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INTEROFFICE MEMORANDUM

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**TO:** ROBERT MALLEY  
**FROM:** CHIEF NEIL R. WILLIAMS  
**SUBJECT:** ANIMAL CONTROL OFFICER  
**DATE:** SEPTEMBER 12, 2017

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Bob,

Very sorry I cannot attend your meeting on September 21, 2017, but I will be out of the State taking care of personal business.

It is my understanding that the committee would like to know what the response is and patrol policy for the Animal Control Officer as it relates to Fort Williams.

By law each community must have a State certified ACO and a State registered boarding arrangement for animals. Many years ago Cape Elizabeth and South Portland entered into an agreement to share an ACO. Cape Elizabeth pays approximately twenty percent of the salary and benefits for use of the South Portland ACO. With this agreement we get a fully trained State Certified ACO, all the equipment, and a vehicle.

The hours of the ACO are 8 am to 4 pm five days a week. In speaking with the ACO he visits Fort Williams two or three times a week and sits in different spots. He states that he may get a few dogs off leash, but finds people are receptive when told that they are in violation. In addition, Fort Williams is routinely patrolled by the Officer in that area.

The rest of the time the enforcement of animal complaints is re-active. Should an animal call come in while the South Portland ACO is on duty, the call will be assigned to them. If the ACO is not on duty a patrol unit will handle the call. Should follow-up be necessary then it would be given to the ACO.

Regards,

  
Chief Neil R. Williams