

**TOWN OF WINDSOR, CONNECTICUT
Special Meeting Notice**



AGENCY: Personnel Committee

DATE: August 28, 2023

TIME: 5:30 PM

PLACE: Hybrid meeting – via Zoom & in person at Town Hall – Ludlow Room

Zoom instructions

Dialing in by Phone Only:

Please call: **646 931 3860** or **646 558 8656**

1. When prompted for participant or meeting ID enter: **842 3933 9831**
2. You will then enter the meeting muted. During Public Comment if you wish to speak press *9 to raise your hand.

Joining in by Computer:

Please go to the following link: <https://us02web.zoom.us/j/84239339831>

1. When prompted for participant or meeting ID enter: **842 3933 9831**
2. Only if your computer has a microphone for two way communication, then during Public Comment if you wish to speak press **Raise Hand** in the webinar control. If you do not have a microphone you will need to call in on a phone in order to speak.
3. During Public Comments if you do not wish to speak you may type your comments into the Q&A feature.

AGENDA

1. Call to order
2. Public comment
3. *Candidate Interviews for Arts Commission
4. Staff reports
5. Approval of minutes
 - a) *May 3, 2023
6. Communications from Committee members
7. Adjournment

*Backup materials attached

**Personnel Committee
August 28, 2023
Candidate Interviews and Reappointments**

**APPOINTMENTS
Windsor Arts Commission**

5:40 PM – Samantha Aldridge (via zoom)

5:50 PM – Virginia Brown

6:00 PM – Christian Ryan

6:10 PM – Sarah Laiuppa

6:20 PM – Amy Hoffman

6:30 PM – Michael Daly

6:40 PM – Christina Swaidan

6:50 PM – Sophie Groenstein

7:00 PM – Heather Groenstein

7:10 PM – Kathryn Grimshaw Parker



**TOWN OF WINDSOR
HYBRID MEETING
PERSONNEL COMMITTEE
May 3, 2023
LUDLOW ROOM
UNAPPROVED MINUTES**

1. CALL TO ORDER

Present: Deputy Mayor Lisa Bress, Councilor Ronald Eleveld (sat in for Councilor Gluck-Hoffman)

Absent: Councilor Nuchette Black-Burke, Councilor Kristin Gluck- Hoffman

Staff: Scott Colby, Assistant Town Manager

The meeting was called to order at 5:34 p.m.

2. PUBLIC COMMENT - None

3. CANDIDATE INTERVIEWS AND REAPPOINTMENTS TO BOARDS AND COMMISSIONS

a) Donald Jepsen – Republican – interested in Town Planning & Zoning Commission – APPOINTMENT

The committee met with Mr. Jepsen regarding his interest in becoming a member on the Town Planning & Zoning Commission.

MOVED by Councilor Eleveld, seconded by Deputy Mayor Bress, to appoint Donald Jepsen as a Republican member to the Town Planning & Zoning Commission for a five year unexpired term to expire November 10, 2024 or until a successor is appointed (*to replace Correia*).

Motion Passed 2-0-0

b) Hilary Carpenter – Democrat – interested in Housing Code Board of Appeals and Library Advisory Board - APPOINTMENT

The committee met with Ms. Carpenter regarding her interest in serving on the Housing Code Board of Appeals and Library Advisory Board.

MOVED by Councilor Eleveld, seconded by Deputy Mayor Bress, to appoint Hilary Carpenter as a Democratic member to the Housing Code Board of Appeals for a five year term to expire October 31, 2027 or until a successor is appointed (*to replace Jacobs*).

Motion Passed 2-0-0

c) Jody Denno – Democrat – interested in Human Relations Commission - APPOINTMENT

The committee met with Ms. Denno regarding her interest in becoming a member on the Human Relations Commission.

MOVED by Councilor Eleveld, seconded by Deputy Mayor Bress to appoint Jody Denno as a Democratic Alternate member to the Human Relations Commission for a three year term to expire March 31, 2024 or until a successor is appointed (*to replace Murrell*).

Motion Passed 2-0-0

d) Richard Hazelton – Democrat member – Public Building Commission – REAPPOINTMENT

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

MOVED by Councilor Eleveld, seconded by Deputy Mayor Bress to reappoint Richard Hazelton as a Democratic member to the Public Building Commission for a three year term to expire November 30, 2025 or until a successor is appointed.

Motion Passed 2-0-0

e) Marlene Towers – Republican member – Inland Wetlands & Watercourses Commission - REAPPOINTMENT

The committee met with Ms. Towers regarding her interest in continuing to serve on the Inland Wetlands & Watercourses Commission.

MOVED by Councilor Eleveld, seconded by Deputy Mayor Bress to reappoint Marlene Towers as a Republican member to the Inland Wetlands & Watercourses Commission for a four year term to expire March 31, 2027 or until a successor is appointed.

Motion Passed 2-0-0

f) Monika Nugent– Democrat – interested in Human Relations Commission – APPOINTMENT

The committee met with Ms. Nugent regarding her interest in serving on the Human Relations Commission.

MOVED by Councilor Eleveld, seconded by Deputy Mayor Bress to appoint Monika Nugent as a Democratic member to the Human Relations Commission for a three year unexpired term to expire March 31, 2024 or until a successor is appointed (*to replace Washington*).

Motion Passed 2-0-0

4. DISCUSSION REGARDING ARTS COMMISSION

The agenda item was reviewed by the Councilors present. Assistant Town Manager Scott Colby shared the almost two-year process taken to arrive at the current agenda item including taking public input at two previous meetings, researching surrounding communities art commission's roles and responsibilities, considering the implications of applying for a cultural district designation and providing several opportunities for Personnel Committee member input. After discussion, a decision was made to forward the item to the Town Council.

MOVED by Councilor Eleveld, seconded by Deputy Mayor Bress that the agenda item on the creation of an Arts Commission be forwarded to the Town Council.

Motion Passed 2-0-0

6. STAFF REPORTS - None

7. APPROVAL OF MINUTES

a) February 27, 2023

MOVED by Councilor Eleveld, seconded by Deputy Mayor Bress to approve the minutes of the February 27, 2023 meeting as presented.

Motion Passed 2-0-0

8. COMMUNICATIONS FROM COMMITTEE MEMBERS

Deputy Mayor Bress noted that an applicant mentioned they were required to choose a second choice on the application when they did not want one. Can the option of the word "none" be available to those who do not want a second choice?

Councilor Eleveld and Deputy Mayor Bress discussed a request from the Human Relations Commission to add more information or give a letter to applicants when they apply. Several options were communicated to Assistant Town Manager Colby and he will report back on options to address this request.

Councilor Eleveld inquired whether the number of meetings might be posted for applicants in some form. Assistant Town Manager Colby will look into options for this.

9. ADJOURNMENT

MOVED by Councilor Eleveld, seconded by Councilor Bress to adjourn the meeting at 7:15 p.m.

Motion Passed 2-0-0

Respectfully Submitted,

Deputy Mayor Bress