

Animal Shelter Building Committee  
Meeting  
August 9, 2007

Chairperson Roberta Reynolds called the regular meeting of the Animal Shelter Building Committee to order at 7:05 p.m. in Room 204 of Shelton City Hall, 54 Hill Street, Shelton, CT 06484 on Thursday, August 9, 2007.

The following members were in attendance: Roberta Reynolds, Gerry Craig, Linda Hooper, Irene McCoy, Bill Bures and Anthony Minopoli. AJ Grasso and Steve Martino were absent. Sheryl Taylor and George Wiles attended.

**1. Pledge of Allegiance**

Recited

**2. Public Participation**

None

**3. Approval of Minutes from previous meetings.**

**Gerry Craig motioned to accept the minutes of the July 12, 2007 meeting. Tony Minopoli seconded it. It passed unanimously.**

**4. Communications**

Attached is the site criteria document from Wiles Architects.

**5. Old Business**

Roberta Reynolds reported on the appointment with Mayor Lauretti, which took place on July 26, 2007. The Mayor has recommended the property near the current location to the right of the pink elephant building.

George Wiles will check the feasibility of the proposed land and the potential to accommodate a building of approximately 5400 square feet. A lengthy discussion took place on the site location.

## 6. New Business

A draft of the Wiles contract was submitted. George Wiles explained the components of the contract. It is a standard AIA contract. After the committee approves the document, it will go to the city attorney for his approval.

Mr. Wiles explained in general terms the construction process. Each phase needs approval from the committee before proceeding to the next phase. Linda Hooper volunteered to send the mission statement to Mr. Wiles so that he can prepare an architectural program. The committee must decide on the size of the building before a site can be determined.

Garage size and parking spaces were discussed. Sheryl Taylor explained new requirements by FEMA for disaster situations and the need to store crates.

George Wiles agreed to email the contract to Roberta Reynolds.

## 8. Adjournment

***A motion to adjourn was made by Tony Minopoli and seconded by Irene McCoy. All agreed. The meeting was adjourned at 8:10 p.m.***

Respectfully submitted,

Gail S. Craig  
Clerk

Audiotape will be submitted to City/Town Clerk this week.