

## **MOUNT HOLLY ANIMAL CONTROL OFFICER RESPONSIBILITIES**

- Be knowledgeable of, and be guided by the Mount Holly Dog/Wolf Hybrid Ordinance
- Be knowledgeable on Vermont Statutes Title 13, Chapter 8 Humane and Proper Treatment of Animals; Title 20 Chapter 191 and 193 Domestic Pet or Wolf Hybrid Control
- Conduct investigations in a fair and thorough manner. After receiving a complaint, conduct an interview over the phone or in person as the situation dictates.
- If a dog is found running at large and/or secured by another party, respond to the location and remove the dog to a suitable kennel or residence. Ensure the dog has enough water, food and a properly sized kennel. Consult a veterinarian if needed.
- If there is a collar with a license, attempt to contact the owner for pickup. If the owner cannot be located and you cannot properly board the dog, then the dog should be transported to the Rutland County Humane Society in Pittsford.
- If there is no identifying tag, take a photograph of the dog and put it out on social media/newsflash/posted notice etc. with the hopes that someone will recognize the dog. If after a reasonable amount of time you cannot identify the owner and you are not able to board the dog, the animal should be removed to the Rutland County Humane Society in Pittsford.
- If an owner is identified, they are sent a Dog Courtesy Warning in the mail (Although this form or procedure is not in the ordinance, it can help to reinforce the urgency to keep dogs secure on their property.
- If necessary, a citation can be issued. A violation of this ordinance shall be a civil matter which may be enforced in the Vermont Judicial Bureau in accordance with the provisions of 24 V.S.A. §§ 1974a and 1977 et seq. For purposes of enforcement in the Judicial Bureau, animal control officer shall be the designated enforcement officer. The enforcement officer shall issue tickets and may be the appearing officer at any hearing.
- Maintain records, prepare written reports
- Communicate with the Town Clerk, Select Board, Town Health Office, Town Constable as needed
- Investigate cases of suspected Animal Cruelty, including notifications to the Vermont State Police, State's Attorney, Veterinary Services and the Humane Society.