

CIVIL SERVICE COMMISSION
OCTOBER 19, 2009

A regular meeting of the Civil Service Commission was held on October 19, 2009 in Conference room C of the Parson's Government complex. Present were Commissioners Coffey, Dowin, Healey, Toohey, Winfield and Personnel Director John H. O'Connell.

Also in attendance were Mayor James L. Richetelli, Jr., City Attorney Win Smith, Milford Supervisor Association President James Cooper, and Chief Building Inspector, Thomas Raucci, Jr.

The meeting was called to order by Chairman Winfield at 7:06PM.

The agenda was reordered to address the grievances under Item #4.

Item #4. Commissioner Healey made a motion and James Coffey seconded it to deny grievance 04-09/10 at Step III of the grievance procedure.

Mayor Richetelli detailed the events leading up to the verbal warning. He stated when he spoke to Mr. Raucci he did nothing to deny him bargaining unit representation and noted that in subsequent hearing he had union officials present.

Mr. Raucci also detailed events leading up to the verbal warning. He stated that he asked Mayor Richetelli if he needed to bring anything with him to the meeting with the Mayor and was told he did not. Mr. Raucci asserts he should have been told to bring representation.

Commissioner Toohey said he was of opinion it is up to grievant to determine his own needs at such sessions.

The grievance was denied by a unanimous vote.

Commissioner Healey made a motion seconded by Commissioner Dowin to deny grievance 05-09/10 at Step III of the grievance procedure.

Bargaining Unit President Cooper argued that to ask a department head to submit daily work and phone logs becomes an added duty. This should be incorporated into the job description and negotiated.

Mayor Richetelli contended this is not an out of the ordinary request and added that this request has resulted from the daily citizen complaints to his office about the service at the building department.

Mr. Raucci questioned the need for this requirement.

Chairman Winfield cited the preamble of the MSA working agreement about the promotion of efficient and progressive public service to the citizens of Milford.

The motion passed by a unanimous vote.

Commissioner Healey made a motion seconded by Commissioner Coffey to deny grievance 06-09/10 at step III of the grievance procedure.

Mr. Cooper stated that absences of supervisory personnel are handled in many different ways. He pointed out that Mr. Raucci had informed his staff and the city risk manager.

Also, a protocol on how to handle his absences has yet to be established.

Mayor Richetelli said there was a breakdown in service to our citizens and the business of the city must go forward. He pointed out that state statutes allow for an acting building official during absences of the permanent official and this should have been done.

The motion passed by a unanimous vote.

Commissioner Healey made a motion seconded by Commissioner Dowin to deny grievance 07-09/10 at Step III of the grievance procedure.

Mr. Cooper cited that it is not always the practice with supervisors to report absences to superiors. Mr. Raucci is being asked to do something others are not required to do. Mayor Richetelli asserted it is within his rights to require a department head to report time away from work directly to him.

The motion was passed by a unanimous vote.

Item #1. Commissioner Healey made a motion to approve the minutes of the June 15, 2009 meeting of the Civil Service Commission. The motion was seconded by Commissioner Toohey.

The motion was passed unanimously.

Item #2. The Personnel Director reported to the Commission about activities in filling vacant positions including the successful hiring of a garage foreman. He mentioned the work being done to update job descriptions and job tests. It is the hope to have several positions filled in the coming months.

Item #3. The Open Jobs Report will be mailed separately to the Commissioners.

Item #5. A motion was made by Commissioner Healey and seconded by Commissioner Dowin to go into executive session for purpose of discussing a personnel matter.

The motion passed unanimously.

A motion to end executive session was made by Commissioner Healey and seconded by Commissioner Dowin.

The motion passed unanimously.

Item #6. The 2010 meeting schedule was reviewed.

A motion to adjourn was made by Commissioner Healey and seconded by Commissioner Dowin.

The motion passed unanimously.

The meeting adjourned at 8:25 PM.

Attest:

John H. O'Connell