

**The Town of East Haven, CT
Civil Service Commission Minutes
March 10, 2014, 7:00 pm, 250 Main Street**

The Regular Meeting of the Civil Service Commission was held on Monday, March 10, 2014 in the Civil Service Commission Office, Town Hall, 250 Main Street, East Haven, CT.

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

Roll Call:	Mr. Albert Carocci	Present
	Mr. John Stacey	Present
	Ms. Marlene Asid	Present

Staff Present: Chief Brent Larrabee

READING AND APPROVAL OF MINUTES

A MOTION was made by Mr. Stacey to approve the minutes of the February 10, 2014 Regular Meeting as submitted.

Mr. Carroci seconded.

Vote: Unanimous.

PUBLIC COMMENT

There was no public comment.

A MOTION was made by Mr. Carocci to suspend the order of the Agenda to handle all Police Department matters.

Mr. Stacey seconded.

Vote: Unanimous.

OLD BUSINESS

POLICE DEPARTMENT

DETECTIVE/YOUTH DETECTIVE EXAMINATION

Five candidates took the written exam. Two candidates passed. Chief Larrabee requested the Commission complete the testing process using an in-house panel to conduct the Oral Interview since only two candidates are left in the process. Mr. Stacey stated he did not want to see this set a precedent but understood that this was a unique situation.

A MOTION was made by Mr. Stacey to use an internal panel selected by Chief Larrabee to conduct the Oral Interview portion of the Detective/Youth Detective Exam due to the unique circumstances for this exam only.

Ms. Asid seconded.

Vote: Unanimous.

POLICE OFFICER C

The Commission received a request for a Certified List to fill 2 positions from the Eligibility List for Police Officer C. The Commission also received letters recommending the removal of two candidates from that list.

A MOTION was made by Mr. Carocci to remove Damon Bates and Nicolas Travesano from the Eligibility List for Police Officer C.

Ms. Asid seconded.

Vote: Unanimous

A MOTION was made by Ms. Asid to certify the top 4 available names in rank order to fill 2 positions from the Eligibility List for the position of Police Officer C.

Mr. Stacey seconded.

Vote: Unanimous

An email was received informing the Commission that Dylan Northrup, who was hired in December, has started the Police Academy and his effective date of employment is February 24, 2014.

A MOTION was made by Mr. Carocci to certify the employment of Dylan Northrup in the position of Police Officer C effective February 24, 2014 and to send him the standard probation letter.

Ms. Asid seconded.

Vote: Unanimous

POLICE OFFICER C-NEW EXAM

The cost of a new exam was discussed. The subject of charging an application fee was discussed and also using the C.H.I.P. card and not doing the Physical Agility Exam in-house.

A MOTION was made by Mr. Stacey to request information from Attorney Zullo regarding the possibility of charging an application fee.

Mr. Carocci seconded.

Vote: Unanimous.

PUBLIC SAFETY DISPATCHER

The exam is complete and a Certified List to fill 6 positions was requested by Mr. Gentilesco.

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

Mr. Stacey seconded.

Vote: Unanimous.

A MOTION was made by Ms. Asid to certify the top 8 available names in rank order to fill 6 positions from the Eligibility List for the position of Public Safety Dispatcher.

Mr. Stacey seconded.

Vote: Unanimous

2014/2015 BUDGET

The Commission went before the Board of Finance and will be going in front of the Town Council next.

TOWN CLERK

INDEX CLERK

The employee in this position has retired and a union member has bid on it as a lateral transfer. Due to the hiring freeze imposed by the Mayor there will be no movement at this time.

NEW BUSINESS

BOARD OF EDUCATION-SECRETARY

The Commission received several letters from the Union Representative for the Board of Education Secretarial Union. There is a discrepancy regarding the filling of positions. The Chief Examiner asked for an update but nothing was received. She was also informed by Mr. Rizza that there are two vacancies in the position of Secretary but there is a hiring freeze at the Board of Education at this time.

BILLS

There are no bills at this time.

A MOTION was made by Mr. Carroci to adjourn the Meeting at 7:40 p.m.

Ms. Asid seconded.

Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori, Recording Secretary