

ANIMAL SHELTER COMMISSION MINUTES FOR MEETING HELD MONDAY, JANUARY 8, 2024

- A. CALL TO ORDER – Cathy Kamen called the meeting to order at 5:25pm.
- B. ROLL CALL of Commissioners - In attendance: Anna Accetta; Cathy Kamen; Dawn Woods-King. Also in attendance: Lt. Luke Holder; Capt. Garon Delmonte; ACO Scott Ellingson. Guest: Karen Dorney. Staff: Susan LaFond, Recording Secretary
Absent: Cherie Aronson, Colby Collier.
- C. PUBLIC COMMENTS - Karen Dorney, past Commission member, spoke. She read her resignation, which was effective September 5, 2023. She asked for the resignation letter to become part of the meeting record.
- D. APPROVAL OF MINUTES – 12/11/23 - Motion to approve by Ms. Woods-King; second by Ms. Accetta. Passed unanimously.
- E. CHAIRPERSON’S REPORT – chair was not in attendance.
- F. TREASURER’S REPORT - Ms. Accetta reported the available balance of unallocated contingency is \$180,870.86. Cash donations totaled \$993.35 for the month. She reported allocated but unused funds: \$417 on FIV tests; and a \$50 donation toward that purpose. Other buildings and grounds supplies received a \$15 donation.
- G. COMMITTEE REPORTS
1. Building Improvement Subcommittee – Ms. Kamen reported that she, along with contractors Paul Mayo from Premier Office Installations and Kevin McAndrew, will visit the shelter at 11am on Friday for a review and recommendations on how to improve the use and layout of the space. Capt. Delmonte said the contractor will furnish the commission with plan options. Ms. Woods-King said the building was improved over the last time she visited several years ago but looks forward to better usability and updates.
 2. Grooming/Welfare Subcommittee – Ms. Kamen is still awaiting the W-9 for the City accounting office. Ms. Woods-King felt the per visit cost was higher than she would have expected. Ms. Woods-King said when she gets dogs in for fostering, they are cleaned up and trimmed at the veterinarian’s office and then brought into foster care. She wonders how often the service will be needed. ACO Ellingson said there are extreme conditions which warrant the grooming, but most dogs do not require it. He prefers to limit professional grooming to medical necessity. Lt. Holder said there is an obligation to spend the funds wisely, but the general mission of the Commission is to augment, not replace, what the ACO staff is doing.
 3. Toby’s Rescue (Toby’s Dream Rescue) – no new information. Ms. Kamen reviewed the history of Toby’s Rescue and Milford Animal Control for Ms. Woods-King. At one time, the rescue was very interested in temporarily fostering many of the dogs that are in Milford ACO care. Since that time, Ms. Kamen has not had success in firming up an agreement. Ms. Woods-King knows someone working with Oxford Animal Control who has shared they have an abundance of dogs needing homes and may be euthanizing some dogs due to space constraints, and is interested in foster alternatives. ACO Ellingson said Milford has never euthanized an animal for space concerns since he has been with the City. The City has occasionally taken in dogs from Stratford when they had Parvo in their kennels, and some cats and kittens from a rescue on occasion. However, Milford is already taking in animals for Orange in addition to Milford so there is limited opportunity.
 4. Red Cross/Training – Ms. Kamen asked ACO Ellingson to let her know when a good time would be to set up the training, once the new employee is settled in. Lt. Holder asked ACO Ellingson if an AED has come in from the Fire Department, but nothing has happened. ACO Ellingson will follow up with Mr. Farrar tomorrow on the status.
- H. WARDEN’S REPORT - ACO Ellingson distributed copies of the monthly report. Motion to approve by Ms. Kamen; Ms. Woods-King seconded. Approved unanimously.
- I. DEPARTMENT REPORT – Dogs: Spice, Reggie, Russell, Reese, and Lazlo have all been adopted! Pebbles, a pit bull, is new to the shelter and currently does not present well in the cage but is eager to be on a leash. Ashley is a new pit bull up for adoption. A Golden/Husky type mix was just picked up on Saturday and must go through the 7 days reclaim process before being available to adopt. A Bichon Frise mix is in the shelter for safekeeping. A black Cane Corso from Orange is available to be adopted as well.
Cats: Black and white kitten from the F group was adopted. Both Barnes and Noble cats have been adopted. One cat is in safekeeping during the owner’s hospitalization; probably will be a 2 week hold. Both cats from Caswell Cove, and Jerry, were sent to Jessica’s Rescue. Lola, a mother cat, gave birth to two kittens at the shelter and the kittens have just opened their eyes; it will be several more weeks before they are weaned, vaccinated and up for adoption.
- J. CORRESPONDENCE – Donations of \$993.35 received for the month. \$300 from the person who returned Russell, then readopted him.

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K. NEW BUSINESS

- 1) New hire for Assistant ACO position – William D’Avignon starts his position tomorrow, January 9, 2024.
- 2) Discussion re: Newspaper article. Ms. Kamen reported the article was posted on Facebook. ACO Ellingson advised his staff that anyone who calls regarding the article is invited to come in to visit the animals and the shelter and discuss volunteer opportunities. Ms. Kamen read some comments from the Facebook page. ACO Ellingson shared someone complained there is a fee for criminal background checks, which ACO Ellingson said has never been true. Ms. Kamen asked if Shelly Steeves, part time Animal Control employee, could introduce herself as such on the page, and when responding make clear she is responding as an employee. Lt. Holder does not recommend Shelly Steeves identify herself as an employee since she is using a personal Facebook account. Ms. Woods-King feels that something should be posted in an official capacity from a shelter employee. Ms. Kamen agreed to post similar information from the “Friends of the Milford Animal Shelter” account.

L. OLD BUSINESS

- 1) Volunteer Pamphlets – on hold until further notice.

M. ADJOURNMENT – meeting adjourned at 6:21pm.

Submitted by: S. R. LaFond, Recording Secretary 1/9/24.