

**CIVIL SERVICE COMMISSION**  
**Regularly Scheduled**  
**ELECTRONIC MEETING**  
**Tuesday, May 19, 2020 @ 9:00 A.M.**

**Electronic Meeting pursuant to Paragraph 1 of Executive Order 7B.**  
**This was a 100% Electronic Meeting.**

[CSC@hamden.com](mailto:CSC@hamden.com) was provided to allow public questions to be emailed.

**The link below was posted to allow participants to join the meeting.**  
<https://zoom.us/j/99631304247?pwd=bGV2RlBRNlJYMHRScTd3MHBBMnFrQT09>  
**Password: 138707**

**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 electronic meeting to order at 9:10 A.M. with Commissioner Kyle Blake in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Human Resources Officer Brigitte Cogswell, Police Chief John Cappiello and Library Director Melissa Canham-Clyne.

1. Review and approval of the May 5, 2020 Civil Service Commission 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 action on the following eligibility list(s):
  - a) Head of Borrower Services Librarian III (original certification 11/29/18) – On a motion by Chairperson Lobo, seconded by Commissioner Blake, it was the unanimous decision of the Commission to certify the list for another six (6) month period ending 11/29/2020)
  - b) Library Clerk Part-time (original certification 10/15/19) – On a motion by Chairperson Lobo, seconded by Commissioner Blake, it was the unanimous decision of the Commission to certify the list for another six (6) month period ending 10/15/2020)
  - c) Payroll Clerk (original certification 10/15/19) – One name – No action, list expired.
  - d) Certified Police Officer (original certification 11/05/19) – One name – No action, list expired.
3. Under Old Business, Commissioner Blake stated that she spoke with Republican Town Committee Chair Frank LaDore about the need for a third Civil Service Commissioner. Commissioner Blake was informed by Mr. LaDore that he will provide a few names for consideration for appointment by Mayor Leng. Executive Secretary Kelley was asked by the Commission to send another correspondence to Mayor Leng regarding the desperate need for a third Commissioner, especially during this pandemic.

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4. Under New Business, Executive Secretary Kelley informed the Commission of the retirements of the Assistant Building Official and the Electrical Inspector in the Building Department. He explained that the need to fill those positions will require special consideration as they are critical positions to the Town. The Commission stated they will be available to take care of the recruitments once they are approved by the Administration.
  
5. On a motion by Chairperson Lobo, seconded by Commissioner Blake, it was the unanimous decision of the Commission to adjourn at 9:10 AM.

Respectfully submitted,

  
Kenneth S. Kelley  
Executive Secretary

TOWN CLERK  
HAMDEN, CT  
2020 MAY 20 P 1:32  
REC'D AND FILED BY