

*Lisa Balter*  
TOWN CLERK

**The Town of East Haven, CT  
Civil Service Commission Minutes  
August 8, 2022, 7:00 pm**

A Special Meeting of the Civil Service Commission was held on Monday, August 8, 2022, in the East Haven Community Center, 91 Taylor Avenue, East Haven CT.

The meeting was called to order at 7:08 p.m.

Roll Call:	Mrs. Sue Deko	Present
	Mrs. Ann Murray	Present

**OLD BUSINESS**

**BOARD OF EDUCATION**

**SECRETARY III, GRADE LEVEL 10**

The Board of Education could not interview 3 candidates for this position, the list has been exhausted and a new test was requested.

A MOTION was made by Mrs. Murray to begin the testing process for the position of Secretary II, Grade Level 10 consisting of a written score with a pass point of 70 worth 100% of the final score.

Mrs. Deko seconds the motion.

Vote: Unanimous

**FINANCE DEPARTMENT**

**SECRETARY III, GRADE LEVEL 11**

Candidates have not been interviewed. The list needs to be recertified.

A MOTION was made by Mrs. Deko to certify the list to fill one position from the Eligibility List for Secretary III, Grade Level 11.

Mrs. Murray seconds the motion.

Vote: Unanimous

**POLICE DEPARTMENT  
DETECTIVE**

Four candidates took the written exam. 3 have passed and will move on the Oral Interview portion of the exam, which will take place the end of August.

**POLICE OFFICER C-NEW RECRUIT EXAM**

10 candidates have passed the exam. Results are still being compiled and the list is not ready to be voted on yet.

**NEW BUSINESS  
BOARD OF EDUCATION  
SECRETARY I, GRADE LEVEL 9**

2 positions have become available at the Board of Education.

A Motion was made by Mrs. Deko certify the top four available names in rank order to fill two positions from the Eligibility List for Secretary I, Grade Level 9.

Mrs. Murray seconds the motion.

Vote: Unanimous

**TOWN CLERK  
GENERAL CLERK**

A position has become vacant, and a test has been requested.

A MOTION was made by Mrs. Murray to begin the testing process for the position of General Clerk, Grade Level 10 consisting of a written score with a pass point of 70 worth 100% of the final score.

Mrs. Deko seconds the motion.

Vote: Unanimous

**TAX COLLECTOR  
ACCOUNT CLERK, GRADE LEVEL 10**

A position has become vacant, and a test has been requested.

A MOTION was made by Mrs. Murray to begin the testing process for the position of Account Clerk, Grade Level 10 consisting of a written score with a pass point of 70 worth 100% of the final score.

Mrs. Deko seconds the motion.

Vote: Unanimous

**BILLS**

A MOTION was made by Mrs. Murray to pay the following bills:

\$360.00 to Penfield Publication, Advertising

\$23.00 to Ricoh, Rental Fee

\$20.00 to IOS, Test Rental

\$1000.00 to Hearst Publications, Advertising

\$100.00 to Mheegan Rollins Bachinski, Proctor Fee

\$475.00 to La Voz, Advertising

\$126.00 to LTI, Test Administration Fee

Mrs. Deko seconds the motion.

Vote: Unanimous

A MOTION was made by Mrs. Deko to adjourn the Meeting at 7:25 p.m.

Mrs. Murray seconds the motion.

Vote: Unanimous

Respectfully submitted,

---

Andrea M. Liquori, Recording Secretary