

**MINUTES
CIVIL SERVICE COMMISSION
Monday, October 1, 2012 @ 9:00 A.M.
Conference Room of the Town Attorney**

Minutes of the meeting of the Civil Service Commission held Monday, October 1, 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 Commissioners Guy Guarino and Elliott Kerzner in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Fire Chief David Berardesca, Deputy Chief Robert Surprise and Town Clerk Vera Morrison.

1. Review and approval of the minutes of the September 17, 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 amendment to the motion in item 7 as follows:

five (5) residency points will be awarded to all Public Works/Parks Maintainer applicants that live in Hamden, after having achieved a passing score on all components of the Maintainer examination process.

2. Review and certification on the following eligibility list(s):
 - a) Administrative Assistant to Boards and Commissions – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for a final six (6) month period, ending April 1, 2013.
 - b) Certified Fire Fighter/Paramedic – On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for another six (6) month period, ending April 15, 2013.
 - c) Entry Level Police Officer – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the list for another six (6) month period, ending April 15, 2013.
 - d) Traffic Electronic Technician – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to certify the list for another six (6) month period, ending April 15, 2013.
3. Correspondence from Town Clerk Vera Morrison, requesting a recruitment from within all Town unions and, if necessary open competitive, for the position of Assistant Town Clerk. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to commence with the recruitment for all Town employees.
4. No motions were made under **Old Business**. There was a discussion by the Civil Service Commission regarding residency points for entry level examinations, which was noted for the record.

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5. No motions were made under **New Business**.
6. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to adjourn at 9:23 A.M.

Respectfully submitted,

Kenneth S. Kelley
Executive Secretary