

Animal Shelter Building Committee  
Meeting  
May 10, 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, and May 10, 2007.

The following members were in attendance: Roberta Reynolds, Gerry Craig, Linda Hooper, Anthony Minopoli, Stephen Martino, A.J. Grasso, and Irene McCoy. Bill Bures was absent. Sheryl Taylor attended.

**1. Pledge of Allegiance**

Recited

**2. Public Participation**

None

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

**Roberts Reynolds made a motion to add the approval of the minutes from the special meeting of May 7, 2007 to the agenda. Gerry Craig seconded it. It passed unanimously.**

**Gerry Craig motioned to accept the minutes of the April 12, 2007 meeting. Irene McCoy seconded it. It passed unanimously.**

**Linda Hooper motioned to accept the minutes of the special meeting on May 7, 2007. Tony Minopoli seconded it. It passed unanimously.**

**4. Communications**

Roberts Reynolds presented a picture of a project in Colorado done by Blue Sky Architecture.

Linda Hooper presented a letter from Wiles Architects thanking the committee for the opportunity to interview.

## 5. Old Business

The committee discussed at length the architect interviews. All agreed that both candidates were highly qualified.

Tony reported on his conversations with Raymond Baldwin, Joseph Gambino, and Steve Wright. All of whom are references for Wiles Architects. All were extremely positive.

Roberta referred to the emails sent by references for Blue Sky Architecture. These communications were also extremely positive.

Gerry Craig suggested that the references be made part of the minutes. They are attached.

Pros and cons were discussed pertaining to both candidates. Issues such as: experience, location, and specialty in animal shelter design were emphasized.

A vote was taken by a show of hands. It was a unanimous vote for Wiles Architects.

***Gerry Craig made a motion that the Committee recommend to the Board of Aldermen that Wiles Architects of Bridgeport, CT be retained as architects for the Shelton Animal Shelter and Adoption Center. A.J. Grasso seconded it. It passed unanimously.***

## 6. New Business

Sheryl Taylor expressed concerns for accommodations during construction.

Linda Hooper will be the contact person to Nancy Jarvis of the Department of Agriculture.

A.J. Grasso will again discuss the land surveys with Alan Shepherd and Mayor Lauretti.

Roberta Reynolds will draft letters to both architects.

## 8. Adjournment

***A motion to adjourn was made by Tony Minopoli and seconded by Gerry Craig. All agreed. The meeting was adjourned at 8:20 p.m.***

Respectfully submitted,

Gail S. Craig  
Clerk

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



**Marni Krueger <mkrueger@co.clear-creek.co.us> wrote:**

**> Subject: RE: Shelton, CT requesting an architect reference for Blue Sky**

**> > Hi Roberta,**

**>**

**> I have written a referral for Blue Sky to share with others. I hope  
> this will suit your request. I**

**>**

**> I don't know where to start! YES, I/We would hire Steve Jensen of Blue**

**> Sky Collaborative Architecture again in a heartbeat! Our current shelter**

**> is approximately 30 years old, so this is a new experience for our  
> Counties, especially for me personally. Whichever architectural firm we**

**> hired, we had to be sure that they would design the best facility for us  
> and the animals that we could build for the amount of funds available.  
> We really needed someone that could oversee all aspects of this process,**

**> someone who would look out for us as the owner. Someone that would**

**> oversee that all of the contractual obligations were adhered to, that  
> the construction was in line with the project design and that the  
> materials used and installed were what had been specified. Steve has  
> done just that, and much more for us.**

**>**

**> He has designed an absolutely beautiful building which will be a heaven**

**> for our shelter animals and staff. One that is designed and ready for  
> future expansion if needed. Steve designed our shelter beginning first  
> with statistics of our daily holds in mind. He then considered the  
> needs and comforts of the animals and the processes and procedures of**

**> our Animal Control officers and the shelter attendants. I am even sure  
> there were many other design aspects that he considered that I'll never**

**> know about.**

**>**

**> Steve has designed the flow of the shelter to accommodate viewing of the**

> animals in our adoption areas. He also included secure areas for our  
> holding and isolation units. The design also included consideration for  
> the ease of cleaning and sanitizing of the kennel areas, kitchen area  
> and treatment room for our shelter attendants. This facility is all and  
> more than we would have ever thought of.

>

> Steve has worked very closely (and very hard) not only with us, but  
with

> our Construction Manager/General Contractor and various  
> vendors/suppliers in getting the construction costs down to where we  
> could afford to build our new facility. And he did so without  
foregoing

> the materials required to make this a safe, maintainable, healthy  
> facility for both, the animals and staff alike.

>

> I must admit that I was a little apprehensive about hiring an architect  
> that lived so far away at first, but Steve has long ago proven that he  
> was the right choice for us. He has always been available, responsive,  
> courteous and, most importantly, he really knows his stuff . . .  
> Especially when it comes to animal shelter environments and facilities.

>

> I am truly pleased with Steve's performance. His experience and  
> expertise has truly made a difference for us. He certainly has the  
> knowledge and the background that building this type of facility  
> demands.

>

> We are very close to the end of the project and cannot wait to get  
moved  
> in!

>

> If you like, I would be happy to send you some photos of our project. I  
> have to say, again, that Steve has done an impeccable job for us.

>

> Sincerely,

>

> Marni Krueger

> Clear Creek County~Gilpin County Animal Shelter Project  
Coordinator

>



**- Bert Troughton <bert@webryders.net> wrote:**

**> From: "Bert Troughton" <bert@webryders.net>**

**> > Hi Roberta (Bert) :-)**

**> > Delighted to share info on Steve Jensen.**

**> > 1) Their expertise was a great fit for our project - in fact, at the  
> time I'd been in sheltering for over 5 years but he taught us a TON  
> about healthy animal processing/flow through the building which not  
only**

**> made for good new shelter design but translated into some improved  
> procedures/processes in the old building. I really appreciate that  
> Steve cares about the purpose/recipients of his work - and has taken  
the**

**> time to integrate the behavioral science and veterinary medicine  
> concepts into his architectural planning.**

**>**

**> 2) Blue Sky is exceedingly easy to work with - Steve was prompt in  
> responding to my communications, timely with project drawings and  
other**

**> requirements for zoning, etc and project management - and listened  
well**

**> to our needs and concerns.**

**>**

**> 3) Quality "product" for our dollar: most definitely YES! And Steve  
> never made us feel like we were "on the clock". We went through  
some**

**> tough board decision processes during the course of this project, and  
he**

**> took delays and changed decisions into the project as a matter of  
> course. Everything we asked for - we got...and he showed genuine  
> interest in making the project a joint effort.**

**>**

**> 4) project size appropriate: absolutely! There were features we  
thought**

**> we wanted and he dissuaded us because they wouldn't provide return  
on our**

**> investment. The overall project was more costly than we had hoped -  
and**

**> Steve worked with us to look at areas we could cut (either size or  
> materials/design) and how those cuts would impact the project overall**

> and long-term viability of the building. By helping us with these  
> decisions, we got the product and project size we wanted and could  
> afford.  
>  
> I have absolutely no hesitation in recommending Steve Jensen and  
Blue  
> Sky to you. In fact, I've recommended them to other shelters - several  
> of whom have come back to me to say how glad they are that they  
decided  
> to work with Blue Sky.  
>  
> Best of luck to you!  
> bert  
>  
> Bert Troughton, MSW  
>> Senior Director, Imagine Humane  
>> ASPCA National Outreach  
>> 45 Fay Martin Road  
>> Richmond, NH 03470  
>> (603) 239-7030  
>> fax 239-7047

The following represents conversations that Tony Minopoli had with references for Wiles Architects:

Joseph Gambino  
Project Manager City of Bridgeport

Mr. Gambino worked closely with Wiles Architects and the various versions of the Bridgeport Animal Shelter and is currently working with him on the retrofitting of the old greyhound racing facility that will be the new shelter. He said that Wiles developed the necessary expertise while working with Bridgeport on the three critical facets of any animal shelter: A) feces and urine removal, B) air changes for the cat, dog and human environments and C) noise control to meet OSHA requirements for a safe working environment for shelter personnel.

Mr. Gambino traveled with Mr. Wiles to a privately funded, state of the art facility in Massachusetts on several occasions and said Mr. Wiles had the requisite skills as a commercial architect and learned the important aspects of animal shelter design. In addition, Mr. Wiles also made several improvement suggestions such as the proper placement for drains in order to keep animals from walking over feces stuck in drains to their psychological well being of not having to negotiate stepping over drains to enter or exit their cages.

Mr. Gambino also said that Wiles work on the Trumbull agriscience building added to their experience. When Mr. Gambino was told that we were considering an architect from Massachusetts he said that his comfort would be enhanced by having someone that was close by and someone that would also have the solid contacts with local commercial builders and ended by highly recommending that the Shelton Animal Shelter Building Committee consider Wiles Architects.

Ray Baldwin  
First Selectman Town of Trumbull

Mr. Baldwin said that Trumbull worked with Wiles on the Agriscience Building and also on a preschool/development needs educational building. He said that Wiles did an excellent job, worked well with Town officials when discussing funding and also worked closely and very well with the general contractor.

Mr. Baldwin said he had nothing but the highest praise for Wiles Architects and that he felt Trumbull would definitely use them again.

Steve Wright  
Trumbull Building Committee Chairman

Mr. Wright said that he worked with Wiles Architects on the Trumbull Preschool, a 25,000 square foot facility. He said that Wiles produced excellent work product and delivered first rate work on a very tight time schedule. Mr. Wright said that Wiles acted to protect Trumbull's interests as "owners" throughout the building process and was available on site as needed. Mr. Wright said that he would encourage Shelton to work with Wiles because of their professionalism, ability to work with general contractors and position of Wiles to act to protect the owners' interests during the construction project. Mr. Wright closed with a very strong endorsement for Wiles Architects and said that Trumbull will be considering Wiles for several projects in the near future.