

**ANIMAL CARE JPA MINUTES
THURSDAY, MAY 23, 2013**

Donna Munoz called the meeting to order at 12:00 p.m. with Directors Cronin, Huntington, and Donna Munoz sitting in for Chair Ramos. Director Lombardo was absent (excused).

PLEDGE OF ALLEGIANCE

Led by Chair Munoz

APPROVAL OF MINUTES

Approve the Special Meeting Minutes of 02/28/2013, as presented.

Upon motion by Director Huntington, second by Director Cronin and no objections stated, the minutes stand approved

DIRECTORS REPORTS/UPDATES

None

DISCUSSION ITEMS

1. FY 2011-12 Audit

Director Cronin Moved to receive and file the FY 2011-12 Audit. Director Huntington seconded. Motion carried 3-0-1

2. Animal Shelter Project Update

Town Project Engineer Qishta presented an update for the current replacement animal shelter project. The project is approximately 55% complete and is ahead of schedule. The estimated completion date is September 2013. Qishta gave a visual overview of construction progress.

Director Huntington questioned the cost of two change orders dated 4/03/13. The change orders were explained as necessary plumbing and to address a change in soffit design due to bird nesting. Deputy Town Manager Stueckle explained that at 55% complete, the total of 11 change orders, at the total cost of \$62,671.00 are considered minimal at this stage.

No motion made.

3. Construction Project Invoices

Town Project Engineer Qishta presented the amount and status of invoices and payments related to the replacement animal shelter project. To date, \$740,858.45 in payments has been made.

Director Cronin moved to receive and file construction project invoices paid to date.

Director Huntington seconded. Motion carried 3-0-1 on a voice vote.

FUTURE AGENDA ITEMS

None stated

PUBLIC COMMENTS

None

ADJOURNMENT

There being no further business the meeting was adjourned at 12:20 p.m.

Respectfully submitted

Lesley Copeland, CMC
Deputy Town Clerk