



**MILFORD PERSONNEL BOARD
MINUTES OF MEETING
WEDNESDAY, AUGUST 12, 2020, VIA ZOOM @ 6:30 P.M.**

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Present by Roll Call: Harold Rhodes, James Dorval, Tarik Miranda, Jodie Nosiglia, Teresa Persico, Tim Goggins and Board Clerk Liz Fernandes. Also, in attendance: HR Director, M. Giffin and IT Director, Chris George.

Pursuant to Governor Baker's March 12, 2020 order suspending certain provisions of the Open Meeting Law, GL.c.30A § 18, this meeting was conducted via Zoom.

1. The meeting was called to order at 6:30p.m. by Harold Rhodes.

2. **Re-Organization of the Board:**

- T. Miranda motioned to appoint H. Rhodes as Chairman, seconded by J. Nosiglia.
MOTION CARRIED UNANIMOUSLY
- T. Goggins motioned to appoint T. Miranda as Vice Chairman, seconded by T. Persico.
MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE: T. Persico-Yes
Tarik Miranda-Yes
Tim Goggins-Yes
J. Nosiglia-Yes
Jim Dorval-Yes
UNANIMOUS

3. T. Miranda motioned to approve the June, July & August 2020 payroll seconded by T. Goggins.
MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE: T. Persico-Yes
Tarik Miranda-Yes
Tim Goggins-Yes
J. Nosiglia-Yes
Jim Dorval-Yes
UNANIMOUS

4. **HR Director, M. Giffin**

Job Descriptions:

- No updates

5. **Old Business**

- H. Rhodes asked M. Giffin to briefly go over Personnel By-law 3.10 for review which was already approved at a prior meeting and will be presented at the Fall Town Meeting. Due to COVID the Annual Town Meeting's Articles were kept to a minimum.
- Continue reviewing Job descriptions.
- Continue receiving an update of new hires as well as employees who have left.

6. **New Business**

- H. Rhodes discussed revising the current By-Law 5.5 - Bereavement Policy. He feels that Miscarriage/Stillborn should be added to the list of Family Members. J. Nosiglia indicated if Children are listed then that would cover it. H. Rhodes said he discussed with Town Counsel Boddy and would just like to clarify and add it on.
- H. Rhodes asked M. Giffin to go over By-Law 5.8 – Vacation Carryover. M. Giffin indicated it is just a clarification and no change. Current by-law says you can carry over up to 10 days however 5 of said days must be used by June 30th. The change would be to still carry over up to 10 days with anything over 5 days to be used by June 30th. Ex: Carry 8 days, 3 must be used by June 30th.

- H. Rhodes spoke about possibly repealing By-law 5.11 – Sick leave buy back for Superior Officers in MPD and MFD. M. Giffin explained the current by-law and the way it is written, it would not apply any longer. H. Rhodes would like to investigate further and possibly save for next Annual Town Meeting.

7. Future Business

- H. Rhodes would like to assemble a list of new hires.
- Continue to work on job descriptions and M. Giffin will update the ones needed as they come.
- H. Rhodes would like to continue to review Personnel By-laws and asked the Board to review them on their own as well. They are loaded on the Town website under Personnel Board.

- 8.** H. Rhodes introduced J. Nosiglia once again, since her first meeting was via conference call and the Board now got to put a face to the name via Zoom. He also mentioned that his meeting with the Board of Selectmen went well on Monday night and they thanked the Personnel Board for their work.

- 9.** T. Goggins motioned to approve the May 13, 2020 minutes seconded by T. Miranda.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE: T. Persico-Yes
Tarik Miranda-Yes
Tim Goggins-Yes
J. Nosiglia-abstained not at meeting
Jim Dorval-Yes
UNANIMOUS

- 10.** J. Nosiglia motioned to approve the June 25, 2020 minutes seconded by T. Persico.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE: T. Persico-Yes
Tarik Miranda-Yes
Tim Goggins-Yes
J. Nosiglia
Jim Dorval-Yes
UNANIMOUS

- 11.** Adjournment was motioned by T. Goggins at 7:10pm and seconded by T. Persico.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE: T. Persico-Yes
Tarik Miranda-Yes
Tim Goggins-Yes
J. Nosiglia
Jim Dorval-Yes
UNANIMOUS

Meeting adjourned at 7:10pm

Harold Rhodes, Chairman

Tim Goggins

Jodie Nosiglia

Tarik Miranda, Vice Chairman

Jim Dorval

Teresa Persico

Liz Fernandes, Clerk