

ANIMAL SHELTER COMMISSION MINUTES FOR MEETING HELD MONDAY, MARCH 11, 2024

- A. **CALL TO ORDER** – Chair Collier called the meeting to order at 5:22pm.
- B. **ROLL CALL of Commissioners** – In attendance: Anna Accetta, Cherie Aronson, Colby Collier, Cathy Kamen, Susan Stanek, Dawn Woods-King, Capt. Garon Delmonte, Lt. Dave Chila, ACO Scott Ellingson. Staff: Susan LaFond, Recording Secretary.
- C. **PUBLIC COMMENTS** - none
- D. **APPROVAL OF MINUTES** – 2/15/24 – Motion to approve by Ms. Kamen; second by Ms. Woods-King.
- E. **CHAIRPERSON’S REPORT** – Kimberly Jenkins status clarification from City Attorney – Chair Collier reported Ms. Jenkins was given a seat that did not exist and therefore will not be a commissioner at this time.
- F. **TREASURER’S REPORT:** Ms. Accetta reported the available balance of the unallocated contingency is \$181,820.86. Cash donations totaled \$90 for the month. Ms. Accetta reported \$240 used from Other Med Fees and Services to pay an invoice from Snowflake for FIV tests.
- G. **COMMITTEE REPORTS**
1. **Building Improvement Subcommittee** – Ms. Kamen emailed and called Chris Saley but received no response. She reached out to Steve Johnson, to ask who is funding, and who is installing, the mandated kennel air conditioning? Mr. Johnson will speak with Mr. Saley and call Ms. Kamen back with answers. Ms. Woods-King spoke with Justin Rosen at the Mayor’s office about this. She asked Mr. Rosen if an in-person meeting could be set up with all appropriate parties to move this forward. Ms. Stanek explained that the commission scheduled a meeting last fall with Mr. Saley, who forgot to attend. ACO Ellingson has heard nothing either. Ms. Stanek said we should be speaking directly with the mayor at this point as he expressed his willingness to support the Animal Control office. Ms. Kamen said the AC may be a roof unit. ACO Ellingson reported the new State ACO is looking to clamp down on violations of no air conditioning in kennel areas.
 2. **Grooming/Welfare Subcommittee** – Ms. Kamen said our city account is set up with Dogfather for use when needed for grooming. Ms. Kamen said this item may be removed from future agendas.
 3. **Red Cross/Training** – on hold until Bill is through his 6-month probation. ACO Ellingson said FD gave them the laymen’s version of CPR and they will get the office an AED.
- H. **WARDEN’S REPORT** – ACO Ellingson distributed copies of the monthly report. No motion to approve.
- I. **DEPARTMENT REPORT** – Per ACO Ellingson, the replacement ACO response truck was to be ready in January but has been delayed. He wants to keep some money in the budget for a new pressure washer; the current unit is at the end of its useful life and will need to be replaced soon. He said the shelter’s refrigerator, used to hold deceased animals until they can be tested for rabies, is unusable. He is looking for a replacement unit. He found a floor model on clearance at Home Depot for \$400 but is hoping someone is remodeling and he can acquire a used unit that way for little to no cost.
- J. **CORRESPONDENCE** – Donations of \$90 total for the month of February.
- K. **NEW BUSINESS** – As the meeting was in session, Steve Johnson sent an email to Chris Saley and Capt. Delmonte re: Ms. Kamen’s call, requesting follow up from Mr. Saley. Ms. Kamen brought up that Bridgeport chips their animals prior to adoption and that Snowflake charges \$50 per chip, and the adopting party would be responsible to register the pet. Discussion ensued about registration costs and whether registration is annual or a single time charge. ACO Ellingson said we notify all adopters as to whether their animal is chipped so they can go forward to register the animal in the event it is lost or stolen. Ms. Kamen passed out copies of a 2019 article from the Shoreline Times, written by Dan Cosgrove Animal Shelter’s Director who spent a week in a kennel, and reported on her experience. Discussion regarding significant staffing differences between Milford’s Animal Control (4) and Branford’s Dan Cosgrove Animal Shelter (8), as well as difference in volunteer network. Ms. Kamen follows other shelters in the area, and noticed some will post a found dog notice with photo on their websites. ACO Ellingson said Ms. Kamen may make those posts if she would like. He also shared that Milford Animal Control contacts shelters in adjacent towns and cities to advise of found animals, in the event someone is looking for them.
- L. **OLD BUSINESS** - none
- M. **ADJOURNMENT** – meeting adjourned at 5:55pm.