



**MILFORD PERSONNEL BOARD  
MINUTES OF MEETING  
WEDNESDAY, MARCH 13, 2019, ROOM 02 @ 7:00 P.M.**

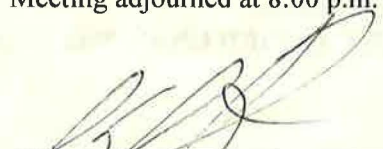
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1. Present: Scott Harrison, Harold Rhodes, Tarik Miranda (7:05PM), Teresa Persico (7:05PM) James Dorval (7:10PM), Dennis Carroll and Board Clerk Liz Fernandes. Also in attendance: HR Director M. Giffin
2. The meeting was called to order at 7:00 p.m. by S. Harrison.
3. H. Rhodes motioned to approve the 1/9/19 minutes seconded by S. Harrison. Two in favor, one abstention (D. Carroll abstained).
4. T. Miranda motioned to approve the March 2019 payroll, seconded by T. Persico.  
**MOTION CARRIED UNANIMOUSLY**
5. HR Director, M. Giffin proposed two revised job descriptions:
  - 1) IT Director: Approved as submitted with an agreement to put KPI (Key Performance Indicators) under a separate document. H. Rhodes moved to accept the changes seconded by D. Carroll.  
**MOTION CARRIED UNANIMOUSLY**
  - 2) Town Planner: H. Rhodes would like the Selectmen's approval before accepting changes. Board agreed. H. Rhodes moved to table approving the revised description, seconded by D. Carroll.  
**MOTION CARRIED UNANIMOUSLY**
  - 3) Jr. Building Custodian: D. Carroll suggested the title change to just Bldg. Custodian, S. Harrison indicated they could discuss change when discussing the Article 2 reclassification. H. Rhodes moved to accept the changes seconded by T. Miranda.  
**MOTION CARRIED UNANIMOUSLY**
6. S. Harrison asked the boards thoughts on changing the grouping structure of Article 2 by department. Dennis suggested possibly changing the Labor Grades instead. He also suggested that a few FT non rated positions should be rated, H. Rhodes agreed. J. Dorval suggested just rerating positions.
7. S. Harrison motioned to review the regrouping of Article 2 and to review all positions including non-rated positions, seconded by D. Carroll.  
**MOTION CARRIED UNANIMOUSLY**
8. M. Giffin also spoke about hiring new employees and offering a step higher than 1 needing to come before the Board for approval. This causes the new employee to start at a lower rate, then, receive retro pay once it has been approved which could be up to a month depending on date of hire. She asked if the Board could possibly call a special meeting to approve the higher step before it is brought to the Board of Selectmen for final approval and hire. The Board agreed they could call a special meeting or they could try and work around the Boards meeting dates.

9. S. Harrison gave an update to the Board on the Police Chief Search Committee. Indicated all members have to be sworn in. Milford TV will be filming the meetings which will then will be broadcast on TV. Dino DeBartolomeis was voted as Chairman. The first meeting was scheduled for the end of the month.
10. Adjournment was motioned by H. Rhodes at 8:00pm and seconded by D. Carroll.

**MOTION CARRIED UNANIMOUSLY**

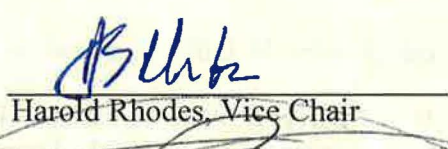
Meeting adjourned at 8:00 p.m.

  
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Scott Harrison, Chairman

  
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Jim Dorval

  
\_\_\_\_\_  
Dennis Carroll

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Liz Fernandes, Clerk

  
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Harold Rhodes, Vice Chair

  
\_\_\_\_\_  
Tarik Miranda

\_\_\_\_\_  
Teresa Persico