

## **Minutes of the Newtown Animal Control Advisory Board Meeting**

Date: Thursday, October 18th, 2018

Location: Newtown Municipal Town Building, 3 Primrose Street, Muni Center Room #1

Attendance: Members: Chair Adria Henderson, Frank McCloskey, Joy Brewster, Jane Hellman, Jane Calverley, Janice Butler, and Elaine Mandulak. Also in attendance: MACO Carolee Mason

Meeting began @ 11am.

### **NEW BUSINESS:**

#### Elaine Mandulak, New Alternate

Chair Henderson welcomed Elaine and then she was introduced to rest of the Board

#### Matt Schaub, AACO, Departure

MACO Mason confirmed AACO Schaub was leaving the shelter as of Friday 10/19/18. MACO Mason is not sure if she's filling the FT position or just use PT employees for now. The shelters personal reports under the Selectman but enforcement reports under the police department. Jane Hellman asked if open positions have to be publicly posted & MACO Mason said yes.

#### ACAB Officer Nominations for Election

Chair Henderson recommended Jane Hellman send an email to the Board & MACO Mason asking them to submit nominations for the two positions, Chairman & Secretary. Permanent board members will vote at the next meeting.

#### New Board Meeting Schedule

Chair Henderson motioned to move from monthly to quarterly meetings starting in November. Jane Hellman 2<sup>nd</sup> the motion. All in favor so motioned passed.

Next meeting will be Thursday, November 29<sup>th</sup> at 11 am.

#### Shelter Visit

The board will visit the shelter immediately after the 11/29<sup>th</sup> meeting.

### **OLD BUSINESS:**

#### Sunny Update: Adoption Addendum/CAN medication payments

AACO Cindy Edgar hasn't officially adopted Sunny until she signs the addendum noting Canine Advocates of Newtown (CAN) will pay for Sunny's prescribed monthly medicine, or comparables, for the rest of her life. Chair Henderson noted the addendum has to be signed by ACO Mason, representing the Town, AACO Edgar, as the adopter, & CAN's president. Also AACO Edgar has to sign the Town adoption agreement still to finalize the adoption.

### Foster Agreements

Chair Henderson noted there's a foster agreement for dogs but now need one for cats. Jane Calverley agreed to revise the existing language for cats so the lawyers can approve it. MACO Mason said there is no need for fosters right now during the winter but we should revisit in the spring, especially when the foster agreement is finalized.

Meeting adjourned at 11:58am.

These minutes are subject to approval by ACAB.

Respectfully submitted by Frank McCloskey