

**Animal Cross-Border Control  
Task Force Meeting**

Minutes  
April 28, 2015  
Palmer Town Hall, Room 1  
Palmer, MA

**Present:** Joshua A. Garcia (PVPC), Janet Pierce (CMRPC), Wendy LeSage (Palmer ACO), Liz Ruegsegger (Monson resident), Jane Duggan (Wales resident), Ted Ruegsegger (Monson resident), Suzanne Ruegsegger (Monson resident), Charlie Blanchard (Palmer Town Manager), Stuart Beckley (Ware Town Administrator), Jamie Yates-Yee (Monson Business Owner), Wayne Yee (Resident), Leis Phinney (Wales Town Clerk).

**Others Present:** Pam Peebles (Thomas J. O'Connor Animal Control)

**Decisions:**

- The next meeting is May 19 2:00 p.m. at the Palmer Town Hall, Mtg. Room 1
- Taskforce members identified to help Wendy with capital fundraising planning strategy
- Ensure that the existing Shelter as well as the DPW development (currently in a flood plain) is included as a priority to be moved to another location in the next Palmer Hazard Mitigation Plan

**1. Introduction**

- Joshua had everyone in room introduce themselves. Joshua distributed a rough draft copy of analysis.

**2. Current Operating Structure**

- Joshua provided an overview of how the current operating structure is set up in the towns concerning animal control and sheltering services.
- Wendy made note some corrections on the draft analysis concerning the structure.
- The financial structure was not presented. It is anticipated to have next taskforce meeting keen in on costs for services and financial feasibility.

**3. Revisiting Vision and Priorities**

- The Vision and Priorities realized at last taskforce meeting were briefly discussed.
- A conversation on state regulations concerning shelter requirements were briefly discussed.

**4. Site Analysis**

- Photos of the current animal control shelter (aka Municipal Dog Pound) were shared. There are some concerns that deem the shelter non-compliant. The major concern realized - shelter shares land with the DPW and both structures are currently in a major flood plain.
- Joshua and Janet provided information about the possible FEMA and MEMA funds that can potentially fund the idea of building a new structure elsewhere that is not in a flood plain. This can be accomplished by ensuring that it is listed as a priority in Palmer's Hazard Mitigation Plan. Joshua shared that the PVPC is gearing up on developing a new five year vision plan and advised that residents of community make sure they participate in community engagement portion of the planning and have the idea listed as a priority in the plan. MEMA and FEMA are competitive grants and usually fund priorities listed in the local hazard mitigation plans.

**5. Program Model Presentation**

- Pam Peebles, Director of the Thomas J. O'Connor Animal Control and Adoption Center, presented her modeled program. TJO is a regional service provider for Holyoke, Springfield, and Chicopee - Springfield is the "Host" community. An in-depth presentation was provided with a specific focus on the operational structure of the program and how the cost structure is set up.

**6. Capital Fundraising**

- Joshua encouraged that taskforce members connect with Wendy and establish a fundraising planning committee. Wendy already connected with a local 501c3 willing to work with fundraising planning committee and use its non-profit status.

**7. Set Next Meeting Date**

- Next meeting date was scheduled for May 19 at 2pm