

MINUTES
CIVIL SERVICE COMMISSION
Monday, December 1, 2014, @ 9:00 A.M.
Conference Room of the Town Attorney

**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 Guy Guarino and Elliott Kerzner in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Fire Chief David Berardesca, Fire personnel: Gregory Bannon, Edward Hilbert, Bernard Amatrudo, Charles Lubowicki, Shane Schaffer, Rafaele DiFonzo, Jeffrey Naples, Brian Gagnon, David Beaton, Kurt Vogt and Bill Fitzmaurice.

1. Review and approval of the minutes of the November 17, 2014, meeting of the Civil Service Commission. 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 Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the list for another six month period ending 06/03/15.
3. Review and certification of the following eligibility list(s):
 - a) Fire Marshal – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to certify the list for a six month period ending 06/01/15.
 - b) Deputy Fire Marshal – On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for six month period ending 06/01/15.
 - c) Battalion Chief – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to certify the list for a six month period ending 06/01/15.
 - d) Fire Captain – On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for six month period ending 06/01/15.
 - e) Fire Lieutenant – On a motion by Commissioner Kerzner, seconded by Chairman Oneal, it was the unanimous decision of the Commission to certify the list for a six month period ending 06/01/15.

4. Review and approval of the revised job descriptions for the positions of Superintendent of Apparatus and Emergency Systems and Assistant Superintendent of Apparatus and Emergency Systems. On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to approve the job description for Superintendent of Apparatus and Emergency Systems. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to approve the job description for Assistant Superintendent of Apparatus and Emergency Systems.

Chairman Oneal skipped to **New Business** with a request from Fire Chief David Berardesca requesting promotional recruitment for the position of Superintendent of Apparatus and Emergency Systems and if necessary promotional recruitment for the position of Assistant Superintendent of Apparatus and Emergency Systems. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to commence with the recruitments as necessary.

5. Review of Civil Service Rules and Regulations:
Tabled Item: Rule 8 – Revision were noted for the record.
6. No motions were made under **Old Business**.
7. On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to adjourn at 9:41 AM.

Respectfully submitted,

Kenneth S. Kelley
Executive Secretary