submitted by the Chief Examiner after review from the Commission members. Attorney Sgrignari stated the format needed to be adjusted to comply with the DoJ request and would work on this with the Chief Examiner.

### **POLICE OFFICER C**

#### **New Recruit Exam**

#### **P.O.S.T Certified Lateral Transfer**

#### **Comparable Lateral Transfer**

The current list for New Recruits will be expiring and a new exam will be held and conducted by the Civil Service Commission. The Rolling Application Process approved for Lateral Transfers will be expiring in April. Attorney Sgrignari stated that the Notice of Testing for all these positions should not be posted until the Amendment to Rule 7 is in effect, 10 days after it is published in a local newspaper. The Commission discussed the possibility of going forward before that time but felt it would be prudent to

with the exam. Chief Larrabee also agreed it would be best to wait.

A MOTION was made by Mr. Stacey to return to the order of the Agenda.  
Mr. Amendola Seconded.  
Vote: Unanimous

### **OLD BUSINESS**

#### **POLICE DEPARTMENT**

##### **SERGEANT AND LIEUTENANT EXAMS**

The Police Commission promoted the Sergeant David Emerman to the position of Lieutenant and Officers Tracey, Paulson, Brochu and Rybruck to the position of Sergeants effective March 31, 2013.

A MOTION was made by Mr. Stacey to certify the promotion of Sergeant David Emerman to the position of Lieutenant and Officers Tracey, Paulson, Brochu and Rybruck to the position of Sergeant effective March 31, 2013 and to send them the standard probationary letter.  
Mr. Carocci Seconded.  
Vote: Unanimous

### **YOUTH DETECTIVE**

There is no action to take at this time.

### **PUBLIC WORKS**

#### **TREE TRIMMER**

Frank Gentilesso informed the Chief Examiner he plans to interview and hire in the next month. The current list will expire on March 14, 2013 and needs to be recertified for another 60 days.

A MOTION was made by Mr. Carocci to certify the top three available names in rank order to fill one position from the Eligibility List for Tree Trimmer.  
Mr. Amendola Seconded.  
Vote: Unanimous

**BOARD OF EDUCATION**  
**TEMPORARY EMPLOYEES**

Paul Rizza informed the Chief Examiner that the temporary employee was no longer working at the Board of Education.

**BILLS**

A MOTION was made by Mr. Stacey to pay the following bills:  
\$109.89 to Andrea Liquori, Reimbursement  
Mr. Carocci Seconded.  
Vote: Unanimous.

A MOTION was made by Mr. Stacey to adjourn the Meeting at 7:48 p.m.  
Mr. Amendola seconded.  
Vote: Unanimous.

Respectfully submitted,

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Andrea M. Liquori  
Recording Secretary