

**CIVIL SERVICE COMMISSION
REGULAR MEETING
MAY 18, 2015**

The Civil Service Commission of the City of Milford held their regular meeting on Monday, May 18, 2015 at 5:00 PM in Conference Room C in the Parsons Government Complex.

1. Chairman T. Toohey, called the meeting to order at 5:06 p.m.

2. Roll Call

Board Members Present

J. Baldwin
H. Healey
J. Tantimonaco
T. Toohey

Also Present

T. Barnes	C. DiNino
L. Pisacane	D. Sulkis
D. Kelly	T. Hunt
J. Griffin	J. Cervin

Board Members Absent

J. Haselkamp

3. J. Baldwin made a motion to approve the minutes of the March 16, 2015 meeting, J. Tantimonaco seconded the motion. All were in favor.

4. There was no old business.

5. C. DiNino began by stating that D. Sulkis was disciplined without just cause by receiving a written correct warning. He stated the warning did not specify which section of the Collective Bargaining Agreement was violated. D. Sulkis stated that in the past, the Zoning Enforcement Officer would present his own report to the Planning and Zoning Board, but due to a reduction in overtime, he was ordered to present the report himself. When asked by the Planning and Zoning Board if the report was complete, he answered no, it was not. The union's position was that D. Sulkis was being disciplined for stating the facts related to this application. J. Cervin said that the Board saw the CAM report was incomplete based on the documentation the Planning and Zoning Board had in their packet and that the procedures and regulations were followed and based on this report, the Plannin and Zoning Board voted as they normally would have.

D. Kelly stated that an employee may be disciplined without referencing the collective bargaining agreement and that a myriad of disciplinary measures have been taken throughout the years without citing a particular article violation. J. Griffin stated that the City Planner addresses the Board on behalf of the Permitting and Land Use Department under his, the Director's, supervision. He said that the CAM application was complete and that a discussion prior to the meeting was held with D. Sulkis during which he explained to him that he was to present the report to the Planning & Zoning Board. He also said that D. Sulkis was copied on all of the email discussions between himself and Mr. Harris regarding the application in question.

Discussions continued with both sides presenting their arguments and questions being asked by the Board members until eventually J. Baldwin made a motion that the written warning be reduced to a verbal warning and all mention of the warning be removed from the files. No one seconded the motion and J. Baldwin withdrew the motion.

Further discussions took place and then J. Baldwin made a motion that the grievance be upheld and the written warning be removed from the file. Again, no one seconded the motion and J. Baldwin withdrew the motion.

Following continued discussions, J. Tantimonaco then made a motion to deny the grievance. Further discussions took place and after no one seconded the motion, J. Tantimonaco withdrew it.

J. Baldwin then made a motion that the written warning be rescinded and removed from the record and be replaced by a verbal warning minus items 1 & 2 and retaining only item number 3 of the written warning dated February 25, 2015. J. Tantimonaco seconded the motion and all were in favor.

6. T. Barnes mentioned the revised Engineering Technician/Inspector job description and stated that revisions to other job descriptions will be made as the positions become vacant.

7. T. Barnes gave her report. She stated that the vacancy in the Human Resources office will be filled effective June 1 and that the candidate's experience was in higher education. She said that she and L. Pisacane were excited to welcome the new individual to the position of Benefits Specialist. Next she stated that the Human Resources Department was hosting a MetLife financial wellness seminar for employees consisting of four meetings concerning how to prepare for retirement. Next she spoke about the Wellness Committee and that there is currently an employee walking challenge that was very well received by employees with close to 100 participants. She said that two subcommittees were formed for the purposes of looking into a fitness area to be located within the building and healthy food options for the employees.

T. Barnes went on to say that the Human Resources Department was recently able to assist the Police Department by testing for an open clerical position using the recently purchased OPAC testing software. She stated the negotiations with the MEA union are on-going and that soon negotiations will begin with the police and fire dispatchers unions. She went on to say that she is in the process of revising job descriptions for vacant positions in Public Works, the Milford Public Library, Finance and Human Resources. She stated that since the last Civil Service Commission meeting, the Fire union had signed off on their pension agreement and that the agreement was now fully executed.

Attest:

Lauren Pisacane