



**MILFORD PERSONNEL BOARD
MINUTES OF MEETING
WEDNESDAY, NOVEMBER 14, 2018, ROOM 14 @ 7:00 P.M.**


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1. Present: Scott Harrison, Tarik Miranda, Harold Rhodes, Teresa Persico, Dennis Carroll and Board Clerk Liz Fernandes. Also in attendance: HR Director M. Giffin. Absent: James Dorval.
2. The meeting was called to order at 7:00 p.m. by S. Harrison.
3. H. Rhodes motioned to approve the 10/10/18 minutes seconded by T. Miranda.
MOTION CARRIED UNANIMOUSLY
4. HR Director, M. Giffin:
 - Proposed a revision to the Maternity Leave Policy. This follows current State and Federal laws. H. Rhodes asked about having a paid Maternity Leave. Maureen indicated that Governor Baker does have a proposed Bill (#4640) pending and they could discuss further depending on the outcome.
 - Informed the Board that she not only will be reviewing all job descriptions for clarity but also assuring that all job essentials are part of the documents.
 - Followed up on the new minimum wage laws. Indicated that only a few positions will be affected. The determination was that they review it yearly rather than adjust automatically with the changes.
5. Park Commissioner P. Pellegrini introduced James Asam who is filling the Parks & Rec. Administrator position vacated by the retirement of Mike Bresciani. He indicated that J. Asam has been employed with the Town for 18 years and knows the job well. With his experience he would like to request the Board approve he be placed at a Step 5, Level 3 (\$77,004) rather than Step 1 (\$61,958). H. Rhodes asked about the CPRP certification required for the position and P. Pellegrini indicated that he will have 1 year as indicated in the job description.
Harold motioned to approve that J. Asam be placed at a Level 3, Step 5 seconded by T. Miranda.
MOTION CARRIED UNANIMOUSLY
6. D. Carroll spoke about Article 2 and believes that wages are behind. He suggested we do another survey to see if we are in line with comparable towns. T. Miranda questioned what is comparable and what criteria they should go by. H. Rhodes asked if a survey needed to be done, what would be the process or can they choose to leave as is. S. Harrison feels other factors should be considered such as the cost of cell phone plans, tablets and insurance costs for example.
M. Giffin indicated she is working with the Finance Director and Town Administrator to see how wages can be kept in line.
7. D. Carroll brought up the annual holiday get together for past and present Board members held following the December meeting. S. Harrison requested Clerk, L. Fernandes send out an email inviting members.

8. S. Harrison informed the Board that he had received an email from Town Administrator Villani, regarding the Police Chief search committee, which consists of the Chairman of the Personnel board. He is looking forward to the process and will keep the Board posted as much as is allowed.
9. Adjournment was motioned by T. Miranda at 7:40pm and seconded by H. Rhodes.

MOTION CARRIED UNANIMOUSLY

Meeting adjourned at 7:40 p.m.



Scott Harrison, Chairman


Harold Rhodes, Vice Chairman



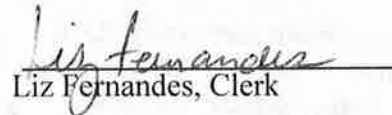
Dennis Carroll



Teresa Persico



Tarik Miranda



Liz Fernandes, Clerk