



City of Bristol

ANIMAL CONTROL BUILDING COMMITTEE

Thursday, November 20th 2025

111 North Main Street

Bristol, CT 06010

PRESENT:

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

ABSENT:

Jon Mace, Commissioner

STAFF PRESENT:

Ellen Zoppo-Sassu, Mayor of Bristol
Lukasz Burkacki, Civil Engineer
Nancy Haynes, Purchasing Agent

1. CALL TO ORDER

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

2. PUBLIC PARTICIPATION

NONE

3. APPROVAL OF MEETING MINUTES

a. Regular Meeting – October 16th 2025

Commissioner Frank Stawski made a motion to approve the meeting minutes, seconded by Commissioner Cheryl Thibeault.

Vote: Unanimously Passed

4. DISCUSSION WITH ARCHITECT

Purchasing Agent Nancy Haynes updated the committee that the contract is currently being reviewed by Design Learned Inc. They are currently building a list of their subcontractors and will be get it back to Nancy once that is completed. Commissioner Cheryl Thibeault asked Nancy to set a deadline on the contract for the project to move along.

Scott from Designed Learned Inc. joined the meeting late and gave an update on a few items in the contract he would like to see and indemnification made. Scott also introduced the committee to Hannah Skidmore the Vice President of Design Learned Inc.

who will also be a point of contact. Scott insured the committee once the contract is signed, work will begin immediately and by the December meeting will have a preliminary floor plan ready for the committee.

Mayor Ellen Zoppo-Sassu spoke to the committee regarding the scope of the project. She would like to see the project stick as closely as possible to the new state regulations with no extras.

5. **NEW BUISNESS**

a. 2026 Meeting Calendar

Commissioner Frank Stawski made a motion to approve the 2026 Meeting Calendar, seconded by Commissioner Cheryl Thibeault.

Vote: Unanimously Passed

Chairperson Lindsey Rivers shared with the committee that she sold t-shirts and sweatshirts at the farmers market. At this point the cost of making these items has been paid off and everything moving forward is profit to the fundraiser. At this time we have about \$4,600 dollars fundraised.

The Bristol Edition has reached out to Lindsey Rivers and would like to do a pet of the week spotlight. Lindsey will work with ACO Raymond Zagurski to coordinate the pet of the week.

6. **OLD BUISNESS**

NONE

7. **ADJOURNMENT**

Commissioner Frank Stawski made a motion to adjourn, seconded by Maintenance Technician Luis Lorenzo.

Vote: Unanimously Passed

The Animal Control Building Committee regular meeting on November 20th 2025 was hereby adjourned at 5:16pm.

Rebecca Krol

Recording Secretary