



City of Bristol
ANIMAL CONTROL BUILDING COMMITTEE
Thursday, July 17th 2025
111 North Main Street
Bristol, CT 06010

PRESENT:

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

ABSENT:

Christopher Hayden, Commissioner
Jon Mace, Commissioner

STAFF PRESENT:

Roger Rousseau, Purchasing Agent
Nancy Haynes, Purchasing Agent

1. **CALL TO ORDER**

Chairperson Lindsey Rivers called the meeting to order at 5:01pm

2. **PUBLIC PARTICIPATION**

Jamie Fournier of Lake Side Drive asked the committee questions regarding the size of our current Animal Control Facility versus 30 Cross Street and how the budget has changed within the past three years. The committee explained the Animal Control Facility size and structure is inadequate. While 30 Cross Street is not only larger but overall in better condition. Also, there are unfunded state mandates that require improvements to the Animal Control Facilities.

Jamie also inquired on residents volunteering at the facility. Deputy Chief Matthew Moskowitz stated that at this time a volunteer program may not fit what we need at this time however, in the future he is willing to explore the idea.

3. **APPROVAL OF MEETING MINUTES**

a. Special Meeting – June 2nd 2025

City Council Member Cheryl Thibeault made a motion to approve the meeting minutes, second by Commissioner Frank Stawski.

Vote: Unanimously Passed

b. Special Meeting – June 18th 2025

Comissioner Frank Stawski made a motion to approve the meeting minutes, second by City Council Member Cheryl Thibeault.

Vote: Unanimously Passed

4. **REVIEW ACO ARCHITECT PROPOSAL SUBMISSIONS AND TAKE ANY ACTION AS NECESSARY**

The committee has reviewed the five architect proposals and has completed the grading system to rank the companies. Purchasing Agent Roger Rousseau stated the scoring was consistent throughout the committee.

The ranking of architect companies are as follows:

1. Design Learned INC
2. Friar Architecture INC
3. Rauhaus Freeddenfeld Architects
4. Silver Petrucelli Associates
5. AEPM International LLC

A discussion was held on how many firms the committee would want to interview future. Facilities Manager David Oaks made a motion to move forward and interview the top three scoring firms, Design Learned INC, Friar Architecture INC & Rauhaus Freeddenfeld Architects, second by City Council Member Cheryl Thibeault.

Purchasing Agent Roger Rousseau wanted to compare the fees for each firm specifically the firm Design Learned INC. They are considerably more expensive compared to the other firms. The committee discussed the fee schedules further and asked to see them prior to interviews to prep questions. Facilities Manager David Oaks stated how he wants to remind the architects that building is for municipal use and wants to push functionality.

Vote: Unanimously Passed

Interviews will be scheduled for the three firms within the next upcoming weeks based upon everyone's schedule. Purchasing Agent Roger Rousseau also recommended appointing one person to be the point of contact for the architect firm as a project leader.

5. **REVIEW CRITERIA FOR THE ANIMAL CONTROL FACILITY**

The committee touched on some of the criteria in the previous agenda item. Nothing more to add at this time.

6. **NEW BUISNESS**

NONE

7. **OLD BUISNESS**

City Council Member Cheryl Thibeault asked Chairperson Lindsey Rivers is there are any updates to Cheshire's Animal Control Facility. Animal Control Officer Raymond Zagurski confirmed Cheshire will be renovating their current facility to meet new regulations.

8. **ADJOURNMENT**

Commissioner Frank Stawski made a motion to adjourn, seconded by City Council Member Cheryl Thibeault.

Vote: Unanimously Passed

The Animal Control Building Committee special meeting on July 17th 2025 was hereby adjourned at 5:33pm.

Jacqueline England

Recording Secretary