

**CIVIL SERVICE COMMISSION
REGULAR MEETING
November 15, 2021**

The Civil Service Commission of the City of Milford held a regular meeting on Monday, November 15, 2021 at 5:00 p.m. via teleconference.

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

2. Roll Call:

Board Members Present:

J. Haselkamp
J. Baldwin
H. Healey
T. Holland
J. Tantimonico

Also Present

J. Boanno

Absent

T. Barnes

3. Minutes:

H. Healey made a motion to approve the minutes from the September 20, 2021 meeting and T. Holland seconded. All were in favor.

4. Old Business:

There was no old business.

5. New Business:

J. Boanno, on behalf of HR Director T. Barnes, discussed the request to hire the selected candidate for the vacant Benefits & Pension Coordinator position to be hired at Step 3 based on her previous knowledge, skills and experience with benefits administration. T. Holland made a motion to hire the candidate at a Step 3 weekly salary of \$1,087.34 and H. Healey seconded. All were in favor.

6. Report of Human Resources Director:

J. Boanno, on behalf of T. Barnes, discussed handling the vacant Benefits & Pension Coordinator duties, including answering retiree questions about pension and insurance, and meeting with employees about retirement; Completing insurance Open Enrollment under the recently negotiated Fire union contract and managing approximately 50 employees transitioning from PPO to HSA; Oral board examinations for the vacant Superintendent of Building Maintenance position; Ongoing union contract negotiations; Recent hire of a Highway/Parks Foreman; Conducting and tracking Sexual Harassment Training; Continuing communication with the Health Department to keep up with state COVID-19 rules and protocols.

7. Open Jobs Report:

Tabled until next meeting.

8. H. Healey made a motion to adjourn and T. Holland seconded. All were in favor. The meeting adjourned at 5:09 p.m.

Attest:

John Boanno