

Town Wide Safety Committee

REGULAR MEETING

Thursday, October 16, 2025

1:30 p.m.

Town Hall First Floor Conference Room

33 East Main Street, Portland, CT 06480

Agenda

1. Call Meeting to Order
2. Approve Agenda
3. Approve Meeting Minutes: August 21, 2025
4. Correspondence
5. Old Business
 - a. Membership Vacancies:
 - One Management seat (Building Official)
 - One Management Alternate seat
 - One Non-Management Alternate seat (Library)
 - b. Update on Request for Panic Button in P&R/Y&FS Office
 - c. Active Shooter Safety (ongoing)
 - d. Update on Buck-Foreman Building issues: air quality; rodents; cracks in masonry; hole in ceiling
6. New Business
 - a. Approve meeting dates for calendar year 2026
7. Adjournment

Follow-up items:

- Safety Log
- Revise Evacuation Plans (ongoing)

[CIRMA e-Learning](#) login: <https://app.targetsolutions.com/cirmamember>

Members: Devon Arce, Cara Brennan, Michelle Ceppaglia, Cheryl Creem, Courtney Fitzkee, Daniel Knapp, Amy Giveans, Ann Labby, Michael Lastrina, Rosanne Lombardi, Robert Puida, Tom Robinson, Tom Sienkiewicz

Alternates: Mike Pelton, Andy Dionne

Distribution: Town Clerk, Administrators, Employees