

Marion Knox  
70 Thomas Street  
Portland Maine 04102

Captain David Petruccelli  
Portland Fire Department  
380 Congress St.  
Portland, ME 04101

October 31, 2016

Dear Captain Petruccelli,

I am writing to follow up on our conversation this morning about smoke alarms for my three-unit building in the West End.

As we discussed:

First floor unit: In the next week, four battery-operated smoke alarms and a plug-in CO2 detector will be installed. These will be replaced by electronically connected, hard-wired units in the spring of 2017 when the unit is scheduled to be renovated.

Second floor unit: Four hard-wired and electronically connected smoke alarms will be installed. The unit in the dining room, next to the kitchen, will be a combination smoke and CO2 alarm.

Third floor unit: Has three hard-wired smoke alarms one of which includes a CO2 detector.

Basement: Has a combination smoke and CO2 alarm.

Additional changes:

The sprinkler has been installed in the basement above the boiler that needed it. The interior window on the third-floor back staircase is now the correct fire-rated glass.

Still to do: I have not yet painted unit numbers on the unit doors. My painter (Kate Schrock) asked to do this during the winter when she will have time.

I understand that you will contact me to inspect both after Thanksgiving and again in the spring when the renovation of the first floor is complete.

Thank you for your help this morning,



Marion Knox