

RECEIVED FOR FILING
DATE 12/13/2023 TIME 10:28 AM
TOWN CLERK'S OFFICE
EAST HAVEN, CONN

Renee Arenas, Asst

ASSISTANT TOWN CLERK

**Civil Service Commission Minutes
December 11, 2023, 7:00 pm**

A Regular Meeting of the Civil Service Commission was held on Monday, December 11, 2023, in the East Haven Town Hall, 250 Main Street.

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

| | | |
|------------|---------------------|-----------------------|
| Roll Call: | Mrs. Sue Deko | Present Via Telephone |
| | Mrs. Ann Murray | Present Via Telephone |
| | Mr. Richard DePalma | Present |

PUBLIC COMMENT

There was no public comment.

READING AND APPROVAL OF MINUTES

A Motion was made by Mrs. Deko to approve the minutes of the November Meeting as submitted.

Mr. DePalma seconds the motion.

Vote: Unanimous

OLD BUSINESS

BOARD OF EDUCATION

SECRETARY II

The position is posted until December 15, 2023, there is no action to be taken at this time.

ACCOUNTANT

The exam was conducted on December 4, 2023. 5 candidates participated and 3 passed.

A Motion was made by Mr. DePalma to establish the Eligibility List for Accountant to be valid for a period of 2 years and certify the top 3 available names to fill one position.

Mrs. Deko seconds the motion.

Vote: Unanimous

The position is posted until December 15, 2023, there is no action to be taken at this time.

CUSTODIAN

The position is posted until December 15, 2023, there is no action to be taken at this time.

POLICE DEPARTMENT

POLICE OFFICER C-NEW RERUIT

The Police Department has requested the Certified List.

A Motion was made by Mrs. Deko to establish the Eligibility List for Police Officer C to be valid for a period of 2 years and certify the top 9 available names.

Mr. DePalma seconds the motion.

Vote: Unanimous

PUBLIC SAFETY DISPATCHER

The Police Department has requested candidates be removed from the list for not successfully completing the background investigation.

A Motion was made by Mrs. Deko to only certify the 4 candidates who are remaining on the Eligibility List for Dispatcher.

Mrs. Murray seconds the motion.

Vote: Unanimous

INDEX CLERK

There is no word on this position at this time.

PUBLIC WORKS

MECHANIC

The position was posted and only 1 application was received.

A Motion was made by Mr. DePalma to waive the exam and certify the 1 candidate who applied for the position of Mechanic.

Mrs. Deko seconds the motion.

Vote: Unanimous

**FIRE DEPARTMENT
FIREFIGHTER/PARAMEDIC**

The position is posted until December 15, 2023, there is no action to be taken at this time.

**NEW BUSINESS
2024 MEETING SCHEDULE**

A Motion was made by Mrs. Deko to continue meeting on the 2nd Monday of the month at 7:00 pm at the East Haven Town Hall.

Mr. DePalma seconds the motion.

Vote: Unanimous

BILLS

A Motion was made by Mrs. Deko to pay the following bills:

\$330.00 to Penfield Publications, Advertising

\$2090.00 to Hearst Publications, Advertising

\$325.00 to La Voz, Advertising

\$483.00 to CPS-HR, Test Rental

Mrs. Murray seconds the motion.

Vote: Unanimous

A MOTION was made by Mrs. Murray to adjourn the Meeting at 7:08 p.m.

Mr. DePalma seconds the motion.

Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary