

# Memo

**To:** Board of Education  
**From:** David Nardone  
**Date:** 9/13/2017  
**Re:** Property Update

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Following is a summary of the work we have performed in the past month:

## **Bradley**

Lights in classrooms were repaired.

Interior repairs in classrooms are in process.

Summer projects completed including waxing of floors and painting.

All windows were installed; contractor working to complete all detail work by 9/19. Staff to complete finish work (painting, etc.); completion is pending.

## **Irving**

Summer projects completed including waxing of floors, windows cleaned and painting.

Learning Center build out completed

A/C failed for computer lab – repairs made

## **Derby High School**

Summer projects completed including waxing of floors, windows cleaned and painting

Roof fans repaired

## **Derby Middle School**

PM was performed on pumps and motors.

Hallway lights have been repaired.

Summer projects completed including waxing of floors, windows cleaned and painting.

Respectfully submitted by,

David M. Nardone, Facilities Manager