

## **BUILDINGS & GROUNDS**

### **Responsibilities**

The Buildings and Grounds Department is responsible for the maintenance of all Town owned buildings including Town Hall, DPW building, Water Works building, Dover Public Library and Town owned properties. In addition, this division's duties include:



- Interior Maintenance of Town owned buildings including keeping the infrastructure of the building in good working order including the heating and air-conditioning units, minor plumbing, electrical, and carpentry work and other odds and ends to keep the buildings properly maintained.
- Outdoor Maintenance of Town owned buildings and properties including mowing lawn, maintaining landscape, plowing snow and general upkeep.
- Inspecting major building components and assisting with repair and maintenance schedules
- Upkeep of Town recreational fields, parks and playground equipment
- Maintaining public plantings and flowers

If you see Municipal buildings or grounds requiring maintenance or tending, you may call the Department of Public Works at 973-366-2200 x3129. Be sure to leave your name, address and phone number with your brief message to ensure a prompt response.