

**MINUTES**  
**CIVIL SERVICE COMMISSION**  
**Monday, May 4, 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.**

Commissioner Elliott Kerzner called the meeting to order at 9:00 A.M. with Commissioner Guy Guarino in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Human Resources Officer Brigitte Cogswell and Human Resources Director/BOE Vanessa Ditta.

1. Review and approval of the April 20, 2015, Civil Service Commission meeting minutes. 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 action on the following eligibility lists:
  - a) Head Custodian/BOE – (original certification 05/06/13) – No action, List expiring.
  - b) IT Technician – (original certification 11/17/14) – 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 (6) month period ending, 11/17/15.
  - c) Tabled Item – Certified Police Officer (original certification 10/21/13) – On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to add the item to the agenda. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission not to recertify this list.
3. Review and certification of the following eligibility list(s):
  - a) Clerk 7/BOE – On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to certify the list for a six (6) month period ending, 11/04/15.
4. Review and action on the following application(s):
  - a) School Nurse – (1 applicant) – On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to table this until more information can be obtained from the applicant.

5. Review of Civil Service Rules:
  - a) Rule 14 – On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to table this item until more information can be obtained from the Town Attorney.
6. No motions were made under Old Business.
7. No motions were made under New Business.
8. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to adjourn at 9:11 A.M.

Respectfully submitted,

Kenneth S. Kelley  
Executive Secretary