NEW YORK STATE DEPARTMENT OF AGRICULTURE AND MARKETS
DIVISION OF ANIMAL INDUSTRY
10B AIRLINE DRIVE, ALBANY, NY 12235

MUNICIPAL SHELTER INSPECTION REPORT - DL-90

Rating: **Unsatisfactory30** Purpose: **Inspection**

DATE/TOA: **3/19/25 11:00 am**

FRIENDSHIP MUNICIPAL SHELTER
14 EAST WATER STREET
FRIENDSHIP NY 14739

Inspector #: **80**
Inspector #: **074**

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

1. Shelter is structurally sound	Yes
2. Housing area and equipment is sanitized regularly	No
Walls of all kennels and tops of divider walls dirty; rusted interior of all kennel doors and unsealed concrete blocks used to cover drainage troughs can not be cleaned and sanitized properly.	
3. Repairs are done when necessary	No
Inside of all kennel doors are rusted and must be repaired.	
4. Dogs are handled safely	Yes
5. Adequate space is available for all dogs	Yes
6. Light is sufficient for observation	Yes
7. Ventilation is adequate	Yes
8. Drainage is adequate	Yes
9. Temperature extremes are avoided	Yes
10. Clean food and water is available and in ample amount	Yes
11. Veterinary care is provided when necessary	Yes
12. Dogs are euthanized humanely, by authorized personnel	Yes
13. Complete intake and disposition records are maintained for all seized dogs	No
Only records from the Town of Friendship present for the inspection; missing all records for Towns of Amity , Cuba, New Hudson, and Scio.	
14. Dogs transferred for purposes of adoption in compliance with Article 7	No
Unable to determine due to missing records.	
15. Redemption period is observed before adoption, euthanasia or transfer	No
Unable to determine due to missing records.	
16. Owners of identified dogs are properly notified	No
Unable to determine due to missing records.	
17. Redeemed dogs are licensed before release	No
Unable to determine due to missing records.	
18. Proper impoundment fees paid before dogs are released	No
Unable to determine due to missing records.	
19. Written contract or lease with municipality	No
Missing written contract with the Towns of Cuba and New Hudson.	

Town - City - Village Information for Inspection:

TCV CODE	TCV NAME
0216	Town of Friendship
0215	Town of Cuba
0222	Town of New Hudson

REMARKS:

The housing facility and the area immediately surrounding it shall be kept in a clean condition in order to maintain a healthy environment. This is accomplished by removing and destroying agents that are hazardous to animal health and by performing regular sanitation. Cleaning must be done frequently to remove disease hazards, pest infestation, and odors. Manure, urine, uneaten food, shed hair, soiled bedding, and any other organic matter must not accumulate inside animal enclosures and around the housing area. These wastes may need to be removed with scrub brushes, detergents and degreasers.

All enclosures housing seized dogs must be structurally sound and kept in good repair to keep the dog contained and to protect it from injury. There must be no rust, jagged edges or sharp points. All surfaces within the primary enclosure must be replaced or repaired when worn or damaged. Dirty, rough and absorbent materials protect microorganisms and are difficult to clean, disinfect and deodorize. Due to its porosity, concrete must be treated with a liquid sealer or hardener to make it waterproof. Waterproofing prevents water damage to concrete and allows thorough sanitization

Records must be complete at the time of inspection. This often is accomplished by communication between the municipal offices, the contracted shelter and the DCO. According to Article 7, Section 113.4, every dog control officer, peace officer, when acting pursuant to his special duties or police officer shall promptly make and maintain a complete record of any seizure and subsequent disposition of any dog.

Missing copies of written contracts for the Towns of Cuba and New Hudson. As of 2025, Towns of Amity and Scio are no longer contracted with the Town of Friendship Municipal Shelter. Copies of seizure and disposition reports and written contracts must be left at the shelter and available for inspection for all currently contracted municipalities. Seizure and disposition records for all dogs held for all municipalities that are/were contracted since the previous inspection must be available for inspection. Copies of all records must be retained for three years (Article 7 Section 113.5).

According to Article 7 Section 114. Pounds and shelters,

1. Each town and city, and each village in which licenses are issued shall, and any other village and any county may, establish and maintain a pound or shelter for dogs.

2. In lieu of or in addition to establishing and maintaining such pound or shelter, any town or city, or any village in which licenses are issued shall, and any other village and any county may, contract for pound or shelter services with any other municipality or with any incorporated humane society or similar incorporated dog protective association, or shall establish and maintain, jointly or with one or more other municipalities, a pound or shelter.

REPRESENTATIVE PRESENT FOR INSPECTION: **Trevor Hollenbeck**
TITLE: **DCO**

REVIEWED BY: **Inspector #: 64**
REVIEWED DATE: **03/25/2025**