



**MILFORD PERSONNEL BOARD**  
**THURSDAY, FEBRUARY 8, 2018 - ROOM 2 – 7:00 P.M.**

**AGENDA**

**I CALL TO ORDER/APPROVAL OF MINUTES**

1. Approval of 1/11/18 Minutes
2. Signatures of 12/7/17 Meeting Minutes

**II SCHEDULED APPOINTMENTS**

1. 7:15 – p.m. – Town Administrator – Re: Revised Job Description (Building Commissioner & Local Building Inspector)

**III CONTINUING BUSINESS**

1. Update - Clerks, Various Boards & Committee (PT)  
(Reminder memo sent with response deadline of 2/15/18)
2. Job Description Review/Revisions – Set date for next meeting
3. Salary survey review & discussion on Article 2

**IV NEW BUSINESS**

**V FINANCIAL REPORT**

1. Clerk Payroll – February 2018
2. Invoices (W.B. Mason – Copy Paper & Memory Stick)

**VI EXECUTIVE SESSION**

**VII OTHER BUSINESS**

1. Schedule next meeting

**VIII ADJOURNMENT**

*NB: Matters listed on this Agenda are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may, in fact, be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.*

Signature: Dennis B. Carroll

Date: 1/30/18

Dennis B. Carroll, Chairman