



TOWN OF HAMDEN, CONNECTICUT
Civil Service Commission Minutes

Hamden Government
Center
2750 Dixwell Avenue
Hamden, CT 06518
Tel: (203) 287-7070
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Regular Meeting

9:00 AM, October 6, 2026

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1. CALL TO ORDER

2. ATTENDANCE

Commissioners in attendance: Curt Andrews, Helen Ward, Andrea Lobo
Staff in attendance: Director of Human Resources, Lee Palmer, Administrative Assistant, J. Susy Diaz-Callands. Deputy Chief of Staff, Alexa Panayotakis, Officer Cotto, Detective Palma and Lieutenant Mansfield.

3. APPROVAL OF PREVIOUS MEETING MINUTES

Review and approval of the CSC Special Meeting Minutes from 9.25.26

Commissioner Lobo made a motion to table the minutes until they can be amended to include the new Request to Fill removing the Firefighters App as a recruitment tool.
Commissioner Ward seconded the motion.
Motion passes unanimously.

4. PUBLIC COMMENT

None.

5. CORRESPONDENCE

None.

6. ACTION ITEMS

Commissioner Lobo made a motion to add Ms. Stephanie Smith to the Library Branch Manager applicants list.
Commissioner Andrews seconded the motion.
Motion passes unanimously.

1. Correspondence from Chief Reynolds to remove two (2) candidates from the Certified Police officers list #26-17 per code (F).

Commissioner Andrews motioned to remove the two (2) candidates from the Certified Police Officers List # 26-17 per code (F).
Commissioner Lobo seconded the motion.
Motion passes unanimously.

2. RTF

- HEO Back Up Operator

- Truck Driver
- Night Custodian
- Maintainer 1- Tree Crew

Commissioner Lobo motioned to approve all four Requests To Fill, HEO Back up Operator, Truck Driver, Night Custodian, and Maintainer I- Tree Crew.

Commissioner Ward seconded the motion.
Motion passes unanimously.

3. Review and approve the following internal applications:

- HEO Back Up Operator
- Truck Driver
- Night Custodian
- Maintainer 1 - Tree Crew

Commissioner Lobo motioned to table Action Items 3 and 4 until the special meeting scheduled for October 8th, 2026, so the Commission can review the completed internal applications and job descriptions for all four positions.

Commissioner Andrews seconded the motion.
The motion passed unanimously.

4. Certification of the following eligibility lists:

- List #26-20 HEO Back up Operator
- List #26-21 Truck Driver
- List # 26-22 Night Custodian
- List # 26-23 Maintainer 1- Tree Crew
- List # 26-24 Branch Library Manager

Commissioner Lobo motioned to table Action Items 3 and 4 until the special meeting scheduled for October 8th, 2026, so the Commission can review the completed internal applications and job descriptions for all four positions.

Commissioner Andrews seconded the motion.
The motion passed unanimously.

5. Review and approve sixteen (16) additional maintainer applications.

Commissioner Andrews motioned to approve 15 out of 16 applications, per one (1) applicant does not meet the requirement of having a Connecticut Drivers License.
Commissioner Ward seconded the motion.
Motion passes unanimously.

7. EXECUTIVE SESSION

(if recommended by the town attorney)

None.

8. REPORTS

None.

9. OLD BUSINESS

None.

10. NEW BUSINESS

None.

11. ADJOURNMENT

Commissioner Lobo motioned to adjourn.

Commissioner Ward seconded the motion.

Motion passed unanimously, meeting adjourned at 9:39 a.m.