

Minutes of the Newtown Animal Control Advisory Board Meeting

Date: Thursday, February 23rd, 2017

Location: Newtown Municipal Town Building, 3 Primrose Street, Meeting Room 1

Attendance: Members: Adria Henderson, Chair, Frank McCloskey, Joy Brewster, Laura Branchini and Jane Calverley. Also in attendance: MACO Carolee Mason and Asst. ACO Matt Schaub.

Meeting began @ 10:30 am

Executive session

No correspondence or public participation.

ACAB Board 1/25/17 minutes were approved.

NEW BUSINESS:

New Business

Chair Henderson noted there's a new raised state bill #832 includes that a person can't feed, attract, or retain dangerous wild animals, including feral cats due to broad definition used in the bill. Supposedly hearings and feedback will ensure dogs and cats are excluded from the bill. Another bill is focused on varying rabies vaccine amount based on a dog's size versus the same amount for all. If passed, then it would complicate rabies certifications and enforcement.

OLD BUSINESS:

Drop Box

Laura Branchini setup a Drop Box for the Board members and ACO staff to store all working and final documents in one place. Initially only Laura and Chair Henderson can edit documents and the rest have view only access. Laura will send out installation instructions to everyone.

Adult Volunteer Application

Reviewed draft of volunteer application process map Laura Branchini put together. Group discussed if all volunteers have to go through the same process. For example, there might be a separate flow chart for Reader program volunteers who are usually children with no contact with the dogs but they're in the kennel room behind the staff only doors.

Also noted to change ACO to MCAO

Dog Walker Volunteer application – Laura Branchini will remove it from the drop box since it's not the correct document and only use and modify the Adult Volunteer application document.

Waiver and Proof of Insurance

Reviewed drafts but agreed we need to get and change the existing town policy document in total. Chair Henderson will send Laura Branchini the latest. Also Laura will get the Town of Newtown letterhead logo from Susan Marcinek.

Dog Walker Rules

Reviewed draft and noted all words in #8 starting with 2nd sentence to the end of the section needs to be underlined, and in #10, the "only" needs to be underlined like the original. Also in #20, remove "Page 1 of 2" and in #21 "Will" needs to be lower case and remove "Author: Newtown Animal Control Advisory Board" at bottom of page

Dog Bite Policy - Chair Henderson noted nothing to report but will give update at next meeting

Cat Committee - Discussion tabled for now

Cat Room Renovation

MACO Mason noted a new outside enclosure would be useful and Board members recommended she follow up with Fred Hurley if she wants to pursue it.

Board presentation to BOS - Discussion tabled to spring '17. Include clarification on process for future Board nominations and appointments.

Next Meeting scheduled for March 30th, Thursday at 10:30am

Meeting adjourned at 11:58 am

These minutes are subject to approval by ACAB.

Respectfully submitted by Frank McCloskey