

CHESHIRE POLICE DEPARTMENT

500 Highland Avenue, Cheshire, Connecticut 06410-2296

(203)271-5500 – 24 Hour Fax (203) 271-5515 – Chief's Office Fax (203)271-5563



Monthly Report from the Town of Cheshire to the Department of Agriculture

July 30, 2025

1. CT Reg§ 22-336-17: Pens and Runs

Animals were placed in cages that did not meet the minimum size requirements while primary enclosures were cleaned.

- There were four animals impounded in the month of July. On 7/7 a French Bulldog was taken in, number 1000045; it was released same day to its owner. On 7/12 an Australian Shephard was taken in, number 1000046, it was impounded at Southington's facility and it was released the next day to its owner. On 7/18 a Husky was taken in, and brought to Southington, the dog was a repeat, previously assigned 1000024, it was released to its owner; the officer who brought it to Southington did not photograph it. On 7/19 a Pitbull was taken in, number 1000050 (*), it was brought to Southington where it remains as of this writing. Wellness check was completed on 7/25.
- * it should be noted that Nexgen numbers 1000047, 48, and 49 were inadvertently used when attempting to assign the pit bull a number. It was finally assigned 1000050, while troubleshooting NexGen afterwards, 1000051 and 52 were also used. There are no animals assigned to those numbers, and the next animal impounded should be 1000053.

2. CT Reg§ 22-336-33: Dog Pound Structure Requirements

- a. Chain link on multiple kennels was broken.
 - Work on the inside and outside fencing is underway. Poles are in, and fencing should be completed after walls/floors are finished.
- b. Eight of the trough covers were not installed properly to allow the dogs access to the troughs and could potentially cause injury.
 - Trough covers that were fixed in November by DPW personnel remain fixed.
- c. Flooring surface coating is peeling and cracking and prevents is from being cleaned and sanitized properly.
 - Flooring work is currently scheduled for early August. Anticipated

completion in August.

3. CT Reg§ 22-336-37: Animal Health

Food was stored inappropriately (including an open bag of prescription food sitting on the wet floor).

- Unopened food remains stored on metal shelving racks off the floor. Any open food is contained in heavy duty plastic bins. This is routinely checked via LT Miller's daily checklist. The metal shelving has been moved out of the kennel closet to accommodate work, but food is still stored off the ground on the shelving unit.

4. CT Reg § 22-336-38: Sanitation

Evidence of a mice infestation throughout the facility.

- LT Miller spoke with Dan Bombero (DPW) regarding the need to regrade and put trap rock around the building foundation. This will be scheduled out by DPW.
- At this time I do not have an update from the exterminator from July, I have reached out to PW and will forward one if I get one.

5. CT Reg § 22-336-40: Quarantined Animals; Isolation Areas

Lacked a properly set up isolation area.

- The kennel area is currently under renovation and will be closed until completed. Animals taken in by the Cheshire MACO's will be taken to Southington Animal Control. We anticipate work to be completed by the end of August.

6. Animal Welfare Violations Under CGS § 53-247

- a. Failing to groom animals as needed for health reasons.
 - b. Failure to provide necessary veterinary care.
 - c. Failure to protect animals from becoming wet or exposed to chemicals while enclosures were being cleaned and disinfected.
 - d. Resting surfaces were not dried before allowing animals to use them.
 - e. Failure to arrange proper holding of wildlife that needed to be transferred to a wildlife rehabilitation facility.
- There were four animals impounded in the month of July. On 7/7 a French Bulldog was taken in, number 1000045; it was released same day to its owner. On 7/12 an Australian Shephard was taken in, number 1000046, it was impounded at Southington's facility and it was released the next day to its owner. On 7/18 a Husky was taken in, and brought to Southington, the dog was a repeat, previously assigned 1000024, it was released to its

owner; the officer who brought it to Southington did not photograph it. On 7/19 a Pitbull was taken in, number 1000050 (*), it was brought to Southington where it remains as of this writing. Wellness check was completed on 7/25.

- Any dogs not returned to their owner the same day are transported to, and will be under the care of the Southington ACO.

Items 1, 2a-2c, and 5 remain uncorrected, necessitating ongoing monitoring to ensure full compliance with applicable health and safety requirements.

1. Management and Oversight:

- a. The Respondent is to establish a management team to oversee, review and audit the operation of the animal control facility, this shall include a designated facility supervisor.
 - The management team shall consist of the (Acting) Chief of Police or the Deputy Chief of Police, and the Support Services Commander.
- b. The management team shall be responsible for the preparation and completion of any forms required by statutes, regulations and this Consent Order.
- c. Supervisor will verify daily operations via checklist and ensure that the following facility and operational conditions are met:
 - i) Animals will be removed from enclosures before cleaning.
 - ii) When animals are removed for cleaning, they must be placed in an enclosure that is appropriately sized,
 - iii) The cleaning process is to be done in a timely manner.
 - iv) Bedding is changed when soiled or wet.
 - v) Enclosures must be fully dried before returning the animals.
 - vi) Grooming and bathing will be done as necessary.
 - vii) ACO will provide the supervisor with a weekly wellness assessment of all animals with photographs.
 - Daily inspections have continued, checklists will be among the attachments. Weekly wellness assessments have been done on any for any animals here long enough to necessitate it.

2. Training:

- a. The Respondent will provide documented training, such as National Animal Care and Control Association (NACA) ACO I Training and Certification, to all staff and volunteers who have direct contact with any animals in the Town's care, control or custody.
 - LT Miller, ACO Leiler and ACO Medlyn have all completed this training.
- b. The training needs to include proper animal welfare and facility operations procedures. It should be at least 25 hours and happen within 45 days of the execution of this Consent Order.
 - Completed for all.
- c. This training will be conducted at the Town's expense.

- The Town paid for the class.
- d. Course syllabus shall be subject to the Commissioner's approval.
 - Previously approved by Chief Baker.

3. Animal Care:

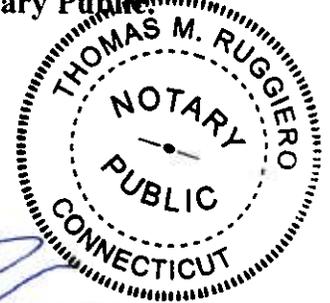
- a. Create an animal intake report as required by CT Reg § 22-336-41 and include photo documentation of animals. All animals impounded should have an intake report and records shall be maintained till this order is lifted.
 - b. Perform medical assessment upon intake to determine if veterinary care is necessary and provide care.
 - c. Animals kept longer than 30 days shall have a wellness exam performed by a veterinarian and documentation should be retained until this order is lifted.
 - d. A veterinarian shall examine any animal that requires veterinary care in a timely manner, and Respondent shall implement all recommendations for care.
- Impound forms and weekly assessment forms have been implemented and have been used as is necessary. We have also been utilizing the Nexgen system upon intake, and dogs are assigned an identifying number in the system. Photos are taken upon intake, and during wellness assessments.

"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, that the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that any false statement made in the submitted information may be punishable as a criminal offense under §53a-157b of the Connecticut General Statutes and any other applicable law."

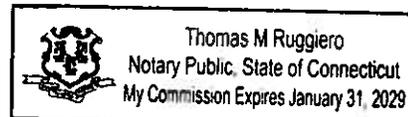
Submitted by LT Miller

Donald Miller, personally appeared before the undersigned Notary Public.
LT. D. Miller

Sworn to before me this 31st day of July, 2025



[Signature]
 Notary Public





Cheshire Police Department

MACO Impound/Intake Checklist

Date: 7/18/25

CFS#: 25-15597

ACO: April Lakin

ACO Signature: April Lakin

This form is to be used whenever an animal is brought to the pound.

INTAKE INFORMATION

Date/Time of Capture: 7/18/25
Location of Capture: 229 Guinivere
Misc. Info:

ANIMAL INFORMATION

Name if known: Kitsie
Breed: Husky
Sex: 7
Age (approx.):
Color/Markings: Grey/White
ID Device:
Tag/License Info:

NEXGEN ENTRY? YES NO

NEXGEN number: 1000024

Photo taken and uploaded to NEXGEN? YES NO

OWNER INFORMATION

Name: Kathy Mayo
Address: Guinivere Rdge
Phone:
Email:

Medical Assessment Upon Intake?

Yes No

Veterinary Care Necessary?

Yes No

If yes,

VET Name:

Date of Vet care:

Vet Records Attached? YES NO

RELEASE INFORMATION

Date: 7/19/25
Name: Kathy Mayo
Address: 229 Guinivere
Phone:
Email:
License (dog) #:
Disposition: returned to owner.
dog is licensed

30 Day Wellness Exam Date:

Vet Name:

Vet Records Attached? YES NO

IOS Dog Web 
Cheshire,CT Dog Database

Welcome APRIL LEILER
POWERED BY 

[Login](#) [Search](#) [Results](#) [View](#) [My Profile](#) [LogOut](#) [About](#)

Dog Owner

MAYO KATHERINE
229 GUINEVERE RIDGE
CHESHIRE, CT 06410
203 272-2096, katherinemayo11@hotmail.com

Dog List

Dog Name	Breed	Color	Rabies Date	Tag Year	Tag Number	Gender	Microchip	Cc
KIT	HUSKY	GREY/WHITE/CREAM	6/5/2026	2025	748	S		



Cheshire Police Department

MACO Impound/Intake Checklist

Date: 7/7/25

CFS#: 25-14898

ACO: April Luter

ACO Signature: [Signature]

This form is to be used whenever an animal is brought to the pound.

INTAKE INFORMATION

Date/Time of Capture: 7/7/25
Location of Capture: Mountain Rd / Ives Ln
Misc. Info:

NEXGEN ENTRY? YES NO
NEXGEN number: 1000045
Photo taken and uploaded to NEXGEN? YES NO

ANIMAL INFORMATION

Name if known:
Breed: Fr Bulldog
Sex: N
Age (approx.): 5
Color/Markings: w/t
ID Device: microchip unregistered
Tag/License Info:

OWNER INFORMATION

Name: Alicia Morgan
Address: 153 Mountain Rd.
Phone: 203 808 5840
Email:

Medical Assessment Upon Intake?

Yes No
Veterinary Care Necessary?
Yes No
If yes,

RELEASE INFORMATION

Date: Same 7/7/25
Name:
Address:
Phone:
Email:
License (dog) #:
Disposition: Released same day to owner DM

VET Name:
Date of Vet care:

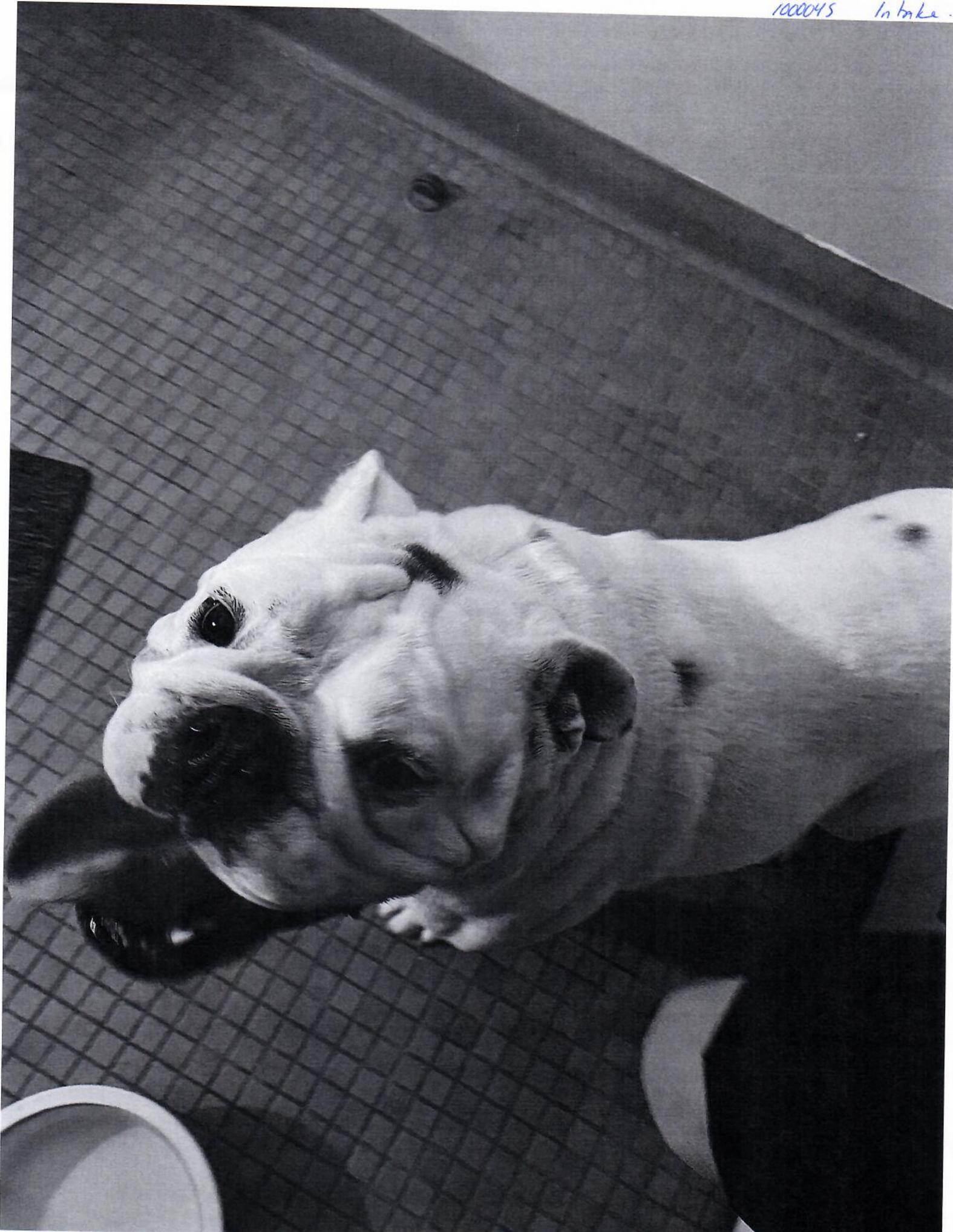
Vet Records Attached? YES NO

30 Day Wellness Exam Date:

Vet Name:

Vet Records Attached? YES NO

1000045 In tank



Animal Control Description Report

Animal ID:1000045

Species: Dog Breed: FRENCH BULLDOG Mixed: No

Warnings: No Description: Disposition: Calm

Date Of Birth: 00/00/0000 Age: Units: Weight: Sex:

Spay/Neuter: No Date: 00/00/0000 Hair/Coat: Color:

Left Eye: Right Eye: Ears:

Body Cond: Mark Primary: Mark Second:

Tail: Microchip No.: Scan Date: 00/00/0000

Collar Type: Collar Color:

Veterinarian: Vet Phone: () -

Owner: No Longer Owns Animal: No

Reason:

Adopted: No Final Disposition: Date: 00/00/0000 Entered Facility: 07/07/2025

Remarks: Michele Harnois found a roaming white and tan bulldog on Mountain Road at Ives Row.





Cheshire Police Department

MACO Impound/Intake Checklist

Date: July 12, 25

CFS#: 25-15275

ACO: D. Miller

ACO Signature: [Signature]

This form is to be used whenever an animal is brought to the pound.

INTAKE INFORMATION

Date/Time of Capture: 7/12/25 1904

Location of Capture: Highland / Blacks

Misc. Info: Burche Bros -

NEXGEN ENTRY? YES NO

NEXGEN number: 1000046

Photo taken and uploaded to NEXGEN? YES NO
CPS-

ANIMAL INFORMATION

Name if known: unk

Breed: Aust. Shep

Sex: M

Age (approx.): —

Color/Markings: —

ID Device: —

Tag/License Info: —

OWNER INFORMATION

Name: Charlton -

Address: —

Phone: 203-997-9798

Email: —

Medical Assessment Upon Intake?

Yes no issues noted by d/c. No

Veterinary Care Necessary?

Yes No

If yes,

VET Name:

Date of Vet care:

Vet Records Attached? YES NO

RELEASE INFORMATION

Date: 7-13-25

Name: Charlton

Address: —
Phone: —
Email: —
License (dog) #: —
Disposition: —

30 Day Wellness Exam Date: N/A

Vet Name:

Vet Records Attached? YES NO

Animal Control Description Report

Animal ID:1000046

Species: Dog Breed: AUSTRALIAN SHEPHERD Mixed: No

Warnings: No Description: Disposition: Calm

Date Of Birth: 00/00/0000 Age: Units: Weight: Sex: Male

Spay/Neuter: No Date: 00/00/0000 Hair/Coat: Color:

Left Eye: Right Eye: Ears:

Body Cond: Mark Primary: Mark Second:

Tail: Microchip No.: Scan Date: 00/00/0000

Collar Type: Collar Color:

Veterinarian: Vet Phone: () -

Owner: No Longer Owns Animal: No

Reason:

Adopted: No Final Disposition: Date: 00/00/0000 Entered Facility: 07/14/2025

Remarks: Officer Severo was dispatched to a found dog at Butcher Brothers. Dog had a rabies tag but no other information on his collar. Officer Severo brought the dog to the Southington Pound for safekeeping as our facility is closed for renovations. Owner reclaimed dog from Southington ACO Sunday morning.

1000046 Intake.





Cheshire Police Department

MACO Impound/Intake Checklist

Date: 7/19/25

CFS#: 25-15732

ACO: April Lender

ACO Signature: [Signature]

This form is to be used whenever an animal is brought to the pound.

<i>INTAKE INFORMATION</i>	<i>ANIMAL INFORMATION</i>
Date/Time of Capture: <u>7/19/25</u>	Name if known:
Location of Capture: <u>Knott Dr.</u>	Breed: <u>Pitbull</u>
Misc. Info: <u>Officer Malian</u>	Sex: <u>M</u>
<u>picked up dog + brought to Southington</u>	Age (approx.):
NEXGEN ENTRY? <input checked="" type="radio"/> YES <input type="radio"/> NO	Color/Markings: <u>BIW</u>
NEXGEN number: <u>160004750</u>	ID Device:
Photo taken and uploaded to NEXGEN? <input checked="" type="radio"/> YES <input type="radio"/> NO	Tag/License Info:
<i>OWNER INFORMATION</i>	<i>MEDICAL ASSESSMENT UPON INTAKE</i>
Name: <u>Unk.</u>	Medical Assessment Upon Intake? Yes <input type="checkbox"/> No <input type="checkbox"/>
Address:	Veterinary Care Necessary? Yes <input type="checkbox"/> No <input type="checkbox"/>
Phone:	If yes, VET Name:
Email:	Date of Vet care:
<i>RELEASE INFORMATION</i>	<i>VET RECORDS ATTACHED</i>
Date:	Vet Records Attached? YES <input type="checkbox"/> NO <input type="checkbox"/>
Name:	
Address:	
Phone:	30 Day Wellness Exam Date:
Email:	Vet Name:
License (dog) #:	Vet Records Attached? YES <input type="checkbox"/> NO <input type="checkbox"/>
Disposition:	

1000050
intake



Animal Control Description Report

Animal ID:1000050

Unk

Species: Dog Breed: Pit bull Terrier Mixed: No
Warnings: No Description: Disposition:
Date Of Birth: 00/00/0000 Age: Units: Weight: Sex: Male
Spay/Neuter: No Date: 00/00/0000 Hair/Coat: Color: Black
Left Eye: Right Eye: Ears:
Body Cond: Mark Primary: Mark Second:
Tail: Microchip No.: Scan Date: 00/00/0000
Collar Type: Collar Color:
Veterinarian: Vet Phone: () -
Owner: No Longer Owns Animal: No
Reason:
Adopted: No Final Disposition: Date: 00/00/0000 Entered Facility: 07/22/2025
Remarks: Black and white male pit, taken in on 7/19, impounded at Southington AC facility. Inadvertently assigned id numbers 1000047,48,and 49. These numbers will be voided if possible.



Cheshire Police Department

MACO Weekly Wellness Checklist

Date: 7/25/25

CFS#: 25-15732

ACO: April Leiler

ACO Signature: [Signature]

To be completed weekly for every animal in the care of the MACO

INTAKE INFORMATION	ANIMAL INFORMATION
Date of Intake: <u>7/19/25</u>	Name if known:
NEXGEN number: <u>1000050</u>	Breed: <u>Pit</u>
Photos taken: <input checked="" type="radio"/> YES <input type="radio"/> NO <u>Southington</u>	Sex: <u>M</u>
Date of weekly wellness assessment: <u>July 25</u>	<u>7/25/25</u>
ACO providing the assessment: <u>[Arrow]</u>	<u>ACO Leiler</u>
Photographs taken:	<input checked="" type="radio"/> YES <input type="radio"/> NO
Is the animal eating:	<input checked="" type="radio"/> YES <input type="radio"/> NO
Is the animal well groomed:	<input checked="" type="radio"/> YES <input type="radio"/> NO
Does the animal require medication:	YES <input checked="" type="radio"/> NO
If yes, list medication:	<u>n/a</u>
Does the animal require veterinary care:	YES <input checked="" type="radio"/> NO
If yes, detail the care needed/given:	<u>n/a</u>
Is the animal's enclosure kept clean?	<input checked="" type="radio"/> YES <input type="radio"/> NO
Is the enclosure dry upon the animal's return?	<input checked="" type="radio"/> YES <input type="radio"/> NO
Is bedding clean/dry?	<input checked="" type="radio"/> YES <input type="radio"/> NO
Misc. Info:	<u>Housed @ Southington pound</u>
Redemption/Adoption steps taken:	
MACO Signature: <u>[Signature]</u>	
LT Signature: <u>LT. D. Miller</u>	

100050
wellness 7/25





Cheshire Police Department

Daily Operations Checklist

Date: 7/1/25

ACO: April Lester
Signature: [Signature]

Supervisor: Don Miller

Signature: LT. D. Miller

Complete Daily

KENNEL/ANIMALS	<i>Record answers on this side.</i>		
Number of animals currently impounded.	0		
Animals removed from enclosures prior to cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Cleaning process start time?	8:30		
Cleaning process completion?	9:30		
Bedding changed?	YES	NO	<input checked="" type="radio"/> N/A
Enclosures fully dried prior to returning animals?	YES	NO	<input checked="" type="radio"/> N/A
Is grooming/bathing necessary?	YES	NO	<input checked="" type="radio"/> N/A
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	<input checked="" type="radio"/> N/A
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	<input checked="" type="radio"/> YES	NO	N/A
Extra food stored in storage closet off the ground?	<input checked="" type="radio"/> YES	NO	N/A
Facility clean and sanitary?	<input checked="" type="radio"/> YES	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>	Building closed		
Van/Equipment			
Is the MACO van clean and ready for use?	<input checked="" type="radio"/> YES	NO	
Are clean cages stored neatly?	<input checked="" type="radio"/> YES	NO	
Is the Firearm secured in the <input checked="" type="radio"/> safe or van lockbox?	<input checked="" type="radio"/> YES	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/2/25

ACO:

April Lester

Supervisor:

Don Miller

Signature:

April Lester

Signature:

Don Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

0

Animals removed from enclosures prior to cleaning?

YES NO (N/A)

Removed animals placed in full-sized enclosure during cleaning?

YES NO (N/A)

Cleaning process start time?

8:30

Cleaning process completion?

9:30

Bedding changed?

YES NO (N/A)

Enclosures fully dried prior to returning animals?

YES NO (N/A)

Is grooming/bathing necessary?

YES NO (N/A)

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO (N/A)

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

(YES) NO N/A

Extra food stored in storage closet off the ground?

(YES) NO N/A

Facility clean and sanitary?

(YES) NO N/A

Note any issues and immediate/long term corrective actions.

Building closed

Van/Equipment

Is the MACO van clean and ready for use?

(YES) NO

Are clean cages stored neatly?

(YES) NO

Is the Firearm secured in the safe or van lockbox?

(YES) NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/3/25

ACO: April Leiter
Signature: April Le

Supervisor: Don Miller

Signature: LT D Miller

Complete Daily

KENNEL/ANIMALS	<i>Record answers on this side.</i>		
Number of animals currently impounded.	0		
Animals removed from enclosures prior to cleaning?	YES	NO	(N/A)
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	(N/A)
Cleaning process start time?	8:30		
Cleaning process completion?	9:30		
Bedding changed?	YES	NO	(N/A)
Enclosures fully dried prior to returning animals?	YES	NO	(N/A)
Is grooming/bathing necessary?	YES	NO	(N/A)
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	(N/A)
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	(YES)	NO	N/A
Extra food stored in storage closet off the ground?	(YES)	NO	N/A
Facility clean and sanitary?	(YES)	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>			
Van/Equipment			
Is the MACO van clean and ready for use?	(YES)	NO	
Are clean cages stored neatly?	(YES)	NO	
Is the Firearm secured in the <u>safe</u> or van lockbox?	(YES)	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/4/25

ACO:

April Laker

Supervisor:

Don Miller

Signature:

April Laker

Signature:

D. Miller

Complete Daily

KENNEL/ANIMALS	<i>Record answers on this side.</i>		
Number of animals currently impounded.	0		
Animals removed from enclosures prior to cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Cleaning process start time?	7:00		
Cleaning process completion?	8:00		
Bedding changed?	YES	NO	<input checked="" type="radio"/> N/A
Enclosures fully dried prior to returning animals?	YES	NO	<input checked="" type="radio"/> N/A
Is grooming/bathing necessary?	YES	NO	<input checked="" type="radio"/> N/A
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	<input checked="" type="radio"/> N/A
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	<input checked="" type="radio"/> YES	NO	N/A
Extra food stored in storage closet off the ground?	<input checked="" type="radio"/> YES	NO	N/A
Facility clean and sanitary?	<input checked="" type="radio"/> YES	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>	Building closed		
Van/Equipment			
Is the MACO van clean and ready for use?	<input checked="" type="radio"/> YES	NO	
Are clean cages stored neatly?	<input checked="" type="radio"/> YES	NO	
Is the Firearm secured in the safe or van lockbox?	<input checked="" type="radio"/> YES	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/5/25

ACO: April Luter
Signature: [Signature]

Supervisor: Don Miller

Signature: [Signature]

Complete Daily

KENNEL/ANIMALS	<i>Record answers on this side.</i>		
Number of animals currently impounded.	0		
Animals removed from enclosures prior to cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Cleaning process start time?	8:30		
Cleaning process completion?	9:15		
Bedding changed?	YES	NO	<input checked="" type="radio"/> N/A
Enclosures fully dried prior to returning animals?	YES	NO	<input checked="" type="radio"/> N/A
Is grooming/bathing necessary?	YES	NO	<input checked="" type="radio"/> N/A
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	<input checked="" type="radio"/> N/A
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	<input checked="" type="radio"/> YES	NO	N/A
Extra food stored in storage closet off the ground?	<input checked="" type="radio"/> YES	NO	N/A
Facility clean and sanitary?	<input checked="" type="radio"/> YES	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>	Building closed		
Van/Equipment			
Is the MACO van clean and ready for use?	<input checked="" type="radio"/> YES	NO	
Are clean cages stored neatly?	<input checked="" type="radio"/> YES	NO	
Is the Firearm secured in the <u>safe</u> or van lockbox?	<input checked="" type="radio"/> YES	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/6/25

ACO:

April Leiter

Supervisor:

Don Miller

Signature:

April Leiter

Signature:

LT D.M.H.

Complete Daily

<i>KENNEL/ANIMALS</i>	<i>Record answers on this side.</i>		
Number of animals currently impounded.	0		
Animals removed from enclosures prior to cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Cleaning process start time?	7:50		
Cleaning process completion?	8:30		
Bedding changed?	YES	NO	<input checked="" type="radio"/> N/A
Enclosures fully dried prior to returning animals?	YES	NO	<input checked="" type="radio"/> N/A
Is grooming/bathing necessary?	YES	NO	<input checked="" type="radio"/> N/A
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	<input checked="" type="radio"/> N/A
<i>BUILDING/FACILITY</i>			
Open food containers stored in heavy duty plastic containers?	<input checked="" type="radio"/> YES	NO	N/A
Extra food stored in storage closet off the ground?	<input checked="" type="radio"/> YES	NO	N/A
Facility clean and sanitary?	<input checked="" type="radio"/> YES	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>	Building closed		
<i>Van/Equipment</i>			
Is the MACO van clean and ready for use?	<input checked="" type="radio"/> YES	NO	
Are clean cages stored neatly?	<input checked="" type="radio"/> YES	NO	
Is the Firearm secured in the safe or van lockbox?	<input checked="" type="radio"/> YES	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/7/25

ACO: April Leclair
Signature: April Leclair

Supervisor: Don Miller

Signature: DM

Complete Daily

<i>KENNEL/ANIMALS</i>	<i>Record answers on this side.</i>		
Number of animals currently impounded.	0		
Animals removed from enclosures prior to cleaning?	YES	NO	(N/A)
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	(N/A)
Cleaning process start time?	7:30		
Cleaning process completion?	8:30		
Bedding changed?	YES	NO	(N/A)
Enclosures fully dried prior to returning animals?	YES	NO	(N/A)
Is grooming/bathing necessary?	YES	NO	(N/A)
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	(N/A)
<i>BUILDING/FACILITY</i>			
Open food containers stored in heavy duty plastic containers?	(YES)	NO	N/A
Extra food stored in storage closet off the ground?	(YES)	NO	N/A
Facility clean and sanitary?	(YES)	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>	Building closed		
<i>Van/Equipment</i>			
Is the MACO van clean and ready for use?	(YES)	NO	
Are clean cages stored neatly?	(YES)	NO	
Is the Firearm secured in the <u>safe</u> or van lockbox?	(YES)	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/8/25

ACO:

April Leitch

Supervisor:

Don Miller

Signature:

April Leitch

Signature:

Don Miller

Complete Daily

KENNEL/ANIMALS	<i>Record answers on this side.</i>		
Number of animals currently impounded.			<u>0</u>
Animals removed from enclosures prior to cleaning?	YES	NO	<u>(N/A)</u>
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	<u>(N/A)</u>
Cleaning process start time?			<u>8:30</u>
Cleaning process completion?			<u>9:30</u>
Bedding changed?	YES	NO	<u>(N/A)</u>
Enclosures fully dried prior to returning animals?	YES	NO	<u>(N/A)</u>
Is grooming/bathing necessary?	YES	NO	<u>(N/A)</u>
Note any grooming/bathing performed.			<u>n/a</u>
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	<u>(N/A)</u>
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	<u>(YES)</u>	NO	N/A
Extra food stored in storage closet off the ground?	<u>(YES)</u>	NO	N/A
Facility clean and sanitary?	<u>(YES)</u>	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>			<u>Building closed</u>
Van/Equipment			
Is the MACO van clean and ready for use?	<u>(YES)</u>	NO	
Are clean cages stored neatly?	<u>(YES)</u>	NO	
Is the Firearm secured in the <u>safe</u> or van lockbox?	<u>(YES)</u>	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/9/25

ACO: April Lester
Signature: [Signature]

Supervisor: Den Miller

Signature: [Signature]

Complete Daily

KENNEL/ANIMALS	<i>Record answers on this side.</i>		
Number of animals currently impounded.	0		
Animals removed from enclosures prior to cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Cleaning process start time?	9:30		
Cleaning process completion?	10:30		
Bedding changed?	YES	NO	<input checked="" type="radio"/> N/A
Enclosures fully dried prior to returning animals?	YES	NO	<input checked="" type="radio"/> N/A
Is grooming/bathing necessary?	YES	NO	<input checked="" type="radio"/> N/A
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	<input checked="" type="radio"/> N/A
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	<input checked="" type="radio"/> YES	NO	N/A
Extra food stored in storage closet off the ground?	<input checked="" type="radio"/> YES	NO	N/A
Facility clean and sanitary?	<input checked="" type="radio"/> YES	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>	Building closed		
Van/Equipment			
Is the MACO van clean and ready for use?	<input checked="" type="radio"/> YES	NO	
Are clean cages stored neatly?	<input checked="" type="radio"/> YES	NO	
Is the Firearm secured in the <u>safe</u> or van lockbox?	<input checked="" type="radio"/> YES	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/11/25

ACO:

April L. Lee

Supervisor:

Don Miller

Signature:

April L. Lee

Signature:

Don Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

7:30

Cleaning process completion?

8:30

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/12/25

ACO:

April Leclair

Supervisor: *Don Miller*

Signature:

April Leclair

Signature: *Don Miller*

Complete Daily

KENNEL/ANIMALS	<i>Record answers on this side.</i>		
Number of animals currently impounded.	0		
Animals removed from enclosures prior to cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Cleaning process start time?	8:30		
Cleaning process completion?	9:30		
Bedding changed?	YES	NO	<input checked="" type="radio"/> N/A
Enclosures fully dried prior to returning animals?	YES	NO	<input checked="" type="radio"/> N/A
Is grooming/bathing necessary?	YES	NO	<input checked="" type="radio"/> N/A
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	<input checked="" type="radio"/> N/A
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	<input checked="" type="radio"/> YES	NO	<input checked="" type="radio"/> N/A
Extra food stored in storage closet off the ground?	<input checked="" type="radio"/> YES	NO	N/A
Facility clean and sanitary?	<input checked="" type="radio"/> YES	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>	<i>Building closed for renovations</i>		
Van/Equipment			
Is the MACO van clean and ready for use?	<input checked="" type="radio"/> YES	NO	
Are clean cages stored neatly?	<input checked="" type="radio"/> YES	NO	
Is the Firearm secured in the safe or van lockbox?	<input checked="" type="radio"/> YES	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/13/25

ACO:

April Leiker

Supervisor:

Don Miller

Signature:

April Leiker

Signature:

D. Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

0

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

8:30

Cleaning process completion?

9:30

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/14/25

ACO: April Leier

Supervisor: Don Miller

Signature: April Leier

Signature: Don Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

0

Animals removed from enclosures prior to cleaning?

YES NO (N/A)

Removed animals placed in full-sized enclosure during cleaning?

YES NO (N/A)

Cleaning process start time?

9 45

Cleaning process completion?

10 30

Bedding changed?

YES NO (N/A)

Enclosures fully dried prior to returning animals?

YES NO (N/A)

Is grooming/bathing necessary?

YES NO (N/A)

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO (N/A)

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

(YES) NO N/A

Extra food stored in storage closet off the ground?

(YES) NO N/A

Facility clean and sanitary?

(YES) NO N/A

Note any issues and immediate/long term corrective actions.

Building closed for renovations

Van/Equipment

Is the MACO van clean and ready for use?

(YES) NO

Are clean cages stored neatly?

(YES) NO

Is the Firearm secured in the safe or van lockbox? *

(YES) NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/15/25

ACO: April Leiker

Supervisor: Don Miller

Signature: April Leiker

Signature: LT D. Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

0

Animals removed from enclosures prior to cleaning?

YES NO (N/A)

Removed animals placed in full-sized enclosure during cleaning?

YES NO (N/A)

Cleaning process start time?

9⁰⁰

Cleaning process completion?

10⁰⁰

Bedding changed?

YES NO (N/A)

Enclosures fully dried prior to returning animals?

YES NO (N/A)

Is grooming/bathing necessary?

YES NO (N/A)

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO (N/A)

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

(YES) NO N/A

Extra food stored in storage closet off the ground?

(YES) NO N/A

Facility clean and sanitary?

(YES) NO N/A

Note any issues and immediate/long term corrective actions.

Building closed for renovations

Van/Equipment

Is the MACO van clean and ready for use?

(YES) NO

Are clean cages stored neatly?

(YES) NO

Is the Firearm secured in the safe or van lockbox? *

(YES) NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/16/25

ACO:

April Leuter

Supervisor:

Don Miller

Signature:

April Leuter

Signature:

Don Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

0

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

9:30

Cleaning process completion?

10:30

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox? *

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/17/25

ACO:

April Leites

Supervisor:

Don Miller

Signature:

April Leites

Signature:

Don Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

0

Animals removed from enclosures prior to cleaning?

YES NO (N/A)

Removed animals placed in full-sized enclosure during cleaning?

YES NO (N/A)

Cleaning process start time?

8:30

Cleaning process completion?

9:30

Bedding changed?

YES NO (N/A)

Enclosures fully dried prior to returning animals?

YES NO (N/A)

Is grooming/bathing necessary?

YES NO (N/A)

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO (N/A)

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

(YES) NO N/A

Extra food stored in storage closet off the ground?

(YES) NO N/A

Facility clean and sanitary?

(YES) NO N/A

Note any issues and immediate/long term corrective actions.

Building closed

Van/Equipment

Is the MACO van clean and ready for use?

(YES) NO

Are clean cages stored neatly?

(YES) NO

Is the Firearm secured in the safe or van lockbox?

(YES) NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/18/25

*April Leiker
Asst*

Supervisor: Don Miller

Signature: *[Signature]*

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

8:30

Cleaning process completion?

9:30

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/19/25

April Lester
April Lester

Supervisor: Don Miller

Signature: LT. J Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

8:00

Cleaning process completion?

8:30

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/20/25

April Leiker
APL

Supervisor: Don Miller

Signature: LT. D. Miller

Complete Daily

KENNEL/ANIMALS		<i>Record answers on this side.</i>	
Number of animals currently impounded.			1 - P. Bull Southerton
Animals removed from enclosures prior to cleaning?	YES NO	<input checked="" type="radio"/>	N/A
Removed animals placed in full-sized enclosure during cleaning?	YES NO	<input checked="" type="radio"/>	N/A
Cleaning process start time?			7:30
Cleaning process completion?			8:30
Bedding changed?	YES NO	<input checked="" type="radio"/>	N/A
Enclosures fully dried prior to returning animals?	YES NO	<input checked="" type="radio"/>	N/A
Is grooming/bathing necessary?	YES NO	<input checked="" type="radio"/>	N/A
Note any grooming/bathing performed.			n/a
Weekly wellness assessments completed, due for all animals by Friday.	YES NO	<input checked="" type="radio"/>	N/A
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	<input checked="" type="radio"/> YES NO		N/A
Extra food stored in storage closet off the ground?	<input checked="" type="radio"/> YES NO		N/A
Facility clean and sanitary?	<input checked="" type="radio"/> YES NO		N/A
<i>Note any issues and immediate/long term corrective actions.</i>			Building closed, 1 dog @ Southington Pound
Van/Equipment			
Is the MACO van clean and ready for use?	<input checked="" type="radio"/> YES NO		
Are clean cages stored neatly?	<input checked="" type="radio"/> YES NO		
Is the Firearm secured in the safe or van lockbox?	<input checked="" type="radio"/> YES NO		



Cheshire Police Department

Daily Operations Checklist

Date: 7/21/25

April Leiker
April 21

Supervisor: Don Miller

Signature: LT. D. Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1

P. & B.M. Southern

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

8:00

Cleaning process completion?

9:00

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed.

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/22/25

*April L. Linn
Asst. Chief*

Supervisor: Don Miller

Signature: *DT. D. Miller*

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

8:00

Cleaning process completion?

9:00

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed, 1 day in Southington.

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO

(P.T. bail in Southington)



Cheshire Police Department

Daily Operations Checklist

Date: 7/23/25

April Leiker
April 23

Supervisor: Don Miller

Signature: LT D. Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1 (in Southington)

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

8:00

Cleaning process completion?

9:00

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed, 1 day in Southington

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/24/29

April Leiler
Asst LE

Supervisor: Don Miller

Signature: [Signature]

Complete Daily

KENNEL/ANIMALS	<i>Record answers on this side.</i>		
Number of animals currently impounded.	1 (Sooty)		
Animals removed from enclosures prior to cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Removed animals placed in full-sized enclosure during cleaning?	YES	NO	<input checked="" type="radio"/> N/A
Cleaning process start time?	8:00		
Cleaning process completion?	9:00		
Bedding changed?	YES	NO	<input checked="" type="radio"/> N/A
Enclosures fully dried prior to returning animals?	YES	NO	<input checked="" type="radio"/> N/A
Is grooming/bathing necessary?	YES	NO	<input checked="" type="radio"/> N/A
Note any grooming/bathing performed.	n/a		
Weekly wellness assessments completed, due for all animals by Friday.	YES	NO	<input checked="" type="radio"/> N/A
BUILDING/FACILITY			
Open food containers stored in heavy duty plastic containers?	<input checked="" type="radio"/> YES	NO	N/A
Extra food stored in storage closet off the ground?	<input checked="" type="radio"/> YES	NO	N/A
Facility clean and sanitary?	<input checked="" type="radio"/> YES	NO	N/A
<i>Note any issues and immediate/long term corrective actions.</i>	Building closed, 1 dog impounded in Southgate		
Van/Equipment			
Is the MACO van clean and ready for use?	<input checked="" type="radio"/> YES	NO	
Are clean cages stored neatly?	<input checked="" type="radio"/> YES	NO	
Is the Firearm secured in the safe or van lockbox?	<input checked="" type="radio"/> YES	NO	



Cheshire Police Department

Daily Operations Checklist

Date: 7/25/25

April Lester
Apthel

Supervisor: Don Miller

Signature: LT. DMM

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

7:30

Cleaning process completion?

8:30

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed, dog impounded in Southington

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/26/25

April Leticia
April H

Supervisor: Don Miller

Signature: LT. D. Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

8:00

Cleaning process completion?

9:00

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed, 1 dog @ Southington pound.

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/27/25

*April Leclair
April 2025*

Supervisor: *D. Miller*

Signature: *LT. D. Miller*

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1

Animals removed from enclosures prior to cleaning?

YES NO (N/A)

Removed animals placed in full-sized enclosure during cleaning?

YES NO (N/A)

Cleaning process start time?

8:00

Cleaning process completion?

9:00

Bedding changed?

YES NO (N/A)

Enclosures fully dried prior to returning animals?

YES NO (N/A)

Is grooming/bathing necessary?

YES NO (N/A)

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO (N/A)

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

(YES) NO N/A

Extra food stored in storage closet off the ground?

(YES) NO N/A

Facility clean and sanitary?

(YES) NO N/A

Note any issues and immediate/long term corrective actions.

Building closed, 1 dog impounded in Southington

Van/Equipment

Is the MACO van clean and ready for use?

(YES) NO

Are clean cages stored neatly?

(YES) NO

Is the Firearm secured in the safe or van lockbox?

(YES) NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/28/25

April Leiker
April 28

Supervisor: Don Miller

Signature: LT. D. Miller

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

7:00

Cleaning process completion?

8:00

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed, 1 dog impounded in Southington

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/29/25

April Lecker
April Lecker

Supervisor: Don Miller

Signature: [Signature]

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

8:00

Cleaning process completion?

9:00

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed, 1 dog impounded in Southington

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO



Cheshire Police Department

Daily Operations Checklist

Date: 7/30/25

April Lecker
April 25

Supervisor: Don Miller

Signature: [Signature]

Complete Daily

KENNEL/ANIMALS

Record answers on this side.

Number of animals currently impounded.

1

Animals removed from enclosures prior to cleaning?

YES NO N/A

Removed animals placed in full-sized enclosure during cleaning?

YES NO N/A

Cleaning process start time?

6:30

Cleaning process completion?

7:30

Bedding changed?

YES NO N/A

Enclosures fully dried prior to returning animals?

YES NO N/A

Is grooming/bathing necessary?

YES NO N/A

Note any grooming/bathing performed.

n/a

Weekly wellness assessments completed, due for all animals by Friday.

YES NO N/A

BUILDING/FACILITY

Open food containers stored in heavy duty plastic containers?

YES NO N/A

Extra food stored in storage closet off the ground?

YES NO N/A

Facility clean and sanitary?

YES NO N/A

Note any issues and immediate/long term corrective actions.

Building closed, 1 day @ Southington pond

Van/Equipment

Is the MACO van clean and ready for use?

YES NO

Are clean cages stored neatly?

YES NO

Is the Firearm secured in the safe or van lockbox?

YES NO

MUNICIPAL ANIMAL CONTROL OFFICERS REPORT

Totals only on Page One														TOWN				
DOGS IMPOUNDED	CATS IMPOUNDED	OTHER IMPOUNDED		REDEEMED	SOLD AS PET	D.O.A	EUTHANIZED	NATURAL DEATHS	TOTAL		DOMESTIC/ WILDLIFE RABIES MANAGEMENT ORDERS	TOTAL BITES DOMESTIC/ DOMESTIC	TOTAL BITES DOMESTIC/ HUMAN		TOTAL COMPLAINTS INVESTIGATED	TOTAL INFRACTIONS/ SUMMONS		
2	0	1		2	1	0	0	0	3		1	0	0		60	0		
																	Cheshire	
																	June	
																	2025	

NUMBER	DATE IN	AD DATE	DATE OUT	COMPLAINANT NAME AND ADDRESS	TYPE OF COMPLAINT	DESCRIPTION OF ANIMAL INCLUDE - BREED, COLOR, SEX, AGE, AND LICENSE # IF APPLICABLE	NAME AND ADDRESS OF OWNER OR KEEPER	REDEEMED	SOLD AS PET	D.O.A	EUTH	NATURAL DEATHS	CARRY OVER
25	5/30		6/2	Nancy Stevenson 393 Spring Street	Dog vs. Woodchuck/unvaxed	F Sable German Shepard Gypsy	Nancy Stevenson 393 Spring Street	x					
					(Carry Overs)								
26	6/1	6/4	6/30	2038928717 224 Towpath	Found Snake	M Silver/Black Ball Python	Joe Franklin 34 Oak Street Middletown		x				
27	6/2	6/4	6/10	Shawn Doherty Knollwood, Wallingford	Roaming Dog at Darcy School	M Red/White Pitbull	transferred to Waterbury Pound due to being found in Wtby	x					

PRINT M.A.C.O.'S NAME <i>April Leiter</i>	SIGNATURE OF M.A.C.O. 	DATE	TOTALS FOR THIS PAGE ONLY
PRINT SUPERVISOR NAME <i>Donald Miller</i>	SIGNATURE OF SUPERVISOR 	DATE	2 1 0 0 0 0