

MINUTES
CIVIL SERVICE COMMISSION
Tuesday, May 3, 2016 @ 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 and Library Director Marian Amodeo.

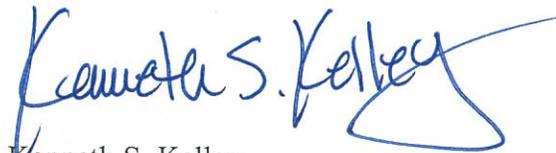
1. Review and approval of the April 19, 2016, Civil Service Commission meeting minutes. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the decision of the Commission to approve the minutes with one (1) correction. Item 7 to be corrected as follows:

Under **New Business** was a request from Associate Library Director Nancy McNicol for a temporary appointment of Betsy Goldberg to fill a part time vacancy of Librarian I for a five (5) month period ending 09/19/16 or until the position is filled permanently. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to grant her request.

2. Review and action on the following eligibility list(s):
 - a. Clerk 7/BOE – (original certification 05/04/15) – 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 11/4/16.
 - b. Records Division Manager – (original certification 11/02/15) – 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 11/02/16.
3. Review and action on the following application(s):
 - a. Tax Collector – (6 applications) – 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.
4. Correspondence from three applicants regarding their applications for Central Communications Technician. The Commissioners reviewed the applications in question. Executive Secretary Kelley will respond to the candidates in writing as directed by the Commissioners.

5. Under **Old Business** Executive Secretary Kelley informed the Commissioners that there has not been any response as of yet regarding the revised Civil Service Rules and Regulations from Town Attorney Sue Gruen due to personal matters. This item will be addressed at the next meeting.
6. Under New Business was review and certification of the eligibility list for Librarian IV Head of Information and Patron Services. 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 (6) month period ending 11/03/16.
7. On a motion by Commissioner Guarino, seconded by Chairman Oneal, it was the unanimous decision of the Commission to adjourn at 9:43 AM.

Respectfully submitted,



Kenneth S. Kelley
Executive Secretary

TOWN CLERK
HAMDEN, CT

2016 MAY -4 A 9:43

REC'D AND FILED BY