

**MILFORD PERSONNEL BOARD
MILFORD MA 01757**

MEETING AGENDA

WEDNESDAY, SEPTEMBER 22, 2010, 7:00PM, ROOM 02

- I CALL TO ORDER/APPROVAL OF MINUTES** **7:00pm**
a. Approval and Signing of August 19th Meeting Minutes

- II SCHEDULED APPOINTMENT** **7:02pm**
a. Board of Assessors and/or Assessor Administrator,
re: Proposed Classification of Board Clerk

- III UNFINISHED BUSINESS**
a. Appointment of Alternate Board Member
b. Milford Youth Center Staffing Needs
c. Lister/Data Collector: Accrued Vacation Leave

- IV NEW BUSINESS**
a. Special Town Meeting: October 25, 2010
Warrant closes September 23rd

- V INFORMATIONAL REPORTS AND CORRESPONDENCE**
a. Town Administrator, re: Green Communities Designation
b. Summary of Authorized Job Descriptions

VI BUDGET AND FINANCE

- a. FY2010 Expenditures as of August 31, 2010:

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Salaries/Wages	4570.00	761.66	3808.34
General Expenses	<u>276.00</u>	0	<u>276.00</u>
Total	4846.00	761.66	4808.34

- b. Clerical Payroll for October, 2010

VIII NEXT MEETING DATE

IX ADJOURNMENT