



**Regional Performance Incentive Program**  
*Pursuant to Public Act 07-239, Section 8*

**Proposal for Joint Provision of Service(s) to be filed with the Secretary of the Office of Policy and Management no later than December 1, 2007.**

Submit to: Office of Policy and Management, 450 Capitol Ave. MS #54 SLP,  
 Hartford, CT 06108-1379, Att: RPI Program

<b><i>Regional Animal Control Facility</i></b>
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<b>Regional Planning Organization(RPO)(s):</b>	
Name	Capitol Region Council of Governments
Address	241 Main Street
City/State/Zip	Hartford, CT 06106
<b>RPO Contact Person(s):</b>	
Name	Lyle D. Wray
Title	Executive Director
Telephone	(860) 522-2217
Fax	(860) 724-1274
E-mail	lwray@crcog.org
<b>Amount of Regional Performance Incentive Funding Requested: \$515,000</b>	
<b>Short Descriptive Title of Project: Regional Animal Control Facility</b>	
<b>REQUIRED PROPOSAL ELEMENTS Items (1) through (10) :</b>	
<b>(1) <u>Proposed Shared Service(s)</u>: Describe at least one service currently provided by a municipality or municipalities within the region, but not currently provided on a regional basis, for which this proposal is being submitted (attach additional pages as necessary):</b>	
<p>This project will serve the municipalities of East Hartford, Hartford, Manchester and South Windsor.</p> <p>Connecticut municipalities are responsible for animal control enforcement and providing for the impoundment of animals taken into custody. Each of the four participating municipalities is currently in need of a new animal control facility. The proposal is to construct a regional facility serving all four municipalities for the detention and care of impounded animals. The Connecticut Humane Society would be responsible for cost of building the facility. The grant request would cover the cost of land acquisition.</p>	

**(2) Describe how such service will be delivered on a regional basis, the entity that would be responsible for the service and how the population would continue to be served (attach additional pages as necessary):**

Each participating municipality would continue to be responsible for animal control enforcement within their respective jurisdictions. Impoundment of animals would be at the regional animal control facility through a contractual relationship between participating municipalities and the Humane Society. The Humane Society would provide for the care and housing of the animals until they are retrieved by their owners. During that time, the municipalities would pay the Humane Society a per-day fee for each animal impounded. Owners wishing to retrieve their pets would pay any necessary fees to the respective municipality's animal control authority and be provided an "authorization to release" receipt at which point they could retrieve their animal from the regional facility. Any animal not retrieved by its owner after the statutorily required seven day period will be turned over to the Humane Society to be placed with another owner or humanely destroyed pursuant to Section 29-108g of the Connecticut General Statutes.

In addition to adoption and kennel functions, the facility would include a medical and treatment center. This would allow for on-site medical review and care of animals. This service would be provided through the contractual relationship with the Humane Society.

Ongoing maintenance and management of the regional facility would be the responsibility of the Humane Society. The municipalities would fund the contractual cost of impounding animals at the facility through their annual operating budgets.

**(3) Describe the amount and manner in which the service will achieve economies of scale, and the amount and manner in which each municipality will reduce its mill rate as a result of the savings realized by regionalizing the service (attach additional pages as necessary):**

The construction of a regional facility serving all four municipalities is a more efficient use of capital expenditures than the construction of four separate animal control facilities. The single largest savings that would result from the proposed project would be in debt service incurred by each participating municipality.

The additional cost of the per-day fee for animals impounded at the facility will be offset by the elimination of dog pound maintenance, utility and grounds care costs. Participating municipalities will also eliminate the costs associated with direct care of the animals including food and any part-time staffing required for animal care.

The savings to the Town of Manchester, estimated at \$750,000, is the equivalent of 0.22 mills.

The savings to the Town of South Windsor, estimated at \$350,000, is the equivalent of 0.17 mills.

The savings to the City of Hartford, estimated at \$825,000, is the equivalent of 0.25 mills.

The savings to the Town of East Hartford, estimated at \$660,000, is the equivalent of 0.24 mills.

**(4) Provide a cost benefit analysis for the provision of such regional service by each participating municipality and by the RPO (attach additional pages as necessary):**

Benefits:

The regional approach, with the involvement of the Humane Society, will enable the participating towns to save on construction costs associated with building separate animal control facilities. A potential site for the regional facility has been identified in a highly desirable, retail-oriented environment. The proposed location will be more conducive to quality customer service and successful adoption of animals than can be provided at typical animal control shelter locations near landfills and sewer treatment plants.

Moreover, by contracting with the Humane Society for the care of impounded animals, each town will be able to concentrate its staffing resources on enforcing animal control laws, as opposed to the current practice of having to carry out enforcement as well as animal care, customer service and attempting to find homes for animals not retrieved by their owners. The results will be better animal control enforcement, better care for impounded animals, and a higher success rate in adopting out animals in need of a new home.

Costs:

The new costs to the municipalities will be the contractual fee for impounding animals at the regional facility. Estimates of each Town's costs are summarized below.

Municipality	Estimate of Annual Impoundment Fees to be Paid to Humane Society
East Hartford	\$23,670
Hartford	\$89,600
Manchester	\$26,900
South Windsor	\$3,000

The above will be offset by existing housing, maintenance and animal care costs currently borne by participating municipalities. Estimates do not include medical care.

In addition to the dollar costs associated with the housing and care of impounded animals, there will likely be a need for extensive public education during the initial transfer to a regional facility.

**(5) Set out a plan of implementation for such regional service, include an approximate date for the beginning of the regional service and how the service will continue to be funded once service is established and grant funds are expended (attach additional pages as necessary):**

The requested funding would provide for acquisition of the site for the regional facility. The Humane Society would be responsible for design and construction of the facility. Participating municipalities would engage the services of the Humane Society's facility through a contractual relationship.

Based on a project schedule prepared by the S/L/A/M Collaborative in a feasibility study, the design, bidding, permitting, and construction period would total between 28 and 34 months.

Continuing participation by the municipalities would be funded through their respective annual operating budgets.

**(6) List the municipalities participating in the proposed shared service and estimate the savings to be realized by each municipality participating in the regionalized service.**

<b>Municipality</b>	<b>Savings</b>
Manchester	\$750,000
South Windsor	\$350,000
Hartford	\$825,000
East Hartford	\$660,000

**Per cent of municipalities, in the RPO, participating in the proposed regional service(s):** 34% of population, 14% of total municipalities

**(7) Attach hereto the following documents from participating municipalities:**

- (A) A resolution by the legislative body of each municipality affected by the proposal endorsing such proposal.**
- (B) Certification by each municipality that there are no legal obstacles to provision of services in the manner described in the proposal including, but not limited to binding arbitration.**

**(8) Attach the following material:**

- 1. A site location map (if applicable)**
- 2. Proposed Project Schedule (Outline the Proposed Project timeline)**
- 3. Project cost estimates supporting the request for funding**
- 4. List of necessary local/state/federal permits and approvals required for the project.**

**(9) Has a copy of the proposal been sent to legislators representing the participating municipalities? Yes  No  \*\*To be mailed the week of Dec. 3, 2007.**

**If YES, please attach copies of cover letters.**

<b>(10) Certification by the Chairman of the Regional Planning Organization(s):</b>
I do hereby certify that the information contained herein is true and accurate to the best of my knowledge.
<b>Signature:</b>
<b>Name:</b> David Kilbon
<b>Title:</b> Chairman, CRCOG; First Selectman, Town of East Granby
<b>Date:</b>
(Please use following certification if more than one RPO is participating.)
<b>(10) Certification by the Chairman of the Regional Planning Organization(s):</b>
I do hereby certify that the information contained herein is true and accurate to the best of my knowledge.
<b>Signature:</b>
<b>Name:</b>
<b>Title:</b>
<b>Date:</b>

**Item 8-1. See attachment**

**Item 8-2. Project Schedule**

Land purchase within 6 months of award

**Item 8-3. Project Cost Estimates**

Land Acquisition	\$500,000
CRCOG Grant Administration (3%)	\$15,000
<b>TOTAL</b>	<b>\$515,000</b>

**Item 8-4. Local/state/federal permits**

n/a