

**TOWN OF WINDSOR, CONNECTICUT**  
**Personnel Committee**  
**November 17, 2016**  
**Town Hall – Ludlow Room**  
**APPROVED MINUTES**

**1. CALL TO ORDER**

The meeting was called to order at 5:30 p.m.

Present: Deputy Mayor Terranova, Councilor Don Jepsen, Councilor Jill Jenkins

**2. PUBLIC COMMENT**

Mr. Bradford Smith asked about the status of the Wilson Deerfield Committee. He also asked about an open ended appointment to the Greater Hartford Transit District. He is concerned about Margret Harvey on the Town Planning & Zoning Commission being appointed due to being a card carrying Democrat. He is concerned about open positions being left vacant for extended periods of time. He also reviewed the Superintendent's report regarding vacant positions and suggested that the town manager prepare a similar report to show town vacancies.

**3. CANDIDATE INTERVIEWS AND REAPPOINTMENTS FOR BOARDS AND COMMISSIONS**

**a) Keniel Williams – Interested in Fair Rent Commission, Human Relations Commission and Youth Commission – Democrat – APPOINTMENT**

The committee met with Mr. Williams to discuss his interest in becoming a member to various boards and commissions. Mr. William recently moved from Bloomfield and bought a house here in Windsor just 6 months ago. He wants to become an active member in the community. He is currently the President of the CT Cricket League. He is very interested in the Youth Commission and would like to move forward with the nomination. As long as he knows meeting dates ahead of time, he will have no conflicts with the meeting.

MOVED by Councilor Jenkins, seconded by Councilor Jepsen to appoint Keniel Williams as a Democratic member to the Youth Commission for a three year term to expire September 30, 2019 or until a successor is appointed (to replace Collins)

Motion Passed 3-0-0

**b) Kimberley Williams – Interested in Commission on Aging & Persons with Disabilities, Human Relations Commission and Youth Commission – Unaffiliated – APPOINTMENT**

The committee met with Ms. Williams to discuss her interest in becoming a member to various boards and commissions. She is a nurse and would like to utilize her skills to help the disabled and aging. She was originally interested in Commission on Aging and Disabilities but was informed that commission is filled. Therefore, she would prefer to be part of the

Human Relations Commission. In Jamaica, she served as an Assistant President to a youth group that would help with HIV and counseling. She feels she would fit well with Human Relations commission. She has no conflicts with Wednesday evenings when the commission meets.

**c) Arbaaz Tanveer – Interested in Board of Assessment Appeals, Metropolitan District Commission, and Human Relations Commission – Independent – APPOINTMENT**

The committee met with Mr. Tanveer to discuss his interest in various boards and commissions. After moving to Windsor from West Hartford, Mr. Tanveer is interested in getting involved with the town. He is interested in several commissions. The councilors gave him a description of his selections. He is interested in both the Board of Assessment Appeals and Human Relations Commission. He is able to make both meeting commitments and plans to visit the Board of Assessment Appeals meetings immediately. He is looking forward to serving on the Human Relations Commission as a continuation of his work in spreading understanding of the Muslim community

A decision was deferred until an opening is clarified by the town attorney.

**d) Ana Del Rio – interested in Commission on Aging & Persons with Disabilities, Human Relations Commission, Joint TC/BOE and Youth Commission – Unaffiliated – APPOINTMENT**

Ms. Del Rio did not show up for her interview.

**e) Meg Harvey – Town Planning & Zoning Commission – Independent – APPOINTMENT**

The committee met with Ms. Harvey regarding her interest in becoming a member on the Town Planning & Zoning Commission. She has been the Chair of the Conservation Commission for 5 years now. She has served a total of 13 years and is ready to make a change. She is very interested in how environments affect public health. Land use and Public health are all intertwined. She plans to resign from the Conservation Commission if she is appointed in the alternate position to the Town Planning & Zoning Commission.

MOVED by Councilor Jepsen, seconded by Councilor Jenkins, to appoint Meg Harvey as an Independent Alternate member to the Town Planning & Zoning Commission for a two year unexpired term to expire November 11, 2017 or until a successor is appointed (to replace Levine)

Motion Passed 3-0-0

**f) Ileana Garcia – Interested in Human Relations Commission & Windsor Housing Authority – Democrat - APPOINTMENT**

The committee met with Ms. Garcia regarding her interest in becoming a member to various boards and commissions. She is a Parent Leadership Training I graduate and has reviewed

the position and meeting minutes and would like to get involved. The commission described the duties of each commission.

It was suggested that she reach out the Chair of the Housing Authority, Betsy Kenneson, to learn more about it. She is able to make meetings held on Wednesdays. She took a real estate course and is more interested in the Housing Authority vacancy.

A decision was deferred until an opening is clarified by the town attorney.

**g) Leonard Swade – Human Relations Commission – Democrat Member –  
REAPPOINTMENT**

The committee met with Mr. Swade regarding his reappointment to the Human Relations Commission. He is interested in continuing in his present position on the Human Relations Commission He has been an active member for 25 years.

MOVED by Councilor Jepsen, seconded by Councilor Jenkins, to reappoint Leonard Swade as a Democratic member to the Human Relations Commission for a three year term to expire May 31, 2019 or until a successor is appointed.

Motion Passed 3-0-0

**4. STAFF REPORTS**

Deputy Mayor Terranova reported that two commissions have had issues with attendance and she will be reaching out to the commissioners to follow up.

**5. APPROVAL OF MINUTES**

a) \*October 12, 2016

MOVED by Councilor Jepsen, seconded by Councilor Jenkins, to approve the minutes of the October 12, 2016 meeting as presented.

Motion Passed 3-0-0

**6. ADJOURNMENT**

MOVED by Councilor Jepsen, seconded by Councilor Jenkins to adjourn the meeting at 7:29 p.m.

Respectfully Submitted,

Jill Jenkins  
Councilor