Regional Animal Control District

Serving the Towns of
Lebanon, Franklin, Bozrah, Lisbon & Sprague

Mailing Address: 1 Main St., P.O. Box 677, Sprague, CT 06330 Emergency Calls: 800.236-1987
Pound Address: 34 Goshen Hill Road, Lebanon, CT 06249 Routine Calls: 860.642-6379

Regional Animal Control District Board of Directors
Regular Meeting
Thursday, September 27th, 2012 – 10:30 a.m.
Lebanon Town Hall Conference Room

MINUTES

1) Meeting was called to order at 10:31 a.m. by Chairman Rich Matters. All Directors present at beginning of meeting with Director Cathy Osten joining meeting at 10:41 a.m.

2) One visitor.

3) **Moved by Ballinger, seconded by Sparkman to add Item #14 to the agenda "Discuss and act upon approval of Service Contract with NECCOG". Vote: Yes, unanimous**

4) Minutes of March 22, 2012 not available.
Moved by Okonuk, seconded by Ballinger to approve the minutes of the August 23, 2012 meeting. Vote: Yes, unanimous

5) None

Motion by Sparkman, seconded by Ballinger to adjourn the order of the agenda and discuss Item #14 next. Vote: Yes, unanimous

14) Chairman Matters has worked out an arrangement with the NECCOG Animal Control Department to provide on-call, as-needed ACO coverage for the District in the absence of the District's ACO and Assistant ACO. **Motion by Ballinger, seconded by Matters to enter into an agreement with NECCOG to provide emergency back-up animal control officer services to the District for times when or in the event that the District's primary ACOs are unable to perform such duties; the District will pay $15.00 per hour, a mileage fee equal to the per mile reimbursement set by the IRS and any additional expenses incurred related to the services provided. Vote: Yes, unanimous**

Returned to regular order of the agenda.

6) Budget for the present fiscal year is operating within normal limits. The Chairman was given copies of all checks written during FY 11-12 and copies of all checks to date for FY 13.

7) None

8) None

9) Five line items in were over-budget. Income exceeded expenses, however, resulting in a balance of $1,569.50. **Motion by Sparkman, seconded by Ballinger to authorize the following line item transfers:**

Amount	From Acct	To Acct
$2,607.30	**6350**	**6900-2**
$ 449.03	**6560-2**	**6950**
$ 103.51	**6200**	**6200**
$ 93.81	**6390**	**6260**
$ 736.97	**6240**	**6560-1**

as recommended by Treasurer Cathy Osten. Vote: Yes, unanimous

10) There were 56 non-emergency calls to Edwards Answering Service in August, with three night, five day and one weekend referral.

11) Members reviewed reports -- contains lots of detail and it was recommended that report be made in smaller format so it may be read/printed in a more user friendly way. As it appears now, it may only be read on-line.

12) Resident inquired about hours of adoption at pound and the ACO responded they are flexible.

13) **Moved by Ballinger, seconded by Sparkman to enter into Executive Session at 10:36 a.m. and invited the ACO Mike Murphy to join the Session. Vote: Yes, unanimous**

Members returned to Regular Session at 11:00 a.m.

15) **Moved by Ballinger, seconded by Osten to approve a pay increase of $7,000 for ACO Mike Murphy for a total wage of $32,000 per year and an increase of $1,280 for Assistant ACO Scott Trahan for a total wage of $10,560 per year, effective November 1, 2012, pro-rated for the balance of fiscal year 12-13. Vote: Yes, unanimous**

16) **Moved by Matters, seconded by Ballinger to adjourn the meeting at 11:15 a.m. Vote: Yes, unanimous**

Joyce R. Okonuk
Secretary