

MINUTES
CIVIL SERVICE COMMISSION
Tuesday, January 5, 2021 @ 9:00 A.M.
Electronic Meeting pursuant to Paragraph 1 of Executive Order 7B.
This was a 100% Electronic Meeting.
Public Questions were emailed to CSC@hamden.com
The link below was provided to join the meeting.
<https://zoom.us/j/99649579879>

**IN ACCORDANCE WITH A DECISION OF THE HAMDEN CIVIL SERVICE
COMMISSION, MINUTES WILL REFLECT INDIVIDUALS IN ATTENDANCE,
MOTIONS MADE AND VOTES TAKEN.**

Chairperson Andrea Lobo called the meeting to order at 9:05 A.M. with Commissioner Wanda Lary in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Human Resources Officer Brigitte Cogswell, Police Chief John Sullivan, Deputy Police Chief Bo Kicak, Fire Chief Gary Merwede, Library Director Melissa Canham-Clyne and Town Engineer Mark Austin.

1. Review and approval of the December 1, 2020, Civil Service Commission meeting minutes. On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to approve the minutes with one edit as follows: "At the request of Commissioner Lary, Chairperson Lobo recommended that a meeting be set up at a later date with Mr. Kelley, Ms. Cogswell and Commissioner Lary to address questions that need to be answered regarding Civil Service Rules and Roberts Rules."
2. Review and action on the following eligibility list(s):
 - a) Fire Training Officer – (original certification 06/18/2019) – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the list for a final six (6) month period ending 06/18/2021.
 - b) Library Page – (original certification 06/18/2019) – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the list for a final six (6) month period ending 06/18/2021.
 - c) Tax Cashier – (original certification 06/16/2020) – No viable names. No action was taken. List expires.
 - d) ELFF/Paramedic – (original certification 01/17/2020) – Chief Merwede requested that this list be certified for an addition two (2) months as there is a need to reopen this to new candidates. All candidates on this list will be allowed to carry over their scores to the new list if they so choose. On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the list for a two (2) month period ending 03/17/2021.
 - e) CFF/EMT – (original certification 01/17/2020) – Chief Merwede requested that this list be certified for an addition two (2) months as there is a need to reopen this to new candidates. All candidates on this list will be allowed to carry over their scores to the new list if they so choose. On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the list for a two (2) month period ending 03/17/2021.

- f) Administrative Assistant to Boards and Commissions – (original certification 01/17/2020) – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the list for another six (6) month period ending 07/17/2021.
 - g) Real Property Appraiser – (original certification 01/17/2020) – No viable names. No action was taken. List expires.
3. Review and certification of the following eligibility list(s):
- a) Assistant Animal Control Officer – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the eligibility list for a six (6) month period ending 07/05/2021.
 - b) Deputy Police Chief – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the eligibility list for a six (6) month period ending 07/05/2021.
 - c) Police Captain – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the eligibility list for a six (6) month period ending 07/05/2021.
 - d) Lieutenant – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the eligibility list for a six (6) month period ending 07/05/2021.
 - e) Sergeant – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the eligibility list for a six (6) month period ending 07/05/2021.
 - f) Detective – On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to certify the eligibility list for a six (6) month period ending 07/05/2021.
4. Correspondence from Town Engineer Mark Austin requesting a promotional recruitment from within AFSCME Local 2863 and, if necessary, an open competitive recruitment for the position of Inspector in the Engineering Department. On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to commence with the recruitment.
5. Correspondence from Mayor Curt Leng requesting an open competitive recruitment for the positions of Building Official. Mayor Leng also requested a promotional recruitment from within AFSCME Local 2863 and, if necessary, an open competitive recruitment for the position of Clerk Typist in the Building Department. On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to commence with the recruitments.

Minutes (continued)
Civil Service Commission
January 5, 2021

Page 3.

6. Correspondence from Fire Chief Gary Merwede requesting a promotional recruitment from within IAFF Local 2687 for the positions of Captain and Battalion Chief. On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to commence with the recruitments.
7. Under Old Business Mr. Kelley informed the Commissioners that Mayor Leng made a 90 day temporary appointment of Marian Amodeo to the position of Economic Development Director on a part time basis.
8. No motions were made under New Business.
9. On a motion by Chairperson Lobo, seconded by Commissioner Lary, it was the unanimous decision of the Commission to adjourn at 9:29 A.M.

Respectfully submitted,



Kenneth S. Kelley
Executive Secretary

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REC'D AND FILED BY
TOWN CLERK
HAMDEN, CT