

**CIVIL SERVICE COMMISSION
REGULAR MEETING
CITY HALL, WHEELER ROOMS A AND B
JUNE 13, 2023**

MINUTES

Commissioner Falberg called the regular meeting of the Civil Service Commission to order at 4:35 p.m. Present were Commissioners Ford, Grech; Personnel Director Eric Amado; Clerk to the Commission Deborah Brelsford; Atty. John Mitola, Dr. Joseph Raida, Bassick Principal, Officer Anton Sistrunk, Steve Nelson, Terri Littleberry, Atty. Thomas Bucci, James Spodnik

1. Meeting Minutes

The Minutes from the regular meeting on May 9, 2023 are submitted for review.

Mr. Amado presented the minutes of the regular meeting on May 9, 2023 for review.

**** COMMISSIONER GRECH MOVED TO APPROVE THE MINUTES OF THE MAY 9, 2023 REGULAR MEETING.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES OF THE MAY 9, 2023 REGULAR MEETING AS SUBMITTED PASSED UNANIMOUSLY.**

2. Merit Increases – Certify for Payroll

Mr. Amado presented the report and noted that most merit increases occur on or around July 1st, which explains the large numbers of increases.

**Meeting on June 2023
MERIT INCREASES EFFECTIVE JULY 1, 2023
Added Union Salary Increases for:
*AFSCME 1303 (2.5%), **NAGE (3.0%)(3.0%), ***Nurses (2.0%)**

Employees name	Title	Step increase
BOE FACILITIES		
34538 - Desmond Padilla	Custodial Supervisor I	\$64,961.00 (Step 1) to \$67,094.00 (Step 2)
200755 - Jason Silva	Custodial Supervisor I	\$64,961.00 (Step 1) to \$67,094.00 (Step 2)
219801 - Isaiah Johnson	Maintainer I, Grade I	\$37,121.00 (Step 2) to \$38,969.00 (Step 3)
218230 - Leone Umberto	Maintainer I, Grade II	\$45,815.00 (Step 5) to \$47,941.00 (TOP)
**88888 - Michele Cole	Payroll Clerk II	\$78,276.00 (Step 3) to \$89,445.00 (TOP)

BUILDING				
218940 – Joel Smith	Plan Reviewer (40Hrs)	\$96,770.00 (Step 3) to \$99,424.00 (Step 4)		
218962 – Sean Masi	Electrical Inspector (40hrs)	\$96,770.00 (Step 3) to \$99,424.00 (Step 4)		
218365 – Michael Prusasky	Electrical Inspector (40Hrs)	\$99,424.00 (Step 4) to \$99,923.00 (TOP)		
CITY ATTORNEY				
221006 - Deborah Garskof	Associate City Attorney	\$148,165.00 (Step 11) to \$155,003.00 (TOP)		
221010 - James Maye	Associate City Attorney	\$148,165.00 (Step 11) to \$155,003.00 (TOP)		
**219059 - Nanette Melendez	Paralegal	\$59,350.00 (Step 4) to \$65,060.00 (TOP)		
Civil Service				
**215077 - Joel Rosado	Personnel Assistant I	\$70,269.00 (Step 1) to \$76,963.00 (Step 2)		
**89978 - Cynthia Kapral	Payroll Clerk II	\$76,003.00 (Step 2) to \$83,043.00.00 (Step 3)		
ENGINEERING:				
219797 - Christopher Daniele	Civil Engineer I	\$81,339.00 (Step 2) to \$83,653.00 (Step 3)		
212522 - Pawel Papazachariu	Civil Engineer II	\$102,329.00 (Step 2) to \$106,965.00 (Step 3)		
217408 – Michael Buotte	Engineering Aid IV	\$75,808.00 (Step 5) to \$76,275.00 (TOP)		
HOUSING CODE:				
**19326 – Earl Coleman	Housing Code Inspector Need approve of Certificate	\$68,857.00 (Step 4) to \$90,555.00 (Step 5)		
LEAD:				
32696 – Audrey Gaines	Deputy Housing Code Enforcement	\$104,497.00 (Step 4) to \$105,018.00 (TOP)		

POLICE:					
**218200 – Sarahi Maldonado	Accounting Clerk II (35HRS)	\$55,195.00 (Step 3) to \$61,025.00 (Step 4)		7/1/22	7/1/23
212375 – Ann Kubel	Executive Secretary	\$71,749.00 (Step 3) to \$75,215.00 (Step 4)	46,074	**NAGE 3%	47,456
**214547 - Jayson Fernandes	Parking Enforcement Officer	\$35,075.00 (Step 1) to \$39,435.00 (Step 2)	1,382		1,424
**220987 - Delores Burrell	Secretarial Assistant	\$44,337.00 (Step 1) to \$48,880.00 (Step 2)	47,456		48,880
**219062 – Reginald Walker	Secretarial Assistant	\$47,799.00 (Step 3) to \$54,372.00 (TOP)			
Retroactive May 1, 2022					

PUBLIC FACILITIES – Divisions:		
218240 - Mashantuck Crawley	Specil Project Coordinator	\$77,106.00 (Step 2) to \$80,876.00 (Step 3)
AIRPORT		
215952 - Cruz Delgado	Airport Certification Specialist	\$47,531.00 (Step 2) to \$50,721.00 (Step 3)
MAINTENANCE		
PARKS & RECREATION		
19973 – Jonathan Dancho	Greenhouseman	\$54,177.00 (Step 4) to \$56,775.00 (TOP)
218300 – Emma Carney	Zookeeper	\$47,035.00 (Step 4) to \$49,172.00 (Step 5)
219353 - Melissa Hutchinson	Zookeeper	\$42,760.00 (Step 2 to \$44,892.00 (Step 3)
*218219 – Angel Davila Colon	Maintainer I, Grade I	\$40,624.00 (Step 4) to \$43,532.00 (Step 5)
*216981 - David Spencer	Maintainer I, Grade I	\$38,774.00 (Step 3) to \$41,640.00 (Step 4)
*216182 – Carlos Vazquez	Maintainer I, Grade II	\$45,585.00 (Step 5) to \$48,889.00 (TOP)
*13153 – Nedzad Cernica	Maintainer II	\$48,923.00 (Step 5) to \$52,465.00 (TOP)
213350 – Samuel Rivera	Equipment Mechanic Foreman	\$73,729.00 (Step 4) to \$74,099.00 (TOP)

Roadway:				7/1/22
*216283 – Arturo Ordonez-Cru	Maintainer I, Grade I	\$42,470.00 (Step 5) to \$45,565.00 (TOP)	45,658	*AFSCME 2.5%
*216981 - David Spencer	Maintainer I, Grade I	\$38,774.00 (Step 3) to \$41,640.00 (Step 4)	1,141	
*214120 – Charles Alves	Maintainer III - Off step 7	\$54,922.00 (Step 6) to \$69,600.00 (TOP)	46,799	
*215632 - Ryan Daddana	Maintainer III	\$43,377.00 (Step 1) to \$46,799.00 (Step 2)		
*214736 – Antonio Ramos	Maintainer III - Off step 7	\$54,922.00 (Step 6) to \$69,600.00 (TOP)		
200875 - Ronald Lupica	Public Works Foreman II	\$65,827.00 (Step 2) to \$67,949.00 (Step3)		
93792 - Domingos Valdegas	Public Works Foreman II	\$70,075.00 (Step 4) to \$70,427.00 (TOP)		
54933 - Joseph Matos	Sanitation Supervisor	\$71,787.00 (Step 4) to \$72,146.00 (TOP)		

MERIT INCREASES FOR JUNE 13, 2023 C.S.C. MEETING

POLICE	JOB TITLE	EFFECTIVE JUNE 27, 2023
TOMMY TRINH	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
NATHAN FOWLER	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
RORY ANDERSON	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
LESLEY BILLINGSLEA	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
ANDRE GIDDEN	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
SORIE KAMARA	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
JENNIFER ALMEIDA	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
JEREMY SCIALDONI	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
STEVEN SADOWSKI	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)
ERIN PERROTTA	POLICE OFFICER	\$57,197.00 (1) TO \$63,252.00 (2)

MERIT INCREASES FOR JUNE 13, 2023 C.S.C. MEETING

FIRE	JOB TITLE	EFFECTIVE JULY 1, 2023
WILLIAM DIPASQUALE	FIRE EQUIPMENT MECHANIC-CIVILIAN	\$78,333.00 (1) TO \$80,950.00 (2) TOP
GAIL BOTTILLO	EXECUTIVE SECRETARY	\$53,999.00 (3) TO \$56,606.00 (4)
MARCO BARRAZA	FIRE LIEUTENANT	\$78,333.00 (1) TO \$80,950.00 (2) TOP

STEP INCREASES JULY 1, 2023			
Dept	Employee	Position	Increase
Comptroller's	Barbara Curry	Accounting Clerk I (35 Hrs)	\$43,309 (1) to \$45,482 (2)
Comptroller's	Latoya Johnson	Accounting Clerk I (35 Hrs)	\$47,648 (3) to \$49,813 (4)
Comptroller's	Kemeasha McDonald	Chief Accountant	\$93,191 (3) to \$95,528 (4)
Dept. on Aging	Lizzette Echevarria	Secretarial Asst.	\$48,880 (2) to \$50,710 (3)
Emergency Operations	Patricia Brennan	Public Safety TCO	\$30.78/Hr (4) to \$33.55/Hr (Top)
Emergency Operations	Rachelle Cataldo	Public Safety TCO	\$30.78/Hr (4) to \$33.55/Hr (Top)
Emergency Operations	Jordan Petrone	Public Safety TCO	\$29.34/Hr (3) to \$30.78/Hr (4)
Emergency Operations	Pedro Retamar	Public Safety TCO	\$30.78/Hr (4) to \$33.55/Hr (Top)
Emergency Operations	Paola Soto-Bermudez	Public Safety TCO	\$30.78/Hr (4) to \$33.55/Hr (Top)
Emergency Operations	Chelsea Wells	Public Safety TCO	\$30.78/Hr (4) to \$33.55/Hr (Top)
Emergency Operations	Darya Wierzbowski	Public Safety TCO	\$29.34/Hr (3) to \$30.78/Hr (4)
Library	Jose Rodriguez	Custodian I	\$45,057 (1) to \$46,317 (Top)
Library	Hasson Pooser	Junior Librarian	\$48,980 (1) to \$52,686 (2)
Library	Kristin Graf	Librarian II	\$81,135 (1) to \$82,939 (2)
Library	Anna Knorovska	Librarian III	\$87,222 (1) to \$89,021 (2)
Library	Joel Hinojosa	Library Asst I	\$35,804 (1) to \$36,915 (2)
Library	David Morales	Library Asst I	\$35,804 (1) to \$36,915 (2)
Library	Jawon Pringle	Library Asst I	\$35,804 (1) to \$36,915 (2)
Library	Joyiesha Smoak	Library Asst I	\$35,804 (1) to \$36,915 (2)
Library	Sarah Greenberg	Library Asst III	\$48,980 (3) to \$50,468 (4)
Library	Nicholas Roman	Library Asst III	\$48,980 (3) to \$50,468 (4)
Library	Ana Tollinchi	Library Asst III	\$48,980 (3) to \$50,468 (4)
Library	David Otero	Library Maintenance Mgr.	\$83,592 (3) to \$84,611 (4)
Print Shop	Samuel Ortiz	Courier (35 Hrs)	\$38,934 (3) to \$40,495 (Top)
Print Shop	Brian McDevitt	Printer Foreman	\$87,804 (2) to \$90,331 (3)
Purchasing	Lisa Farlow	Asst. Purchasing Agent	\$84,514 (2) to \$86,843 (3)
Purchasing	Ann Binkley	Buyer	\$68,702 (2) to \$70,694 (Top)
Treasurer's	Laquasha Spencer	Accountant	\$81,132 (1) to \$83,698 (2)
WPCA	Yvette Morales	Accountant	\$88,487 (4) to \$90,885 (5)
WPCA	Mamie Mayes	Typist II (40 Hrs)	\$58,292 (5) to \$61,878 (Top)

**** COMMISSIONER FORD MOVED TO APPROVE THE MERIT INCREASES AS PRESENTED.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

3. Permanent Appointments – Certify for Payroll

Mr. Amado presented the report to the Commissioners for their review.

PERMANENT APPOINTMENTS			
Dept	Employee	Position	Effective
Zoning	Jaheim Scurvin	Zoning Inspector	5/28/23
Library	Taslima Sultana	Junior Librarian	4/30/23

PERMANENT APPOINTMENTS – JUNE 2023 MEETING				
ID#	LAST NAME	FIRST NAME	JOB TITLE	EFFECTIVE DATE
221750	Andujar Castro	Javier	BOE - Service Assistant	6/5/23
219524	Disla Mendez	Carmen	BOE - Janitress	5/28/23
221777	Haley	Natshia	Healthcare Administrator	6/12/23
221709	Hooks	Michael	BOE - Service Assistant	5/14/23
221539	Hunter	Denzel	Director EOD - Past Evaluation	5/6/23
221662	Johnson	Deven	BOE - Janitress	5/9/23
221708	Kealey	Sandra	BOE - Janitress	5/14/23

**** COMMISSIONER GRECH MOVED TO APPROVE THE PERMANENT APPOINTMENTS AS PRESENTED.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

4. Vacancy Report

Mr. Amado presented the report. Commissioner Grech asked for more details regarding the position in OPM, which Mr. Amado reviewed with him.

VACANCIES				Report - 6/13/23		
<u>Competitive Positions</u>				<u>Former</u>		<u>Replacement</u>
FIRE						
Assistant Fire Chief				Giovanni Sanzo*		Vacant
Assistant Fire Chief				Manuel Firpi*		Vacant
Captain				Nicholas Esposito*		Vacant
Captain				Jeffery Gdovin*		Vacant
Pumper Engineer				Stephen Hmura		Vacant
Pumper Engineer				Zoltan Szabo		Vacant
Pumper Engineer				Eric Levine		Vacant
Pumper Engineer				George Lopez		Vacant
Pumper Engineer				James Karns		Vacant
Pumper Engineer				Earl King		Vacant
Pumper Engineer				Joaquin Silvia		Vacant
Pumper Engineer				Michael Villarnovo		Vacant

<u>Non-Competitive Positions</u>				<u>Former</u>		<u>Replacement</u>
PUBLIC FACILITIES						
Airport Certification Specialist				John Soldi		Vacant
Maintainer I Grade I				Frank Gallo		Vacant
Maintainer I Grade I				John Castro		Vacant
HEALTH DEPARTMENT						
Director of Health & Social Services				Ebony Jackson-Shaheed		Vacant
Assistant Registrar of Vital Records				Patricia Ulatowski		Vacant
OPM						
Budget Policy Analyst				New		Vacant
PURCHASING						
Buyer				Kim Laue		Vacant

**** COMMISSIONER FORD MOVED TO APPROVE THE VACANCY REPORT AS PRESENTED.**

**** COMMISSIONER GRECH SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

5. Tripartite Vote – Tabled from May 9, 2023 / Request to remove the Brian Coppolo matter from agenda.

Mr. Amado presented the item and requested that the Commissioners vote to remove the matter concerning Mr. Coppolo from the agenda.

**** COMMISSIONER GRECH MOVED TO APPROVE THE REMOVAL OF THE BRIAN COPPOLO MATTER FROM AGENDA.
** COMMISSIONER FORD SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

6. Waiver Request

The Commission has received a request for a 6-month waiver from Sheila Gomez, Public Safety Telecommunicator candidate.

Mr. Amado presented the item to the Commission.

**** COMMISSIONER FORD MOVED TO APPROVE THE REQUEST FOR A 6-MONTH WAIVER FROM SHEILA GOMEZ, PUBLIC SAFETY TELECOMMUNICATOR CANDIDATE.
** COMMISSIONER GRECH SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

7. Updated Job Description

Personnel Director Eric Amado, in collaboration with Police Administration and Labor Relations, has requested the Commission approve the updated job description (“specifications”) for Payroll Clerk (Police Administration) in the Police Department (reference Civil Service Rule IX (3)).

Mr. Amado presented the request regarding the updated job description for the Police Department Payroll Clerk to the Commission. The specifications have been updated and there has been no change regarding the qualifications, so the update does not have to be presented to the City Council.

**** COMMISSIONER FORD MOVED TO APPROVE THE UPDATED JOB DESCRIPTION (“SPECIFICATIONS”) FOR PAYROLL CLERK (POLICE ADMINISTRATION) IN THE POLICE DEPARTMENT (REFERENCE CIVIL SERVICE RULE IX (3)).
** COMMISSIONER GRECH SECONDED.
** THE MOTION PASSED UNANIMOUSLY.**

8. Appeal – James Spodnik (Tabled from 4/11/23 and 5/9/23)

The Commission has received a request for an appeal from James Spodnik regarding his disqualification from the entry level Police Officer exam #2375 hiring process based on his psychological evaluation. He is represented by Attorney Thomas Bucci.

Mr. Amado asked Mr. Spodnik if he wished to have his appeal hearing in Executive Session. Atty. Bucci replied that his client would prefer to have the appeal hearing in Executive Session.

**** COMMISSIONER GRECH MOVED TO ENTER INTO EXECUTIVE SESSION FOR THE APPEAL HEARING FOR JAMES SPODNIK REGARDING HIS DISQUALIFICATION FROM THE ENTRY LEVEL POLICE OFFICER EXAM #2375 HIRING PROCESS BASED ON HIS PSYCHOLOGICAL EVALUATION.**

The Commissioners, Mr. Amado, Ms. Brelsford, Dr. Raida, Officer A. Sistrunk, Mr. Nelson, Ms. Littleberry, Mr. Spodnik and Atty. Bucci entered into Executive Session at 4:47 p.m. They returned to Public Session at 5:27 p.m. No actions were taken or motions made during Executive Session.

**** COMMISSIONER GRECH MOVED TO APPROVE SCHEDULING MR. SPODNIK FOR A SECOND PSYCHOLOGICAL TEST.**

**** COMMISSIONER FORD SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

9. Appeal – Jeffrey Taveras (Tabled from 3/14/23 and 5/9/23)

The Commission has received a request for an appeal from Jeffrey Taveras, regarding his disqualification from the hiring process from entry level Police Officer examination #2375 based on habits and conduct.

Mr. Amado announced that Mr. Taveras was not present. Mr. Amado also gave a brief overview of the details.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL FROM JEFFREY TAVERAS, REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FROM ENTRY LEVEL POLICE OFFICER EXAMINATION #2375 BASED ON HABITS AND CONDUCT.**

COMMISSIONER GRECH MOVED TO DENY THE APPEAL.

COMMISSIONER FORD MOVED TO DENY THE APPEAL.

**** THE APPEAL FROM JEFFREY TAVERAS, REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FROM ENTRY LEVEL POLICE OFFICER EXAMINATION #2375 BASED ON HABITS AND CONDUCT WAS UNANIMOUSLY DENIED.**

10. Appeal – Chevonne Spinks (Tabled from 5/9/23)

The Commission has received a request for an appeal from Chevonne Spinks regarding her disqualification from the hiring process for the Public Safety Telecommunicator examination #2383 due to failing a portion of the medical examination.

Mr. Amado informed the Commissioners that Ms. Spinks was withdrawing her appeal. No action was necessary at this time.

11. Appeal – Christopher Moore

The Commission has received a request for an appeal from Christopher Moore regarding his disqualification from the hiring process for the seasonal position of Golf Course Groundskeeper, due to failing a portion of the medical examination.

Mr. Amado asked Mr. Moore if he wished to have his appeal hearing in Executive Session or Public Session. Mr. Moore stated that he would prefer the appeal be held in public session. Mr. Amado reminded everyone that the City still includes marijuana in the safety sensitive function classification.

Mr. Moore said that he had been working for the City for three years and had no issues during that time. He said that his boss would rehire him. Atty. Mitola said that the Commission would likely deny the appeal and Mr. Moore could re-apply for the position tomorrow morning.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL FROM CHRISTOPHER MOORE REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FOR THE SEASONAL POSITION OF GOLF COURSE GROUNDSKEEPER, DUE TO FAILING A PORTION OF THE MEDICAL EXAMINATION.**

**COMMISSIONER GRECH MOVED TO DENY THE APPEAL.
COMMISSIONER FORD MOVED TO DENY THE APPEAL.**

**** THE APPEAL FROM CHRISTOPHER MOORE REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FOR THE SEASONAL POSITION OF GOLF COURSE GROUNDSKEEPER, DUE TO FAILING A PORTION OF THE MEDICAL EXAMINATION WAS UNANIMOUSLY DENIED.**

12. Appeal – Eugene Jackson

The Commission has received a request for an appeal from Eugene Jackson regarding his disqualification from the hiring process for the seasonal position of Golf Course Groundskeeper, due to failing a portion of the medical examination.

Mr. Amado presented the case and asked Mr. Jackson if he would like the appeal heard in Public Session or in Executive Session. Mr. Jackson elected to have the appeal hearing held in Public

Session. He then came forward and said he had worked for the City for five years. Atty. Mitola said that the Commission would likely deny the appeal and Mr. Jackson could re-apply for the position tomorrow morning.

**** COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL FROM EUGENE JACKSON REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FOR THE SEASONAL POSITION OF GOLF COURSE GROUNDSKEEPER, DUE TO FAILING A PORTION OF THE MEDICAL EXAMINATION.**

**COMMISSIONER GRECH MOVED TO DENY THE APPEAL.
COMMISSIONER FORD MOVED TO DENY THE APPEAL.**

**** THE APPEAL FROM EUGENE JACKSON REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FOR THE SEASONAL POSITION OF GOLF COURSE GROUNDSKEEPER, DUE TO FAILING A PORTION OF THE MEDICAL EXAMINATION WAS UNANIMOUSLY DENIED.**

13. Legal Report – There was no report at this time.

14. Personnel Director Report

Mr. Amado presented his report to the Commission.

- Exam update

Police Officer candidates – processing underway
Firefighter candidates – processing underway
Telecommunicator – new hires began training June 5th

- Exam review

Police Officer – looking to open up another exam in a few weeks
Pumper Engineer Exam – Held
Assistant Police Chief Examination – Discussions with Police Chief underway.
Fire Lieutenant Examination – Discussion with Fire Chief underway.

Mr. Amado then explained that the staff was researching the possibility of creating a Consent Calendar for routine Commission items such as Minutes, Vacancies, Merits and Permanent appointments. This will help with time efficiency.

Next regular monthly CSC meeting is scheduled for Tuesday, July 11, 2023.

ADJOURNMENT

**** COMMISSIONER FORD MOVED TO ADJOURN.**

**** COMMISSIONER GRECH SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 5:47 p.m.

Respectfully submitted,

S. L. Soltes

Telesco Secretarial Services