

# **MINUTES**

## **Oxford Animal Shelter Committee Regular Meeting**

**Tuesday, April 2, 2013**

**Present:**

Michelle Cohen  
Karen Fisher  
Sharon Morton  
Ginger Mullin  
Kristi Novin  
Jen Waterbury

**Absent:**

Lori Pokladowski  
Joan Truax

**Also Present:** Selectman Jeff Haney

### **Open Meeting**

Kristi Novin opened meeting at 7:04 p.m.

### **Approve Minutes From 3/5/13 Meeting**

Kristi Novin advises that there were certain inaccuracies in the minutes as preliminarily drafted and needed a few minutes to review. Sharon Morton made a motion to move this item to the last item on the Agenda. Jen Waterbury seconded the motion. All Aye. Motion carries.

### **Old Business**

#### **- New Building Update**

Selectman Haney advised the Committee that he met with representatives of CL&P who advised they will be installing a temporary pole next week. The electrical wires will be diverted from the old pole to the new pole on April 16 (rain date April 17). Once this has been completed, we may break ground on the new building.

Several pre construction tasks will need to be completed including leveling of the building site and removal of part of the existing shelter building fence and gate.

There was some discussion regarding how to move animals from one area of the shelter to the other after the fence/gate have been removed. This will need to be dealt with as necessary during the construction process.

Funding of the project was discussed and Selectman Haney confirmed that the Board of Selectmen believes it is appropriate for the Committee to contribute \$20,000. The Committee reiterated its concern about reducing our funds to approximately \$5,000 which would not be sufficient to conduct large fund-raising events (e.g., Dog Days) as well as concerns about having funds to provide care in the event animal care expenses exceeded that amount.

Selectman Haney stated that the Town would advance funds necessary for Dog Days with said funds being reimbursed by the Committee when receipts from the event come in. Kristi Novin asked if there were an official procedure for this process and whether there was written documentation that this was allowed by the Town. Selectman Haney did not believe there was a written documentation but would look into this.

The procedure currently followed for other Town events includes submission of invoices to the Town's Finance Department (Jim Hliva) who would approve payment. When funds from the event come in, the Committee would reimburse the Town.

Ginger Mullin asked if the Committee did not have sufficient funds to provide animal care, who would do so. Kristi Novin stated she believes that as a State Facility, the Town is only responsible under certain circumstances (e.g., in cases of abuse) to pay for an initial exam but not ongoing care. She also believes the Town would pay for euthanasia.

Karen Fisher presented the Committee Charter which states "The spirit of the program is to make the animals stay in the facility as comfortable as possible, which includes giving them emotional support, reasonable medical care, training, adequate food and housing, and to use euthanasia only for those animals that cannot be placed with a new owner." Karen also voiced her concern about whether \$5,000 would be sufficient to provide these services.

Kristi Novin asked Selectman Haney if he thought the Board of Selectman would approve the project if the Committee approved \$15,000 for the project. He was uncertain whether this would meet approval.

The Committee advised that it would vote on the amount of funds to be devoted to the building project and will advise the Board of Selectmen accordingly.

At 8:10 p.m., Selectman Haney left the meeting.

Michelle Cohen made a motion to take a short meeting break. Jen Waterbury seconded the motion. All Aye. Motion carries.

Kristi Novin resumed the meeting at 8:26 p.m.

Ginger Mullin made a motion to approve an additional \$10,000 to the building project (with the first \$10,000 being approved at the 2/5/13 Committee Meeting) for a total Committee contribution of \$20,000.

Kristi Novin asked if members had any additional questions/concerns regarding this funding.

Karen Fisher voiced her concern whether the advancement of funds for fund-raising events described by Selectman Haney could be confirmed/guaranteed. She also has concerns about where the funding would come from in the event an extremely sick animal, as was the case with former resident Maggie, came to the shelter.

Michelle Cohen stated as a taxpayer, she wonders about the accountability of "borrowing" funds from the town. She also has concerns about having sufficient funds to provide adequate care to the animals.

Jen Waterbury reiterated Michelle and Karen's concerns about providing care to the animals.

Sharon Morton voiced her concern about whether we could be certain the Town would advance funds for fund-raising programs including Dog Days and/or other events the Committee might wish to conduct and agreed with other Committee Member concerns regarding the need to maintain sufficient funds to provide animal care. She also stated she felt that the decision regarding how much the Committee contributed to the project was being made for the Committee rather than by the Committee.

Kristi Novin stated her concerns including the aforementioned statements by the other committee members. She is deeply concerned that the committee will not be able to properly care for the animals in need and are now lacking the funds to make the best decisions regarding future fundraising. She is also bothered by the lack of answers and supporting documents to show the approval of committees using taxpayer money to front events for town committees since the selectman promised that this would be allowed.

Jen Waterbury seconded Ginger Mullin's motion. All Aye. Motion to contribute an additional \$10,000 for a total of \$20,000 to the building project is approved.

#### **Planning for 2013 Dog Days Event**

Committee members agreed to have this discussion at our next meeting.

Oxford Animal Shelter Committee  
April 2, 2013  
Regular Meeting

### **Approve Minutes From 3/5/13 Meeting**

Kristi Novin made corrections to the minutes to reflect her statements accurately and asked the Committee Secretary to amend the 3/5/13 Minutes accordingly. Karen Fisher made a motion to approve the 3/5/13 Minutes as amended. Seconded by Ginger Mullin. All Aye. Motion carries.

### **Adjournment**

A motion was made by Jen Waterbury to adjourn at 9:22 p.m. Michelle Cohen seconded the motion. All Aye. Motion carries.

Minutes filed subject to approval.

Respectfully submitted by,

Sharon Morton  
Committee Recording Secretary

13 MAY -6 PM 4:53  
TOWN OF OXFORD, CT  
*Sharon Morton*  
TOWN CLERK