

**Animal Shelter Building Committee
Meeting
January 10, 2008**

The regular meeting of the Animal Shelter Building Committee was called to order by Chairperson Roberta Reynolds at 7:04 p.m. in Room 204 of Shelton City Hall, 54 Hill Street, Shelton, CT 06484 on Thursday, January 10, 2008.

The following members were in attendance: Roberta Reynolds, Gerry Craig, Linda Hooper, Steven Martino, A. J. Grasso, Anthony Minopoli, William Bures, and Irene McCoy.

1. Pledge of Allegiance

Recited

2. Public Participation

None

3. Approval of Minutes from December meeting.

Gerry Craig motioned to accept the minutes of the December 17, 2007 special meeting with the adjournment time corrected from 7:10 to 8:10. It was seconded by Tony Minopoli. R. Reynolds, G. Craig, S. Martino, A.J.Grasso and Tony Minopoli were in favor. None opposed. L. Hooper, I. McCoy, and B. Bures abstained.

4. Communications

Roberta Reynolds reported that she received an email from Jill Wiles of Wiles Architects. Ms. Wiles stated that their statements/invoices were sent in error at this time. She also stated that their contracts were still in negotiations with the city.

5. Old Business

A.J. Grasso reported that the city does not have an engineer to do the environmental studies. Tony explained that if Phase I testing is negative, the project is ready to proceed. If the test is positive, Phase II will have to be done. Estimates should be under \$5000 and would require an RFP and would have to go through the bidding process. Tony said that since the building will be on a slab as opposed to digging a foundation, there is less concern.

6. New Business

Flood plane issues were discussed along with the bidding process.

A motion was made by AJ Grasso, pending the committee's authority to spend funds under \$1000, to retain Alan Shepard of Nowakowski, O'Bymachow, and Kane to do a feasibility study to determine:

- *the usable area of the city parcel on map 18, lot M24.*
- *the area in and above the flood plane.*
- *what are the guidelines/restrictions of the flood plane*

It was seconded by Steve Martino. All were in favor. It passed unanimously.

Nominations were opened for a new chairperson.

Linda Hooper made a motion to nominate Tony Minopoli for chairperson of the committee. He accepted. It was seconded by AJ Grasso. All were in favor. It passed unanimously.

7. Adjournment

A motion to adjourn was made by Linda Hooper and seconded by Gerry Craig. All were in favor. The meeting was adjourned at 7:49 p.m.

Respectfully submitted,

Gail S. Craig
Clerk

Minutes done from notes and audiotape. Tape will be submitted to City/Town Clerk this week.

