



City of Bristol
ANIMAL CONTROL BUILDING COMMITTEE
Thursday November 21st 2024
111 North Main Street
Bristol, CT 06010

PRESENT:

Lindsey Rivers, Public Works Analyst
Cheryl Thibeault, City Council Member
Frank Stawski, Commissioner
Luis Lorenzo, Maintenance Technician
Jon Mace, Commissioner
David Oakes, Facilities Manager
Matthew Moskowitz, Deputy Chief of Police

STAFF PRESENT:

Roger Rousseau, Purchasing Agent

ABSENT:

Patricia Ulin, Commissioner
Christopher Hayden, Commissioner
Raymond Zagurski, ACO Officer

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 – October 17th, 2024

Commissioner Frank Stawski made a motion to approve the meeting minutes from October 17th 2024, seconded by City Council Member Cheryl Thibeault.

Vote: Unanimously Passed

4. **UPDATE ON ENVIRONMENTAL REPORT**

Purchasing Agent Roger Rousseau gave an update on the environmental reports of 30 Cross Street. The testing is currently being done, once the testing is completed the reports will be back within 7 to 10 days. The outcome of the testing will be a determining factor on if the committee moves forward with the purchase of 30 Cross Street.

5. **ARCHITECT REPORT**

Chairperson Lindsey Rivers stated there is nothing new to report. Due to the scope of this project changing with the potential purchase of 30 Cross Street Chairperson Lindsey Rivers recommended tabling this item until a decision on the purchase of 30 Cross Street has been made.

City Council Member Cheryl Thibeault made a motion to table this item until next meeting, second by Commissioner Frank Stawski.

Vote: Unanimously Passed

6. STATUS OF 30 CROSS STREET PURCHASE

Chairperson Lindsey Rivers reiterated due to the environmental reports not being completed this potential purchase is at a standstill.

The drop dead date for the current lease of 30 Cross Street is December 15th 2024. A final decision on purchasing the building must be made by then. The lease cannot be extended past December 15th, 2024.

7. BOARD OF FINANCE UPDATE

City Council Member Cheryl Thibeault and Chairperson Lindsey Rivers attended the Board of Finance meeting to answer any questions they had regarding the additional appropriation request.

This request was tabled in the Board of Finance meeting due to the environmental reports have not been completed. Once the reports are returned then the Animal Control Building Committee will host a special meeting to further discuss the potential purchase of 30 Cross Street.

8. REGIONALIZATION DISCUSSION

Chairperson Lindsey Rivers informed the committee she has meet with Naugatuck Valley Council of Government (NVCOG) regarding an Office of Policy grant. A discussion was held on how NVCOG wants to assist by applying for this grant to potentially fund part or the whole project. Due to the Town of Plymouth currently using our Animal Control Facility NVCOG considers our facility already regionalized. NVCOG is aware of the strict timeline we are on, this grant must be applied for before the purchase of 30 Cross Street.

Chairperson Lindsey Rivers stated that we will need full support from the state representatives, City Council and the Mayors of City of Bristol, Town of Wolcott and Town of Plymouth. Lindsey Rivers has already reached out to the state representatives for them to write a letter in support. City Council Member Cheryl Thibeault will work on receiving a letter of support from the City Council.

Commissioner Frank Stawski made a motion to create a letter in full support of applying to the Office of Policy grant for regionalization of the Animal Control Facility, seconded by City Council Member Cheryl Thibeault.

Vote: Unanimously Passed

Chairperson Lindsey Rivers has confirmed that the Town of Wolcott also has agreed to regionalize with our Animal Control Facility.

9. NEW BUSINESS

The committee reviewed the potential 2025 Animal Control Building Committee Calendar.

Commissioner Frank Stawski made a motion to approve the 2025 Calendar, seconded by City Council Member Cheryl Thibeault.

Vote: Unanimously Passed

10. **OLD BUSINESS**

NONE

11. **ADJOURNMENT**

Deputy Chief of Police Matthew Moskowitz made a motion to adjourn, seconded by Maintenance Technician Luis Lorenzo.

Vote: Unanimously Passed

The Animal Control Building Committee special meeting on November 21st 2024, was hereby adjourned at 5:27 pm.

Jacqueline England

Recording Secretary