



**Agriculture  
and Markets**

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JUN - 6 2024

OFFICE OF THE TOWN CLERK  
WINDSOR, NY

June 4, 2024

Mark Odell  
Town Supervisor - Town of Windsor  
124 Main St  
Windsor, NY 13865

Enclosed is the **Municipal Shelter Inspection Report** completed on **05/30/2024**. This inspection relates to Agriculture and Markets Laws and Regulations which may be viewed on the website below.

As the report indicates, dog shelter services were rated “Unsatisfactory” for reasons noted on the report.

Please discuss this notice with municipal officials and take appropriate action so that municipal shelter services are in compliance.

Another inspection will occur in approximately **(30) days** after the date of inspection. It is anticipated that all deficiencies will be corrected by this time.

If you have any questions regarding this inspection, please feel free to contact Hannah Hoelscher, Animal Health Inspector at .

Dr. David M. Chico  
Veterinarian 3  
(518) 457-3502

**MUNICIPAL SHELTER INSPECTION REPORT - DL-90**Rating: **Unsatisfactory30**Purpose: **Inspection**DATE/TOA: **5/30/24 12:00 pm****BROOME COUNTY DOG SHELTER  
110 CUTLER POND ROAD  
BINGHAMTON NY 13905**Inspector: **Hannah Hoelscher**Inspector #: **075**


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 These are the findings of an inspection of your facility on the date(s) indicated above:
 

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| <b>1. Shelter is structurally sound</b>  | Yes |
| <b>2. Housing area and equipment is sanitized regularly</b>  | Yes |
| <b>3. Repairs are done when necessary</b>  | No  |
| <i>All runs in need of repair (chipped paint, cracks in walls/floors, rust on kennels, exposed wood) to maintain impervious surfaces to allow complete disinfection.</i> |     |
| <b>4. Dogs are handled safely</b>  | Yes |
| <b>5. Adequate space is available for all dogs</b>   | Yes |
| <b>6. Light is sufficient for observation</b>  | Yes |
| <b>7. Ventilation is adequate</b>  | Yes |
| <b>8. Drainage is adequate</b>   | Yes |
| <b>9. Temperature extremes are avoided</b>   | Yes |
| <b>10. Clean food and water is available and in ample amount</b>   | Yes |
| <b>11. Veterinary care is provided when necessary</b>  | Yes |
| <b>12. Dogs are euthanized humanely, by authorized personnel</b>   | Yes |
| <b>13. Complete intake and disposition records are maintained for all seized dogs</b>  | No  |
| <i>Multiple records incomplete.</i>  |     |
| <b>14. Dogs transferred for purposes of adoption in compliance with Article 7</b>  | Yes |
| <b>15. Redemption period is observed before adoption, euthanasia or transfer</b>   | No  |
| <i>One dog euthanized by veterinarian without documentation as to why euthanasia was recommended/ medically necessary.</i>   |     |
| <b>16. Owners of identified dogs are properly notified</b>   | Yes |
| <b>17. Redeemed dogs are licensed before release</b>   | Yes |
| <b>18. Proper impoundment fees paid before dogs are released</b>   | No  |
| <i>Multiple dogs redeemed to owners with incorrect redemption fees charged. Redemption fees did not reflect fee schedule set by municipality.</i>                        |     |
| <b>19. Written contract or lease with municipality</b>   | Yes |

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**Town - City - Village Information for Inspection:**

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<b>TCV CODE</b>	<b>TCV NAME</b>
0306	Town of Dickinson
0307	Town of Fenton
0301	Town of Barker
0303	Town of Chenango
0305	Town of Conklin
0308	Town of Kirkwood
0311	Town of Nanticoke
0314	Town of Union
0316	Town of Windsor
0317	City of Binghamton

**REMARKS:**

**Repairs in kennel area in progress. Discussed in detail with K.C. the importance of maintaining complete and thorough records (disposition records, vet records, etc.) for all seized dogs.**

**REPRESENTATIVE PRESENT FOR INSPECTION: Kelly Conlon**  
**TITLE: Manager**

**REVIEWED BY: Emily Cacchione**  
**REVIEWED DATE: 06/03/2024**