Town of Ayer
Public Buildings and Property Maintenance

Ayer Police Dept.
54 Park Street
Ayer**, Ma. 01432**
Phone: 978-772-8200 ext.509
Fax: 978-772-8202

November 22 2016

MONTHLY REPORT
Below is a brief summary of issues that required attention from the Department of Facilities Maintenance.
Performed janitorial service
Finished Police Station roof project
Contracted Almar LCC to rehab Town Hall tower
Performed repairs on 11 Depot Sq.
Repaired heat @ 9 and 11 Depot Sq.
Repaired heat Town Hall/ Great hall
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
Performed required routine maintenance and repairs on all buildings assigned to the department

Dan Sherman
Public Buildings and Property Maintenance