



**MILFORD PERSONNEL BOARD
MINUTES OF MEETING
WEDNESDAY, DECEMBER 11, 2019, ROOM 14 @ 6:45 P.M.**

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1. Present: Scott Harrison, Harold Rhodes, James Dorval, Tarik Miranda, Dennis Carroll, Teresa Persico and Board Clerk Liz Fernandes. Also, in attendance: HR Director M. Giffin, Selectman Bill Buckley and Health Agent Jackie Murphy.
2. The meeting was called to order at 6:45p.m. by Scott Harrison.
3. H. Rhodes motioned to approve the November 13, 2019 minutes seconded by T. Miranda.
MOTION CARRIED UNANIMOUSLY
4. Building Commissioner Compensation: Recommendation by Board of Selectmen to increase from a step 1 to a step 6. Selectmen Buckley stated that this was a hard position to fill and we need to attract and retain employees. D. Carroll asked if anyone researched the salary to see if we were competitive enough. S. Harrison indicated that we should monitor and review positions on a continuing basis. Motion was made by H. Rhodes to approve a step increase for Building Commissioner Matt Marcotte from a Level 4 Step 1(\$72,732) to a Level 4 Step 6 (\$94,811) retroactive to October 1, 2019 which is when he became a certified Building Commissioner. Seconded by T. Miranda.
MOTION CARRIED UNANIMOUSLY
5. T. Miranda motioned to approve the December payroll seconded by D. Carroll.
MOTION CARRIED UNANIMOUSLY
6. Health Agent Jackie Murphy was in attendance to request that a new position be created for an Assistant Health Agent. Position is needed in assisting with the day to day in a fast-paced busy office as well as in her absence. HR Director M. Giffin and herself indicated they reviewed Article 2 positions and believe the position should be placed at a Level 3 which fits in with other assistants. This will be brought to Town Meeting for approval. H. Rhodes motioned to approve the position and that it be placed at a Level 3, seconded by T. Miranda.
MOTION CARRIED UNANIMOUSLY
7. Police Chief Search Committee: S. Harrison indicated the committee spent hours reviewing information on 11 candidates which was then narrowed down to 6. Those 6 will go through an assessment done by the contracted company, Resource Management Associates. They will then choose the candidates to go through a thorough background check. The Committee will then interview those candidates and choose who to bring forward to the Board of Selectmen.
8. Adjournment was motioned by T. Persico at 7:20pm and seconded by T. Miranda.
MOTION CARRIED UNANIMOUSLY

Meeting adjourned at 7:20 p.m.

Scott Harrison, Chairman

Harold Rhodes, Vice Chair

Dennis Carroll

Jim Dorval

Teresa Persico

Liz Fernandes, Clerk

Tarik Miranda