



**TOWN OF WINDSOR  
HYBRID MEETING  
PERSONNEL COMMITTEE  
JUNE 27, 2024  
LUDLOW ROOM  
UNAPPROVED MINUTES**

**1. CALL TO ORDER**

Present: Deputy Mayor Darleen Klase, Councilor Kristin Gluck- Hoffman. Councilor Ojala Naeem

The meeting was called to order at 6:09 p.m.

**2. PUBLIC COMMENT- None**

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

**a) Coralee Jones – Republican - interested in Library Advisory Board – APPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to appoint Coralee Jones as a Republican member to the Library Advisory Board for a three year term to expire April 30, 2027 or until a successor is appointed (*to replace Hayes*).

Motion Passed 3-0-0

**b) James Durant – Republican – Zoning Board of Appeals – APPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to appoint James Durant as a Republican member to the Zoning Board of Appeals for a four year unexpired term to expire November 10, 2026 or until a successor is appointed (*to replace L. Raney*). – **MOVE UP FROM ALTERNATE TO REGULAR MEMBER ON BOARD.**

Motion Passed 3-0-0

**c) Robin James – Democrat – interested in Board of Ethics and Library Advisory Board – APPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to appoint Robin James as a Democratic member to the Board of Ethics for a three year term to expire July 31, 2029 or until a successor is appointed (*to replace Mack*).

Motion Passed 3-0-0

**d) Betty Hellerman – Democrat – Library Advisory Board - REAPPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint Betty Hellerman as a Democratic member to the Library Advisory Board for a three year term to expire April 30, 2027 or until a successor is appointed.

Motion Passed 3-0-0

**e) James Bennett – Unaffiliated – Capital Improvements Committee – REAPPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint James Bennett as an Unaffiliated member (PBC rep.) to the Capital Improvements Committee for a three year term to expire May 5, 2027 or until a successor is appointed.

Motion Passed 3-0-0

**f) Denise Panos – Republican – Library Advisory Board – REAPPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint Denise Panos as a Republican member to the Library Advisory Board for a three year term to expire April 30, 2027 or until a successor is appointed.

Motion Passed 3-0-0

**g) Michael Bivans – Democratic Alternate Homeowner Member – Fair Rent Commission – REAPPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint Michael Bivans as a Democratic Alternate Homeowner member to the Fair Rent Commission for a three year term to expire March 31, 2027 or until a successor is appointed.

Motion Passed 3-0-0

**h) Melissa Richards – Democratic Member – Youth Commission – REAPPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint Melissa Richards as a Democratic member to the Youth Commission for a three year term to expire April 18, 2026 or until a successor is appointed.

Motion Passed 3-0-0

**i) Randy Graff – Democratic Member – Capital Improvements Committee – REAPPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint Randy Graff as a Democratic member to the Capital Improvements Committee for a three year term to expire May 5, 2027 or until a successor is appointed.

Motion Passed 3-0-0

**j) Ricardo Quintero – Democratic Member – Greater Hartford Transit District – REAPPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint Ricardo Quintero as a Democratic member to the Greater Hartford Transit District for a four year term to expire February 28, 2028 or until a successor is appointed.

Motion Passed 3-0-0

**k) RESCIND APPOINTMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to rescind the appointment of Victoria Virgo-Christie to the Wilson/Deerfield Advisory Committee for a three year term to expire April 30, 2026 or until a successor is appointed.

Motion Passed 3-0-0

**4. STAFF REPORTS- None**

**5. APPROVAL OF MINUTES**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to approve the unapproved minutes of the May 23, 2024 meeting.

Motion Passed 3-0-0

**6. COMMUNICATIONS FROM COMMITTEE MEMBERS**

Deputy Mayor Klase stated she wants to create a proposal for quarterly Personnel Committee meetings with dates published and a process for when applications will be reviewed at the meeting. The committee also discussed using social media explaining the committees and how to apply.

**7. ADJOURNMENT**

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to adjourn the meeting at 7:00 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Darleen Klase  
Deputy Mayor