

**MINUTES  
CIVIL SERVICE COMMISSION  
SPECIAL MEETING**

**Tuesday, June 8, 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](mailto: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/dIZdVXkda62CZdg5gCK55DX8YIUMmWvGCRfkZZ6EvT\\_8xXJJTEpV0hcBk\\_wpOna-.xKt0aQeUyiSaLAHe](https://zoom.us/rec/share/dIZdVXkda62CZdg5gCK55DX8YIUMmWvGCRfkZZ6EvT_8xXJJTEpV0hcBk_wpOna-.xKt0aQeUyiSaLAHe)**

**\*\*If prompted for a password, enter: G9tVtj\$z**

**\*\*\*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](http://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 9:01 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, Town Engineer Mark Austin, Elderly Services Coordinator Suzanne Burbage, Town Attorney Sue Gruen, Town Clerk Vera Morrison and Fire Captain Adam Barletta.

1. Review and approval of the May 18, 2021, Civil Service Commission regular meeting minutes. On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of the Commission to approve the minutes with one edit; remove the word "action" from item #3.
2. Review and action on the following eligibility list(s):
  - a) Deputy Fire Marshal – (original certification on 06/04/2019) – List expired, no action.
3. Review and certification of the following eligibility list(s):
  - a) Engineering Inspector – On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of the Commission to certify the list for six (6) month period ending 12/08/2021.

- b) Paralegal – On a motion by Chairperson Lobo, seconded by Commissioners Andrews, it was the unanimous decision of the Commission to certify the list for a six (6) month period ending 12/08/2021.
4. Review and action on the following application(s):
  - a) Assistant Superintendent of Apparatus and Emergency Systems – (2 applicants from the Town-wide recruitment) – On a motion by Commissioner Andrews, seconded by Chairperson Lobo, it was the unanimous decision of the Commission that the two (2) applicants met the minimum qualifications and will move on in the process with the two (2) internal promotional applicants that were determined to have met the minimum qualifications at the May 18, 2021 Civil Service Commission meeting. There are a total of four (4) applicants that meet the minimum qualifications and will move on in the testing process.
5. Correspondence from Town Clerk Vera Morrison requesting a temporary appointment of Cynthia Esposito to the position of Assistant Town Clerk on a part time basis for up to 19.5 hours per week for up to 5 months or until the position is filled permanently. On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to approve the temporary appointment of Cynthia Esposito for a period of up to three (3) months or until the position is filled.
6. Correspondence from Town Clerk Vera Morrison requesting a promotional recruitment from within UPSEU Unit #23 and if necessary an open competitive recruitment for the position of Assistant Town Clerk. On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to commence with the recruitment(s).
7. Correspondence from Elderly Services Coordinator Suzanne Burbage requesting a promotional recruitment from within AFSCME Local #2863 and if necessary an open competitive recruitment for the position of Outreach Counselor/Elderly Services. On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to commence with the recruitment(s).
8. Request from the Civil Service Commission Chairperson Andrea Lobo for an Executive Session. On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to withdraw this request.

9. Under Old Business Chairperson Lobo requested that an employee roster and a list of open Town positions be sent to Commissioners.
10. On a motion by Chairperson Lobo, seconded by Commissioner Andrews, it was the unanimous decision of the Commission to adjourn at 9:19 AM.

Respectfully submitted,



Kenneth S. Kelley  
Executive Secretary

TOWN CLERK  
HAMDEN, CT  
2021 JUN 10 P 3:59  
REC'D AND FILED BY

**Engineering Inspector  
Eligibility List  
Tuesday, June 8, 2021**

<b>Rank</b>	<b>Candidate Name</b>
1	Matthew Kott
2	Ira Norton
3	Hazrathllah Zadran
4	David Vailette

Certified by the Civil Service Commission on: June 8, 2021.

Paralegal  
Eligibility List  
Tuesday, June 8, 2021

Rank	Applicant Name
1	Dixon, Daphany
2	Blue, Erica
3	Steele, Vionna
4	Bates, Jessica
5	Cyr, Susan

Certified by the Civil Service Commission on: June 8, 2021