

*Auburn Municipal Civil Service*  
*Minutes –Monthly Meeting Monday, August 10, 2015 – 6:30pm*

Commissioner Emmi called meeting to order.

Roll Call – Civil Service Clerk; Anna Hlywa took the roll call. Present were Commissioner Diane Gove, Commissioner Jack Hardy and Commissioner Dan Emmi. Also present CSEA President Jessica Corcoran, Firefighter Union representative Brian Donovan, Superintendent of PW Mike Talbot and Marc Tozzi & Jim Buschman; PW employees. Chief Brian Neagle arrived at the meeting late.

Approve minutes of Regular Meeting July 13, 2015

Motion to approve minutes by Commissioner Hardy 2<sup>nd</sup> by Commissioner Gove. Carried 3-0.

Old Business

New Business

- Review Transfer request.

Commissioner Gove motioned to remove the transfer request from the agenda based on an email received from the incumbent that previously requested the transfer. 2<sup>nd</sup> by Commissioner Emmi. Motion carried 3-0.

- Certify Eligible list #75-836 Police Sergeant and determine length of list.

Commissioner Hardy motioned to certify the Police Sergeant list for the duration of two years. Commissioner Emmi 2<sup>nd</sup> the motion. Commissioner Gove voted no, Motion carried 2-1.

- Certify Eligible list #75-530 Fire Lieutenant for Two Years

Commissioner Gove motioned to certify Fire Lieutenant list for 2 years, 2<sup>nd</sup> by Commissioner Hardy. Motion carried 3-0.

- Certify Eligible list #75-529 Fire Captain for Two Years

Commissioner Gove motioned to certify Fire Captain list for 2 years, 2<sup>nd</sup> by Commissioner Hardy. Motion carried 3-0.

- Review and accept Exam Announcement #67-480 Weigh Scale Operator/Open Competitive

Commissioner Gove motioned to accept the exam announcement as presented. 2<sup>nd</sup> by Commissioner Hardy. Motion carried 3-0

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- Review and accept Exam Announcement #67-468 Senior Clerk/Open #76-141 /Promo Commissioner Emmi motioned to accept both exams as presented. 2<sup>nd</sup> by Commsoner Hardy. Motion carried 3-0.

- Review and accept Exam Announcement #67-471 Police Officer Commissioner Gove motion to accept the exam announcement as presented. 2<sup>nd</sup> by Commisioner Hardy. Motion carried 3-0. Anna reminded the Commissioners that this is one of our biggest exams it would be recommend if they periodically approved applications so there is not a large amount to do close to the deadline date.

At this time Marc Tozzi a current PW employee asked to speak to the Commission in regards to his recent application for Tree Trimmer being denied. He presented each Commissioner with a more detailed list of his experiences. Commissioner Hardy thanked Mr. Tozzi for his follow up and wanted to mention that he reviewed the job spec with his experiences and he also believed he falls short of the experience required. Commissioner Hardy would like to entertain the idea of creating another position under the Tree Trimmer so people like Mr. Tozzi can gain the experience required. Mr. Talbot indicated that the budget has just been passed and it would be very difficult to add a position in at this time. Commissioner Gove spoke and gave details as to why the application was not approved based solely on the merit that the minimum qualifications were not met. The min. qualifications continue not to be met with the further information provided. Commissioner Emmi spoke that although you outline facets of the job that you have experience these duties were not the main duty of your job and he does not believe the min quals were met either. Commissioner Emmi asked Mr. Tozzi how many trees he has cut down in the last month? Mr. Tozzi responded 3 at his home. Commissioner Gove wanted everyone to be aware when she reviews an application she is not looking at the name, simply reviewing the min qualifications compared to the experience and it just was not met on the information provided. Jessica Corcoran spoke to the Commission stating that this will be happening more frequently as the pool of employees is getting smaller and the experience that these people are allowed to gain is diminishing. All the Commissioners and Mike Talbot agreed that they should not be adjusting min qualifications for the sole purpose of allowing current employees to have these jobs. All of our job specs are approved by the State and should not be arbitrarily changed to suit the needs of individuals. All 3 commissioners spoke that they stand by their original decision of denying the application of Marc Tozzi for the vacant Tree Trimmer positon.

- Upcoming schedule  
Anna reviewed the # of applicants per exam. Commissioner Gove & Commissioner Hardy will work the September 12<sup>th</sup> exams at City Hall.

Motion to adjourn meeting by Commissioner Gove, 2<sup>nd</sup> by Commissioner Hardy. Motion carried 3-0.

  
Attest