

**MINUTES**  
**CIVIL SERVICE COMMISSION**  
**Tuesday, January 20, 2015 @ 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 9:01 A.M. with Commissioner Guy Guarino in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Library Director Marian Amodeo, Economic Development Director Dale Kroop, and Human Resources Director/BOE Vanessa Ditta. Fire Chief David Berardesca and Assistant Library Director Nancy McNicol arrived late.

1. Review and approval of the December 15, 2014, Civil Service Commission meeting minutes. On a motion by Commissioner Guarino, 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) Plumber/BOE – (Original certification 01/06/14) – 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 (6) month period ending, 07/06/15.
  - b) Groundskeeper/Custodian/BOE – (Original certification 02/03/14) – 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 (6) month period ending, 08/03/15.
3. Review and certification of the following eligibility list(s):
  - a) Economic Development Technician – 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 (6) month period ending, 07/20/15.
4. Review and action on the following application(s):
  - a) School Nurse – (2 Applicants) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission that two (2) applicants met the minimum qualifications and would move on in the process.
  - b) Assistant Superintendent of Apparatus & Emergency Systems – (2 Applicants) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission that two (2) applicants met the minimum qualifications and would move on in the process.
5. Request from Fire Chief David Berardesca requesting an open competitive recruitment for the position of Hydrant Maintainer in the Fire Department. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to commence with the recruitment.

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6. Request from Library Director Marian Amodeo for a temporary appointment to fill the vacant position of Library Custodian. Director Amodeo is also requesting a promotional, from within the Library Union, and if necessary, an open competitive recruitment to fill the position permanently. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to approve the temporary appointment for a five (5) month period and to commence with the recruitment.
7. Review of Civil Service Rules and Regulations:
  - a) Rule 10 – Revisions were made and noted for the record.
8. No motions were made under Old Business.
9. No motions were made under New Business.
10. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to adjourn at 9:47 A.M.

Respectfully submitted,

Kenneth S. Kelley  
Executive Secretary