

CITY OF NORWICH
CIVIL SERVICE COMMISSION
MEETING MINUTES

October 26, 2021
9:00 a.m.

PRESENT

Brian Wessels
Sue Mirabito
Mary Politano

ALSO

Lynn Murray

Commissioner Wessels called the meeting to order at 9:06 a.m.

Commissioner Politano **moved** to approve the minutes from the September 28, 2021, meeting. Seconded by Commissioner Mirabito, approved ayes all.

Resolution #324

The City of Norwich Civil Service Commission has on October 26, 2021, adopted the following resolution:

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

Whereas, an examination for the position of Fire Captain was held on June 26, 2021, and the results for said examination have been received and recorded;

Now, therefore, be it resolved, that the eligible list for exam #73-330 position of Fire Captain be established as detailed on the attached list and that the duration of this list shall be in effect from October 13, 2021, to October 13, 2025.

Commissioner Mirabito moved to approve Resolution #324, Seconded by Commissioner Politano, approved ayes all. _____

Resolution #325

The City of Norwich Civil Service Commission has on October 26, 2021, adopted the following resolution:

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

Whereas, an examination for the position of Keyboard Specialist was held on October 2, 2021, and the results for said examination have been received and recorded;

Now, therefore, be it resolved, that the eligible list for exam #21-002 position of Keyboard Specialist be established as detailed on the attached list and that the duration of this list shall be in effect from October 4, 2021, to October 4, 2025.

Commissioner Mirabito moved to approve Resolution #325, seconded by Commissioner Politano, approved ayes all.

Resolution #326

The City of Norwich Civil Service Commission has on October 25, 2021, adopted the following resolution:

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

Whereas, an examination for the position of Library Clerk was held on October 2, 2021, and the results for said examination have been received and recorded;

Now, therefore, be it resolved, that the eligible list for exam #21-001 position of Library Clerk be established as detailed on the attached list and that the duration of this list shall be in effect from October 4, 2021, to October 4, 2025.

Commission Politano moved to approve Resolution #326, seconded by Commissioner Mirabito, approved ayes all.

City Business

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

Permanent Appointments

Matthew Roberts	Police Sergeant	10/20/2021
Steven Rounds	Police Sergeant	10/19/2021

Provisional Appointment

Phillip Francisco	Pool & Grounds Technician	9/22/2021
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Commissioner Politano moved to approve the following City position classifications. Seconded by Commissioner Mirabito, approved ayes all.

Position Classification

Police Sergeant
Water System Operator

School Business

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

Permanent Appointments

Austin Benenati	Substitute Teacher Aide	11/1/2021
Mary Lou Christman	Teacher Aide	9/27/2021
Leon Hartwell	Substitute Teacher Aide	9/27/2021
Allison Hicks	Substitute Teacher Aide	10/12/2021
Kelli Howe	Substitute Nurse RN	9/27/2021
William Loomis	Substitute Bus Driver	9/7/2021
Makenna Nial	Substitute Teacher Aide	9/22/2021
Salvatore Testani	Substitute Teacher Aide	10/1/2021
Diane Thompson	Teacher Aide	9/21/2021
Dina Tiberio	Substitute Food Service Worker	11/1/2021
Stephanie Turnball	Substitute Teacher Aide	9/27/2021

Provisional Appointments

None

Library Business

None

Norwich Housing Authority

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

Permanent Appointment

Jeffrey Woodard	Maintenance Worker	9/3/2021
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Provisional Appointment

Bobbie Thornton	Housing Property Manager	9/28/2021
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Set next meeting: 11/30/2021 9:00 a.m.

Commissioner Wessels **moved** to adjourn at 9:19 a.m. Seconded by Commissioner Mirabito approved ayes all.