

**Buildings and Grounds  
Status Report  
March 10, 2016 – March 16, 2016**

**Buildings**

- All trash has been picked up from all buildings
- Buildings are being cleaned daily
- HVAC checked daily in all buildings and filters changed as needed
- Delivered packages to various offices from the Finance Office
- Opened the Library for AARP taxes
- Replaced ceiling tiles in the Municipal Building and the Senior Center
- Anchored both generators to concrete slabs in DPW
- Completed painting the kitchen in the Nesbit Building
- Measured a door at the Nesbit Building that needs to be replaced
- Shampooed the carpet in the Tax Collector's Office
- Tried repairing gutter at the Browns Mills Fire House. Bucket truck won't reach
- Completed ceiling light repairs at the Senior Center
- Bookcase delivery for the Senior Center
- Exterminated wasps on the second floor at the Senior Center
- Installed new outlets and covers at the Nesbit Building
- Sanded walls and touched up paint at the Nesbit Building
- Started repairing window/screens in the Municipal Building
- Changed light dimmers in buildings
- Repaired two lights at the Nesbit Building
- Removed electric panel box from 31 Bank Street
- Replaced ceiling tiles in the Police Department
- Repaired door handle in the men's' room at the Library
- Repaired lights at the Library, Mirror Lake Beach Building and the Senior Center
- Replaced three led bulbs under overhang at a DPW Building
- Changed batteries in all fire pull stations at the Nesbit Building
- Replaced door handle on the supply room at the Nesbit Building
- Installed 2 window blinds in the Court Office
- Cleaned gutters at the Library, Mirror Lake Concession Building, Nesbit, Dominique Johnson Building and Country Lakes Recreation Building
- Escorted Fire Inspector to the Nesbit, Dominique Johnson, and Senior Center bldgs. To check previous violations. All buildings passed except Nesbit where three more violations were found due to not being able to get into a previous room. Violations are minor.

**Parks**

- Trash picked up from all parks/beaches on a rotating basis
- Completed ball field maintenance at the Presidential Lakes Ball Field and replaced pitcher's mound

- Repaired the orange fencing at IMK II

### **Miscellaneous**

- 50 Juliustown Road Demo-Removed metal tracks. Removed all windows from the second floor. Also removed frames for signs. Hauled 3 truckloads of scrap metal to the DPW yard.
- Delivered a recycling tote to 17 Wildgeese Circle
- Completed Presidential Lakes Dam inspection
- Inspected Mirror Lake Dam
- Cut 64 pieces of metal for fencing. S&R welded metal. Locked up material at property on Juliustown Road
- Picked up flags from Acme Lingo
- Picked up light fixtures from Griffith Supply
- Equipment maintenance on mowers
- Picked up four TV's dumped on Anderson Road
- Re-filled propane tanks at Allen's Oil
- Exchanged recycling tote at 4 Terrace Road
- Met with Cummings company to repair generator by water department. I was able to have the repairs made under the warranty. They will schedule the repairs when the parts come in.
- Met with C&M security systems for taking over monitoring of all twp buildings. He suggests that all buildings need to be redone with updated alarms and cell towers. Also spoke with Front Point security and they are basically stating the same. I have a price to redo the entire Nesbit building. C&M quoted \$1505.00 to redo the system, which does not include dual 24-hour test which would be \$42.10 and the monthly cell radio fee would be \$23.95 a month. Both companies said they would not take over another company's system without changing the existing systems in the buildings. Also Front Point only does burglar alarms. They do not install or monitor fire panels.