



**TOWN OF WINDSOR  
Personnel Committee  
January 2, 2020  
Town Hall – Dr. Primus Room**

**UNAPPROVED MINUTES**

**1. CALL TO ORDER**

Present: Councilor Lisa Rampulla Bress, Chair, Councilor Nuchette Black-Burke and Councilor Michael Tustin

The meeting was called to order at 5:55 p.m.

**2. PUBLIC COMMENT - None**

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

**a) Charles Jackson – Republican – interested in Fair Rent Commission and Windsor Housing Authority – APPOINTMENT**

The committee met with Mr. Jackson regarding his interest in becoming a volunteer on the Fair Rent Commission and/or the Windsor Housing Authority. Mr. Jackson stated that his preference is to be appointed to the Windsor Housing Authority. He added that citizens have been approaching him asking him for help with housing issues.

MOVED by Councilor Black-Burke, seconded by Councilor Tustin to appoint Charles Jackson as a Republican member to the Windsor Housing Authority for a five year term to expire July 31, 2024 or until a successor is appointed.

Motion Passed 3-0-0

**b) Jeremy Halek – Republican – interested in Human Relations Commission and Youth Commission - APPOINTMENT**

The committee met with Mr. Halek to discuss his interest in becoming a member of the Human Relations Commission and/or the Youth Commission. Mr. Halek stated the Youth Commission will allow him to stay involved with young residents and help them out. He is a former Board of Education member and wants to keep working with the youth.

MOVED by Councilor Black Burke, seconded by Councilor Tustin to appoint Jeremy Halek as a Republican member to the Youth Commission for a three year term to expire September 30, 2020 or until a successor is appointed.

Motion Passed 3-0-0

**c) Mark Ferraina – Republican – interested in Town Planning & Zoning Commission  
- APPOINTMENT**

The committee met with Mr. Ferraina regarding his interest in becoming a member on the Town Planning & Zoning Commission. Mr. Ferraina has a background in real estate and developing space. He would like to give back to the community and thinks this is a good way to do that.

MOVED by Councilor Black Burke, seconded by Councilor Tustin to appoint Mark Ferraina as a Republican Alternate member to the Town Planning & Zoning Commission for a two year term to expire November 11, 2021 or until a successor is appointed.

Motion Passed 3-0-0

**d) Joseph Breen – Republican Member – Zoning Board of Appeals -  
REAPPOINTMENT**

The committee met with Mr. Breen regarding his reappointment to the Zoning Board of Appeals. Mr. Breen spoke about the possibility of three upcoming vacancies. He has been involved with the Board for the last 28 years.

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to reappoint Joseph Breen as a Republican member to the Zoning Board of Appeals for a four year term to expire November 14, 2023 or until a successor is appointed.

Motion Passed 3-0-0

**e) Ayse Adams – Republican – interested in Conservation Commission and  
Inland Wetlands and Watercourses Commission – APPOINTMENT**

The committee met with Ms. Adams regarding her interest in becoming a member on the Conservation Commission and/or the Inland Wetlands and Watercourses Commission. Ms. Adams stated she is a science teacher and taught at Northwest Park this summer. She has a strong interest in the environment.

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to appoint Ayse Adams as a Republican Alternate member to the Conservation Commission for a five year term to expire November 30, 2024 or until a successor is appointed.

Motion Passed 3-0-0

**f) Robert Griffiths – Unaffiliated Member – Zoning Board of Appeals  
– REAPPOINTMENT**

The committee met with Mr. Griffiths regarding his reappointment to the Zoning Board of Appeals. Mr. Griffiths stated that he has been on the board for one term already.

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to reappoint Robert Griffiths as an Unaffiliated member to the Zoning Board of Appeals for a four year term to expire November 10, 2022 or until a successor is appointed.

Motion Passed 3-0-0

**g) Margaret Harvey – Independent Alternate Member – Town Planning & Zoning Commission – REAPPOINTMENT**

The committee met with Ms. Harvey regarding her reappointment to the Town Planning & Zoning Commission. Ms. Harvey stated that she enjoys the commission because it is challenging and decisions made at the board meeting impacts lives.

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress to reappoint Margaret Harvey as an Independent Alternate member to the Town Planning & Zoning Commission for a two year term to expire November 11, 2021 or until a successor is appointed.

Motion Passed 3-0-0

**h) Lawrence Jaggon – Democratic Alternate Member – Town Planning & Zoning Commission - REAPPOINTMENT**

The committee met with Mr. Jaggon regarding his interest in continuing on the Town Planning & Zoning Commission. Mr. Jaggon stated this is a good opportunity to bring good business to town. He would like to see the Health Department play more of a role in applications. He added that he has been on the Town Planning & Zoning Commission for 6 years now and was on the Zoning Board of Appeals for two years.

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to reappoint Lawrence Jaggon as a Democratic Alternate member to the Town Planning & Zoning Commission for a two year term to expire November 11, 2021 or until a successor is appointed.

Motion Passed 3-0-0

**i) James Bennett – Unaffiliated Member – Public Building Commission – REAPPOINTMENT**

The committee met with Mr. Bennett regarding his reappointment to the Public Building Commission.

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to reappoint James Bennett as an Unaffiliated member to the Public Building Commission for a three year term to expire November 30, 2022 or until a successor is appointed.

Motion Passed 3-0-0

**j) Leonard Swade – Democratic Member – Human Relations Commission – REAPPOINTMENT**

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to reappoint Leonard Swade as a Democratic member to the Human Relations Commission for a three year term to expire May 31, 2022 or until a successor is appointed.

Motion Passed 3-0-0

**k) Marcia Hinckley – Democratic Alternate Member (Resident) – Historic District Commission – REAPPOINTMENT**

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to reappoint Marcia Hinckley as a Democratic Alternate member (resident) to the Historic District Commission for a two year term to expire October 14, 2021 or until a successor is appointed.

Motion Passed 3-0-0

**l) Milo Peck – Democratic Member – Board of Assessment Appeals – REAPPOINTMENT**

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to reappoint Milo Peck as a Democratic member to the Board of Assessment Appeals for a four year term to expire November 30, 2023 or until a successor is appointed.

Motion Passed 3-0-0

**m) Kathryn Roby – Democratic Member – Commission on Aging & Persons with Disabilities – REAPPOINTMENT**

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to reappoint Kathryn Roby as a Democratic member to the Commission on Aging & Persons with Disabilities for a three year term to expire January 31, 2023 or until a successor is appointed.

Motion Passed 3-0-0

**4. STAFF REPORTS**

Chair Rampulla Bress shared the following information regarding the town's boards and commissions with the committee:

**Democrats**

- There are currently 18 Democratic vacancies
- Out of the 112 Democratic seats on the boards/commissions, there is a 16% vacancy rate
- Out of all board/commission seats (189 seats), there is currently a 10% vacancy rate for Democrats

Republicans

- There are currently 20 Republican vacancies
- Out of 77 Republican seats there is a 26% vacancy rate
- Out of all board/commission seats (189 seats), there is currently an 11% vacancy rate for Republicans

**Party Totals on Boards/Commissions**

Democrat = 94 of 189 positions – 49.73%

Republican = 65 of 189 positions – 34.39%

Unaffiliated = 27 of 189 positions (filling 15 Dem seats/12 Rep seats) – 14.28%

Independent = 2 of 189 positions (filling 2 Dem seats) – 1%

Green = 1 of 189 positions (filling 1 Dem seat) – 0.52%

**5. APPROVAL OF MINUTES**

a) October 10, 2019

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress to approve the minutes of the October 10, 2019 meeting as presented.

Motion Passed 3-0-0

**6. COMMUNICATIONS FROM COMMITTEE MEMBERS**

The committee requested that an updated list of members and vacancies be placed into the dropbox.

**7. ADJOURNMENT**

MOVED by Councilor Black Burke, seconded by Councilor Rampulla Bress, to adjourn the meeting at 7:41 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Councilor Michael Tustin