

**MINUTES
CIVIL SERVICE COMMISSION
Monday, March 3, 2014 @ 9:00 A.M.
Conference Room of the Town Attorney**

Minutes of the Civil Service Commission meeting held Monday, March 3, 2014 @ 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 9:03 A.M. with Commissioners Guy Guarino and Elliott Kerzner in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Human Resources Director/BOE Vanessa Ditta, Assistant Director of Facilities/BOE Frank Caraglio and Fire Chief David Berardesca.

1. Review and approval of the minutes of the February 3, 2014, meeting of the Civil Service Commission. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the minutes with the following amendments:

Item 2. c, d and f, the word Commissioners should read Commissioner. Also, item 2. g, should read: No action. List expires.

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

a) Certified Police Officer – (2 applicants) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 1 applicant met the minimum qualifications and would move on in the process.

b) School Nurse – (1 applicant) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision that one applicant met the minimum qualifications and would move on in the process.

c) Certified Firefighter/Paramedic – (11 applicants) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 10 applicants met the minimum qualifications and would move on in the process.

d) Custodian Class # 10/BOE – (75 applicants) – Chairman Oneal changed the order of the agenda and moved this item for review after item 3.f.

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

a) Purchasing Agent – (original certification on 03/04/13) – 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 month period ending 09/04/14.

b) Library Business Manager – (original certification on 03/04/13) – 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 month period ending 09/04/14.

c) Clerk Typist – (original certification on 09/03/13) – 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 09/03/14.

d) Librarian I – (original certification on 09/03/13) – 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 month period ending 09/03/14.

3. Review and action on the following eligibility list(s), (continued):

e) Tax Collector – (original certification on 09/03/13) – 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 month period ending 09/03/14.

f) Account Clerk/OCR – (original certification 09/03/13) – On 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 09/03/14.

2. d) Custodian Class # 10/BOE – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 75 applicants met the minimum qualifications and would move on in the process.

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 Guarino, it was the unanimous decision of the Commission to adjourn at 9:55 A.M.

Respectfully submitted,

Kenneth S. Kelley
Executive Secretary