

MINUTES
CIVIL SERVICE COMMISSION
Tuesday, April 20, 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>

*To view the recording, please click the following link and observe the instructions when/if prompted:
https://zoom.us/rec/share/CuEZ0enLv9T8FneImIbxRS0450v4BYc0tiUB0sg9Hk15JYbvOTI_AHpft46Hj1WY.MnSDhJIXPq87Yrvz

**If prompted for a password, enter: 25DrK%B^

***If you are reviewing a print copy of these minutes and wish to view the meeting recording, please visit the Agenda Center at www.hamden.com/AgendaCenter.

Then, review the recording by downloading the digital version of these minutes and following the instructions above.

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 9:02 A.M. with Commissioners Curt Andrews and Wanda Lary in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Human Resources Officer Brigitte Cogswell, Fire Chief Gary Merwede, Police Chief John Sullivan, Director of Public Works and Parks Craig Cesare, and Library Director Melissa Canham-Clyne.

1. Review and approval of the March 16, 2021, Civil Service Commission meeting minutes. On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the decision of the Commission to approve the minutes with one edit to item 1 which should read "seconded by Commissioner Lary".
2. Review and action on the following eligibility list(s):
 - a) Economic Development Technician – (original certification 04/16/2019) – Expired – No action.
 - b) Library Clerk P/T – (original certification 10/15/2019) – On a motion by Commissioners Andrews, seconded by Chairperson Lobo, it was the decision of the Commission to certify the list for another six (6) month period ending 10/15/2021.
 - c) Fire Lieutenant – (original certification 10/06/2020) – On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the decision of the Commission to certify the list for another six (6) month period ending 10/06/2021.
 - d) Assistant Building Official Structural & Electrical – (original certification 10/06/2020) – On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the decision of the Commission to certify the list for another six (6) month period ending 10/06/2021.

- e) Assistant Assessor – (original certification 10/29/2020) – On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the decision of the Commission to certify the list for another six (6) month period ending 10/29/2021.
3. Review and certification of the following eligibility list(s):
 - a) Certified Police Officer – On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the decision of the Commission to certify the list for a six month period ending 10/20/2021.
 - b) Associate Library Director – On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the decision of the Commission to certify the list for a six month period ending 10/20/2021.
 4. Review and approval of revised job description for the position of Assistant Superintendent of Apparatus and Emergency Systems in the Fire Department. On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the decision of the Commission to approve the job description.
 5. Correspondence from Finance Director Scott Jackson and Police Chief John Sullivan requesting a promotional recruitment from within AFSCME Local 2863 and if necessary open competitive recruitment for the position of IT Technician. On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the decision of the Commission to commence with the recruitment.
 6. Correspondence from Director of Public Works and Parks Craig Cesare requesting an open competitive recruitment for the position of Maintainer. On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the decision of the Commission to commence with the recruitment. Director Cesare is also requesting a promotional recruitment from within UPSEU Unit #23 and if necessary open competitive recruitment for the position of Superintendent of Trees. On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the decision of the Commission to commence with the recruitment once the job description is approved by the Civil Service Commission.
 7. No motions were made under Old Business.
 8. Under New Business was correspondence from Human Resources Director BOE Gary Highsmith requesting an emergency five (5) month temporary appointment of Elizabeth Spayd, RN to the position of School Nurse. On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the decision of the Commission to grant his request.

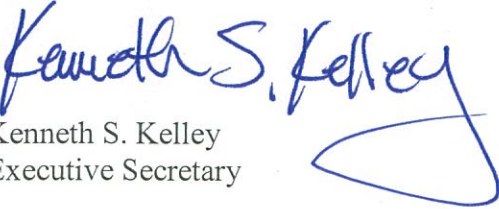
Also, under New Business Commissioner Lary announced that she will be resigning from the Commission and will send written notice to Mayor Leng.

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9. On a motion by Commissioner Andrews, seconded by, Chairperson Lobo, it was the unanimous decision of the Commission to adjourn at 9:35 A.M.

Respectfully submitted,


Kenneth S. Kelley
Executive Secretary

TOWN CLERK
HAMDEN, CT

2021 APR 22 A 11:03

REC'D AND FILED BY