



**MILFORD PERSONNEL BOARD  
MINUTES OF MEETING  
WEDNESDAY, APRIL 14, 2021, VIA ZOOM @ 6:30 P.M.**

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Present by Roll Call: Harold Rhodes, Jim Dorval, Tarik Miranda (6:42pm), Tim Goggins, Jodie Nosiglia and Board Clerk Liz Fernandes. Absent: T. Persico. Also, in attendance: IT Director, Chris George, Human Resources Director, Kristen Melpignano, and Town Administrator, Rick Villani.

*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 Chairman Rhodes.

**ROLL CALL:**

T. Goggins  
J. Dorval  
J. Nosiglia  
H. Rhodes

2. *Invitation to Speak-None*

3. **Appointments**

- R. Villani, Town Administrator was present to request moving the HR Director from a Level 2, Step 7 to a Level 4, Step 5. Would like this to change to be on the upcoming Annual Town Meeting. Has been approved by the Select Board. The role has expanded exponentially since the position was established two years ago. Comps presented of this position show we are not in the ballpark of where it should be and we need to retain qualified personnel. Increase is not significant, approximately \$2800.
- A lengthy discussion followed. H. Rhodes indicated it would take 3 meetings for process and review and this would not be submitted for the May Town Meeting. Would like to get more info from other sources.
- T. Miranda said he had enough info to make a vote. Thought salary was too low with the prior HR Director. Sometimes processes have to adapt.
- J. Nosiglia believes it is incredibly low paying compared to the comps provided. Has been in the HR roll for 30 years and is 100% behind the increase. Also noted the position is listed as Non-Exempt and should be Exempt. Have moved other positions previously, does not think this should wait.
- J. Dorval also feels she is underpaid and this would provide opportunity for the future.
- T. Goggins not in favor of the increase going before the May Town meeting. Believes the process should be followed and should wait for the Classification and Compensation to be done.
- T. Miranda motioned to move the HR Director position from a Level 2 to a Level 4 pending Town Meeting Article 2 approval in May, seconded by J. Nosiglia.

**Four in favor, One opposed**

**ROLL CALL VOTE:**

J. Nosiglia – Yes  
J. Dorval – Yes  
T. Miranda – Yes  
T. Goggins – No  
H. Rhodes - Yes

- T. Miranda motioned if the level change approved at Annual Town Meeting that the HR Director then be placed at a Level 4 Step 5 seconded by J. Nosiglia.

**Four in favor, One opposed**

**ROLL CALL VOTE:**

J. Nosiglia – Yes  
J. Dorval – Yes  
T. Miranda – Yes  
T. Goggins – No  
H. Rhodes - Yes

**4. *Salary Classification and Compensation Plan***

- HR Director again went over the timeline for the Classification Study. Emails would go out to Department Heads to update job descriptions with the new format.

**5. *Old Business***

- Board reviewed Personnel Updates spreadsheet
- H. Rhodes informed the Board that the Select Board did not support two of the articles submitted for Town Meeting, Appointing Authorities and Performance Reviews.

**6. *Payroll***

- T. Miranda motioned to approve the March payroll seconded by J. Nosiglia.

**MOTION CARRIED UNANIMOUSLY**

**ROLL CALL VOTE:**

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

- J. Dorval motioned to approve the April payroll seconded by J. Nosiglia.

**MOTION CARRIED UNANIMOUSLY**

**ROLL CALL VOTE:**

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

**7. Approval of minutes**

- T. Miranda motioned to approve the March 11, 2021 minutes seconded by T. Goggins.

**MOTION CARRIED UNANIMOUSLY**

**ROLL CALL VOTE:**

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

**8. Adjournment**

T. Goggins motioned to adjourn the meeting at 7:45 pm seconded by T. Miranda.

**MOTION CARRIED UNANIMOUSLY**

**ROLL CALL VOTE:**

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

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Harold Rhodes, Chairman

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Tim Goggins

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Tarik Miranda

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Jodie Nosiglia

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J. Dorval

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Liz Fernandes, Clerk