

CITY OF NORWICH
CIVIL SERVICE COMMISSION
Minutes

June 24, 2025
11:00 a.m.
City Hall

PRESENT

Commissioner Ryan Zieno
Commissioner Charleen Sastri

ALSO

Lynn Murray, Secretary for the Civil Service

Commissioner Zieno called the regular meeting to order at 11:00 a.m.

Commissioner Zieno **moved** to approve the minutes from the May 27, 2025, meeting. Seconded by Commissioner Sastri, approved ayes all.

Personal Transactions

Commissioner Zieno **moved** to approve personal transactions, see attached. Seconded by Commissioner Sastri, approved ayes all.

Current exams ordered, scheduled and pending

Police Sergeant – June 14, 2025

Fire Captain – June 28, 2025

Commissioner Sastri moved to enter executive session at 11:03 am, seconded by Commissioner Zieno.

Commissioner Sastri moved to exit executive session at 11:09 am, seconded by Commissioner Zieno.

New Business

Commissioner Zieno moved to set a public hearing for adding Water System Maintainer, DPW Superintendent, Assistant DPW Superintendent, Ordinance Inspection Officer, Code Enforcement Officer, Senior Account Clerk, Assistant of the Housing Authority, Rental Housing Coordinator and Rental Property Manager to the HELP program for the September 23, 2025 meeting, seconded by Commissioner Sastri, approved ayes all.

Set next meeting: September 23, 2025, at 11:00 am

Commissioner Sastri **moved** to adjourn at 11:10 a.m. Seconded by Commissioner Zieno approved ayes all.

Norwich Municipal Civil Service Monthly Summary of Personnel Changes

Name	Title	Agency	Class	Rate	Action	Eff Date	Notes
Safavizadeh, Gillian	Substitute Teacher Aide	School	NC	\$15.50	A	6/11/2025	
Gojani, Gabriel	Substitute Teacher Aide	School	NC	\$15.50	RES	6/16/2025	
Johnson, Tashia	Food Service Worker	School	L	\$15.50	A	6/25/2025	

Key to Personnel Actions

A: Appointed Permanently; AT: Appointed Temporarily; AP: Appointed Provisionally; PP: Provision Promotion; ELEC: Elected; PROB: Probationary Appointed; PROM: Promotion; CIC: Change in Name; CIN: Change in Classification; CIT: Change in Title; SAL Salary Change; MA: Military Leave; LOA: Leave of Absence; LO: Layoff; BM: Bump to Lower Position; REM: Removal; RES: Resigned; RET: Retired; REI: Reinstated; DM: Demoted; TR: Transferred; TERM: Terminated; DEC: Deceased; SUS: Suspended.

Key to Jurisdictional Classes

C: Competitive; NC: Non-Competitive; EX: Exempt; L: Labor; UNC: Unclassified