



**TOWN OF OXFORD**  
**S.B. Church Memorial Town Hall**  
**486 Oxford Road, Oxford, Connecticut 06478-1298**

## **MINUTES**

### **Oxford Animal Shelter Building Committee Special Meeting**

**Thursday, December 6, 2012**

**Present:**

Sharon Morton  
Kristi Novin  
Gary Outlaw  
Jason Outlaw  
James Wlasuk

#### **Open Meeting**

Meeting opened at 7:0 p.m.

Jim Wlasuk made a motion to accept the minutes from the 11/15/12 meeting. Gary Outlaw seconded the motion. All Aye. Motion carries.

#### **Review of Building Plans**

Jason Outlaw presented several alternate layouts for the interior portions of the new Shelter Building. Committee members agreed the new layout was an improvement but felt additional modifications would be necessary in order to receive approval.

#### **Review of Other Building Issues**

Jim Wlasuk discussed whether it would be possible to move the large rock behind the building in order to shift the building slightly back. A large excavator would be required to move the rock and the committee will present the proposal to Jeff Haney to see whether this would be feasible and whether or not we would be able to have this service donated.

Jim Hliva advised Jeff Haney that the committee can request funding prior to funds actually behind received.

CL&P will need to move the pole carrying power to the shelter prior to start of construction on the new building. A temporary pole will likely be required to maintain power at the existing shelter. Additionally, tree removal will be needed prior to the new pole behind installed.

Kristi Novin advised that the proper sequence to obtain approval from the Town is to present to:

1. The Board of Selectman
2. Board of Finance
3. Town Meeting

Kristi Novin will look into how to go about scheduling a Town Meeting.

It is anticipated that funding will be obtained through Grants. The Animal Shelter and the Animal Shelter Committee will be undertaking means by which to create awareness of the building project and will also seek additional donations in the form of monies as well as services and materials.

Kristi Novin will look into trade school involvement.

Committee members will begin compiling lists of volunteers willing to donate their time/services to the project.

In order to present an accurate accounting of project expenses, Kristi Novin will ask Jeff Haney to calculate the total project cost if no donations/services were to be provided. This project cost will include all items required for construction. Committee members will begin to compile a list of other items required to make the building functional, including all interior furniture, fixtures, etc.

The next meeting of the Building Committee will be held on Thursday, January 4, 2013.

### Adjournment

A motion was made by Kristi Novin to adjourn at 8:23 p.m. Sharon Morton seconded the motion. All Aye. Motion carries.

Minutes filed subject to approval.

Respectfully submitted by,



Sharon Morton  
Committee Recording Secretary

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TOWN OF OXFORD, CT  
Margaret A. West  
TOWN CLERK