

**CIVIL SERVICE COMMISSION
REGULAR MEETING
November 19, 2018**

The Civil Service Commission of the City of Milford held their regular meeting on Monday, November 19, 2018 at 5:00 p.m. in Conference Room C in the Parsons Government Complex.

1. Chairman J. Haselkamp, called the meeting to order at 5:02 p.m.

2. Roll Call

Board Members Present

J. Haselkamp (via phone)

H. Healey

J. Baldwin

J. Tantimonico

Also Present

L. Kelliher

T. Barnes

J. Griffith

Absent

T. Holland

3. Chairman Haselkamp made note of the correct spelling of his name. J. Baldwin made a motion to approve the minutes of the July 16, 2018 meeting with the noted correction. H. Healey seconded the motion. All were in favor.

4. There was no old business.

5. New Business:

a) Mr. Griffith discussed his request to hire the Building Inspector at the maximum step given the applicant's years of experience and knowledge. Discussion ensued regarding the request. H. Healey made a motion to approve hiring at the maximum step and J. Tantimonico seconded the motion. All were in favor.

b) Ms. Barnes discussed the request to hire the Superintendent in the Wastewater Division at Step 1 and the applicant's skills and experience. Discussion ensued. H. Healey made a motion to approve hiring at Step 1 and J. Tantimonico seconded the motion. All were in favor.

6. Changes to the job descriptions for the Compensation, Benefits & HRIS Specialist, Human Resources Generalist and the Automotive Mechanic were briefly discussed and noted for the record.

7. Ms. Barnes discussed the search for the Compensation, Benefits & HRIS Specialist and noted that she was now at the point of checking references on the finalist. Ms. Barnes stated that the City was engrossed in the MUNIS HR/Payroll system conversion with a go live date of April 2019. She noted that there was a tentative agreement with the Fire Dispatchers and hope to finalize in December 2018 or January 2019. She also noted that negotiations were ongoing with the Nurses.

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 J. Tantimonico seconded. The meeting adjourned at 5:28 p.m.

Attest:

Lynn A. Kelliher