

**MINUTES  
CIVIL SERVICE COMMISSION  
Monday, June 2, 2014 @ 9:00 A.M.  
Conference Room of the Town Attorney**

Minutes of the Civil Service Commission meeting held Monday, June 2, 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 Administrative Secretary Renee Palumbo-Morgan, Elderly Services Director Suzanne Burbage, Assistant Library Director Nancy McNicol and Human Resources Director/BOE Vanessa Ditta.

1. Review and approval of the of the Civil Service Commission meeting minute(s):
  - a) May 19, 2014 – Regular Meeting – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the minutes.
  - b) May 29, 2014 – Special Meeting – On a motion by Commissioner Guarino, 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) Library Technical Assistant – (original certification 06/03/13) – 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, December 3, 2014.
3. Review and action on the following revised job description(s):
  - a) Recreational Therapist/Elderly Services/Part Time – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the job description as amended.
4. Correspondence from Library Director Marian Amodeo requesting a promotional and if necessary open competitive recruitment for the part time positions of Librarian I, Library Clerk and Library Page. On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision to the Commission to commence with the recruitments.
5. Review of Rule 5, sections 2(a) and 2(b) of the Civil Service Commission Rules and Regulations. Revisions were noted for the record.
6. No motions were made under Old Business.
7. No motions were made under New Business.

**Minutes (Continued)**  
**Civil Service Commission**  
**June 2, 2014**

**Page 2.**

8. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to adjourn at 9:50 AM.

Respectfully submitted,

Renee Palumbo-Morgan  
Administrative Secretary