

MINUTES
HAMDEN CIVIL SERVICE COMMISSION
March 1, 2010 @ 9:00AM
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.**

Minutes of the regular meeting of the Hamden Civil Service Commission held Monday, March 1, 2010 at 9:00AM:

Chairman Carlton Oneal called the meeting to order at 9:02AM with Commissioner Reynolds present, also present was Executive Secretary Ken Kelley and Library Director Robert Gualtieri.

- 1.) Review and action on the minutes of the February 16, 2010 regular commission meeting. On a motion by Commissioner Reynolds the minutes were amended to reflect the correct spelling of her name, seconded by Chairman Oneal, it was the unanimous decision of the Commission to approve the minutes as amended.
- 2.) Review and action on the BOE Clerk #6 promotional eligibility list. There was no action taken as all the eligible candidates had been appointed to positions, the list expires.
- 3.) Review and action on one (1) application for School Nurse. On a motion by Chairman Oneal, seconded by Commissioner Reynolds, it was the unanimous decision of the Commission to accept the application for School Nurse and to forward said application to the Hamden Board of Education.
- 4.) Tabled Item from Library Director Gualtieri requesting approval of a revised job description for the position of Library Technical Assistant. On a motion by Commissioner Reynolds, seconded by Chairman Oneal, it was the unanimous decision of the Commission to remove the item from the table and place it on the agenda. On an motion by Chairman Oneal, seconded by Commissioner Reynolds it was the unanimous decision of the Commission to approve the amended job description for the position of Library Technical Assistant.
- 5.) Under Old Business, the Commission wants to see the changes they have agreed to regarding updating the Civil Service Rules and Regulations.

On a motion by Chairman Oneal, seconded by Commissioner Reynolds, it was the unanimus decision of the Commission to adjourn the meeting at 9:21AM.

Respectfully submitted,

Kenneth S. Kelley
Executive Secretary