

CIVIL SERVICE BOARD
MINUTES
FEBRUARY 9, 2011

Present: Nick Macol
Tom Whelan
Ann Langley
Matt Broder
Evelyn Zamary

Also present: Mary Ann Meier, Personnel Manager; Mary Moran, Caterina Rauso, Philomena Stefanacci, Alex Rauso

Meeting was called to order at 7:35 p.m. by Co-chairman Tom Whelan.

Minutes of December 8, 2010 were unanimously approved as presented.

Item#3-Discussion of appeal letter from Caterina Rauso.

Motion was made by Ann Langley, seconded by Nick Macol to reject the appeal based on the fact that the rating requirements were properly set forth in determining training and experience as outlined in the Civil Service rules. VOTE: Motion carried 4-1 (Against: Broder)

Item#4 Request to advertise, test and recruit for Maintainer IV position. Motion was made by Ann Langley, seconded by Matt Broder to advertise as a promotion within the Highway/Parks Dept. A written test will be administered with weights of 80 written/20 experience & training. Also, any openings as a result of the promotion will be filled in the same manner, except Maintainer II will be at entry level. VOTE: Motion carried unanimously 5-0.

Motion was made by Ann Langley, seconded by Matt Broder to seek an opinion from the town attorney. Can an appointment from an eligibility list in which an applicant who was previously interviewed be hired from an expired list as a result of an employee who failed to pass their probationary period? In the event, a new list needs to be created for an Administrative Assistant; a written test will be administered with weights of 80 written/20 experience & training. VOTE: Motion carried unanimously 5-0.

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Mary Ann Meier