



**TOWN OF WINDSOR
HYBRID MEETING
PERSONNEL COMMITTEE
FEBRUARY 10, 2022
LUDLOW ROOM
APPROVED MINUTES**

1. CALL TO ORDER

Present: Deputy Mayor Lisa Bress, Chair, Councilor Black-Burke, Councilor Gluck Hoffman

The meeting was called to order at 5:32 p.m.

2. PUBLIC COMMENT - None

3. CANDIDATE INTERVIEWS AND REAPPOINTMENTS TO BOARDS AND COMMISSIONS

a) Sandra Reault – Republican Member – interested in Fair Rent Commission (homeowner) and Connecticut Central Regional Tourism District – APPOINTMENT

The committee met with Ms. Reault regarding her interest in becoming a member on the Fair Rent Commission (homeowner) and/or the Connecticut Central Regional Tourism District.

MOVED by Councilor Gluck Hoffman and seconded by Deputy Mayor Bress to appoint Sandra Reault as a Republican member to the Fair Rent Commission (homeowner) for a three-year term to expire March 31, 2023 or until a successor is appointed. *(to replace Orme)*

Motion Passed 2-0-0 (Councilor Black-Burke absent)

b) Anita Mips – Democratic Member – Town Planning & Zoning Commission - REAPPOINTMENT

The committee met with Ms. Mips regarding her interest in continuing to volunteer on the Town Planning & Zoning Commission.

MOVED by Deputy Mayor Bress and seconded by Councilor Gluck Hoffman to reappoint Anita Mips as a Democratic member to the Town Planning & Zoning Commission for a five-year term to expire November 30, 2026 or until a successor is appointed.

Motion Passed 2-0-0 (Councilor Black-Burke absent)

c) Milo Peck – Democratic Member – Public Building Commission - REAPPOINTMENT

The committee met with Mr. Peck regarding his interest in continuing to volunteer on the Public Building Commission.

MOVED by Councilor Gluck Hoffman and seconded by Deputy Mayor Bress to reappoint Milo Peck as a Democratic member to the Public Building Commission for a three-year term to expire November 30, 2024 or until a successor is appointed.

Motion Passed 2-0-0 (Councilor Black-Burke absent)

d) James Durant – Republican Member – Zoning Board of Appeals - REAPPOINTMENT

Mr. Durant met with the committee regarding his interest in being reappointed as a member on the Zoning Board of Appeals.

MOVED by Councilor Gluck Hoffman and seconded by Deputy Mayor Bress to reappoint James Durant as a Republican member to the Zoning Board of Appeals for a two-year term to expire November 10, 2023 or until a successor is appointed.

Motion Passed 2-0-0 (Councilor Black-Burke absent)

e) Meg Harvey – Democratic Alternate Member – Town Planning & Zoning Commission - REAPPOINTMENT

Ms. Harvey met with the committee regarding her interest in being reappointed as a member on the Town Planning & Zoning Commission.

MOVED by Deputy Mayor Bress and seconded by Councilor Gluck Hoffman to reappoint Meg Harvey as a Democratic Alternate member to the Town Planning & Zoning Commission for a two-year term to expire November 11, 2023 or until a successor is appointed.

Motion Passed 2-0-0 (Councilor Black-Burke absent)

f) William Pelkey – Republican – interested in Wilson/Deerfield Advisory Committee and Capital Improvements Committee – APPOINTMENT

The committee met with Mr. Pelkey regarding his interest in becoming a member on the Wilson/Deerfield Advisory Committee and/or the Capital Improvements Committee.

MOVED by Councilor Gluck Hoffman and seconded by Deputy Mayor Bress to appoint William Pelkey as a Republican member to the Wilson/Deerfield Advisory Committee for a three-year term to expire April 30, 2023 or until a successor is appointed. *(to replace Primus)*

Motion Passed 2-0-0 (Councilor Black-Burke absent)

g) Noel Osowiecki – Democrat – interested in Town Planning & Zoning Commission – APPOINTMENT

The committee met with Mr. Osowiecki regarding his interest in becoming a member on the Town Planning & Zoning Commission. His interest in the Inlands, Wetlands and Watercourses Commission was also discussed. He informed the committee that he would consider a position on the Inlands, Wetlands and Watercourses Commission and get back to the committee with a decision.

h) George Bolduc – Democratic Member – Board of Assessment Appeals - REAPPOINTMENT

MOVED by Deputy Mayor Bress and seconded by Councilor Gluck Hoffman to reappoint George Bolduc as a Democratic member to the Board of Assessment Appeals for a four-year term to expire November 30, 2025 or until a successor is appointed.

Motion Passed 2-0-0 (Councilor Black-Burke absent)

i) Ann Beaudin – Unaffiliated Member – Conservation Commission - REAPPOINTMENT

MOVED by Deputy Mayor Bress and seconded by Councilor Gluck Hoffman to reappoint Ann Beaudin as an Unaffiliated member to the Conservation Commission for a five-year term to expire November 30, 2026 or until a successor is appointed.

Motion Passed 2-0-0 (Councilor Black-Burke absent)

j) Jacqueline Reardon – Unaffiliated Member – Historic District Commission (resident) - REAPPOINTMENT

MOVED by Deputy Mayor Bress and seconded by Councilor Gluck Hoffman to reappoint Jacqueline Reardon as an Unaffiliated member to the Historic District Commission (resident) for a five-year term to expire October 14, 2026 or until a successor is appointed.

Motion Passed 2-0-0 (Councilor Black-Burke absent)

4. DISCUSSION OF COMMITTEE FOCUS FOR THE NEXT TWO YEARS

Deputy Mayor Bress gave an overview of the committee's focus on equity, diversity and inclusion over the past two years as well as efforts to revitalize committees by filling a large number of vacancies. She also outlined additional outreach efforts made to members whose terms had expired which resulted in re-appointment applications or resignations. It was noted that over 40 first time members were placed on boards and commissions. That number has grown since reviewed last year. Deputy Mayor Bress thanked former Personnel Committee members, the Council liaison, and the Assistant Town Manager for their work supporting these efforts. Deputy Mayor Bress and Councilor Gluck Hoffman agreed to continue the above outlined efforts for the next two years. Deputy Mayor Bress indicated that a voluntary demographic survey would give the committee information that could be helpful and agreed to provide a draft to committee members.

Deputy Mayor Bress also spoke about the importance of extending thanks and recognition to volunteers. She and Councilor Black-Burke had expressed concern that the volunteer breakfast had not been held due to COVID and requested a decision be made on holding it this year. If it isn't possible, both Councilors agreed another way to offer thanks needed to be found.

Suggestions were made by Deputy Mayor Bress, and Councilor Gluck Hoffman, on how to encourage participation by reaching all members of the Windsor community such as:

1. Posting pictures of boards and commissions on the town website
2. Creating PSA's through WIN TV to introduce individual Boards and Commissions and their roles to the community
3. Continue with social media outreach and include some type of description of the board or commission's role when a vacancy is posted

5. STAFF REPORTS

Assistant Town Manager Scott Colby shared his findings regarding Arts Commissions in other communities. There is a wide range of configurations and some have sitting board members from local arts organizations and some do not. Voting privileges varied for those organizations as well.

The Chair asked Mr. Colby to create a draft mission statement and parameters for the Arts Commission. Councilor Black-Burke asked if it could be sent to the committee members prior to the next meeting for review and suggestions. It was agreed committee members would get a draft and that the public would be invited to the April meeting for input on it.

6. APPROVAL OF MINUTES

- a) December 15, 2021

MOVED by Councilor Gluck Hoffman seconded by Councilor Black-Burke to approve the minutes of the December 15, 2021 meeting as presented.

Motion Passed 3-0-0

7. COMMUNICATIONS FROM COMMITTEE MEMBERS

Councilor Black-Burke informed the committee she had to leave the meeting early. She expressed that she would like to see procedures and protocols in writing for Personnel Committee contacts so candidates and the community can view them.

The Chair stated the procedures are consistent to ensure equity. The Chair welcomed a discussion regarding whether posting procedures publicly would benefit the community. Councilor Gluck Hoffman agreed.

8. ADJOURNMENT

MOVED by Councilor Gluck Hoffman seconded by Councilor Bress to adjourn the meeting at 7:32 p.m.

Motion Passed 2-0-0 (Councilor Black-Burke absent)

Respectfully Submitted,

Councilor Bress