

**MINUTES  
CIVIL SERVICE COMMISSION  
Monday, May 21, 2012 @ 9:00 AM  
Conference Room of the Town Attorney**

Minutes of the meeting of the Civil Service Commission held Monday, May 21, 2012 @ 9:00 AM.

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

Chairman Oneal called the meeting to order at 9:00 AM with Commissioner Kerzner present. Also present, were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Fire Chief Berardesca and Finance Director Sal DeCola.

1. Review and approval of the minutes of the May 7, 2012, Civil Service Commission meeting. On a motion Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the minutes.
2. Review and action on the following applications:
  - a) Clerk 6/BOE – 5 Applicants – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that 5 applicants met the minimum qualifications and would move on in the process.
  - b) Clerk 7/BOE – 8 Applicants – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission that 8 applicants met the minimum qualifications and would move on in the process.
  - c) Certified Fire Fighter – 48 Applicants – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that 43 applicants met the minimum qualifications, 2 did not meet the minimum qualifications and 3 will be accepted once the necessary documentation needed is submitted to the Personnel Office.
  - d) Certified Police Officer – 1 Applicant – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission that 1 applicant did not meet the minimum qualifications.
3. Review and Action on the following eligibility lists(s):
  - a) Budget Coordinator/Special Projects (certified on 11/21/11) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to address this item after 2. b) Clerk 7/BOE. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for another six (6) month period ending 11/21/12.
4. No motions were made under Old Business.
5. No motions were made under New Business.

6. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to adjourn at 10:08 AM.

Respectfully submitted,

Kenneth S. Kelley  
Executive Secretary