



City of Bristol

ANIMAL CONTROL BUILDING COMMITTEE

Thursday, June 20th 2024

111 North Main Street

Bristol, CT 06010

PRESENT:

Lindsey Rivers, Public Works Analyst
Cheryl Thibeault, City Council Member
Raymond Zagurski, Animal Control Officer
Frank Stawski, Commissioner
Luis Lorenzo, Maintenance Technician
Patricia Ulin, Commissioner
Jon Mace, Commissioner
David Oakes, Facilities Manager
Christopher Hayden, Commissioner

ABSENT:

STAFF PRESENT:

Roger Rousseau, Purchasing Agent
Raymond Rogozinski, Director of Public Works

1. **CALL TO ORDER**

Chairperson Lindsey Rivers called the meeting to order at 5:00 pm.

2. **PUBLIC PARTICIPATION**

NONE

3. **APPROVAL OF MINUTES**

a. Regular Meeting – May 16th, 2024

Commissioner Frank Stawski made a motion to approve May 16th 2024 meeting minutes, seconded by Animal Control Officer Raymond Zagurski.

Vote: Unanimously Passed

4. **FUNDRAISING**

Chairperson Lindsey Rivers informed the committee \$600.00 was raised in the Jean Day fundraiser. She stated that there will be more Jean Day fundraisers hosted in the future.

Chairperson Lindsey Rivers give an update to the clothing fundraiser. At this time no website has been set up because a PayPal account is needed to do so. Lindsey spoke about doing a bulk order of clothing items and also take pre-orders for the items in lieu of having a website. We can then sell the items at the farmers market until we are sold out.

5. **UPDATE FROM ARCHITECT**

a. Email from Architect

Chairperson Lindsey Rivers reviewed the email from Rauhaus Freedendfeld & Associates.

b. Project Program

Chairperson Lindsey Rivers held a discussion on the project program with Warren Chase from Rauhaus Freedendfeld & Associates. In May of 2024, Chairperson Lindsey Rivers sat with RF&A and gave them the list of needs and wants for the Animal Control Building. Warren Chase and his team then put together the project program with the original size of the building being approximately 11,900 Square Feet.

c. Impact of changes of overall building square footage

The projected square footage of the Animal Control Facility has decreased from approximately 11,900 Square Feet to approximately 9,100 Square Feet. The decrease in size comes from removing dog runs, downsizing two garages to one garage, removing cat kennels, and removing the computer room. Along with some minor adjustments to the building. The intent of these changes are to save on cost of the building.

A discussion was held on moving forward with the current project program to the next step with Rauhaus Freedendfeld & Associates. They will create schematic drawing of the Animal Control Facility. City Council Member Cheryl Thibeault made a motion to move forward on to the next step with the current project program, seconded by Commissioner Frank Stawski.

Vote: Unanimously Passed

d. Building Placement Considerations

A discussion was held on the placement of the Animal Control Facility. City Council Member Cheryl Thibeault brought attention to the property on 75 Battista Road that is currently being leased to D'Amato Construction, per our lease agreement the City of Bristol would have to give one year's notice to D'Amato Construction if the committee decides to take the land back. City Council Member Cheryl Thibault has requested Purchasing Agent Roger Rousseau to send a copy of the lease with D'Amato Construction to the committee for review. The committee agreed that once we receive the schematic drawing from RF&A then they can get a better idea of where the building should be placed. Regarding the parcel of land next to the current Animal Control Building, the concern of moving gas line and sewer lines was discussed and the associated cost of that. Director of Public Works Raymond Rogozinski spoke on getting the properties surveyed, he did suggest waiting until a final placement has been chosen due to the cost of two preforming surveys.

A discussion was held on sending notification to D'Amato Construction of breaking the lease and giving them a one year notification even though a final placement of the building has not been determined yet.

Commissioner Christopher Hayden made a motion to give D'Amatio Construction a one year notice to vacate the property unless they are violating the lease agreement and to refer to the Real Estate Committee for review. Along with still considering the parcel of land next to the current Animal Control Building, Seconded by City Council Member Cheryl Thibeault.

Vote: Unanimously Passed.

6. **NEW BUISNESS**

NONE

7. **OLD BUISNESS**

NONE

8. **ADJOURNMENT**

Commissioner Frank Stawski made a motion to adjourn, seconded by Animal Control Officer Raymond Zagurski.

Vote: Unanimously Passed

The Animal Control Building Committee meeting on June 20th 2024, was hereby adjourned at 5:45 pm

Jacqueline England

Recording Secretary