



MILFORD PERSONNEL BOARD

MINUTES OF MEETING

WEDNESDAY, OCTOBER 20, 2021, 6:00 P.M.

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Present: Tarik Miranda, Jodie Nosiglia, Jim Ligor, and Board Clerk Liz Fernandes. Absent: Brian Long, Jim Dorval, Teresa Persico. Also, in attendance: Human Resources Director, Kristin Melpignano, Fin. Director, Zack Taylor, Town Administrator, Rick Villani, Water Commissioner, Jonathan Bruce and Consultant to the Water Co., Gerry Moody.

1. The meeting was called to order at 6:00p.m. by Chairman Miranda.

2. *Appointments*

- Gerry Moody, Consultant to the Water Co., was present to speak on the acquisition of the Water Company. All current employees were offered and accepted positions with the Town. The closing will be no later than December 6, 2021. A benefit and wage plan was negotiated with Water employees and presented to the Board to be placed under Article 2. As these are new positions for the Town, Gerry recommended these employee positions be sent to the firm doing the Classification and Compensation Plan (GovHR) for review and job description input. Some or all these employees could decide to join a union in the future.
- After Gerry's explanation of his presentation, a motion was made by J. Ligor and seconded by J. Nosiglia to approve the Water Department Benefit & Wage plan be placed under Article 2 as submitted.

MOTION CARRIED UNANIMOUSLY

3. *Invitation to Speak-None*

4. *Old Business*

- Board reviewed starting timeline submitted by GovHR.
- Eight Job Descriptions submitted for review and approval: Facilities Director, IT Director, Community Development Director, Deputy Police Chief, Assistant Town Accountant, Asst. to the Police Chief, HR Coordinator, PT Client Services Coordinator at Senior Center.
- Discussion on each took place. Jodie had some minor edits/suggestions and questions before final approval, except for the HR Coordinator. Kristin recommended all requested edits or questions be sent to her and she would get clarification from the Department Head of the position and make changes if appropriate. These will be brought to the next meeting for final approval.

5. *Approval of minutes*

- J. Ligor motioned to approve the September 15, 2021 minutes seconded by J. Nosiglia.

MOTION CARRIED UNANIMOUSLY

6. *Approval of minutes*

- J. Ligor motioned to approve the September 29, 2021 minutes seconded by J. Nosiglia.

MOTION CARRIED UNANIMOUSLY

7. *Approval of Payroll*

- J. Nosiglia motioned to approve the October payroll seconded by J. Ligor.

MOTION CARRIED UNANIMOUSLY

8. Adjournment

- J. Nosiglia motioned to adjourn the meeting at 7:20 pm seconded by J. Ligor.

MOTION CARRIED UNANIMOUSLY

Tarik Miranda, Chairman

Jim Ligor, Vice Chairman

Jodie Nosiglia

Liz Fernandes, Clerk