

# Meeting Title: ANIMAL CONTROL FACILITY STUDY

## MINUTES

MONDAY, AUGUST 8,  
2011

5:30 PM

TOWN HALL, LOUSIE T APPLEBY ROOM

<b>MEETING CALLED BY</b>	Co-Chair Margaret Ormond
<b>TYPE OF MEETING</b>	
<b>FACILITATOR</b>	
<b>NOTE TAKER</b>	Toni Bingham
<b>TIMEKEEPER</b>	
<b>ATTENDEES</b>	Members - Margaret Ormond, Co-Chair, Robin Perkins, Co-Chair, LT Jeff Nixon, Assistant Co-Chair, Toni Bingham, Guests - Melissa Yuchniuk, Daniel Steward, First Selectman – Waterford, Thomas Gribbin, Architect

### Agenda topics

[**TIME ALLOTTED**]

CALL TO ORDER

MARGARET ORMONDND, CO-CHAIR

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

[**TIME ALLOTTED**]

MOTION TO APPROVE MINUTES FROM 8/1/2011  
MEETING

MARGARET ORMOND

<b>DISCUSSION</b>	None	
<b>CONCLUSIONS</b>	None	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Seconded	Perkins	
Unanimous approval		

[TIME ALLOTTED]

TREASURER REPORT

NONE

<b>DISCUSSION</b>	Nixon – States \$200.00 revenue from Celebrate East Lyme celebration will go into building fund.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

[TIME ALLOTTED]

OLD BUSINESS

VARIOUS

<b>DISCUSSION</b>	Ormond – Update on Waterford Week – Pup Extravaganza will be held at Clark Lane dog park. May have permission to set up a craft table at event and all sales will be deposited to building fund	
	Ormond – Design Build Bid Status – Introduced Gribbin, who made presentation concerning Guilford Animal Shelter and design services available to Waterford-East Lyme Shelter <ul style="list-style-type: none"> <li>• Design-build process for East Lyme Shelter may be complicated</li> <li>• If NVA acts as agent for Waterford-East Lyme Shelter, NVA cannot bid on project</li> <li>• Waterford-East Lyme Shelter will solicit proposals for Architects &amp; Engineer Services             <ul style="list-style-type: none"> <li>○ Waterford-East Lyme Shelter committee will review A&amp;E                 <ul style="list-style-type: none"> <li>▪ Qualifications</li> <li>▪ Site plans</li> <li>▪ Scope of work</li> </ul> </li> </ul> </li> <li>• Design cost of Guilford Shelter was \$56,000.00</li> <li>• Fee estimate for schematic plans for Waterford-East Lyme Shelter (planning documents) would be \$15,000.00</li> <li>• Fee estimate for preparation of Request For Proposal (RFP) would be \$19,500.00</li> </ul> Ormond – Cable Showing of Animal Shelter Tour <ul style="list-style-type: none"> <li>• Viewing on Metrocast, Channel 24 on Thursdays at 9:00PM through the month of August</li> </ul>	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

[TIME ALLOTTED]

NEW BUSINESS

ORMOND

<b>DISCUSSION</b>	Cable Interview of Animal Shelter Committee at Groton Comcast Studio on Route 184, Groton on 11 August at 6:00PM.	
<b>CONCLUSIONS</b>	Co-Chair requests all board members attend to participate in interview	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

