

AGENDA
CIVIL SERVICE COMMISSION
Tuesday, August 18, 2020 @ 9:00 A.M.
Electronic Meeting pursuant to Paragraph 1 of Executive Order 7B.
This will be a 100% Electronic Meeting.
Public Questions can be emailed to CSC@hamden.com
Click on the link below to join the meeting.
<https://zoom.us/j/99649579879>

1. Review and approval of the July 21, 2020, Civil Service Commission meeting minutes.
2. Review and action on the following eligibility list(s):
 - a) Clerk 6/BOE – (original certification 08/06/19)
 - b) Central Communications Technician – (original certification 08/06/19)
 - c) Deputy Finance Director – (original certification 02/04/2020)
 - d) Library Custodian – (original certification 02/04/2020)
 - e) Assistant Animal Control Officer – (original certification 08/21/2018) – No action.
 - f) Maintainer Public Works & Parks – (original certification 02/19/2019)
3. Review and action on the following application(s):
 - a) Assistant Building Official/Electrical/Structural – (11 applicants)
4. Correspondence from Fire Chief Gary Merwede requesting promotional recruitments from within IAFF, Local 2687, bargaining unit, for the positions of Battalion Chief and Fire Captain.
5. Correspondence from Acting Police Chief John Sullivan requesting a promotional recruitment from within UPSEU/COPS Local 062 for the position of Detective.
6. Correspondence from Town Planner Daniel Kops requesting a promotional recruitment from with AFSCME Local 2863 and if necessary open competitive recruitment for the position of Zoning Enforcement Officer.
7. Correspondence from Finance Director Curtis Eatman requesting a promotional recruitment from with AFSCME Local 2863 and if necessary open competitive recruitment for the position of Assistant Assessor.
8. Old Business:
9. New Business:
10. Adjourn:

TOWN CLERK
HAMDEN, CT
2020 AUG 14 P 1:42
REC'D AND FILED BY

**MINUTES
CIVIL SERVICE COMMISSION
ELECTRONIC MEETING**

Tuesday, July 21, 2020 @ 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

Click on the link below to join the meeting:

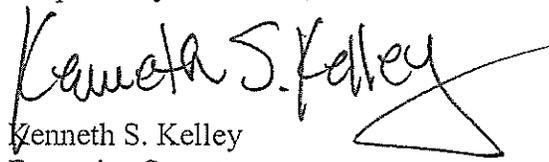
<https://zoom.us/j/95886584078>

**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 9:11 A.M. with Commissioner Kyle Blake in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan and Human Resources Officer Brigitte Cogswell.

1. Review and approval of the July 14, 2020 Civil Service Commission special meeting minutes. On a motion by Commissioner Blake, seconded by Chairperson Lobo, it was the unanimous decision of the Commission to approve the minutes.
2. Review and certification of the following eligibility list(s):
 - a) Fire Captain – (original certification 07/17/2018) – No action the list is expired.
 - b) Hydrant Maintainer – (original certification 07/17/2018) – No action the list is expired.
3. Correspondence from Finance Director Curtis Eatman requesting the open competitive recruitment for Chief Assessor be reopened. On a motion by Chairperson Lobo, seconded by Commissioner Blake, it was the unanimous decision of the Commission to reopen the recruitment.
4. Under Old Business Executive Secretary Kelley informed the Commission that a third Commissioner has not been appointed. He also stated that he will follow up with Tax Collector Kathleen Flynn regarding the job description for Tax Cashier.
5. No motions were made under New Business.
6. On a motion by Chairperson Lobo, seconded by Commissioner Blake, it was the unanimous decision of the Commission to adjourn at 9:14 A.M.

Respectfully submitted,



Kenneth S. Kelley
Executive Secretary

**TOWN CLERK
HAMDEN, CT
2020 JUL 21 P 3:50
REC'D AND FILED BY**

Clerk 6/BOE
Eligibility List
Tuesday, August 06, 2019

| Rank | Name |
|------|---|
| | |
| | |
| 1 | Bezerra, Stephanie 8/7/19, 9/25/19 |
| 2 | Kleffke, Mary 8/7/19 Appointed 8/14/19 |
| 3 | Devaney, Evelyn 8/7/19, 9/25/19 Appointed 9/24/19 |
| 4 | Gambardella, Jennifer 9/25/19 |
| 5 | Milone, Kathleen |
| 6 | Washington, Kimberly |
| | |
| | |
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| | |
| | |

Certified by the Civil Service Commission on: August 6, 2019

2/4/2020

Central Communications Technician
Eligibility List
Tuesday, August 06, 2019

| Rank | Candidate Name |
|------|---|
| 1 | Ablack, Osciana 8/14/19 Appointed 10/7/19 |
| 2 | Montagna, Kevin * 8/14/19 Appointed 10/7/19 |
| 3 | Brinkley, Oriel 8/14/19 |
| 4 | Sequino, John 8/14/19 Appointed 10/7/19 |
| 5 | Neviso, Melissa 8/14/19 |
| 6 | Nizen, Peter |
| 7 | Dibbles, Tasheen |
| 8 | Langley, Maydell * |
| 9 | Newton-Lewis, Jesenia |
| 10 | Young, Bradley |

Certified by the Civil Service Commission on August 6, 2019.

2/4/2020

Deputy Finance Director
Eligibility List
Tuesday, February 4, 2020

| Rank | Candidate Name |
|------|---|
| 1 | Galarza, Enrique <i>Appointed 2/18/2020</i> |
| 1 | Kuan, Beng |
| 1 | Vauiso, Mark |

Certified by the Civil Service Commission on: February 4, 2020

Library Custodian
Eligibility List
Tuesday, February 4, 2020

| Rank | Candidate |
|------|---------------------------------------|
| | |
| 1 | Lorincz, William <i>2/18/2020</i> |
| 2 | Serdy, John <i>2/18/2020</i> |
| 3 | Bunyaminu, Abdu-Aziz <i>2/18/2020</i> |
| 3 | Delgado, Emmanuel <i>2/18/2020</i> |
| 3 | Masi, Robert <i>2/18/2020</i> |
| 4 | Sanchez, Angelo |
| 5 | Clement, Edward |
| 6 | Giagrande, Paul |
| 6 | Langley, Charles |

Certified by the Civil Service Commission on: February 4, 2020

Assistant Animal Control Officer
Eligibility List
Tuesday, August 21, 2018

| Rank | Candidate |
|------|------------------|
| 1 | Gibbs, Parris |
| 2 | Calahan, Chelsea |
| 3 | Ranciato, Laura |
| 4 | Gallagher, Beth |

8/21/18 Appointed 9/10/18

8/21/18

8/21/18

Certified by the Civil Service Commission on August 21, 2018

2/19/19

8/20/19

2/18/20

Public Works & Parks Maintainer
Eligibility List
February 19, 2019

| Rank | Candidate Name |
|------|----------------------|
| | |
| | |
| 1 | Adams, Cory |
| 2 | Saninno, Dominic |
| 3 | Caraglio, Frank |
| 4 | Watzak, Samuel |
| 5 | Ferraro, John |
| 6 | Vogt, Kurt |
| 7 | McKiernan, Robert |
| 8 | Vergato, Jesse |
| 9 | Battick, John |
| 10 | DeVincentis, Michael |
| 10 | Oconnor, Gerald |
| 11 | Aurora, Nicholas |
| 12 | Kranich, Kevin |
| 13 | Mendes, John |
| 13 | Puopolo, Vito |
| 14 | Scalla, Eduardo |
| 15 | Gould, Terrance |
| 16 | Gibson, Michael |
| 16 | DeFelice, William |
| 17 | DeGroat, Kyle |
| 17 | Droney, Brian |
| 17 | CoFrancesco, Richard |
| 18 | Colello, Matthew |
| 19 | Catenza, Richard |
| 20 | Mase, Keith |
| 21 | Ogren, Kraig |
| 22 | Donikowski, Kody |
| 23 | Fiorillo, Matthew |
| 24 | Dixon, Ottis |
| 25 | Flonc, Joseph |
| 26 | Krawiec, Robert |
| 27 | Buehler, Scott |
| 28 | Schaivone, Salvatore |
| 29 | Leis, Luke |
| 30 | Argenton, Giovanni |
| 31 | Esposito, Jason |

3/4/19 Appointed
 3/4/19 Appointed
 3/4/19 Appointed
 3/4/19 7/23/19 Appointed
 3/4/19 7/23/19, 10/30/19 11/18/19 appointed 12/16/19
 7/23/19, 10/30/19 11/18/19
 7/23/19 Appointed
 10/30/19 11/18/19, 5/13/2020
 5/13/2020
 5/13/2020
 5/13/2020

Certified by the Civil Service Commission on February 19, 2019.

8/20/19
2/18/20

Renee Morgan

From: Gary Merwede
Sent: Friday, July 17, 2020 3:19 PM
To: Ken Kelley
Cc: Brigitte Cogswell; Renee Morgan
Subject: Request For New Lists

Ken,

Please accept this email as my request for internal recruitment and testing for:

- Fire Battalion Chief (list expired 12/2019)
- Fire Captain (list expired 7/17/2020)

Retirements are expected within this fiscal year and efficient continuous operation of the Fire Department requires eligibility lists to be available.

Thank you for your consideration.

Gary P. Merwede
Chief of Department / EMD
Hamden Fire Department
2372 Whitney Avenue
Hamden, CT. 06518
Phone: (203) 407-5880
gmerwede@hamden.com



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HAMDEN POLICE DEPARTMENT

2900 Dixwell Avenue, Hamden, CT 06518

Tel: (203) 230-4015 Fax: (203) 288-4876

CSC
08/18/2020
5.a.

John Sullivan
Acting Chief of Police
jsullivan@hamdenpd.com

July 31, 2020

Kenneth Kelley
Personnel Director
Town of Hamden
2750 Dixwell Avenue
Hamden, CT 06518

Dear Mr. Kelley:

As you know, the eligibility lists for promotional positions, for deputy chief, captain, lieutenant and sergeant expired on March 6, 2020 and detective is set to expire on August 6, 2020.

Please consider this a formal request for the recruitment and promotional testing for the positions of deputy chief, captain, lieutenant, sergeant and detective.

Thank you, and please feel free to contact me with any questions.

Sincerely,

John Sullivan
Acting Chief of Police



HAMDEN CT

Renee Morgan

From: Daniel Kops
Sent: Monday, August 10, 2020 12:54 PM
To: Ken Kelley; Brigitte Cogswell; Renee Morgan
Subject: FW: Request to seek approval of the Civil Service Commission to initiate the search for a new Zoning Enforcement Officer

Ken this is what I sent you a month ago. Note that the email was originally sent to the wrong Bridget. I sent a separate email to the right Bridget later that day.

From: Daniel Kops
Sent: Thursday, July 9, 2020 3:35 PM
To: Ken Kelley <KKelley@Hamden.com>
Cc: Bridget D'Angelo (bdangelo@murthalaw.com) <bdangelo@murthalaw.com>
Subject: Request to seek approval of the Civil Service Commission to initiate the search for a new Zoning Enforcement Officer

I am writing to request your approval to initiate the recruitment process for the position of Zoning Enforcement Officer, in the Planning and Zoning Department. The position is currently held by Holly Masi, who has submitted her letter of resignation, effective August 28, 2020. She has also indicated that she has a considerable backlog of work and may not be able to complete it prior to August 28th. The position of Zoning Enforcement Officer is an extremely important one, handling time-sensitive permits for construction projects and business openings as well as enforcing the zoning regulations. It is therefore essential that we minimize the amount of time the position is vacant. Accordingly, I am asking for your approval to begin the recruitment process as soon as possible, realizing that it will take at least a month to advertise, interview and select Ms. Masi's replacement.

I greatly appreciate your consideration of this matter.

*Dan Kops
Town Planner
Hamden Government Center
2750 Dixwell Ave
Hamden, CT 06518
(203)-287-7070*

CSC
08/18/202
7.a.

Ken Kelley

From: Curtis Eatman
Sent: Wednesday, August 12, 2020 12:32 PM
To: Ken Kelley
Cc: Brigitte Cogswell
Subject: Assistant Assessor position

Hi Ken,

I am officially requesting that the Town of Hamden open up the recruitment process for the Assistant Assessor position in anticipation of a September vacancy of the position. If you have any questions, please feel free to contact me,

Sincerely,

Curtis M. Eatman
Finance Director
Town of Hamden
203-287-7007