

## **Minutes of Animal Control Facility Study Ad Hoc Committee**

### **Call to Order:**

The Animal Control Facility Study Ad Hoc Committee held its weekly meeting at the Waterford Town Hall on August 1, 2011 at 5:35 p.m. Robin Perkins called the meeting to order.

### **In attendance were:**

Margaret Ormond  
Diane Amburn  
Yvette Savoy  
Robin Perkins  
Lt. Jeffrey Nixon  
Michael Glidden  
Toni Bingham

(Also attending was Mary Margaret Pickett, who has expressed an interest in joining the committee)

### **Absent members:**

Lee Carpenter (alternate)

### **Approval of Minutes:**

R. Perkins motioned to approve the minutes for the meeting of July 25, 2011. Lt. J. Nixon seconded the motion. Motion passed unanimously.

### **Treasurer's Report:**

D. Amburn did not receive any updated information, so this item will be tabled for the next meeting.

### **Old Business:**

#### **A. Fundraising Brochure Status for Wtfd-RP & YS**

R. Perkins made additional inquiries into newspaper insert costs for The Waterford Times, The East Lyme Times and The Day. Printing

and distributing the fundraising brochure as a newspaper insert in these papers sent to Waterford and East Lyme residences and businesses (16,200 total) would cost \$1557. If printing is not included, the cost would be \$759. Printing would be in color on 2 sides of a flyer. These costs are substantially less than the \$4000 quote for the Town of Waterford to handle printing and mailing to Waterford households and businesses only. R. Perkins will seek out additional information from The Day, concerning whether The Waterford and East Lyme Times are mailed separately, or are now an insert in The Day newspaper, how much lead time is needed to schedule distribution of our insert, and details on information stickers on the front page of the papers. Y. Savoy suggested that it would be beneficial to schedule inclusion of the fundraising insert to coincide with a shelter event article in that edition of the paper, such as the Pup-stravaganza event.

#### **B. Fundraising Brochure Distribution for East Lyme-TB**

Agenda item was eliminated.

#### **C. Design Build Bid Status-MO & MG:**

M. Ormond reported that Tom Gribbins, Principal Architect from Noyes-Vogt Architects, needs input from an engineer to include site plan considerations for the design build cost estimate. Even with the additional input requirement, he will attempt to forward a cost estimate by 8-5-11. M. Ormond reiterated that town funds will, per the first selectman, be available for design plans since there was approval of a design build bid by the Waterford Board of Selectman.

#### **New Business:**

##### **A. Update on Waterford Week 8/13/11 -DA:**

D. Amburn is still waiting for approval for adding a crafts sale and tag sale for new animal shelter fundraising during Waterford Week's "Pupstravaganza". She will contact ACO R. Yuchniuk for info on this.

Committee volunteers that offered to help D. Amburn with this fundraiser are Y. Savoy, M. Ormond and tentatively, T. Bingham. R. Perkins offered to store left-over items at her business location until items can be sold or discarded.

## **B. Cable Shoot of Animal Shelter on 7-28-11**

Wendy Eckholm of The Animal Rescue League, videotaped 21 minutes of footage of a tour of the Waterford East Lyme Animal Control Facility. Contributing commentaries were provided by ACO R. Yuchniuk, M. Ormond, and Y. Savoy. The video will be broadcast on Channel 24 on Thursday 8-4-11 at 9:00 PM and all remaining Thursdays in the month of August.

## **C. Cable Interview of the Animal Shelter Committee on Thursday, 8-11 at the Groton Comcast Studio:**

M. Ormond will look into arranging the taping time for the committee's cable interview to be **(6:00 PM)** to accommodate the schedules of the majority of committee members.

## **C. Committee Membership Change:**

M. Ormond reported that Lee Carpenter has agreed to serve as an alternate on the committee so to continue to share her veterinary perspective while not affecting quorum requirements.

M. Ormond suggested that we consider new committee members with expertise in the areas of marketing, accounting, building, trades and/or law.

## **D. Westerly Animal Shelter Visit on 7-30-11-MO & YS:**

M. Ormond and Y. Savoy met with Stand Up For Animals (SUFA) founders Larry Hirsch, Tom Gulluscio and Al Almeida and discussed the funding logistics for the Westerly Animal Shelter and toured the facility on Wednesday. The facility was successfully built via 501(c)(3) non-profit funding, with an agreement with the town of Westerly.

SUFA members graciously shared helpful suggestions for fundraising (request specific donation amounts for personal naming of kennels or cat cages in new facility, identify major donors, seek grants), for emergency management (add basement to facility to use for pet emergency evacuation-specific federal/state grants can help fund), and for committee membership (include individuals with legal, accounting, and business experience and influence). They also mentioned that town employees were permitted to participate in

fundraising, as long as it was not during work hours, as evidenced by Westerly ACO T. Gulluscio, one of SUFA's presidents. The Westerly ACF is a state of the art facility which the town leases from SUFA. Its air exchange system has reduced medical expenses for illnesses; and improved dog kennels and cat cages, as well as many other amenities, have allowed for more humane housing of animals.

### **Adjournment**

Motion to adjourn at 6:50 PM was made by R. Perkins and was seconded by M. Glidden. Motion passed unanimously.

Respectfully submitted,  
Yvette Savoy  
Secretary

