

**SPECIAL ANIMAL CARE JPA MINUTES
THURSDAY, MARCH 10, 2011**

Chair Derry called the meeting to order at 3:00 p.m. with Directors Hagerman, Huntington, Cronin and Chair Derry present.

PLEDGE OF ALLEGIANCE

Led by Chair Derry

DIRECTORS REPORTS/UPDATES

Director Cronin advised he received the Management Letter from the Auditor Controller regarding last year's audit, noting there is a need for a committee to do tasks and a need to have a policy for the JPA for inkind gifts and contributions and for tracking assets contributed to the JPA. A committee consisting of Directors Cronin and Hagerman was formed.

DISCUSSION ITEMS

1. Discuss the Appointment of the Project Manager

Director Huntington advised the committee met regarding this item and is in concurrence to accept the Town's proposal to designate the Town Manager as the Project Manager.

Upon motion by Director Huntington, second by Member Hagerman and no objections stated, Town Manager Nuaimi was designated as Project Manager.


2. Architect Contract Update.

Director Cronin reported we have 3 signed copies of the contract, so the County, Town and Architect will each have an originally signed copy.

ADJOURNMENT

There being no further business the meeting was adjourned at 3:05 p.m.

Respectfully submitted


Jamie Anderson
Town Clerk