

A Regular Meeting of the Civil Service Commission was held on Monday, May 12, 2008 in the Mario Giamo Conference Room, Lower Level, Town Hall, 250 Main Street, East Haven, CT.

The Meeting was called to order at 7:20 p.m.

Roll Call:	Mrs. Mary Lou Johnson	Absent
	Mr. Lou Crisci	Present
	Mrs. Ann Brereton	Present

Member of Public: Paul Hongo, Director of Administration and Management

### **READING AND APPROVAL OF MINUTES**

The Minutes of the April Meeting can not be acted on until Chairperson Johnson is in attendance.

### **OLD BUSINESS**

#### **BOARD OF EDUCATION**

##### **SECRETARY I**

The Board of Education has not filled this position and the certified list has expired without a request for extension.

##### **ATTENDANCE CLERK**

Paul Hongo, Director of Administration and Management addressed the Commission with regard to this matter. He has met with the Superintendent of Schools and feels he can assist the Commission in resolving this issue. Mr. Hongo will prepare a draft of an agreement regarding this matter and forward it to the Commission before the parties meet.

### **LEGAL OPINIONS**

Paul Hongo, Director of Administration and Management, advised the Commission that the Town has not received an answer from the Bar Association regarding this matter.

### **PUBLIC WORKS**

#### **HEAVY EQUIPMENT OPERATOR**

The written exam for this position is scheduled to be held Tuesday, May 20, 2008. 17 candidates will be taking the exam. One candidate has requested the test be read to him. Mr. Crisci and Mrs. Brereton both stated they could attend if necessary.

### **POLICE DEPARTMENT**

#### **RECORDS CLERK**

This position has been reduced to 15 hours per week and is still unfilled. The Chief Examiner will contact the Police Chief regarding advertising in an effort to find a qualified candidates.

**NEW BUSINESS**  
**PUBLIC WORKS**  
**LABORER**

The Commission was informed that Lou Pacelli will be making a lateral transfer to a laborer position in Parks.

A MOTION was made by Mrs. Brereton to add the matter of Police Department, Detective to the Agenda.

Mr. Crisci seconded.

Vote: Unanimous.

The Commission received a letter form Police Commission Chairman Romano requesting a certified list for the position of Detective to fill 2 positions. The Chief Examiner stated she believed the matter was never brought before the entire Police Commission and this request was coming from Mr. Romano not the Board of Police Commissioner, which is the appointing authority. Mrs. Brereton agreed. Mr. Crisci checked the Civil Service Rules and Regulation, Rule 9, Section 1 which stated the request must come from the appointing authority.

A MOTION was made by Mrs. Brereton to direct the Chief Examiner to send a letter to Mr. Romano advising him of Rule 9.

Mr. Crisci seconded.

Vote: Unanimous.

**BILLS**

A MOTION was made by Mrs. Brereton to authorize the payment of the following bills:

\$100.00 to Andrea Liquori, May Clerk Fee

\$1500.00(est.) to CPS, Test Rental

Mr. Crisci seconded.

Vote: Unanimous.

A MOTION was made by Mrs. Brereton to adjourn the Meeting at 7:50 p.m.

Mr. Crisci seconded.

Vote: Unanimous.

Respectfully submitted,

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Andrea M. Liquori, Recording Secretary