



Ayer Police Dept.
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November 7, 2013

MONTHLY REPORT

Monitored janitorial service
Monitor building's energy use
Inspect buildings for functionality
Scheduled repairs with outside contractors
Monitored quality of repairs
Certified all invoices for warrant
Filed for rebates from National Grid
Finalized Town Hall sign project
Researching security camera upgrade for the Police department
Coordinating Town Hall phone upgrade
Evaluating repair cost for the Town Hall tower
Planning the Memorial Garden landscape improvement