

MINUTES
CIVIL SERVICE COMMISSION
Monday, June 15, 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 Commissioners Guy Guarino and Elliott Kerzner in attendance. Also present were Executive Secretary Ken Kelley, Administrative Secretary Renee Palumbo-Morgan, Tax Collector John Steele, Director of Public Works and Parks Craig Cesare and Finance Director Sal DeCola.

1. Review and approval of the May 28, 2015, Civil Service Commission special meeting minutes. 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 lists:
 - a) Library Technical Assistant – List Expired. No Action.
 - b) Community Services Technician – (original certification 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 (6) month period ending 12/13/15.
 - c) Fire Marshal – (original certification 12/01/14) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to let the list expire.
 - d) Deputy Fire Marshal – (original certification 12/01/14) – On a motion by Chairman Oneal, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission to let the list expire.
 - e) Battalion Chief – (original certification 12/01/14) – 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 12/01/15.
 - f) Fire Captain – (original certification 12/01/14) – 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 (6) month period ending 12/01/15.
 - g) Fire Lieutenant – (original certification 12/01/14) – On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to certify the list for another six (6) month period ending 12/01/15.
 - h) Certified Fire Fighter – (original certification 12/15/14) – 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 (6) month period ending 12/15/15.

- i) IT/Records Division Manager – (original certification 12/15/14) – 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 12/15/15.
3. Review and action on the following application(s):
 - a) School Nurse – (1 applicant) – On a motion by Commissioner Guarino, 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.
 - b) Superintendent of Parks – (7 applicants) – On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission that four (4) applicants met the minimum qualifications and would move on in the process.
 4. Request from Tax Collector John Steele for a temporary appointment of Nancy Olson to Tax Cashier from July 1, 2015 and August 7, 2015. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to grant his request.
 5. Review of Civil Service Rules:

Rule 14 – On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to table Rule 14 until Executive Secretary Kelley could do some research on the subject matter.
 6. No motions were made under Old Business.
 7. No motions were made under New Business.
 8. On a motion by Chairman Oneal, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to adjourn at 9:40 A.M.

Respectfully submitted,

Kenneth S. Kelley
Executive Secretary