

ANIMAL COMMISSION MINUTES FOR MEETING HELD MONDAY, JULY 10, 2023

Revised 8/15/2023

- A. **CALL TO ORDER:** The meeting was called to order at 5: 24 pm.
- B. **ROLL CALL of COMMISSIONERS:** Colby Collier; Susan Stanek, Anna Accetta; Cherie Aronson; Karen Dorney; Cathy Kamen; Capt. Garon Delmonte; Lt. Luke Holder, ACO Scott Ellingson. Staff: Susan LaFond, Recording Secretary
- C. **PUBLIC COMMENTS** – Gina Amenta, Assistant Hospital Manager for VCA Baybrook Hospital, 56 Quirk Road, Milford, spoke. She brought flyers for the Felines First event to be held Saturday July 15th from 3pm to 6pm. A professional portrait artist will be onsite to sketch an attendees' cat from a photograph. The event will be set up based on life stages of cats. There will be refreshments and lots of giveaways. ACO Ellingson advised a mother cat, and 3 kittens will be available for adoption from Milford Animal Control with possible additional cats from a rescue. Ms. Amenta said a certificate for complimentary first health exam and \$250 of medical treatments to use within first 30 days of visit will be provided to anyone adopting a feline that day. Volunteers from the Commission were requested from 2 to 6 or a portion thereof. No Commission members volunteered. Cat cages will be in the reception area to house adoptable cats. Sarah Cody from WTNH News 8 hopes to list the event on her "8 Things to Do" segment Friday morning; Channel 12 will have a posting. Ms. Dorney asked if the library would take flyers. Ms. Amenta will bring some to the library.
- D. **APPROVAL OF MINUTES** – 6/12/23 Motion to approve minutes by Ms. Stanek; seconded by Ms. Aronson. Approved unanimously.
- E. **CHAIRPERSON'S REPORT** – Chair had no report. Lt. Holder asked which Commission member followed up on the liability waiver for dog walking volunteers from Jennifer Ornelli's Team Animal Rescue Inc. Ms. Stanek advised she reached out to the City Attorney's Office with the original waiver, and they returned a revised, approved copy, which she forwarded to Ms. Ornelli for review. Ms. Stanek received no response. Discussion regarding whether Team Animal Rescue, Inc. is still interested in offering dog walkers. Capt. Delmonte said they could not implement the walking until the waivers were signed. Lt. Holder suggested a commissioner be the point of contact to determine the volunteer organization's level of interest, offerings, availability, and willingness to sign individual volunteer waivers. Consensus among the Commission that Ms. Dorney will contact Ms. Ornelli to verify her interest, that Ms. Ornelli is on board with her volunteers signing the City approved waiver, and obtaining specifics on what the group will offer, by which volunteers, and at what times they are available. Ms. Dorney agreed. Capt. Delmonte asked if Ms. Ornelli may have walked away from the volunteer opportunity because she felt we had sufficient dog walkers available. ACO Ellingson advised there is an individual who calls each day to obtain permission to come in and walk each dog. Lt. Holder offered a reminder that if a plan is brought to the Commission by a Commission member, the Commission is responsible to shepherd the plan through to completion or implementation. Discussion ensued regarding what specific duties and responsibilities were needed by Animal Control, including training and walking. Commissioner Collier agreed that step 1 is that reach out call; step 2 is sharing the results of that conversation with ACO Ellingson. ACO Ellingson will need to be provided Team Animal Rescue's team member names, and availability for walking and training. ACO Ellingson said only dogs who have had their rabies vaccines may be walked. He offered to call the rescue when difficult dogs, not under quarantine, need walking/training. Ms. Aronson asked that more training for long term shelter dogs be included in our ask. ACO Ellingson explained there is a volunteer who has been attempting to train one or more of the dogs, and that the individual may be part of the Team Animal Rescue.
- F. **TREASURER'S REPORT** – Ms. Accetta and ACO Ellingson reviewed the list of Animal Control finance accounts and balances. Available balance of unallocated contingency is \$144,587.98. Commission was reminded funds may not be directly spent from the contingency but must be transferred to a specific finance account for a specific purpose. There are funds available for the training and evaluation of animals.
- Donations for the month of June were \$5155, which will placed in the unallocated contingency. All donations are placed in the unallocated contingency unless the donor specifically indicates otherwise.
- G. **COMMITTEE REPORTS** – Preventive treatment funds – Discussion as to whether the committee needs to remain or can be disbanded. Ms. Stanek asked when the funds will be available. ACO Ellingson explained that once the current funds are depleted, the funds voted upon to be transferred will be transferred from unallocated to the Other Fees and Services account.
- H. **WARDEN'S REPORT** – Dogs: Kona, Spice, Reggie, and Russell still at the shelter. Also, one poodle and one bull mastiff, and one quarantined dog for safekeeping. All dogs are negative for heartworm and preventive treatments have been applied by

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Assistant ACO Fiore. Potential adopter coming tomorrow.

Cats: One mother cat had 7 kittens but only 3 survived. Injured kitten found on I-95 brought in. Kitten with herpes of the eye has another vet visit scheduled July 11. Calico female and black male cat taken by a nonprofit shelter. Same shelter said they will take Tommie the large black male when his quarantine is over in August. One cat in safekeeping from deceased owner. Mother of 4 recently born kittens and another mother cat are still at the shelter.

Other animals: Horse is still in care in Woodbridge.

ACO Ellingson training Assistant ACO Fiore and Clerk Farrar how to add adoptable pets to the Petfinder database.

I. DEPARTMENT REPORT - none

J. CORRESPONDENCE – none.

K. NEW BUSINESS

- 1) VCA Baybrook Feline Event July 15, 2023 – Commission member participation – Ms. Aronson possibly will volunteer.
- 2) Unleashed dogs – Who responds, police or Animal Control? Police would give infraction or warning as could Animal Control. Who is contacted depends upon day and time.

L. OLD BUSINESS

- 1) Rules of Procedure for the Animal Shelter Commission – Lt. Holder was thanked for bringing these rules to the Commission and assisting with implementation.
- 2) Pest Control – moths, ants – update. ACO Ellingson said the ants seem to have improved but there are still some issues with the pantry moths. DPW placed additional traps.
- 3) Hiring of Animal Control staff closing date June 23, 2023 – clarification of Assistant ACO vs. Kennel Keeper – update – Capt. Delmonte reports Human Resources has rebranded the job to make it more appealing but did not repost it. They do have 8 applicants who applied for the original position and 5 are qualified to be an ACO or Assistant ACO. Position will be reposted under the new description. Discussion re: closing date for the rebranded position and request to make closing date as quick as possible to help fill the position.
- 4) Preventative Treatment Commission fund for dogs and cats; \$6000 funding inclusion in 2023/2024 budget under the Other Fees and Services account.
- 5) Improvement of quality of care and safety at Milford Animal Control – board and ACO Ellingson lists to be submitted – no discussion.

M. ADJOURNMENT – meeting adjourned at 6:44 pm.