



**MILFORD PERSONNEL BOARD
MINUTES OF MEETING
WEDNESDAY, JANUARY 20, 2021, VIA ZOOM @ 6:30 P.M.**

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Present by Roll Call: Harold Rhodes, Tarik Miranda, Tim Goggins, Jodie Nosiglia, Jim Dorval (6:44pm) and Board Clerk Liz Fernandes. Absent, Teresa Persico. Also, in attendance: Systems Administrator, Andy Diorio and Human Resources Director, Kristen Melpignano.

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. Invitation to Speak-None

3. T. Miranda motioned to approve the December 2020 payroll seconded by T. Goggins.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE:

T. Goggins-Yes

T. Miranda-Yes

J. Nosiglia - Yes

UNANIMOUS

4. T. Miranda motioned to approve the January 2021 payroll seconded by T. Goggins.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE:

T. Goggins-Yes

T. Miranda-Yes

J. Nosiglia - Yes

UNANIMOUS

5. HR Director

- Provided a job description template for review. Board agreed template is more organized than what they have. In favor of converting present job descriptions from the old format to the new template.
- Compensation Plan is now 6 years old and has compression problems among many other problems. Discussion took place. J. Nosiglia agreed that it needs attention. Considerations for a review of the pay structure should include retention and pay equity as it is not being upkeep. She offered to meet with Kristen to discuss. T. Goggins asked if employees complain about their salaries and what the cost would be for a new study. T. Miranda asked about turnover. J. Dorval indicated it has always been discussed since he has been on the board and believes it should be acted on if needed. H. Rhodes would like to show hinderance to hiring today or in the future, if it is impacting employee morale and if we are continuously advancing employees.

6. Review of Special Town Meeting

- H. Rhodes indicated that all Personnel Articles at the 1-7-21 Special Town Meeting were approved.

7. Discussion & Annual Town Meeting 5/24/2021

- H. Rhodes recommended a 2.5% COLA per Finance Department recommendation.
Motion was made by T. Goggins for a 2.5% COLA to all of Article 2 excluding "Clerks, Various Boards and Committees" positions (Section H) seconded by T. Miranda.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE:

T. Goggins-Yes
T. Miranda-Yes
J. Nosiglia – Yes
J. Dorval - Yes
UNANIMOUS

- 2020 Vacation Carry overs were submitted to the Board for approval. Motion by J. Nosiglia to approve seconded by T. Goggins.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE:

T. Goggins-Yes
T. Miranda-Yes
J. Nosiglia – Yes
J. Dorval - Yes
UNANIMOUS

- H. Rhodes discussed possible new articles regarding Appointing Authority as the By-laws do not define it. Would like to create a definition.

8. Future Agenda Items

- Review/Amend Section 3.5
- Review/Amend Section 3.13
- Review/Amend Section 3.16

9. Approval of minutes

T. Miranda motioned to approve the November 18, 2020 meeting minutes, seconded by T. Goggins.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE:

Tim Goggins-Yes
T. Miranda-Yes
J. Nosiglia - Yes
J. Dorval-Yes
UNANIMOUS

10. Adjournment

T. Goggins motioned to adjourn the meeting at 7:55pm.

MOTION CARRIED UNANIMOUSLY

ROLL CALL VOTE:

Tim Goggins-Yes

T. Miranda-Yes

J. Nosiglia - Yes

J. Dorval-Yes

UNANIMOUS

Harold Rhodes, Chairman

Tim Goggins

Tarik Miranda

Jodie Nosiglia

J. Dorval

Liz Fernandes, Clerk