

**MINUTES
CIVIL SERVICE COMMISSION
Monday, December 17, 2012 @ 9:00 AM
Conference Room of the Town Attorney**

Minutes of the Civil Service Commission meeting held Monday, December 17, 2012 @ 9:00 A.M.

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

Chairman Carlton Oneal called the meeting to order at 9:03 A.M. with Commissioners Guy Guarino and Elliott Kerzner in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Facilities Manager/BOE Frank Caraglio, Finance Director Sal DeCola, Tax Collector Barbara Tito, Library Director Marion Amodeo, Assistant Library Director Nancy McNicol, Deputy Police Chief John Cappiello, John Truhart Sr. and John Truhart Jr.

1. Review and approval of the minutes of the December 3, 2012 Civil Service Commission meeting. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the minutes.
2. Review and action on the following eligibility list(s):
 - a) Library Technical Assistant – No Action
 - b) Elderly Outreach Counselor - (Certified on 06/24/11) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the list for another 6 (six) month period ending 06/24/13, when the list expires.
 - c) Tax Cashier – (Certified on 12/19/11) – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to certify the list for another 6 (six) month period ending 06/19/13.
 - d) Fire Marshal – (Certified on 12/19/11) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the list for another 6 (six) month period ending 06/19/13.
 - e) Custodian # 10 – (Certified on 12/19/11) – On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the list for another 6 (six) month period ending 06/19/13.
3. Request from Library Director Marian Amodeo, for a promotional recruitment and if necessary open competitive recruitment for the position of Library Technical Assistant. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to commence with the recruitment.
4. Request from Assistant Superintendent of Personnel & Administration William McGraw, for the temporary appointment of a Custodian # 10 in the Hamden Middle School. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to approve the transition of the Temporary Custodian from Helen Street School to the Middle School or make a temporary appointment from the Custodian #10 Eligibility list.

5. Review and action on the following application(s):
 - a) Certified Police Officer – (1 Applicant) – On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that the applicant met the minimum qualifications and would move on in the process.
 - b) Purchasing Agent – (12 Applicants) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that 8 (eight) applicants met the minimum qualifications and would move on in the process.
 - c) Training Officer/Fire Department – (3 Applicants) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission that 3 (three) applicants met the minimum qualifications and would move on in the process.
 - d) Library Page/Part time – (13 applicants, Closed 12/14/12) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 13 applicants met the minimum qualifications and would move on in the process.
6. No motions were made under **Old Business**.
7. Under **New Business** the Commission received a letter from Entry Level Police Officer candidate, John Truhart Jr. with regard to his preliminary background check done by the Hamden Police Department's, Ethics and Integrity Unit, which was noted for the record. Mr. Truhart is contesting the due diligence of the background check performed by the Hamden Police Department. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to send a letter to Police Chief Thomas Wydra requesting a complete background investigation and reconsideration of Mr. Truhart's status on the eligibility list.
8. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to adjourn at 10:15 A.M.

Respectfully submitted,

Kenneth S. Kelley
Executive Secretary