

MINUTES

CIVIL SERVICE COMMISSION

Tuesday, June 15, 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/94978708352>

*To view the recording, please click the following link and observe the instructions when/if prompted:

https://zoom.us/rec/share/6kLvWQXgvfTOgr5M7Y3b4PyG1K_fKJeph-BALwaVTIPnpqfeDK5vagw1n72OQZs.MAjU0SxuoVM5AqEV

**If prompted for a password, enter: WSDS@fF9

***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 Commissioner Curt Andrews in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Human Resources Officer Brigitte Cogswell, Deputy Police Chief Bo Kicak, Library Director Melissa Canham Clyne and Director of Public Works and Parks Craig Cesare.

1. Review and approval of the June 8, 2021, Civil Service Commission special meeting minutes. On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the decision of the Commission to approve the minutes with one edit to item 1; all newly certified lists shall be attached to the meeting minutes.
2. Review and certification of the following eligibility list(s):
 - a) Fire Training Officer – (original certification 06/18/2019) List expiring, no action.
 - b) Library Page – (original certification 06/18/2019) List expiring, no action.
 - c) Assistant Animal Control Officer – (original certification 01/05/2021) – On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to certify the list for another six (6) month period ending 01/05/2022)
 - d) Deputy Police Chief – (original certification 01/05/2021)
 - e) Police Captain – (original certification 01/05/2021)
 - f) Police Lieutenant – (original certification 01/05/2021)
 - g) Sergeant – (original certification 01/05/2021)
 - h) Detective – (original certification 01/05/2021) – On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of the Commission to certify all of the Police promotional lists with one motion; Items D, E, F, G and H; will be certified for another six (6) month period ending on 01/05/2022.

3. Postponed Review and action on the following application(s):
 - a) Superintendent of Trees – (3 applicants) – Chairperson Lobo removed this item from the agenda prior to the start of the meeting.
 - a) Clerk Typist/Building Dept. – (69 applicants) – On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission that (41) forty one applicants met the minimum qualifications and would move on in the process.
4. Review and certification of the following eligibility list(s):
 - b) Superintendent of Trees – Chairperson Lobo removed this item from the agenda prior to the start of the meeting.
5. Correspondence from Director of Public Works and Parks Craig Cesare requesting a promotional recruitment from within UPSEU, Unit #1 and, if necessary, an open competitive recruitment for the position of Truck Mechanic. On a motion by Chairperson Lobo, seconded by Commissioner Andrews it was the unanimous decision of the Commission to commence with the recruitment and to include local technical schools if an open competitive recruitment is required.
6. Correspondence from Town Planner Erik Johnson requesting a promotional recruitment from within AFSCME Local 2863 and, if necessary, an open competitive recruitment for the position of Economic Development Technician. On a motion by Chairperson Lobo, seconded by Commissioner Andrews it was the unanimous decision of the Commission to commence with the recruitment.
7. Correspondence from Police Chief John Sullivan, requesting a promotional recruitment from within AFSCME Local 2863 and, if necessary, an open competitive recruitment for the position of Account Clerk in the Police Department. On a motion by Chairperson Lobo, seconded by Commissioner Andrews it was the unanimous decision of the Commission to commence with the recruitment.
8. Under Old Business Executive Secretary Kelley informed the Commission that the employee roster and list of vacancies will be sent to the Commission today.
9. Under New Business the Commission discussed and made the decision to resume in person meetings. The third floor conference room will be reserved. Chairperson Lobo also informed those in attendance that the regularly scheduled meeting on July 6 will have to be rescheduled for a special meeting on July 8, 2021 at 9:00 AM.

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10. There were no items of Public Correspondence to discuss.

11. On a motion by Commissioner Andrews, seconded by, Chairperson Lobo, it was the unanimous decision of the Commission to adjourn at 9:18 A.M.

Respectfully submitted,



Kenneth S. Kelley
Executive Secretary

TOWN CLERK
HAMDEN, CT
2021 JUN 22 A 8:31
REC'D AND FILED BY