## MEMORANDUM

TO: Town of Milford Employees
FROM: Karen Blow, Director of Human Resources
DATE: $\quad$ October 18, 2021
SUBJECT: Holiday Schedule for 2023

| \# of <br> Hol | 2023 Holiday Schedule | Day | Date |  |
| :---: | :--- | :--- | :--- | :---: |
| 1 | New Year's Day 2023 | Sunday | $\mathbf{0 1 / 0 2 / 2 0 2 3}$ | Observed Monday <br> $1 / 2 / 2023$ |
| 2 | Martin Luther King Day 2023 (Float) | Monday | $\mathbf{0 1 / 1 6 / 2 0 2 3 ^ { * }}$ | Float (Not an <br> AFSCME Holiday) |
| 3 | Presidents Day and Washington's <br> Birthday 2023 | Monday | $\mathbf{0 2 / 2 0 / 2 0 2 3}$ |  |
| 4 | Memorial Day 2023 | Monday | $\mathbf{0 5 / 2 9 / 2 0 2 3}$ |  |
| 5 | Independence Day 2023 | Tuesday | $\mathbf{0 7 / 0 4 / 2 0 2 3}$ |  |
| 6 | Labor Day 2023 | Monday | $\mathbf{0 9 / 0 4 / 2 0 2 3}$ |  |
| 7 | Columbus Day 2023/Indigenous <br> People Day (Float) | Monday | $\mathbf{1 0 / 0 9 / 2 0 2 3 ^ { * }}$ | Float |
| 8 | Veterans' Day 2023 | Friday | $\mathbf{1 1 / 1 0 / 2 0 2 3}$ | Observed Friday <br> $11 / 10 / 2023$ |
| 9 | Thanksgiving 2023 | Thursday | $\mathbf{1 1 / 2 3 / 2 0 2 3}$ |  |
| 10 | Day after Thanksgiving | Friday | $\mathbf{1 1 / 2 4 / 2 0 2 3}$ |  |
| 11 | Christmas Day 2023 | Monday | $\mathbf{1 2 / 2 5 / 2 0 2 3}$ |  |
| 12 | Employee Birthday |  |  | (Not an AFSCME |
| Holiday) |  |  |  |  |

*Indicates Floating Holidays for all employees other than those covered by Collective Bargaining Agreements.

As always, floating holidays - with the exception of the employee's birthday - are not to be taken in advance of the holiday. The Board of Selectmen established that the actual holiday must have occurred prior to employees being allowed to take the day as their floating holiday. The Town Hall will, in effect, remain opened to the public on floating holidays and, as such, each office must be minimally staffed.

For new hires, if the birthday predates the date of hire, these employees shall not be eligible for the Birthday holiday until the next calendar year.

Please don't hesitate to call with any questions.
Karen Blow, HR Dúrector

