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TOWN CLERK'S OFFICE

EAST HAVEN, CONN

Lisa Balter

TOWN CLERK

**Civil Service Commission Minutes
February 12, 2024, 7:00 pm**

A Special Meeting of the Civil Service Commission was held on Monday, February 12, 2024, via Zoom.

The meeting was called to order at 7:02 p.m.

Roll Call:	Mrs. Sue Deko	Present
	Mrs. Ann Murray	Present
	Mr. Richard DePalma	Present

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

BOARD OF EDUCATION

SECRETARY II

6 candidates took the exam and 5 passed.

A Motion was made by Mr. DePalma to establish the Eligibility List for the position of Secretary II to be valid for a period of 2 years.

Mrs. Deko seconds the motion.

Vote: Unanimous

A Motion was made by Mr. DePalma to certify the top 3 available names in rank order to fill up to 1 position from the Eligibility List for Secretary II.

Mrs. Deko seconds the motion.

Vote: Unanimous

ACCOUNTANT

The Board of Education has decided not to fill this position currently. Of the three candidates who were sent to them on the Certified List, they

offered the position to one person and he declined, and they feel the other two candidates are not well suited for the position.

CUSTODIAN

23 candidates took this exam and eight passed. The board of Ed has two positions to fill and has requested the certified list.

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A Motion was made by Mrs. Deko to establish the Eligibility List for the position of Custodian to be valid for a period of 2 years.

Mr. DePalma seconds the motion.

Vote: Unanimous

A Motion was made by Mr. DePalma to certify the top 4 available names in rank order to fill 2 positions from the Eligibility List for the position of Custodian.

Mrs. Murray seconds the motion.

Vote: Unanimous

POLICE DEPARTMENT

POLICE OFFICER C-NEW RERUIT

Jayden Salgado has been hired in the position of Police Officer C. His effective date of employment is April 1, 2024.

A Motion was made by Mrs. Deko to certify the employment of Jayden Salgado effective April 1, 2024 in the position of Police Officer C and send him the standard probation letter.

Mrs. Murray seconds the motion.

Vote: Unanimous

PUBLIC SAFETY DISPATCHER

The Police Department has not advised the Commission that they have hired anyone yet. There is no action to be taken at this time.

TOWN CLERK **INDEX CLERK**

Ed Sabatino advised the Commission that he will be interviewing 4 candidates this week. There is no action to be taken at this time.

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PUBLIC WORKS
MECHANIC

The Town was never able to attract any qualified candidates to fill this position. A current part-time mechanic working in the Public Works Department will be moving into the full-time position.

A Motion was made by Mrs. Deko to certify the employment of Art Longley in the position of Mechanic.

Mr. DePalma seconds the motion.

Vote: Unanimous

FIRE DEPARTMENT
FIREFIGHTER/PARAMEDIC

Christopher Holdsworth was hired effective February 12, 2024.

A Motion was made by Mrs. Deko to certify the employment of Christopher Holdsworth effective February 12, 2024, in the position of Firefighter/Paramedic and send him the standard probation letter.

Mr. DePalma seconds the motion.

Vote: Unanimous

NEW BUSINESS
BOARD OF EDUCATION
SECRETARY I

The Board of Education has requested a certified list to fill one position. We currently have a valid list.

A Motion was made by Mrs. Deko to certify the top 3 available names in rank order to fill 1 position from the Eligibility List for the position of Secretary I.

Mrs. Murray seconds the motion.

Vote: Unanimous

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REORGANIZATION

Mrs. Murray nominated Mrs. Deko to be the Chairperson of the Commission for the next year. Mrs. Deko accepted the nomination.

Vote: Mrs. Murray-Yes

Mr. DePalma-Yes

Mrs. Deko-Abstain

Mrs. Deko nominated Mr. DePalma to be the vice chairperson of the Commission for the next year. Mr. DePalma accepted the nomination.

Vote: Mrs. Murray-Yes

Mrs. Deko -Yes

Mr. DePalma -Abstain

A MOTION was made by Mrs. Murray to adjourn the Meeting at 7:22 p.m.
Mr. DePalma seconds the motion.

Vote: Unanimous

Respectfully submitted,

Andrea M. Liquori
Recording Secretary