

Animal Shelter Building Committee
Special Meeting
August 17, 2011

The 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, August 17, 2011. The following members were in attendance: Gerry Craig, Steven Martino, AJ Grasso, Irene McCoy, Roberta Reynolds, and Tony Minopoli. Linda Hooper was absent. Also attending were Sheryl Taylor, Chris Jones, and Mark Weissman.

1. Pledge of Allegiance

Recited

2. Public Participation

Mark Weissman of 55 Ridge St Apt 2F asked the committee several questions pertaining to the new shelter's location, and size and he was also interested in the history of the committee. Several members answered his questions and Sheryl Taylor addressed his questions pertaining to the state guidelines for shelters. Because of his interest in homeless animals, information about the Friends of the Shelton Animal Shelter was given to Mr. Weissman.

3. Approval of Minutes

Tony Minopoli made a motion to accept the minutes of May's meeting. Irene McCoy seconded the motion. All were in favor.

4. Communications

None

5. Old Business

- A. Location/site
No discussion

6. New Business

- A. Bills Rendered
None

B. Discussion of RFP's

Gerry stated that he attended the Board of Apportionment meeting the previous night to witness the opening and recording of the 3 bids. He was given a copy of each. Tony asked if the committee was obligated to accept the lowest bid. The consensus was no. A discussion ensued on the scope of the project. Gerry suggested having a building subcommittee meeting before the next regular meeting in September to review and compare the bids. Tony suggested a meeting with the 3 contractors to meet them and have them explain their proposals. *Tony made a motion to have a special meeting for the purpose of having three 45 minutes sessions with each contractor starting at 6pm on Wednesday, September 21, 2011. AJ seconded it. All were in favor.*

Tony raised a concern that if a contractor had to make clarifications to the bid would it require submitting a new bid. Steve volunteered to contact Gene

Sullivan, the Purchasing Agent, and Tony offered to contact Tom Welsh, corporate council to clarify the point.
Gail offered to call the Town Clerk to check on protocol for a subcommittee meeting.

7. Adjournment

AJ Grasso made a motion to adjourn the meeting. Roberta Reynolds seconded it. All were in favor.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Gail S. Craig
Clerk

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