

BUILDING SERVICES DEPARTMENT

During calendar year 2006 the Building Services Department continued its goal of providing maintenance and repair to the Town's buildings. Many operational repairs and improvements were made as part of routine preventative maintenance. Information regarding some of the larger, more capital projects that were accomplished are as follows.

The Town Hall Complex had the following capital projects completed: The re-pointing project which included the Police Station and the Town Hall came in under budget which allowed us to do additional re-pointing work on the Police Station. All work was finished in October and we had an excellent contractor who worked with Lisa Harrington of the Belmont Historic District Commission on the many nuances of color for the mortar and brick restoration. We also heat traced the roof area over the Board of Selectmen's room in the Town Hall which should eliminate the piling up of snow and subsequent snow fall off over the secondary entrance to the building. At the same time we installed snow guards on the Homer Building to eliminate any future problems with snow falling on the parking area and damaging vehicles. The Town Hall emergency fire exit stairs were completely stripped and refinished.

The Town Hall Auditorium required the repair of water damaged walls, the repair of the stage fire curtain which had been improperly installed, a complete cleaning of the room and of all the chairs, refinishing and coating the floor. At the same time we repaired a number of other rooms that had previously experienced wall damaged caused by water infiltration. The re-pointing of the building has allowed us to begin this process. The Town Clerks office/area experienced another leaking steam pipe that damaged the wall and wainscoting, requiring both a mechanical and carpenter vendor. All the ground floor trim was freshly painted.

Fire Stations - We assisted in the closing of the two remaining fire stations which involved the removal of both hazardous and non hazardous material. We also dealt with the transfer of all utilities and established contacts for all service contracts.

Belmont Police Station - Some minor but important repairs were done such as new shades for eliminating glare and cutting down on radiant heat, installing glass in all hallway doors and the renovation of the lobbies, stairwells, and interview room.

DPW – At the Cemetery a pier was damaged at the garage site needing extensive repairs.

Homer Municipal Building - We have begun working with a mechanical consultant on the numerous issues with the design and installation of the HVAC system. This will require capital funding for work to begin in 2007. Work will require additional cooling capacity for the data room, review of all of the balancing of the air volume and installation of additional heating and cooling equipment. We repaired the Moore Street entrance which required the cleaning and replacing of the granite stairs, re-pointing and leveling the entrance level. The elevator required a major repair which was unfortunately out of warranty. We added additional lighting to the main stairs for better visibility.

As Building Services Manager, I chaired the Security Policy Committee for the Town, and as part of that process procured a security consultant to work with the Committee. The group did an extensive study of all the Town and School buildings and acquired Applied Risk Management to complete a vulnerability risk assessment which was presented to the Board of Selectmen in February. I worked with a signage consultant and the Belmont Historic District Commission on additional parking lot signs at the Town Hall Complex. As part of the new telephone system for the Town, all old numbers were transferred to the new 993 exchange. Restoration and repair to the Town Hall doors continues with the help of the Historic District Commission.

Respectfully submitted,
Wm. Kevin Looney, Manager