



**MILFORD PERSONNEL BOARD
MINUTES OF MEETING
WEDNESDAY, FEBRUARY 9, 2022, 6:00 P.M.**

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Members Present: Tarik Miranda, Jim Ligor, Teresa Persico, Jim Dorval, Jodie Nosiglia, Brian Long and Board Clerk Liz Fernandes.

Absent:

Also, in attendance: HR Director, Kristin Melpignano, Finance Director, Zack Taylor, Town Administrator, Rick Villani and Building Commissioner, John Erickson.

1. The meeting was called to order at 6:02p.m. by Chairman Miranda.

2. Appointments

- John Erickson present to request an increase in the starting pay from a Step 1 to a Step 8 for the PT Local Building Inspector, Bob Speroni. He has filled in on a temporary basis as both the Alternate Building Commissioner and Local Building Inspector from May-December 2021 as the position had been vacant. Bob has over 30 years of experience in the field, holding the same position in another Town. He is a certified Building Commissioner which is a higher certification than is required for the Local Building Inspector is more than qualified for the position. He was appointed by the Select Board at their December 10, 2021 meeting as the Permanent PT Building Inspector, 20 hours per week, with a hire date of January 1, 2022. Upon his appointment he has resigned his position currently with Blackstone. Motion by J. Ligor to approve Permanent PT Local Building Inspector, Mr. Speroni, be placed at a Step 8 prorated to January 1, 2022, seconded by J. Dorval.

MOTION CARRIED UNANIMOUSLY

- GovHR Classification Zoom update. Reviewed the status at this point. Seven of the eighteen comparable communities have provided results. Since they have done many communities in the area, they may already have the data from other studies but they have enough to complete the study. They will be determining ranges and assigning points for all positions and should have a preliminary analysis next week.

3. New Business

- Board of Assessors submitted a request to Chairman Miranda requesting a pay step increase for Assessor Administrator, Jen Sclar. After a brief discussion, J. Ligor moved to table the request until after the Comp Study is complete, seconded by J. Dorval.

MOTION CARRIED UNANIMOUSLY

- Youth Center Director, Jen Ward submitted a request for approval to start a new Program Coordinator up to a step 5 depending on qualifications as the position has become vacant. This was also done with the Asst. Director as they cannot attract and maintain qualified candidates at the current starting rate of \$18.69.

Motion by J. Nosiglia to hire the next Program Coordinator no higher than a Step 5, seconded by T. Persico.

MOTION CARRIED UNANIMOUSLY

- School Nurse PT Position – under Non-rated positions. This position is not currently used for the School Department. To make the position more for general use, title should be changed to Public Health Nurse PT.

Motion by J. Ligor to update the position title of School Nurse to Public Health Nurse PT, seconded by T. Persico.

MOTION CARRIED UNANIMOUSLY

4. B. Long indicated he believes no other requests for step adjustments should be considered until the Classification Study is complete. All the Board agreed.

5. Approval of minutes

- Motion to approve the January 12, 2022 minutes by J. Ligor seconded by J. Dorval.

MOTION CARRIED UNANIMOUSLY

6. Approval of Payroll

- Motion to approve the February 2022 payroll by J. Ligor, seconded by T. Persico.

MOTION CARRIED UNANIMOUSLY

7. Adjournment

- J. Ligor motioned to adjourn the meeting at 6:56 pm seconded by T. Persico.

MOTION CARRIED UNANIMOUSLY

Tarik Miranda, Chairman

Jim Ligor, Vice Chairman

Brian Long

Teresa Persico

Jim Dorval

Jodie Nosiglia

Liz Fernandes, Clerk