

Animal Shelter Building Committee

Meeting

March 19, 2014

The meeting of the Animal Shelter Building Committee was called to order by Vice Chairman Steve Martino at 7:00p.m. in Room 104 of Shelton City Hall, 54 Hill Street, Shelton, CT 06484 on Wednesday, March 19, 2014. The following members were in attendance: Gerry Craig, Steven Martino, Roberta Reynolds, Linda Hooper, Irene McCoy, and AJ Grasso were in attendance. Tony Minopoli was absent. Greg Raucci of Bismark Construction Co. also attended.

1. Pledge of Allegiance

Recited

2. Public Participation

None

3. Approval of Minutes

Irene McCoy made a motion to accept the minutes of the November 20, 2013 meeting. Roberta Reynolds seconded the motion. All were in favor.

4. Communications

None

5. Old Business

Linda Hooper asked if staffing recommendations were submitted to John Papa. Gail confirmed that the letter was sent.

6. New Business

A. Bills Rendered

Linda asked about bills from Bismark. Gerry stated that he goes to Bismark's office in Milford and signs the bills. Copies are sent to AJ and Steve as members of the building subcommittee. This procedure had been previously approved by the committee. No other bills were received.

B. Report from Bismark Construction

An update on the construction progress was emailed to the committee. Greg reported that due to the long and severe winter, the building is not as far along as he had planned.

- Greg stated that he has had to use his own heating source and is waiting for the City to bring in utilities. The line for the propane was brought in today. He stated it was better for the City to go with propane. He said that once the utilities are completed, he can proceed. He expects to be all caught up by next week.
- The slab for the garage will then be completed.
- Gerry said he talked to the electrician about the daylight LED bulbs. He said they are considered better for the animals.

- Paul DiMauro checks on the progress weekly and has input from his assistant Ernie.
- Greg showed the mezzanine photo with the above loft area to be left open.
- There will be LED pendant lighting through the center of kennel area.
- There is a storage area for cleaning chemicals.
- Greg suggested that we have the next meeting at the site.
- The troughs will be poured next week.
- There is contingency money for site work.
- Irene asked about the kennel area. Greg confirmed there are 30 kennels including 4 for quarantine.
- Greg feels it a good idea to leave the PVC board trim on the windows white and not to paint it.
- Greg will have paint and carpet samples for the next meeting. Floor coverings were discussed.
- There is a \$10,000 allowance for millwork; wainscoting, cabinets, shelving, etc
- Bismark is donating 4 wooden lockers.
- Gerry discussed the 2 car garage, with one side being used for storage.
- Gerry discussed a product called ProGreen for the ground cover of the outside exercise areas. He said the product was recommended to him by Tufts University School of Veterinary Medicine. He researched it and sent the website to the committee to review for their input. He feels it's cost effective, being \$2-\$4 for material and \$6 installed. He said the company rep will come to the site when the weather warms and more site work is completed. Irene stated that she made an inquiry and was pleased with the response, drainage being of key importance.
- Greg said that until the City is done with the site work, he can't price the fencing of the outside exercise areas.
- Greg spoke about the roof off the back for inclement weather. He also suggested play scape tents as a possibility.
- Quarantine kennels will be in plastic, not stainless steel.
- Irene spoke about the cat condos. Greg mentioned a base cabinet. Irene spoke of 16 cages plus 1 for isolation, with 6' assembly. She showed Greg a diagram from Shoreline's website with 12' condos on each wall. Greg said he wasn't sure there was room for two 12' condos. He said he would take another look at it.
- Cleaning system will be installed next week and also 3 hose reels with winter valves to wash the troughs. A bib is needed on all 3 hoses.
- Again, Greg said the completion date has been pushed ahead due to severe winter.
- It was decided that the committee has to have a special meeting at the building site on Wed, April 2nd at 6:30. The purpose is to discuss the cat room, exercise areas, site work, weathervane placement, sign placement, and select colors. This is necessary so that the progress of the project is not held up.
- Greg discussed the phone, alarm system, data drop boxes, and furniture.
- Steve asked about exposed pipes. Greg said that about 65% is hidden.
- If need be, it's possible that the Friends of the Shelton Animal Shelter may help out with the extras, like furniture and rugs.

- Gerry said that sound baffles will be installed in the interior to cut down on the sound.

C. Signage

Bert presented several samples of the graphics which she designed for the sign. The committee agreed on one. Bert said she will continue to tweak it. She has a call into ABC Signs. A discussion on the wording took place. Most felt the word adoption should be included. Bert said she would check with the State on that issue and also the City needed to be consulted for the sign regulations as to size, height, etc.

D. Maintenance

Linda questioned the interior and exterior maintenance of the building. She felt the committee should make a suggestion to the City as to maintaining the building.

Gerry said it was his opinion that this was not a responsibility of the building committee. However, Linda was asked to compile a list of maintenance needs, but she said she would contact Sheryl about it. Both Steve and Gerry stated the building was designed to be low maintenance, inside and out.

7. Adjournment

Linda Hooper made a motion to adjourn the meeting. Steve Martino seconded it. All were in favor.

The meeting was adjourned at 8:13pm.

Respectfully submitted,

Gail S. Craig

Clerk

Minutes done from notes and audio tape. Tape will be submitted to City/Town Clerk.