

CITY OF NORWICH
Civil Service Meeting
January 27, 2011

PRESENT:

Michael Close, Chairman
John Blenis Jr., Commissioner
Joanne Baker, Commissioner

ALSO:

Deborah DeForest, Secretary
Lavonne Hinman, Personnel Assistant
Kim Perez, Norwich City Schools

Chairman Close called the meeting to order at 8:36 a.m.

Commissioner Baker moved to approve the minutes from May 27, 2010, seconded by Commissioner Blenis, ayes all.

Commissioner Baker read the following resolution and moved for approval:

Resolution #192 to establish the eligible list for exam #78940 for the position of Head Building Maintenance Mechanic.

RESOLUTION # 192 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on January 27, 2011 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 Head Building Maintenance Mechanic was taken on October 30, 2010 and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #78940 position of Head Building Maintenance Mechanic be established as detailed on the attached list and that the duration of this list shall be in effect from January 27, 2011 to January 27, 2012, which shall not be less than one nor more than four years in length.

Resolution #193 to establish the eligible list for exam #62498 for the position of Head Building Maintenance Mechanic.

RESOLUTION # 193 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on January 27, 2011 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 Head Building Maintenance Mechanic was taken on October 30, 2010 and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #62498 position of Head Building Maintenance Mechanic be established as detailed on the attached list and that the duration of this list shall be in effect from January 27, 2011 to January 27, 2012, which shall not be less than one nor more than four years in length.

Resolution #194 to establish the eligible list for exam #823105 for the position of School Lunch Cashier.

RESOLUTION # 194 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on January 27, 2011 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 School Lunch Cashier was taken on November 6, 2010 and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #823105 position of School Lunch Cashier be established as detailed on the attached list and that the duration of this list shall be in effect from January 27, 2011 to January 27, 2012, which shall not be less than one nor more than four years in length.

Resolution #195 to establish the eligible list for exam #82310L for the position of Library Clerk.

RESOLUTION # 195 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on January 27, 2011 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 November 6, 2010 and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #82310L position of Library Clerk be established as detailed on the attached list and that the duration of this list shall be in effect from January 27, 2011 to January 27, 2012, which shall not be less than one nor more than four years in length.

Resolution #196 to establish the eligible list for exam #02610 for the position of Secretary I.

RESOLUTION # 196 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on January 27, 2011 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 Secretary I was taken on November 6, 2010 and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #02610 position of Secretary I be established as detailed on the attached list and that the duration of this list shall be in effect from January 27, 2011 to January 27, 2012, which shall not be less than one nor more than four years in length.

Resolution #197 to establish the eligible list for exam #61337 for the position of Police Officer.

RESOLUTION # 197 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on January 27, 2011 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 Officer was taken on November 13, 2010 and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #61337 position of Police Officer be established as detailed on the attached list and that the duration of this list shall be in effect from January 27, 2011 to January 27, 2012, which shall not be less than one nor more than four years in length.

Resolution #198 to establish the eligible list for exam #96610 for the position of Custodian.

RESOLUTION # 198 FOR AMENDMENTS TO THE CITY OF NORWICH
CIVIL SERVICE RULES

The City of Norwich Civil Service Commission has on January 27, 2011 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 Officer was taken on November 20, 2010 and the results for said examination have been received and recorded;

NOW, THEREFORE, BE IT RESOLVED, that the eligible list for exam #96610 position of Custodian be established as detailed on the attached list and that the duration of this list shall be in effect from January 27, 2011 to January 27, 2012, which shall not be less than one nor more than four years in length.

Commissioner Blenis moved to approve all the above resolutions, seconded by Commissioner Baker, ayes all.

Secretary DeForest discussed the position of the Live-in Watchperson and the need for this position with the commission for Norwich Housing. Commissioner Baker moved to approve for Gordon Milton perm. Appointment effective 9/16/2010, seconded by Commissioner Blenis, ayes all.

Secretary DeForest discussed numerous changes in Civil Service testing procedures and how it has increased her work load, discussion ensued.

Chairman Close set the next meeting for February 24, 2011 at 8:30 a.m.

Chairman Close closed the meeting at 9:02 a.m.