

**MINUTES**  
**CIVIL SERVICE COMMISSION**  
**Monday, September 17, 2012 @ 9:00 A.M.**  
**Conference Room of the Town Attorney**

Minutes of the meeting of the Civil Service Commission held Monday, September 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 9:01 A.M. with Commissioner Guy Guarino in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Public Works Director Craig Cesare and Assistant Superintendent of Personnel & Administration William McGraw.

1. Review and approval of the minutes of the August 30, 2012, Civil Service Commission Special meeting. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the minutes.
2. Review and approval of the minutes of the September 4, 2012, Civil Service Commission meeting. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the minutes.
3. Review and approval of the minutes of the August 6, 2012, Civil Service Commission meeting. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the minutes with one (1) date correction on the top of page 2 to read: **August 6, 2012**
4. Review and action on the following Eligibility List(s):
  - a) Fire Lieutenant – (Certified on 04/02/12) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to certify the list for another six (6) month period ending 04/02/13.
5. Review and certification of the following Eligibility List(s):
  - a) Secretary/Fire Department – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the list for a six (6) month period ending 03/17/13.
6. Review and action on the following applications:
  - a) Head Custodian/BOE – (20 Applications) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 20 applicants met the minimum qualification and would move on in the process.
  - b) Certified Police Officer – (2 Applicants) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission that two (2) applicants met the minimum qualifications and would move on in the process.

7. Under **Old Business** was a tabled item from the August 6, 2012 meeting. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to remove the item from the table and add it to the agenda. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve five (5) residency points for Public Works/Parks maintainer applicants that live in Hamden and achieve a passing score on all components of the maintainer examination process.
  
8. No Motions were made under **New Business**.

On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to adjourn at 9:27 A.M.

Respectfully submitted,

Kenneth S. Kelley  
Executive Secretary