

**Animal Shelter Building Committee**  
**Special Meeting**  
**September 21, 2011**

The special meeting of the Animal Shelter Building Committee was called to order by Chairman Gerry Craig at 7:00 p.m. in Room 104 of Shelton City Hall, 54 Hill Street, Shelton, CT 06484 on Wednesday, September 21, 2011. The following members were in attendance: Gerry Craig, Steven Martino, Irene McCoy, Roberta Reynolds, and Tony Minopoli. Linda Hooper and AJ Grasso were absent.

**1. Pledge of Allegiance**

Recited

**2. New Business**

A. Discussion of RFP's presented by Contractors on September 8, 2011

Gerry asked Steve to report on his conversations with Gene Sullivan, the Purchasing Agent. Steve stated that he spoke with Gene about the selection process. Gene asked if the committee had the money yet. He explained that a contract cannot be awarded without going before the BOA to secure the money. Tony said that he recalled a conversation with the Mayor indicating he would like to spread it out over 2 fiscal years.

Steve said he feels the number will be around \$1.4 million. It was the consensus that the committee has to write a letter requesting the money and highlighting the effort that has taken place over the last 5 years and emphasizing the mandate given to the committee by the Mayor.

The issue of THP versus Bismark was discussed at length. Committee members reported on the results of their calls to references supplied by each company. All stated that results were very positive for both companies, with one exception. Bert reported that when she called Masonic Lodge, the contact said that THP did not do work for them. It was a company called FIP. Irene added that when she called Great Captain's Island, they furnished her with the name of an animal shelter specialist, Scott Lerner.

Steve reported that he has had several conversations with both companies and feels more confident with Bismark handling a design build concept. He also stated that Gene Sullivan said that this project would be termed a prevailing wage job. This is mandated by a CT statute for municipalities for commercial jobs over \$400,000. It is indirectly set by the unions. Gene said it is necessary for the committee to get a signed letter from the selected company confirming that they are aware of this.

In terms of the dollar amount from each company, Steve feels they are very close. Even though, Bismark came in at a higher price, they are more inclusive. For instance, Bismarck includes extra charges for winter construction, whereas with THP, this would be an additional charge. Bismark also includes demolition costs for the Pink Elephant.

Gerry spoke about why he felt Caldwell & Walsh was out of contention. He felt Bismark was the most professional. Tony feels Bismark is the "complete package". Everyone feels more comfortable with Bismark. Bert said they seem more willing and more capable.

***Tony Minopoli made a motion to hire Bismark Construction Company as a design build firm to build the Shelton Animal Shelter pending receipt of funding from the Board of Aldermen. Steve Martino seconded the motion. All were in favor.***

Tony made the suggestion that since the committee liked some of the alternatives presented by Tom Arcari, the architect for THP, that Bismark may consider contacting Tom to discuss the changes for a small consulting fee.

A discussion took place on the issue of the retaining wall. It is felt that the cost for the wall would be under \$100,000 and possibly the City may want to get involved in this by doing all or part of the work. The site given to the committee requires the building of a retaining wall. The committee must let the BOA know of this added cost.

A letter to the BOA needs to be drafted to request the funding for the project and to inform the BOA of the work the committee has done over the past 5 years and the importance of the project. Gail was asked to draft the letter. Members said they would send her bullet points to include in the letter. Some of the bullet points to consider are:

- The need to ensure the safety of the citizen's pets and homeless animals
- Shelters now promote adoptions and are no longer considered pounds.
- Emphasis on education in terms of humane treatment of animals and addressing pet overpopulation issues. There is a bill in the CT legislature considering adding this to school curricula.
- Current economic environment ensures lower costs in doing it now as opposed to waiting a year or more.
- Renovating the existing shelter would be cost prohibitive. The state of disrepair and the size of the current shelter make it unfeasible economically to spend funds to update the current facility.
- Environmental testing has already been performed on the site.

Tony stated that the timing is perfect to contract now and start construction in the spring. This would enable the project to be spread over 2 fiscal years.

### 3. Adjournment

*Tony Minopoli made a motion to adjourn the meeting. Roberta Reynolds seconded it. All were in favor.*

The meeting was adjourned at 8:00p.m.

Respectfully submitted,

Gail S. Craig  
Clerk

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