



**MILFORD PERSONNEL BOARD  
MILFORD MASSACHUSETTS  
MINUTES OF MEETING, WEDNESDAY, SEPTEMBER 27, 2016  
ROOM 02 – 7:00 P.M.**

**Draft: Subject to Approval**

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1. The meeting was called to order at 7:07 p.m. by Dennis B. Carroll, Chairman. Members present were Warren Heller and Laura Crisafulli. Former Clerk, Phyllis Ahearn and Michael Visconti, Personnel Board Talent Bank Applicant. Shelly Leclaire served as acting Clerk. Absent, Charles Abrahamson, Jr.
2. Approval of minutes delayed pending changes to Item 15.
3. Finance Committee Member, Marc Schaen discussed the use of the town tablets. The Finance Committee has been using the tablets for a little over a year. A brief question and answer discussion took place.
4. The Board will table non-hourly positions.
5. Personnel Board Talent Bank Applicant, Michael Visconti addressed the Board and discussed his interest to serve.
6. Special Town Meeting Articles will be discussed with the Finance Committee on Wednesday, September 28, 2016.
7. Chairman Carroll informed the Board, the power point documents were forwarded to the communities who participated in the salary/hourly survey. To date, none of the communities have responded to the information.
8. The Board of Selectmen amended the Town Administrator's contract to include the Dog Hearing Officer with an annual stipend of \$2,500.
9. The Town Administrator requested the Personnel Board review the Financial Director's position and consider placing the position from a IV to a V. Discussion took place.
10. The Board was in receipt of a letter from Town Counsel Moody regarding the August 31, 2016 appointment of S. Leclaire to the position of Clerk/Personnel Board. Town Counsel suggested the Board rescind their vote because it was not in accordance with General Laws c.268A, § 21A.

11. W. Heller moved, seconded by L. Crisafulli to rescind the August 31, 2016 vote to appoint S. Leclaire as Clerk/Personnel Board **MOTION CARRIED 3-0**
12. W. Heller suggested setting a meeting date in the near future to appoint a clerk.
13. L. Crisafulli moved to post, receive applications and review as a Board prior to appointing a clerk. Hearing no second, motion defeated. **MOTION DEFEATED 2-1**
14. The next meeting dates are: Wednesday, October 5, 2016 at 6:15 p.m. and Tuesday, October 18, 2016 at 7:00 p.m.
15. W. Heller moved to accept August 31, 2016 minutes as amended, second by L. Crisafulli.  
**MOTION CARRIED 3-0**
16. P. Ahearn discussed several items for the purpose of clarification.
17. W. Heller moved to adjourn at 8:46 p.m., seconded by L. Crisafulli. **MOTION CARRIED 3-0**

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Dennis Carroll, Chairman

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Laura Crisafulli, Vice Chairperson

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Warren Heller

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Shelly Leclaire, Acting Clerk