

**CIVIL SERVICE COMMISSION
REGULAR MEETING
July 16, 2018**

The Civil Service Commission of the City of Milford held their regular meeting on Monday, July 16th at 5:00 p.m. in Conference Room C in the Parsons Government Complex.

1. Chairman J. Hasselkamp, called the meeting to order at 5:05 p.m.

2. Roll Call

Board Members Present

J. Hasselkamp

H. Healey

J. Baldwin

T. Holland

J. Tantimonico

Also Present

L. Kelliher

T. Barnes

C. Saley

3. H. Healey made a motion to approve the minutes of the April 16, 2018 meeting. T. Holland seconded the motion. All were in favor.

4. There was no old business.

5.

a) C. Saley, Public Works Director addressed the request to hire the Solid Waste Foreman above minimum, at step 3. Everyone had read the memo written by Christopher Saley, which outlined the rationale supporting the hire at step 3. Mr. Saley stated that as the top ranking candidate, Mr. Plantamura brings a wealth of knowledge and experience. In addition, Mr. Plantamura previously held the position as Acting Foreman in the division.

J. Baldwin made a motion to approve hiring the Solid Waste Forman at Step 3. H. Healey seconded the motion and all were in favor.

b) Discussed the request for new classifications for Office Support Specialist, Highway/Parks Working Leader, and Parts/Fleet Maintenance Technician. J. Baldwin made a motion to create these new classifications. H. Healey seconded the motion and all were in favor.

6. Changes to the job description for Solid Waste Foreman, Dept. of Public Works were briefly discussed and noted for the record.

7. T. Barnes provided a status update such as announcing that Lauren Pisacane had been promoted to Public Works Office Manager and that Lynn Kelliher had been promoted to the Human Resources Generalist. T. Barnes spoke about the MUNIS implementation and spoke about the HR/Payroll implementation go live date of 1/1/2019.

8. T. Barnes reviewed the status of each of the open positions as well any positions which are in the process of being filled, or which have been recently filled.

9. H. Healey made a motion to adjourn and T. Holland seconded. The meeting adjourned at 5:31 p.m.

Attest:

Lynn A. Kelliher