

**MINUTES
CIVIL SERVICE COMMISSION
Monday, June 16, 2014, @ 9:00 A.M.
Conference Room of the Town Attorney**

Minutes of the Civil Service Commission meeting held Monday, June 16, 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 9:01 A.M. with Commissioners Elliott Kerzner, and Guy Guarino in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Purchasing Agent Phil Goodwin, Police Chief Thomas Wydra, and Finance Director Sal DeCola arrived late.

1. Review and approval of the minutes of the June 2, 2014, Civil Service Commission meeting. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the minutes with the following comas added:
 - a) Both heading dates, after 2014 before @.
 - b) Item 4, second line, after the word Clerk.
2. Review and action on the following eligibility list(s):
 - a) Real Property Appraiser – (original certification on 01/07/13) – 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, 01/07/2015.
 - b) Hydrant Maintainer/Part Time – (original certification on 12/16/13) – On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for another six month period ending, 12/16/14.
 - c) Community Services Technician – (original certification on 12/16/13) – 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, 12/16/14.
3. Correspondence from Fire Chief David Berardesca requesting an open competitive recruitment for Certified Fire Fighter. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to commence with the recruitment after the existing list expires on July 16, 2014.
4. Review and approval of the revised job description for the position of Purchasing Technician. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the job description.
5. Review of Civil Service Rules and Regulations:
 - a) Rule 5, Section 3. - Revisions were noted for the record.
6. No motions were made under Old Business

7. Under New Business was correspondence from Police Chief Thomas Wydra requesting an open competitive recruitment for the position of Central Communications Technician. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to commence with the recruitment.

8. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to adjourn at 9:30 A.M.

Respectfully submitted,

Kenneth S. Kelley
Executive Secretary