Town of Ayer
Facilities Maintenance

Ayer Police Dept.
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MONTHLY REPORT
Below is a brief summary of issues that required attention from the Department of Facilities Maintenance.

Monitored janitorial service
Monitor building's energy use
Inspect buildings for functionality
Supervised scheduled service contracts and repairs with outside contractors
Monitored quality of repairs
Certified all invoices for warrant
Coordinated LED Lighting upgrade (Police Station parking lot.)
Performed required routine maintenance and repairs on all buildings assigned to the department
Facilitated a new, one year cost saving energy contract with Constellation New Energy (Town)

Dan Sherman
Department of Facilities Maintenance