

MINUTES
CIVIL SERVICE COMMISSION
Tuesday, May 17, 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.**

Commissioner Elliott Kerzner 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, Tax Collector Kathleen Flynn and Information Technology Director Mario DiNatale.

1. Review and approval of the May 3, 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.
2. Review and action on the following eligibility list(s):
 - a) 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 month period ending 11/17/16.
 - b) Battalion Chief – (original certification 12/01/14) – 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 month period ending 12/01/16.
 - c) Fire Captain – (original certification 12/01/14) – 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 month period ending 12/01/16.
 - d) Fire Lieutenant – (original certification 12/01/14) – 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 month period ending 12/01/16.
 - e) Hydrant Maintainer – (original certification 05/28/15) – 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 month period ending 11/28/16.
 - f) Deputy Police Chief – (original certification 05/28/15) – 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 month period ending 11/28/16.

- g) Fire Training Officer – (original certification 11/16/15) – 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 month period ending 11/16/16.
3. Review and action on the following application(s):
 - a) School Nurse – (1 applicant) – On a motion by Commissioner Guarino, seconded by Commissioner Kerzner, it was the unanimous decision of the Commission that one (1) applicant met the minimum qualifications and would move on in the process.
 4. Correspondence from Tax Collector Kathleen Flynn requesting a promotional recruitment from within AFSCME, Local 2863 and if necessary open competitive recruitment for the position of Back Tax Collector. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to commence with the recruitment once the changes to the job description have been approved by AFSCME, Local 2863 and the Civil Service Commission.
 5. Under Old Business, Commissioner Kerzner asked Executive Secretary Kelley if the pending edits to the Civil Service Rules and Regulations have been reviewed by Town Attorney Gruen. Executive Secretary Kelley informed the Commissioners that he has not received a response from Town Attorney Gruen and he would invite her to the next meeting.
 6. No motions were made under New Business.
 7. On a motion by Commissioner Kerzner, seconded by Commissioner Guarino, it was the unanimous decision of the Commission to adjourn at 9:21 A.M.

Respectfully submitted,



Kenneth S. Kelly
Executive Secretary

REC'D AND FILED IN

2016 MAY 18 A 9:52

TOWN CLERK
HAMDEN, CT