



CITY OF BEACON New York

WATER DEPARTMENT

845-831-3136

To: Anthony Ruggiero
From: Edward Balicki
Re: Department Promotion HMEO
Date: May 31, 2019

Anthony,

I would like to recommend Sean Burke for promotion to Heavy Motor Equipment Operator. This would be one step higher than his current position as Water and Sewer Maintenance Mechanic.

Sean has been employed with the City since March 2015. During his time with the City he has distinguished himself as a very dependable, conscientious and responsible employee. During his employment with the City Sean has acquired a Commercial Driving License (CDL), has learned how to perform water taps, flush or rod plugged sewers, shut off water mains, plow snow and repair broken water mains. Sean drives the large dump trucks while snow plowing, can operate the vac-truck and has previous work experience operating backhoes, skid steers and excavators. Recently Sean has begun to carry the on call cell phone as well.

Sean and Andrew Stevens were the only two to apply for the vacant position left by Richard Kolakoski's promotion to Working Supervisor. In the 2019 we allocated funds for two HMEOs. Prior to my supervision of the department there were two HMEOs but when James Babcock was transferred to Highway the vacant title was not filled. I have confirmed with Dutchess County Civil Service that there are 5 vacant HMEO positions in the City available to be filled. Thank you for your consideration.

Respectfully,

A handwritten signature in dark ink, appearing to read "E. Balicki", is written over a horizontal line.

Edward Balicki