

CITY OF NORWICH
Civil Service Meeting
August 28, 2003

PRESENT:

Paul Laughlin, Chairman
Anthony Abraham, Commissioner

ALSO:

Deborah DeForest, Secretary
Christine Gray, Sr. Acct. Clerk

Chairman Laughlin motioned to approve the June 5, 2003, June 17, 2003, and July 14, 2003 minutes as written. Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to approve a job duty statement for Cleaner vacated by James Maiurano. Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to approve a job duty statement for LPN vacated by Elizabeth Keene. Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to approve job duty statements for School Bus Driver vacated by Ralph Oliver and Angela Nichols. Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to approve a job duty statement for Teachers Aide vacated by Tamie Parker. Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to approve Resolution #100 to establish the eligible list for exam #73276 for the position of Police Sergeant (Promotional):

RESOLUTION # 100 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 28, 2003 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 Police Sergeant (Promotional) was taken on June 14, 2003, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #73276 position of Police Sergeant be established as detailed on the attached list and that the duration of this list shall be in effect from August 28, 2003 to August 28, 2004.

Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to approve Resolution #96 to establish the eligible list for exam #73115 for the position of General Foreman (Promotional).

RESOLUTION # 96 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 28, 2003 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 General Foreman was taken on April 26, 2003, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #73-115 position of General Foreman (Promotional) be established as detailed on the attached list and that the duration of this list shall be in effect from August 28, 2003 to August 28, 2004.

Seconded by Commissioner Abraham. All ayes. 2-0

Chairman Laughlin made a motion to approve Resolution #97 to establish the eligible list for exam #60-529 for the position of General Foreman.

RESOLUTION # 97 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 28, 2003 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 General Foreman was taken on April 26, 2003, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #60-529 position of General Foreman be established as detailed on the attached list and that the duration of this list shall be in effect from August 28, 2003 to August 28, 2004.

Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to approve Resolution #98 to establish the amended eligible list for exam #34-822 for the position of Library Clerk.

RESOLUTION # 98 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 28, 2003 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 taken on May 17, 2003, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the amended eligible list for exam #34-822 position of Library Clerk be established as detailed on the attached list and that the duration of this list shall be in effect from August 28, 2003 to August 28, 2004.

Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to approve Resolution #99 to establish the eligible list for exam #61891 for the position of Firefighter.

RESOLUTION # 99 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on August 28, 2003 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 Firefighter was taken on May 31, 2003, and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #61891 position of Firefighter be established as detailed on the attached list and that the duration of this list shall be in effect from August 28, 2003 to August 28, 2004.

Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin made a motion to accept the following appointments:

<u>Appointment</u>		<u>Date of</u>
<u>Labor</u>		
Ellery Gager	Cleaner	7/7/2003
<u>Provisional:</u>		
Valerie Keller	Keyboard Specialist	8/4/2003
<u>Permanent:</u>		
Brian Molinaro	City Chamberlain/ City Clerk	8/4/2003

Seconded by Commissioner Abraham. All ayes. 2-0.

Chairman Laughlin noted the next meeting will be September 25, 2003.

Chairman Laughlin closed the meeting at 8:50 AM