

Regional Animal Control District

Serving the Towns of
Lebanon, Franklin, Bozrah, Lisbon & Sprague

Mailing Address: 1 Main St., P.O. Box 677, Sprague, CT 06330 Emergency Calls: 800.236-1987
Pound Address: 34 Goshen Hill Road, Lebanon, CT 06249 Routine Calls: 860.642-6379

Regional Animal Control District Board of Directors
Regular Meeting
Thursday,
April 26th, 2012 – 10:30AM
Lebanon Town Hall Conference Room

MINUTES

- 1) The meeting was called to order at 10:30AM by Chairman Rich Matters. Directors present included Bill Ballinger, Cathy Osten, and Joyce Okonuk. Selectman Denise Dembrowski (Sprague) and ACO Mike Murphy were also in attendance.
- 2) Recognition of Visitors – Audience: 1
- 3) Additions to agenda.
Moved by Matters/Ballinger to add correspondence from Groton to the agenda. Vote: Yes, unanimous
Joyce read a note from the Groton Animal Control Officer Donna Duso re the assistance they provided the Regional Pound by housing Rex during the disposal order. The intent of the letter was to commend ACO Murphy for his efforts in this regard and to let the Directors know it was a pleasure working with him.
- 4) Approval of minutes of January 26th and March 22nd, 2012.
Moved Osten/Ballinger to approve the minutes of the January 26, 2012 meeting. Vote: Yes, unanimous
The March 22nd minutes were not available.
- 5) Discuss and act on Treasurer's Report.
Cathy distributed the Check Detail Report and the Profit and Loss Report. Directors reviewed every line item of the P&L Report, with Cathy pointing out line items needing to be watched and others where there may be excess funds at year end. Cathy and Rich will review adjustments made to budget as the budgeted income and the budgeted expenses are not equal. Some highlighted areas include additional income from adoptions, fees, etc. together with other line items coming in under budget may result in nearly \$3,000 additional at year end; unemployment payments (for former employee) should be ending in April which may leave \$2,000 in budget; Social Security slightly over budget; wages appear over budget but due to budget changes made mid-year this account should have approximately \$1,000 available year end; all final budget adjustments will not be made until the fiscal year is complete.
Moved Ballinger/Okonuk to accept the Treasurer's Report as presented. Vote: Yes, unanimous
- 6) Approval of payment of bills – No action needed.
- 7) Discuss and act on changes to FY 2011-12 budget – No action needed.

8) Discuss activity level for month of March.

Rich reported 31 non-emergency calls made to Edward's Answering Service in March, An additional 11 emergency calls were made to Edward's and referred to our ACO's coming in at 5 daytime, 5 weekend, and one night. A total of 58 that were made directly to the Pound.

9) ACO Report.

Sprague send out their regular dog license renewal letters to their residents and this also sent out 80 late notices that generated an additional 19 licenses. Cathy provided Mike a list of 55 dogs that are not current, asking that he phone call the owners to learn the current status of these formerly licensed dogs. If this process is successful, Mike will be asked to do the same with another town in the RAC. Mike will check with State to see if this process would be eligible to receive wage funding from the State under their survey program. The RAC also budgeted \$1,000 for FY 12-13 to pay wages for this purpose next fiscal year.

The State inspected the Pound on 4/25/12 and provided a clean inspection, with excellent comments. Directors thanked Mike for the professional manner in which he is handling the ACO functions and managing the pound.

The State was coordinating a Vaccination Clinic in Lebanon and it was just learned that Dr. Zickman is not available to administer the clinic at the times advertised. Apparently he was not kept in the loop during their planning. A phone call resulted in Dr. Zickman agreeing to do the Clinic but with afternoon hours. Mike will coordinate with all parties involved and the advertising for the Clinic will be changed to reflect the new hours.

10) Public Comment.

Resident asked if the volunteer program was going to be reactivated at the pound and the Directors responded that there were no plans to do so at this time.

11) Adjournment.

Moved Ballinger/Osten to adjourn the meeting at 11:12 AM. Vote: Yes, unanimous

Joyce R. Okonuk
Secretary