

**MINUTES
CIVIL SERVICE COMMISSION
Monday, June 3, 2013 @ 9:00 A.M.
Conference Room of the Town Attorney**

Minutes of the Civil Service Commission meeting held Monday, June 3, 2013 @ 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 Kerzner and Guarino in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Tax Collector Barbara Tito, Library Director Marian Amodeo, Police Chief Thomas Wydra and Assistant Superintendent William McGraw of the Board of Education.

1. Review and approval of the minutes of the May 20, 2013, meeting of the Civil Service Commission. 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 approval of the revised job description for the position of Tax Collector. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to table the item.
3. Review and action on the following eligibility list(s):
 - a) Library Technical Assistant – 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 month period ending, 12/03/13.
4. Review and action on the following application(s):
 - a) Police Sergeant – 49 Applicants (corrected total) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision that 49 applicants met the minimum qualifications and would move on in the process.
 - b) Police Detective – 36 Applicants – On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that 35 applicants met the minimum qualifications and would move on in the process. One (1) application was incomplete.
 - c) Police Lieutenant – 13 Applicants (corrected total) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that 13 applicants met the minimum qualifications and would move on in the process.
 - d) Police Captain – 3 Applicants – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission that 3 applicants met the minimum qualifications and would move on in the process.

4. Review and action on the following application(s) (Continued):

e) Clerk 6/BOE Open Competitive – (25 Applicants) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 25 applicants met the minimum qualifications and would move on in the process.

f) Clerk 7/BOE Open Competitive – (25 Applicants) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that 25 applicants met the minimum qualifications and would move on in the process.

g) Clerk 9/BOE Open Competitive – (25 Applicants) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 25 applicants met the minimum qualifications and would move on in the process.

h) Clerk 11/BOE Open Competitive – (25 Applicants) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 25 applicants met the minimum qualifications and would move on in the process.

5. No motions were made under Old Business.

6. No motions were made under New Business.

7. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to adjourn at 10:07 A.M.

Respectfully submitted,

Kenneth S. Kelley
Executive Secretary