CIVIL SERVICE COMMISSION

REGULAR MEETING

December 19, 2016

The Civil Service Commission of the City of Milford held their regular meeting on Monday, December 19, 2016 at 4:30 p.m. in Conference Room C in the Parsons Government Complex.

1. Chairman J. Haselkamp called the meeting to order at 4:28 p.m.
2. Roll Call

Board Members Present Also Present

J. Haselkamp T. Barnes

J. Tantimonico L. Kelliher

J. Baldwin

H. Healey

1. Mr. Baldwin made a motion to approve the minutes of the September 19, 2016 meeting. Mr. Healey seconded the motion. All were in favor.
2. There was no old business.
3. New Business: T. Barnes reviewed the request to extend the Truck Driver/Laborer list. In January 2016, tests were given to candidates and the list was created. It is now set to expire on 1/5/2017. There are currently two vacancies, with the possibility of 2 more vacant positions and it is Ms. Barnes’ recommendation that the list be extended for an additional six (6) months. Chairman Haselkamp made a motion to extend the list for 6 months. Mr. Baldwin seconded the motion. All were in favor.
4. For Notation Only:

Chief Building Inspector – revised job descriptions

Public Works Office Manager – re-titled and revised job descriptions

1. There was no report from the Human Resources Director.
2. T. Barnes reviewed the open jobs report.
3. Chairman Haselkamp called to amend the agenda to include the meeting dates for next year. J. Baldwin moved to amend the agenda. J. Tanitmonaco seconded the motion.
4. Chairman Haselkamp motioned to approve the Civil Service Commission Meeting dates for every 3rd Monday of the month at 5 p.m. in 2017. J. Baldwin seconded the motion. All were in favor.

9. Chairman Haselkamp motioned to adjourn the meeting. J. Tantimonaco seconded the motion. The meeting was adjourned at 4:45 p.m.

Attest:



Lynn Kelliher