

Church of St. Maurice
Property Management Committee
Tasks Complete or Closed

Task #	Date	Discrepancies	Building	Priority	Action Items	Cost	Responsibility	Status
1	12/20/10	Remove candle boxes from boiler room	church	-	Ask Patti if candle manuf will pick up used candles Manuf picked used candles, 12/28/10.		Lou	Done
3	12/20/10	Electrical panel in sacristy is not flush with wall.	church	-	Repaired electrical panel, 12/29/10.	\$0.00	Lou	Done
4	12/20/10	Recommend safety gate at top of stairwell near sacristy. Steel tongue & magnet.	church	-	Installed gate, 12/29/10. Gates adjusted, 3/14/11 Gates need fine tuning. Completed, 3/30/11		Lou	Done
5	12/20/10	Circuit breakers are not designed as replacement for switches. This pertains to electrical box in sacristy& basement.	church	-	Review electrical code for circuit breaker use. Tom M. sent appropriate page from NEC saying breakers can be used for light switches, 1/11/11. Rod Fournier also provide breaker code which identifies our breakers (UL Listed as SWD -- switching duty) as qualified for switching operation, 1/24/11.		Rod Fournier Tom Manning	Done
6	12/20/10	Wide expansion joint at top of circular ramp leading to rear parking lot	church	-	Fill joint with suitable material as weather permits. 10/22/11, est \$175 Zuccaro. Insurance inspector noted discrepancy again. 10/11, repaired by Talaga.	\$75.00	Lou	Done
7	12/20/10	Loose cover on light fixture located in kitchen.	rectory	-	Secure light cover, 12/20/10.	\$0.00	Ron	Done
8	12/20/10	Electrical outlets near kitchen sink require GFCI	rectory	-	Install GFCI receptacles. Hire Rod Fournier.		Rod F.	Done
9	12/20/10	Men's room shower clattered.	parish center	-	Shower room has been cleared since inspection. Also see task # 38.		Lou	Done
10	12/20/10	Recommend safety gate on stairwell to lower level.	parish center	-	Install safety gate, 12/29/10.		Rich & Ron	Done
11	12/20/10	Recommend securing TVs to movable carts.	parish center	-	Secured TVs to carts, 12/20/10. Advised adult staff that children are NOT allowed to move these TV carts, 12/20/10.	\$0.00	Clif Lou	Done
12	12/20/10	Recommend covering open circuit breaker slot in electrical panel in basement.	parish center	-	Purchase & install cover over open circuit breaker slot. Done 2/13/11.	\$0.00	Lou	Done
14	12/20/10	Insurance Inspection report response to inspector.	total facility	-	Write report response. Include dates for task completion, 12/30/10.		Lou	Done
15	12/20/10	Damage paper towel holder in downstairs bath.	rectory	-	Replace towel holder, 12/15/10.		Lou	Done

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16	12/20/10	2 "HAND WASH ONLY" signs required in kitchen.	parish center	-	Install signs, 1/5/11		Clif	Done
17	12/20/10	1 "HAND WASH ONLY" sign required in kitchen	church	-	Install sign, 1/5/11.		Clif	Done
18	12/20/10	"NO EXIT" signs missing on doors on east side of hall, kitchen, & library.	parish center	-	Install signs, 1/5/11.		Clif	Done
19	12/20/10	"NO EXIT" signs missing on both doors leading to storage area behind kitchen.	church	-	Install signs, 1/5/11.		Clif	Done
20	12/20/10	Backsplash missing in kitchen	church	-	EHL can't install backsplash until dehumidification system is installed & the wall is dry, no charge. EHL holding backsplash. 3/14, Lou & Clif to assess problem. 4/11, wall behind sink rough, but dry. Hung temp/humidty meter in basement. Lou to ask EHL to install back splash 5/11, completed		Lou/Clif	Done
21	12/20/10	At all times, lock boiler room.	parish center	-	M&M has key. Fire Dept can unlock room with key in Knox Box. Purchase extra keys for office & Property Mgt team.		Lou	Done
22	12/20/10	Heating systems on zones & controlled by thermostats in area.	church/parish center	-	No action item.			Done
23	12/20/10	Faith Formation Office spare key is in Knox Box	parish center	-	Access to office should be arranged with Rella Bernabucci. She is at St. Maurice on Tues. & Wed. Lou, Fr., Ron & rectory office have spare keys, 1/5/11.		Lou	Done
24	12/20/10	"first responders" with Sonitrol.	parish center	-	Notify Sonitrol of new "first responders", Fr., T. Manning, & Lou. Need 4th person. Review process for reacting to alarms.(ref. to task #25)		Lou	Done

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25	12/20/10	Temperature warning system	parish center	-	Plan project -- temp/system discrepancy & entry warning system. M&M to be noticed of discrepancy. Lou will review systems with Sonitron (Joe Lagasse) & M&M. 10/22, review/quote system w/Sonitrol. 11/27/11, Sonitrol to send rep. 12/11/11, Sonitrol installed low temp system w/notification to 1st responders. Added M&M Oil to low temp 1st responders.	\$362.00	Lou	Done
26	12/20/10	Contract with weekly cleaning company, Admiral Cleaning.	church/parish center	-	Advise Theresa of discrepancies. Fr. Wojciech concerned. Reviewed contract with Admiral Cleaning, 12/20/10. Monitor situation for a while. 3/16/11, Admiral released & D&L.Maintenance LLC on 1 month trial. 4/11/11, quality of D&L's work? Ref. task 121.		Lou & Kathy P.	Done
28	12/20/10	Minimum of 3 ft of clearance is required around electrical panels in boiler room.	parish center	-	Marked clearance area around electrical panel, 11/11.		Lou	Done
29	12/20/10	Broken or missing ceiling tiles in the lower level of parish center.	parish center	-	Replace ceiling tiles with extra tiles in old boiler room, 11/11.		Joe Lagasse	Done
30	12/20/10	Black window frames require painting.	parish center	-	Plan painting party for window frames.ccc 7/11, completed		Ron	Done
31	12/20/10	Chips in concrete walkway.	parish center	-	Ck on patching -- water proofing. 10/28/11, Talaga resurfaced area.		Lou/Clif	Done
32	12/20/10	Insurance company requires sidewalk shoveling & sanding log sheets to be posted at the 3 doors of the church, both main doors of the parish center, and the rectory door.	parish center, church, rectory	-	Post log sheets at church, 12/10. Post log sheets at rectory & parish center, 1/24/11.		Lou	Done
33	12/20/10	"NO ADMITTANCE" signs required on electrical and boiler rooms.	parish center	-	Paint doors and install signs.	\$0.00	Clif	Done
35	12/20/10	Rug cleaning	church	-	Servpro cleans rugs twice a year, week before Easter & Christmas. Christmas cleaning done, 3/14/11	\$0.00	Ron Dion	Done
36	12/20/10	Missing siding below eave on northwest corner of parish center	parish center	-	Replace siding, 11/10		Joe Lagasse	Done

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37	12/20/10	Shower curtain liner, master bath	rectory	-	Replace shower curtain liner, 11/10		Lou	Done
38	12/20/10	Material in showers, boy & girl bathrooms.	parish center	-	Ms. Labanowski checked with Bolton town inspector. The church facilities are NOT for Red Cross, FEMA, etc. emergency shelter use.		Lou	Done
39	12/20/10	Water softener maintenance.	rectory	-	Purchased 6 x 40 lbs bags of salt from Sam's. Add as needed. Flush pipes w/chlorax once/twice per year due to turbidity, not bacteria. Water tested by Phoenix Lab. Adjusted softener level, 12/28/10.		Lou	Done
40	12/20/10	Room 6 --- exposed oil lines from tank to boiler.	parish center	-	Blocked in oil lines, 12/10. Paint enclosure. 10/11, painted	\$115.00	Lou/Jim O'Brien	Done
41	12/20/10	Leaks in flat roof -- northwest portico.	church	-	Replaced Oct 2010 by Allied Roofing.	\$4,608.00		Done
42	12/20/10	Isocyanurate insulation reimbursement of ~ \$22k. Tom Manning described the roof design compromises in a letter to Dolores B. Fr. Stan asked Bill Wilson of Haloran & Sage LLP to investigate.	parish center	-	Seeking clearance from Parish Council to subrogate against Vincent Roofing. Tom Marrion investigating.		Lou & Kathy P.	Closed
43	12/20/10	Need new fire door between rectory & garage.	rectory	-	Replaced door, 2/11/11	\$509.99	Jim O'Brien	Done
44	12/20/10	Replace basement door to outside under deck.	rectory	-	Repair existing door.		Kurt O'Brien	Done
46	12/20/10	Rent parish center. Must follow insurance guidelines.	parish center	-	Fr.'s decision? Tom Manning asked that this task be reopened. He will investigate.		Tom M/	TBD
47	12/20/10	Chairs & table restoration. 4 chairs missing medallions.	parish center	-	Mount medallions.		Clif	Done
48	12/20/10	Toy chest & bookcases	parish center	-	Sketches with Dorli/Mike H. Delivered & being installed, 1/5/11. Paid for by Fair Group. Cabinets need counterbalance. Mr. Waitt is obtaining steel weigh, 1/24/11. Completed, 4/2/11	\$0.00	Lou/Clif	Done
49	12/20/10	Phone in library.	parish center	-	Phone installed, 2/11.	\$0.00	Rod F.	Done

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50	12/20/10	Spare tiles for parish center floor. Tile vendor --- Elite Flooring	parish center	-	Spare tiles in storage room.		Lou	Done
51	12/20/10	Lower hall & stairway cleaning	parish center	-	Wash, seal, & polish lower hall & stairway. Quote of \$285 from Admiral. Will review w/D&L Maintenance. 9/11, completed by D&L.	\$285.00	Lou	Done
52	12/20/10	Motion sensor lights	rectory/church	-	Replace & repair as required. Trim rody in front of sensor as necessary. 11/11, trimmed rody on north side of church	\$0.00	Clif	Done
53	12/20/10	Floor outlets in parish center hall removed & tiled over. Was there alternate provisions made, especially for the micro-phono?	parish center	-	Electricians were told to cover outlets. No other provisions were made for outlets.			Closed
54	12/20/10	New thermostat for library	parish center	-	M&M to install thermostat, 11/10 Thermostat is not controlling temp in library. Suspect thermostat was connected to wrong wires. 12/2/11, new thermostat installed. Installed 3/20/12		Lou	Done
55	12/20/10	Glass covering for library table	parish center	-	White Glass owes reworked cover.	?	Lou	Done
56	12/20/10	Gouges in rectangular tables in library pre-existing. Attach feet to prevent scratching?	parish center	-	No action item			Closed
57	12/20/10	Invoice for copier in library? Copier was replacement for water damaged copier.	parish center	-	No action item.			closed
58	12/20/10	Code requires 2 hand washing sinks in the parish center kitchen. Loaner sink was used for 2010 Church Fair.	parish center	-				Done
59	12/20/10	Door closures in parish center corridor should be step-released to prevent floor scratches.	parish center	-	Installed with kick-down, 12/10	\$30.00	Lou	Done
60	12/20/10	Defective aerator in men's bathroom	church	-	Replace aerator, 12/10		Lou	Done
61	12/20/10	Classroom 5 & 3 -- broken windows	parish center	-	Ref. task #62			Closed

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64	12/20/10	Portraits of priests with Cloutiers.	parish center	-	Need portraits mounted for library opening. Paid for by Fair Group.		Lou	Done
65	12/20/10	Valve leaks in old boiler room.	parish center	-	M&M to address after heating season. 4/11, schedule this task in May. 12/1/11, leak seems to have stopped.		Lou	Closed
66	12/20/10	Floor mats for parish center kitchen	parish center	-	Kitchen crew said they threw out these mats.		Lou	Closed
67	12/20/10	Need recyclable container for kitchen	parish center	-	Purchased, 12/10.			Done
68	12/20/10	Discard old grill.	parish center	-	Bring to salvage yard		Clif/Lou/Ron	Done
69	12/20/10	Ladies room showers in parish center must be kept clear and functional. The Red Cross, FEMA, Homeland Security could seize & use in emergency. They would bring in generators.	parish center	-	Ms. Labanowski checked with Bolton Town inspector. The Red Cross, Fema, etc are not planning to use the church facilities as emergency shelter, 1/24/11.		Lou	Closed
70	12/20/10	Parish center storeroom ceiling grid work -- save for future?	parish center	-	Discarded old mat'l and saved new mat'l, 12/10.		Lou	Done
71	12/20/10	Parish center upper level corridor -- electrical box containing key to reset alarms on hoods	parish center	-	Review with Joe Lagasse		Lou	Done
72	12/20/10	Framed (for preservation) certifications are displayed in boiler rooms. Hartford Steam Boiler inspects boilers every 2 yrs.	church/parish center	-	Purchased frame and mounted certificate, 1/11.		Clif	Done
74	12/20/10	Church flower boxes are damaged	church	-	Repair/replace when funds are available?		Lou	Done
75	12/20/10	Vestibule must be clear for evacuations at all times.	church	-	Store unused stands in the vestry.			Closed
76	12/20/10	Bell for announcing the being of mass.	church	-	Try bell & see how Fr. likes it. Lou provided bell, but it hasn't 10 AM mass, 2/13/11. If acceptable, bell will be mounted appropriately.		Lou	Closed
77	1/5/11	Tiles lifting in main hall & hallway to kitchen due to water damage & lack of drying time before tiles were installed.	Parish center	-	Elite Floor repaired, 1/5/11	\$580.32	Lou	Done

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79	1/5/11	Sacristy counter top needs replacement.	church	-	Quote replacement. Investigate Mike Harney's offer to replace counter top. Mike has a source who will replace this counter for a min. charge. Knights or Fair group might pay for replacement. Pursue source when sacristy roof is replaced, sacristy ceiling replaced, & sacristy painted. 2/25/12, completed and paid for by Fair Group.	\$625.00	Lou	Done
80	1/5/11	Bulletinboards for vestibules of church -- north and south entrances	church	-	Investigate project Corkboard available in rolls. 4/11, Clif volunteered to mount bulletinboard if stock is purchased. 11/11/11, check on existing FF. board 11/29/11, purchased mat'l. 12/2011, Installed boards 2/6/12, completed	\$300.00	Lou/Clif	Done
81	1/11/11	Loose chair backs & bottoms in parish center main hall.	parish center	-	Purchase replacement fasteners & repair chairs Fasteners due, 3/22. Completed, 4/11/11	\$20.00	Clif	Done
82	1/11/11	Emergency lights in church basement bath rooms.	church	-	Assess need for emergency lights. Review operation of generator with vendor. 11/11, only emerg lights in basement during power outage. 3/9/12, Bldg code sec. 1006.3 requires no emergency lighting in bathrooms. Emergency lighting is provided in basement main room.		Lou	Closed
83	1/11/10	Felt pads on furniture in parish center library.	parish center	-	Obtain felt pads and install.	\$20.00	Clif	Done
84	1/11/10	Leak at toilet feed line in parish center handicapped bathroom.	parish center	-	Repaired, 2/11.	\$0.00	Pat Bartone	Done
86	1/11/11	Deep cleaning of parish center.	parish center	-	Cleaning done, 2/11.	\$0.00	Lou	Done
87	1/11/11	Cabinet in store room to be relocated to handicap bathroom	parish center	-	Using cabinets donated by Mike H..	\$0.00	Lou	Done

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88	1/11/11	Paint library window frames.	parish center	-	Paint manufacture recommends not painting below 55 deg F. Project should be scheduled for the spring. Include in task # 30.		Ron	Closed
89	1/11/11	Carpet parish center main hall & library.	parish center	-	Floor refinishing every other year or quote carpeting. PVC cover \$4000. Main Hall - \$4075, Library - \$1750, Storeroom - \$360, Hall to Kitchen - \$250	\$6,435.00	Lou/Ron Dion	Carpet Done
90	1/11/11	Plant gardens around signs along Hebron Rd.	church	-	Spring project 10/11, obtained design from Woodlawn Garden	\$0.00	Clif	TBD
92	1/24/11	Closet doors in main hall of parish center rub.	parish	-	Add spacers as required to prevent rubbing. Spacers provided by Clif S.	\$0.00	Clif/Lou/Ron	Done
93	1/24/11	Locks on ambry cabinet broken.	church	-	Manchester Lock is assessing repair, 1/24/11.	?	Lou	Done
94	1/24/11	Radiator fan/motor at south entrance is noisy.	church	-	Tom Aiktin investigating cause of noise. 3/9/12, reduced noise by decreasing fan speed. Adjusting speed helped.		Lou	Done
95	1/24/11	Leak in flat roof over sacristy & south side. Ref task #125	church	-	Contact roofing company about temp repair. Roofer made temp repair, 1/24/11. Quote on permanent fix w/ Allied Roofing & others by March 31st. Tom Manning's spec mailed to selected vendors, 4/4/11. Fr. to ask bishop for loan to cover repair cost. Implement repairs by April 30th. July 2011, south, north, south entry, & sacristy roofs replaced. 10/11, Loan obtained 12/11/11, received John Manville Roof System 20 yr guarantee.	\$67k	Allied Roofing	Done
96	1/24/11	Snow clearing church sidewalks Estimate sidewalks will need to be cleared 10 times per winter	church, parish center, rectory	-	Rankl quote --- \$270 per shoveling Dave sweep sand from lawn. McDonald quote -- \$150 per shoveling Obtain quote from Behrmann. Behrmann wants the plowing service as well. Delorme wants to quote shoveling. Seeking local laborer thru bulletin. 2010, sidewalk clearing done by volunteers. 12/11, went with MacDonaldis -- \$125, \$150, \$175 dependent on snow fall amount.	\$1,500.00	Lou	Done

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97	1/29/11	Leak in flat roof over Fr. office in rectory.	rectory	-	Allied Roofing shoveled off snow. Leak temporarily stopped. Suspect that snow buildup caused water to leak over flashing. Corrective action - Replace roof. Looking into several estimates. Allied Roof estimated \$20k. Still leaking this summer. 10/22, let roof dry out and then investigate. 12/1/11, investigated & could not find obvious source. Obtain new estimates.	\$32,000.00	Lou	Done
99	2/16/11	1st floor tile treatment -- main hall, foyer, hallway, kitchen, & bathroom.	parish center	-	Elite quote for entire 1st floor, \$1742. Task on hold while carpeting quotes are obtained. 3/4/11, D&L Maintenance cleaned & polished floors.	\$1,597.00	Lou	Done
100	2/16/11	Repair hallway railing.	parish center	-	Glass panel support replaced, 2/11.	\$0.00	Lou	Done
101	2/16/11	Wall outlet in classroom #6 broken.	parish center	-	Replaced, 2/11	\$0.00	Lou	Done
102	2/16/11	Chalkboard broken in classroom #6.	parish center	-	Repaired, 2/11.	\$0.00	Lou	Done
103	2/16/11	Oversee store room cabinets.	parish center	-	Fair group paying for cabinets & installation. 3/14/11, partially completed. 4/13/11, completed.		Lou	Done
104	2/16/11	2 dollies for storing chairs are missing.	parish center	-	Search for missing dollies. Not found. 11/11/11, build replacement dollies.		Clif	Closed
105	2/16/11	Janitor's upstairs closet door always locked when closed.	parish center	-	Change to unlockable door. 10/22, found change to be expensive.		Lou	Closed
106	2/16/11	Lawn mowing service	church gnds	-	Define duties and have Dave Delorme, Ricky McDonald, and Peter Maynard quote services. 4/11 -- reviewed quotes & selected McDonald. Lou to advise all quoters. Garden & leaf clean up will be performed by volunteers.	\$1650 Apr - Nov	Clif	Done

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107	2/16/11	Retaining wall deteriorating in front of parish center.	parish center	-	Fuss & O'Neal quoted \$32k to replace retaining wall. Other quotes? 10/22/11, review discrepancy for urgency. 11/14/11, erosion evident along present retaining wall. Needs remediation. 12/10/11, 2 contractors quoting. 12/11/11, 2 quotes (\$6k -- \$7.2k) utilizing catch basins & underground piping. Other utilizing a concrete swale (\$5.5k). Choose Talaga's concrete swale design & implemented on 12/23/11.	\$5,500.00	Lou	Done
108	2/16/11	Replace screen in door between kitchen and deck. Grease covered.	parish center	-	Replace screen. Completed, 4/1/11	\$27.00	Lou	Done
109	2/20/11	Kitchen divider & island cabinets	parish center	-	Sand & poly.		Lou	Done
111	3/7/11	Install movie screen	parish center	-	To be done by Lee Snuffer & Mark Fiano	\$0.00	Lou	Done
112	3/13/11	Right oven kitchen stove not working.	parish center	-	3/16/11, serviced by Propane Gas Srv.		Lou	Done
113	3/21/11	Left oven door in kitchen needs adjustment.	parish center	-	Replace turn-buckle Completed, 3/28/11	\$0.00	Lou	Done
115	4/11/11	Paint chipping on railing along sidewalk to east & west parking lots	church	-	Paint railing. 11/28/11, completed by community service person.	\$0.00		Done
116	4/11/11	Paint ceiling & upper walls in the center of church	church	-	Quoting 11/15/11, Larry Converse quoted. Schedule after holidays. 2/29/12, completed.	\$12k	Lou	Done
118	4/11/11	Bring garbage to street edge on Wednesdays	church	-	Tom Manning volunteered to bring out the trash & return the empty trash containers to the shed on Wednesdays		Tom M.	Done
119	10/22/11	church flat roofs will need replacement in 2036.	church	-				Closed
120	10/22/11	Water leak on inner wall of sacristy	church	-	Confirmed leak from wind driven rain on exterior tower wall. Sealer quoted by 2 vendors. Quote at least one more mason. 10/28/11, Talaga waterproofed exterior walls of church tower.	\$2,300.00	Lou/Clif	Done

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121	10/22/11	D&L quality of work?	church/parish center	-	Concerned about floor cleaning in parish center. Observe floor cleaning and review with D&L as necessary. 2/12/12, D&L performance satisfactory.		Lou	Done
122	10/22/11	Quite room for church services	church	-	Make spare confessional a "quite" room for young kids? Parish Council sanction? Further planning? 12/1, proposal by Jim O'Brien. Carpeting (\$300 installation) paid by Fair Group. 2/25/12, completed.	\$3k - \$4k	Lou/Jim O'Brien/Rod Fortier	Done
123	10/22/11	clean chimneys where firewood is burnt	rectory/parish center	-	Not enough burning to warrant		Lou	Closed
125	10/22/11	South & sacristy ceilings damaged by leaky roof. Ref. task 95	church	-	Estimates obtained. Ceiling repair needs to be scheduled. 2/13/12, started sacristy Completed 2/18	\$4,656.00	Lou	Done
126	10/22/11	Obtain quotes for 2011 winter plowing and sidewalk snow removal	church	-	Prepare quote sheet and send out to vendors. 11/14/11, rec'd quote from McDonald & hired. Ref task #96.	\$125, \$150, \$175	Clif	Done
127	11/20/11	Paint peeling on north church portico & down spout	church	-	Scape, prime, and paint. 11/28/11, completed by community service person	\$0.00	Lou	Done
128	11/20/11	Automatic lighting switches in all restrooms not appropriate	church, parish center	-	Change to on/off switches Completed 3/5/12	\$20.00	Lou/Rod F.	Done
129	11/20/11	East side library doors do not stay open.	parish center	-	Reinstall kick down door stops. 3/2/12, completed.	\$25.00	Lou	Done
130	12/11/11	Church chimney stucco is cracking	church	-	Repair stucco on chimney. Ask Talaga to quote.	\$1,600.00	Lou	TBD
131	12/20/11	Drain pipe north of parish center nearly fully blocked (head wall tipping forward). This discharges all church and some rectory drains.	church, rectory	-	Talaga replaced headwall & end of broken drain pipe. Paid for by Fair Group. Completed 12/29/11. (ref. to task # 45).		Lou	Done
132	12/20/11	Master bath tub/shower faucets are difficult to turn/adjust water temp.	rectory	-	M&M replaced with new single level controller. Retiled shower, Paid 1/2 by Fair Group.	\$850.00	Lou	Done

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133	1/3/12	Both sheds behind rectory need new roof shingles.	rectory	-	Replace shingles 2/12/12, completed	\$1,000.00	Lou/O'Brien	Done
134	12/20/11	Improve heat distribution in main sanctuary.	church	-	Install small fans in front pew radiators. 1/12/12, two have been installed. 8 more need to be installed. 2/25/12, completed.		Lou/Rod F.	Done
136	1/9/12	Replace curb in frt of parish center with concrete curbs	Parish center	-	This is to suppliment swale to correct erosion. 5/3/12, Ask Talaga to quote.	\$2,400.00	Lou	Closed
137	2/9/2012	Need storage space for Bingo supplies.	Parish Center	-	Installed shelving in main hall end cabinets.	\$1,000.00	Jim O'Brien/Lou	Done
138	2/15/2012	Heat conservation	Rectory	-	Installed new window in north wall of living room.	\$1,000.00	Jim O'Brien/Lou	Done
139	2/20/12	Vestry area floor difficult to keep clean.	Church	-	Installed carpeting. Paid for by Fair Group. Complpeted 3/5/12	\$300.00	Ron Dion/Lou	Done
141	3/10/12	Vestibule entrances carpeting wearing	Church	-	3/12/12, Obtaining estimates	\$850.00	Lou	Done 2013
142	3/8/12	Energy survey	Church, Parish Center, Rectory	-	Survey done for all buildings, work done at Rectory only.	\$75.00	Lou	Done
143	3/10/12	Phone system needs attention		-	AT&T		Mike Harney	Done
144	4/11/2012	Bingo supplies need more storage space	Parish Center	-	4/11,112, Installed shelving in main hall north cabinets		Jim O'Brien	Done
145	4/12/2012	Restroom paper towel dispensers - towels no lnger available	church, parish center	-	4/13/12, Installed new dispensooers in all five (5) restrooms	\$175.00	Lou	Done
146	4/20/12	Light insufficient in parking lot behind cemetery	grounds	-	Increase lighting. No estimate. CL&P reviewing. CL&P proposes 1100 Watt light. Alternates to be considered. CL&P installed 1/18/2013.	\$360/year	Lou	Done
147	7/1/2013	Replace furnace	Rectory	-	By M&M. Asbestos removal at the same time by Aasbestos \$2260.	\$10,260.00	Lou	Done
148	7/30/2013	Replace vestibule doors	Church	-	NW vestibule by West Reach	\$7,200.00	Lou	Done
149	7/30/2013	Replace vestibule doors	Center	-	West Reach	\$12,000.00	Lou	Done
150	7/15/2013	Replace water storage tank	Center	-		\$3,500.00	Lou	Done
151	7/15/2013	New basement storage shelving	Center	-	By Jim O'Brien		Lou	Done