

**MINUTES
CIVIL SERVICE COMMISSION
Monday, August 5, 2013 @ 9:00 A.M.
Conference Room of the Town Attorney**

Minutes of the Civil Service Commission meeting held Monday, August 5, 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 Oneal called the meeting to order at 9:00 AM with Commissioner Kerzner in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Public Works Director Craig Cesare, Library Director Marian Amodeo, Assistant Library Director Nancy McNicol, Elderly Services Coordinator Suzanne Burbage, Kenneth Dagliere, and Tonisha Speaks. Town Clerk Vera Morrison arrived late.

1. Review and approval of the meeting minutes:

- a) Regular meeting, July 15, 2013 – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the minutes.
- b) Special meeting, July 22, 2013 – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to approve the minutes.

2. Review and action on the following eligibility list(s):

- a) Records Technician/PD – 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 month period ending February 6, 2014.
- b) Foreman of Buildings/PW – 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 month period ending February 6, 2014.
- c) Vital Records Clerk – 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 month period ending February 4, 2014.

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

- a) Librarian I – (67 applicants) – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission that 38 applicants met the minimum qualifications and would move on in the process.
- b) Program Specialist – (17 applicants) – 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.

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

c) Outreach Counselor/Elderly Services (1 applicant) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that one applicant did not meet the minimum qualifications.

d) Superintendent of Streets – (1 applicant) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that one applicant met the minimum qualifications and would move on in the process.

4. Correspondence from Kenneth Dagliere, requesting that his application for Elderly Outreach Counselor be reconsidered. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to accept Mr. Dagliere's application and allow him to move on in the process.

5. No motions were made under Old Business.

6. New Business:

a) Certification of the eligibility list for Superintendent of Streets/Public Works – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for a six month period ending on February 5, 2014.

7. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to adjourn at 10:16 AM.

Respectfully submitted,

Kenneth S. Kelley,
Executive Secretary