

Thomaston Library Board of Trustees
Maintenance Sub Committee Minutes



Patrick J. Hyres
Library Board of Trustees
Maintenance Sub-Committee, Chairman
Thomaston, Connecticut, 06787
2/14/2026

To,
The Honorable Chairwoman, Melanie Dobos
The Honorable Library Board of Trustees
Amy Schumann, Director
284 Main Street, Thomaston, Connecticut, 06787

Cathy Dupont, Town Clerk
158 Main Street, Thomaston, Connecticut, 06787

Greetings, below are the minutes from the previously held Maintenance Sub Committee meeting.

Member attendance

Present: Patrick J. Hyres, Chair
Present: Barbra Lee, Member
Present: Amy Schumann, Director
Absent: Kathleen Reynolds, Member

Meeting was called to order at 11:05AM, the items discussed were updates from the interior designing firm regarding the building, electronic door counters for the exterior doorways on the building, repairs needed for the automatic door, a dumpster for removing trash & disposable items, shelving units, the old lift, & custodial services.

Item A

Interior Design,

- After the updates from the company discussion about the next step was had. The committee talked about having an architect come in to assess the floor plan of the building. The focus points would be circulation desks & staff utilized spaces. No specific architect has been identified yet to recommend to the board.

Recommendation

- None at this time.

Item B

Door Counters

- The committee spoke about installing door counters on the exterior doorways of the building, on the interior door frames. It is common practice for libraries to utilize this technology for enhanced data & analytics. There is no exact model or dollar amount requested at this time from the board.

Recommendation

- Research into % 's of public libraries utilize this technology by Patrick & Amy.

Item C

Exterior Door

- The exterior door that has the touchless automatic door opener is suffering from malfunctions. This needs to be addressed as there have been multiple problems in the past.

Recommendation

- Repair.

Item D

Dumpster

- The committee spoke about ordering a dumpster for trash too large for traditional garbage disposal. The areas to be cleared out would be the Community Room & other storage areas. The dumpster would not be ordered until the summer, somewhere around the time of a booksale.

Recommendation

- To utilize a dumpster service around the time of a book sale.

Item E

Shelving

- The committee spoke about purchasing shelving units to comply with OSHA standards and regulations. Although now we are in compliance with OSHA, the shelving units would prevent any violations in the future. It was also decided the staff were to select the style of shelving that fits their needs the best at this time.

Recommendation

- For the Director & staff to research appropriate shelving for the library in areas that are needed. No dollar amount needed at this time, since no shelving has been identified yet.

Item F

Old Lift

- The committee spoke about what next steps need to be taken with the Old Lift, and will be addressed with an architect when floor plans are surveyed.

Recommendation

- None at this time.

Item G

Custodial Services

- The committee spoke about switching & or upgrading the current custodial services the Library has.

Recommendation

- The Director researches alternative custodial services.

Submitted,

Patrick J. Hyres
Library Board of Trustees
Maintenance Sub-Committee, Chairman

