

CIVIL SERVICE BOARD  
**MINUTES**  
APRIL 20, 2010

Present: Nick Macol, Tom Whelan, Ann Langley, Matt Broder

Also present: Maria Pires, Director of Finance and Mary Ann Meier, Personnel Manager

Meeting was called to order at 7:40 p.m. by co-chairman Nick Macol.

Minutes of October 14, 2009 were unanimously approved as presented.

Advertise, test and recruit for Sewage Pump Station – Maintenance Crew Leader. Candidates must have E-1 or E-2 Electrician License, as well as the required work experience. Candidate must hold or be able to obtain a CT Commercial Driver’s License within six months from date of hire.

Motion made to advertise, test and recruit for Sewage Pump Station – Maintenance Crew Leader with 100% for experience and training to be determined by a panel. If there are over 10 qualified candidates, we will take the top 10 most qualified to participate in the examination. Motion carried unanimously.

Advertise, test and recruit for Assistant Director of Finance and Budget Analyst/Special Projects positions. Motion made to fill the position of Assistant Director of Finance with a written examination. Once a list is established and the position has been filled, the eligibility list will be used to fill the position of Budget Analyst, provided that the list has not been exhausted by one-third. If the list becomes exhausted, the Budget Analyst position will be filled by advertising and testing with a written examination. The weights of the written examination and experience and training will be at 80/20, respectively. Motion carried unanimously.

Ann Langley moved to adjourn; seconded by Matt Broder.

Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Mary Ann Meier