

**AGENDA
CIVIL SERVICE COMMISSION
REGULAR MEETING**

Tuesday, April 5, 2022 @ 9:00 A.M.

Electronic Meeting pursuant to Paragraph 1 of Executive Order 7B.

This will be an Electronic Meeting only

Public Questions can be emailed to CSC@hamden.com

ZOOM Link: <https://us06web.zoom.us/j/5731522919>

1. Review and action on the following application(s):
 - a. Police Captain
 - b. PT Energy Efficiency Coordinator
 - c. Fire Training/EMS Officer

2. Review and certification on the following eligibility list:
 - a. Assistant Assessor—(original certification 10/29/2020)
 - b. Associate Library Director – (original certification 04/20/21)
 - c. Purchasing Technician—(original certification 10/05/2021)
 - d. PT Energy Efficiency Coordinator—(original certification 04/05/2022)

3. Correspondence from Finance Director Curtis Eatman, requesting a promotional recruitment and if necessary, open competitive recruitment of the position of Payroll Administrator.

4. Correspondence from Detective Brian Stewart for elimination of one (1) candidate for Entry Level Police Officer.

5. Old business:

6. Public Input:

7. Executive Session (if necessary):

8. Adjourn:

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TOWN OF
HAMDEN, CT

Assistant Assessor
Eligibility List
Thursday, October 29, 2020

Rank	Candidate Name
1	Forvil, Nancy
1	Zychowski, Rebecca

11/2/2020

Approved

11/2/2020

Certified by the Civil Service Commission on: October 29, 2020

4/20/2020

Associate Library Director
Eligibility List
Tuesday, April 20, 2021

- 1 Bussard, Alyssa 4/27/2021 *Appointed*
- 1 Flewelling, Janet 4/27/2021 - 10/20/21
- 1 Lichtenberg, Lore V. 4/27/2021 10/20/21

Certified by the Civil Service Commission on: April 20, 2021

**Purchasing Technician
Eligibility List
Oral Examination – October 5, 2021**

<u>Rank</u>	<u>Candidate Name</u>
1	Robert Brown
2	Kathleen Walsh
3	Wendy Santamauro
4	Garrett Jacobowitz

HIRED 10/13/21

Certified by the Civil Service Commission on October 5, 2021.

	PT Energy Efficiency Coordinator	
	Eligibility List	
	Apr. 05, 2022	
	Last Name	First Name
	Neal-Sanjurjo	Serena
	Davidge	William

Erica Blue

From: Curtis Eatman
Sent: Wednesday, March 23, 2022 3:45 PM
To: Erica Blue
Cc: Brigitte Cogswell
Subject: RE: In Re: Payroll Administrator

Dear Brigitte Cogswell:

I am formally requesting authorization to hire for the position of Payroll Administrator. Our current employee has provide sufficient notice that he will be resigning from the position in June 2022. This position is critical to the operation of the Town's Finance Department.

By hiring a Payroll administrator now (or immediately), the finance department will have the ability to have the current employee train our new employee, thus eliminating any potential payroll errors. This critical onboarding training will allow the finance department to function and transition, hopefully, without much issue.

If you have any further questions, please let me know,

Sincerely,

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