

**MEETING MINUTES
CIVIL SERVICE COMMISSION
MAY 26, 2016
WINCHESTER, CT 06098**

Item #1: Call to Order:

Commissioner Fran Delaney called the meeting to order at 5:39pm in the Lee Anne LaClaire Room, 2nd Floor, Town Hall, 338 Main Street, Winsted, CT 06098.

Item #2: Roll Call:

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

Item #3: Approval of Minutes:

A motion was made by NICHOLS and seconded by DELANEY to accept the meeting minutes of April 28, 2016. All in favor. Unanimous.

Item #4: Executive Session:

A motion was made by NICHOLS and seconded by DELANEY to enter Executive Session at 5:41pm. All in favor. Unanimous.

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

Item #5: Old Business:

Entry Level Police Officers

On hold until the Commission receives direction from Police Chief William Fitzgerald. Examiner Wayne Dove said that 3 candidates were notified that they remain on the list.

Certified Police Officers

A motion was made by NICHOLS and seconded by DELANEY to ratify the action of President Delaney to direct Examiner Dove to begin the search for Certified Police Officers. All in favor. Unanimous.

Wayne advised that an ad will run for 10 days. No applications were received to date.

Part -Time Dispatcher

1 applicant passed the oral and 5 did not. There is one more opening for a Dispatcher. Chief Fitzgerald has requested that the Commission starts another job search.

Senior Center Director

Town Manager Geiger has requested assistance with updating the job description for the Senior Center Director. The Commission directs Examiner Dive to provide assistance as needed.

Item #6: New Business:

Public Works - Water Sewer Temp

Public Works Director Jim Rollins requested the hire of a temp for Water Sewer. The Commission can approve this request, but a formal request for the temporary hire must be made by the Town Manager.

Chief Examiner's Request for Increase

Examiner Dove requested the Commission approve a new contract with a modest increase in the hourly rate for his services.

A motion was made by NICHOLS and seconded by DELANEY for a new contract for his services which will be submitted to the Town Manager for final approval. All in favor. Unanimous.

Item #7: Adjourn

A motion was made by NICHOLS and seconded by DELANEY to adjourn the meeting at 5:56pm. 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