

**Town of Thomaston  
Safety Committee Meeting  
March 12, 2008  
Voting Center  
Town Hall**

**Minutes**

The meeting was called to order at 1:05 pm by Scott Simpson, acting as Chairman in Paul Pronovost's absence.

Those in attendance: Debra Radosevich, Library Director; Amanda Bunting, Treasurer's Office; Kenny Fox, Sewer Plant; Kris Nelson, Police Department; Ken Koval, Fire Department; Cheryl Waldron, K-9 Control; and Scott Simpson, Town Hall Maintenance.

Guest: Jenifer Tetreault, HazCompliance, LLC..

Those absent: Jeff Dunn, Opera House; Sue Costa, Finance Department

Ken Koval made a motion to accept the minutes of the December 19, 2007 meeting. The motion was seconded by Cheryl Waldron. The vote was unanimous to accept the minutes as submitted.

Scott introduced Jennifer Tetreault, CEO of HazCompliance, LLC. . Her company performs a full physical inventory of all hazardous materials in use at a location and supplies a Material Safety Data Sheet on the product that is in compliance with the "Right to Know" standards. She discussed the procedures the company will use to conduct the inventory and the benefits of having a company do the work as opposed to members of the staff.

Many questions ensued regarding the amount of time and money that would be required to hire her company to do the work. Ms. Tetreault left the meeting at 1:26pm.

A motion was made by Mr. Koval and seconded by Ms. Waldron to ask HazCompliance, LLC to provide a free estimate to do the work for the various departments of the town. Scott Simpson will make the information available to Linda Mitchell and the Board of Education to see if they would be interested in joining with us in getting a price on this service.

The vote was unanimous.

Mr. Simpson will contact Jennifer to ask her to provide the estimate.

## Old Business:

### Town Hall Security Project

The THSP committee has met several times to explore possible ways to make Town Hall more secure as it is open to the public at all hours. They are in the process of identifying the places where cameras could be placed to deter theft or vandalism.

Scott Simpson informed the committee that two automatic door openers will be installed over the next days on the Town Hall entrances at the Police Station door and the entrance to the Opera House box office door. The money to do the modifications was made possible through a small cities grant and is required for ADA compliance.

Scott Simpson informed the committee that several bricks have fallen from the building at the Clay Street entrance to Town Hall. He secured the area and asked Henry Oswicki to investigate and advise him on what should be done to correct the problem. They installed staging and removed a total of 21 bricks that were loose and in danger of falling. The bricks will be replaced.

Mr. Simpson also reported that the balcony over the entrance to the Opera House looks like it is in need of work. An engineer has been enlisted to look at the entire building and determine what needs of the building must be addressed for safety reasons. A discussion ensued regarding the actual age of the Town buildings and it was pointed out that while we refer to these buildings as the "new" Town Hall, Library, or Fire House, some of these buildings are now 30 years old.

## New Business:

Debra Radosevich, Library Director inquired as to the possibility of having additional lighting in the parking lot between the Library lot and the Town Hall lot. There is no light now and as the Library gets busier in the evenings many people are forced to park further from the building and in the unlighted area. It was suggested that a light could be attached to the Town Hall building and directed towards that area. That light may rectify the situation. Scott Simpson will ask for approval to investigate the feasibility and expense of the project.

Scott Simpson reported that it has been discovered that the fire alarms of the Town Hall and the Opera House are not wired together. As it stands now, if the alarm was set off in the Town Hall the magnetic doors would close but the alarm would not sound in the Opera House. They are in the process of correcting the situation so the alarms will act in unison.

There being no further business to discuss a motion was made by Ken Koval and seconded by Cheryl Waldron to adjourn the meeting at 2:10 pm. The vote passed unanimously.

The next Safety Committee meeting will be held on June 18, 2008 at 1:00pm. The meeting will be held in the Voting Center.

Respectively Submitted by,

Debra Radosevich, Secretary  
Town of Thomaston Safety Committee