



HUMAN RESOURCES/CIVIL SERVICE
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

(203) 797-4598
FAX (203) 796-1611

CIVIL SERVICE COMMISSION
Special Meeting
MINUTES
June 3, 2015
11:30 AM
CONFERENCE ROOM 3B
3RD FLOOR, CITY HALL

Roll Call

In attendance were Chairman Tim Matthewson, Commissioner Shay Nagerssheth, Commissioner Gerri George, Attorney Dianne Rosemark, Chief Examiner Denise Janey, and HR Director Ginny Werner

Minutes

Commissioner Nagerssheth made a motion to accept previous meeting's minutes. Chairman Matthewson seconded motion. Motion passed.

New Business

- Police Officer Eligibility List- candidate(s) removal request:
 - Commissioner Nagerssheth made a motion to move into Executive session. Seconded by Commissioner Matthewson. Motion passed.
 - Commissioner George made a motion to remove the Police Officers from the Police Officer Eligibility List. Chairman Matthewson seconded the motion. Motion passed.
- Qualification of Applicants:
 - **Superintendent:** Applicant SUP1 was rejected due to no evidence of courses completed in civil engineering, land surveying or closely related field. Applicant SUP4 was rejected because the required two (2) copies were not submitted. Applicant SUP7 was rejected due to the lack of evidence of four (4) years' experience in a public works supervisory capacity. Applicants SUP2, SUP3, SUP5 and SUP6 were accepted.
 - **Assistant Construction Manager:** Applicants ACM1, ACM3, ACM4, ACM5 and ACM6 were rejected as there was no evidence of an Associate's degree in Construction and/or civil engineering with 4+ years' experience in municipal or building construction and/or inspection. Applicant ACM7 was rejected as there was no evidence of considerable knowledge of public works construction practices and standards, including State regulations and local ordinances. Applicants ACM1 and ACM8 were accepted.
 - **General Foreman:** Applicants GF1, GF3, GF4 and GF6 were rejected as there was no evidence of at least 7 years' experience of public works or construction related experience including 2 years supervisory experience in a public works department. Applicants GF2 and GF5 were accepted.

- **Foreman II:** Applicant 103 was rejected because the required two (2) copies were not submitted. Applicant 104 was rejected because his application did not demonstrate five (5) years of public works, construction or related experience. Applicant 105 was rejected because the application did not show evidence of knowledge of methods, tools and equipment used in the construction and maintenance of roads, drainage, or related projects. Applicant 107 and 110 was rejected was because there was no evidence of supervisory experience. Applicant 113 rejected because the required fee was not included. Applicants 101, 102, 106, 108, 109, 111,112 were accepted

- **Pipe Installer:** Applicants PI101, PI104, PI106, PI110, PI111, and PI113 were rejected as there was no evidence of two (2) – three (3) years in public works types of activities, construction or related pipe knowledge. Applicants PI107 and PI109 were rejected because the required two (2) copies were not submitted. Applicants PI102, PI103, PI105, and PI112 were accepted.

Chairman Matthewson made a motion to accept all of the qualified applicants.
Commissioner Nagerssheth seconded the motion. Motion passed.

- Adjourn: Chairman Matthewson made a motion to adjourn. Commissioner Nagerssheth seconded the motion. Motion passed.