

**Buildings and Grounds  
Status Report  
November 3, 2016 – November 9, 2016**

**Buildings**

- All trash picked up from all buildings.
- Buildings cleaned daily.
- HVAC checked daily in all buildings and filters changed as needed.
- Delivered packages to various offices from the Finance Office.
- Changed out all pink lights at the Municipal Bldg.
- Picked up tables from Lester Street and bring to DPW for the dog clinic.
- Removed plastic and cardboard from the Dominique Johnson Building.
- Removed tables from DPW.
- Did 100 Ft. mark outs at Nesbit, Dominique Johnson, Municipal, Browns Mills Firehouse, Library, Country Lakes Rec and the church in Presidential Lakes.
- Moved some tables at the church in Presidential Lakes.
- Worked on chiller pipe at the Library.
- Took four tables from room 10 back to Lester Street.
- Insulated chiller pipe at the Library and filled in the hole.
- Repaired broken underground pipe with the assist from the water department on the chiller at the Library. As of 11/14 pipe is leaking underground in another spot. We are digging it up and making the repair today. The heat however is working at the Library

**Parks**

- Trash picked up from all parks/beaches on a rotating basis.
- Grass cutting and weed whacking at all parks on a rotating basis.
- Changed light bulbs at Little Red Schoolhouse
- Put new bulbs in marque.
- Bayberry Park project.
- Mirror Lake project.
- Striped football field.
- Work on railroad ties at Bayberry Park.
- Put down 170 yards of Mulch.
- Stripped the Nesbit football field for upcoming games this weekend

**Miscellaneous**

- Contractor due today at Library for estimate on glycol for chiller
- Assisted with the pickup and drop off of voting machines to voting locations
- Cleaned up after rabies clinic function