

PERSONNEL COMMITTEE
TOWN OF SOUTH WINDSOR

Minutes

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October 2, 2019

Sprenkel Room – South Windsor Town Hall

Call Meeting to Order

The meeting was called to order at 4:38 p.m.

Roll Call

Members Present: Mayor Andrew Paterna
Deputy Mayor Liz Pendleton
Councilor Janice Snyder (arrived at 4:55 p.m.)

Approval of Past Minutes (August 28, 2019)

Deputy Mayor Pendleton made a motion to approve the August 28, 2019 minutes. Mayor Paterna seconded the motion, and it was approved, unanimously.

Discussion Items

1. Evaluation Review (Clerk of the Council)

Committee members discussed comments that were sent to the Committee from Herb Asplund regarding his positive dealings working with the Clerk of the Council. Committee member then discussed software called Term Tracker, which is used to keep track of the terms of members who are on Boards and Commissions. The Clerk of the Council will look into this software.

At 4:50 p.m., the Committee took a five minute recess. The meeting reconvened at 4:55 p.m.

Executive Session

At 4:55 p.m., Deputy Mayor Pendleton made a motion to go into Executive Session to discuss a personnel issue (Clerk of the Council's Evaluation Review). Councilor Snyder seconded the motion, and it was approved, unanimously.

The following individuals went into Executive Session: Mayor Paterna; Deputy Mayor Pendleton; Councilor Snyder; and Debbie Reid, who is the Clerk of the Council.

At 6:06 p.m., Councilor Snyder made a motion to adjourn the Executive Session. Deputy Mayor Pendleton seconded the motion, and it was approved, unanimously.

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ITEM:

Adjournment

At 6:06 p.m. Deputy Mayor Pendleton made a motion to adjourn the Personnel Committee meeting. Councilor Snyder seconded the motion, and it was approved, unanimously.

Respectfully submitted,

Deborah W. Reid
Clerk of the Council