**Humane Commission, City of New Haven  
Robin I. Kroogman New Haven Animal Shelter  
MEETING MINUTES  
 Monday, December 18, 2023**

A regular meeting of the Humane Commission was called on December 18, 2023 at Police Substation 10, 332 Whalley Avenue, New Haven, CT 06511 at 6 pm.  
  
**Call to order**:  **6:05 pm**

**Present**  
Chair Anna Schildroth  
Vice Chair Rachel Kaufman  
Commissioner Mike L. Moscowitz  
Commissioner Rose Chatterton

**Quorum -**  4 Commissioners

**Motion that in the absence of a functioning Secretary, a secretary pro tempore be designated to keep the Minutes for the meeting.****Made by M. Moscowitz, second R. Kaufman, passed unanimously**

6:29pm Commissioner Stefanie Nicholas joins the meeting

**Also Attending**O.I.C./MACO Luis Lopez  
Asst. Chief Manmeet Bhagtana Asst. Corporation Counsel Earle Giovaniello  
Giovanni Zinn, City Engineer  
Kendall McCorkindale - Certified Vet Tech

Asst. ACO Nancy Perry  
Kennel Worker Dalila Ortiz  
Kennel Worker Tammy Hewston  
Deb Wan, President, Friends of the New Haven Animal Shelter (FOTNHAS)  
Karen Marchione

**Motion to approve the Agenda for Dec. 18, 2023  
Made by M. Moscowitz, second R. Chatterton, passed unanimously**

**Motion to move the Bylaws from New Business up after the Commissioners Report Made by M. Moscowitz, second R. Chatterton, passed unanimously**

**Motion to approve the Minutes from the November 20, 2023 meeting as corrected.  
Made by R. Chatterton, second R. Kaufman, passed unanimously**

**Introductions: New Commissioner, Rose Chatterton welcomed.**

**Reports  
\* Nicole Sabo, DVM** - Shelter medical report via email: Link for Canine Respiratory Illness Q&A with Trupanion - [https://k9illness.trupanion.com/](http://?) No plans for a First Aid course at this time.  
**\*** **G. Zinn, City Engineer** - Shelter Renovation: The latest schematic drawing of the layout was presented and discussed. Rooftop unit in front has a broken heat exchanger; there’s a temporary plug-in radiator in the cat area until the heat exchanger is repaired. Zinn plans to visit to check the cat area temperature in the coming week. UI and the Contractor NPower will start construction for electrical service upgrade required for the building in early January, 2024. Masonry bids are being solicited. Oversized kennels will be created for intake and adoptable areas. Rhonda Olisky, DECD, processing $500,000 ARPA funds for Animal Shelter renovation. Additional funding of $50,000 is coming from the City. Phase 2 renovations may need an additional, approx. $525,000 in funding. Zinn will be emailing a list of expenditures to date.  
**\* O.I.C./MACO L. Lopez, Asst. Chief M. Bhagtana** - November began with 38 animals in the shelter (35 dogs; 3 cats). 40 animals were taken into the shelter (33 dogs, 6 cats, plus 1 seagull).  
17 animals were redeemed by their owners  
11 animals were adopted   
8 animals were transferred:  
Animal Shelter/Rescues: Newtown Dog Warden, Madison Animal Shelter, Army’s Legacy, TLC Sweet Souls, Waterford Country School   
0 arrived at the shelter deceased.  
9 Euthanized (4 dogs for temperament at shelter. 2 sick dogs and 3 sick cats euthanized at Central)   
26 animal complaints were investigated  
1 dog bite report from patrol followed up on by staff.  
Ended the month with 33 animals (31 dogs, 2 cats).  
Transfer policies to be addressed at a future meeting. Microchipping of all the adoptable animals is not happening at this time.  
Staffing: Permanent: new AACO position: only 2 applicants applied; need 3 or 4 for testing. AACO Amanda Armstrong and AACO Nancy Perry in probationary hiring period. Temporary: 2 K-9 officers walking the dogs, one officer doing Sanitation, Officer Hansen doing light duty. 2 Parks employees may return for weekend sanitation duty. Training: staff have taken 2 behavioral training sessions with Kelly Bollen. A 3rd is scheduled for February 2024. General fund budget, line item breakdown to be provided by email from Asst. Chief Bhagtana.  
Deb Wan, president FOTNHAS emailed Corporation Counsel, Patricia King, for the Memo of Financial Understanding. General state of shelter: “hanging” **\* Chair:** Maddie’s Forum: “Year-End Reflections and Setting Intentions” video may be viewed on YouTube. By participating in Community Conversations at Maddies’s Forum the shelter may become eligible for a $5,000 award. **FOTNHAS** - no activities coming up. New volunteers are still training. Jan. 1st, 2024 Mayoral Inauguration at 12 noon. Commissioners are invited to attend.  
\* **Commissioners:** “Legal Meets Best Practices” webinars’ report by Comm. Moscowitz to be given at a future meeting.

**New Business  
Bylaws - Read and discuss the proposed bylaws in order to accept or make changes.**

**Motion to accept the proposed Bylaws**  
**Made by M. Moscowitz, second R. Chatterton**   
M. Moscowitz, R. Kaufman in favor   
S. Nicholas, A. Schildroth against  
R. Chatterton abstained  **Motion failed**

**Unfinished Business**

**Public**

**Motion to adjourn - 7:56 pm   
made by R.Chatterton, second R. Kaufman  
passed unanimously**

**NEXT SCHEDULED MEETING: January 22, 2024**

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Submitted by Secretary Pro Tem Rose Chatterton Date:

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Approved by Chair Anna Schildroth Date: