

**MILFORD PERSONNEL BOARD
MILFORD MA 01757
WEDNESDAY, DECEMBER 14, 2011, 6:30PM, RM. 02
AGENDA**

I CALL TO ORDER/APPROVAL OF MINUTES

- a Approval of November 15, 2011 Minutes

II SCHEDULED APPOINTMENTS

III UNFINISHED BUSINESS

- a Appointment of CIC Clerk

IV NEW BUSINESS

- a Vacation Carry-forward Requests
b 2011 Annual Town Report

V INFORMATIONAL REPORTS AND CORRESPONDENCE

VI BUDGET AND FINANCE

- a Expense Report as of November 30, 2011

	<u>Budget</u>	<u>Expended</u>	<u>Balance</u>
Salaries/Wages	4627.00	1927.90	2699.10
General Expenses	276.00	29.98	246.02
Total	4903.00	1957.88	2945.12

- b Minuteman Press Invoice: \$145.88
c Clerical Payroll for December, 2011

VII NEXT MEETING DATE

VIII ADJOURNMENT