

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 **December 8, 2014** at 5:35 PM. Co-Chair Yvette Savoy called the meeting to order.

In attendance were:

Yvette Savoy
Melissa Yuchniuk
Robin Perkins

Absent Members:

Toni Bingham

Lee Carpenter (alternate)

Also in attendance was Lt. Brett Mahoney, liaison and advisor from the Waterford Police Department.

2. Approval of Minutes:

Melissa Yuchniuk motioned to approve the minutes of November 3, 2014. Robin Perkins seconded the motion, which was passed unanimously.

3. Treasurer's Report:

In the absence of Toni Bingham, Treasurer; Yvette Savoy reports the New Building Fund Balance to be \$171,375.10 as of November 30, 2014. A deposit of \$2,540.23 was given to Co-Chair Robin Perkins to bring to the Town of Waterford Finance Department.

4. Old Business:

A. East Lyme Report

In the absence of Toni Bingham there was no report for activity within East Lyme.

B. Fundraising Update

Yvette Savoy was contacted by Diane Amburn with interest of starting an outside fundraising campaign. Diane was unable to attend this evening's meeting, but looks forward to attending a future meeting to discuss the logistics of her plan.

5. New Business:

A. Shelter Progress

Lt Brett Mahoney, East Lyme First Selectman Paul Formica, East Lyme Interim First Selectman for 2015 Mark Nickerson, Waterford First Selectman Dan Steward, and the Mayor of Ledyard, John Rodolico, met with 2 architects that have visited the proposed site and formed draft plans of a new regional animal shelter for the proposed location at the State Prison in Montville. Kathleen LaCombe, KML Architects, LLC and Brian Schuch, Custom Drawings recently reviewed the proposed plan drafted by Lt. Mahoney and the Committee, so are aware of the requirements for radiant heat, proper ventilation, and for following the statutes required by The State of Connecticut DEEP Laws, therefore will incorporate these and other recommendations, as they modify and optimize their designs. The architects are currently working on the premise that the building will need to be approximately a 6,000 square foot modular structure, which maintains the ability to expand. Upon completion of an agreed upon shelter plan, an estimate of cost may then be determined. The Town of Waterford has set aside money in the budget to cover the cost of the architectural fees, with the understanding that additional towns that may benefit from these designs, will reimburse the Town of Waterford, with a portion of this cost.

Lt Brett Mahoney is going to extend an invitation to the architects to meet and discuss plans with the committee at our next meeting on Jan 26, 2015.

B. 2015 Schedule of Meetings

Yvette Savoy noted the room for the 2015 Schedule of Meetings is to be changed to the First Selectman's Conference Room at the Waterford Town Hall and will be as follows: January 26, 2015; February 23, 2015; March 23, 2015; April 20, 2015; May 18, 015; June 22, 2015; July 20, 2015; August 24, 2015; September 21, 2015; October 19, 2015; November 16, 2015; December 14, 2015, meeting will continue to start at 5:30.

C. Discussion of Committee Officers for 2015

In the absence of Treasurer Toni Bingham, the discussion of officers will be postponed. Yvette Savoy will ask the Town Clerk about the rules on recording a vote prior to January 1, 2015, and whether we can wait until our next scheduled meeting to vote in officers at that time. If a vote needs to be placed prior to January 1, 2015, an emergency meeting will be scheduled to discuss the current status of officers and vote in officers for 2015.

6. Adjournment

Motion to adjourn was made by co-chair Yvette Savoy at 6:36 p.m. The motion was seconded by Robin Perkins. Motion passed unanimously.

The next meeting is scheduled for Monday January 26, 2015 at 5:30 pm in the First Selectman's Conference Room located in the Waterford Town Hall.

Respectfully submitted,

Melissa Yuchniuk, Waterford East Lyme Animal Control Ad-Hoc Committee Secretary

Approved by, before signing this document, I verified that the content is accurate.

Yvette Savoy, Waterford East Lyme Animal Control Ad-Hoc Committee Co-Chair