

**MEETING MINUTES  
CIVIL SERVICE COMMISSION  
APRIL 25, 2013  
TOWN OF WINCHESTER, CT 06098**

**Item #1: Call to Order:**

Commissioner Joe Nichols called the meeting to order at 5:45pm in the Lee Anne Leclaire Room, 2<sup>nd</sup> Floor, Town Hall, 338 Main Street, Winsted, CT 06098.

**Item #2: Roll Call:**

Present: Commissioners Joe Nichols and Skip Marsh and Examiner Wayne Dove  
Absent & Excused: Commissioner Fran Delaney

**Item #3: Approval of Minutes:**

A motion was made by MARSH and seconded by NICHOLS to approve the Minutes of December 27, 2012. All in favor. Unanimous.

A motion was made by MARSH and seconded by NICHOLS to approve the Minutes of March 28, 2013. All in favor. Unanimous.

**Item #4: Executive Session:**

A motion was made by MARSH and seconded by NICHOLS to enter Executive Session at 5:47pm. All in favor. Unanimous.

A motion was made by MARSH and seconded by NICHOLS to exit Executive Session at 5:55pm. All in favor. Unanimous.

No votes were taken during executive session.

**Item #5: Old Business:**

**Certified Police Officer**

Chief Examiner Lowell Humphrey has scheduled an Oral Review Panel for Friday, May 10, 2013 at the Winchester Town Hall. Four candidates are being notified via mail of their scheduled appearance time before the panel. A letter is being mailed to one applicant who was disqualified from the process because his certification was no longer valid.

**Public Works Director**

Civil Service has received 7 applications thus far for the Public Works Director. The closing date for all applications is April 26, 2013. The Commission is scheduling a special meeting for Thursday, May 2nd, at 5:30pm to review the applications with Examiner Wayne Dove.

**Item #6: Old Business:**

No Old Business recorded.

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**Item #7: Adjourn**

A motion was made by MARSH and seconded by NICHOLS to adjourn the meeting at 6:00pm. 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 March  
Examiner Wayne Dove  
Town Manager Dale Martin  
Board of Selectmen