

MONTH OF JANUARY 2013

CEO-ZEO REPORT

- 1/5 Phone messages, went to Stockman's to investigate a complaint, inspected tie downs on mobile home at Monk's, inspected fence around pool at Crowley's, inspected Sebasta's rough framing and plumbing – not accepted.
- 1/7 Office hours, issued CZC for Garafalo, met with David Rowley, completed financial and monthly reports, met with Coughlin's about Monk's nursery – concerned about the mobile home, issued CZC for Crowley, met with Dorsey's about their garage.
- 1/8 Phone messages, conducted rough framing inspection for Dorsey garage.
- 1/9 Conducted rough framing inspection for Sebasta-accepted.
- 1/11 Phone messages.
- 1/14 Office hours, met with Vince Jornov, met with Dan Bopp about a building permit, conducted a CO search, met with Kathy about a few issues, worked on end of year reports.
- 1/15 Met with Howard about Green building.
- 1/17 Met with Kim Smith and her husband about a building permit which I denied because of setbacks and sent them to the zoning board.
- 1/19 Church ST. apartments conducted final inspection all units approved.
- 1/22 Phone messages.
- 1/25 Conducted insulation inspection for Sebasta – approved.
- 1/26 Processed two CO searches, phone messages, issued a Stop Work Order for Stalker
- 1/28 Office hours, finished foil request for Barber, met with Bortugno about demo and bldg permits, attended Planning Board meeting.

GERALD ENNIS

CEO-ZEO