

Department of Public Works
Report for November 2018



Submitted by
Purnell Hall

November 2018 Public Works Activities

During the month of November, Public Work worked on the following activities:

1. Public Works installed new toilet paper holder in the ladies bathroom in the Police Station, also replaced soap dispenser in the men bathroom in the Town Hall.
2. Assisted the Police department with storing boxes in the old studio.
3. On the 15 on November we had a little snow storm. Public Works made sure the sidewalks at the Town Hall were cleared off.
4. Repaired hot water supply in the ladies restroom in the Town Hall.
5. Removed old carpet off the stairs in the Town Administrator office.
6. Made sure all left over debris was removed at the Bostwick House due to construction.
7. Hung up Christmas decoration inside and outside at the Town Hall. Made sure the Gazebo was ready for the Yule Log event.
8. November was the start of the Town leaf vacuum season. So far Public Works vacuum up 20.17 tons of leaves in the Town.

Building Maintenance:

1. Made sure all Fire extinguishers are in working order.
2. Conducted building inspections of the Town Hall, Code Enforcement building,

Police Station

Ground Maintenance:

1. Picked up litter in the following areas of Town:
 - a. Annapolis Road Pedestrian Tunnel
 - b. Industrial Area

Meetings Attended:

1. Department Head
2. Yule Log event

Code/ Police Building	Repaint interior Walls, install new flooring/ cove base	PW/ Flooring contractor	Early Feb. 2018	Yes
Focus Area # 3				
52nd Street Park	Install new boarders/ add new playground carpet surfacing	PW	end of March 2018	Yes
Focus Area # 4				
54th Street /Taussig Road Pocket Park	Install concrete pad/benches/Flower beds	PW	End of April 2018	yes
Focus Area # 5				
Police/ Code Station	Solar film on the windows	contractor	End of April	Yes
Focus Area # 6				
Town Hall	Pressure wash/ repair ext. trim	PW	beginning of May	Yes
	Replace exterior sign on the building			
Focus Area # 7				
Town Hall	Public Safety Open House	Staff	October 15	Yes
Focus Area # 8				
Police/ Code Station	Repaint front exterior of building	PW	Mid June	No
Focus Area # 9				
Town Hall	Electronic Recycling Day	Staff	June 30th	Yes
Focus Area # 10				
Emerson St/ 58th Ave.	Road Repairs	Contractor	July/ August	No
Focus Area # 11				
Police/ Code building	Repair parking lots	Contractor	August	No