

AGENDA

June 21, 2012

Personnel Board

I CALL TO ORDER/APPROVAL OF MINUTES

- a Approval of May 17, 2012, Minutes

II SCHEDULED APPOINTMENTS

- a 7:05pm: Ruth Anne Bleakney, Senior Center Director, re:
Client Services Coordinator

III ONGOING BUSINESS

- a Annual Article 2 Memo to Boards & Departments
- b Classification and Compensation Study

IV NEW BUSINESS

- a CIC Clerical Position Advertisement

V INFORMATIONAL REPORTS AND CORRESPONDENCE

- a Town of Milford Committee Handbook
- b Town Accountant: Fiscal 2012 Year End Memo

VI BUDGET AND FINANCE

- a FY2013 Departmental Budget
- b Expense Report as of May 31, 2012

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Salaries/Wages	4627.00	4241.40	385.60
General Expenses	<u>276.00</u>	<u>274.29</u>	<u>1.71</u>
Total	4903.00	4515.69	387.31

- b Clerical Payroll for July, 2013