

MINUTES  
CIVIL SERVICE COMMISSION  
REGULAR MEETING

TOWN CLERK

Tuesday, February 7, 2023 @ 9:00 A.M.

2023 FEB 14 A 8:47

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

Public Questions can be emailed to [CSC@hamden.com](mailto:CSC@hamden.com)

ZOOM Link: <https://hamden.zoom.us/j/89812998524>

[https://hamden.zoom.us/rec/share/AOWjrXOt5XZuXYvZCZcU4A3bJHzpFO4GwvqGOBGjGP-cHUv-bd45o1\\_gLYGcr9I5.rGRukC27FcGxEmWi?startTime=1675778533000](https://hamden.zoom.us/rec/share/AOWjrXOt5XZuXYvZCZcU4A3bJHzpFO4GwvqGOBGjGP-cHUv-bd45o1_gLYGcr9I5.rGRukC27FcGxEmWi?startTime=1675778533000)

\*\*\*\*\*If prompted for a passcode enter: [jD4!@f69](#)

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Public questions were be emailed to [CSC@hamden.com](mailto:CSC@hamden.com)

IN ACCORDANCE WITH THE DECISION OF THE HAMDEN CIVIL SERVICE COMMISSION, MINUTES WILL REFLECT INDIVIDUALS IN ATTENDANCE, MOTIONS MADE AND VOTES TAKEN.

Chairperson Lobo called the meeting to order at 9:02 a.m., with Commissioner Curt Andrews and Commissioner Helen Ward in attendance. Also present were: Director of Personnel Brigitte Cogswell, Administrative Assistant Erica Blue, Fire Commissioner Gary Tinney, Captain Julio Lopes, Acting Police Chief Timothy Wydra, Police Lieutenant William Onofrio, Human Resources Officer Nadia Balassone, Town Planner Eugene Livshits, Fire Chief Jeffrey Naples and Town Attorney Susan Gruen.

1. **Call the meeting to order**—Chairperson Lobo called the meeting to order at 9:02 a.m.
2. **Public Input**—Public Input from Police Lieutenant William Onofrio regarding his application for Deputy Police Chief.
3. **Review and approval of the following minutes:**
  - a. Regular Meeting January 19, 2023—On a motion by Commissioner Ward, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to approve the minutes with the amendment under item 9, to correct Chairperson Lobo's name.

- b. Special Meeting January 30, 2023—On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of the Commission to approve the minutes.

**4. Review and approval of the following application(s):**

- a. Zoning Enforcement Officer—On a motion by Chairperson Lobo, seconded by Commissioner Ward, it was the unanimous decision of the Commission to approve the four (4) applicants to move forward in the process.
- b. Real Property Appraiser—On a motion by Chairperson Lobo, seconded by Commissioner Ward, it was the unanimous decision of the Commission to approve the one (1) applicant to move forward in the process.
- c. Account Clerk—On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of the Commission to approve the seven (7) applicants to move forward in the process.
- d. Foreman of Buildings—On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to approve the four (4) applicants to move forward in the process.

**5. Review and approval of the following eligibility list(s):**

- a. Clerk Typist (original certification August 3, 2021)—On a motion by Chairperson Lobo, seconded by Commissioner Ward, it was the unanimous decision of the Commission to recertify the list for six (6) months until August 7, 2023.
- b. Battalion Chief (original certification July 8, 2021)—On a motion by Chairperson Lobo, seconded by Commissioner Ward, it was the unanimous decision of the Commission for the list expire.

**6. Review and approval of the following new eligibility list(s):**

- a. Teen Librarian II—On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of the Commission to approve the eligibility list.

**7. Executive Session:**

- a. Discussion to rescind or accept the name on the Firefighter/Paramedic eligibility list (action taken at 1/30/2023 Special Civil Service Meeting).
- b. Discussion regarding the job description and job qualifications for Police Detective, Lieutenant, Sergeant and Deputy Police Chief Recruitment.

**8. Vote to rescind or accept the new Firefighter/Paramedic on the Entry Level Firefighter/Paramedic eligibility list**—On a motion by Chairperson Lobo, seconded by Commissioner Ward, it was the unanimous decision of the Commission to go into executive session at 9:16 a.m.—On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to go back into regular session at 10:01 a.m.

- a. On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to take no action on this item.

**9. Vote to rescind or accept the applications for Police Detective, Lieutenant, and Sergeant**—On a motion by Chairperson Lobo, seconded by Commissioner Ward, it was the unanimous decision of the Commission to go into executive session at 9:16 a.m.—On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of the Commission to go back into regular session at 10:01 a.m.

- a. On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of Commission to remove one candidate from the Sergeant, Detective, Deputy Police Chief and Lieutenant applicant list because they do not meet the minimum qualifications.

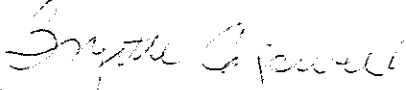
**10. New Business:**

- a. Correspondence from Acting Police Chief Timothy Wydra requesting open and competitive recruitment for the position of Central Communications Technician—On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to approve the recruitment.

**11. Old Business:** No Old Business.

12. **Adjourn**—On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to adjourn at 10:06 a.m.

Respectfully submitted,



Brigitte Cogswell  
Director of Personnel