



**MILFORD PERSONNEL BOARD
MILFORD, MASSACHUSETTS
MINUTES OF MEETING
THURSDAY, AUGUST 3, 2017
ROOM 2 @ 7:00 P.M.**

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1. The meeting was called to order at 7:01 p.m. by Dennis B. Carroll, Chairman.
2. Present: Dennis B. Carroll, Laura Crisafulli, Charles Abrahamson, Jr. , James Dorval and Shelly Leclaire, Clerk; Teresa Persico arrived at 7:11 p.m. Also present: Former PB member James Ligor.
3. C. Abrahamson, Jr. moved to approve the June 10 & 22, 2017 minutes, seconded by L. Crisafulli.
MOTION CARRIED UNANIMOUSLY
4. **Scheduled Appointments**
7:10 P.M. - Liz Fernandes, Administrative Services Coordinator to the Board of Selectmen discussed non-union vacation carry forward, anniversary date and vacation pay entitlements which are classified under Article 2 of the Personnel Board By-Laws. L. Fernandes will provide the Board with a written request for said changes/comparisons with surrounding towns at the September Personnel Board meeting.

7:30 P.M. – Park Commissioners Paul Braza, Joseph Arcudi and Park Director Mike Bresciani addressed the Board requesting an increase to the Clerk/Park Commissioners Annual Stipend. The Commissioners and Director discussed the additional duties and responsibilities of the Park Clerk in comparison to other various board clerks. Long time, past clerk (J. Sanchioni) was grandfathered during the Personnel Board Study (Bennett Study) and continued receiving the higher annual stipend (currently \$5,527). A new clerk was hired and is performing the same duties as the previous clerk at an annual stipend of \$1,983 in accordance with the (Bennett Study) and Town Meeting Approval. The Park Commissioners expressed concern regarding the amount of work required and the compensation inequity for this position.

C. Abrahamson, Jr. moved to invoke Personnel Board Emergency Powers, in accordance with Milford Personnel Board By-Laws, Section 3.8, to set the Clerk/Park Commissioners annual stipend at \$6,000, seconded by L. Crisafulli. **MOTION CARRIED UNANIMOUSLY**
5. **Old Business**
The Board will review Job Descriptions at the September meeting.

6. **New Business**

Chr. Carroll met with Town Counsel Moody seeking clarification as to whether an elected and/or appointed individual may serve on more than one board/committee. G. Moody indicated the Personnel Board By-Law language must reflect any changes and the Board must present said changes as a Town Meeting Article. State approval is not required for said changes. The Board made the following changes to the "Introduction" page of the Personnel Board By-Laws.

Paragraph 3 – Remove: No person serving as a Town employee, Town official, a member of any commission or board, whether serving in an elective or appointive capacity, shall be eligible for membership on this Board. Any member of this Board who may hereafter accept any of the duties designated above shall be required to terminate his/her service on the Personnel Board forthwith.

Paragraph 3 – Add: No person serving as an employee under Article 2 shall serve on the Personnel Board.

7. The FY-18 Article 2, Section H - Library Minutes Recorder stipend (\$983.00) was typed incorrectly on the May 2017 Annual Town Meeting Warrant; therefore the Personnel Board will submit an Article by inserting the correct amount of (\$993.00). The Town Accountant's office has made the necessary correction effective July 1, 2017; therefore, no retroactive pay will be necessary.

8. **FY-18 Election of Officers**

D. Carroll relinquished Chairmanship, Clerk, S. Leclaire assumed chairmanship. S. Leclaire asked for FY-18 Personnel Board Chairman nominations. J. Dorval moved to nominate D. Carroll as FY-18 Chairman, seconded by L. Crisafulli.

MOTION CARRIED UNANIMOUSLY

9. S. Leclaire asked for FY-18 Vice Chair nominations. T. Perscio moved to appoint L. Crisafulli as FY-18 Chair, seconded by C. Abrahamson.

MOTION CARRIED UNANIMOUSLY

10. D. Carroll resumed chairmanship @ 8:35 p.m.

11. D. Carroll asked for nominations for Clerk/Personnel Board. C. Abrahamson moved to re-appoint S. Leclaire as Clerk, seconded by J. Dorval.

MOTION CARRIED UNANIMOUSLY

12. C. Abrahamson moved to approve the August 2017 Clerk Payroll, seconded by L. Crisafulli.

MOTION CARRIED UNANIMOUSLY

13. The next meeting has been scheduled for September 14, 2017 @ 7:00 p.m. in Room 2.

14. C. Abrahamson moved to adjourn at 8:44, seconded by L. Crisafulli.

MOTION CARRIED UNANIMOUSLY