

MILFORD PERSONNEL BOARD
MINUTES OF THE MEETING HELD TUESDAY, MARCH 25, 2015
Draft: Subject to Approval

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1 The meeting was called to order at 7:09pm by James Ligor, Chairman. Present: members Charles Abrahamson Jr., Dennis Carroll, Laura Crisafulli, Warren Heller, Shelly Leclaire, alternate, and Phyllis Ahearn, clerk.

2 Warren Heller moved, seconded by D. Carroll: That the Minutes of the meeting held March 9th are approved as submitted **MOTION CARRIED UNANIMOUSLY**

3 C. Abrahamson moved, seconded by L. Crisafulli: That the job descriptions of the Police Lieutenant and the Maintenance Supervisor shall be revised by the inclusion of additional essential functions as submitted by the incumbents.
MOTION CARRIED UNANIMOUSLY

4 The Board reviewed a copy of the 2014-15 Massachusetts Municipal Directory; Member L. Crisafulli volunteered to prepare an analysis of the thirteen communities included in the Study Survey (Auburn, Bellingham, Easton, Franklin, Holliston, Mansfield, Marlborough, Medway, Milford, Natick, North Attleborough, Shrewsbury, and Walpole); the analysis will contain the following data: Population, Registered Voters, School Enrollment, Per Capita Income, Median Income, Operating Budget, Average Tax Bill, Residential and Commercial Tax Rate.

5 Member D. Carroll has provided the Board with information regarding income analyses; the Board discussed the possibility of engaging a professional source.

6 The Board will meet again on Saturday, April 11th, to complete the rating process for six positions whose classifications had been raised to a higher level.

7 W. Heller moved, seconded by D. Carroll: To share specific survey information with Town Counsel Moody. **MOTION CARRIED UNANIMOUSLY**

8 C. Abrahamson moved, seconded by D. Carroll: That the clerical payroll for April is approved as submitted. **MOTION CARRIED UNANIMOUSLY**

9 W. Heller moved, seconded by C. Abrahamson: That an invoice from Staples Office Supplies in the amount of \$174.87 is approved as submitted.
MOTION CARRIED UNANIMOUSLY

10 C. Abrahamson moved, seconded by L. Crisafulli: To adjourn the meeting at 8:06pm.

MOTION CARRIED UNANIMOUSLY

James Ligor, Chairman

Charles Abrahamson Jr., Vice Chairman

Dennis Carroll

Laura Crisafulli

Warren Heller

Shelly Leclaire

Phyllis Ahearn, Clerk

Document identified in items #2-6 were discussed and/or distributed.