

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



AGENCY: Personnel Committee

DATE: May 14, 2025

TIME: 6:00 PM

PLACE: Hybrid meeting – via Zoom & in person at Town Hall – Ludlow Room (first floor)

Zoom instructions

Dialing in by Phone Only:

Please call: **646 931 3860 or 301 715 8592**

1. When prompted for participant or meeting ID enter: **822 1834 2025**
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/82218342025>

When prompted for participant or meeting ID enter: **822 1834 2025**

1. 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.
2. 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. Rescind appointment from the Commission on Aging & Persons with Disabilities
4. *Candidate Interviews and reappointments for boards and commissions
5. Staff reports
6. Approval of minutes
 - a) *January 7, 2025
 - b) *January 8, 2025
7. Communications from Committee members
8. Adjournment

*Backup materials attached

Public Act 75-312 requires notice of Special Meetings to be posted in the Town Clerk's Office not less than 24 hours prior to the time of such meeting. No other business shall be considered at this meeting than that listed on this Agenda.



**Personnel Committee
May 14, 2025
Candidate Interviews & Reappointments**

6:10 PM

Mike Douville – Unaffiliated – interested in Conservation Commission and Housing Code Board of Appeals – APPOINTMENT

Conservation Commission

Unaffiliated Member

- Five year unexpired term to expire November 30, 2026 or until a successor is appointed
(to replace Beaudin)

Green Member

- Five year term to expire November 30, 2026 or until a successor is appointed
(to replace Pepin)

Republican Member

- Five year term to expire November 30, 2029 or until a successor is appointed
(to replace Adams)

Housing Code Board of Appeals

Republican Member

- Five year term to expire October 31, 2028 or until a successor is appointed
(to replace Orme)

6:20 PM

Milo Peck – Democratic Member – Public Building Commission – REAPPOINTMENT

- Three year term to expire November 30, 2027 or until a successor is appointed.

(Attendance: 2024 – 20 out of 22 mtgs | 2023 – 21 out of 22 mtgs | 2022 – 18 out of 22 mtgs)

6:30 PM (virtual)

Steven Fraysier – Republican Member – Inland Wetlands and Watercourses Commission – REAPPOINTMENT

- Four year term to expire March 31, 2029 or until a successor is appointed

(Attendance: 2024 - 10 out of 13 mtgs | 2023 - 8 out of 12 mtgs | 2022 – 13 out of 13 mtgs)

6:40 PM

**Alfred Tanguay – Unaffiliated – interested in Greater Hartford Transit District -
APPOINTMENT**

Republican Member

- Four year term to expire February 28, 2028 or until a successor is appointed
(to replace Raney)

6:50 PM

**Donald Trinks – Democrat – interested in Windsor Housing Authority –
APPOINTMENT**

Democratic Member

- Five year unexpired term to expire July 31, 2026 or until a successor is appointed
(to replace Freeman)

7:00 PM

**Christina Crosset – Democrat – interested in Arts Commission and Conservation
Commission – APPOINTMENT**

Arts Commission

Democratic Member

- Three year unexpired term to expire August 29, 2026 or until a successor is appointed
(to replace Richters)

Democratic Member

- Three year unexpired term to expire August 29, 2026 or until a successor is appointed
(to replace Grimshaw-Parker)

Conservation Commission – No Democratic seats available

7:10 PM

Kaitlin Walsh – Democratic Member – Library Advisory Board – REAPPOINTMENT

- Three year term to expire April 30, 2028 or until a successor is appointed

(Attendance: 2024 – 2 out of 4 mtgs | 2023 – 1 out of 2 mtgs)

7:20 PM

Matthew Hellman – Democrat – interested in Library Advisory Board and Youth Commission - APPOINTMENT

Library Advisory Board

Democratic Member

- Three year term to expire April 30, 2028 or until a successor is appointed (*to replace Walsh*)

Youth Commission

Democratic Member

- Three year term to expire September 30, 2027 or until a successor is appointed (*to replace McCormick*)

Interviewed at 1/8/25 meeting

Andrea Olson – Democrat – interested in Zoning Board of Appeals and Historic District Commission – APPOINTMENT

Zoning Board of Appeals (Member)

Democratic Member

- Four year unexpired term to expire November 10, 2027 or until a successor is appointed (*to replace Kuziak*)

Historic District Commission

Democratic Alternate (Resident)

- Two year term to expire October 14, 2027 or until a successor is appointed (*to replace Hinckley*)

REAPPOINTMENTS

Marva Douglas-Wilks – Republican Member – Commission on Aging & Persons with Disabilities - REAPPOINTMENT

- Three year term to expire January 31, 2028 or until a successor is appointed.

(Attendance: 2024 – 4 out of 9 mtgs | 2023 – 4 out of 9 mtgs | 2022 – 4 out of 8 mtgs)

Marco Romero – Unaffiliated Member – Youth Commission – REAPPOINTMENT

- Three year term to expire January 30, 2028 or until a successor is appointed

(Attendance: 2024 – no mtgs held | 2023 – no mtgs held)



**TOWN OF WINDSOR
HYBRID MEETING
PERSONNEL COMMITTEE
January 7, 2025
LUDLOW ROOM
UNAPPROVED MINUTES**

1. CALL TO ORDER

Present: Deputy Mayor Darleen Klase, Councilor Kristin Gluck Hoffman, Councilor William Pelkey

Councilor Ojala Naeem - absent

The meeting was called to order at 6:04 p.m.

2. PUBLIC COMMENT - None

3. CANDIDATE INTERVIEWS AND REAPPOINTMENTS TO BOARDS AND COMMISSIONS

a) James Klase – Democrat - interested in Arts Commission and Redevelopment Agency – APPOINTMENT

The committee met with Mr. Klase regarding his interest in serving on the Arts Commission and the Redevelopment Agency. He was advised that the Redevelopment Agency is not taking applications at this time.

Arts Commission

MOVED by Councilor Pelkey, seconded by Councilor Gluck Hoffman to appoint James Klase as a Democratic member to the Arts Commission for a three year unexpired term to expire August 29, 2026 or until a successor is appointed *(to replace Lewis)*.

Motion Passed 2-0-1 (Deputy Mayor Klase abstained)

Redevelopment Agency – not taking applications at this time

b) Don Summers – Unaffiliated – interested in Windsor Housing Authority (tenant position) – APPOINTMENT held until next meeting.

c) Donald Jepsen – Republican Member – Town Planning & Zoning Commission – REAPPOINTMENT

The committee met with Mr. Jepsen regarding his reappointment to the Town Planning & Zoning Commission.

MOVED by Councilor Gluck Hoffman, seconded by Councilor Pelkey, to reappoint Donald Jepsen as a Republican member to the Town Planning & Zoning Commission for a five year term to expire November 10, 2029 or until a successor is appointed.

Motion Passed 3-0-0

d) Gary Johnson – Democratic Member – Public Building Commission – REAPPOINTMENT

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

MOVED by Councilor Pelkey, seconded by Councilor Gluck Hoffman to reappoint Gary Johnson as a Democratic Member to the Public Building Commission for a three year term to expire November 30, 2027 or until a successor is appointed.

Motion Passed 3-0-0

e) Joe McAuliffe – Democrat – Capital Improvements Committee and Commission on Aging & Persons with Disabilities - APPOINTMENT

Capital Improvements Committee – no seats available

Commission on Aging & Persons with Disabilities

MOVED by Councilor Gluck Hoffman, seconded by Councilor Pelkey, to appoint Joe McAuliffe as a Democratic member to the Commission on Aging and Persons with Disabilities for a two year term to expire November 30, 2026 or until a successor is appointed (*to replace Avedisian*).

Motion Passed 3-0-0

f) Karen Jackson – Republican – interested in Fair Rent Commission (Tenant), Windsor Housing Authority and Commission on Aging & Persons with Disabilities – APPOINTMENT – NO SHOW

4. STAFF REPORTS - None

5. APPROVAL OF MINUTES

a) October 16, 2024

MOVED by Councilor Pelkey, seconded by Deputy Mayor Klase, to approve the unapproved minutes of the October 16, 2024 meeting as presented.

Motion Passed 2-0-1 (Councilor Pelkey abstained)

6. COMMUNICATIONS FROM COMMITTEE MEMBERS

Add Danette Brown to the Town Council listing for an appointment to the Windsor Housing Authority.



7. ADJOURNMENT

MOVED by Councilor Pelkey, seconded by Councilor Gluck Hoffman, to adjourn the meeting at 7:16 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Darleen Klase
Deputy Mayor



**TOWN OF WINDSOR
HYBRID MEETING
PERSONNEL COMMITTEE
January 8, 2025
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 6:12 p.m.

2. PUBLIC COMMENT - None

3. CANDIDATE INTERVIEWS AND REAPPOINTMENTS TO BOARDS AND COMMISSIONS

- a) **Maxine Trout – Unaffiliated Member (Homeowner) – interested in Fair Rent Commission and the Harford Cable Television Advisory Council – APPOINTMENT – Called in - NOT ABLE TO ATTEND**
- b) **Mary White-Roath – Unaffiliated Member– interested in Commission on Aging and Persons with Disabilities – APPOINTMENT – Appointment to be rescinded at next meeting.**

The committee met with Ms. White-Roath regarding her interest in serving on the Commission on Aging and Persons with Disabilities.

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to appoint Mary White-Roath as an Unaffiliated Alternate member to the Commission on Aging and Persons with Disabilities for a two year term to expire November 30, 2026 or until a successor is appointed

Motion Passed 3-0-0

- c) **Anne Renzi – Democratic Member – interested in Youth Commission – APPOINTMENT**

The committee met with Ms. Renzi regarding her interest in serving on the Youth Commission.

MOVED by Councilor Gluck Hoffman, seconded by Councilor Naeem, to appoint Anne Renzi as a Democratic member to the Youth Commission for a three year term to expire September 30, 2027 or until a successor is appointed.

Motion Passed 3-0-0

d) Charles Jackson – Republican Member (Homeowner) – Fair Rent Commission – REAPPOINTMENT)

The committee met with Mr. Jackson in regards to his interest in continuing to serve on the Fair Rent Commission.

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman to reappoint Charles Jackson as a Republican member (homeowner) to the Fair Rent Commission for a three year term to expire March 31, 2026 or until a successor is appointed.

Motion Passed 3-0-0

e) Alysse Reynolds – Democrat Member (Landlord) – interested in Fair Rent Commission– APPOINTMENT

MOVED by Councilor Gluck Hoffman, seconded by Councilor Naeem, to appoint Alysse Reynolds as a Democratic member (landlord) to the Fair Rent Commission for a three year term to expire March 31, 2025 or until a successor is appointed *(to replace Gaylord)*.

Motion Passed 3-0-0

f) Rachel Cusanno – Unaffiliated Alternate Member (Tenant) – interested in Fair Rent Commission–APPOINTMENT

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to appoint Rachel Cusanno as an Unaffiliated Alternate member (tenant) to the Fair Rent Commission for a three year term to expire March 31, 2027 or until a successor is appointed *(to replace D. Wise)*.

Motion Passed 3-0-0

g) Tylon Chaney – Unaffiliated Member (Homeowner) – Fair Rent Commission– REAPPOINTMENT

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman to reappoint Tylon Chaney as an Unaffiliated member (homeowner) to the Fair Rent Commission for a three year term to expire March 30, 2027 or until a successor is appointed.

Motion Passed 3-0-0

h) Joseph Zepperi – Republican Alternate Member – Conservation Commission – REAPPOINTMENT

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to appoint Joseph Zepperi as a Republican Alternate member to the Conservation Commission for a five year term to expire November 30, 2029 or until a successor is appointed.

Motion Passed 3-0-0

i) Tammy Young – Democratic Member – Conservation Commission – REAPPOINTMENT

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint Tammy Young as a Democratic member to the Conservation Commission for a five year term to expire November 30, 2029 or until a successor is appointed.

Motion Passed 3-0-0

j) Hope Ploszaj – Republican Alternate Member (Landlord) – Fair Rent Commission – REAPPOINTMENT

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to reappoint Hope Ploszaj as a Republican Alternate (landlord) 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

k) Stephen Rubino – Unaffiliated Member – Historic District Commission - REAPPOINTMENT

MOVED by Councilor Gluck Hoffman, seconded by Councilor Naeem to reappoint Stephen Rubino as an Unaffiliated member to the Historic District Commission for a five year term to expire October 11, 2029 or until a successor is appointed.

Motion Passed 3-0-0

l) Alfred Tanguay – Democratic Member – Insurance Commission - REAPPOINTMENT

MOVED by Councilor Gluck Hoffman, seconded by Deputy Mayor Klase, to reappoint Alfred Tanguay as a Democratic member to the Insurance Commission for a four year term to expire October 31, 2028 or until a successor is appointed.

Motion Passed 2-0-1 (Councilor Naeem abstained)

4. STAFF REPORTS

Windsor Housing Authority

MOVED by Councilor Gluck Hoffman, seconded by Deputy Mayor Klase to appoint Don Summers as an Unaffiliated member (tenant) to the Windsor Housing Authority for a five year unexpired term to expire July 31, 2025 or until a successor is appointed.

Motion Passed 2-0-1 (Councilor Naeem abstained)

5. APPROVAL OF MINUTES - None

6. COMMUNICATIONS FROM COMMITTEE MEMBERS

Suggestions from Personnel Committee members:

- Suggest a meeting of the Fair Rent Commission so they meet at least once per year
- Share informational materials about Fair Rent Commission to realtors and social media
- Suggest a training session for Fair Rent Commission annually

7. ADJOURNMENT

MOVED by Councilor Naeem, seconded by Councilor Gluck Hoffman, to adjourn the meeting at 7:17 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Darleen Klase
Deputy Mayor