

CITY OF NORWICH
CIVIL SERVICE COMMISSION
Minutes

January 28, 2020
8:30 a.m.
City Hall

PRESENT

Brian Wessels
Mary Politano

ALSO

Lynn Murray
Sue Mirabito

Commissioner Wessels called the meeting to order at 8:38 a.m.

Commissioner Politano **moved** to approve the minutes from the November 26, 2019 meeting. Seconded by Commissioner Wessels, approved ayes all.

Resolutions

**RESOLUTION #313 TO ESTABLISH AN THE ELIGIBLE LIST FROM EXAM #65464 FOR
THE POSITION OF POLICE OFFICER**

At a meeting of the City of Norwich Civil Service Commission held on 1/28/2020, the following resolution was adopted:

WHEREAS, the City of Norwich Civil Service Commission is authorized by the State Civil Service Commission to approve the eligible list for classified positions under their jurisdiction; and

WHEREAS, an examination for the position of Police Officer was held on 9/14/2019 and the results for said examination were received and recorded; and

NOW THEREFORE BE IT RESOLVED, that the eligible list for exam #65464 for position of Police Officer be established as detailed on the attached list and that the duration of this list shall be in effect from 1/1/2020 to 1/1/2024, which shall not be less than one nor more than four years in length..

Commissioner Politano **moved** to approve Resolution #313. Seconded by Commissioner Wessels, approved ayes all.

City Business

Commissioner Wessels **moved** to approve the following permanent/provisional City appointments. Seconded by Commissioner Politano, approved ayes all.

Permanent Appointment

Corey Burnett	Police Officer	1/17/2020
Tyler Dexheimer	Police Officer	1/19/2020
Scott Laughlin	Police Officer	1/20/2020
Corey Wengert	Police Officer	1/18/2020

Commissioner Wessels **moved** to approve the following City Position Classifications to be refilled for the following positions. Seconded by Commissioner Politano, approved ayes all.

Position Classifications:

Water System Operator Trainee	1
MEO I	1

School Business

Commissioner Politano **moved** to approve the following permanent/provisional School appointments. Seconded by Commissioner Wessels, approved ayes all.

Permanent Appointments

Lindsey Baker	School Bus Driver	1/6/2020
Shania Bartlett	Substitute Food Service Worker	12/19/2019
Pamela Bonacci	Substitute School Nurse RN	12/13/2019
Logan Bufalini	Substitute Teacher Aide	6/30/2019
Eric Colley	Teacher Aide	1/10/2020
Chelsea Doolittle	Substitute Teacher Aide	11/14/2019
Christina Gillen	Teacher Aide	11/21/2019
Alan Guld	School Bus Driver	12/4/2019
Steven King	Cleaner	12/23/2019
Kenneth Knickerbocker	School Lunch Cook Manager	1/6/2020
Cheyenne Shoales	Substitute Food Service Worker	1/14/2020
Kayla Thompson	Substitute Teacher Aide	12/10/2019
Debra Wallen	Substitute Food Service Worker	11/25/2019
Julie Wallen	Secretary to the Superintendent	12/7/2019

Provisional Appointments

Riley Dwyer	Keyboard Specialist	12/19/2019
Doreen Mackay	Secretary II	1/13/2020

Commissioner Politano **moved** to approve the following School Position Classifications to be refilled for the following positions. Seconded by Commissioner Wessels, approved ayes all.

Position Classifications:

Keyboard Specialist	1
School Bus Aide	2
School Bus Driver	3
School Lunch Cook	1
School Lunch Cook Manager	1

Secretary II	1
Substitute Teacher Aide	1
Teacher Aide	3

Library Business

Commissioner Wessels **moved** to approve the following Library Position Classifications to be refilled for the following positions. Seconded by Commissioner Politano, approved ayes all.

Position Classifications:

Senior Library Clerk	1
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Executive Session –

Commissioner Wessels moved to go into executive session to discuss the employment history and the eligibility of a particular applicant for certification at 8:49 am.

Seconded by Commissioner Politano, approved ayes all.

Commissioner Wessels moved to exit executive session at 9:16 am.

Seconded by Commissioner Politano, approved ayes all.

Commissioner Wessels moved to reconvene the meeting at 9:17 am.

Seconded by Commissioner Politano, approved ayes all.

Commissioner Wessels moved to approve a Notice of Intent to Disqualify for Justin Carpenter.

Commissioner Politano seconded the motion, approved ayes all.

Secretary Murray set a meeting to hear from Mr. Carpenter for February 25, 2020 at 8:30 am.

Justin Carpenter will be sent a certified letter on January 28, 2020 to notify him of the Notice of Intent to Disqualify.

Set next meeting: February 25, 2020 at 8:30 a.m.

Commissioner Wessels **moved** to adjourn at 9:20 a.m. Seconded by Commissioner Politano approved ayes all.