

Minutes of Animal Control Facility Study Ad Hoc Committee

1. Call to Order:

The Animal Control Facility Study Ad Hoc Committee held its meeting at the Waterford Town Hall on **January 9, 2012** at 5:33 PM. Co-Chair Yvette Savoy called the meeting to order.

In attendance were:

Yvette Savoy
Melissa Yuchniuk
Robin Perkins
Jeffrey Nixon
Diane Amburn

Absent members:

Toni Bingham
Michael Glidden
Paul Loomis
Lee Carpenter (alternate)

2. Approval of Minutes:

Lt. Jeffrey Nixon motioned to approve the minutes of December 12, 2011. Melissa Yuchniuk seconded the motion. Motion passed unanimously with no discussion.

3. Treasurer's Report:

Treasurer Diane Amburn reported the account balance as of November 1, 2011 to be \$31,385.50 and as of January 9, 2012 to be \$36,981.73 with one withdrawal of \$682.00 to The Day Paper for ad placed in the Park & Rec Books. Yvette Savoy motioned to approve the treasurer's report and was seconded by Robin Perkins. Motion passed unanimously with no discussion.

4. Old Business:

A. East Lyme Report

- a. Toni Bingham, who was absent from this meeting, reported via email to Yvette Savoy that the East Lyme Special Revenue Fund, which was requested to be created by the Ad-Hoc committee, will be presented to the East Lyme Board of Selectman on January 18, 2012.

B. Fundraising

- a. Paul Loomis, who was absent this meeting, reported via email to Yvette Savoy that he is currently working on putting together golf tournaments as a fundraising effort. Paul will provide more information to the committee as it becomes available. Paul Loomis also reported that he has \$50.00 from sales of Christmas Ornaments to place in the Waterford Special Revenue Fund.
- b. Robin Perkins reports, that after speaking to Chris Browning at The Day in regards to the missed ads from the insert campaign, that we will be receiving a free ad placed in The Waterford Times on January 19, 2012. This will be a fairly large ad and will be similar to the ad that was placed in the Parks and Rec Book.
- c. Christmas ornaments sold out raising \$1000.00
(100 ornaments x \$10.00 each)
- d. FREE photos with Santa will be on December 18, 2012 raised \$96.00
- e. Updated Barometers will be emailed to all committee members as well as posted on Facebook reflecting the Treasurer's Report update.
- f. The Times Ad has raised \$4,273.00 to date
- g. The Parks & Rec AD has raised \$490.00 to date
- h. Pampered Chef Facebook Campaign, raised \$30.00.
- i. "Gift Certificates" raised \$420.00
- j. **MARK YOUR CALENDERS:** Sat. Aug 11, 2012 10-4 is the 3rd Annual Pupstravaganza at the Waterford Dog Park.
- k. The ACO deposited \$4,728.23 into the Special Revenue Fund from fundraisers and donations that were made directly to the shelter.

5. New Business:

A. Discussion of Status of Committee Officers for 2012

Melissa Yuchniuk made a motion to maintain the current slate of officers as they are currently slated. Lt. Jeffrey Nixon seconded the motion. The motion passed unanimously without discussion.

B. Priority Renovations for ACF Draft Report

Lt. Jeffrey Nixon has compiled a priority renovation report so that immediate needs of the shelter can be addressed and possibly met. The goal of these renovations/repairs is to ensure that the animals' comfort and needs are met, daily operations are made more efficient, as well as to ensure that town-owned equipment can be secured and protected from the elements; while abiding by communications on compliance from the State of CT ACO. This report was made at the request of First Selectman Dan Steward, as an effort to accomplish the above goal while we await funds to become available for the ultimate goal of building a new animal shelter.

A draft of this report was distributed to the committee and discussion included reprioritization in order of urgency and adding some additional description to key renovation/repairs that will serve multiple purposes. While some of these renovation/repairs can be started immediately, others will require some research and cost analysis as well as enlisting the aid of the proper town departments to ensure they are completed within the guidelines set by the Town of Waterford.

C. Discussion of Status of New Animal Control Facility Report

A draft report for building a new animal control facility, containing statistics for realistic requests, is to be initiated by Michael Glidden and Lt. Jeffrey Nixon. Lt. Jeffrey Nixon was asked to follow up with this report progress and to obtain a realistic figure/equation for the number of functional kennels required to properly ensure the draft would be accurate.

D. Additional New Business

Yvette Savoy will contact The Day to ensure that the committee meeting dates, times, and locations are published.

6. Adjournment

Motion to adjourn was made by Melissa Yuchniuk at 6:56 p.m. and was seconded by Robin Perkins. Motion passed unanimously.

Respectfully submitted,
Melissa Yuchniuk
Secretary

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