

**MINUTES  
CIVIL SERVICE COMMISSION  
Monday June 6, 2011  
Conference Room of the Town Attorney**

Minutes of the regular meeting of the Civil Service Commission held Monday June, 6, 2011 at 9:00 AM:

**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 9:05 AM with Commissioner Elliott Kerzner and Commissioner Cate Reynolds present. Also present was Executive Secretary Ken Kelley, Administrative Secretary Renee Morgan, and Police Chief Thomas Wydra.

1. Review and Approval of the minutes of the May 16, 2011 Civil Service Commission meeting. On a motion by Commissioner Kerzner, seconded by Commissioner Reynolds, it was the unanimous decision of the Commission to approve the minutes.
2. Review and action on the following eligibility lists(s):
  - a. Library Technical Assistant – (established 12/20/10). On a motion by Chairman Oneal, seconded by Commissioner Kerzner it was the unanimous decision of the Commission to recertify the list for another six (6) month period.
  - b. Records Technician – (established 06/24/09). No Action taken list expired.
3. Correspondence from Police Chief Wydra requesting an internal promotional recruitment for the position of Records Technician in the Hamden Police Department. On a motion by Commissioner Reynolds, seconded by Chairman Oneal it was the unanimous decision of the Commission to commence with the recruitment.

Under **New Business** was correspondence from Personnel Director Ken Kelley requesting an internal promotional recruitment for the position of Benefits Technician in the Personnel Department. On a motion by Commissioner Reynolds, seconded by Chairman Oneal it was the unanimous decision of the Commission to commence with the recruitment.

On a motion by Commissioner Reynolds, seconded by Commissioner Kerzner it was the unanimous decision of the Commission to adjourn at 9:28 AM.

Respectfully submitted,

Kenneth S. Kelley  
Executive Secretary