



MILFORD PERSONNEL BOARD
Wednesday, January 20, 2021 – 6:30 P.M. (via ZOOM Meeting)

The Personnel Board invites public participation on all agenda items.
For those wishing to call in to listen or speak, please email haroldrhodes@comcast.net for the Conference Call Number.

AGENDA AMENDED

- 1. CALL TO ORDER**
- 2. INVITATION TO SPEAK**
Please note – Milford residents are encouraged to participate at any time during this meeting
- 3. PAYROLL/BUDGET - Clerk Payroll**
- 4. APPOINTMENTS**
- 5. REPORT OF THE H.R. DIRECTOR**
 - a. Status of Job Descriptions / Layout Change
 - b. Discussion – Salary Classification Study
 - c. Updated Current Personnel Summary
- 6. REVIEW OF JANUARY, 2021 TOWN MEETING**
- 7. DISCUSSION – SPRING TOWN MEETING, 2021**
 - a. Article 2: Cost of Living Adjustment
 - b. Approval of Vacation Carry Over's
 - c. Possible New Articles
 - i. Definition of Appointing Authority
- 8. FUTURE AGENDA ITEMS**
 - a. Updated Codification to Personnel By-Laws
 - b. REVIEW OF SERVICE RECORDS (Personnel By-Law 3.5 – see attached)
 - c. SATISFACTORY SERVICE REVIEW BY DEPARTMENT HEADS (Personnel By-Law 3.13 – see attached)
 - d. PUBLICIZING PERSONNEL VACANCY (Personnel By-Law 3.16 – see attached)
 - e. Paralegal Position
- 9. APPROVAL OF MINUTES**
 - a. November 18, 2020
- 10. ADJOURNMENT**

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2021 JAN 15 AM 9:11

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:
Harold Rhodes, Chairman

Date:
January 15, 2021