

**MINUTES**  
**CIVIL SERVICE COMMISSION**  
**Monday, October 6, 2014, @ 9:00 A.M.**  
**Conference Room of the Town Attorney**

Minutes of the Civil Service Commission meeting held Monday, September 15, 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, Police Chief Thomas Wydra, Library Director Marian Amodeo, Assistant Library Director Nancy McNicol and Human Resources Director/BOE Vanessa Ditta.

1. Review and approval of the minutes of the September 15, 2014, meeting of the Civil Service Commission. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the minutes.
2. Review and certification of the following eligibility list(s):
  - a) Police Captain – (original certification 10/07/13) – 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 on 04/07/15.
  - b) Police Lieutenant – (original certification 10/07/13) – On a motion Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for another six month period ending on 04/07/15.
  - c) Police Detective – (original certification 10/07/13) – 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 on 04/07/15.
  - d) Police Sergeant – (original certification 10/07/13) – On a motion Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for another six month period ending on 04/07/15.
  - e) Entry Level Police Officer – (original certification 10/07/13) – On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the list for another six month period ending on 04/07/15.

- f) Program Specialist – (original certification 10/07/13) – 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 on 04/07/15.
3. Review and certification of the following eligibility list(s):
- a) Library Page/Part time – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to certify the list for a six month period ending on 04/06/15.
  - b) Purchasing Technician – 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 04/06/15.
4. Review and action on the following application(s):
- a) Fire Captain – (9 applicants) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision that 7 applicants met the minimum qualifications and would move on in the process. Additional information is needed from the remaining 2 applicants.
  - b) Fire Lieutenant – (26 applicants) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision that 26 applicants met the minimum qualifications and would move on in the process.
  - c) Fire Marshal – (2 applicants) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision that 2 applicants met the minimum qualifications and would move on in the process.
  - d) Deputy Fire Marshal – (13 applicants) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision that 9 applicants met the minimum qualifications and would move on in the process. Additional information is needed from the remaining 4 applicants.
  - e) Battalion Chief – (7 applicants) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that 7 applicants met the minimum qualifications and would move on in the process.
  - f) Certified Police Officer – (1 applicant) – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission that one applicant met the minimum qualifications and would move on in the process.

- g) School Nurse – (1 applicant) – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that on applicant met the minimum qualifications and would move on in the process.
- 5. Correspondence from Mayor Scott Jackson requesting a promotional recruitment from within the Supervisors Union, and if necessary, open competitive recruitment for the position of Information Technology Manager. Mr. Kelley amended this item. The request is from Police Chief Thomas Wydra as he is the appointing authority. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to commence with the recruitment.
- 6. Review of Civil Service Rules and Regulations:
  - a) Rule 7 – Revisions were noted for the record.
- 7. No motions were made under Old Business.
- 8. No motions were made under New Business.
- 9. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to adjourn at 9:52 A.M.

Respectfully submitted,

Kenneth S. Kelley  
Executive Secretary