## MEMORANDUM

TO: $\quad$ Town of Milford Employees
FROM: Karen Blow, Director of Human Resources
DATE: November 14, 2023
SUBJECT: Town of Milford Holiday Schedule for 2025

| \# of <br> Hol | 2025 Holiday Schedule | Day | Date |  |
| ---: | :--- | :--- | :--- | :---: |
| 1 | New Year's Day | Wednesday | $01 / 01 / 2025$ |  |
| 2 | Martin Luther King Day /Civil Rights <br> Day (Float) | Monday | $01 / 20 / 2025$ * | Float (Not an <br> AFSCME Holiday) |
| 3 | Presidents Day/Washington's Birthday | Monday | $02 / 17 / 2025$ |  |
| 4 | Memorial Day | Monday | $05 / 26 / 2025$ |  |
| 5 | Independence Day | Friday | $07 / 04 / 2025$ |  |
| 6 | Labor Day | Monday | $09 / 01 / 2025$ |  |
| 7 | Columbus Day (Float) | Monday | $10 / 13 / 2025$ * | Float |
| 8 | Veterans' Day | Tuesday | $\mathbf{1 1 / 1 1 / 2 0 2 5}$ |  |
| 9 | Thanksgiving | Thursday | $\mathbf{1 1 / 2 7 / 2 0 2 5}$ |  |
| 10 | Day after Thanksgiving | Friday | $\mathbf{1 1 / 2 8 / 2 0 2 5}$ |  |
| 11 | Christmas Day | Thursday | $\mathbf{1 2 / 2 5 / 2 0 2 5}$ |  |
| 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 Dírector

