



MILFORD PERSONNEL BOARD

MINUTES OF MEETING

WEDNESDAY, JULY 13, 2022, 6:00 P.M.

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

Absent: Teresa Persico

Also, in attendance: HR Director, Kristin Melpignano, Board of Health and Select Board member, Paul Mazzuchelli

1. The meeting was called to order in Room 14 at 6:03p.m. by Chairman Ligor.

2. *Appointments*

- A Compensation Adjustment Request Form was submitted by Joan Clarico to the Board Clerk prior to the meeting. P. Mazzuchelli was present to support the request for an increase from a Grade 6, Step 3 to a Step 4 which is a difference of \$1.22 per hour. P. Mazzuchelli spoke about the duties of the Health Inspector, her work performance, as well as J. Claricos qualifications and certifications.
- B. Long asked if J. Claricos qualifications were required or just additional skills she holds. Paul stated that they were not required as the position only requires the minimum. J. Nosiglia stated that the request sounds more merit based and at this time the Town does not give increases based on performance. T. Miranda thought that maybe an additional position needed to be created with all the additional qualifications, certifications and duties such as Health Inspector 2, which could possibly place the position at a higher level.
- J. Ligor suggested the Board table for future discussion and review.
- Motion was made by B. Long to have the Board of Health create a new job description for Health Inspector 2 and submit to the Board for review seconded by T. Miranda. **Four in favor, one abstention (J. Dorval)**

3. *Old Business*

- Parks Administrator placement clarification. K. Melpignano explained that the wording for Article 2 presented at the Town Meeting indicated certain employees be placed at a Step 2, however the Board had previously voted that the Parks Administrator be placed at a Step 3 and the Parks budget was submitted and approved at that. The Finance Director would like the Board to reaffirm that the placement for Parks Administrator, Jim Asam should be a Step 3 for FY23.
- Motion by T. Miranda to confirm that Jim Asam be placed at Step 3 as previously voted at the March 23, 2022 meeting seconded by J. Nosiglia.

MOTION CARRIED UNANIMOUSLY

4. *Approval of minutes*

- Motion to approve the June 8, 2022 minutes by T. Miranda seconded by J. Dorval.

MOTION CARRIED UNANIMOUSLY

5. *Approval of Payroll*

- Motion to approve the July 2022 payroll by B. Long, seconded by T. Miranda.

MOTION CARRIED UNANIMOUSLY

6. Adjournment

- J. Nosiglia motioned to adjourn the meeting at 7:15 pm seconded by B. Long.

MOTION CARRIED UNANIMOUSLY

Jim Ligor, Chairman

Tarik Miranda, Vice Chairman

Brian Long

Jim Dorval

Jodie Nosiglia

Liz Fernandes, Clerk