

**MINUTES
CIVIL SERVICE COMMISSION
Monday, April 21, 2014 @ 9:00 A.M.
Conference Room of the Town Attorney**

Minutes of the Civil Service Commission meeting held Monday, April 21, 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 9:00 A.M. with Commissioners Elliott Kerzner and Guy Guarino in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Assistant Director of Facilities/BOE Frank Caraglio and Fire Chief David Berardesca.

1. Review and approval of the minutes of the April 7, 2014 meeting of the Civil Service Commission. On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the minutes.
2. Review and action on the following eligibility list(s):
 - a) Certified Police Officer – (original certification 10/21/13) – 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 10/21/14.
3. Review and action on the following application(s):
 - a) Carpenter/BOE – (3 applicants) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission that three applicants met the minimum qualifications and would move on in the process.
4. Review and action on the following updated job description(s):
 - a) Fire Lieutenant – On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to approve the amended job description.
 - b) Fire Captain – On a motion Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the amended job description.
 - c) Battalion Chief – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the amended job description.
 - d) Fire Marshal – On a motion Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the amended job description with noted punctuation corrections.
 - e) Deputy Fire Marshal – On a motion Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the amended job description with noted punctuation corrections.
5. No motions were made under Old Business.

6. Under New Business was certification of the eligibility list for the position of Carpenter/BOE. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the three accepted applicants on an eligibility list for a six month period ending 10/21/14.

7. 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