

# *Regional Animal Control District*

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

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*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, December 26<sup>th</sup>, 2013 – 10:30AM

Franklin Town Hall

## MINUTES

- 1) Meeting was called to order by Chairman Rich Matters at 10:32 AM. Members present included Joyce Okonuk, and Tom Sparkman. Bill Ballinger was absent. Cathy Osten joined the meeting at 10:40 AM.

- 2) Recognition of Visitors. One - Sprague Selectwoman Denise Dembinski

- 3) Election of Officers.

**Motion by Sparkman, seconded by Okonuk, to nominate the following Officers for 2014.**

**Chairman: Richard Matters (Franklin)**

**Vice-Chairman: Tom Sparkman (Lisbon)**

**Secretary: Joyce Okonuk (Lebanon)**

**Treasurer: Cathy Osten (Sprague)**

**Vote: Yes, unanimous**

- 4) Additions to agenda.

**Motion by Okonuk, seconded by Matters to add to the agenda, “Discuss delinquent dog license notifications”. Vote: Yes, unanimous**

Osten described the process by which phone calls are being made to delinquent dog owners in Sprague, Lisbon and Franklin. Utilizing grant funds, she has a clerk making the calls and doing follow-up for non-responsive owners including mailing postcards for the aforementioned towns. They would also like to do the same for Lebanon and Bozrah. Cathy would like the ACO to actually visit the homes where no response is ever received to verify that there are no dogs on site. Okonuk stated that Lebanon just mailed out notices to dog owners identified from three years ago that have no registered their dog in the past two years—they would also eventually need some actual site visits too. ACO Mike Murphy will be asked to attend monthly meetings from this point forward and Rich will contact him asking that he begin with the January meeting.

- 5) Approval of minutes of November 26<sup>th</sup> & July 25<sup>th</sup>, 2013.

**Moved by Matters, seconded by Sparkman to approve the minutes of November 26, 2013. Vote: Yes, unanimous**

**Moved by Sparkman, seconded by Matters to approve the minutes of July 25, 2013.**

**Vote: Yes, unanimous**

- 6) Correspondence. None
- 7) Discuss and act on Treasurer's Report. None
- 8) Approval of payment of bills. None
- 9) Discuss and act on changes to FY 2013-14 budget. None
- 10) Discuss activity level for month of November.  
Edward's Answering Service reports 40 non-emergency, 3 weekend, 2 daytime, and 4 night calls.
- 11) ACO Report.  
Report emailed to members by ACO Mike Murphy. Murphy thinks the dogs on Dogwood Drive in Lisbon are gone. Owner of house has requested copies of all correspondence/tickets issued to renter's animals. Chairman Matters told owner to put request in writing and he would comply.
- 12) Approval of cell phone increases.  
Okonuk to meet with Lebanon's Finance Office staff to determine type of plan, number of cell phones involved, new costs, etc. Matters suggested that just purchasing an individual plan for the ACOs might be less expensive. Keep line item in proposed budget at same level for cell phone use as in present year--more discussion to follow.
- 13) Approval FY 2014-15 Budget.  
Proposed budget is reduced from FY 13-14 budget and includes a 2% wage increase for the ACOs.  
  
**Moved by Osten, seconded by Sparkman to approve the 2014-15 operating budget or the Regional Animal Control District. Vote: Yes, unanimous**
- 14) Public Comment. None
- 15) Adjournment. **Moved by Osten, seconded by Okonuk to adjourn the meeting at 11:08 AM. Vote: Yes, unanimous**

Joyce R. Okonuk  
Secretary