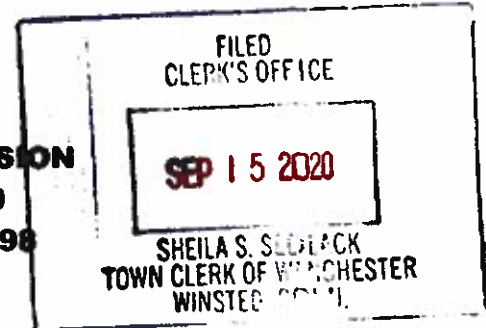


**MEETING MINUTES
CIVIL SERVICE COMMISSION
SEPTEMBER 3, 2020
WINCHESTER, CT 06098**



Item #1: Call to Order:

Commissioner Fran Delaney called the meeting to order at 5:03pm via zoom video conference.

Item #2: Roll Call:

Present: Commissioners Francis Delaney, Anita Garnett and Joseph Nichols

Item #3: Approval of Minutes:

A motion was made by GARNETT and seconded by DELANEY to accept the meeting minutes of July 23, 2020. All in favor. Unanimous with one abstention.

Item #4: Executive Session:

The Commission waived Executive Session.

Item #5: Old Business:

Certified Police Officer

Entry Level Police Officer

No update from Chief Fitzgerald. Larry Jetmore is in the process of conducting testing. When testing results are made available, they will be sent to the Chief for consideration.

Payroll Administrator

Commissioner Delaney will email Town Manager Geiger to discuss the status of Payroll Administrator.

Maintainer III

Commissioner Delaney will contact Public Works Director Jim Rollins to discuss the progress on the completion of RJ William's GED. The Commission received an email from Jim, dated August 21, 2020, stating that RJ failed a test and is scheduled to retest in September. RJ's final test is scheduled for October 2020

Commissioner Nichols stated that he would like to see more details on this issue and wants the Commission to be copied on all future correspondence.

Item #6: New Business:

Fire Chief

Commissioners are still questioning why the Fire Chief position is exempt from Civil Service rule. The Commission maintains that full-time, competitive, falls under Civil Service purview. Commissioner Delaney will research further. He will contact Bob Geiger to ensure that Civil Service rules are adhered to on future hirings so that the process will not be circumvented.

Fire Fighter

Dave Sartirana announced that there is a full-time position opened for Fire Fighter. The current and proposed job descriptions are being circulated to the union rep and the Town

**MEETING MINUTES
CIVIL SERVICE COMMISSION
SEPTEMBER 3, 2020**

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Manager for review and approval. Dave is looking to advertise in the next 2 weeks. He is asking that the Commission expedite the process and begin a job search as soon as possible. Commission will review descriptions provided by Commissioner Nichols.

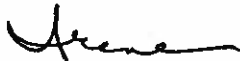
Potential Grievance

Commissioner Nichols reported to the Commission of a town employee possibly filing a grievance. This subject will be addressed by the Commission pending applicability under Civil Service regulations.

Item #7: Adjourn

A motion was made by GARNETT and seconded by DELANEY to adjourn the meeting at 5:39pm. All in favor. Unanimous with one abstention.

Respectfully submitted,



Irene Connole

Above Minutes have not been approved by the Civil Service Commission. Approval date will be the next regularly scheduled meeting.

cc: Commissioners Francis Delaney, Anita Garnett, Joseph Nichols
Town Manager Robert Geiger
Board of Selectmen