

**MEETING MINUTES
CIVIL SERVICE COMMISSION
MARCH 23, 2017
WINCHESTER, CT 06098**

Item #1: Call to Order:

Commissioner Fran Delaney called the meeting to order at 5:33pm in the Lee Anne LaClaire Room, 2nd Floor, Town Hall, 338 Main Street, Winsted, CT 06098.

Item #2: Roll Call:

Present: Commissioners Fran Delaney, Joe Nichols and Skip Marsh; Examiner Wayne Dove

Item #3: Approval of Minutes:

A motion was made by NICHOLS and seconded by MARSH to accept the meeting minutes of February 23, 2017. All in favor. Unanimous.

Item #4: Executive Session:

Executive Session waived by the Commission.

Item #5: Old Business:

Property and Evidence Custodian

Commission received the returned Eligible's List and PAF for Bruce Whiteley. Bruce was hired as the Police Department's Evidence Officer and assumed the post effective 1/9/17.

Public Safety Dispatcher

Examiner Wayne Dove reported there were a total of 10 applicants; 8 who qualified, 1 failed and 1 was a no show. Of the 8 candidates, 2 have been hired full time. One hire is pending a background check. The other 6 were signed-on as per diem. The union has approved the per diem status.

A motion was made by NICHOLS and approved by MARSH to ratify the action of passing on of the 8 qualified candidates' names for hiring. All in favor. Unanimous.

Utilityman III

Posting for Utilityman III was made by the union. Examiner Dove reported receiving approximately 20 applications so far. Closing date for all applications is 3/31/17.

Water Treatment Plant Operator, Utilityman II

Public Works Director Jim Rollins has tentatively scheduled testing either next Thursday or Friday per Examiner Dove. Jim is working on lining-up a panel to conduct the practical phase of the testing.

Item #6: New Business:

2017-2018 Budget Request

The Commission has not received a response from Town Manager Robert Geiger regarding the new budget.

Special Meeting

The "Civil Service Commission committee" is scheduling a meeting for the week of March 27th. Commissioner Delaney will confirm date and time such that the Civil Service Commission members may attend. This will require posting of a special meeting for the Commission for that meeting.

Item #7: Adjourn

A motion was made by NICHOLS and seconded by MARSH to adjourn the meeting at 6:05pm. All in favor. Unanimous.

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, Joseph Nichols, Skip Marsh
Examiner Wayne Dove
Town Manager Robert Geiger
Board of Selectmen