



May 23, 2025

Town of Bristol
Valerie Capels
P.O. Box 249
Bristol, VT 05443

Dear Valerie,

Please find enclosed the Homeward Bound Annual Town Contract.

I am providing you with the data associated with your '25 – '26 contract year. In the last year Homeward Bound received 1 stray dog(s) from Bristol. Of these dog(s), 1 was/were brought in by citizen(s) and 0 were brought in by your Animal Control Officer (ACO) or other law enforcement.

Enclosed is a new contract for June 1, 2025, through May 31, 2026. For simplicity's sake, we have gone to a single fee to cover the entire year with unlimited dog intakes from your town from both the public and ACO's or other law enforcement.

As a reminder, if you have a new person serving in the role of ACO, they will need to make arrangements to come to Homeward Bound to receive the key code to the building and to review the procedures around bringing a dog to the shelter and communicating with our staff. Your new ACO can reach out to Ylva Picca, our Canine Coordinator. Ylva can be reached at canine@homewardboundanimals.org or 802-549-5326.

We are grateful for your continued engagement with Homeward Bound to address the problem of dogs on the loose and are pleased to continue a contractual relationship with the acceptance of stray dogs from your town.

Sincerely,

Karin Page
Executive Director
karin@homewardboundanimals.org
802-549-5313

2025-2026 CONTRACT FOR ANIMAL HOLDING FACILITY

This contract made on ___/___/___ by and between the Town of _____, Vermont hereinafter called the "TOWN" and Homeward Bound, Addison County's Humane Society, Middlebury, Vermont, hereinafter called "HOMEWARD BOUND".

HOMEWARD BOUND and the TOWN agree to the following beginning June 1, 2025 and ending May 31, 2026 for the holding and disposition of stray dogs.

- ❖ The TOWN agrees to pay a flat rate of \$500 with no charge per stray dog and no limit as to the number of stray dogs the TOWN may bring to HOMEWARD BOUND.

The purpose of this contract is to:

- *Provide a safe haven for stray dogs and support towns in addressing free-running dogs*
- *Support responsible pet ownership among the citizens of Addison County through incentivizing town registration*
- *Increase the rate of rabies-vaccinated dogs in Addison County*

HOMEWARD BOUND will accept stray, domestic canine animals from the TOWN. This CONTRACT **does not** provide for any holding period for dogs seized by the town due to town violations or for rabies observation. This contract is limited to stray dogs from the TOWN.

Stray dogs may be brought to HOMEWARD BOUND by the Animal Control Officer/Police Officer or any resident of the town. Upon receiving a dog, Homeward Bound will hold the dog five (5) business days and will make reasonable efforts to identify the owners. If the owners are identified, HOMEWARD BOUND will attempt to contact the owners to inform them of the status of their dog. Any dog not claimed within the five (5) business days will be considered abandoned and HOMEWARD BOUND may use its discretion to release or otherwise dispose of the dog.

If the owner claims the dog and is unable to provide proof of a current town license, HOMEWARD BOUND will notify the town ACO for follow up with the owner.

In any case, the owner will be subject to the following charges/fees as applicable:

- a. Town Fee (as indicated by Animal Control Officer on Intake Form). This fee will be forwarded to the TOWN by HOMEWARD BOUND quarterly
- b. HOMEWARD BOUND'S Impound Fee
- c. HOMEWARD BOUND'S Daily Boarding Fee

HOMEWARD BOUND will provide the TOWN'S Animal Control Officer/Police Officer with 24-hour access to the building to allow for immediate available sheltering of the stray dog. All TOWN or Law Enforcement personnel who desire to have 24 hour access to the facility

must be trained by HOMEWARD BOUND regarding proper procedures and protocols. In exchange for this access, the TOWN'S Animal Control Officer/Police Officer is responsible for placing the dog in a kennel, providing appropriate bedding and food/water (provided by HOMEWARD BOUND), completing the necessary paperwork, and following the requests of HOMEWARD BOUND regarding facility procedures. HOMEWARD BOUND agrees to reserve one kennel at all times for the immediate sheltering of stray dogs and will be responsible for the feeding, cleaning, and daily care of the dog.

The TOWN will inform HOMEWARD BOUND immediately should there be a change in Animal Control Officer. HOMEWARD BOUND will provide the access code to new ACO personnel upon receiving the approved training at the facility.

This CONTRACT is subject to renewal on an annual basis with the approval of both parties. Either party can terminate the CONTRACT, by written notice specifying reasons for termination. Such termination will be effective sixty (60) days from the date such written notice was received. A certified mail return receipt shall be used to determine proof of receipt should a question arise. A refund will be given on the determination of the HOMEWARD BOUND Executive Director.

The parties hereby have approved and executed this agreement:

 5/23/25
Karin Page Date 5/23/2025
Executive Director
Homeward Bound: Addison County's Humane Society

Authorized Signature Date
Town of _____