

Minutes of the Newtown Animal Control Advisory Board Meeting

Date: Tuesday, April 4th, 2016

Location: Newtown Municipal Town Building, 3 Primrose Street, Meeting Room 1
Attendance: Members: Adria Henderson, Chair, Frank McCloskey, Gene Rosen, Jane Hellman, Joy Brewster. Alternate: Laura Branchini
Also in attendance: ACO Carolee Mason, Asst. ACO Matt Schaub, Public Works Director Fred Hurley, First Selectman Pat Llodra, and Deputy Land Use Director Rob Sibley
Absent: Police Sgt. Aaron Bahamonde

Meeting began @ 10:30 am

No executive session. There was one member of the public present

ACAB Board 1/14/16 minutes were approved with no changes

New Business:

New Alternate Board Member - Laura Branchini was introduced to the group

Volunteer Walker Program

According to Sgt. Aaron Bahamonde, the Volunteer Walker program is suspended during weekend hours until the current investigation into a dog bite incident is completed. A walker was bitten while putting shelter dog, Rusty, back into the outdoor kennel next to the front door. Per Volunteer Walker rules, only shelter staff can leash & un-leash the dogs. Apparently, the ACO who was on duty at the time was not available to take Rusty from the volunteer walker.

The following new procedures and policies are in place re: the dog bite incident:

- ACO Mason has discussed proper procedure with the ACO who was on duty,
- ACO Mason will install signs on the dog & cat outdoor kennels indicating that only shelter staff can enter these areas when animals are present in the kennels. ACO Mason will work with Chairman Henderson on the exact wording for the signs,
- Until further notice, no volunteer walkers will be permitted to walk Rusty,
- ACO Mason will work with Board Member Laura Branchini and Shelter employee, Amy Sullivan, on a more intensive walker training program,
- All volunteer walkers will be physically walked around the Town property boundaries by staff and a map of the town boundaries will be included in each walker's file,
- Since there are more walkers on the weekends but fewer staff, ACO will look into scheduling times for walkers on the weekend.

Old Business

Boundary Signs:

- Deputy Land Use Director Rob Sibley presented a new map of the FFH area adjacent to the Shelter depicting town, private, & state boundaries.
- Suggestions to further clarify the boundary issue included:
 - o An additional kiosk be placed near the Dog Park so that if those handlers walking dogs down the road to the trails would be made aware of the Town and State property boundaries.
 - o Directional parking signs to be posted on Old Farm Road near the dog park and on the right side of the current turnaround/parking area which is on private property,
 - o Chair Henderson asked if a new walker path could be installed around the Shelter, so that walkers can remain on town property and avoid walking down Old Farm Road and near the state line. Rob Sibley and Director Hurley said they will look into the possibility of a path behind the Shelter. Director Hurley will look at the area and work with Sibley to ensure that there are no environmental concerns, Director Hurley will send Chair Henderson an email regarding the possibility of a new path while Public Works is working at the Shelter during May 9-20th. If a path is feasible, the plan to put up the color coded posts with the map legend will be tabled.

Dog Play Yard

Director Hurley confirmed that Public Works will be at the Shelter from May 9th-20th to complete all related open items to improve sanitation in the play yard, including a drainage plan to add access to water with a seasonal water nozzle behind the play yard for cleaning, pavers between the outside kennels, and to replace the grass with gravel in the play yard kennels.

HVAC Update

Chair Henderson sent the Certified Testing and Balancing Report to UC Davis, however, she had not heard back yet from the engineer who had originally been contacted about the ventilation issue. Chair Henderson also noted UC Davis has a lot of information online including a Virtual Shelter Consultant and A Shelter Medicine Newsletter.

Chair Henderson will follow-up with Laura Branchini on all the cat-related issues (i.e. intake procedure & HVAC)

Facebook Pages

Asst. ACO Schaub looked into the still-existing, inactive FB page but found that it couldn't be deleted. He posted a comment on that the page stating that the page is no longer active & listed a link to the active Shelter FB page.

Misty

Misty is doing well and will be out of quarantine and available for adoption as of 4/30. All six of her puppies were released from quarantine by the State and have been fostered and subsequently adopted through the services of two Akita rescue

groups.

Adoption fees

ACO Mason will have the Town website updated, noting the new Dept. of Agriculture law that allows the shelter to charge up to \$150 per dog or cat, if the shelter has paid to have the animals spayed & neutered – otherwise, the adoption fee is still only \$5.

Next Meeting – The Board has decided to set a monthly date and will handle the scheduling via email.

Meeting adjourned at 12:05

These minutes are subject to approval by ACAB at the next meeting.

Respectfully submitted by Frank McCloskey