

# TOWN OF LEICESTER

## *2017 ANNUAL REPORT*



*Cover photos of the Fire & EMS Headquarters courtesy of Michael Boynton*

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# Town of Leicester Massachusetts

January 1, 2017 through December 31, 2017



Annual Reports of Town Departments, Boards and Committees

## **In Memoriam**

*In memory of and appreciation for their contributions to the Town of Leicester, we remember:*

**Edward King** – A Leicester High graduate, Mr. King served as the Town's Tax Collector for 38 years. Mr. King was a member of the Cherry Valley American Legion Post 443, St. Joseph-St. Pius X Parish and the Knights of Columbus Council 4528 and enjoyed spending time at the Leicester Senior Center.

**John Colby** – A lifelong resident of Rochdale, Mr. Colby served as a part time police officer for the Town for 25 years and as a former Captain for the Rochdale Auxiliary Fire Department. Mr. Colby served on the 250<sup>th</sup> Town Anniversary Committee and was a member of the Memorial Day Committee. Mr. Colby was also a Post Commander for the VFW Post 7556 in Rochdale and was a service officer at the American Legion Post 205 in Rochdale.

**C. Carvill Moore** – Mr. Moore served the Town of Leicester as an English Teacher through his retirement in 1995 and as Chair of the Leicester Public Library Board of Trustees.

**David Parslow** – Mr. Parslow served on the Leicester Planning Board and lived in Cherry Valley from 1995 until his passing.

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## Quick Facts

Incorporated:	1713
Government:	Open Town Meeting; Five-member Board of Selectmen with a Town Administrator
Annual Town Meeting:	First Tuesday in May
Annual Town Election:	Second Tuesday in June
Town Census:	10,970 (as of 2010 census)
Town Roads:	Approximately 100 miles
Current Tax Rate:	\$16.09 per thousand dollars of valuation
Tax Levy:	\$14,872,500
Congressional District:	2 <sup>nd</sup> Congressional District
Senatorial District:	2 <sup>nd</sup> Worcester District
Representative District:	17 <sup>th</sup> Worcester District

### Town Hall

Hours:	Mon, Wed, Thurs 8am-5pm; Tuesday 8am-7pm; Closed Friday
Town Website:	<a href="http://www.leicesterma.org">www.leicesterma.org</a>
Find us on Facebook:	<a href="https://www.facebook.com/TownofLeicester">www.facebook.com/TownofLeicester</a>
Follow us on Twitter:	<a href="https://www.twitter.com/TownofLeicester">www.twitter.com/TownofLeicester</a>

### Schools

Leicester Primary School:	Pre K – Grade 2
Leicester Memorial School:	Grades 3-5
Leicester Middle School:	Grades 6-8
Leicester High School:	Grades 9-12
School Website:	<a href="http://www.leicester.k12.ma.us">www.leicester.k12.ma.us</a>

**Get Involved! Volunteer for a Board or Committee:**

<https://www.leicesterma.org/home/news/leicester-board-and-committee-vacancies>

## General Town Information

### Emergency Numbers

Ambulance – Police – Fire	911
Alarm Systems	508-892-1193
Power Outages	800-465-1212

### Town Departments

Accounting	508-892-7005	Library	508-892-7020
Animal Control	508-892-7010	Planning	508-892-7007
Assessor	508-892-7001	Police	508-892-7010
Building	508-892-7003	Registrar of Voters	508-892-7011
Board of Health	508-892-7008	Senior Center	508-892-7016
Board of Selectmen	508-892-7000	Tax Collector	508-892-7004
Conservation	508-892-7007	Town Administrator	508-892-7000
EMS Billing	508-892-7006	Town Clerk	508-892-7011
Fire Department	508-892-7022	Treasurer	508-892-7002
Highway Department	508-892-7021	Veterans Services	508-892-7025

### School Department

School Administration	508-892-7040	School Administration Fax	508-892-7043
Primary School	508-892-7050	Middle School	508-892-7055
Memorial School	508-892-7048	High School	508-892-7030

### Sewer and Water Districts

Cherry Valley Sewer District	508-892-9616	Cherry Valley/Rochdale Water	508-892-9616
Hillcrest Sewer District	508-414-2111	Hillcrest Water District	508-892-7585
Leicester Water Supply District	508-892-8484	Oxford/Rochdale Sewer District	508-892-9549

### Community Resources

Leicester Housing Authority	508-892-4620	Hearts for Heat	<a href="mailto:leicester@heartsforheat.org">leicester@heartsforheat.org</a>
Parks and Recreation	508-892-7021	Hot Lunch Program for Seniors	508-892-7204
LCAC (Local Cable)	508-892-8757	Recycling	508-892-3121
USPS	800-275-8777	WRTA	508-752-9283

## Elected Federal, State and County Officials

### **Governor**

Charlie Baker (R)  
Office of the Governor, Room 280  
Boston, MA 02133  
Tel: 617-725-4005  
Web: [mass.gov/governor/contact](http://mass.gov/governor/contact)

### **Lieutenant Governor**

Karyn Polito (R)  
Office of the Governor, Room 280  
Boston, MA 02133  
Tel: 617-725-4005  
Web: [mass.gov/governor/contact](http://mass.gov/governor/contact)

### **Attorney General**

Maura Healey (D)  
One Ashburton Place  
20th Floor Boston, MA 02108  
Tel: 617-727-2200  
Email: [agoweb@state.ma.us](mailto:agoweb@state.ma.us)

### **Secretary of State**

William F. Galvin (D)  
Citizen Information Service  
McCormack Building  
One Ashburton Place Room 1611  
Boston, MA 02108  
Tel: 617-727-7030  
Email: [cis@sec.state.ma.us](mailto:cis@sec.state.ma.us)

### **State Senator**

Michael Moore (D)  
2<sup>nd</sup> Worcester District  
Tel: 617-722-1485  
Email: [Michael.Moore@masenate.gov](mailto:Michael.Moore@masenate.gov)

### **State Representative**

Kate Campanale (R)  
17<sup>th</sup> Worcester District  
Tel: 617-722-2488  
Email: [Kate.Campanale@mahouse.gov](mailto:Kate.Campanale@mahouse.gov)

### **United States Senator**

Edward Markey (D)  
Local Office: 975 JFK Building  
15 New Sudbury Street  
Boston, MA 02114  
Tel: 617-565-8519  
Web: [markey.senate.gov](http://markey.senate.gov)

### **United States Senator**

Elizabeth Warren (D)  
Local Office: 2400 JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203  
Tel: 617-565-3170  
Internet: [www.warren.senate.gov](http://www.warren.senate.gov)

### **United States Representative**

James McGovern (D)  
12 East Worcester Street, Suite 1  
Worcester, MA 01605  
Tel: 508-831-7356  
Web: [mcgovern.house.gov/contact/email-me](http://mcgovern.house.gov/contact/email-me)

### **Worcester County Officials**

Sheriff: Lewis G. Evangelidis  
District Attorney: Joseph D. Early, Jr.  
Clerk of Courts: Dennis P. McManus  
Register of Deeds: Anthony J. Vigliotti,  
Register of Probate: Stephanie K. Fattman



## Elected Town Officials

### Board of Assessors

Paul Davis	2020
Michael DellaCava Sr.	2019
Arthur Paquette	2018

### Board of Health

Christopher Montiverdi	2018
Richard J. Spaulding	2019
Pamela Hale	2020

### Board of Selectmen

Douglas A. Belanger	2018
Harry R. Brooks	2018
Dianna Provencher	2020
Brian Green	2019
Sandra Wilson	2020

### Library Trustees

Donald Cherry, Sr.	2018
Pauline C. Lareau	2020
Ernest A. Cherry	2019
R. Olney White	2018
Paul Ravina	2020
Judith A. Bergin	2019

### Moderator

Donald Cherry, Jr.	2019
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### Moose Hill Water Commission

Kurt Parliment	2018
Harry Brooks	2020
Carl Wicklund	2019

### Planning Board

Jason D. Grimshaw	2020
Debra Friedman	2018
David S. Wright	2018
Sharon J. Nist	2020
Alaa Malek Abusalah	2019
Robyn Zwicker	2018
Andrew Kularski	2018

### School Committee

Thomas A. Lauder	2019
Scott Francis	2018
Stella M. Richard	2019
Nathan Hagglund	2020
Tammy Tebo	2020

### Town Clerk

Deborah K. Davis	2018
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## Appointed Town Officials

\*EO=Ex-Officio

\*AL=At-Large

\*AH=Ad-Hoc

### ADA Coordinator

Kristen Forsberg 2018

### Agents to the Select Board

Craig Guertin 2018  
Kenneth Antanavica 2018  
Michael Fontaine 2018  
Paul Doray 2018  
Alexander Samia 2018

### Animal Control Officer

Patricia Dykas 2018

### Agricultural Commission

Dianna Provencher 2020  
Kim Miczek 2019  
Matthew Soojian 2019  
Kurt Parliament 2020  
Marjorie Cooper 2018  
Pat Dykas, Alternate 2018

### Arts Council

Charles Leis, Jr. 2018  
Kurt Parliament 2020  
Christine Swanson 2019  
Sharon Nist 2020  
Judith Ivel 2020  
Dianne Lennerton 2018  
Elizabeth Marc-Aurele 2020  
Allison Power 2020  
Christie Higginbottom, EO 2019  
Danielle Rieder 2020  
William Palleria 2020  
Victoria Gaudette , Student Rep

### Bandstand Committee

Judy Ivel 2019  
William Daggett 2020  
Ann Emond 2018  
Paul Fontaine 2019  
Sharon Nist 2018

### Burncoat Park Sports Planning Committee

Dianna Provencher AH  
Harry R. Brooks AH  
Leonard Margadonna AH  
Stephen Parretti AH  
Kevin Desaulnier AH  
Dawn Marttila AH  
Russell Anderson AH

### By-Law Committee

Justina Lachapelle 2018  
Marjorie Cooper 2019  
Bob Alves 2019  
Jasmine Randhawa 2020

### Capital Improvement Planning Committee (CIPC)

Leonard Margadonna, AL 2020  
Dawn Marttila, AL 2019  
Sara Zwicker, AL 2018  
Sharon Nist, Planning 2018  
Brian Green, SB 2018  
James Souza, Schools 2018  
Richard Antanavica, Fin 2018  
David Genereux EO

### Central Mass Regional Planning Commission

Brian Green, SB 2018  
Dennis Griffin, Alternate 2018  
Debra Friedman, Planning 2018

### Central Mass Resource Recovery Committee

Ruth Kaminski 2018

### Code Inspection Services

Casey Burlingame, Alt. Bldg. Insp. 2018  
John Dolen, Gas/Plumbing Inspector 2018  
Dennis Harney, Alt. Gas/Plumbing Insp. 2018  
John Markley, Wiring Inspector 2018  
Matthew McCue, Alt. Wiring Inspector 2018  
Ronald Valinski Jr., Weights&Measures 2018  
Jeff Taylor, Fence Viewer 2018

**Commission on Disabilities**

James Reinke	2019
Martiella Ullman	2020
Frederick Swan	2018
Harry Brooks	2019
Penny Sawa	2020

**Community Development Block Grant**

Michelle Buck	AH
Harry Brooks	AH
Scott Francis	AH
Kevin Forti	AH
Nancy Hagglund	AH
Jim Reinke	AH
Kristen Forsberg	AH
David Genereux, EO	AH

**Conservation Commission**

Stephen Parretti	2020
John Marc-Aurele	2020
JoAnn Schold	2019
Joshua Soojian	2018
James Cooper	2019

**Constables**

Elizabeth Henry	2018
Gregory Kemp	2018
Craig Guertin	2018
Kenneth Antanavica	2018
Paul Doray	2018
Michael Fontaine	2018
Alexander Samia	2018

**Council on Aging**

Ann Marie Walsh Pierozzi	2019
Patricia Faron	2018
Jane Todd	2019
Richard Jubinville	2020
Lucille Jacques	2020
Marilyn Hyland	2018
Ruth Dowgielewicz	2018
Constance Trombley	2020
Joanne Rose	2020

**Economic Development Committee**

Alaa Abusalah	2018
Harry Brooks, SB	2018
Douglas Belanger, SB	2018

**Economic Development Committee (continued)**

Adam Menard	2018
James Reinke, AL	2018
Erin Jansky, AL	2018

**Finance Advisory Board**

Richard Antanavica	2019
Dorothy Dudley	2020
Bonita Keefe-Layden	2018
Mary Gabrila	2018
Dennis McGrail	2019
Lisa Wall	2020
Dave Mero	2018

**Fire Engineers**

Robert Wilson	2018
Donald Berube	2018
Michael Dupuis	2018
Matthew Tebo	2018

**Fire Station Building Committee**

Sandy Wilson, SB	AH
Dorothy Dudley, Finance	AH
Vacant, CIPC	AH
Robert Wilson, Fire Eng.	AH
Michael Dupuis, Fire Eng.	AH
Mark Wilson, EMS	AH
Brian Cooper, AL	AH
David Genereux, EO	AH

**Founders Day Committee**

Harry Brooks	2018
Vacancies	

**Health Insurance Advisory Committee**

Suzanne Hall, Gov. Rep.	2018
Brian Knott, Hwy	2018
Steve Zecco, PD	2018
Kevin Malone, Custodians	2018
Kelley Southwick, Teachers	2018
Diane Moffat, Nurses	2018
Judith Ivel, Retirees	2018
Elizabeth Cooper, Paraprofessional Assoc.	2018
David Genereux, EO	2018
Judy Paolucci, EO	2018
Doug Belanger, EO	2018

**Historical Commission**

Don Lennerton, Jr.	2019
Patrick McKeon	2020
Debra Friedman	2018
Jason Grimshaw	2019
Kathleen Wilson	2020
Joe Lennerton III	2018
Rigoberto Alfonso	2018

**Keep Leicester Green Committee**

Ruth Kaminski	2018
Jan Parke, Historic Group	2018
Judy VanHook, Garden Club	2018
Glenda Williamson, Conservation	2018
Dennis Griffin, Hwy	2018

**Library Building Committee**

Donald Cherry, Library Trustee	AH
Ernestine Cherry, Library Trustee	AH
Tom Buckley	AH
Mary Gabrila, FAB	AH
Kathleen Wilson, Historical	AH
Mary Moore, AL	AH
Mark Armington, AL	AH

**Local Emergency Planning Committee (LEPC)**

Harry Brooks	2018
Robert Wilson, EMS/Fire	2018
Chris Montiverdi, EMD	2018
Colleen Bolen, Hospitals	2018
James Souza, Transp.	2018
Art Paquette, LCAC/Media	2018
Dianna Provencher, Com.	2018
Dennis Griffin, Pub. Wks.	2018
David Genereux, Admin.	2018
Stephen Parretti, Env.	2018
Vacant, EHS Fac.	

**Memorial Day Parade Committee**

Bruce Swett	2018
William Hawes	2018
Don Lennerton	2018
John Colby	2018
Jon Clark	2018
John Cusson	2018
Patrick McKeon	2018
Mark McCue	2018

**Middle School Building Committee**

Harry Brooks	AH
Chris Clark, AL	AH
Paul McCarthy, AL	AH
Mark Armington, AL	AH
Jim Reinke, AL	AH
Jim Souza, Dir of Facilities	AH
Tom Lauder, School Committee	AH
Dennis McGrail, Fin Ad Board	AH
Joyce Nelson, Middle School Principal	AH
Tina Boss, School Staff	AH
Kristina Looney, School Staff	AH
Jeffrey Berthiaume, School Staff	AH
Dan Deedy, Dir of Finance & Operations	AH
Marilyn Tencza, Superinten. Designee	AH

**Parks & Recreation Committee**

Patrick McKay	2018
Joanne Petterson-Bernier	2018
Leonard Margadonna	2018
Robert Pingeton	2018
Paul Davis	2018
Michael Kemp	2018
Vacant	2018

**Parking Tickets Hearing Officer**

Ted Antanavica	2018
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**Personnel Board**

Gerry Gaudet	2018
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**Procurement Officer**

David Genereux	2018
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**Recycling Committee**

Ruth Kaminski	2018
Peg Conley	
Edward Hammerbeck	
Tom Wood	
James Buckley	
Brian Cormier	
Arthur Croteau	
Robin Granville	
Paula Hansen	
Vaughn Hathaway	
Maddy Hennessy	
Barbara Knox	

**Recycling Committee (continued)**

John Marengo  
Charlotte Meyers  
Patty Meyers  
Steve Monahan  
Travis Mondor  
Mary Moore  
Marybeth Nadeau-Lavoie  
Sharon Nist  
Kurt Parliament  
Jan Parke  
David Parke  
Paul Ravina  
Lori Rocheleau  
Ray Ronander  
Karen Sheldon  
Gregory Stephanos  
Judy VanHook  
Charles Wisniewski  
Maureen Whitney  
Robert Whitney  
Brian Whitney  
Carl Wicklund

**Registrar of Voters**

Leonard Ivel	2018
Maureen Connery	2020
Michael Curtis	2019
Deb Davis	2018

**Right to Know Officer**

David Genereux	2018
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**Road Conversion Committee**

Diana Provencher	2018
Dennis Griffin	2018

**Storm Water Management Committee**

Thomas Wood	AH
Michael Knox	AH
Ruth Kaminski	AH
Stephen Parretti	AH
Joanne Bernier	AH

**Town Counsel**

Petrini & Associates	2018
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**Town Hall Renovations Committee**

Douglas Belanger, CIPC	AH
Harry Brooks, SB	AH
Scott Francis, Clerk	AH
Lisa Wall, Finance	AH
Steven LeBoeuf, AL	AH

**Town Labor Counsel**

Firm of Mirick O'Connell	2018
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**Tree Warden/Insect Pest Control Officer**

Dennis Griffin	2018
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**Veterans Graves Registration Officer**

Bruce Swett	2018
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**Zoning Board of Appeals**

David Kirwan	2019
David Orth	2020
James Buckley	2021
Vaughn Hathaway	2018
James Reinke	2022
Mary Moore, Alt.	2020
Richard Johnston, Alt.	2019

## Town Staff

### Administration

David Genereux	Town Administrator
Kristen Forsberg	Assistant to the Town Administrator
Marie Paquette	Administrative Assistant

### Accounting

Allison Lawrence	Town Accountant
Kate Messina	Assistant Accountant

### Animal Control

Patricia Dykas	Animal Control Officer
Janet King	Animal Inspector

### Assessor

John Prescott	Assessor
Kathleen Asquith	Department Assistant

### Civilian Detention Officers

Brian Gould  
 Michael Monfreda  
 Bryan Williams  
 Richard Spaulding, III  
 Matthew Weir  
 Kelly Jones  
 Ann Marie Parkinson  
 Samantha Trotto  
 Cayla Lynne Garfield  
 Courtney Bickerton  
 Marianne Devries (Matron)

### Development and Inspectional Services (DIS)

Michelle Buck	Director/Town Planner
Jeff Taylor	Building Inspector
Julie VanArsdalen	Public Health Specialist
Kelly Conroy	Department Assistant
Barbara Knox	Department Assistant
Billy Burt	Custodian

### Emergency Management

Christopher Montiverdi	Director
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### Highway Department

Dennis Griffin	Hwy. Superintendent & Tree Warden
Maureen Henderson	Department Assistant
Derek Keats	Mechanic
Brian Knott	Mechanic
Peter Daige	Heavy Equip. Operator
Derek Fenner	Lt. Equip. Operator
Marc Vandall	Truck Driver
David Bleau	Truck Driver

### Library

Suzanne Hall	Director
Patricia Grady	Assistant Director
Kathleen Cherry	Children's Librarian
Donna Johnson	Cataloguer

### Senior Center

Rachelle Cloutier	Director
Nancy Lamb	Outreach Coordinator
Genevieve Grenier	Newsletter Editor
Robert Foley	Bus Driver
David Gerken	Bus Driver

### Treasurer/Tax Collector

Amy Perkins	Treasurer/Tax Collector
Kara Miller	Assistant Treasurer
Cheyenne Cusson	Assistant Collector

### Town Clerk

Deborah Davis	Town Clerk
Susan Zuscak	Assistant Town Clerk

### Veterans Services

Michael "Tim" Hickey	Veterans Agent
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## **Public Safety Personnel**

### **Police Department**

Chief of Police – James J. Hurley

#### **Sergeants**

Sgt. Kenneth Antanavica  
Sgt. Paul Doray  
Sgt. Michael Fontaine  
Sgt. Alexander Samia  
Sgt. Craig Guertin

#### **Patrol Officers**

Officer Matthew Brady  
Officer Scot Brooks  
Officer Frank Bulman III  
Officer John Caforio Jr.  
Officer Charles Larson  
Officer Michael Lombardozi  
Officer Travis McCauley  
Officer Thomas Moughan  
Officer James Murphy  
Officer Derrick Ruth  
Officer Michael Sielis  
Officer Steven Zecco

#### **Administrative Assistant**

Sheila Gaffney

#### **Custodian**

William Daoust

#### **Special Police Officers**

Curtis Sampson  
Brian Gould  
Joshua May  
Joseph Fontaine  
Richard Menard III  
Joe Bonczek  
Noellen Bousquet  
Anthony Simo  
John Bolduc, Jr.  
Bob Bousquet  
Don Lennerton  
Frank Cummings  
Joshua Levesque  
Gregory Markiewicz  
Anthony Consiglio  
Thomas Harrison  
Gregory Gaumond  
Richard J. Spaulding, III

### **EMS Department**

Robert Wilson – Executive Director  
Donna Fields - Administrative Assistant

#### **Basic EMT's**

Patrick Alstrom  
Tony Calamare  
Megan Cooney  
Tyler Daigneault  
Molly Dube  
Karen Durant  
Alex Harrington  
Charles Leperle  
Kris Mastromatteo  
Koury McDowell  
Jennifer McFalls  
Linda McShera  
Kate Mullins  
Justin Pike  
Samantha Trotto  
Chery Wilson

#### **Paramedic EMT's**

Scott Laflash - EMS Coordinator  
Michael Franklin  
Mike Gleason  
Joe Kuchinski  
Tim Lyon  
Ryan Mastromatteo  
Jonathan McNamara  
Patrick Normandin  
Paul Normandin  
Colleen Plante  
Pamela Plante  
Ryan Plante  
Ruben Torres  
Mark Wilson

### **Fire Department**

Robert Wilson – Fire Chief  
Donna Fields – Administrative Assistant

Assistant Chief Michael Dupuis

#### **Firefighters Company 1**

Benjamin Morris – Captain  
Patrick Normandin –  
Lieutenant  
Derek Bonner  
Jonathan Crago  
Anthony Dupuis  
Brian Jubinville  
Ryan Monahan  
Michael Pappas  
Andrew Reid  
Patrick Rossik  
John True  
Joseph Wood

#### **Auxiliary - Company 1**

Mark Wilson

#### **Firefighters Company 2**

Michael Wilson – Captain  
David Howard – Lieutenant  
Matthew Berube  
Anthony Calamare  
Kevin Clark  
Christopher Goodney  
Alexandra Harrington  
Kevin Kelly JR.  
Koury McDowell  
Nathan McNamara  
Justin Pike  
Jonathan Plante  
Ryan Plante

Assistant Chief Matthew Tebo

#### **Firefighters Company 3**

William Broullon – Captain  
Jeffrey Clark, Jr. – Lieutenant  
David Beauregard  
Christopher Gagne  
Michael Goyette  
Charles LaPerle, Jr  
Matthew Levin  
Michael McCormick  
Michael Monfreda  
Jason Soucie  
Kristopher Soucie



**Recruits – Company 1**

Justin Bonner  
Molly Dube  
Nathanael Mercado  
Konner Pike  
Jonny True  
Dylan Hammond  
John Kennedy

**Recruits – Company 2**

Tyler Daigneault  
Dave Howard Jr  
Eric Johnson  
Ryan Mastromatteo  
Zack Dolat  
Patrick Shea

**Recruits – Company 3**

Nicholas Doig  
Mark Holmes  
Kevin Raillo  
Chandler Soucie  
Joe Foley

**Select Board**

The Select Board is pleased to submit this report on its activities for the year 2017.

At the annual Town Election in June, Mr. Brian Green was elected for the first time to the Board of Selectmen and Ms. Sandra Wilson was re-elected after a one-year reprieve. Following the election, the Board reorganized and selected Mr. Harry Brooks as Chair, Ms. Dianna Provencher as Vice-Chair and Ms. Sandra Wilson as 2<sup>nd</sup> Vice-Chair. Members Mr. Brian Green and Mr. Douglas Belanger complete the 5-member board. The Board recognized the efforts of outgoing members Thomas Buckley and Michael Shivick.

The Board voted to rename itself this year, going from Board of Selectmen to Select Board to be more gender friendly.

**Personnel**

The Select Board is the appointing authority for most municipal positions. In 2017, the Town saw a changing of the guard as Town Administrator Kevin Mizikar left to become the Town Manager in Shrewsbury and was replaced by Mr. David Genereux, former Town Administrator of Uxbridge. The Town thanks Mr. Mizikar for his service to the Town of Leicester and the vision he brought to making this Town a better place for residents and employees alike.

The Town also filled 10 key staff positions in 2017: Dennis Griffin as Highway Superintendent/Tree Warden, Eric Bulak and Robert Provost as Truck Drivers for the Highway Department, Susan Zuscak as Assistant Town Clerk, Nancy Lamb as Outreach Coordinator for the Senior Center, Craig Guertin as Police Sergeant, Ann Marie Parkinson and Deborah Temple as Department Assistants for the Police Department, Janet King as Animal Inspector and Cheyenne Cusson as Assistant Tax Collector.

Tom Wood retired from the Highway Department after 36 years of service to the Town in various capacities, most recently as Highway Superintendent. The Town is most grateful to Mr. Wood for his dedication and for keeping the roads safe in the Town during weather events.

**Goals**

The Board has established 3-5 year goals the following four priority areas:

- Bolster the Town’s tax base by enabling commercial and residential development
- Enhance Communication with residents and stakeholders to help ensure insight into the operations of the Town, aid in community involvement and continue to build productive relationships
- Develop the infrastructure and services of the Town to improve the quality of life of residents and enable desired development

- Continually assess and improve the operations of the Town to ensure the most effective, efficient and modern practices are used in the delivery of services to residents and stakeholders.

These goals serve as the umbrella under which Town Departments focuses their efforts. In future years, all Town Departments will have to justify funding requests by showing how the requests contribute to the overall priorities of the Board. The Board of Selectmen refines the near-term tasks falling under these goal areas annually and will comprehensively review their goals every other year.

#### **Town Finances**

Select Board worked to continue to improve the financial conditions of the Town. The Board forwarded a balanced budget for fiscal year 2017 that was overwhelming approved at Town meeting. Town Meeting also approved the Select Board recommendation to add \$269,705 to the General Stabilization Account, bringing the total to nearly \$1M, invest \$202,047 in capital projects add \$35,000 Other Post-Employment Benefits Trust Fund.

#### **Major Facility Capital Improvement Projects**

In December of 2017, the Town reached substantial completion of Fire and Emergency Management Services Headquarters at 3 Paxton Street. The building is now fully occupied and able to provide state of the art services to the residents of Leicester.

The Leicester Public Library Renovation and Expansion Project got off to a great start in 2017. The \$8.9 million project is primarily funded through a State library grant and includes renovation of the existing building and a 50% expansion. The project is slated for completion by the end of 2018.

In September of 2017, the Town was awarded a grant from the State Department of Housing and Community Development to make the Town Hall more accessible including the installation of an elevator and an accessible unisex bathroom. These improvements are expected to be complete by the end of 2018/beginning of 2019. The Town also sold 1078 Main Street (School Administration building) and began preparations for moving the School Administration Offices to the third floor of Town Hall in early summer 2018. LCAC has also relocated their studio to the downstairs meeting rooms at Town Hall below the gym. This project included creating a beautiful new Select Board conference room in maroon to match school colors.

#### **Economic Development**

The Town continued to pursue all potential avenues for Economic Development in 2017 including looking in to a sales tax on recreational marijuana sales and host community agreements for recreational marijuana. The Town is working to attract businesses to the Route 56 corridor in particular.

### **Bylaw Committee**

*No report was provided*

### **Personnel Board**

With limited membership and no applicants, the Board of Selectmen have reassumed the leadership in personnel management for

municipal operations in accordance with the Board approved classification and compensation plan.

## **Emergency Medical Services**

During the year 2017 Town of Leicester Emergency Medical Services responded to 1,279 calls for medical assistance, treatment and or transport to area hospitals.

The new Fire / EMS Headquarters building was completed in December and all EMS operations as of December 31<sup>st</sup> were operating out of the new Headquarters. All 3 Ambulances, training and Administrative functions are now being performed out of the 3 Paxton Street location.

Future Capital needs for the EMS Department will require the replacement of an Ambulance.

Currently Ambulance 2 is 13 years old and Ambulance 3 is 12 years old and starting to experience engine issues. Our Cardiac Monitors will need future replacement. This will be necessary as our current units will be out of date. Manufacturer replacement parts and support are becoming unavailable as this was originally supposed to occur during 2018 and has since been pushed into 2019/2020. These cardiac monitors, which include numerous functions, are critical to the treatment of our patients. They allow for early detection of a potential heart attack prior to arriving at the hospital. Multiple times during the year our paramedics have identified patients having a heart attack during transport and have been able to notify the hospital in advance of our arrival so they can assemble specialized cardiac teams ahead of time.

This past year the Town contracted with Comstar Inc. out of Rowley, Massachusetts to take over

the billing of Ambulance transports. Due to the increasing complexity and changes to billing regulations it was decided to outsource billing to maximize the collection of revenue.

The further reduction in Medicare/Medicaid reimbursement for services rendered as well as the increasing costs of various supplies, equipment and medications will continue to cause future problems and will provide many challenges for our department to continue delivering quality medical care to residents of the Town of Leicester.

Scott LaFlash stepped down as EMS Coordinator this past year after 10 years in the position. We wish to thank Scott for his service as EMS Coordinator. Scott will be remaining active in the Ambulance service as an EMT. After an interview and hiring process, Michael Franklin was appointed by the Board of Selectmen as the new EMS Coordinator.

To the residents of Leicester, we would like everyone to know that we sponsor an annual EMT-Basic course. If you have any interest in becoming an Emergency Medical Technician please contact Donna Fields at our office.

We would like to thank the employees of the Town of Leicester who aid in our mission (Police, Fire, DPW, and the Town Hall). Your support is greatly appreciated.

The Town of Leicester Emergency Medical Services remains committed to delivering quality medical care and promoting wellness to the residents of the Town of Leicester.

## **Fire Department/Board of Fire Engineers**

The Fire Dept. responded to 283 incidents during this past year. This is an increase from the

previous year. The incidents range from structure fires, brush fires, motor vehicle

accidents, carbon monoxide emergencies, hazardous emergencies and mutual aid responses to adjoining communities.

The new Fire and EMS Headquarters was completed in December. The location of the new Headquarters is 3 Paxton Street. The new Headquarters was opened on December 10, 2017. All equipment and operations previously located at 15 Water Street were moved to the new Headquarters by December 31<sup>st</sup>.

The Town purchased a new/used Aerial truck. The old 75' 1975 Mack Aerialscope was replaced with a 95' 2006 Spartan Aerialscope. This Aerial Apparatus was purchased from the Lower Providence Volunteer Fire Company in Pennsylvania. The unit was in excellent condition with less than 11,000 miles, 1050 engine hours and came with various equipment.

We have in prior years identified the need to replace our air compressor that is used to fill the SCBA bottles. This compressor was replaced as part of the new equipment supplied in the new Fire and EMS Headquarters. Additionally we were able to purchase a new gear washing extractor and dryer. This is specialized equipment that is used for the cleaning of each firefighter's Personal Protection Equipment (PPE). Known carcinogens that are produced during fires contaminate PPE, thus requiring that the gear be washed regularly after coming in contact with these carcinogens. This provides protection to the firefighter and allows for the extended life of the PPE.

Future capital needs that are still needed consist of replacing our Self Contained Breathing Apparatus (SCBA). These units are currently 14+ years old. The current SCBA bottles will need to be replaced as they expire at the 15 year mark. The replacement of Engine 4 is the next fire apparatus scheduled for replacement. When

Engine 4 is replaced it will be moved to reserve status and serve as the backup pumper. The current reserve/backup pumper is a 1986 Hahn Pumper.

This past year we were able to increase the hours of the Fire Inspector, increasing to 19 hours per week in last year's fiscal budget. This allowed us to perform inspections of our Commercial and Industrial buildings on a yearly basis, along with assisting with the review of numerous other licenses issued by the Town.

The Leicester Fire Dept. received grants in the amount of \$3,708.00 for our SAFE (Students Awareness Fire Education) program and \$2,415.00 for Senior SAFE program. These programs are coordinated by Captain Michael Wilson and consist of Fire Department certified SAFE Instructors, along with other firefighters, going to our Schools, Day Care Centers and civic groups within our Community to provide instructions on the following topics such as Stop, Drop and Roll, Making and Practicing Home Escape Plans, Reporting Fire and Emergencies, Crawl Low Under Smoke, Kitchen and Holiday Safety and more.

The Senior SAFE program is a fire and life safety education program designed to improve the safety of older adults through education addressing the unique fire risk of this age group. These risks include smoking, home oxygen use, cooking, electrical and heating dangers. This program also provides for the replacement of smoke and carbon monoxide detector that are over 10 years old.

The Fire Department's new recruit Firefighters participate in the Massachusetts Fire Academy Call/Volunteer Recruit training program. We graduated 2 Firefighters from the Massachusetts Fire Academy Call/Volunteer Recruit program. These programs require the Recruit Firefighter

to volunteer between 240 to 300 hours to complete this training program. All new recruits are required to attend one of these programs in order to be appointed as a regular Firefighter for the Town.

Training for firefighters continues on a year round basis. They conduct monthly sessions to keep up their skills and learn new techniques brought into the fire service. These training sessions are held even during inclement weather as the firefighter never knows what type of weather they will encounter when they are needed. The opening of the Headquarters and

the adjoining training tower now allows for a majority of all department training will be held at this facility.

The Fire Department would like to recognize Lieutenant Dave Howard Company 2 who retired after 25 years of dedicated service to the Leicester Fire Department and the Town of Leicester.

The Board of Fire Engineers would like to thank the members of Fire Department for their dedication and devotion to the residents of the Town of Leicester.

## **Fire Station Building Committee**

The Fire Station Building Committee also known as the Fire & EMS Headquarters Building Committee was established in August 2014 and consists of representatives from the Board of Selectman, Finance Advisory Committee, a member of the community, Ambulance/EMS Department (2), and Fire Department (2).

In 2017 the committee continued to work with the architects from Context Architecture (formally known as Donham and Sweeney Architects), the Owner's Project Manager (OPM) firm of ACG Architects and Builders Systems Inc (BSI) the general contractor to complete construction of the building.

Construction was completed late November and the Fire & EMS departments moved in on December 10<sup>th</sup>. Substantial completion date was set at December 12<sup>th</sup>.

Move in day started with the departments attending 8:45am Mass at St Pius X church and receiving a blessing over the whole department. The apparatus was then paraded from Water St to the new Headquarters at 3 Paxton St. Fr. Rob Loftus blessed the building and Sarah Dupuis sang the Star Spangled Banner. This soft opening

was attended by fire fighters and EMTs and their families. An Open House for the public will be held in the spring of 2018.

There are a few things left for the town to purchase and install to complete the whole project. The overall project is being completed on budget and considered 70 change orders.

The committee continued to meet regularly to ensure that the project stayed and budget, that required change orders are processed in a timely manner and the timeline was as tight as possible.

The Committee on behalf of the Fire & EMS Departments want to thank the people of Leicester for their support of this important project creating the first Headquarters building the town has ever had, and the departments look forward to working from this building for many decades to come.

As chairman of the committee I would like to thank the dedication of the committee to ensure this project completed in a quality manner and on budget, without them this would not have been a successful project: Dorothy Dudley, Brian Cooper, Mark Wilson, Scott Laflash, Chief Robert Wilson and Assistant Chief Mike Dupuis.

We hope the town's people will attend the Open House in the spring and see the quality of the workmanship that went into the building and hear first hand the thanks from the department for the Town's support for this project.

Sandy Wilson, Chairman  
Fire & EMS Building Committee

## **Leicester Police Department**

### ***"Committed to the Community"***

#### **Introduction**

It is once again an honor and a privilege to be submitting the Leicester Police Department's (LPD) annual report to the residents of the community. The LPD is pleased to report that crime in Leicester remains under control. In 2017 the overall crime rate for Town of Leicester was down for the fourth consecutive year. There were slight increases in certain categories of crime in Leicester, which will be discussed in detail further below.

#### **Personnel and Staffing**

In 2017, the LPD full time staff included (19) police officers and an administrative assistant. The sworn complement of police officers is comprised of the chief, 5 sergeants, and 13 patrol officers. This represents an increase of one officer over the staffing level of the LPD in 2016.

#### **Opioid Crisis**

The Town of Leicester has not been immune from the devastation of the National Opioid Crisis. The members of the Leicester Police Department continue to work hard to combat the Opioid Crisis in Leicester on a daily basis. This year the LPD was pleased to partner with the Leicester Public Schools and Worcester County District Attorney Joseph D. Early, Jr.'s Office in submitting a grant application seeking to bring an additional drug/opioid educational program to the middle school students of our community. The grant application was selected for funding and this is the first of its kind program in Central Massachusetts. The program began being presented in the Leicester Public Schools in November of 2017.

#### **Crime Control Strategy**

The Leicester Police Department's crime control strategy includes, but is not limited to, the following crucial initiatives:

1. **Traffic Enforcement** – Most crimes committed in Leicester are committed by individuals who reside outside the Town of Leicester. These transient offenders can be deterred by a highly visible and active traffic enforcement program. Offenders, looking to commit crimes, frequently drive vehicles that are not legally registered, etc., so they avoid communities where they are more likely to be stopped for these motor vehicle violations. Leicester's traffic enforcement program makes the police highly visible, which deters crime and reduces disorder.

2. **Gun Buy Back Program** – The LPD participated for the 4<sup>th</sup> consecutive year in the Greater Worcester County Gun Buy Back Program. This year the LPD bought back sixteen (16) firearms. The LPD has now bought back 70+ firearms under this program. This means fewer guns on the street, fewer guns being stolen in our community, and potentially fewer firearm related accidents. The LPD was recently recognized at the “Goods for Guns” kick off press conference as one of the two key law enforcement agencies involved in organizing this event.
3. **National Drug Take Back** – The LPD, in partnership with the Leicester Recycling Center, participated in both National Drug Take Back initiatives in 2017. The partnership can proudly state that it has participated in all fourteen (14) DEA sponsored National Drug Take Back Programs. The program has “taken back” more than 2,200+ pounds of drugs, the majority of which are unused, unwanted, or expired drugs that are sitting in area homes. The collection of these drugs prevents them from being stolen and diverted. Drugs can be dropped into the LPD drug collection kiosk in the police station lobby anytime.
4. **Needle Collection Program** – The LPD also collected approximately 210 gallons of hypodermic needles and sharps in its needle collection kiosk. The collection kiosk has been an effective tool in getting needles and sharps off the street. Needles and sharps can be dropped into the LPD needle collection kiosk in the police station lobby anytime.
5. **Regional Drug Task Force** – The LPD served as the lead agency for the Regional Drug Task Force for the past two years, overseeing a 14 town regional law enforcement collaborative grant. This grant resulted in the LPD being able to fund numerous drug enforcement investigations and education programs, independent of town funding.
6. **Drug Educational Programs** – The LPD, in conjunction with the Leicester School Department, continues to provide multiple educational programs for students and parents. This year, in addition to the program previously discussed, the LPD, in conjunction with the Drug Task Force and Leicester Public Access Cable TV, produced “Dylan’s Journey – From Star Athlete, to Addict, to Sobriety,” a firsthand account of Dylan’s story, which I encourage everyone to watch on LCAC TV.
7. **Community Outreach** – The LPD attempts to attend as many public events as possible, where it can set up its drug display boxes for parents. The department also hands out home drug test kits to parents who want to test a child in the privacy of their own home.
8. **Professional Investigations** – The Investigative Division of the LPD is committed to conducting investigations that meet the highest professional standards and routinely benchmarking its investigations against other leaders in the law enforcement community.

These initiatives have proven to be very successful in deterring and controlling crime and disorder in our community.

### **Social Media**

Residents can stay in touch with the Leicester Police Department and what is occurring in their community by following the LPD on the following social media sites:

1. Facebook at [www.facebook.com/LeicesterPolice](http://www.facebook.com/LeicesterPolice)
2. Twitter at [www.twitter.com/LeicesterPD](http://www.twitter.com/LeicesterPD)

3. Next Door Cherry Valley <https://nextdoor.com/city/cherry-valley--ma/>

The LPD utilizes these social media sites to maintain transparency and provide real time crime alerts and other information to residents.

### **Crime Statistics for Leicester in 2017**

The crime statistics for 2017 are set forth below.

1. Pornography = 4
2. Weapons Violations = 5
3. Runaways = 2
4. Liquor Law Violations = 4
5. Disorderly Conduct = 13
6. Public Intoxication = 5
7. DUI = 17
8. Credit Card Fraud = 5
9. All Other Crimes = 139
10. Fraud (all other) = 13
11. Rape (forcible) = 1
12. Rape (statutory) = 2
13. Indecent Assaults = 1
14. Assault (aggravated) = 1
15. Assault (simple) = 26
16. Intimidation = 25
17. Robbery = 2
18. Arson =
19. Breaking & Entering = 11
20. Theft from Vehicles = 6
21. Shoplifting = 83
22. Larceny (from building) = 21
23. Larceny (all others) = 57
24. Vehicle Theft = 5
25. Identity Theft = 12
26. Destruction of Property = 33
27. Narcotics Violations = 5

The LPD has noted a slight increase in the number of assaults and aggravated assaults in this year's crime statistics. The department will be focusing on identifying the source of these assaults (i.e. domestic disputes, road rage, or other incidents) and work towards addressing the issue.

### **Additional Statistics**

1. Calls for Service (CFS)/Patrol Initiated Activity (PIA) = 24,608 (+ 1,886)
2. Accident Investigations = 251 (- 37 )
3. Arrest/Criminal Summonses = 480 (+ 23 )
4. Medical Responses = 1059 (+ 8)
5. Investigative/Offense Reports = 1315 (+ 382)
6. Alarms (All Types) = 243 (+ 1)

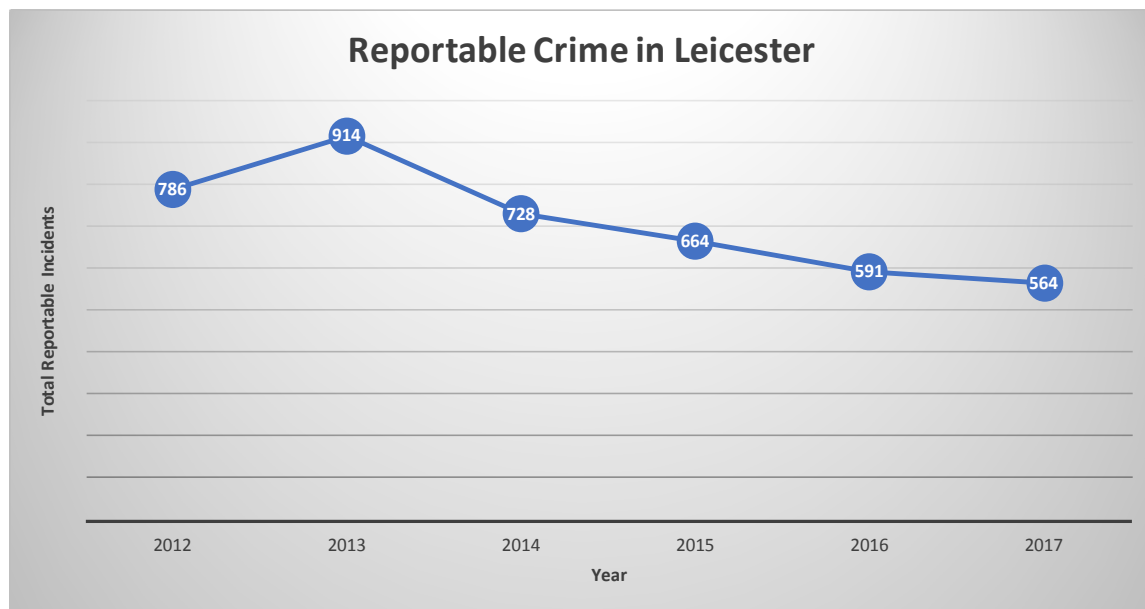


7. Motor Vehicle Stops = 2136 (- 120)

#### **The Overall Crime Rate in Leicester By Category**

1. Crimes Against Persons – 8
2. Crimes Against Property – 270
3. Crimes Against Society -14
4. Group B Crimes – 199

The statistics above show there were a total of 564 crimes reported in the Town of Leicester in 2017. This is compared to a total of 591 reported in 2016. This represents a decrease of 27 reportable offenses, which is an approximately 4.5% drop in crime. As you can see from the graph below, this year's overall decrease in crime represents the fourth straight year crime has declined in Leicester. This continuous decrease in the crime rate is primarily due to the hard work of the uniformed patrol division, who works on deterring crime in our community on a daily basis.



#### **Criminal Investigation**

The Leicester Police Department was required to conduct a wide variety of investigations during 2017, including, but not limited to, the following criminal activity:

- Cigarette smuggling.
- Elder financial exploitations.
- Numerous reports of illegal narcotics distribution.
- Forgery of receipts issued by a local retailer.
- Multiple opioid related overdoses and opioid related deaths.
- Several complex financial investigations involving credit card fraud/identity theft.
- Matching DNA profiles from physical evidence collected at crime scenes to suspects.

### **Other LPD Highlights**

- Investigators assisted patrol officers in the arrest and investigation of a house break suspect, who led police on a foot chase and ultimately tried to escape the police by rowing a stolen rowboat across Greenville Pond.
- During 2017 Detective Timothy Fontaine also held two RAD (Rape Aggression Defense) training classes. This self-defense class is always well attended.
- The Investigative Division also concluded its 2014 armed home invasion investigation with the conviction of two suspects in the spring of 2017. Both suspects received extensive prison sentences.
- Investigators assisted patrol officer in the arrest of a man for impersonating a police officer after he was stopped for shoplifting and discovered to be in possession of a badge, fake police ID, and other police equipment, including a replica firearm.

And a whole lot more!!

### **2017 Leicester Police Awards & Recognition Ceremony**

On June 13, 2017 the Leicester Police Department held an award ceremony, where members of the public, other law enforcement agencies, and the Leicester Police Department were recognized for a variety of accomplishments. The ceremony recognized the following:

1. Two members of the public for their actions/support of the police department.
2. Four members of the District Attorney's Office for their work in successfully prosecuting two armed home invasion suspects.
3. Two members of the Massachusetts State Police for their assistance in the armed home invasion investigation.
4. A criminal analyst from the New England State Police Information Network (NESPIN) for her assistance during the armed home invasion investigation.
5. Nine members of the LPD for their work on the armed home invasion investigation.
6. Four members of the LPD for life saving action(s) they performed in the community.
7. One LPD officer for providing assistance at a mass trauma event while off duty.

The Leicester Police Department is fortunate to be staffed with such highly qualified and professional officers and to have ongoing partnerships with the other outstanding law enforcement agencies that were also recognized.

### **Personnel and Police Unions**

I would like to thank all the members of the Leicester Police Department, and the unions which represent them, for their willingness to work collaboratively to make the Town of Leicester a good and decent place to live, work, and raise a family.

On behalf of all the men and women of the Leicester Police Department, I would like to thank the entire community for their continued support.

James J. Hurley, Chief of Police

## Highway Department

The Town's Resurfacing Program consisted of grinding and paving 3,000' of Hemlock Street; 8,140' of Henshaw Street; 8,115' of Mannville Street, and 4,900' of Marshall Street.

Our department continues to carry out the following duties: sign and guardrail maintenance, roadside brush cutting, shoulder, ditch and drainage work, catch basin cleaning and repairs, street sweeping, line painting, grading of gravel roads, maintenance of Police Station, Senior Center, Copeland Library, all Veteran's Squares, Cherry Valley Cemetery, Elliot Hill Burial Grounds, Burncoat, Rochdale and Towtaid Parks, and Community Field. The Highway Department also works at the Recycling Center with composting.

The Highway Department continues to work on stormwater projects which consist of mapping

all catch basins, manholes, detention ponds, and pipe outlets. We are now GISing all piping underground. This is a big project and will take some time to complete.

Reconstruction of Paxton Street, Route 56 North, has been ongoing through MassDOT. This project will come to fruition in 2018. Improvements to the roadway and sidewalks will be a benefit to the Schools and residents in the area.

After 37 years of working for the Town of Leicester, Tom Wood has retired from his position as Highway Superintendent with well wishes extended to him in his future. We welcome Dennis Griffin as the new Highway Superintendent and wish him all the best in his new position.

## Recycling Committee

Leicester's Recycling volunteers recently discussed the fact that we have a lot of new people in town. It occurred to us that our history to these folks new to town is not known. So this is an attempt at briefly summarizing this amazing teamwork experiment that now has succeeded for 26 years!

The long-time town landfill closed December 31, 1990. Recycling Center opened one month later, February 1991. During the same time the state as an incentive to stop landfilling and incinerating so much trash, which was causing contamination of groundwater and the air quality, created the Solid Waste Act. This law mandated recycling of various items in an annual phased in process.

I was a selectman at the time and I along with a group of citizens established a solid waste advisory committee. We studied the issue of trash in Leicester and came up with the following:

1. The early nineties was a fiscally tight time for the town and a contract for curbside trash collection at \$350,000 annually was not affordable.
2. Citizens had become accustomed to going to the landfill for an inexpensive annual sticker fee. A recycling center could continue this for a lot of the trash items.
3. There were several "mom and pop" type trash haulers in town that for citizens choosing pickup, kept prices low and competitive far from the larger hauler corporate prices. Opening recycling for many items, and citizens hiring

small local businesses will help keep citizen cost down and maintain those businesses livelihood.

4. The town was responsible for enforcement of the Solid Waste Act. The Recycling Center maintained town compliance.

5. Town departments would need to find a way to dispose of their trash. Recycling kept their costs down.

The group opened the Recycling Center with these goals that hold true even today 26 years later.

Local Businesses also participate keeping their costs down passing savings on to citizens. Due to bulk processing of products, Recycling saved town higher costs of processing things like hazardous waste from schools and highway departments and removing hazards from homes as a safety for citizens and first responders.

When Leicester noticed a problem with illegal dumping of bulky furniture and electronics, Recycling stepped up and processed these items.

We work with highway in operation of a compost facility for local citizens and businesses.

A partnership with police department processes prescription drugs and sharps protecting the public even more.

Most importantly, YOUR recycling center operation runs exclusively on annual income from car tags and product income thus costing the tax payers nothing in annual operating costs.

Your Recycling Center has been run for 26 years by 35 volunteers. Often unappreciated. Rarely recognized. But whether saving citizens or businesses trash removal costs; collecting dungarees for shoes for Uganda; backpacks for foster kids; tee shirts for auto shop rags; eye glasses for Lions; books for under-privileged and teachers; handicapped equipment for needy; coats and clothes for shelters; VOLUNTEERS ARE WORKING EVERY FIRST, THIRD AND FIFTH SATURDAY IN ALL KINDS OF WEATHER ALL YEAR, EVERY YEAR FOR YOU. AN EXCEPTIONALLY DEDICATED CREW.

If you recycle, pay a \$25 a year car tag fee, you only need once a month pick up of trash, which can cost as low as \$8.50 a pick up. That's \$127 a year for trash removal possible. WOW! Can't beat that! Unless you are a senior. You only pay \$20 for a car tag!

## **Road Conversion Committee**

The Road Conversion Committee has had no activity over the last year. The few projects that

are under construction have not yet been completed at this time.

## **Tree Warden and Pest Control**

The Office of Tree Warden and Insect Pest Control is responsible for the care and protection of all shade trees within the town of Leicester.

It has always been the practice of this office to save as many trees within the roadways of our town and still provide a safe environment for travel while keeping our roadways greener.

Our Town has been very fortunate not to have had any reports of invasive species appearing on any trees within our Community, and we feel very lucky when we look at other Communities in our area.

In an effort to reduce the impact of the effects of a future weather-related event, the office of the Tree Warden is continuing the implementation of an improved approach to a program of care and trimming. We are happy to say that several tree plantings have taken place after receiving a grant from National Grid.

We continue to have aging trees and requests from residents to have certain trees removed, which we investigate and evaluate as needed.

It is always the goal of this office to provide safe and beautiful trees in the town of Leicester. The Office of Tree Warden is always open for responding to the concerns and requests of the shade trees by the residents of Leicester.

At the year's end, the Tree Warden has accepted the position of Highway Superintendent for the Town. His responsibilities have been incorporated into his new role and will continue to serve the residents where they have concerns regarding any issues with the trees in our town.

## **Stormwater Management Committee**

The Committee consists of the following members: Joanne Bernier representing the Leicester Public Schools; Stephen Parretti representing the Conservation Committee; Michael Knox representing the Water and Sewer Districts and Thomas Wood representing the Highway Department. Both Mike and Tom have retired this year and have given up their seats on this committee. We thank them and wish them well in their futures.

The Town of Leicester's Highway Department continues to take the lead on compliance with the Town's MS4 Permit.

Leicester continues moving forward in its illicit discharge program. Highway Department staff has continued catchment delineation and confirming drainage connections. The Town has also continued work on its written IDDE program. The Town passed an illicit connection bylaw which continues to be in effect.

Operations and maintenance activities completed by the Town's Highway Department continue to reduce potential for pollution from

storm water. During this period, all catch basins (approximately 1,500) on 131 streets in Town were cleaned at least once with approximately 100 catch basins cleaned a second time, and all 198 Town streets were swept. The Town uses catch basin cleaning activities as an opportunity to identify potential illicit discharges. The Highway Department also cleaned 14 miles of sidewalks in the Town, including those along Route 9, which is a State Highway.

The Town of Leicester continues to be an active member of the Central Massachusetts Regional Storm Water Coalition (Coalition). The Coalition is comprised of 31 communities. Coalition members work together to protect storm water systems and surface waters, share ideas, equipment and resources, and develop tools to expand storm water management practices collectively in an effort to meet the requirements of the Massachusetts Small MS4 General Permit.

## Development & Inspectional Services

The Development & Inspectional Services Department (created in 2014) includes the following divisions:

- Code Enforcement/Building
- Conservation Commission
- Board of Health
- Moose Hill Water Commission
- Planning Board
- Zoning Board of Appeals.

Development & Inspectional Services oversees Leicester's land-use and development, including administration of a variety of land-use permits, and planning related to general land use, economic development, public health, housing, natural resources, and historic preservation.

Town Planner Michelle Buck serves as Director for this Department. Jeffrey Taylor is Code Enforcement Officer/Building Inspector. The two Department Assistants are Kelly Conroy and Barbara Knox. Health Services are provided through the Central Mass Regional Public Health Alliance (CMRPHA), with Julie VanArsdalen providing Health inspections.

The Department's commitment to residents is to provide high-quality customer service and to make navigating through permitting processes more efficient and easier to understand. Reports from each division in Development & Inspectional Services are below.

### ***Code Enforcement/Building***

#### **2017 Code Department Income**

Building Permits	\$72,731
Building Re-Inspection	\$0
Building Permit Replacement	\$75
106 & 304 Certifications	\$2,564
Stove Permits	\$1,213
Sheet Metal Permits	\$954
as, Plumbing, Wiring, and Weights & Measures	\$14,248
<b>TOTAL</b>	<b>\$91,785</b>

#### **2017 Code Enforcement Permit Activity**

<b>Building Permits</b>	
1 or 2 Family	9
Commercial Building	2
Additions	7
Sheds/Barn	5
Swimming Pools (above & in-ground)	16
Garages (1,2 & 3 car)	6
Decks/Porches/Sunrooms	21
Roofs/Siding/Replacement Windows/Doors	92
Renovations/Remodels/Alterations	37
Demolitions & Removals	8
Commercial Solar	2
Solar Panels (Residential)	20

Chimneys	2
Signs	7
Weatherization/Insulation	17
Cell Towers/Arrays	1
Replacement Cards/Re-inspections	2
Void/Cancel/Revoked	24
Miscellaneous	1
<b>Total Building Permits</b>	<b>279</b>
<b>Miscellaneous Permits &amp; Certifications</b>	
Certifications Issued (304 & 110)	54
Home Occupation Permits Issued	28
Occupancy Permits Issued	22
Stove Permits	31
Sheet Metal Permits	14
Plumbing Permits	154
Gas Permits	84
Wiring Permits	265
Weights & Measures Permits	25
<b>Total Miscellaneous</b>	<b>677</b>
<b>TOTAL PERMITS ISSUED</b>	<b>956</b>

**2017 Plumbing, Gas, Wiring and  
Weights & Measures Inspections**

Plumbing	203
Gas	104
Wiring	315
Weights & Measures	345
<b>TOTAL</b>	<b>967</b>

### ***Conservation Commission***

The Conservation Commission administers the Massachusetts Wetlands Protection Act, the Rivers Protection Act, as well as the Town of Leicester Wetland Bylaws and Regulations. The purpose of these Bylaws and Regulations is to protect wetlands, related water resources, and adjoining land areas (buffer zones) in Leicester.

The Conservation Commission is a five member Board appointed by the Board of Selectmen to three year terms. Conservation Commission members in 2017 were: Stephen Parretti (Chair), John Marc-Aurele (Vice-Chair), JoAnn Schold, Joshua Soojian, and James Cooper.

**2017 Conservation Commission Filings**

<b>Type of Filing</b>	<b># of Filings</b>
Notice of Intent (NOI)	17
Abbreviated Notice of Resource Area Delineation (ANRAD)	0
Request for Determination of Applicability (RDA)	16
Certificate of Compliance	13

Enforcement/Cease & Desist Order	6
Emergency Certifications	2
Appeals	1

Conservation Commission members regularly conduct on-site reviews to ensure that work conforms to applicable laws and regulations, as

well as adhering to Orders of Conditions and Determinations that are issued by the Commission.

### ***Board of Health***

The Board of Health promulgates guidelines and regulations concerning the safety and well-being of the public. The Board also engages in public health emergency preparedness planning, communicable disease control, community health improvement planning, immunizations, solid waste and recycling, on-site sewage disposal, recreational camp and public pool inspection, food safety and protection, housing and nuisance type complaints such as noise, dust, and odor. The Board is a three member elected board with each member serving a term of three years. The current members are: Christopher Montiverdi (Chair), Richard Spaulding, and Pamela Hale (elected June 2017). Debra Rigiero did not seek re-election and served on the Board through June 2017.

In 2011, the Town entered into an inter-municipal agreement with the City of Worcester's Division of Public Health (WDPH) to provide a wider array of public health services to the community. Worcester is the lead agency of the Central MA Regional Public Health Alliance (CMRPHA) which consists of the Towns of Grafton, Holden, Leicester, Millbury, Shrewsbury and West Boylston who work cooperatively to create and sustain a viable, cost-effective, and labor-efficient regional public health district. In 2016, CMRPA became a nationally accredited health department. With a total workforce of 26 public health professionals, CMRPHA communities can rely on public health expertise and experience as described below.

### **Environmental Health**

Regional Public Health Specialists assist businesses and residents to comply with numerous environmental health regulations. Most recognized is the food protection program, in which staff conduct routine and follow-up inspections of food establishments, review plans for new food establishments, and

investigates complaints. Regional Public Health Specialists conduct inspections for wells, septic systems, semi-public and public swimming pools, tanning facilities and recreational camps for children. They also investigate complaints related to housing, lead paint, illegal dumping, the release of oil or hazardous materials, and nuisances in accordance with local, state and federal regulations.

<b>2017 Health Inspections</b>	
<b>Type of Inspection</b>	<b>Number of Inspections</b>
Housing Inspections	37
Food Inspections	123
Pool Inspections	6



Camp Inspections	3
Tobacco Inspections	*
Title V Perc / Soil Testing	35
Septic Plan Reviews	21
Septic System Inspections	60
Well Reviews	14

*\*see Community Health*

### Public Health Nursing

Under Massachusetts General Laws, Chapter 111, suspected and/or confirmed cases of diseases dangerous to the public's health are reportable to the local Board of Health and/or the Massachusetts Department of Public Health.

Reporting disease occurrences enables Public Health staff to monitor trends, detect and control outbreaks, and evaluate prevention activities. CMRPHA regularly collects important information on all reported diseases.

2017 Reported Diseases	
Reportable Disease	Number of Cases
Group A Streptococcus	1
Group B Streptococcus	1
Hepatitis A	1
Hepatitis B	1
Hepatitis C	7
Human Granulocytic Anaplasmosis	2
Influenza	13
Lyme Disease (suspect)	28
Pertussis	2
Salmonellosis	1
Tuberculosis	6
<b>Total</b>	<b>63</b>

CMRPHA assisted with the Town's annual flu clinics held at Leicester Senior Center, Leicester Town Hall, Nazareth Home and Archway in

October and November 2017. Total vaccinations administered: 115.

### Community Health

CMRPHA continued work on implementation of the 2016 Greater Worcester Community Health Improvement Plan (CHIP). The CHIP outlines a strategic plan for nine priority areas which include: access to care, access to healthy food, cultural competency, economic opportunity,

mental health, physical activity, racism and discrimination, safety, and substance abuse. Other CMRPHA community health activities in 2017 included the following:

- Through WDPH, continued to administer the Massachusetts Substance Abuse Prevention

Collaborative annual grant award of \$100,000. The grant, in part, supports prevention of youth substance abuse in Leicester for five years (beginning in 2015). Staff has been attending the Leicester school wellness committee meetings and hosted a table at the Leicester School Health Fair in March 2017.

- Continued implementation of a 7 year Massachusetts Opioid Abuse Prevention Collaborative grant awarded to CMRPHA (\$100,000 per year starting in 2014). Across the Alliance, awareness events, education and training activities took place to prevent opioid overdoses. These efforts included capacity building, through the formation of the Regional Response to Addiction Partnership (RRAP), prevention education in the form of Narcan administration training in coordination with the Leicester Police Department, and community resources awareness.
- In spring 2017 the Youth Health Action Committee (YHAC) a group comprised of youth ages 15-18 from the towns of Grafton, Holden, Leicester, Millbury Shrewsbury, West Boylston, as well as the city of Worcester, met to discuss drug use in their high schools and possible solutions. Current YHAC participants were recruited by CMRPHA staff in collaboration with public school staff. In 2017 there were 5 participants from Leicester public schools

### **Public Health Emergency Preparedness**

The Worcester Division of Public Health (WDPH) has once again been awarded the Region 2 Health and Medical Coordinating Coalition (HMCC) grant by the Massachusetts Department of Public Health (MDPH) Office of Preparedness and Emergency Management (OPEM) with the goal of supporting regional multi-disciplinary emergency planning and response initiatives throughout the 74 cities and towns located in the MDPH Emergency Preparedness Region 2. As a member of the Region 2 HMCC, the Town of Leicester has access to increased resources and is a part of regional planning efforts.

- Coordinated activities for Leicester as a member of Worcester Regional Tobacco Control Collaborative, which provides enforcement of Massachusetts General Laws and local regulations around youth access and environmental tobacco smoke. This includes retailer education visits and regular enforcement checks. During calendar year 2017, there were no sales of tobacco products to minors by retailers in Leicester out of 12 permitted establishments.
- CMRPHA staff attended Leicester Board of Health meetings to share information on model regulations for tobacco control.
- CMRPHA Community Health staff, in collaboration with Leicester Public Schools, organized a *Signs of Suicide* Training in April 2017. A total of 28 school and youth-serving staff trained in implementation of the SOS curriculum. This included youth workers from the City of Worcester, Division of Youth, Worcester Public Schools, Leicester Public Schools, and Millbury Public Schools.
- Each year data is collected to monitor the health of young people in the town. CMRPHA staff presented the Youth Health Survey data to the Leicester School Committee in December 2017.

Currently, six community members from the Town of Leicester are registered Medical Reserve Corps (MRC) volunteers. MRC volunteers are trained and prepared to respond to emergencies their communities.

CMRPHA staff worked with the Board of Health to review and revise the Town's Emergency Dispensing Sites (EDS) plan. In addition, staff worked in conjunction with the Leicester Board of Health to respond to all required quarterly MDPH internet-based emergency drills (WebEOC).

## ***Moose Hill Water Commission***

The purpose of the Moose Hill Water Commission is to work toward establishment of the Moose Hill Reservoir as a Class A Public Drinking Water Supply for the Town of Leicester and surrounding communities in need of water. The Moose Hill Water Commission is a three member elected Board, with members holding three year terms. The present Commissioners are Kurt Parliment (Chair), Harry Brooks, and Carl E. Wicklund, Jr.

In 2017, the Commission hired a consultant (WhiteWater Group) to prepare an updated

cost-benefit analysis of development of Moose Hill Reservoir in conformance with Department of Environmental Protection Requirements (using funding leftover from a 2008 Moose Hill Feasibility Analysis).

All those wishing to express their opinion towards the planning and development of the reservoir are invited to attend Commission meetings or express their views in writing to the Moose Hill Water Commission.

## ***Planning Board***

Planning Board is responsible for review of applications for approvals under the Zoning Bylaw and Subdivision Regulations. This includes Site Plan Review and/or Special Permit applications for commercial developments, subdivision applications, and endorsement of ANR Plans (plans depicting new lot lines on existing streets). The Planning Board is also responsible for long-range land use planning for Town of Leicester, including implementation of the Leicester Master Plan and Open Space & Recreation Plan.

The Planning Board is comprised of five elected members and an appointed Associate Member. In 2017, Jason Grimshaw and Debra Friedman continued to serve as Chair and Vice-Chair, respectively. Sharon Nist and Alaa AbuSalah continued to serve as regular members of the Board. David Wright resigned from the Board, in January 2017. Andrew Kularski was appointed to the Board in January 2017 until he was elected for the remainder of David Wright's term in May 2017. Robin Zwicker was appointed as Associate member in January 2017.

<b>Site Plan Review Applications 2017</b>
1. McNeil Highway Solar 2 (approved 2/2017)*
2. Leicester Public Library (approved 3/2017)

\* Application received in 2016

<b>Special Permit Applications 2017</b>
1. Jin & Ya Company (approved 5/2017)
2. Eastern Pearl (approved 8/2017)
3. 408 Stafford Street Solar (approved 8/2017)
4. R.A. Graham Company (approved 8/2017)
5. Hillcrest Water Tank (approved 9/2017)

<b>Amendments/Extensions 2017</b>
1. Briarcliff Estates, 2-year extension (approved 1/2017)*
2. Boutilier Estates Subdivision (rescinded 2/2017)
3. Hammond Street Subdivision, 2-year extension (approved 3/2017)
4. Oakridge Estates, 2-year extension (approved 9/2017)

\* Application received in 2016

The Planning Board also approved 11 ANR Plans (8 new building lots, several lot line changes), and several minor applications (changes to performance agreements, minor project changes, etc.). No subdivision applications were received in 2017. The following Planning Board approved projects were completed in 2017: Dippin' Donuts (formerly Mike's Donuts), 466 Stafford Solar Farm, Cherry Valley Solar Farm, RA Graham (143 Clark), and KM

Kelly, Inc. (93 Huntoon). Several commercial solar developments are currently under construction. The following residential projects approved in prior years remain incomplete: Briarcliff Estates, Grandview Estates (in default), Hammond Street Extension, Oak Ridge Estates, and Pondview (in default).

#### **2017 Zoning Bylaw Amendments**

<b>Date/ Article #</b>	<b>Description</b>	<b>Town Meeting Action</b>
5/2/17 Article 24	Revisions to regulation of ground-mounted Solar	Approved
11/14/17 Article 9	Temporary Moratorium on Recreational Marijuana Establishments	Passed Over
11/14/17 Article 10	Livestock and Backyard Poultry Regulations	Passed Over
11/14/17 Article 11	Parking Regulations	Approved

#### **Town Planner Projects 2017:**

- Prepared comprehensive re-write of zoning related to ground-mounted solar facilities.
- Applied for DLTA grant from the Central Mass Regional Planning Commission for a Leicester Housing Study. Grant approved 3/2017; draft study received 12/2017.
- Prepared Complete Streets Policy (adopted by the Board of Selectmen 2/13/2017; approved by MassDOT 3/17/2017).
- Prepared amendments to Planning Board Site Plan Review, Special Permit, Landscaping, Fee, and Stormwater Regulations (adopted 6/20/2017)
- Assisted with Green Communities designation, including preparation of documentation of conformance with Criteria 1 (by-right solar energy) and Criteria 2 (expedited permitting).

- Prepared Zoning Bylaw amendments related to recreational marijuana, poultry & livestock, and parking for the 11/14/2017 Town Meeting.
- Worked on Planning Board Subdivision Regulation amendments to implement Master Plan.
- Researched options for special legislation to allow for appointment of alternate Conservation Commission members
- Participated in planning activities related to the Community Development Block Grant Program
- Continued to monitor the construction of approved subdivisions and commercial projects.

## ***Zoning Board of Appeals***

The Zoning Board of Appeals (ZBA) reviews applications for special permits, variances, and appeals in accordance with Leicester's Zoning Bylaw and the Massachusetts Zoning Act (MGL 40A). The ZBA reviews special permit applications for non-conforming uses and structures, signs, watershed overlay district uses, and commercial uses in certain districts (other special permits, including most commercial special permits, are issued by the Planning Board). Variances applications are requests for relief from Zoning Bylaw requirements (generally dimensional

requirements). The Board also reviews appeals of Building Inspector decisions.

The Zoning Board of Appeals is an eight member appointed board having five regular members and three alternates. The Board's present members include: Vaughn Hathaway (Chair), David Kirwan (Vice-Chair), David Orth, Jim Buckley (Clerk), and James Reinke. Alternate members are Mary Moore and Richard Johnston (1 alternate position is vacant). Paul Schold served on the Board until June 2017.

### **2017 ZBA Applications**

<b>Application Type</b>	<b>#</b>	<b>Detail</b>
Variance	6	4 approved, 1 withdrawn, 1 denied
Special Permit	6	All approved
Appeal	0	

## **Agricultural Commission**

On May 7, 2013 the Town residents voted to establish an Agricultural Commission for the Town of Leicester in accordance with Article 31.

### **Commission Charge**

Section 1. There is hereby established an Agricultural Commission which shall consist of

five (5) members and three (3) alternates appointed by the Select Board, all of whom shall be residents of the Town of Leicester. The commission will consist of a minimum of three (3) members who are actively engaged in agriculture in Leicester and another two (2) who are interested in farming. Two (2) members for a term of three (3) years; two (2) members for a

term of two (2) years and three thereafter; and one (1) member for a one (1) year term, and three (3) thereafter.

The appointing authority shall fill a vacancy based on the unexpired term of the vacancy in order to maintain the staggered cycle of appointments with the assistance of recommendations made by the Commission.

Said Commission shall choose officers who shall be a Chairman, Vice Chairman and Clerk. The Clerk shall be responsible to keep and file minutes of all meetings in accordance with the state statute.

Our mission is to serve as facilitators for encouraging the pursuit of agriculture in the town of Leicester, promote agricultural-base economic opportunities, act as mediators, advocates, educators, and/or negotiations on farming issues; working for preservation of prime agricultural lands, pursuing all initiatives appropriate to creating a sustainable agricultural community and preserving the rural character of Leicester, Massachusetts.

**Members:**

**Dianna Provencher - Chair**

**Kim Miczek – Vice Chair**

**Kurt Parliment - Treasurer**

**Matthew Soojian - Clerk**

**Marjorie Cooper**

**And Alternates**

The commission has heard complaints, taken steps to broaden our resources, such as joining the Massachusetts Association of Agricultural Commission and attending various conferences and seminars. This year the commission has taken steps to promote awareness of agriculture in our community, also there have been placards posted around town showing that Leicester has become an office right to farm town.

The Leicester Agricultural Commission meets once a quarter at the Town Hall. It is an appointed town committee primarily of farmers to create awareness of agriculture in the community. The Leicester Agricultural Commission is a pro-active step for our community to take steps to preserve agriculture and go on record as supporting agriculture.

Volunteer members encourage farming in all of its definitions; promote economic opportunities such as farmers' markets and grant opportunities, educate about farming and address concerns and opportunities preferably, before problems arise.

## **Economic Development Committee**

The Town of Leicester's Economic Development Committee's goal is to encourage mixed use development with a variety of small scale retail businesses in a more pedestrian friendly town center, while promoting large scale retail businesses and office parks in targeted areas away from the town center, and supporting the preservation of historic structures and the redevelopment of underutilized older structures.

Leicester was represented by board members at the regional economic development meeting that included many surrounding towns and

planning professionals from the Central Massachusetts Regional Planning Commission. Throughout our discussions with surrounding towns it became evident that regionally we all share a common deficiency in infrastructure. Inadequate water and natural gas resources thwart many traditional business endeavors throughout the region. The lack of fiber optics also hampers more technology related businesses that the area is also trying to attract.

Nonetheless, in 2017 the EDC continued its efforts to develop strategies and establish relationships to attract new businesses. The EDC

executed the following activities with the intentions of helping the Town strive to reach its economic development goals:

- Initiating relationships with the Worcester Regional Chamber of Commerce, developers, realtors, and industrially-zoned land property owners, to promote development in accordance to the Town's objectives.
- Developing an inventory database of available commercial properties that serves as a resource to potential developers.
- Developing a social media presence to promote a business friendly community.

Bolstering infrastructure along identified business corridors has been at the forefront of

many conversations. Grant opportunities, state and federal funding, joint ventures and any other "out-of-the-box" solutions are all up for discussion and exploration. Water, natural gas and transportation diversity are identified as keys to continued economic growth. A potential interchange at route 56 and the Massachusetts Turnpike, designated Alternate 4, is an amazing opportunity for business development along the route 56 corridor. The development of this interchange coupled with the potential for expanded freight rail on existing lines could lead to development opportunities in keeping with the master plan and present zoning bylaws.

Respectfully submitted,  
Alaa Abusalah, EDC Chair

## **School Department**

### **Superintendent of Schools**

The Leicester Public Schools continues to be a robust, vibrant learning organization and understandably is recognized by the community as its greatest asset. During the past year we have undergone some leadership changes, and I am proud to be serving as the Interim Superintendent of Schools. Along with departing Superintendent Judith Paolucci, the district said good bye to Ms. Ellen Whittemore, Director of Finance and Ms. Cate Calise, Director of Curriculum, Instruction and Assessment. We welcomed Mr. Dan Deedy as our new Director of Finance and Operations in July. Mr. Michael Wood has been filling in as our Interim Director of Curriculum for the year. From my entry conversations, it appears we had a great finish to school year and a great opening of the new school year.

We have four public schools, Leicester Primary School serving PK-2 with 380 students; Memorial School serving grades 3-5 with 350 students;

Leicester Middle School serving 431 in grades 6-8; and, Leicester High School serving 481 in grades 9-12. The district has relationships with two area vocational high schools with 48 students attending Tantasqua Regional Vocational High School and 30 students attending Assabet Regional High School. We also have one student attending Norfolk Agriculture High School. Our district also has 25 students who attend schools for special education throughout central Massachusetts communities. We embarked on a very exciting technology initiative with a one to one Chromebook project at our high school. Each student was assigned a Chromebook in August and our teachers have revamped their classes to embed technology use throughout.

As a district we are fortunate to have educators who push themselves to bring new opportunities into our schools and for our students. This past year we started teaching Arabic at our high school through a grant and have a visiting

teacher from Egypt who has been living here learning as much about us as we are from him. We have started a second year in our work with Worcester Polytech Institute in the Project Lead the Way Grant that has enabled us to teach Science, Technology, Engineering and Mathematics courses in our middle and high schools.

We reviewed our strategic plan in the spring of 2017 and looked at our data for our goals and activities outlined in our original District Improvement Plan. We have three goal areas:

***(1) Engaging Instruction and Effective Interventions Grounded in a Rigorous Curriculum***

Our efforts to align curriculum, instruction and assessment continue with a focus this year with assessment strategies. We started to use STARR assessments in our Middle school and Memorial School which give us more data aligned to the standard, efficiently using time to analyze the data and provide better feedback to teachers to revamp instruction. Each of the buildings analyze student data routinely to plan interventions in four, six and eight week periods of time to ensure that a student does not struggle for an entire year. We are also looking at our vertical alignment of content, especially at our transition years. The Health and Physical Education Teachers are working now to write their curriculum and develop their unit calendars. During the summer we had a team of teachers K-8 work on looking at the new ELA and math standards and begin to adapt our existing documents with the new standards.

***(2) Development of Staff Skills through Effective Feedback and Training***

Ongoing adult learning is as important to our student success as the student learning itself. In the last year we have focused on collaboration among our teachers. Each school planned learning walks, getting teachers into each other's classrooms and giving feedback on how the instruction, activity or assessment impacted learning. We also started training special

education teachers and general education teachers how to "co teach" so that the time spent with inclusion students is focused on the content. We also had a robust series of trainings for our paraprofessionals to further their ability to make classroom inclusion time more engaging and responsive.

***(3) Improved Infrastructure and Resources***

Our district is in the process of working with the Massachusetts School Building Authority (MSBA) to look at our schools and determine a pathway to address the conditions of our buildings. While the focus is on our Middle school, MSBA will help us look at all of our needs through a feasibility study. We received approval on December 13, 2017 to begin the process of looking at three options that the Town of Leicester will be asked to vote on in the future. Working with MSBA we could recoup up to sixty percent funding for the building project.

The district worked with Thought Exchange last spring and had a day long community conversation about the direction of the district's schools and this fall used them again to survey the community relative to the direction our facilities committee should be looking as to any new construction. Both opportunities gave us great data to inform our work. As always, these initiatives take collaboration and our Building Committee consists of very dedicated people who want the best for the Town, its citizens and its children.

***Leicester Special Education***

We have a continued focus on working to ensure that our programs and services align with the student learners we have moving into and living in our community. Currently we service 251 students in district.

We have seen the need for and response to the mental health needs of our students, and greatly appreciate our school committee and community support for adding school psychologists and BCBA's to be at each of our schools. This greatly enhances our ability to



provide assessments, consultation with students and parents, and make connections for families to community resources. We have begun a relationship with Becker College and their counseling program in providing outreach to our parents, and we have started to look at Universal Screening tools to ensure that we don't overlook student needs.

Our integrated pre-school services thirty-eight students with special needs and continues to work with early intervention services in southern Worcester region to plan for their arrival in our program. This greatly enhances our preparedness in terms of staffing and service plan development. We greatly appreciate our relationships with our day care providers for participating our child study outreach to be sure we know of students who are living in our community who may need services.

This past year we have added a new program for our Middle school that provides services for a wide range of disabilities. These students need a special education classroom, for some, most or all of their academic, behavioral and life skills need.

Families of students with disabilities are encouraged to participate in the Special Education Advisory Council (SEPAC), a parent-run organization whose function is to work in collaboration with school district leadership to positively impact special education programs and policies. The group meets regularly on the second Thursday of each month while school is in session.

In addition to serving students with IEPs, Leicester Student Services ensures that children and youth experiencing homelessness are provided protections afforded by the McKinney-Vento Homeless Assistance Act. As defined by this Act, homeless children and youth are individuals who lack a fixed, regular and adequate nighttime residence. Once identified, such students are provided access to educational services that may include transportation, free

breakfast and lunch, school supplies, Title I assistance, to assure equal access to the same free and appropriate public education that is afforded to other children and youth.

### **Leicester High School**

Leicester High School underwent its NEASC review this past October. From this review of curriculum, program, school culture and leadership the New England Association of Schools and Colleges will provide feedback and let us know if we are accredited which can have implications for students planning on attending college. From all accounts, the review went well and the visiting team was impressed with how the school functions.

Leicester High School is an accredited institution committed to preparing our students for college, adulthood, and life.

There were 465 students enrolled at LHS in 2017. The Class of 2017 graduated 102 students of which 82% went on to higher education, 8% to Armed Services and 10% to the work force.

As we value the success of each and every student, we continue to develop strategies to reduce an already low (1.6 %) dropout rate. - (This does not reflect students who passed the HiSET, diploma equivalency exam.) The final rate has not been adjusted, as of yet.

LHS is a Level 2 Accountability Status for MCAS reporting. The high school's MCAS Composite Performance Index (CPI) level is above the state average in ELA, math, and science. In English we exceeded the state average at 97.1, in Mathematics at 88.6, and in Science at 91.1 out of 100.

As our overall student growth in mathematics is below the state target, we are looking at ways to improve the mathematics curriculum, instruction and assessments.

Leicester High School provides numerous opportunities for students to foster college and career readiness. In 2017, we administered 189

AP exams to LHS students, 96 of these AP exams were qualifying scores.

The community service graduation requirement, requiring 40 hours of service, contributes to the development of character as well as strengthening a sense of community. Additionally, extra-curricular activities, field trips, and social events add to students' experiences and learnings during their four years at Leicester High School. Our extra-curricular activities include: A Capella, The Arrow, Book Club, Gender Sexuality Alliance, Environmental Club, History Club, Math Team, Art Club, Foreign Travel Club, Ski Club, International Club, Student Council, National Honor Society, Drama Club, Tri-M Music Society, Bowling Club, Teens Act, Arabic and Yearbook.

LHS also has:

- The Senior Internship Program
- Dual Enrollment Programs
- Virtual High School Online Programming
- The Renaissance Program, our Alternative Education Program

During the 2016-17 athletic year, Leicester High School saw over 380 participants on interscholastic teams. In the fall alone over 40% of the high school population were active members on high school teams. The winter and spring seasons saw similar participation numbers, with all sports other than the track and girls' soccer programs comprised entirely of high school students.

In the spring of 2017 the girls' tennis team qualified for districts and performed well against division powerhouse Hopedale. The boys' tennis team qualified for the district tournament for the second year in a row, and this time were the first seed. They too were eventually defeated by Hopedale High School.

The winter season saw both boys' and girls' basketball teams play a difficult schedule, and the boys' team qualified for the tournament and was invited to the prestigious Clark Tournament.

The boys won their first tournament contest by defeating Oakmont High School, but lost in the second round. A highlight of the season was Senior Matthew Morrow scoring his 1,000th point while playing rival David Prouty High School.

In the fall, the golf team and boys' and girls' soccer teams qualified for the Division IV and Division III District Tournaments respectively. The boys' and girls' soccer teams were both defeated in the quarter-finals, but boasted league all-stars, two Central Massachusetts all-stars, and one State all-star. The varsity football team was very successful, tallying a final record of 8-3, and competing in the State playoff bracket. While losing in Sectional Final, the football team did win their 5th consecutive battle of Breezy Bend, defeating David Prouty on Thanksgiving by the score of 43-0. The cheering team was named Shepherd Hill Invitational Champions and District Champions for the second consecutive year. Also, they competed at the State Cheerleading Championship and placed 9th in Division 3.

While many in Leicester continue to call our facility "the new high school," the facility is now 23 years old and attention to the facility's maintenance and infrastructure is important to protect the town's asset. ADA improvements have been made to the High School restrooms and as well as restructuring the front entrance walkway. The schools' crosswalks were painted green to match the rest of the town. In addition to this we have added reserved parking spots for visitors. During FY 17 the curtains in the Fine Arts Center were replaced.

The 1:1 technology program at LHS has expanded to allow students to take their devices home over the summertime. Because of the care students took with their Chromebooks last year, we were able to reduce the cost of the insurance from \$50 to \$40 per year. We replaced the computers in the remaining computer lab with modern devices that support the STEM and Robotics programs. We added electronics and

ductwork to air condition the computer lab. We replaced 70% of the first generation wireless access points in the building and updated the audio and video components in the media center.

Based on current needs and future projections, we have been able to create a new Living and Learning Center (LLC) program to address the specific needs of some of our special education students.

### **Leicester Middle School**

Leicester Middle School is a small school with big ideas and a lot of heart. We are housed in an old building, but we believe it's what's inside that counts. There were 412 students enrolled at Leicester Middle School in 2017.

LMS teachers and staff are passionate about their work, and it shows by the level of commitment they bring to it. Their dedication is evident inside the classroom and by the amount of time they spend coaching sports teams and advising clubs and activities.

LMS places considerable emphasis on school culture. Our core values, Kindness, Achievement, Responsibility, Respect and Service clearly state our expectations for student achievement and behavior, and we work continuously with students to meet them.

LMS works diligently to make sure that all of its students are ready to enter high school; we strive to give them a well-rounded education and rich extra-curricular opportunities. We completed the hard work of mapping our curriculum, aligning it to the Massachusetts Curriculum Frameworks for ELA, math, science, and STEM. Music, art, health, and PE are up next. Last year we made the following changes to the curriculum and the schedule:

- Based on data analysis, we created double blocks for both ELA and math.
- Last year (starting with just one course), we introduced STEM education to every single

student through Project Lead the Way. This year LMS received a \$28,000 expansion grant to add a Robotics and Automation class. Next year we will add a course in Flight and Space. LMS just received an award from Mass STEM Hub because we are one of the few schools in the Commonwealth in which all students receive STEM education each year.

- To give students a greater variety of non-core options, we added more music and foreign language courses.
- We hired an experienced Library/Media Center Specialist who has developed a great rapport with teachers and often co-teaches with them. She has created valuable "Lib Guides" that are aligned with the curriculum and provide relevant and credible research guidance.
- This year LMS added a Living and Learning Center that provides academic support and life skills education to students with disabilities and/or behavioral issues.

LMS offers three-season sports and 18 different clubs and activities. This year, over 70 percent of our students signed up to take part in one or more of our extra-curricular activities. Some of our clubs and activities focus on service learning, but many students do community service projects on their own. Last year one student sponsored a Heart-to-Heart Toy drive in which she collected a total of 406 toys for Boston Children's Hospital (her original goal was 100 toys). We regularly recognize community service on Facebook and Twitter and devote a special section of our school newsletter to it.

LMS is committed to continuous improvement. We use a variety of assessment data to make critical decisions about instruction. During the school year, we use Star Assessments, which has greatly improved our ability to identify and remediate individual student's learning gaps. When measuring the Number of Students at Grade Level, we saw significant increases in both ELA and math from the baseline tests to later assessments. LMS also uses a variety of data to

identify individual Students in Need and address the root causes of poor behavior and/or lack of achievement and growth. Last year we adopted Engaging Schools, a program that helps schools develop a systematic, restorative approach to school discipline while strengthening teacher effectiveness in the classroom. We believe that if students have success in the classroom, they are less likely to become involved in or cause behavioral incidents.

Every school wishes it had an unlimited budget, but LMS works very well within its means. We have a strong, creative staff, and are lucky to have the support of the people of Leicester.

- LMS works closely with the District Technology Director to make sure that technology is available to all teachers, staff, and students. Currently, our ratio of technology is one device to every two students. The three-year technology plan calls for a one-to-one ratio.
- The district spends a significant part of the budget on professional development and supplements the budget with funds from professional development grants.

Middle School families are highly supportive of LMS. Despite financial hardships, parents do everything they can to make sure that their children take part in our exciting field trips. Every year the eighth graders go to Washington D.C., seventh graders go to the Museum of Science in Boston, and sixth graders go to Nature's Classroom. The richness of these experiences cannot be overestimated. Wherever they go, people comment on how polite and respectful our students are. They are truly our best asset.

We do our best to communicate well with parents and use several platforms with which to do this, including PowerSchool, the school website, the school newsletter, Facebook, Twitter, emails, and all-calls. We also have a group called Friends of Leicester Middle School, a non-profit organization consisting of parents and community members whose mission is to

strengthen communication between parents, community members, staff, and administration. The group runs the annual Middle School fundraiser, which provides funds to students who cannot afford to attend field trips. They also sponsor activities that bring the entire school community together.

For a small school in a small community, we offer students a well-rounded, solid education. We are proud of what we have accomplished and look forward to taking the next step towards becoming a Spotlight School.

### **Leicester Memorial School and Primary School**

In 2017, the Primary School enrollment was 363 students in pre-kindergarten to second grade and the Leicester Memorial School enrollment was 367 in grades 3-5. All PreK-Grade 5 students receive instruction in the core academic subjects, as well as participate in our special subject areas of art, music, health, and physical education. Additionally, a Before and After school program is offered to families in both schools.

At each of the elementary schools, we are committed to providing a safe, supportive, and challenging learning environment where all students have the opportunity to grow academically, socially, and emotionally to meet success in an ever-changing world. Our goal is to help each student develop an enthusiasm for learning, a respect for self and others, and the skills to become critical thinkers and creative independent problem solvers.

Staff continues to dive deeper with initiatives kicked off last year. 2017-2018 is Year 2 of our Positive Behavior Intervention Supports implementation. Research shows that full implementation ranges from three to five years. The focus of Year 2 is shifting our positive, proactive behavior support strategies into the classrooms as last year the focus was on our common, unstructured areas (cafeteria, playground, hallways, bathrooms, etc.).

Implementing a school-wide approach to supporting behavior, along with appropriate staffing, professional development and facility needs, has been instrumental in providing students the tools and interventions needed in order to be successful and provide a safe learning environment for all.

Teachers also continue to refine the workshop instructional model for both ELA and mathematics with a focus on strong, targeted small group planning and instruction. Small group instruction has become best practice as it allows a reduced student/teacher ratio, increases student engagement/focus, and allows an opportunity to more closely evaluate, assess and adjust instruction based on student needs.

A new online screening tool, STAR, was introduced this year at Memorial. This online assessment has not only allowed screening of all students to be completed in a timelier manner with results provided in real time, it also provides

teachers with data drilled down to the standard level allowing quick, efficient grouping of students. Additionally, this has allowed our intervention staff to begin implementing gap filling interventions much sooner.

Primary School continues to utilize DIBELS as a screening tool for skills such as letter identification and oral reading fluency. We also continue to utilize MCAP and MCOMP for math. These tools allow our intervention staff and classroom teachers to identify the specific strengths students and areas in need of extra support for others.

To continue to support a true K-5 elementary community, the Primary and Memorial Schools have combined their School Councils into one. The goal is to combine efforts, ideas and School Improvement Plans. The result being a much more comfortable and smooth transition from Primary to Memorial School for both students and parents.

### **School Department**

School Administration	508-892-7040	School Administration Fax	508-892-7043
Primary School	508-892-7050	Primary School	508-892-7053
Memorial School	508-892-7048	Memorial School	508-892-7052
Middle School	508-892-7055	Middle School	508-892-7047
High School	508-892-7030	High School	508-892-7034

## **Middle School Building Committee**

The Leicester Middle School Building Committee was formed in July of 2017 and is comprised of fifteen members: Harry Brooks, (Chairman) – Selectman; Jeffrey Berthiaume (Vice Chair), LPS Director of Technology and Digital Learning; Kristina Looney (Clerk), Teacher; David Genereux, Town Administrator (Ex-officio); Marilyn Tencza, Superintendent of Schools (Ex-officio); Tom Lauder, School Committee; Dennis McGrail, Finance Committee; Dan Deedy, LPS

Finance Director; Jim Souza, LPS Facilities Director; Joyce Nelson, Middle School Principal; Tina Boss, Memorial School Principal; Mark Armington, Selectman's Representative; Paul McCarthy, Selectman's Representative; Chris Clark, Selectman's Representative; and Jim Reinke, Selectman's Representative. Additionally, the committee has an advisory panel consisting of six members: Eileen Boisvert, Parent/Resident; Tim Hickey, Council on

Aging/Resident; Sarah Bayer,  
Teacher/Parent/Resident; Chris Fontaine,  
Middle School Assistant Principal; Jim Hurley,  
Chief of Police and Emily Soltysik, Primary School  
Principal.

Since 2014, Leicester has been applying to the MSBA's grant program for school building construction and renovation projects on behalf of Leicester Middle, Memorial, and Primary Schools. On February, 15 2017, the Massachusetts School Building Authority invited the Middle into the program. At the May Town Meeting, the town approved up to \$750,000 for the feasibility to study the potential construction or renovation of buildings.

On December 13, 2017, after the committee had met all of its deadlines for various reports, studies and votes, the MSBA voted unanimously

to move the project forward into the feasibility study stage where the building committee's plan to study three options: renovation of the existing Middle School, which serves Grades 6-8; construct a new building on the existing campus to serve grades 5-8; or expand it even more to include all grades, from preschool to Grade 8.

The committee has adopted the following timeline for work during the spring of 2018:

- Submit draft OPM RFS to MSBA for review - February 21, 2018
- Advertisement appears in the Central Register - March 7, 2018
- OPM applications should be due to the District - March 21, 2018
- Selection Package must be received by the MSBA for review - April 11, 2018
- Attend OPM Panel - May 7, 2018

## **Animal Control**

### **Animal Control – 2017**

- Licenses issued: 1,713
- 2 Commercial kennel licenses
- 8 Personal kennels licenses (4 or more)
- Calls logged per 2017: 1,008 for year or average of 84 calls a month
- Over 653 violations for unlicensed /unvaccinated were sent: 17 Dogs impounded, 14 claimed, 5 transferred, 0 euthanized due to temperament or illness. 12 Cats impounded; 1 claimed, 11 transferred, 0 euthanized due to temperament or illness. Five animals (bats, raccoon, skunks, etc.) sent to State Lab for rabies testing
- 0 Reports of West Nile

### **Animal Inspector - 2017**

- Barn inspection: 34
- May -Dec 2017 - 10 Day Quarantines: 11
- May - Dec 2017 - 45 Day Quarantines: 10
- 180 day (6 Months) quarantines: 0

### **Animal Censes:**

- Bovine including dairy and beef: 113
- Equine (including ponies, donkeys, mules): 30
- Goats/sheep: 64
- Swine: 7
- Poultry: (including chickens, turkeys, waterfowl, gamebirds) : 928
- Llamas/Alpacas: 4
- Rabbits/other: 18

## **Commission on Disabilities**

Commission members worked diligently with town and school departments, administration and staff to further its goal of a universally accessible Leicester. Commission members sit on the Town Hall Renovation committee, Community Block Grant Development Advisory committee, Middle School Building Committee and the School Department's Facilities committee. This year the members have had input on several key facilities improvements that will ultimately bring Leicester closer to full compliance with the American with Disabilities Act.

The Town Hall Accessibility Project, which includes funding from a Community Block Grant Development grant as well as town allocations has finally been realized after years of planning to make it possible. Although smaller accessibility projects have been started, the elevator phase will soon begin and ultimately give access to all floors of town hall. The school department is scheduled to relocate to the third

floor of town hall in 2018 moving from its current non-accessible location to a far more ADA compliant space. Planning for the relocation also includes future projects to make the third floor completely universally accessible.

The school department has sourced a handicap ramp for Memorial school and it will be installed within the next few weeks. This project has been at the forefront of many Commission discussions for years and we are thankful that it is finally coming to fruition. As the feasibility study gets under way for a new middle school, board members have also discussed the other accommodation deficiencies at Memorial and hope that the study will lend itself to incorporating a Pre-Kindergarten through eighth grade facility that will alleviate all of the accommodation issues through building replacement. Of course this model will also allow for any deficiencies at Primary School and Middle school to be alleviated.

## **Health Insurance Advisory Committee**

Pursuant to Mass General Laws Chapter 32B, the Town each year appoints this advisory group and conducts meetings with the members as needed. The group considers health insurance proposals and is made up of representation from each employee group, including general government workers, retirees, both Highway and Police union reps, along with School union representatives. Currently serving in an ex-officio status are both the town administrator and the school superintendent.

The Health Insurance Advisory Committee (HIAC) considers proposals made to the Town of Leicester and may make a recommendation to the Town Administrator. However, the sole authority for selection of health insurance coverage lies with the Select Board.

We thank the members for their participation and continued efforts on behalf of employees & retirees and the administration.

## Senior Center/Council on Aging

We have over 2500 individuals 60 and over living in Leicester and we continue to add more every day as those born between 1946 and 1964 turn 60. These individuals are called baby-boomers. The growth is a result from hometown seniors turning 60 and others moving from the city to live in our community. Leicester happens to be one of those towns where retiring seniors are gravitating to. It is a phenomenon that we will experience for many years to come. These individuals, some who are still actively employed, challenge us in what we offer for programs and services. My staff (team) continues to be awed by how this has impacted our senior center over the last few years. These folks are unconventional in how they view aging. Those who attend our beautiful center are in most circumstances modern in their thinking and have a vigorous desire to stay healthy in both mind and body. They want to experience life to the fullest which means their wishes and needs are original and demand special attention. For example boomers and others beyond those years insist on nutritious and tasty food and are not shy to tell if it is not to their liking. As a result our Board of Directors under the Chairmanship of Joanne Rose started a new luncheon program called "Catered to You". Four to five days a month a local restaurant cooks a meal. Seniors pay in advance and on that special day during that week a tasty plate of food is delivered to the center. This program has been very successful.

Many "boomers" and others come to our center to take part in our activities. To keep them young we engage many with our schoolchildren on a regular basis. We, for the first time last April, had a Senior Prom with all the decorations, entertainment including choosing a King and Queen. Our high school seniors were a large part of this prom and this will now be an annual event. We continue to have our Pen Pal Program with our 4<sup>th</sup> graders. Second grade students

come and entertain for Christmas each year. Our Golden Needles Club knits all year long making sure each child receives a pair of hand-knitted mittens. Our Middle School children come to teach our seniors how to use their Smart Phones and recently the Middle School French class has been involved in our new "Parlez-Vous Francais" program. Once each month the entire class along with their teacher attend an hour-long assembly of conversational French with our French Speaking seniors. Special lesson plans are carefully crafted to make sure that all are involved in these special sessions. This is excellent practice for both our students and our seniors. It is within these get-togethers that our schoolchildren are exposed to a variety of French dialogues (some a bit more Franglais) and for our seniors it is a great brain exercise in remembering and practicing their first language.

Our seniors visit places of interest and take advantage of tours, a good meal at Goddard House, Overlook, Brookdale at Eddy Pond, etc. This is so popular that those who live in these facilities look forward to having our folks attend. They mingle with residents and are a joy to have around. Joan Wall, our Trip Coordinator, works with a team to offer many travel options to our seniors on a regular basis. Our seniors have a bowling league.

Many of our wonderful special programs of activities are made available through Nancy Lamb RN, Outreach Coordinator. Nancy is no stranger to our town as she has been a long-time resident of Leicester and still volunteers at our local library. Nancy along with the assistance of Genevieve Grenier, Editor of our newsletter, work long hours to make sure that our holidays and calendar of special events are filled with activities. Additionally, Nancy works on such personal assistance needs as: SNAP food applications, food bank distribution; Fuel Assistance, Holiday baskets, gift certificates



gathering; tax write-off program; farmers' market coupons. She facilitates our Grief Sessions, makes home visits. She oversees our reassurance program, walking club, Pen Pal Project, etc.

Genevieve Grenier a talented Artist, fluent Parisian French, Newsletter Editor, works well with Nancy. She holds an Art Class on Mondays and started a new program on Fridays called "Drop in Coloring". She will soon undertake another program for those who wish to exercise their memory. These programs allow for individuals to drop by, have a cup of coffee, color and socialize, play games, listen to music, etc.

We have two devoted bus drivers who have been with us for the last 7 years. Bob and David are wonderful dedicated drivers for us.

The following is a list of our exercise programs: Zumba Gold, Yoga, Tai Chi, Balance and Senior Exercise, Line Dancing, Chair Yoga, Walking Club. We offer Cribbage every Thursday morning, Bingo on Thursday afternoon, Saturday evening Pitch. We have a Senior Citizens Club, Breakfast Club, Round Table, Golden Needles Club. This past year Renee McCue Hall started a new Friends of the Senior Center Club. Our senior center is fortunate to have a Garden Club who provides us with lovely grounds in early Spring and well into Fall. Their upkeep is a true testament to their love of this center and to their commitment to making it look beautiful all year long. In early December the Women's Club adorn our center with a beautiful Christmas Wreath and other Christmas decorations.

Here are a few statistics of attendance for our senior center for 2017 as follows: Health Screenings 775, Other Health Services 330, Fitness and Exercise 4500, Congregate Meals served 3,600, Homes Delivered Meals 16,000,

Health Education 150, Pedicures 150 with Dr. Laconte, Recreation and Socialization events through the year with our active senior club with 80 to 90 in attendance every other Tuesday. Cultural events 2500, Farmer's Market 43, Fuel Assistance 245, Monthly Breakfast 270, AARP Tax Preparation who served 75 seniors from Leicester and surrounding towns with free tax preparation. Acclaim Health Care provided 245 individuals with blood pressure. Art is offered each Monday morning to a class of 10 seniors. Donna Lee Honeywell came to do another rendition of Patsy Cline with over 150 in attendance.

It takes a team of dedicated employees to provide, create and oversee the above programs. It requires a team of volunteers to assist us in order to make it all possible. Last year over 19,900 hours of free volunteer service which results in a savings to us of \$298,500 at \$15 per hour. It also takes financial supporters as follows: Town of Leicester, Executive Office of Elder Affairs, Greater Worcester Community Foundation and Cornerstone Bank, Camosse Family Foundation, Country Bank, Lions Club, Dr. Laconte, Dr. Antanavica, George McKenna Insurance, J. Morin and Sons, Golden Needles Club. We work closely with our Girl Scouts. We thank all of our girl scouts for helping us all year long in so many ways. Morgan Emery with the help of her immediate family and some friends revamped the mound and made it a special garden. They also designed an elevated garden for fresh vegetables. Morgan won a Gold award for her efforts. It is refreshing for us to work with young people who are willing to come to the center to help out, meet with us and engage in some of our activities and events. Without the support of all involved we would not have the quality and abundance of services we now offer our seniors.

## Veterans Services Office

In FY2017 this office continued to provide services and particularly financial assistance in the amount of \$90,000 (11 cases) for Veterans and Veterans' families of Leicester, whom served in WW2, Korea, Vietnam, the Persian Gulf, the war in Iraq and Afghanistan. Although the economy has improved we are still experiencing a significant interest in Veterans' Federal and State Benefit Programs. Information and assistance was provided regarding health care, educational benefits, burials, fuel assistance, and the state's welcome home bonus programs. Several veterans were also provided with help in obtaining lost service records, replacement medals and notary public service when requested.

The Veterans Service Officer is certified, as mandated by the State of Massachusetts ensuring the Veteran and Veterans' families are serviced in a uniform, knowledgeable and professional manner. This certification includes the Federal Veterans Health Benefit Programs.

This Veteran Service Office is dedicated to helping and determining if a veteran or their families are eligible for Massachusetts and Federal VA benefits in time of need in whatever way possible.

Michael T. Hickey  
Veterans Service Agent

## Arts Council

2017 was a year of change for the Massachusetts Arts Councils. Grant applications were accepted online. After getting through the maze of computer, the grants were finally available.

The Leicester Arts Council received 16 grant applications totaling \$10,630. MCC granted us \$5,500 and with administration monies granted 10 applications.

Full or partial funding to those funded were:  
John Root/Organic Gardening-\$300.00  
Gregory Maichack/Pastels- \$ 485.00  
Timothy Loftus-Irish Music, Singing-\$125.00  
Tommy Rull/Musical Journey through the Years-\$300.00  
Rodger Tincknell/Celtic Songs & Stories- \$300.00  
David Neill/Swing Band- \$470.00

Lynn Lydick/Two Person Play, George and Emily Ward- \$450.00  
Pied Potter Hamelin/Potter's Wheel- \$375.00  
Jay Mankita/Healthy Foods-\$500.00  
Leicester Summer Concert Series- \$2,500

We met on November 28, 2016 for our voting meeting.

Under the Leicester Arts Council is the Leicester Harvest Fair. In its 17th year, people enjoyed food, crafts, artisan demonstrations and displays of agriculture & flowers and homemade goods. A wonderful time had by all.

Chip Leis, Chairman

## **Bandstand Committee**

Once again the Bandstand was a hub of activity. Activities taking place in 2017:

The Memorial Day Tribute was held on May 29<sup>th</sup>. On June 17<sup>th</sup> Greenville Baptist Church held its Family Fun Festival for the community featuring wonderful food and entertainment. The Leicester Concerts on the Common – a series consisting of eight Wednesday evening family concerts in July & August were held; this was the 27<sup>th</sup> Summer Series and once again very well attended. The Series sees attendance of 300-500 people every Wednesday night. September on the Common featured the 17<sup>th</sup> Annual Harvest Fair on September 16<sup>th</sup>. Once again this old time country fair featured Crafters-Artisan Demonstrators, Food Vendors, Hay Rides, an Art & Photography show and competition. Also of interest were the agricultural exhibits, canning & baking competitions, and flower and fiber arts competitions. Photo shoots were popular again this year - May saw prom night photos being taken at the Bandstand as well as wedding photos and holiday family photos during Thanksgiving. It was a very busy summer and fall season. Special thanks to Plante Landscaping for the annual mulch spread early, making for beautiful prom photos on the Common.

The end of 2017 found the Bandstand decorated for the 22<sup>nd</sup> time for the Christmas holiday by members of the Bandstand Committee & Leicester Summer Concert Committee. This year's tree, a Frazier Fir, came from Breezy Gardens. The tree and the Bandstand were lit on

December 2<sup>nd</sup>. On December 3<sup>rd</sup> there was a candlelight vigil held for Lisa Germain, a Leicester native, killed in a hit and run accident in November. On December 8<sup>th</sup>, a wonderful family evening event took place planned by Megan Lyon Bouchard & Harry Brooks. There was caroling & music led by student members of the High School music dept., a special reading of "The Night Before Christmas" and of course the arrival of Santa who also joined in the festivities.

The Bandstand was vandalized only once this year just before the Memorial Day Tribute in May. Each time this occurs, 25-35 bulbs are removed from the railings and smashed on the deck of the Bandstand! Who cleans up the mess & chases around for bulbs? The volunteer Bandstand Committee & Summer Concert Series Committee! This Bandstand was a gift by the people of Leicester to the Town and is a source of pride. Please, if you see vandalism at the Bandstand let the Leicester Police Department know immediately – they are aware of the problem.

The Town Administrator has been notified that the Bandstand is in need of a paint job & money will need to be appropriated for that. The annual budget for the Bandstand is only \$255.00.

The Bandstand committee serves as a rules and scheduling committee for the Bandstand and the Town Common only, and meets on an as needed basis.

## **Burncoat Park Sports Planning Committee**

The Burncoat Park Sports Planning Committee has met a few times in the past year and is committed to making improvements to Burncoat Park that could result in improved facilities and allow for an increase in active recreation at the

Park. This past year we brought in many volunteers who helped clean up the park from the gate to the softball field, around the parking area and buildings, and cut back the brush down the path to and around the beach. We are

waiting for Verizon to inspect the poles to determine if new wire lines need to be run up for lighting and cameras.

The Town of Leicester plans to continue the use of existing playing fields, and add new playing fields. The Park is used for both conservation and active recreation.

We wish to thank the group members and the following organizations for their assistance and

hard work: The Leicester Highway Department, The Leicester Snowmobile Club, Senator Mike Moore and all the individuals who have donated their time for the youth of this town.

Chair of the BPSPC.

## Historical Commission

The year 2017 for the Historical Commission largely involved following projects as reported last year.

The construction of the new fire station on Paxton Street in the National Register Historic District was completed. Commission members have worked (and are working with) the fire department on a display of historical artifacts from the department that are in the care & custody of the commission. Most notably, the 1841 Hunneman fire engine "Union 2" which is on display in the lobby, but also including the Channing Smith "punch bowl", several presentation trumpets, and the Gamewell manual transmitter. The 1811 engine, "Deaf Joe" as well as two hose reels will remain in storage.

The Library renovation/addition project has begun. In this project, the historical commission was involved with the design and planning stages and worked with the architect to ensure a design would complement the historic library structure as well as the historic setting of the surrounding neighborhood. The building addition design is similar to the historic building and the color of the new addition will be similar.

The temporary library has been established in the "Swan Tavern" on the corner of Paxton & Main Street.

As the house is one of the most iconic historical properties in town and is listed on the National Historic Register, townspeople have been expressing concern over the future of the property. Again, as reported last year, the idea of keeping the property for use as a museum has been discussed. Since there are both a large number of town owned historical artifacts in storage and many which will not be returning to the display in the public library upon the completion of that project, the Swan Tavern would make an excellent location for a museum. This would preserve not only historic artifacts but the historic structure itself, and its location on the common is very convenient. The commission will be working on this further in the coming year.

The commission hopes to begin serious discussions this year about historic preservation and its benefits for economic development.

For the first time in a number of years, requests for genealogical information were low in number.

Finally, the commission was consulted regarding the plan to replace the flag pole on the town common which was approved at town meeting in the fall.

## **Leicester Library Building Committee**

2017 was an eventful year for the Library Building Committee. While the project has been in the planning stages for many years, and the Massachusetts State Library Construction Grant was awarded in 2011, we were approved for funding for FY16, and actual construction began in June, 2107.

Drawings were finalized in February, and went out to bid in March, with bids due in April. The Town signed a contract with General Contractors DA Sullivan. Site work and construction started in June, As of December, the shell of the addition is nearly complete, and the renovation of the original building is well underway. The project is currently within the scope of the construction calendar and budget.

Small fundraising events were held throughout the year, and will continue until the process is complete. The major fundraising focus is now the engraved bricks, with a deadline of 6/30/18.

The Library at 1136 Main Street closed 1/9/17. Staff, volunteers, and the Worcester County Sheriff's Department Community Service Program packed and moved the furnishings and

collections, some to the temporary space at the Swan Tavern/1 Paxton Street, and the remaining (including about 80% of the circulating collection) went into storage at Liberty Movers. Library services resumed at the Swan Tavern on 2/1/17.

Mary Bulso left Lamoureux Pagano in August, and was replaced by her colleague, Rob Para.

Building Committee members:

Mark Armington  
Mary Bulso, OPM (thru 8/2017)  
Tom Buckley  
Robert Para, Jr, OPM (beginning 9/2017)  
Donald Cherry, Sr.  
Kevin Mizikar, Town Administrator (thru 7/2017)  
Ernestine Cherry  
David Genereux, Town Administrator (beg. 11/2017)  
Mary Gabrila  
Suzanne Hall, Library Director  
Mary Moore  
Charlie Van Voorhis, Architect  
Kathleen Wilson

Suzanne Hall, Library Director  
January, 2018

## **Leicester Public Library**

The six-member, elected Board of Trustees remain as last year: Donald Cherry, Sr., Chairman; Ernestine Cherry, Treasurer; Pauline Lareau, Secretary and members Judith Bergin, Paul Ravina and Olney White. The Board of Trustees and the Library Director meet monthly, on the third Tuesday evening of each month, throughout the year to ensure that the library

operations run smoothly. The public are invited to attend.

Library hours remain the same: Tuesday & Thursdays from 9:30am – 8:00 pm, Wednesdays & Fridays from 9:30am – 5:00pm, and Saturdays (excluding summer months) from 10:00am – 2:00pm.

The Library moved into a temporary space in January, 2017. Construction has begun at 1136 Main Street, and is scheduled to be completed in the Fall of 2018. In the meantime, the library is located in the Swan Tavern at 1 Paxton Street. Details about the Renovation project can be found in the Library Building Committee report.

In FY17, the Leicester Public Library circulated 37,282 items, a slight decrease over the previous year. 12,011 inter-library loans were processed, this being both items loaned to patrons of other libraries and items borrowed for Leicester patrons from other libraries. Approximately 75 people per week used library computers, and an average of 5 people per day connect their devices to library wifi. 4383 Leicester residents have a current Library card, and the Library has 27,019 physical items in its collection. Library patrons have access to over 95,000 electronic titles through Overdrive and Axis360, the CWMARS regional and state wide ebook collections. The average value of items circulated each month is \$25,000. The decreases over last year reflect the size of the collection in our temporary space at 1 Paxton Street. 80%+ of the collection is in storage during the Renovation project. New items available to borrow include Launchpad tablets and an expanded board game collection.

Programming at the library continues to be limited due to reduced staff hours, lack of program space, budget, parking and handicapped accessibility. There is also very little space in the Swan Tavern, and parking has been limited by the Fire Station construction project next door. Pre-School Story Time is still held weekly, with the exception of summer and winter holidays. Books and Blankies, a program for babies and toddlers in its fourth year,

continues to be well attended. Outside presenters included local authors, Tea & Chocolate, and a pastel painting workshop. We also had programs for February and Spring Vacation weeks. Including Summer Reading events, there were a total of 58 programs, with 603 people attending.

The staff remains the same as last year, with the exception of Nancy Lamb, who transferred to the Senior Center: Suzanne Hall, Library Director, Pat Grady, Assistant Director, Donna Johnson, Cataloger, and Kathleen Cherry, Children's Services.

Volunteers continue to be a great asset. In 2017, we had a total of 9 regular and intermittent volunteers who donated a total of 245 hours of service. We would like to continue to recognize Lori Buckley and Joyce Montague for both their years and depth of service.

We are also grateful for the ongoing support of the Friends of the Library. Their two main fundraisers of the past year, the Annual Book Sale in October and a Cookie Sale in December have become welcome traditions. The Friends' financial support of the Library greatly enhances the programs and materials offered at the Library. Their financial support offers special events and items not included in the municipal budget. We are grateful for all of the Friends for their support of time, money and advocacy, and we would like to particularly recognize Liz Brown and Liz Williamson in their roles as President and Treasurer, respectively.

The Local History Museum collection, with the exception of about 50 key books, is currently in storage during the renovation project.

Respectfully Submitted on behalf of the Board of Library Trustees, Donald Cherry, Sr. , Chairman

## **Parks and Recreation Committee**

The Parks and Recreation Committee meets on a monthly basis and its primary function is to expand and enhance the recreational opportunities for the residents of the Town of Leicester. To do so, it has 6 hardworking members; Patrick McKay, Chairman; Joanne Petterson-Bernier, Vice-Chair; Michael Kemp, 2<sup>nd</sup> Vice Chair and members Leonard Margadonna and Bob Pingeton.

In addition to these members, there are regular liaisons that attend most meetings; Harry Brooks and Brian Green of the Select Board, Nathan Hagglund, School Committee member and Jim Souza, the Leicester school facility manager.

In September, the committee again hosted a booth at the Harvest Fair, selling delicious steak and cheese, and pepper and onion sandwiches. The money raised from this will be used for various Park and Recreational programs.

In October, the members participated in a toll road at the intersections of Route 9 and Route 56, in addition to Rochdale center. This money was added to the fund to help support the upkeep of the parks and ongoing programs.

Both the basketball and tennis seasons were a great success as each program develops and grows.

Beginning in December, 130 children from grades 3rd through 8th grade participated in the Basketball program. Games are played on Saturdays in the town hall gymnasium and practices are held at both the Town Hall & Middle School on week nights and Sundays. The season runs all winter long, From December 1<sup>st</sup> through March 1<sup>st</sup>.

The tennis program was a great success and included 3 groups of children's classes and one group of adults. There was a total of 18 children and 6 adults. In addition, on Thursday nights all summer, there were round robin tennis matches held. This group continues to grow, with hopes to begin an adult tennis league.

The volleyball court at Rochdale Park was maintained and prepared for the summer and used by several groups of residents.

In December, our annual Christmas Party was held at the Leicester Senior Center with about 90 families attending and enjoying hot dogs, pizza and assorted goodies. The new ladder truck delivered Santa. Christmas carols were sung and Santa had a special gift for each child. Thank you for the continued support of LCAC for the pizza donation.

The board members cleaned and prepared the "Snack Shack" at Community field for visitors of the Christmas light display across the street. Hot Cocoa, coffee/tea, popcorn and various snacks were sold. Half of all proceeds went to the Leicester Food pantry and the other half went to various charitable organizations from the town. This was the first year and although the program is in its infancy, it was a huge success. Plans are to provide additional snacks and make this bigger and better in upcoming years.

Becker College continues to develop and improve Rochdale Park for their baseball team in our ongoing lease agreement with the college. Due to these improvements, all baseball teams including Leicester High School, Leicester Little League and the Cherry Valley American Legion teams, all

benefit from the work and improvements Becker has made.

A plan is continuing to try and light the basketball and tennis courts at the Middle School. This is a group effort and preliminary plans have been reviewed. Both school committee members and Park and Recreation members are continuing to review prices, etc.

The Park and Recreation town website and Facebook pages are continually updated to ensure that ongoing activities and programs offered are available to residents of town.

The committee looks forward to the upcoming year. If residents have any suggestions or recommendations, please forward them to any Park and Recreation committee member or email the board.

## **Town Clerk**

*"It is the service we are not obliged to give that people value most."*

Often considered the core of local government, the Town Clerk's Office serves as information central for local residents and citizens at large.

It is the mission of the Office of the Town Clerk to be a primary provider of information and quality services to the community and to work cooperatively and in coordination with the varied departments and groups while performing a myriad of tasks to achieve established goals and comply with State and Local Statutes.

The Town Clerk's Office keeps official Town records, contracts, issues various licenses, permits, registrations and certificates, maintains and records vital records, and administers the Open Meeting Law and Ethics Law in regards to meetings of all town boards and committees.

The Town Clerk's Office administers the Electoral and Town Meeting processes consistent with the Town By-laws and State and Federal Law, and in doing so, works in cooperation with Town officials, local Representatives and Office of the Attorney General, the Secretary of the Commonwealth, DOR Division of Local Services and the Department of Public Health also other duties pertaining to the

functions of the Town Clerk in accordance with the provisions of more than 73 Chapters and 451 Sections of the Massachusetts General Laws. She is the Chief Election Official, Member of the Board of Registrars. She is a member of the Worcester County Town Clerk's Association and The Massachusetts Town Clerk's Association. The Town Clerk attends continuing education classes throughout the year through the WCTC's Association and the MA Clerk's Association.

The Office strives to provide public information in a courteous and timely manner and is committed to providing exceptional customer service.

Records found in this office are: Birth, Marriage and Death Certificates; Zoning Decisions; Town Meeting Records; Annual Town Reports and Special Reports to Town Meeting; records of elections and lists of those who served the Town of Leicester in elective and appointive office.

The Town Clerk's office welcomes inquiries from citizens seeking assistance/information in relation to services provided by the Town of Leicester. The staff will assist in redirecting your question to the appropriate department.



The office issues a number of licenses: Marriage licenses, Dog licenses, Business certificates (D/B/A), and Raffle permits.

The Town Clerk maintains records of amendments to the Town Bylaw, and Zoning Bylaw and references to accepted State Statutes.

This office accepts the required postings for all public meetings and maintains the public meeting calendar.

The Town Clerk conducts the Annual Census and maintains the voter lists. The department conducts all Federal, State and Local Elections.

The office responds efficiently, accurately and speedily to all requests by Town Officials, Boards and members of the general public.

The Town Clerk is elected for a three-year term and receives a salary voted by town meeting.

**Office Hours** Monday, Wednesday and Thursday- 8:00am until 5pm; Tuesday – 8:00am until 7:00pm; closed on Friday. If you need assistance during non-working hours, please call the office.

### **2017 TOWN CLERK RECEIPTS**

#### **Revenue Collection:**

#### **Year to Date Totals**

Birth, Marriage & Death certificates and Marriage Intentions	\$10,460.00
Business Certificates & Flammable Storage	3,860.00
Dog Licenses, Late Fees and Violations	29,681.00
Gen & Zoning bylaws, zoning maps	58.00
Labels & photo copies	100 .00
Civil disposition violations	200 .00
Notary	446.00
Raffle permits	50.00
Recycling	505.00
Street lists & extracts	70.00
<b>TOTAL</b>	<b>\$ 45,430.00</b>

### **2017 VITAL STATISTICS**

Listed below is a comparison of vital statistics of Leicester for the past ten years.

<b>YEAR</b>	<b>BIRTHS</b>	<b>MARRIAGES</b>	<b>DEATHS</b>
2017	87	40	140
2016*	102	44	162
2015*	88	47	147
2014	83	52	131
2013	86	45	130
2012	95	48	120
2011	79	54	135
2010	95	33	123
2009	85	31	121
2008	120	52	156

2007	92	45	97
<b>YEAR</b>	<b>BIRTHS</b>	<b>MARRIAGES</b>	<b>DEATHS</b>
2006	88	49	104
2005	95	42	92

\*As of printing deadline

## Board of Registrars

Elections held during the year were as follows:

- Tuesday June 14, 2016 Annual Town Election
  - 2- Selectman 3-year term
  - 1-Selectman 2-year Vacancy
  - 1-Town Clerk 3-year term
  - 1-Assessor 3-year term
  - 2-Sch Committee 3-year term
  - 1-BOH 3-year term
  - 2-Plan Brd 3-year term
  - 1-Plan Brd 1-year term
  - 2-Lib Trust 3-year term
  - 1-Moose Hill Water 3-year term

Only one Election in the year 2017

Meetings were as follows:

- The Annual Town Meeting & STM within the Annual was held on Tuesday May 2nd and a Fall Special Town Meeting was held on Tuesday November 14<sup>th</sup>. All meetings were held at the Leicester Town Hall in the Auditorium.
- The voting machines were tested prior to each of the above meetings and elections.
- The Board of Registrars held meetings on: April 12<sup>th</sup>, April 20<sup>th</sup>, May 2<sup>nd</sup>, June 6<sup>th</sup>, Nov. 7<sup>th</sup>, Nov.14<sup>th</sup>, and Dec. 5<sup>th</sup> during 2017.

The issues dealt with during the Registrars meetings were:

- Early voting was offered and went smoothly. There was no increase in the overall number of voters turning out for Elections. The cost to the state and towns was ridiculous for the convenience of the voter.

- There were some controversial articles expected at Town Meeting. The registrars needed to be prepared if a secret ballot vote was requested. The registrars came up with a plan to avoid second or third check-in. Each TM member who checked in would receive a voter card and two yes/no ballots one plain ballot the other marked with a color to identify the ballot with the question. If more than two secret ballots were called for we were prepared to use another color marked ballot.
- We experienced some problems with some ballots hanging up in one of the machines at an Election. The machine was inspected we could not find anything wrong. It was suggested by ES&S to wipe the ballot exit guides prior to use in high humidity conditions. We had occasion to use the machine in November (low humidity) and had no problems. We will plan on the wiping process for all future (high humidity) Elections/Town Meetings.
- The projected schedule for the 2018 Elections and Town Meetings is: subject to change by the SOC (holiday etc.)
  - May 1, 2018 Annual Town Meeting
  - June 12<sup>th</sup> Annual Town Election
  - Sept. tba State Primary
  - Nov. 6<sup>th</sup> General Election
  - Nov tba Special Town Meeting

The Registrars would like to express their sincere appreciation to all the Town Departments, Election Workers, Volunteers, Friends and Family who help throughout the year.

Ward	Precinct	AA	CC	D	DD	J	K	L	O	Q	R	S	T	U	Grand Totals
0	1		5	416		3	1	6		1	208			1223	1863
	2		4	504	1	3		8			181	1		1195	1897
	3	1	12	403		1		6		1	221		1	1165	1811
	4		5	486		3		3	1		197		1	1088	1784
Ward 0 Totals		1	26	1809											7355
Grand Totals		1	26	1809											7355

A-Conservative	H-We The People	P-Prohibition	W-Veteran Party America
B-Natural Law Party	J-Green Rainbow	Q-American Independent	X-Pirate
C-New World Council	K-Constitution Party	R-Republican	Y-World Citizens Party
D-Democrat	L-Libertarian	S-Socialist	Z-Working Families
E-Reform	M-Timesizing Not Down	T-Inter 3 <sup>rd</sup> Party	AA-Pizza Party
F-Rainbow Coalition	N-New Alliance	U-Unenrolled	BB-American Term Limits
G-Green Party USA	O-MA Independent Party	V-American First Party	CC-United Independent Party
			DD-Twelve Visions Party

#### **Choosing To Enroll in a Political Party:**

There are four political parties in Massachusetts.

- DEMOCRATIC PARTY (D), 617-776-2676
- REPUBLICAN PARTY (R), 617-523-5005
- GREEN RAINBOW (J), 413-650-6542
- UNITED INDEPENDENT PARTY (CC), 617-2UNITED

#### **Choosing No Enrollment in a Political Party:**

If you do not wish to enroll in a party, check the Box next to "NO PARTY" (unenrolled)" on the voter registration form.

If you enroll in a **political designation** you may vote in the state or presidential primary of your choice.

**Changing Party Enrollment or Political Designation must be done 20 days before a primary**

### **SPECIAL TOWN MEETING GUIDE-MAY 2, 2017**

#### **ARTICLE 1 PRIOR YEAR BILLS**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money in order to pay bills from prior fiscal years, or take any action thereon.

#### **PROPOSED MOTION**

*I move the Town pass over this article.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

There are no known prior year bills.

#### **ARTICLE 2**     **ADJUST FY'17 BUDGET**

To see if the Town will vote to transfer from available funds such sums of money as may be necessary to fund various and diverse accounts in the Fiscal Year 2017 operating budget of the Town, per a list in the hands of the voters, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to transfer \$110,000 from the Employee Benefits Department, \$7,096 from Street Lights and \$8,314 from Maturing Debt Interest to the following:*

Department	Amount
Board of Selectmen	\$25,295
Town Hall Maintenance	\$9,000
Police Department	\$64,301
Library Department	\$3,000
Maturing Debt Principal	\$8,314
Unemployment Compensation	\$15,500
<b>Total</b>	<b>\$125,410</b>

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

This article would amend the Fiscal Year 2017 (current) operating budget by moving funding from the Employee Benefits, Street Lights and Maturing Debt Interest Department budgets, which have excess funding due to cost saving measures taken, to six (6) departments which require additional funding for expenses not anticipated when the budget was developed. The \$125,410 represents 0.44% of the total operating budget. A summary of the additional expenses are as follows:

- Board of Selectmen – Town Administrator Salary, Consultant/Professional Services for Town Hall Upgrades Design, Advertisements and Employee Benefits for the Town Administrator.
- Town Hall Maintenance – Electric costs
- Police Department – Overtime and equipment (servers)
- Library – Library Director Salary
- Maturing Debt Principal – Fire & EMS HQ

- Unemployment Compensation – Unemployment Benefits for former employees

### **ARTICLE 3      **BALANCE SNOW & ICE ACCOUNT****

To see if the Town will vote to transfer from available funds a sum of money to balance the Fiscal Year 2017 Snow & Ice Budget, or take any action thereon.

#### **PROPOSED MOTION**

*I move the Town vote to transfer \$124,250 from Free Cash to the Snow & Ice department.*

#### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

#### **DESCRIPTION**

Due to cleanup from winter storms, the cost of snow and ice removal exceeds the original budget by \$124,250. The total expenditures this fiscal year were \$243,750. This article would fund the account deficit.

### **ARTICLE 4      **FIRE ENGINE LEASE/PURCHASE PAYMENT****

To see if the Town will vote to transfer from available funds a sum of money to fund the fourth annual installment of the lease/purchase agreement for the 2012 Spartan Fire Engine, or take any action thereon.

#### **PROPOSED MOTION**

*I move the Town vote to transfer \$72,400 from Free Cash to fund the fourth annual installment of the lease/purchase agreement for the 2012 Spartan Fire Engine.*

#### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

#### **DESCRIPTION**

The May 2014 Special Town Meeting authorized the Board of Selectmen to enter into a five-year lease purchase agreement for a fire engine. \$72,400 from Free Cash is being requested to make the fourth year payment on this vehicle.

### **ARTICLE 5      **AERIALSCOPE TOWER TRUCK LEASE/PURCHASE****

To see if the Town will vote to authorize the Board of Selectmen to enter into a five-year lease/purchase agreement for an Aerial scope Tower Truck and transfer from available funds a sum of money to pay any down payment, equipment costs not eligible under the lease/purchase agreement, and the initial installment of the lease/purchase agreement at the discretion of the Board of Selectmen, or take any action thereon.

#### **PROPOSED MOTION**

*I move the Town vote to authorize the Board of Selectmen to enter into a five-year lease/purchase agreement for an Aerial scope Tower Truck and transfer from Free Cash \$115,081 to pay any down payment, equipment costs not eligible under the lease/purchase agreement, and the initial installment of the lease/purchase agreement at the discretion of the Board of Selectmen*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board makes no recommendation on this article.

#### DESCRIPTION

The Fire Department currently relies upon an aerial tower truck that was purchased used in 1984. This aerial tower unit and chassis was originally built in 1971. The aerial tower device was completely refurbished in 1984. The aerial and super structure was remount on 1975 chassis in 2003 to extend the life of the aerial tower. This article seeks authorization to purchase and enter into a financing agreement for a used 2006 Aerial scope tower to replace the current aerial scope at a cost of \$450,000.

#### **ARTICLE 6**      **VOCATIONAL TUITION**

To see if the Town will vote to transfer from available funds a sum of money as may be necessary to adjust the account established for Vocational Tuition expenses for Leicester students through Article 11 of the May 2016 Annual Town Meeting for the fiscal year beginning July 1, 2016, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to transfer \$19,250 from Free Cash to the account established for Fiscal Year 2017 Vocational Tuition through Article 11 of the May 2016 Annual Town Meeting.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

\$19,250 is needed to fully fund the cost of vocational education for Leicester residents for FY17. This will bring the total funding for vocational tuitions to \$964,250.

#### **ARTICLE 7**      **GREENVILLE POND DAM**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to conduct a Greenville Pond Dam spillway analysis as required by the Commonwealth Office of Dam Safety, or take any action thereon.

## PROPOSED MOTION

*I move the Town vote to transfer \$12,000 from Free Cash to conduct a Greenville Pond Dam spillway analysis as required by the Commonwealth Office of Dam Safety.*

## FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article. This is a required, unfunded State mandate.

## DESCRIPTION

The Town received a letter on December 22, 2016 from the Commonwealth of Massachusetts Office of Dam Safety requiring it to confirm the hydrologic and hydraulic analyses that show the current spillway for the Greenville Pond Dam has inadequate capacity no later than June 22, 2017. In order to comply with this order, the Town must have our consulting engineer review all records related to the dam and perform additional hydrologic and hydraulic analysis of the water body and watershed basin. The funds requested through this article will cover the costs for the engineer's work.

### **TOWN OF LEICESTER SPECIAL TOWN MEETING REPORT MAY 2, 2017**

The following is a report of the Minutes of the Special Town Meeting held at the Leicester Town Hall, Washburn Square on Tuesday, May 2, 2017. The Moderator, Donald A. Cherry, Jr., opened the meeting at 7:28 pm with 282 voters present stating the Town Clerk has informed me that a quorum is present; the meeting will come to order. For the record, I am in receipt of return of service of the warrant. Therefore, we may proceed.

Article 1. Michael Shivick, Esq. moved that the Town pass over this article. VOTED UNANIMOUSLY

Article 2. Harry R. Brooks moved that the Town vote to transfer \$110,000 from the Employee Benefits Department, \$7,096 from Street Lights and \$8,314 from Maturing Debt Interest to the following:

Department	Amount
Board of Selectmen	\$25,295
Town Hall Maintenance	\$9,000
Police Department	\$64,301
Library Department	\$3,000
Maturing Debt Principal	\$8,314
Unemployment Compensation	\$15,500
<b>Total</b>	<b>\$125,410</b>

VOTED UNANIMOUSLY

Article 3. Dianna Provencher moved that the Town vote to transfer \$124,250 from Free Cash to the Snow & Ice department.

VOTED UNANIMOUSLY

Article 4. Thomas E. Buckley III moved that the Town vote to transfer \$72,400 from Free Cash to fund the fourth annual installment of the lease/purchase agreement for the 2012 Spartan Fire Engine.

VOTED UNANIMOUSLY

Article 5. Michael Shivick, Esq. moved that that the Town vote to authorize the Board of Selectmen to enter into a five-year lease/purchase agreement for an Aerial Scope Tower Truck and transfer from Free Cash \$115,081 to pay any down payment, equipment costs not eligible under the lease/purchase agreement, and the initial installment of the lease/purchase agreement at the discretion of the Board of Selectmen.

VOTED AFFIRMATELY BY A 2/3 VOTE (259 in favor; 53 opposed)

Article 6. Thomas E. Buckley III moved that the Town vote to transfer \$19,250 from Free Cash to the account established for Fiscal Year 2017 Vocational Tuition through Article 11 of the May 2016 Annual Town Meeting. VOTED UNANIMOUSLY

Article 7. Douglas A. Belanger moved that the Town vote to transfer \$12,000 from Free Cash to conduct a Greenville Pond Dam spillway analysis as required by the Commonwealth Office of Dam Safety.

VOTED UNANIMOUSLY

Douglas A. Belanger moved that vote to adjourn the Special Town Meeting. VOTED UNANIMOUSLY

Meeting adjourned at 8:31 with 282 voters present.

### **ANNUAL TOWN MEETING GUIDE-MAY 2, 2017**

#### **ARTICLE 1**      **REPORT**

To hear the reports of the Town Officials and Committees and to act thereon.

#### **PROPOSED MOTION**

*I move the Town vote to hear the reports of the Town Officials and Committees and to take no further action.*

#### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

#### **DESCRIPTION**

Pursuant to the Town's Bylaws, Chapter 8, Section 2, all officers, boards, standing committees and special committees of the Town having charge of the expenditures of Town money shall annually report thereon in writing in such manner as to give the citizens



a fair and full understanding of the objects and methods of such expenditures. Such reports shall be submitted to the Selectmen for inclusion in the Annual Town Report, which is provided to the public at Town Meeting. Pursuant to the General Bylaws, Chapter 2, Section 21, committees failing to report at the Annual Meeting shall automatically be discharged. Any Board or Committee that does not submit a report for inclusion in the 2016 Annual Town Report will be given the opportunity to provide a verbal report at the Annual Town Meeting.

## **ARTICLE 2**      **BORROWING IN ANTICIPATION OF REVENUE**

To see if the Town will vote to authorize the Treasurer, with the approval of the Selectmen, to borrow money in anticipation of revenue and/or reimbursement and to issue notes of the Town payable thereof in accordance with applicable laws, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to authorize the Treasurer, with the approval of the Selectmen, to borrow money in anticipation of revenue and/or reimbursement and to issue notes of the Town payable thereof in accordance with applicable law.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

The Treasurer's authority to borrow funds and issue notes requires Annual Town Meeting approval. This is a standing authorization requested annually which gives the Town the flexibility to borrow funds when it is in the best interest of the Town because there will be revenues received to repay the borrowing. This authority is rarely used but is critical in the event that a borrowing would be necessary to continue normal Town operations.

## **ARTICLE 3**      **DISPOSE OF TOWN-OWNED PROPERTY**

To see if the Town will vote to authorize and empower the Board of Selectmen to sell or dispose of accumulated used or junk property of the Town, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to authorize and empower the Board of Selectmen to sell or dispose of accumulated used or junk property of the Town.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

Town meeting has ultimate authority over the property of the Town. This article delegates that authority to the Board of Selectmen for used and/or broken items. This

provides the Town with a practical means of disposing of items of nominal value. The Board of Selectmen has a written policy regarding the sale and disposal of items which cannot be used by other Town departments.

#### **ARTICLE 4      **STATE AID TO LIBRARIES****

To see if the Town will vote to accept a sum of money as State Aid to Libraries and apply such sums to the State Aid to Library grant account, or take any action thereon.

##### **PROPOSED MOTION**

*I move the Town vote to accept a sum of money as State Aid to Libraries and apply such sums to the State Aid to Library grant account.*

##### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

##### **DESCRIPTION**

The Town anticipates receiving approximately \$16,040 in State Libraries Aid to be used in FY'18. The State Aid to Public Libraries program helps develop, coordinate, improve and promote library services throughout the Commonwealth.

#### **ARTICLE 5      **AUTHORIZATION OF REVOLVING FUND BYLAW (53E½)****

To see if the Town will vote to amend the General Bylaws by adding a new section to establish and authorize revolving funds for use by certain Town departments, boards or committees under Massachusetts General Laws Chapter 44, § 53E½, or take any other action relative thereon.

##### **PROPOSED MOTION**

*I move the Town vote to amend the General Bylaws by adding a new section to establish and authorize revolving funds for use by certain Town departments, boards or committees under Massachusetts General Laws Chapter 44, § 53E½, as detailed in the hands of the voters.*

##### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

##### **DESCRIPTION**

The departmental revolving fund statute, MGL Chapter 44, Section 53E½ was amended by the Municipal Modernization Act of 2016 which provides that revolving funds are to be authorized by bylaw rather than an annual vote of Town Meeting. Town Meeting is still required to vote on the amount that may be spent from each fund during the upcoming fiscal year prior to July 1<sup>st</sup>. Revolving accounts established to receive funds raised by charging fees

for services and can only be expended for the specific purposes outlined in the bylaw. This article would approve a bylaw establishing ten (10) revolving accounts, as follows:

#### **DEPARTMENTAL REVOLVING FUNDS BYLAW**

1. Purpose. This bylaw establishes and authorizes revolving funds for use by Town departments, boards and committees in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.
2. Expenditure Limitations. A department head, board or committee may incur liabilities against and spend monies from a revolving fund established and authorized by this bylaw without appropriation subject to the following limitations:
  - A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
  - B. No liability shall be incurred in excess of the available balance of the fund.
  - C. The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen.
3. Interest. Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the general fund.
4. Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E½ and this bylaw, the laws, bylaws, rules, regulations, policies or procedures that govern the receipt and custody of Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this bylaw. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, or committee on appropriations made for its use.
5. Authorized Revolving Funds. The Table establishes:
  - A. Each revolving fund authorized for use by a Town department, board or committee,
  - B. The department, board or committee authorized to spend from each fund,
  - C. The fees, charges and other monies charged and received by the department, board or committee in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant,
  - D. The expenses of the program or activity for which each fund may be used,
  - E. Any restrictions or conditions on expenditures from each fund,
  - F. Any reporting or other requirements that apply to each fund; and
  - G. The fiscal years each fund shall operate under this by-law/ordinance.

<b>A</b> Revolving Fund	<b>B</b> Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	<b>C</b> Fees, Charges or Other Receipts Credited to Fund	<b>D</b> Program or Activity Expenses Payable from Fund	<b>E</b> Restrictions or Conditions on Expenses Payable from Fund	<b>F</b> Other Requirements/ Reports	<b>G</b> Fiscal Years
Inspectional Services	Development & Inspectional Services	Certain inspection and permit fees charged and received by the Building Inspector for gas, electric, weights & measures and plumbing inspections	Wages and fees of inspectors performing gas, electric, weights & measures and plumbing inspections and contractual services related to those inspections	None	None	Fiscal Year 2018 and subsequent years
Health Clinics	Board of Health	Fees charged and received by the Board of Health for health clinics	Expenses associated with health clinics	None	None	Fiscal Year 2018 and subsequent years
Senior Center Programs	Council on Aging	Fees charged and received by the Senior Center to attend various programs such as exercise classes	Expenses associated with programs and services at the Senior Center	None	None	Fiscal Year 2018 and subsequent years
Fuel Usage	Highway Department	Fees charged and received by the Highway Department for the cost to fuel Town and District	Expenses associated with providing fuel to Town Departments and Districts	None	None	Fiscal Year 2018 and subsequent years

Town Hall	Town Administrator	Fees charged and received by the Town for renting out the Town Hall	Expenses associated with maintenance costs at the Town Hall	None	None	Fiscal Year 2018 and subsequent years
Recycling	Board of Selectmen	Fees charged and received by the Recycling Center to recycle items	Expenses associated with the operation and maintenance of the Recycling Center	None	None	Fiscal Year 2018 and subsequent years
Police Training	Police Department	Fees charged and received by the Police Department to attend police training programs	Expenses associated with providing police training programs	None	None	Fiscal Year 2018 and subsequent years
Recreation	Parks & Recreation	Fees charged and received for recreation programs	Expenses associated with recreation programs and the maintenance/upkeep of Town fields and facilities	None	None	Fiscal Year 2018 and subsequent years
One-to-One Technology	School Department	Fees charged to students for participating in the one-to-one technology program	Expenses associated with insuring and repairing/replacing electronic devices provided through this program	None	None	Fiscal Year 2018 and subsequent years
DIS Hearing Fees	Department of Development & Inspectional Services	Fees associated with public hearings	Expenses associated with public hearings	None	None	Fiscal Year 2018 and subsequent years

## **ARTICLE 6      ESTABLISH REVOLVING FUND ANNUAL SPENDING LIMITS**

To see if the Town will vote to set annual spending limits for revolving accounts as detailed in the hands of the voters and as defined by Massachusetts General Laws, Chapter 44, § 53E½ , for Fiscal Year 2018, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to set annual spending limits for revolving accounts as detailed in the hands of the voters and as defined by Mass General Laws, Chapter 44, § 53E½, for Fiscal Year 2018.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

Under MGL Chapter 44, Section 53E½ as amended through the Municipal Modernization Act of 2016, Town Meeting is required to vote on the amount that may be spent from each revolving fund established through the Town's General Bylaws during the upcoming fiscal year prior to July 1<sup>st</sup>. The Town's ten (10) revolving funds and the proposed spending limits are outlined below.

<b>Revolving Fund</b>	<b>Spending Limit:</b>
Inspectional Services	\$50,000
Health Clinics	\$5,000
Senior Center Programs	\$10,000
Fuel Usage	\$35,000
Town Hall	\$15,000
Recycling	\$30,000
Police Training	\$5,000
Recreation	\$20,000
One-to-one Technology	\$25,000
DIS Fees	\$5,000

## **ARTICLE 7      CHAPTER 90 FUNDS**

To see if the Town will vote to appropriate such sums of money as may be received from the Commonwealth of Massachusetts for highway construction and related purposes for the fiscal year commencing July 1, 2017, said funds to be used under the direction of the Highway Superintendent on such projects as may, from time to time, be designated by the Board of Selectmen, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to appropriate such sums of money as may be received from the Commonwealth of Massachusetts for highway construction and related purposes for the fiscal year commencing July 1, 2017, said funds to be used under the direction of the Highway*

*Superintendent on such projects as may, from time to time, be designated by the Board of Selectmen.*

**FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

**DESCRIPTION**

State Chapter 90 funding is used for highway capital improvement projects including construction, preservation and improvement projects that create or extend the life of roadways and related assets. The Town anticipates receiving \$430,246 in State Chapter 90 funds for FY'18.

**ARTICLE 8      **ELECTED OFFICIALS SALARIES****

To see what compensation the Town will vote to pay elected officials, or take any action thereon.

**PROPOSED MOTION**

*I move the Town vote to set the rate of compensation to pay elected officials for fiscal year 2018 as detailed in the hands of the voters.*

**FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

**DESCRIPTION**

Compensation for elected officials is set by Town Meeting. The proposed 2018 elected officials pay rate is the same as approved by the voters for fiscal year 2017 with the exception of the Town Clerk.

<b>Fiscal Year 2018 ELECTED OFFICIALS PAY RATES</b>	
<b><u>POSITION</u></b>	<b><u>PAY RATE</u></b>
TOWN CLERK	\$62,220
SELECTMEN - CHAIRMAN	\$882
SELECTMEN - MEMBERS (4) each	\$724
SCHOOL COMMITTEE - CHAIRMAN	\$447
SCHOOL COMMITTEE - MEMBERS (4) each	\$197
PLANNING BOARD - CHAIRMAN	\$320
PLANNING BOARD - MEMBERS (4) each	\$276

MODERATOR	\$81
BOARD OF HEALTH - CHAIRMAN	\$320
BOARD OF HEALTH - MEMBERS (2) each	\$276
ASSESSOR - MEMBERS (3) each	\$577

## **ARTICLE 9      **FY'18 OPERATING BUDGET****

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money as may be necessary to defray the expenses of Town departments and Town accounts for the Fiscal Year beginning July 1, 2017, per the list at the Town Clerk's office and in the hands of the voters, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to approve the budgets of the several Town departments and Town Accounts as printed and in the hands of the voters for the Fiscal Year beginning July 1, 2017, in the aggregate amount of \$28,717,831*

*and to fund this amount from the following sources:*

<i>Transfer from Free Cash:</i>	<i>\$25,250</i>
<i>Transfer from Ambulance Receipts Reserved Account:</i>	<i>\$285,000</i>
<i>Transfer from Board of Health Title V Reserve Account Principal:</i>	<i>\$19,944</i>
<i>Transfer from Conservation Commission NOI Account:</i>	<i>\$3,882</i>
<i>Transfer from Assessors' Overlay Surplus:</i>	<i>\$20,000</i>

*And the balance of the funds in the remaining sum of \$28,363,755 shall be raised and appropriated by taxation.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

This is the fiscal year 2018 annual operating budget for municipal and school services. Property tax proposed to be levied is within the allowances of Proposition 2 ½. Although the State FY'18 budget is not set, we are utilizing the Governor's proposed revenue estimates for local aid. This financial plan meets at least the minimum needs of every department and continues to move the Town forward in a sustainable direction. The budget process has been challenging this year due to a number of significant increases in non-discretionary areas of the budget including health insurance. The FY'18 budget is 3.38% greater than the FY'17 budget.



DEPT #	DEPARTMENT NAME	FY2016 ACTUAL	FY2017 BUDGET	FY2018 TOWN ADMIN	\$ CHANGE	% CHANGE
111	LEGAL					
	TOTAL	61,639.59	59,000.00	59,000.00	0.00	0.00%
114	MODERATOR					
	TOTAL	151.00	151.00	151.00	0.00	0.00%
122	SELECTMEN					
	TOTAL	232,663.59	247,170.00	249,228.00	2,058.00	0.83%
130	RESERVE FUND					
	TOTAL	14,500.00	50,000.00	50,000.00	0.00	0.00%
131	ADVISORY BOARD					
	TOTAL	204.00	875.00	1,325.00	450.00	51.43%
135	TOWN ACCOUNTANT					
	TOTAL	117,348.00	124,375.00	114,955.00	-9,420.00	-7.57%
141	ASSESSORS					
	TOTAL	109,272.20	112,182.00	113,136.12	954.12	0.85%
145	TREASURER/COLLECTOR					
	TOTAL	158,415.71	160,269.00	160,514.00	245.00	0.15%
147	TAX TITLE					
	TOTAL	13,920.12	18,000.00	16,000.00	-2,000.00	-11.11%
152	PERSONNEL BOARD					
	TOTAL	482.60	250.00	250.00	0.00	0.00%
155	IT DEPARTMENT					
	TOTAL	118,793.31	111,785.00	129,620.00	17,835.00	15.95%
161	TOWN CLERK					
	TOTAL	92,162.19	94,458.00	99,955.00	5,497.00	5.82%
162	ELECTIONS & REGISTRATIONS					
	TOTAL	28,797.35	33,900.00	21,500.00	-12,400.00	-36.58%
180	DEVELOPMENT & INSPECT. SV					
	TOTAL	207,010.47	224,174.00	227,640.42	3,466.42	1.55%

192	TOWN OWNED BLDG MAINT					
	TOTAL	781.00	4,500.00	2,500.00	-2,000.00	-44.44%
197	TOWN HALL BLDG MAINT					
	TOTAL	61,943.54	35,432.00	40,505.00	5,073.00	14.32%
198	TOWN HALL TELEPHONES					
	TOTAL	5,860.27	6,400.00	6,400.00	0.00	0.00%
199	OTHER - GENERAL GOV					
	TOTAL	0.00	0.00	78,869.94	78,869.94	0.00%
210	POLICE DEPT					
	TOTAL	1,845,038.41	1,830,064.00	1,875,426.87	45,362.87	2.48%
220	FIRE DEPT					
	TOTAL	231,672.64	265,949.00	295,535.00	29,586.00	11.12%
231	AMBULANCE DEPT					
	TOTAL	366,378.91	380,915.00	411,850.00	30,935.00	8%
232	EMERGENCY MANAGEMENT					
	TOTAL	3,720.00	4,720.00	4,813.00	93.00	1.97%
241	CODE DEPT					
	TOTAL	99,507.36	103,967.00	67,267.20	-36,699.80	-35.30%
292	ANIMAL CONTROL					
	TOTAL	26,331.43	30,100.00	29,729.00	-371.00	-1.23%
296	INSECT PEST CONTROL					
	TOTAL	8,848.00	8,900.00	9,770.00	870.00	9.78%
310	SCHOOL					
	TOTAL	15,748,000.00	15,910,800.00	16,264,094.00	353,294.00	2.22%
420	HIGHWAY DEPT					
	TOTAL	637,599.46	693,775.00	691,060.00	-2,715.00	-0.39%
423	SNOW & ICE					

	TOTAL	164,001.69	119,500.00	121,000.00	1,500.00	1.26%
424	STREET LIGHTS					
	TOTAL	80,937.99	86,000.00	70,000.00	-16,000.00	-18.60%
541	COUNCIL ON AGING					
	TOTAL	72,051.26	86,918.00	83,653.54	-3,264.46	-3.76%
543	VETERANS SERVICES					
	TOTAL	119,270.45	109,750.00	97,925.00	-11,825.00	-10.77%
545	VETERANS GRAVES REG					
	TOTAL	2,362.44	2,390.00	2,400.00	10.00	0.42%
610	PUBLIC LIBRARY					
	TOTAL	176,055.11	182,005.00	189,000.00	6,995.00	3.84%
630	PARKS & RECREATION					
	TOTAL	6,030.73	6,060.00	6,450.00	390.00	6.44%
691	HISTORICAL COMM					
	TOTAL	500.00	950.00	950.00	0.00	0.00%
692	MEMORIAL DAY COMM					
	TOTAL	0.00	440.00	450.00	10.00	2.27%
710	MATURING DEBT PRINCIPAL					
	TOTAL	499,013.36	819,894.00	919,485.00	99,591.00	12.15%
751	MATURING DEBT INTEREST					
	TOTAL	166,087.11	219,205.00	306,027.23	86,822.23	39.61%
752	TEMPORARY LOAN INTEREST					
	TOTAL	731.48	11,200.00	18,933.00	7,733.00	69.04%
753	BOND ISSUE					
	TOTAL	0.00	1,500.00	0.00	-1,500.00	-100.00%
911	WORC REG RETIREMENT					
	TOTAL	946,178.00	1,024,269.00	1,055,412.00	31,143.00	3.04%
912	WORKER COMPENSATION					

913	TOTAL	143,719.42	191,034.00	197,000.00	5,966.00	3.12%
	UNEMPLOYMENT COMP					
	TOTAL	32,132.87	66,330.00	66,510.00	180.00	0.27%
914	EMPLOYEE BENEFITS					
	TOTAL	2,588,430.59	2,992,509.00	3,052,161.22	59,652.22	1.99%
945	BONDING & INSURANCE					
	TOTAL	144,329.87	136,963.00	141,200.00	4,237.00	3.09%

#### **ARTICLE 10      VOCATIONAL TUITION**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money as may be necessary to fund the Vocational Tuition expenses for Leicester students for the fiscal year beginning July 1, 2017, or take any action thereon.

##### **PROPOSED MOTION**

*I move the Town vote to raise and appropriate by taxation \$1,078,000 for Vocational Tuition expenses for the Fiscal Year beginning July 1, 2017.*

##### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

##### **DESCRIPTION**

Chapter 74 of the Mass General Laws governs vocational technical education programs in public school districts. This article was moved out of the line item budget and into a separate warrant article starting in FY'16. Tracking these costs independently allows for more accurate accounting of the costs associated with Leicester students attending other schools for vocational education.

#### **ARTICLE 11      CENTRAL MASS REGIONAL PLANNING COMMISSION ANNUAL ASSESSMENT**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the FY'18 assessment from the Central Mass Regional Planning Commission, said assessment to be based on a per capita rate, or take any other action thereon.

##### **PROPOSED MOTION**

*I move the Town vote to raise and appropriate from taxation the sum of \$2,990.20 to fund the FY'18 assessment from the Central Mass Regional Planning Commission, said assessment to be based on a per capita rate of \$0.27258.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

In accordance with Chapter 40B, Section 7 of the Mass General Laws, the Central Mass Regional Planning Commission requires member municipalities to pay the costs and expenses of the Central Massachusetts Regional Planning District each fiscal year. Leicester is a part of this District. The assessment is based on the population of the Town as it appears in the most recent national census (2010). The payment of this assessment will maintain the Town's services provided by the District.

### **ARTICLE 12      **STABILIZATION ACCOUNT****

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money for deposit into the General Stabilization Account, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to transfer \$269,705 from Free Cash to the General Stabilization Account.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article. This addition to the stabilization account continues to enhance Leicester's ability to borrow with a positive bond rating. Our goal is to bring the value of this account to equal 5% of our revenues.

#### DESCRIPTION

A stabilization fund is a mechanism for setting aside money for unforeseen circumstances. This fund is sometimes referred to as a "rainy day" fund. The Town's stabilization fund has a current balance of \$677,754. Bond rating agencies look favorably upon towns with stabilization accounts totaling 5% of annual revenues when determining interest rates for lending. The current balance is 2% of the FY'18 projected revenues.

### **ARTICLE 13      **FY'18 CAPITAL IMPROVEMENT PLAN****

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the Capital Improvement Plan budget beginning July 1, 2017 and authorize the Board of Selectmen to enter into lease purchase agreement(s) for a term of years and to transfer from available funds a sum of money to pay for the initial installments of the lease/purchase agreement(s), or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote transfer \$202,047 from Free Cash to fund the Fiscal Year 2018 Capital Improvement Plan budget as detailed in the hands of the voters and authorize the Selectmen*

*to enter into a lease/purchase agreement for the term of three years and to transfer \$41,000 from free cash to pay for the initial installment of the lease/purchase agreement to fund the Fiscal Year 2018 Capital Improvement Plan budget as detailed in the hands of the voters.*

DEPARTMENT	ITEM	AMOUNT
EMS	Ambulance Lease Purchase Payment – Year 4 of 5	\$34,742
School	Emergency Lighting System – Primary School	\$12,000
Police	Evidence Room Upgrades	\$23,500
Highway	1 Ton Dump Truck with Wing Plow	\$110,000
Highway	Backhoe Lease Purchase Payment – Year 1 of 3	\$41,000
School	Upgrade Kitchen Equipment – High School	\$10,105
Police	Firearms Replacement	\$11,700

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

The recommended Capital Improvement Plan for Fiscal Year 2017 includes seven (7) items totaling \$243,047. The Capital Improvement Planning Committee received 28 requests from departments totaling over \$1.5 million in requested funding. The Committee rated and ranked these requests and forwarded their recommendation to the Board of Selectmen. The Board of Selectmen voted to support the recommendation of the CIPC.

#### **ARTICLE 14      INFORMATION TECHNOLOGY EQUIPMENT LEASE/PURCHASE**

To see if the Town will vote to authorize the Board of Selectmen to enter into a lease/purchase agreement for a term of years for information technology equipment and raise and appropriate and/or transfer from available funds a sum of money to pay for the initial installment of the lease/purchase agreement, or take any action thereon.

#### PROPOSED MOTION

*I move the Town authorize the Board of Selectmen to enter into a lease purchase agreement with total principal and interest payments up to the amount of \$40,000 for a four-year term for information technology equipment and to utilize funds appropriated to the IT Department in the annual operating budget through article 9 of May 2017 Annual Town Meeting for the initial installment of the lease/purchase agreement.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

This lease purchase agreement will enable the Town to acquire one Server with 256GB of RAM, one Managed Switch Storage Area Network and associated software to replace an existing server and storage device. This will improve the reliability of the Town's IT network and will enable redundancies and remote site backups through integration with the Police Department's IT Network.

### **ARTICLE 15      **STORMWATER MANAGEMENT****

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be expended by the Board of Selectmen to fund the Town's Stormwater management obligations, or take any action thereon.

#### PROPOSED MOTION

*I move the Town transfer \$5,000 from Free Cash to fund the Town's storm water management obligations, said funds to be expended by the Board of Selectmen.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article which is a State required/unfunded mandate.

#### DESCRIPTION

The Town is obligated to meet requirements set forth in its US EPA Municipal Separate Storm Sewer System (MS4) permit issued in 2003. These tasks include but are not limited to illicit discharge detection and elimination, mapping the system and its outfalls and providing public education on storm water. The Town is a part of a regional consortium of over 28 municipalities that helps reduce the costs of storm water management for the residents of Leicester. The requested funding will cover the cost of the required tasks in FY'18.

### **ARTICLE 16      **POLICE CRUISERS****

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to purchase and equip two (2) police vehicles, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to transfer \$76,400 from Free Cash to purchase and equip two (2) police vehicles.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

The Police Department utilizes a fleet of ten (10) vehicles to meet the law enforcement needs of the residents of Leicester. This fleet of vehicles includes five (5) frontline marked police cruisers that are used on a daily basis. Funding is being requested to replace the two oldest marked frontline cruisers which will have over 100,000 miles when replaced in the fall of 2017. The Town has been following a fleet replacement schedule that includes the replacement of one to two cruisers annually to ensure the full use and reliability of the fleet.

#### **ARTICLE 17      OTHER POST-EMPLOYMENT BENEFITS PROVISIONS**

To see if the Town will vote to reaccept Section 20 of Chapter 32B of the Massachusetts General Laws relative to the creation of a municipal trust fund for the purposes of funding Other Post-Employment Benefits (OPEB), or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to reaccept Section 20 of Chapter 32B Massachusetts General Laws relative to the creation of a municipal trust fund for the purposes of funding Other Post-Employment Benefits (OPEB).*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

The Section enables Towns to establish a trust fund to set aside funds to pay for Other Post-Employment Benefits. Other Post-Employment Benefits are benefits that an employer pays to an employee once they retire. Like most public-sector employers, the Town of Leicester provides matching funds towards the health insurance premiums of eligible retirees. Town Meeting accepted Section 20 of Chapter 32B of the Massachusetts General Laws through Article 19 of the May 2014 Annual Town Meeting. However, new legislation was passed in August of 2016 that amended this section and requires that Town Meeting reconsider the current version in order to take advantage of the changes. The 2016 changes provide more specific details on what is required for an OPEB trust fund, and thus further protects taxpayers and retirees from these funds being used for unintended purposes.

Section 20: Other Post–Employment Benefits Liability Trust Fund

**Chapter 32B: Section 20. Other Post-Employment Benefits Liability Trust Fund; sources of funding; custodian; trustees; separate OPEB Fund board of trustees as investing authority; expenditures and investments**

*[ Text of section as amended by 2016, 218, Sec. 15 effective November 7, 2016.]*



Section 20. (a) As used in this section, and section 20A, the following words shall have the following meanings unless the context clearly requires otherwise:

"Chief executive officer", the mayor in a city or the board of selectmen in a town, unless some other municipal office is designated to be the chief executive officer pursuant to a local charter, the county commissioners in a county and the governing board, commission or committee in a district or other governmental unit.

"Commission" or "PERAC", the public employee retirement administration commission established pursuant to section 49 of chapter 7.

"GASB", the Governmental Accounting Standards Board.

"Governing body", the legislative body in a city or town, the county commissioners in a county, the regional district school committee in a regional school district, or the district meeting or other appropriating body in any other governmental unit.

"Governmental unit" or "unit", any political subdivision of the commonwealth, including a municipal lighting plant, local housing or redevelopment authority, regional council of government established pursuant to section 20 of chapter 34B and educational collaborative, as defined in section 4E of chapter 40.

"State Retiree Benefits Trust Fund board of trustees", the board of trustees established by section 24A of chapter 32A.

"Other Post-Employment Benefits Liability Trust Fund" or "OPEB Fund"; a trust fund established by a governmental unit pursuant to this section for the deposit of gifts, grants, appropriations and other funds for the: (1) benefit of retired employees and their dependents, (2) payment of required contributions by the unit to the group health insurance benefits provided to employees and their dependents after retirement and (3) reduction and elimination of the unfunded liability of the unit for such benefits.

"OPEB Fund board of trustees"; an independent board of trustees selected by the governmental unit with investing authority for the OPEB Fund.

"OPEB investing authority" or "investing authority"; the trustee or board of trustees designated by the governmental unit to invest and reinvest the OPEB Fund using the investment standard or investment vehicle established pursuant to this section.

(b) A governmental unit that accepts this section shall establish on its books and accounts the Other Post-Employment Benefits Liability Trust Fund, the assets of which shall be held solely to meet the current and future liabilities of the governmental unit for group health insurance benefits for retirees and their dependents. The governmental unit may appropriate amounts to be credited to the fund and the treasurer of the governmental unit may accept gifts, grants and other contributions to the fund. The fund shall be an expendable trust subject to appropriation and shall be managed by a trustee or a board of trustees as provided in subsection (d). Any interest or other income generated by the fund shall be added to and become part of the fund. Amounts that a governmental unit receives as a sponsor of a qualified retiree prescription drug plan pursuant to 42 U.S.C. section 1395w-132 may be dedicated to and become part of the fund by vote of the governing body of the governmental unit. All monies

held in the fund shall be accounted for separately from other funds of the governmental unit and shall not be subject to the claims of any general creditor of the governmental unit.

(c) The treasurer of the governmental unit shall be the custodian of the OPEB Fund and shall be bonded in any additional amounts necessary to protect fund assets.

(d) The governing body of the governmental unit shall designate a trustee or board of trustees, which shall have general supervision of the management, investment and reinvestment of the OPEB Fund. The governing body may designate as the trustee or board of trustees: (i) the custodian; (ii) the governmental unit's retirement board as the board of trustees; or (iii) an OPEB Fund board of trustees established by the governmental unit pursuant to subsection (e). If no designation is made, the custodian of the fund shall be the trustee and shall manage and invest the fund. The duties and obligations of the trustee or board of trustees with respect to the fund shall be set forth in a declaration of trust to be adopted by the trustee or board, but shall not be inconsistent with this section. The declaration of trust and any amendments thereto shall be filed with the chief executive officer and the clerk of the governing body of the governmental unit and take effect 90 days after the date filed, unless the governing body votes to disapprove the declaration or amendment within that period. The trustee or board of trustees may employ reputable and knowledgeable investment consultants to assist in determining appropriate investments and pay for those services from the fund, if authorized by the governing body of the governmental unit. The trustee or board of trustees may, with the approval of the State Retiree Benefits Trust Fund board of trustees, invest the OPEB Fund in the State Retiree Benefits Trust Fund established in section 24 of chapter 32A.

(e) The governing body of the governmental unit may vote to establish a separate OPEB Fund board of trustees to be the investing authority. The board of trustees shall consist of 5 to 13 individuals, including a person or persons with the investment experience desired by the governmental unit, a citizen or citizens of the governmental unit, an employee of the governmental unit, a retiree or retirees of the governmental unit, and a governmental unit officer or officers. The governmental unit employee trustee shall be selected by current employees of the unit by ballot, and the retiree trustee or trustees shall be selected by current retirees of the unit by ballot. The remainder of the trustees shall be appointed by the chief executive officer of the governmental unit. The trustees will serve for terms of 3 or 5 years, as determined by the governing body of the governmental unit, and if a vacancy occurs, a trustee may be elected or selected in the same manner to serve for the remainder of the term. Trustees shall be eligible for reappointment.

(f) The trustee or board of trustees shall: (i) act in a fiduciary capacity, (ii) discharge its duties for the primary purpose of enhancing the value of the OPEB Fund, (iii) act with the care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise with like character and with like aims and (iv) diversify the investments in the fund to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so.

In any civil action brought against a trustee, the board of trustees, acting within the scope of official duties, the defense or settlement of which is made by legal counsel for the governmental unit, the trustee or employee shall be indemnified from the OPEB Fund for all expenses incurred in the defense thereof and for damages to the same extent as provided for public employees in chapter 258. No trustee or employee shall be indemnified for expenses in an action or damages awarded in such action

in which there is: (i) a breach of fiduciary duty, (ii) an act of willful dishonesty or (iii) an intentional violation of law by the trustee or employee.

(g) Monies in the OPEB Fund not required for expenditures or anticipated expenditures within the investment period, shall be invested and reinvested by the custodian as directed by the investing authority from time to time; provided such investment or reinvestment is made in accordance with: (i) section 54 of chapter 44, if the treasurer or OPEB Fund board of trustees is the investing authority, unless the governing body of the governmental unit authorizes investment under the prudent investor rule established in chapter 203C; (ii) section 23 of chapter 32, if the retirement board is the investing authority; or (iii) sections 24 and 24A of chapter 32A, if the OPEB Fund is invested in the State Retiree Benefits Trust Fund.

(h) Amounts in the OPEB Fund may be appropriated by a two-thirds vote of the governing body of the governmental unit to pay the unit's share of health insurance benefits for retirees and their dependents upon certification by the trustee or board of trustees that such amounts are available in the fund. The treasurer of the governmental unit after consulting with the chief executive officer of the unit shall determine the amount to be appropriated from the fund to the annual budget for retiree health insurance and notify the trustee or board of trustees of that amount at the earliest possible opportunity in the annual budget cycle. Upon notification, the trustee or board of trustees shall take diligent steps to certify those funds as available for appropriation by the governmental unit, or will be available by the time the appropriation would become effective or provide an explanation why the funds are or will not be available or should not be made available.

(i) In a regional school district, appropriations of amounts to the OPEB Fund may be made only in the annual budget submitted to the member cities and towns for approval. The annual report submitted to the member cities and towns pursuant to clause (k) of section 16 of chapter 71 shall include a statement of the balance in the fund and all additions to and appropriations from the fund during the period covered by such report.

(j) A municipal lighting plant that establishes an OPEB fund shall pay the premiums and assume the liability for the municipal share of retiree healthcare benefits attributable to lighting plant employees and their dependents.

(k) A governmental unit that accepts this section may participate in the OPEB Fund established by another governmental unit pursuant to this section upon authorization of the governing boards of both units and in accordance with the procedures and criteria established by the trustee or board of trustees of the fund. Each governmental unit shall remain responsible for all costs attributable for the health care and other post-employment obligations for its retired employees and their dependents and for completing an actuarial valuation of its liabilities and funding schedule that conforms to GASB requirements.

The participating governmental unit may appropriate or otherwise contribute amounts to the OPEB Fund as provided in subsection (b). Amounts from the fund may be appropriated by the participating unit for its retiree health insurance expenses in the manner authorized in subsection (h) upon a determination by the treasurer of the unit, after consulting with the chief executive officer of the unit, of the necessary amount and notification of the treasurer of the governmental unit maintaining the fund and the trustee or board of trustees of that amount. The trustee or board of trustees shall certify

those funds available for appropriation, as provided in subsection (h), and the treasurer of the governmental unit maintaining the fund shall transfer the amounts certified to the participating governmental unit.

The participating governmental unit shall be separately credited for any contributions made to and appropriations from the OPEB Fund, and interest or other income generated by the fund, in the accounting of the relative liabilities of each governmental unit for its retirees and their dependents.

(l) This section may be accepted in a city or town in the manner provided in section 4 of chapter 4; in a county, by vote of the county commissioners; in a regional school district, by vote of the regional school committee; and in a district or other governmental unit, by vote of the district meeting or other appropriating body.

(m) This section shall also apply to the OPEB Fund established by a governmental unit under a special law, notwithstanding any provision to the contrary, upon the acceptance of this section by the governmental unit

## **ARTICLE 18      **OTHER POST-EMPLOYMENT BENEFITS TRUST****

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to deposit into the Other Post-Employment Benefit (OPEB) Trust, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to transfer \$35,000 from Free Cash to deposit into the Other Post Employment Benefit (OPEB) Trust Fund.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article. It has been noted the Town may want to look into providing a consistent annual means of funding this portion of the budget.

### **DESCRIPTION**

Other Post-Employment Benefits are benefits that an employer pays to an employee once they retire. Like most public-sector employers, the Town of Leicester provides matching funds towards the health insurance premiums of eligible retirees. In recent years, financial oversight entities including bond rating agencies and the Governmental Account Standards Board have required municipalities to perform an actuarial analysis to project the future cost of the benefits that are being offered. Further they have encouraged municipalities to begin setting funding aside to ensure they are able to make these payments in the future.

The most recent actuarial analysis performed for the Town estimates that the Town's current OPEB liability is \$23.8 million when projected 18 years into the future. By starting to fund this projected obligation now, the Town will be reducing its projected funding requirement. The funds that are being set aside in the trust will only be able to be used to pay for retiree health

insurance contributions. These funds will be reflected on the Town's financial balance sheet as an asset that will help offset the liability.

## **ARTICLE 19      **GROUNDWATER STUDIES AT LANDFILL****

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund groundwater and other studies at the former landfill site, said funds to be expended by the Board of Selectmen, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to transfer \$18,000 from Free Cash to fund groundwater and other studies at the former landfill site, said funds to be expended by the Board of Selectmen.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article. This is a required and unfunded State mandate.

### **DESCRIPTION**

The Town is obligated to comply with the Massachusetts Department of Environmental Protection's annual monitoring and testing requirements for the closed landfill. These tasks require routine sampling of groundwater from a series of wells, any required follow up or additional testing based upon the findings and routine readings of landfill gases being produced. The \$18,000 being requested will fund these required activities in Fiscal Year 2018.

## **ARTICLE 20      **ESTABLISH A MIDDLE SCHOOL BUILDING COMMITTEE****

To see if the Town will vote to establish a Middle School Building Committee, per the charge on file with the Town Clerk and in the hands of the voters, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to establish a Middle School Building Committee, per the charge on file with the Town Clerk and in the hands of the voters.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

The Middle School Building Committee is authorized to oversee to completion the planning, design and construction of the school facility that will replace the Leicester Middle School, which may also involve one or more other school facilities in Leicester. This charge will be executed with guidance from the School Committee and the Board of Selectmen, and the payment of all charges which can be incurred subject to the appropriation of funds and

approval of the Citizens of the Town of Leicester and the Massachusetts School Building Authority (MSBA).

The Committee shall be comprised of (15) members appointed as follows: one member of the School Committee or designee, one member from the Board of Selectmen or designee; one member from the Finance Advisory Committee; the School Facilities Director, the Director of Finance, the Middle School Principal, three additional school employees, and four at-large members designated by the Board of Selectmen. The Committee will be supported by the Superintendent and Town Administrator as non-voting ex-officio members.

## **ARTICLE 21      MIDDLE SCHOOL REPLACEMENT FEASIBILITY STUDY**

To see if the Town will vote to appropriate, borrow or transfer from available funds, up to \$750,000 to be expended under the direction of the Middle School Building Committee for a feasibility study to investigate potential options and solutions, including cost estimates and schematic drawings, to the deficiencies identified in the Statement of Interest submitted to the Massachusetts School Building Authority for the existing Leicester Middle School, located at 70 Winslow Avenue that may include a study of options and solutions involving other grade configurations and involving other school facilities, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from MSBA shall be the sole responsibility of the Town; or what it will do in relation thereto.

### **PROPOSED MOTION**

I move the Town appropriate the amount of \$750,000 Dollars to be expended under the direction of the Middle School Building Committee for a feasibility study to investigate potential options and solutions, including cost estimates and schematic drawings, to the deficiencies identified in the Statement of Interest submitted to the Massachusetts School Building Authority for the existing Leicester Middle School, located at 70 Winslow Avenue that may include a study of options and solutions involving other grade configurations and involving other school facilities, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority. To meet this appropriation the Treasurer/Collector, with the approval of the Selectmen is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from MSBA shall be the sole responsibility of the Tow, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the Town and the MSBA; or what it will do in relation thereto.

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article. We believe we may be reimbursed 55% or more.

#### DESCRIPTION

The Massachusetts School Building Authority (MSBA) has invited the Leicester Middle School into its eligibility period, the first step toward realizing a building renovation or replacement. Since that February 15th vote by the MSBA board, the Facilities Capital Committee has been hard at work preparing the required information for MSBA. MSBA vote allows 270 days to secure funding from the Town voters, establish an official committee, and complete a demographic and an educational study.

Following this first phase of the MSBA process once funding is secured from the Town voters and an additional vote is made by the MSBA, the Committee will partner with an owner's project manager and an architectural firm to conduct a Feasibility Study. This comprehensive study will evaluate the school's structural, mechanical, and programmatic deficiencies, survey the school's campus, develop enrollment projections, and identify a shared vision for the future of the Leicester Middle School. The cost for a Feasibility Study, which will take several months to complete, ranges from about \$475,000 to as much as \$750,000. This cost is subject to reimbursement from the MSBA at rate of about 59%.

At the conclusion of the Feasibility phase and subject to funding approval, the Leicester Middle School will undergo a renovation or new construction project if the Town voters approve the cost, which is also subject to reimbursement from the MSBA.

#### **ARTICLE 22**      **RESERVE FUND FOR SPECIAL EDUCATION**

To see if the Town will vote to accept the provisions of the General Laws of the Commonwealth Chapter 40A, § 13E relative to Reserve Fund for Special Education, Out of District Tuition or Transportation, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to accept the provisions of the General Laws of the Commonwealth Chapter 40A, § 13E relative to Reserve Fund for Special Education, Out of District Tuition or Transportation.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

Any school district which accepts the full language of Section 13E of Ch. 40A by a majority vote of the School Committee and acceptance by a majority vote of the legislative body may establish a reserve fund to pay, without further appropriation, unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation. The balance in the reserve

fund shall not exceed 2% of the annual net school spending of the district. Funds will only be distributed after a majority vote of both the School Committee and Board of Selectmen.

## **ARTICLE 23      **PRESERVATION EASEMENT – LEICESTER PUBLIC LIBRARY****

To see if the Town will vote to transfer the care, custody, management and control of the Town library, known as the Leicester Public Library as located on the northerly side of Main St. (Route 9), to the Board of Selectmen for the purposes of conveying and otherwise granting a perpetual historic preservation restriction on the land and buildings comprising the Leicester Public Library and that the Board of Selectmen are further authorized to convey such perpetual historic preservation restriction on the library land and buildings to the Commonwealth of Massachusetts acting by and through the Massachusetts Historical Commission on such terms and conditions and for such consideration as the Board of Selectmen deems appropriate or to take any other action thereon.

### **PROPOSED MOTION**

*I move the Town vote to transfer the care, custody, management and control of the Town library, known as the Leicester Public Library as located on the northerly side of Main St. (Route 9), to the Board of Selectmen for the purposes of conveying and otherwise granting a perpetual historic preservation restriction on the land and buildings comprising the Leicester Public Library and that the Board of Selectmen are further authorized to convey such perpetual historic preservation restriction on the library land and buildings to the Commonwealth of Massachusetts acting by and through the Massachusetts Historical Commission on such terms and conditions and for such consideration as the Board of Selectmen deems appropriate.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

The Town has submitted a matching grant application to the Massachusetts Historic Commission to fund 50% of the cost to restore the stained-glass windows in the Leicester Public Library. This grant would provide the Town with approximately \$17,000. In order to be eligible to receive these funds the Town Meeting must authorize the Board of Selectmen to record a permanent Historic Preservation Easement on the property. This easement would permanently preserve the architectural features of this historic building.

## **ARTICLE 24      **ZONING BYLAW AMENDMENT - SOLAR ELECTRICITY DEVELOPMENT****

To see if the Town will vote to amend the Town's Zoning Bylaws relative to solar electricity development per the bylaw amendment on file with the Town Clerk and in the hands of the voters, or take any action thereon.



## PROPOSED MOTION

*I move the Town vote to amend the Town's Zoning Bylaws relative to solar electricity development per the bylaw amendment on file with the Town Clerk and in the hands of the voters.*

## FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

## DESCRIPTION

### Summary of Existing Zoning Bylaw:

- Size is defined by nameplate capacity (large  $\geq 250$ kw DC). 250 kw is equivalent to roughly 40,000 square feet, and allowed as follows:

Size	SA	R1 & R2	NB	CB	RIB	B, HB-1, HB-2, BR-1, BI-A, and I
Small (under 250kw)	Y	Y	Y	Y	Y	Y
Large (over 250kW)	SPR	SP	SP	N	SP	SPR

*Y= allowed by-right (building permit only), SPR = Site Plan Review required, SP = special permit required, N = prohibited*

- Roof mounted solar panels are allowed by-right in all zoning districts
- There is no mandatory buffering/screening requirements except in some commercial districts where required for all commercial development

### Summary of Proposed Changes:

- Roof and building mounted solar installations remain by-right in all zoning districts
- The name for solar facilities is changed from "solar photovoltaic installations" to "solar energy systems"
- Solar energy systems are defined by the size of surface area in square feet (rather than kW) and divided into 3 categories, regulated as summarized below:

Size	SA	R1 & R2	NB & CB	B & RIB	HB-1, HB-2, BR-1, BI-A, & I	Watershed Overlay District
Small (0 – 1,000 s.f.)	Y	Y	Y	Y	Y	Y
Medium (1,001 – 39,999 s.f.)	SP	SP	N	SPR <sup>1</sup>	SPR <sup>1</sup>	SP
Large (40,000s.f.+)	SP	N	N	SP	SPR <sup>2</sup>	SP

*Y= allowed by-right (building permit only), SPR = Site Plan Review Required, SP = special permit required, N = prohibited*

<sup>1</sup> Site Plan Review not required for any project that occupies less than 3,000 square feet of surface area.

<sup>2</sup> Major Site Plan Review required (Section 5.2.03.3.B) for any project that occupies 240,000 square feet (5.5 acres) or more of surface area or involves 2 acres or more of tree clearing.

- Canopies over parking lots and driveways are included in definition of ground-mounted solar
- New dimensional requirements specific to solar facilities have been added (height limits, setbacks, etc.). Setbacks are increased in residential zoning districts and in commercial districts where abutting residential use.
- New sections have been added to minimize deforestation and destruction of significant habitat
- New screening and landscaping requirements have been added.

## **ARTICLE 25      **POLICE TOWING ADMINISTRATIVE FEE****

To see if the Town will vote to amend Chapter 9, Section 33 of the Town's General Bylaws regarding the police towing administrative fee on file in the Office of the Town Clerk and as detailed in the hands of the voters, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to amend Chapter 9, Section 33 of the Town's General Bylaws regarding the police towing administrative fee on file in the Office of the Town Clerk and as detailed in the hands of the voters.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

The Leicester Police Department is proposing the following changes to the Town of Leicester By-Law Chapter 9 Section 33 (Police Towing Administrative Fees)

#### **Proposed Change #1**

Increase the administrative fee from \$10.00 to \$25.00 and permit the Town of Leicester Board of Selectmen to make fee adjustments in the future.

#### **Rationale**

The current fee of \$10.00 does not offset the Leicester Police Department's cost associated with all of the paperwork done, in connection with towing a motor vehicle that has been involved in criminal activity.

#### **Proposed Change #2**

Change the form of payment to include credit/debit cards and any acceptable form of online/electronic payment utilized by the Town of Leicester and/or the Leicester Police Department in the future.

#### **Rationale**

We live in an era when the forms of payment are changing rapidly, and we need to stay current with payment methods.

#### **Proposed Change #3**

Add that payments can be made at locations designated by the Chief of Police.

#### **Rationale**

This allows the Leicester Police Department to designate their authorized tow companies as payment locations. The fee can then be paid when the car is picked up at the tow company.

The tow company will then send in a check for all fees collected with their monthly towing report that is submitted to the Leicester Police Department. This keeps officers from having to repeatedly come back to the Leicester police station to collect the towing administrative fee. Fees were previously collected by dispatchers.

### **SECTION 33. Police Towing Administrative Fee (New bylaw accepted @ ATM- May 4, 2010)**

#### **1.0 – Definitions**

**Police Ordered Tow** – A vehicle being towed at the direction of the Leicester Police Department (excluding motor vehicle accidents) as authorized by a federal, state or local law and/or ordinance.

**Motor Vehicle Violation** – A violation of a federal, state, or local law and/or ordinance involving the operation, permitting the operation of and/or use of a motor vehicle. This shall include vehicle safety and equipment violations as well as any violations pertaining to the registration and insurance requirements which are lawfully required for motor vehicles.

**Parking Violation** - A violation of any federal, state, or local law and/or ordinance involving parking of a motor vehicle and/or a motor vehicle obstructing a public way or a way which the public has the right of access.

**Arrest or Custodial Detention** – Anyone taken into custody by the Leicester Police Department or any agency assisting or receiving assistance from the Leicester Police Department for a violation(s) of a federal, state, or local ordinance violation or an arrest warrant. This shall include individuals taken into protective custody, detained for mental health evaluations, or warrants of apprehension. This shall also include vehicles towed as the result of the initiation or the result of civil proceedings (including asset forfeitures).

**Illegal Activity** – Any violation of federal, state, or local criminal/civil ordinances which police are statutorily authorized to enforce.

#### **2.0 - Fees**

The Town of Leicester hereby imposes, upon the owner of any vehicle moved or towed to a convenient place under the provisions of this Bylaw, the following fees:

1. **Removal or Towing Fee** – Fees are not to exceed that which is authorized by Massachusetts General Laws and/or the Code of Massachusetts Regulations and are payable to the tow company directly.
2. **Storage Fees** – Fees are not to exceed that which is authorized by Massachusetts General Laws and/or the Code of Massachusetts Regulations and are payable to the tow company directly.
3. **Administrative Fee** – An administrative fee as set by the Board of Selectmen of \$10.00 shall be collected on any motor vehicle that was the subject of a police ordered tow resulting from a motor vehicle or parking violation, arrests, or illegal activity (excluding motor vehicle accidents) as ordered by the Leicester Police Department. Said Administrative Fee shall be paid by cash, or money order, credit card, debit card or any acceptable form of online/electronic payment utilized by the Town of Leicester and/or the Leicester Police Department at locations designated by the Chief of Police at the Leicester Police Department prior to the re-lease of the vehicle to the owner and a receipt shall be issued. The Administrative Fee for towing shall be deposited by the Police Department into the Town's General Fund.

## **ARTICLE 26      STRETCH ENERGY CODE**

To see if the Town will vote to enact a new General Bylaw, entitled “Stretch Energy Code”, for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, with an effective date of July 1, 2017, a copy of which is on file with the Town Clerk, or take any other action relative thereto.

### **PROPOSED MOTION**

*I move the Town vote to enact a new General Bylaw, entitled “Stretch Energy Code”, for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, with an effective date of July 1, 2017, a copy of which is on file with the Town Clerk.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

The Green Communities Designation and Grant Program helps municipalities navigate and meet the five criteria required to become a Green Community, in turn qualifying them for grants that finance additional energy efficiency and renewable energy projects at the local level. The Town of Leicester has satisfied four of the five criteria to become a green community. The final criteria that must be met is for Town Meeting to adopt the Stretch Energy Code. The Stretch Energy Code is a building code that requires higher levels of energy efficiency for new residential and certain commercial buildings.

Town Meeting has rejected adopting the Stretch Energy Code several times over the past seven years. During that time period the difference between the Stretch Energy Code and Base Energy Code has lessened to the point where they are very similar. As of January 1, 2017 repairs, additions and renovations are exempt from the requirements of the Stretch Energy Code. This means only new homes will have to follow the Stretch Energy Code if Town Meeting elects to adopt it.

By becoming a Green Community the Town immediately becomes eligible for a grant of \$155,000 to make energy efficiency upgrades to Town buildings. Additionally, each year thereafter, the Town can compete for grants of up to \$250,000 from a \$20 million State Green Community Grant fund.

## **ARTICLE 27      CITIZENS’ PETITION - RECALL PROCEDURE FOR ELECTED OFFICIALS**

To see if the Town will vote to have the Board of Selectmen petition the Great & General Court of the Commonwealth to enable the recall of elected officials consistent with this suggested

format and if that legislation is enabled that it be recorded as a special Chapter in the Town of Leicester's Bylaws, as on file in the Town Clerk's office.

#### PROPOSED MOTION

*To see if the Town will vote to have the Board of Selectmen petition the Great & General Court of the Commonwealth to enable the recall of elected officials consistent with this suggested format and if that legislation is enabled that it be recorded as a special Chapter in the Town of Leicester's Bylaws, as on file in the Town Clerk's office.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board does not recommend approval of this article.

#### DESCRIPTION

Citizen petitions are legislation proposed by a required number of registered voters. This proposed legislation seeks to enable the recall of elected officials. If Town Meeting votes in favor of this Warrant Article the Selectmen will be charged with drafting a Special Legislation proposal to be submitted to the State Legislature for their consideration and adoption. The final language submitted to the State Legislature is under the purview of Board of Selectmen with the assistance of Town Counsel.

Although it is not binding upon the Board of Selectmen, the petitioners have submitted the following suggested language:

### **ARTICLE 28      **DISPOSE OF LAND WITHIN RUSSELL PARK****

To see if the Town will vote to authorize the Board of Selectmen to sell, convey, release or otherwise dispose of any interests in a portion of property located off of South Main Street in Leicester and identified as "Parcel 1" by the Plan of Properties dated February 24, 2017, and that such disposition to be on such terms and conditions the Board of Selectmen deem appropriate, which may include the reservation of easements and restrictions, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to authorize the Board of Selectmen to sell, convey, release or otherwise dispose of any interests in a portion of southeast corner of Russell Park located off of South Main Street in Leicester and identified as "Parcel 1" by the Plan of Properties dated February 24, 2017 as prepared by Laprad Land Surveying, and that such disposition to be on such terms and conditions the Board of Selectmen deem appropriate, which may include the reservation of easements and restrictions, or take any action thereon.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

## DESCRIPTION

This is a parcel of land in the southeastern corner of Russell Park. Russell Park contains baseball and softball fields located by the Leicester Police Department at 90 South Main Street. The parcel of land proposed to be disposed of by Town Meeting is slightly larger than an acre in size and is long and too narrow to accommodate most types of recreational fields. The land is also currently wooded.

**Organizations that utilize Russell Park have been contacted and have provided no objection to the disposition of this land. Should Town Meeting vote to dispose of the land, the Board of Selectmen will follow the procurement laws of the Commonwealth to sell it. Abutters to the property are interested in acquiring the land and placing a development restriction on it.**

### **TOWN OF LEICESTER ANNUAL TOWN MEETING REPORT MAY 2, 2017**

The following is a report of the Minutes of the Annual Town Meeting held at the Leicester Town Hall, Washburn Square on Tuesday, May 2, 2017. The Moderator, Donald A. Cherry, Jr., opened the meeting at 7:17 pm with 282 voters present stating the Town Clerk has informed me that a quorum is present; the meeting will come to order. For the record, Donald A Cherry, Jr. stated that he was in receipt of return of service of the warrant. Therefore, we may proceed.

This evening, we are joined by Scouts representing Troop 125 of the Town of Leicester, who will lead us in the Pledge of Allegiance. Please stand, and remain standing after the pledge.

Please join me in observing a moment of silence to commemorate the service and sacrifice of our armed forces who defend our liberties and freedoms, and the members of our emergency management services who work to keep us safe here at home.

Please join me also in recognizing the passing of Andy O'Leary, a former member of the Leicester Police Department and an early member of Leicester's EMT service, whose funeral was celebrated today.

Thank you. Please be seated.

In a moment, the Moderator will accept any procedural motions regarding the conduct of this Town Meeting. Before I do, a couple of acknowledgements are in order. Selectman Michael Shivick has chosen to resign his seat effective with the Town Elections in June. Mr. Shivick, we wish you luck.

Selectmen Thomas Buckley after two three year terms, has decided not to run for re-election. Between Mr. Buckley's time on the Board and his stretch as a teacher in the Leicester Middle Schools, his service has been part of the fabric of Leicester for decades.

This will also be Town Administrator Kevin Mizikar's last meeting with us. Just a few weeks ago, I was attending a Town Moderators' forum where I was singing the praises of our Town Administrator and admonished my fellow moderators not to steal him. I guess I was a little late... Mr. Mizikar has accepted the role of Town Administrator for the Town of Shrewsbury. Kevin from Day One, you have

been a consummate professional and a joy to work with. The Town of Leicester, and our town government are better for your time with us. Your future is bright and we wish you all the best.

Chairman Belanger has a few words he would like to say as well...

I'd also like to take a moment and recognize Jamie-Lyn Sousa, LHS Class of 2017 Student Liaison. This will be Jamie-Lyn's last Town Meeting in this role, as she is graduating soon. By all accounts, you have set the bar high, thank you for your efforts.

There are two candidate debates coming up; the first on Monday, May 22<sup>nd</sup> for School Committee and the second on Wednesday, May 24<sup>th</sup> for Selectmen. Both will be held at the Leicester High School Auditorium at 7:00 PM. The Friends of Towtaid Park are having a cleanup day on Saturday, May 6<sup>th</sup> from 9 AM to Noon at the park.

Town Administrator Kevin Mizikar gave his Annual State of the Town Address.

Douglas A. Belanger moved that the Town vote to dispense with the reading of the warrant, which is in the hands of the voters. VOTED UNANIMOUSLY

Douglas A. Belanger moved that the Town vote to dispense with a hand count by tellers on motions requiring a two-thirds vote, except when the vote or the method of voting is challenged, or when in the opinion of the Moderator, a hand count is necessary to establish a quantum of vote, or when the vote involves the potential to borrow money. VOTED UNANIMOUSLY

Douglas A. Belanger moved that the Town vote to recess the Annual Town Meeting and open the Special Town Meeting. VOTED UNANIMOUSLY

Douglas A. Belanger moved that the Town reconvene the Annual Town Meeting at 8:31 pm.

VOTED UNANIMOUSLY

Article 1. Harry R. Brooks moved that the Town vote to hear the reports of the Town Officials and Committees and to take no further action. VOTED UNANIMOUSLY

Article 2. Dianna Provencher moved that the Town vote to authorize the Treasurer, with the approval of the Selectmen, to borrow money in anticipation of revenue and/or reimbursement and to issue notes of the Town payable thereof in accordance with applicable law. VOTED UNANIMOUSLY

Article 3. Dianna Provencher moved that the Town vote to authorize and empower the Board of Selectmen to sell or dispose of accumulated used or junk property of the Town. VOTED UNANIMOUSLY

Article 4. Harry R. Brooks moved that the Town vote to accept a sum of money as State Aid to Libraries and apply such sums to the State Aid to Library grant account. VOTED UNANIMOUSLY

Article 5. Douglas A. Belanger moved that the Town vote to amend the General Bylaws by adding a new section to establish and authorize revolving funds for use by certain Town departments, boards or committees under Massachusetts General Laws Chapter 44, § 53E½, as detailed in the hands of the voters. **See town meeting guide for listing of the Departments.**

## DEPARTMENTAL REVOLVING FUNDS BYLAW

1. Purpose. This bylaw establishes and authorizes revolving funds for use by Town departments, boards and committees in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.
2. Expenditure Limitations. A department head, board or committee may incur liabilities against and spend monies from a revolving fund established and authorized by this bylaw without appropriation subject to the following limitations:
  - A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.
  - B. No liability shall be incurred in excess of the available balance of the fund.
  - C. The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Board of Selectmen.
3. Interest. Interest earned on monies credited to a revolving fund established by this bylaw shall be credited to the general fund.
4. Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E½ and this bylaw, the laws, bylaws, rules, regulations, policies or procedures that govern the receipt and custody of Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this bylaw. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, or committee on appropriations made for its use.
5. Authorized Revolving Funds. The Table establishes:
  - A. Each revolving fund authorized for use by a Town department, board or committee,
  - B. The department, board or committee authorized to spend from each fund,
  - C. The fees, charges and other monies charged and received by the department, board or committee in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant,
  - D. The expenses of the program or activity for which each fund may be used,
  - E. Any restrictions or conditions on expenditures from each fund,
  - F. Any reporting or other requirements that apply to each fund; and
  - G. The fiscal years each fund shall operate under this by-law/ordinance.

VOTED UNANIMOUSLY



Article 6. Douglas A. Belanger moved that the Town vote to set annual spending limits for revolving accounts as detailed in the hands of the voters and as defined by Mass General Laws, Chapter 44, § 53E½, for Fiscal Year 2018. VOTED UNANIMOUSLY

<u>Revolving Fund</u>	<u>Spending Limit:</u>
Inspectional Services	\$50,000
Health Clinics	\$5,000
Senior Center Programs	\$10,000
Fuel Usage	\$35,000
Town Hall	\$15,000
Recycling	\$30,000
Police Training	\$5,000
Recreation	\$20,000
One-to-one Technology	\$25,000
DIS Fees	\$5,000

VOTED UNANIMOUSLY

Article 7. Michael J. Shivick, Esq. moved that the Town vote to appropriate such sums of money as may be received from the Commonwealth of Massachusetts for highway construction and related purposes for the fiscal year commencing July 1, 2017, said funds to be used under the direction of the Highway Superintendent on such projects as may, from time to time, be designated by the Board of Selectmen.

VOTED UNANIMOUSLY

Article 8. Thomas E. Buckley III moved the Town vote to set the rate of compensation to pay elected officials for fiscal year 2018 as detailed in the hands of the voters.

<b>Fiscal Year 2018 ELECTED OFFICIALS PAY RATES</b>	
<u>POSITION</u>	<u>PAY RATE</u>
TOWN CLERK	\$62,220
SELECTMEN - CHAIRMAN	\$882
SELECTMEN - MEMBERS (4) each	\$724

SCHOOL COMMITTEE - CHAIRMAN	\$447
SCHOOL COMMITTEE - MEMBERS (4) each	\$197
PLANNING BOARD - CHAIRMAN	\$320
PLANNING BOARD - MEMBERS (4) each	\$276
MODERATOR	\$81
BOARD OF HEALTH - CHAIRMAN	\$320
BOARD OF HEALTH - MEMBERS (2) each	\$276
ASSESSOR - MEMBERS (3) each	\$577

VOTED UNANIMOUSLY

Article 9. Douglas A. Belanger moved that the Town vote to approve the budgets of the several Town departments and Town Accounts as printed and in the hands of the voters for the Fiscal Year beginning July 1, 2017, in the aggregate amount of \$28,717,831 and to fund this amount from the following sources:

Transfer from Free Cash:	\$25,250
Transfer from Ambulance Receipts Reserved Account:	\$285,000
Transfer from Board of Health Title V Reserve Account Principal:	\$19,944
Transfer from Conservation Commission NOI Account:	\$3,882
Transfer from Assessors' Overlay Surplus:	\$20,000

And the balance of the funds in the remaining sum of \$28,363,755 shall be raised and appropriated by taxation.

*This section deliberately left blank*

DEPT #	DEPARTMENT NAME	FY2016 ACTUAL	FY2017 BUDGET	FY2018 TOWN ADMIN	\$ CHANGE	% CHANGE
111	LEGAL					
	TOTAL	61,639.59	59,000.00	59,000.00	0.00	0.00%
114	MODERATOR					
	TOTAL	151.00	151.00	151.00	0.00	0.00%
122	SELECTMEN					
	TOTAL	232,663.59	247,170.00	249,228.00	2,058.00	0.83%
130	RESERVE FUND					
	TOTAL	14,500.00	50,000.00	50,000.00	0.00	0.00%
131	ADVISORY BOARD					
	TOTAL	204.00	875.00	1,325.00	450.00	51.43%
135	TOWN ACCOUNTANT					
	TOTAL	117,348.00	124,375.00	114,955.00	-9,420.00	-7.57%
141	ASSESSORS					
	TOTAL	109,272.20	112,182.00	113,136.12	954.12	0.85%
145	TREASURER/COLLECTOR					
	TOTAL	158,415.71	160,269.00	160,514.00	245.00	0.15%
147	TAX TITLE					
	TOTAL	13,920.12	18,000.00	16,000.00	-2,000.00	-11.11%
152	PERSONNEL BOARD					
	TOTAL	482.60	250.00	250.00	0.00	0.00%
155	IT DEPARTMENT					
	TOTAL	118,793.31	111,785.00	129,620.00	17,835.00	15.95%
161	TOWN CLERK					
	TOTAL	92,162.19	94,458.00	99,955.00	5,497.00	5.82%
162	ELECTIONS & REGISTRATIONS					
	TOTAL	28,797.35	33,900.00	21,500.00	-12,400.00	-36.58%

180	DEVELOPMENT & INSPECT. SV					
	TOTAL	207,010.47	224,174.00	227,640.42	3,466.42	1.55%
192	TOWN OWNED BLDG MAINT					
	TOTAL	781.00	4,500.00	2,500.00	-2,000.00	-44.44%
197	TOWN HALL BLDG MAINT					
	TOTAL	61,943.54	35,432.00	40,505.00	5,073.00	14.32%
198	TOWN HALL TELEPHONES					
	TOTAL	5,860.27	6,400.00	6,400.00	0.00	0.00%
199	OTHER - GENERAL GOV					
	TOTAL	0.00	0.00	78,869.94	78,869.94	0.00%
210	POLICE DEPT					
	TOTAL	1,845,038.41	1,830,064.00	1,875,426.87	45,362.87	2.48%
220	FIRE DEPT					
	TOTAL	231,672.64	265,949.00	295,535.00	29,586.00	11.12%
231	AMBULANCE DEPT					
	TOTAL	366,378.91	380,915.00	411,850.00	30,935.00	8%
232	EMERGENCY MANAGEMENT					
	TOTAL	3,720.00	4,720.00	4,813.00	93.00	1.97%
241	CODE DEPT					
	TOTAL	99,507.36	103,967.00	67,267.20	-36,699.80	-35.30%
292	ANIMAL CONTROL					
	TOTAL	26,331.43	30,100.00	29,729.00	-371.00	-1.23%
296	INSECT PEST CONTROL					
	TOTAL	8,848.00	8,900.00	9,770.00	870.00	9.78%
310	SCHOOL					
	TOTAL	15,748,000.00	15,910,800.00	16,264,094.00	353,294.00	2.22%
420	HIGHWAY DEPT					
	TOTAL	637,599.46	693,775.00	691,060.00	-2,715.00	-0.39%

423	SNOW & ICE					
	TOTAL	164,001.69	119,500.00	121,000.00	1,500.00	1.26%
424	STREET LIGHTS					
	TOTAL	80,937.99	86,000.00	70,000.00	-16,000.00	-18.60%
541	COUNCIL ON AGING					
	TOTAL	72,051.26	86,918.00	83,653.54	-3,264.46	-3.76%
543	VETERANS SERVICES					
	TOTAL	119,270.45	109,750.00	97,925.00	-11,825.00	-10.77%
545	VETERANS GRAVES REG					
	TOTAL	2,362.44	2,390.00	2,400.00	10.00	0.42%
610	PUBLIC LIBRARY					
	TOTAL	176,055.11	182,005.00	189,000.00	6,995.00	3.84%
630	PARKS & RECREATION					
	TOTAL	6,030.73	6,060.00	6,450.00	390.00	6.44%
691	HISTORICAL COMM					
	TOTAL	500.00	950.00	950.00	0.00	0.00%
692	MEMORIAL DAY COMM					
	TOTAL	0.00	440.00	450.00	10.00	2.27%
710	MATURING DEBT PRINCIPAL					
	TOTAL	499,013.36	819,894.00	919,485.00	99,591.00	12.15%
751	MATURING DEBT INTEREST					
	TOTAL	166,087.11	219,205.00	306,027.23	86,822.23	39.61%
752	TEMPORARY LOAN INTEREST					
	TOTAL	731.48	11,200.00	18,933.00	7,733.00	69.04%
753	BOND ISSUE					
	TOTAL	0.00	1,500.00	0.00	-1,500.00	-100.00%
911	WORC REG RETIREMENT					
	TOTAL	946,178.00	1,024,269.00	1,055,412.00	31,143.00	3.04%

912	<b>WORKER COMPENSATION</b>					
	<b>TOTAL</b>	<b>143,719.42</b>	<b>191,034.00</b>	<b>197,000.00</b>	<b>5,966.00</b>	<b>3.12%</b>
913	<b>UNEMPLOYMENT COMP</b>					
	<b>TOTAL</b>	<b>32,132.87</b>	<b>66,330.00</b>	<b>66,510.00</b>	<b>180.00</b>	<b>0.27%</b>
914	<b>EMPLOYEE BENEFITS</b>					
	<b>TOTAL</b>	<b>2,588,430.59</b>	<b>2,992,509.00</b>	<b>3,052,161.22</b>	<b>59,652.22</b>	<b>1.99%</b>
945	<b>BONDING &amp; INSURANCE</b>					
	<b>TOTAL</b>	<b>144,329.87</b>	<b>136,963.00</b>	<b>141,200.00</b>	<b>4,237.00</b>	<b>3.09%</b>

VOTED UNANIMOUSLY

Article 10. Harry R. Brooks moved that the Town vote to raise and appropriate by taxation \$1,078,000 for Vocational Tuition expenses for the Fiscal Year beginning July 1, 2017. VOTED BY A SIGNIFICANT MAJORITY

Article 11. Thomas E. Buckley III moved that the Town vote to raise and appropriate from taxation the sum of \$2,990.20 to fund the FY'18 assessment from the Central Mass Regional Planning Commission, said assessment to be based on a per capita rate of \$0.27258. VOTED UNANIMOUSLY

Article 12. Dianna Provencher moved that the Town vote to transfer \$269,705 from Free Cash to the General Stabilization Account. VOTED UNANIMOUSLY

Article 13. Thomas E. Buckley III moved that the Town vote transfer \$202,047 from Free Cash to fund the Fiscal Year 2018 Capital Improvement Plan budget as detailed in the hands of the voters and authorize the Selectmen to enter into a lease/purchase agreement for the term of three years and to transfer \$41,000 from free cash to pay for the initial installment of the lease/purchase agreement to fund the Fiscal Year 2018 Capital Improvement Plan budget as detailed in the hands of the voters.

DEPARTMENT	ITEM	AMOUNT
EMS	Ambulance Lease Purchase Payment – Year 4 of 5	\$34,742
School	Emergency Lighting System – Primary School	\$12,000
Police	Evidence Room Upgrades	\$23,500
Highway	1 Ton Dump Truck with Wing Plow	\$110,000
Highway	Backhoe Lease Purchase Payment – Year 1 of 3	\$41,000
School	Upgrade Kitchen Equipment – High School	\$10,105
Police	Firearms Replacement	\$11,700

VOTED UNANIMOUSLY

Article 14. Dianna Provencher moved that the Town authorize the Board of Selectmen to enter into a lease purchase agreement with total principal and interest payments up to the amount of \$40,000 for a four-year term for information technology equipment and to utilize funds appropriated to the IT Department in the annual operating budget through article 9 of May 2017 Annual Town Meeting for the initial installment of the lease/purchase agreement.

VOTED UNANIMOUSLY

Article 15. Dianna Provencher moved that the Town transfer \$5,000 from Free Cash to fund the Town's storm water management obligations, said funds to be expended by the Board of Selectmen. VOTED UNANIMOUSLY

Article 16. Harry R. Brooks moved that the Town vote to transfer \$76,400 from Free Cash to purchase and equip two (2) police vehicles. VOTED UNANIMOUSLY

Article 17. Douglas A. Belanger moved that the Town vote to reaccept Section 20 of Chapter 32B Massachusetts General Laws relative to the creation of a municipal trust fund for the purposes of funding Other Post-Employment Benefits (OPEB).

Section 20: Other Post–Employment Benefits Liability Trust Fund

**Chapter 32B: Section 20. Other Post-Employment Benefits Liability Trust Fund; sources of funding; custodian; trustees; separate OPEB Fund board of trustees as investing authority; expenditures and investments**

*[ Text of section as amended by 2016, 218, Sec. 15 effective November 7, 2016.]*

Section 20. (a) As used in this section, and section 20A, the following words shall have the following meanings unless the context clearly requires otherwise:

"Chief executive officer", the mayor in a city or the board of selectmen in a town, unless some other municipal office is designated to be the chief executive officer pursuant to a local charter, the county commissioners in a county and the governing board, commission or committee in a district or other governmental unit.

"Commission" or "PERAC", the public employee retirement administration commission established pursuant to section 49 of chapter 7.

"GASB", the Governmental Accounting Standards Board.

"Governing body", the legislative body in a city or town, the county commissioners in a county, the regional district school committee in a regional school district, or the district meeting or other appropriating body in any other governmental unit.

"Governmental unit" or "unit", any political subdivision of the commonwealth, including a municipal lighting plant, local housing or redevelopment authority, regional council of government established pursuant to section 20 of chapter 34B and educational collaborative, as defined in section 4E of chapter 40.

"State Retiree Benefits Trust Fund board of trustees", the board of trustees established by section 24A of chapter 32A.

"Other Post-Employment Benefits Liability Trust Fund" or "OPEB Fund"; a trust fund established by a governmental unit pursuant to this section for the deposit of gifts, grants, appropriations and other funds for the: (1) benefit of retired employees and their dependents, (2) payment of required contributions by the unit to the group health insurance benefits provided to employees and their dependents after retirement and (3) reduction and elimination of the unfunded liability of the unit for such benefits.

"OPEB Fund board of trustees"; an independent board of trustees selected by the governmental unit with investing authority for the OPEB Fund.

"OPEB investing authority" or "investing authority"; the trustee or board of trustees designated by the governmental unit to invest and reinvest the OPEB Fund using the investment standard or investment vehicle established pursuant to this section.

(b) A governmental unit that accepts this section shall establish on its books and accounts the Other Post-Employment Benefits Liability Trust Fund, the assets of which shall be held solely to meet the current and future liabilities of the governmental unit for group health insurance benefits for retirees and their dependents. The governmental unit may appropriate amounts to be credited to the fund and the treasurer of the governmental unit may accept gifts, grants and other contributions to the fund. The fund shall be an expendable trust subject to appropriation and shall be managed by a trustee or a board of trustees as provided in subsection (d). Any interest or other income generated by the fund shall be added to and become part of the fund. Amounts that a governmental unit receives as a sponsor of a qualified retiree prescription drug plan pursuant to 42 U.S.C. section 1395w-132 may be dedicated to and become part of the fund by vote of the governing body of the governmental unit. All monies held in the fund shall be accounted for separately from other funds of the governmental unit and shall not be subject to the claims of any general creditor of the governmental unit.

(c) The treasurer of the governmental unit shall be the custodian of the OPEB Fund and shall be bonded in any additional amounts necessary to protect fund assets.

(d) The governing body of the governmental unit shall designate a trustee or board of trustees, which shall have general supervision of the management, investment and reinvestment of the OPEB Fund. The governing body may designate as the trustee or board of trustees: (i) the custodian; (ii) the governmental unit's retirement board as the board of trustees; or (iii) an OPEB Fund board of trustees established by the governmental unit pursuant to subsection (e). If no designation is made, the custodian of the fund shall be the trustee and shall manage and invest the fund. The duties and obligations of the trustee or board of trustees with respect to the fund shall be set forth in a declaration of trust to be adopted by the trustee or board, but shall not be inconsistent with this section. The declaration of trust and any amendments thereto shall be filed with the chief executive officer and the clerk of the governing body of the governmental unit and take effect 90 days after the date filed, unless the governing body votes to disapprove the declaration or amendment within that period. The trustee or board of trustees may employ reputable and knowledgeable investment consultants to assist in determining appropriate investments and pay for those services from the fund, if authorized by the governing body of the governmental unit. The trustee or board of trustees may, with the approval of the State Retiree Benefits Trust Fund board of trustees, invest the OPEB Fund in the State Retiree Benefits Trust Fund established in section 24 of chapter 32A.



(e) The governing body of the governmental unit may vote to establish a separate OPEB Fund board of trustees to be the investing authority. The board of trustees shall consist of 5 to 13 individuals, including a person or persons with the investment experience desired by the governmental unit, a citizen or citizens of the governmental unit, an employee of the governmental unit, a retiree or retirees of the governmental unit, and a governmental unit officer or officers. The governmental unit employee trustee shall be selected by current employees of the unit by ballot, and the retiree trustee or trustees shall be selected by current retirees of the unit by ballot. The remainder of the trustees shall be appointed by the chief executive officer of the governmental unit. The trustees will serve for terms of 3 or 5 years, as determined by the governing body of the governmental unit, and if a vacancy occurs, a trustee may be elected or selected in the same manner to serve for the remainder of the term. Trustees shall be eligible for reappointment.

(f) The trustee or board of trustees shall: (i) act in a fiduciary capacity, (ii) discharge its duties for the primary purpose of enhancing the value of the OPEB Fund, (iii) act with the care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise with like character and with like aims and (iv) diversify the investments in the fund to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so.

In any civil action brought against a trustee, the board of trustees, acting within the scope of official duties, the defense or settlement of which is made by legal counsel for the governmental unit, the trustee or employee shall be indemnified from the OPEB Fund for all expenses incurred in the defense thereof and for damages to the same extent as provided for public employees in chapter 258. No trustee or employee shall be indemnified for expenses in an action or damages awarded in such action in which there is: (i) a breach of fiduciary duty, (ii) an act of willful dishonesty or (iii) an intentional violation of law by the trustee or employee.

(g) Monies in the OPEB Fund not required for expenditures or anticipated expenditures within the investment period, shall be invested and reinvested by the custodian as directed by the investing authority from time to time; provided such investment or reinvestment is made in accordance with: (i) section 54 of chapter 44, if the treasurer or OPEB Fund board of trustees is the investing authority, unless the governing body of the governmental unit authorizes investment under the prudent investor rule established in chapter 203C; (ii) section 23 of chapter 32, if the retirement board is the investing authority; or (iii) sections 24 and 24A of chapter 32A, if the OPEB Fund is invested in the State Retiree Benefits Trust Fund.

(h) Amounts in the OPEB Fund may be appropriated by a two-thirds vote of the governing body of the governmental unit to pay the unit's share of health insurance benefits for retirees and their dependents upon certification by the trustee or board of trustees that such amounts are available in the fund. The treasurer of the governmental unit after consulting with the chief executive officer of the unit shall determine the amount to be appropriated from the fund to the annual budget for retiree health insurance and notify the trustee or board of trustees of that amount at the earliest possible opportunity in the annual budget cycle. Upon notification, the trustee or board of trustees shall take diligent steps to certify those funds as available for appropriation by the governmental unit, or will be

available by the time the appropriation would become effective or provide an explanation why the funds are or will not be available or should not be made available.

(i) In a regional school district, appropriations of amounts to the OPEB Fund may be made only in the annual budget submitted to the member cities and towns for approval. The annual report submitted to the member cities and towns pursuant to clause (k) of section 16 of chapter 71 shall include a statement of the balance in the fund and all additions to and appropriations from the fund during the period covered by such report.

(j) A municipal lighting plant that establishes an OPEB fund shall pay the premiums and assume the liability for the municipal share of retiree healthcare benefits attributable to lighting plant employees and their dependents.

(k) A governmental unit that accepts this section may participate in the OPEB Fund established by another governmental unit pursuant to this section upon authorization of the governing boards of both units and in accordance with the procedures and criteria established by the trustee or board of trustees of the fund. Each governmental unit shall remain responsible for all costs attributable for the health care and other post-employment obligations for its retired employees and their dependents and for completing an actuarial valuation of its liabilities and funding schedule that conforms to GASB requirements.

The participating governmental unit may appropriate or otherwise contribute amounts to the OPEB Fund as provided in subsection (b). Amounts from the fund may be appropriated by the participating unit for its retiree health insurance expenses in the manner authorized in subsection (h) upon a determination by the treasurer of the unit, after consulting with the chief executive officer of the unit, of the necessary amount and notification of the treasurer of the governmental unit maintaining the fund and the trustee or board of trustees of that amount. The trustee or board of trustees shall certify those funds available for appropriation, as provided in subsection (h), and the treasurer of the governmental unit maintaining the fund shall transfer the amounts certified to the participating governmental unit.

The participating governmental unit shall be separately credited for any contributions made to and appropriations from the OPEB Fund, and interest or other income generated by the fund, in the accounting of the relative liabilities of each governmental unit for its retirees and their dependents.

(l) This section may be accepted in a city or town in the manner provided in section 4 of chapter 4; in a county, by vote of the county commissioners; in a regional school district, by vote of the regional school committee; and in a district or other governmental unit, by vote of the district meeting or other appropriating body.

(m) This section shall also apply to the OPEB Fund established by a governmental unit under a special law, notwithstanding any provision to the contrary, upon the acceptance of this section by the governmental unit

VOTED UNANIMOUSLY

Article 18. Douglas A. Belanger moved that the Town vote to transfer \$35,000 from Free Cash to deposit into the Other Post Employment Benefit (OPEB) Trust Fund. VOTED UNANIMOUSLY

Article 19. Harry R. Brooks moved that the Town vote to transfer \$18,000 from Free Cash to fund groundwater and other studies at the former landfill site, said funds to be expended by the Board of Selectmen. VOTED UNANIMOUSLY

Article 20. Thomas E. Buckley III moved that the Town vote to establish a Middle School Building Committee, per the charge on file with the Town Clerk and in the hands of the voters. VOTED BY A SIGNIFICANT MAJORITY

Article 21. Thomas E. Buckley III moved that the Town appropriate the amount of \$750,000 Dollars to be expended under the direction of the Middle School Building Committee for a feasibility study to investigate potential options and solutions, including cost estimates and schematic drawings, to the deficiencies identified in the Statement of Interest submitted to the Massachusetts School Building Authority for the existing Leicester Middle School, located at 70 Winslow Avenue that may include a study of options and solutions involving other grade configurations and involving other school facilities, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority. To meet this appropriation the Treasurer/Collector, with the approval of the Selectmen is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from MSBA shall be the sole responsibility of the Tow, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the Town and the MSBA; or what it will do in relation thereto. VOTED BY A SIGNIFICANT MAJORITY (10 in opposition)

Article 21. After much discussion Douglas A. Belanger made a motion that the question be moved.  
VOTED UNANIMOUSLY

Article 21. Harry R. Brooks moved to reconsider- opposition defeated. The Moderator declared that the article stands as is. VOTED BY A SIGNIFICANT MAJORITY (10 in opposition)

Article 22. Harry R. Brooks moved that the Town vote to accept the provisions of the General Laws of the Commonwealth Chapter 40A, § 13E relative to Reserve Fund for Special Education, Out of District Tuition or Transportation. VOTED UNANIMOUSLY

Article 23. Michael J. Shivick, Esq. moved that the Town vote to transfer the care, custody, management and control of the Town library, known as the Leicester Public Library as located on the northerly side of Main St. (Route 9), to the Board of Selectmen for the purposes of conveying and otherwise granting a perpetual historic preservation restriction on the land and buildings comprising the Leicester Public Library and that the Board of Selectmen are further authorized to convey such perpetual historic preservation restriction on the library land and buildings to the Commonwealth of Massachusetts acting by and through the Massachusetts Historical Commission on such terms and conditions and for such consideration as the Board of Selectmen deems appropriate. VOTED UNANIMOUSLY

Article 24. Michael J. Shivick, Esq. moved that the Town vote to amend the Town's Zoning Bylaws relative to solar electricity development per the bylaw amendment on file with the Town Clerk and in the hands of the voters

**Planning Board Recommendation, Article 24:**

The Planning Board recommends approval of Article 24. The proposed amendments to Leicester's regulation of commercial-scale ground-mounted solar energy systems include the following improvements:

- increased setbacks from residential structures and residential zoning districts
- better protection of natural resources
- expanded screening and landscaping requirements
- special permits required in residential districts

Small-scale ground-mounted solar energy systems to power residential homes (and roof-mounted systems of any size) would continue to be allowed with only a building permit.

A detailed summary of the proposed amendments is provided on page 2. The full text of the proposed amendments starts on page 3.

**Article 24: Summary/Explanation**

**Summary of Existing Zoning Bylaw:**

- Size is defined by nameplate capacity (large  $\geq 250$ kw DC). 250 kw is equivalent to roughly 40,000 square feet, and allowed as follows:

	Zoning District					
Size	SA	R1 & R2	NB	CB	RIB	B, HB-1, HB-2, BR-1, BI-A, and I
Small (under 250kw)	Y	Y	Y	Y	Y	Y
Large (over 250kW)	SPR	SP	SP	N	SP	SPR

*Y= allowed by-right (building permit only), SPR = Site Plan Review required, SP = special permit required, N = prohibited*

- Roof mounted solar panels are allowed by-right in all zoning districts
- There is no mandatory buffering/screening requirement except in some commercial districts where required for all commercial development

**Summary of Proposed Changes:**

- Roof and building mounted solar installations remain by-right in all zoning districts
- The name for solar facilities is changed from "solar photovoltaic installations" to "solar energy systems"
- Solar energy systems are defined by the size of surface area in square feet (rather than kW) and divided into 3 categories, regulated as summarized below:

Size	Zoning District					
	SA	R1 & R2	NB & CB	B & RIB	HB-1, HB-2, BR-1, BI-A, & I	Watershed Overlay District
Small (0 – 1,000 s.f.)	Y	Y	Y	Y	Y	Y
Medium (1,001 – 39,999 s.f.)	SP	SP	N	SPR <sup>1</sup>	SPR <sup>1</sup>	SP
Large (40,000s.f.+)	SP	N	N	SP	SPR <sup>2</sup>	SP

Y= allowed by-right (building permit only), SPR = Site Plan Review Required, SP = special permit required, N = prohibited

<sup>1</sup> Site Plan Review not required for any project that occupies less than 3,000 square feet of surface area.

<sup>2</sup> Major Site Plan Review required (Section 5.2.03.3.B) for any project that occupies 240,000 square feet (5.5 acres) or more of surface area or involves 2 acres or more of tree clearing.

- Canopies over parking lots and driveways are included in definition of ground-mounted solar
- New dimensional requirements specific to solar facilities have been added (height limits, setbacks, etc.). Setbacks are increased in residential zoning districts and in commercial districts where abutting residential use.
- New sections have been added to minimize deforestation and destruction of significant habitat
- New screening and landscaping requirements have been added.

#### Article 24: Solar Energy Systems

The specific text changes proposed by this article are below (new text underlined, deleted text shown with ~~strikethrough~~).

#### 1. Amend Section 5.14., Large-Scale Ground-Mounted Solar Photovoltaic Installations, as shown below:

##### 5.14 ~~Large-Scale Ground-Mounted Solar Photovoltaic Installations~~ Ground-Mounted Solar Energy Systems

[STM 11-8-2011]

#### 1.0 Purpose

The purpose of this bylaw is to ~~promote the creation of new large-scale ground-mounted solar photovoltaic installations~~ facilitate and appropriately regulate the creation of ground-mounted solar energy systems by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

#### 2.0 Definitions

~~**Large-Scale Ground-Mounted Solar Photovoltaic Installation:**~~ A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity of equal or greater than 250 kW-DC.

~~**Small-Scale Solar Photovoltaic Installation:**~~ A solar photovoltaic system that has a minimum nameplate capacity of less than 250 kW-DC.

**~~Rated Nameplate Capacity:~~** The maximum rated output of electric power production of the Photovoltaic system in Direct Current (DC).

**Solar Energy System:** Any solar collector or other solar energy device, including appurtenances, mounted on a building or on the ground, the primary purpose of which is to provide for the collection, storage, conversion and distribution of solar energy for space heating or cooling, water heating or generation of electricity.

**Ground-Mounted Solar Energy System:** A solar energy system that is structurally mounted to the ground in any manner, including but not limited to ground anchored pole, rack, or rail installations, non-ground penetrating ballasted installations, or canopy installations above parking lots or driveways; not roof or wall mounted installations.

**Large-Scale Ground-Mounted Solar Energy System:** A ground-mounted solar energy system that occupies 40,000 square feet or more of surface area.

**Medium-Scale Ground-Mounted Solar Energy System:** A ground-mounted solar energy system that occupies more than 1,000 but less than 40,000 square feet of surface area.

**Small-Scale Ground-Mounted Solar Energy System:** a ground-mounted solar energy system that occupies 1,000 square feet of surface area or less.

### 3.0 Applicability

This section applies to ~~large-scale ground-mounted solar photovoltaic installations~~ ground-mounted solar energy systems proposed to be constructed after the effective date of this section. Roof or wall mounted solar energy systems are not subject to this bylaw. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

### 4.0 General Requirements

~~Ground-mounted large-scale solar photovoltaic installations with 250 kW or larger of rated nameplate capacity shall undergo site plan review by the Planning Board prior to construction, installation or modification as provided in this section. Large-scale ground-mounted solar photovoltaic installations shall require a special permit in the following districts: Residential 1(R1), Residential 2 (R2) and Neighborhood Business (NB).~~

~~Applications for large-scale ground-mounted solar photovoltaic installations shall be filed in accordance with the Leicester Planning Board Rules and Regulations for Site Plan Review Applications and/or Special Permit Applications, as applicable. Where a special permit is required, the Planning Board shall use the general standards for Special Permit Approval contained in the Planning Board Rules and Regulations for Special Permit Applications.~~

Ground-mounted solar energy systems shall be allowed and permitted as described in the table below:

Y= allowed by-right with building permit, SPR = Site Plan Review Required (Section 5.2),

SP = special permit from Planning Board required, N = prohibited

<u>Size</u>	<u>SA</u>	<u>R1 &amp; R2</u>	<u>NB &amp; CB</u>	<u>B &amp; RIB</u>	<u>HB-1, HB-2, BR-1, BI- A, and I</u>	<u>Watershed Overlay District</u>
<u>Small-Scale Ground-Mounted Solar Energy System</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
<u>Medium-Scale Ground-Mounted Solar Energy System</u>	<u>SP</u>	<u>SP</u>	<u>N</u>	<u>SPR<sup>1</sup></u>	<u>SPR<sup>1</sup></u>	<u>SP</u>
<u>Large-Scale Ground-Mounted Solar Energy System</u>	<u>SP</u>	<u>N</u>	<u>N</u>	<u>SP</u>	<u>SPR<sup>2</sup></u>	<u>SP</u>

<sup>1</sup> Site Plan Review not required for any project that occupies less than 3,000 square feet of surface area.

<sup>2</sup> Major Site Plan Review required (Section 5.2.03.3.B) for any project that occupies 240,000 square feet (5.5 acres) or more of surface area or involves 2 acres or more of tree clearing.

Applications for ~~large-scale ground-mounted solar photovoltaic installations~~ medium-scale and large-scale ground-mounted solar energy systems shall be filed in accordance with the Leicester Planning Board Rules and Regulations for Site Plan Review Applications and/or Special Permit Applications, as applicable. Where a special permit is required, the Planning Board shall use the general standards for Special Permit Approval contained in the Planning Board Rules and Regulations for Special Permit Applications, any district-specific special permit requirements, and the additional standards contained herein.

## **5.0 Development Standards for Small-Scale Ground-Mounted Solar Energy Systems**

Small-scale ground-mounted solar energy systems shall conform to the dimensional requirements of the applicable zoning district, except as follows:

- A. Height shall not exceed twelve (12) feet in height above finished grade.
- B. Building coverage limits shall not apply to solar energy systems.
- C. For the purposes of setback requirements, small-scale ground-mounted solar energy systems shall be considered accessory structures (Section 1.5, Accessory Buildings).

No solar energy system shall be constructed without first obtaining a building permit.

## **6.0 ~~5.0 Development Standards for Large-Scale Solar Photovoltaic Installations~~ Medium-Scale and Large-Scale Ground-Mounted Solar Energy Systems**

Unless otherwise expressly provided by this section of the bylaw all requirements of the underlying zoning district shall apply. In addition, the following standards shall apply to all ~~large-scale ground-mounted solar photovoltaic installations~~ medium-scale and large-scale ground-mounted solar energy systems:

### **6.1 ~~5.1~~ Compliance with Laws, Ordinances and Regulations**

~~The c~~Construction and operation of all ~~large-scale ground-mounted solar photovoltaic installations~~ shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a solar ~~photovoltaic installation~~ energy system shall be constructed in accordance with the State Building Code.

No ~~large-scale ground-mounted solar photovoltaic installations~~ solar energy system shall be constructed, installed or modified as provided in this section without first obtaining a building permit.

## **6.2 5.2 Dimensional Requirements**

~~Dimensional requirements (lot size, setback, etc.) shall follow the requirements of the applicable zoning district, except that minimum frontage shall be fifty (50) feet.~~

Dimensional requirements (lot size, setbacks, etc.) shall follow the requirements of the applicable zoning district (Section 4.2, Schedule of Dimensional Requirements), except as follows:

- A. The minimum frontage shall be fifty (50) feet
- B. Height shall not exceed fifteen (15) feet in height above finished grade. An increase in height may be granted in commercial districts by special permit.
- C. Building coverage limits shall not apply to solar energy systems.
- D. Setbacks shall be as specified below:

<u>Setback Type</u>	<u>SA, R1, R2</u>	<u>B &amp; I</u>	<u>BI-A, HB-1, HB-2, RIB, &amp; BR-1</u>
<u>Setback from all property lines</u>	<u>100</u>	<u>See Section 4.2<sup>1</sup></u>	
<u>Setback where abutting a lot with an existing residential use</u>	<u>100</u>	<u>50</u>	<u>50</u>
<u>Setback from Residential District (SA, R1, R2) Boundaries<sup>2</sup></u>	<u>100</u>	<u>50</u>	<u>100</u>

<sup>1</sup> Dimensional Requirements applicable to commercial structures shall apply in the BI-A, BR-1, RIB, and I districts.

<sup>2</sup> Where a parcel is split by a residential district boundary, the setback shall be measured from the property line on the relevant side(s) of the parcel.

## **6.3 5.3 Utility Notification**

No ~~large-scale ground-mounted solar photovoltaic installation~~ medium-scale or large-scale ground-mounted solar energy system shall be constructed until evidence has been given to the Planning Board that the utility company that operates the electrical grid where the installation is to be located has been informed of the solar ~~photovoltaic installation~~ energy system owner or operator's intent to install an inter-connected customer-owned generator. Off-grid systems shall be exempt from this requirement.

Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the solar ~~photovoltaic installation~~ energy system underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

## **6.4 5.4 Accessory Structures**

Accessory structures to ~~large-scale ground-mounted solar photovoltaic installations~~, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Inverters shall be installed as far from abutting structures as feasible to mitigate potential



noise impacts. Whenever reasonable, structures should be shaded from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

## **6.5 ~~5.5~~ Lighting**

Lighting of ~~solar photovoltaic installations~~ solar energy systems shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as accessory structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties.

Where feasible, lighting of the ~~solar photovoltaic installation~~ shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

## **6.6 ~~5.6~~ Signage**

Signs on ~~large-scale ground-mounted solar photovoltaic installations~~ shall comply with Leicester's sign bylaw. A sign shall be required to identify the owner and provide a 24-hour emergency contact phone number. Solar ~~photovoltaic installations~~ energy systems shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar ~~photovoltaic installation~~ energy system.

## **6.7 ~~5.7~~ Emergency Services**

The ~~large-scale ground-mounted solar photovoltaic installations~~ solar energy system owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to local emergency services. Upon request the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the solar ~~photovoltaic installation~~ energy system shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

## **6.8 ~~5.8~~ Land Clearing, Habitat Protection, and Screening Requirements**

### **A. Land Clearing:**

Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the ~~large-scale ground-mounted solar photovoltaic installations~~ solar energy systems or otherwise prescribed by applicable laws, regulations, and bylaws. Solar energy systems, to the maximum extent feasible, shall be located on previously-disturbed sites that do not require tree clearing. Existing vegetation shall remain in required setback areas except where such vegetation would shade the solar energy system. However, in no event shall clearing of existing vegetation in setbacks exceed half the required setback width. Adequate erosion control measures shall be provided for all proposed land clearing.

### **B. Protection of Natural Resources and Habitat**

Medium-scale and large-scale ground-mounted solar energy systems shall be designed to minimize impacts to agricultural and environmentally sensitive land and to be compatible with continued agricultural use of the land whenever possible. Such systems shall not be located on permanently protected land subject to conservation, preservation, agricultural preservation, and watershed preservation restrictions under MGL Chapter 184, Sections 31-33; Priority Habitat and Bio Map 2 Critical Natural Landscape Core Habitat mapped by the Natural Heritage and Endangered Species Program (NHESP); or "Important Wildlife Habitat" mapped

by the DEP. Access driveways shall be constructed to minimize grading, removal of stone walls or roadside trees, and to minimize impacts to environmental or historic resources.

**C. Screening/Buffering:**

Medium-scale and large-scale ground-mounted solar energy systems shall be screened year round from all adjoining properties in residential use in all zoning districts and from public and private ways in residential districts (SA, R1, and R2). Such screening shall be provided in the required setback areas and where existing vegetation in setbacks is insufficient for year-round screening purposes shall consist of dense vegetative screening, fencing, berms, or other methods to adequately screen the facility, depending on site specific conditions. Landscaping shall be maintained and replaced as necessary by the owner/operator of the solar energy system.

**6.9 ~~5.9~~ Monitoring and Maintenance**

The ~~large-scale ground-mounted solar photovoltaic installations~~ solar energy system owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the solar ~~photovoltaic installation~~ energy system and any access road(s), unless accepted as a public way.

**6.10 ~~5.10~~ Abandonment or Decommissioning**

**A. Removal Requirements**

Any ~~large-scale ground-mounted solar photovoltaic installations~~ medium-scale or large-scale ground-mounted solar energy system which has reached the end of its useful life or has been abandoned shall be removed. When the facility is scheduled to be decommissioned, the applicant shall notify the town by certified mail of the proposed date of discontinued operations and plans for removal. The owner/operator shall physically remove the solar facility no more than 150 days after the date of discontinued operations. At the time of removal, the solar facility site shall be restored. More specifically, decommissioning shall consist of:

1. Physical removal of all ~~large-scale ground-mounted solar photovoltaic installations~~ solar energy systems, structures, equipment, security barriers and transmission lines from the site.
2. Disposal of all solid and hazardous waste in accordance with local and state waste disposal regulations.
3. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation

**B. Abandonment**

Absent notice of a proposed date of decommissioning, the facility shall be considered abandoned when the facility fails to operate for more than one year without the written consent of the Planning Board. The

Planning Board shall determine in its decision what proportion of the facility is inoperable for the facility to be considered abandoned. If the applicant fails to remove the solar facility in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the town shall have the authority to enter the property and physically remove the facility at the owner's expense. The Town may, at its option, impose a lien on the property according to statute for the removal of the solar facility.

### **C. Financial Surety**

~~The Planning Board may require the applicant for large-scale ground-mounted solar photovoltaic installations to provide~~ The applicant for large-scale ground-mounted energy systems shall provide, prior to commencement of site work, and thereafter maintain a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal and site restoration in the event the town must remove the facility, of an amount and form determined to be reasonable by the Planning Board. The Planning Board may require such surety for medium-scale ground-mounted solar energy systems. Such surety will not be required for municipally or state-owned facilities. The applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation. The owner shall increase or replenish the surety as necessary to maintain an adequate an adequate amount, as determined by the Planning Board in accordance with the requirements of this bylaw.

### **6.11 Special Permit Criteria for Ground-Mounted Solar Energy Systems**

Where a special permit is required for a medium-scale or large-scale ground-mounted solar energy system, the Board shall consider Site Plan Approval standards, special permit criteria for the applicable district, and the following additional requirements:

- A. The proposed project shall conform to all requirements for ground-mounted solar energy systems
- B. Land clearing has been minimized to the greatest extent feasible and impacts of clearing have been mitigated.
- C. In the case of a residential district location, the visual impact of the installation on its immediate abutters and the nearby neighborhood has been effectively neutralized through appropriate design, landscaping, fences, berms, etc.
- D. In the case of a commercial district location, that the visual impact of the installation on abutting residential uses has been sufficiently mitigated through appropriate design, landscaping, fences, berms, etc.

### **6.12 Zoning Protection for Approved Projects**

The amendments to Section 5.14 adopted at the May 2, 2017 Town Meeting shall not apply to any medium-scale or large-scale ground-mounted solar energy system that received Site Plan Approval from the Planning Board before March 21, 2017 except where any such project fails to obtain a building permit within one (1) year from the date of said Site Plan Approval and commence construction of solar arrays authorized under the building permit within six (6) months of the issuance of the building permit.

**2. Amend Section 3.2.05, Transportation, Communication, Utility, as shown below:**

3.2.05 TRANSPORTATION, COMMUNICATION, UTILITY		SA	R1	R2	B	CB	I	BI-A	HB-1 & HB-2
7.	Large-Scale Ground-Mounted Solar Photovoltaic Installation Energy System	Y	SP	SP	Y	N	Y	Y	Y
8.	Medium-Scale Ground-Mounted Solar Energy System	SP	N	N	Y	N	Y	Y	Y
8.	Small-Scale Ground-Mounted Solar Photovoltaic Installation Energy System	Y	Y	Y	Y	Y	Y	Y	Y

**3. Amend Section 3.30, Business Residential-1 (BR-1) Zone, as follows:**

kk. Solar Photovoltaic Installations Ground-Mounted Solar Energy Systems

**4. Amend Section 3.32, Residential Industrial Business (RIB) Zone, by adding sub-paragraphs l and m, as follows:**

l. Small-Scale and Medium-Scale Ground-Mounted Solar Energy Systems

m. Large-Scale Ground-Mounted Solar Energy Systems by Special permit from the Planning Board.

**5. Amend Section 4.2.03, as follows:**

**4.2.03** The limitations on height of buildings shall not apply in any district to chimneys, ventilators, towers, spires, roof-mounted solar energy systems, or other ornamental features of buildings which features are in no way used for living purposes.

**6. Amend Section 5.6.02, Allowed Uses [in Neighborhood Business District], by inserting the following after subsection 5.6.02.2.J.:**

K. Small-Scale Ground-Mounted Solar Energy Systems (Medium-Scale and Large-Scale Ground-Mounted Solar Energy Systems are prohibited.)

**7. Amend Section 5.2.02.1, Projects Requiring Site Plan Review, by amending subparagraph g. as follows:**

g. Large-Scale Ground Mounted Solar Photovoltaic Installations Medium-Scale Ground-Mounted Solar Energy Systems that occupy 3,000 square feet or more of surface area and Large-Scale Ground-Mounted Solar Energy Systems.

**8. Amend Section 5.2.03.4.B, Major Site Plan Review Applications, as follows:**

**B. Major Site Plan Review Applications:** Site Plan Review applications for projects involving new construction or expansion of more than 30,000 square feet of gross floor area, Large-Scale Ground-Mounted Solar Energy Systems that occupy 240,000 square feet (5.5 acres) or more of surface area or Ground-Mounted Solar Energy Systems that involve more than two (2) acres of tree clearing shall require a Planning Board public hearing. Such public hearing shall follow the procedures of MGL, Ch.40A regarding special permits with regard to scheduling, notification, and deadline for a decision. The public hearing shall be scheduled within sixty-five (65) days after the application has been submitted to the Planning Board. Failure of the Planning Board to take final action within ninety (90) days of the close of the public hearing shall be deemed to be approval of the application. These time limits may be extended by written agreement between the applicant and the Planning Board in accordance with the Site Plan Review Rules and Regulations.

**9. Amend Section 7.1, Water Resources Protection Overlay District, subsection 7.1.04.2.), Special Permit Uses, by adding the following text after subparagraph c.:**

#### d. Medium-scale or large-scale ground-mounted solar energy systems

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(a 2/3 voted required) VOTED BY A SIGNIFICANT MAJORITY

Article 25. Michael J. Shivick, Esq. moved that the Town vote to amend Chapter 9, Section 33 of the Town's General Bylaws regarding the police towing administrative fee on file in the Office of the Town Clerk and as detailed in the hands of the voters.

### **Police Ordered Towing of Vehicles – Fees**

#### **1.0 - Definitions**

**Police Ordered Tow** – A vehicle being towed at the direction of the Leicester Police Department as authorized by a federal, state or local law and/or ordinance.

**Motor Vehicle Violation** – A violation of a federal, state, or local law and/or ordinance involving the operation, permitting the operation of and/or use of a motor vehicle. This shall included vehicle safety and equipment violations as well as any violations pertaining to the registration and insurance requirements which are lawfully required for motor vehicles.

**Parking Violation** - A violation of any federal, state, or local law and or ordinance involving parking of a motor vehicle and/or a motor vehicle obstructing a public way or a way which the public has the right of access.

**Arrest or Custodial Detention** – Anyone taken into custody by the Leicester Police Department or any agency assisting or receiving assistance from the Leicester Police Department for a violation(s) of a federal, state, or local ordinance violation or an arrest warrant. Individuals taken into protective custody, detained for mental health evaluations, or warrants of apprehension. Vehicles towed as the result of the initiation of or the result of civil proceedings including asset forfeitures.

**Illegal Activity** – Any violation of federal, state, or local criminal/civil ordinances which police are statutorily authorized to enforce.

#### **2.0 - Fees**

The Town of Leicester hereby imposes upon the owner of any vehicle moved or towed to a convenient place under the provisions of this by-law the following fees:

1. **Removal or Towing Fee** – Fees are not to exceed that which is authorized by Massachusetts General Laws and/or the Code of Massachusetts Regulations.
2. **Storage Fees** – Fees are not to exceed that which is authorized by Massachusetts General Laws and/or the Code of Massachusetts Regulations.
3. **Administrative Fee** – An administrative fee of **\$25.00** shall be collected on any motor vehicle that was the subject of a police ordered tow resulting from a motor vehicle or parking violation, arrests, or illegal activity as order by the Leicester Police Department. **The Board of Selectmen for the Town of Leicester shall be permitted to make fee adjustments in the future.**

Said fee shall be collected at the Leicester Police Department or **at locations designated by the Chief of Police prior** to the release of the vehicle to the owner and the fee shall be deposited in the general fund.

### **3.0 - Payment of Administrative Tow Fee**

Payment shall be made in the **form of cash, credit/debit cards and any acceptable form of online/electronic payment utilized by the Town of Leicester and/or the Leicester Police Department in the future.** VOTED UNANIMOUSLY

Article 26. Michael Shivick, Esq. moved that the Town vote to enact a new General Bylaw, entitled "Stretch Energy Code", for the purpose of regulating the design and construction of buildings for the effective use of energy, pursuant to Appendix 115.AA of the Massachusetts Building Code, 780 CMR, the Stretch Energy Code, including future editions, amendments or modifications thereto, with an effective date of July 1, 2017, a copy of which is on file with the Town Clerk.

VOTED BY A SIGNIFICANT MAJORITY

Article 27. Dianna Provencher moved that the Town vote to have the Board of Selectmen petition the Great & General Court of the Commonwealth to enable the recall of elected officials consistent with this suggested format and if that legislation is enabled that it be recorded as a special Chapter in the Town of Leicester's Bylaws, as on file in the Town Clerk's office. (a 2/3 voted required) Motion Failed.

VOTED BY A SIGNIFICANT MAJORITY

Article 28. Douglas A. Belanger moved that the Town vote to authorize the Board of Selectmen to sell, convey, release or otherwise dispose of any interests in a portion of southeast corner of Russell Park located off of South Main Street in Leicester and identified as "Parcel 1" by the Plan of Properties dated February 24, 2017 as prepared by Laprad Land Surveying, and that such disposition to be on such terms and conditions the Board of Selectmen deem appropriate, which may include the reservation of easements and restrictions, or take any action thereon. (a 2/3 voted needed)

VOTED BY A SIGNIFICANT MAJORITY

Douglas A. Belanger moved that the Town vote to adjourn the Annual Town Meeting

At 11:10 pm. VOTED UNANIMOUSLY

### **ATTORNEY GENERAL'S RESPONSE TO ARTICLES APPROVED AT ATM** **HELD ON MAY 2, 2017**

June 26, 2017

Deborah K. Davis, Town Clerk  
Town of Leicester  
3 Washburn Square  
Leicester, MA 01524

RE: Leicester Annual Town Meeting of May 2, 2017 - Case # 8331  
Warrant Article # 24 (Zoning)  
Warrant Articles # 5, 25 and 26 (General)

Dear Ms. Davis:

**Articles 5, 24, 25 and 26** - We approve Articles 5, 24, 25 and 26 from the May 2, 2017 Leicester Annual Town Meeting.

**Note:** Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the Town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) general by-laws and amendments take effect on the date these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) zoning by-laws and amendments are deemed to have taken effect from the date they were approved by the Town Meeting, unless a later effective date is prescribed in the by-law.

Very truly yours,

MAURA HEALEY  
ATTORNEY GENERAL

**TOWN OF LEICESTER  
ANNUAL TOWN ELECTION JUNE 13, 2017**

The following are the results of the votes cast in the Annual Town Election on TUESDAY JUNE 13, 2017.

	Precinct	One	Two	Three	Four	Total
<b>SELECTMAN</b>	Three years		Vote for not more than TWO			
Dianna Provencher†		220	157	203	224	804
Sandra M. Wilson		147	105	93	166	511
Suzanne Sears		135	89	133	103	460
write-in		1	3	4	0	8
write-in		0	0	0	0	0
Blanks		105	78	93	109	385
Total votes by precinct		608	432	526	602	2168
<b>SELECTMAN</b>	Two Years		Vote for not more than ONE			
Dylan M. Lambert		46	63	52	65	226
Brian P. Green		209	116	166	188	679
write-in		0	1	3	1	5
Blanks		49	36	42	47	174
Total votes by precinct		304	216	263	301	1084
<b>TOWN CLERK</b>	Three years		Vote for ONE			
Deborah K. Davis†		259	191	233	264	947
write-in		0	0	0	1	1

Blanks		45	25	30	36	136
Total votes by precinct		304	216	263	301	1084
<b>ASSESSOR</b>	Three years		Vote for ONE			
Paul C. Davist		236	179	225	241	881
write-in		1	0	0	2	3
Blanks		67	37	38	58	200
Total votes by precinct		304	216	263	301	1084
<b>SCHOOL COMMITTEE</b>	Three years		Vote for not more than TWO			
Tammy Tebo		186	138	171	183	678
Elin Anderson Dolen		150	98	87	107	442
Nathan C. Hagglund		148	87	155	165	555
Joseph John Richardson		38	34	34	32	138
write-in		0	0	0	0	0
write-in		0	0	0	1	1
Blanks		86	75	79	114	354
Total votes by precinct		608	432	526	602	2168
<b>BOARD OF HEALTH</b>	Three years		Vote for ONE			
Pamela M. Hale		228	167	211	232	838
write-in		0	0	1	1	2
Blanks		76	49	51	68	244
Total votes by precinct		304	216	263	301	1084
<b>PLANNING BOARD</b>	Three years		Vote for not more than TWO			



James D. Grimshaw†		220	161	205	226	812
Sharon J. Nist†		192	140	174	191	697
write-in		0	0	1	0	1
write-in		0	0	0	1	1
Blanks		196	131	146	184	657
Total votes by precinct		608	432	526	602	2168
<b>PLANNING BOARD</b>	One year		Vote for not more than ONE			
Andrew S. Kulaski		212	159	203	218	792
write-in		1	0	0	2	3
Blanks		91	57	60	81	289
Total votes by precinct		304	216	263	301	1084
<b>PUBLIC LIBRARY TRUSTEE</b>	Three years		Vote for not more than TWO			
Pauline C. Lareau		215	172	210	228	825
Paul A. Ravina		197	148	187	186	718
write-in		0	0	1	0	1
write-in		0	0	0	1	1
Blanks		196	112	128	187	623
Total votes by precinct		608	432	526	602	2168
<b>MOOSE HILL WATER COMMISSION</b>	Three years		Vote for ONE			
Harry R. Brooks†		225	124	170	194	713

Michael J. Shivick		66	82	80	87	315
write-in		1	1	3	1	6
Blanks		12	9	10	19	50
Total votes by precinct		304	216	263	301	1084

**TOTAL votes cast by precinct were**      \* Denotes winner      † Denotes candidate for re-election

### **SPECIAL TOWN MEETING GUIDE NOVEMBER 14, 2017**

#### **ARTICLE 1      **PRIOR YEAR BILLS****

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money in order to pay bills from prior fiscal years, or take any action thereon.

#### **PROPOSED MOTION**

*I move the Town vote to transfer \$692.00 from Free Cash in order to pay bills from prior fiscal years as follows:*

- *\$200.00 to T-Mobile for the Police Department*
- *\$491.90 to Staples for the Town Clerk's Office*

#### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

#### **DESCRIPTION**

State law regulates the timeframe under which bills can be paid by a municipality. If invoices are presented to the Town Accountant after July 15<sup>th</sup> for the prior fiscal year ending June 30<sup>th</sup>, then the bills must be held and approved by Town Meeting. Bills may be late for various reasons including delays on the part of the vendor or Town staff. Details on the prior year bills currently under consideration:

\$200.00 to T-Mobile – Phone service bill for the Police Department was never sent to the Town due to a T-Mobile billing error. This bill was received after the July 15<sup>th</sup> fiscal year invoice deadline.

\$491.90 to Staples – Office supply bill for the Town Clerk's Office. This bill was to be paid for out of a refund that was not received until FY'18 and therefore could not be applied to this invoice.

## **ARTICLE 2      **ADJUST FY'18 BUDGET****

To see if the Town will vote to raise and appropriate, transfer from available funds in the Treasury or transfer from other budget accounts or adjust budgets or borrow under the provisions of Chapter 44, as amended, such sums of money as may be necessary to defray expenses and fund various and diverse accounts in the Fiscal Year 2018 operating budget of the Town, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to transfer the sum of \$85,992 from the Ambulance Receipts Reserve for Appropriations to adjust the following budgets and to defray the costs of ambulance services and to defray expenses in the Fiscal Year 2018 operating budget of the Town.*

- *Increase Memorial Day budget by \$2,350*
- *Increase Senior Center budget by \$764*
- *Increase Animal Control budget by \$3,400*
- *Increase Fire Department budget by \$9,778*
- *Increase General Government budget by \$300*
- *Increase Ambulance Department budget by \$13,000*
- *Increase Town Owned Building Maintenance budget by \$12,750*
- *Increase Highway Department budget \$6,000*
- *Increase IT budget by \$12,000*
- *Increase Police Department budget by \$6,000*
- *Increase Liability and Bonding Insurance budget by \$5,000*
- *Increase Town Hall Building Maintenance budget by \$14,650*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

This article requests that Town Meeting consider making twelve adjustments to the FY2018 operating budget of the Town. There were insufficient funds on hand at the time of the Annual Town Meeting to adequately cover the cost of providing EMS services. Transferring funds from the Ambulance Receipts Reserved Account will allow the Town to utilize available funds to offset the costs of providing EMS services to the Town and to defray a portion of the operating costs in the FY2018 budget.

1. Increase Memorial Day budget by \$2,350 – Restores budget to FY'17 level to fund annual Memorial Day Parade activities.
2. Increase Senior Center budget by \$764– Funds the 2% wage increase authorized for FY'18 for the Senior Center Director.
3. Increase Animal Control budget by \$3,400- Funds the Town's new Inspector of Animals' stipend and per diem compensation for quarantines. The Town has been without an Inspector of Animals for the past two years despite recruiting for the position four times. As a result, this line item had been dropped from the Animal Control budget.

4. Increase Fire Department budget by \$9,778 – A new 3-year collective bargaining agreement with the Leicester Firefighters' Association was signed in July of 2017 after the 2018 budget was approved at May Town Meeting. The new agreement includes the following changes for FY'18:
  - 3% salary increase at a cost of \$3,778
  - Longevity bonus for firefighters with at least 10 years of service at a cost of \$3,500
  - One-time stipend for new firefighters upon completion of Firefighter I and II training at a cost of \$2,500
5. Increase General Government budget by \$300 – Funds half of the Town custodian's annual cell phone cost. The custodian manages three Town buildings and uses his personal cell phone to address issues at these buildings during work hours and to take after-hours emergency calls.
6. Increase Ambulance Department budget by \$13,000 – The Town of Leicester signed a 3 year agreement with Comstar Ambulance Billing Service to perform billing and collection services on behalf of the Town's ambulance department. For FY'18, Comstar receives a 3.25% collection fee on all funds brought in. This adjustment will pay the estimated annual cost to fund these services.
7. Increase Town Owned Building Maintenance budget by \$12,750 – The Town owns Hillcrest Country Club and leases this property out. As the owner, the Town is responsible for repairs to the building. The rear Hillcrest deck has deteriorated to the point where it must be removed and replaced due to code and safety issues. The Town has solicited quotes and received a price of \$9,000 for this work. Also, the oil tanks at Hillcrest required replacement at a cost of \$3,750.
8. Increase Highway Department budget \$6,000 – This adjustment will fund the new Highway Superintendent's estimated beginning salary based on a comparative analysis of comparable town salaries and also pay for the departing Superintendent's vacation leave payout.
9. Increase IT budget by \$12,000 – This adjustment will fund the cost to upgrade the Town's ambulance reporting software to comply with new State Office of Emergency Management reporting requirement. This unfunded mandate requires data on call data and is not related to billing services. Cost includes the purchase of the software and the first year's maintenance and service fee.
10. Increase Police Department budget by \$6,000 – The FY'18 budget includes funding for a Police Lieutenant position. In order to comply with State Civil Service requirements, the Town must hold an Assessment Center to rate and rank candidates for this position. This adjustment covers the one-time cost for a consultant to conduct this assessment to promote a Sergeant to the position of Lieutenant.
11. Increase Liability and Bonding Insurance budget by \$5,000 – This adjustment will fully fund the Town's bond premiums and insurance deductibles for FY'18.
12. Increase Town Hall Building Maintenance budget by \$14,650 – Fund a structural evaluation of the cupola at Town Hall to summarize the conditions observed and the recommended repairs to preserve this historic feature of Town Hall. This evaluation is required to understand the nature and extent of the repair work required at a cost of \$1,650. The compressor at Town Hall also requires replacement as it is failing and will likely not make it through this winter. The Town has solicited quotes and the low price to replace the compressor is \$8,000. Also, this account must be adjusted to full fund the cost of oil used to heat the Town Hall for FY'18 at a cost of \$5,000.

### **ARTICLE 3      VOCATIONAL TUITION**

To see if the Town will vote to transfer from available funds a sum of money as may be necessary to adjust the account established for Vocational Tuition expenses for Leicester

students in Article 11 of the May 2016 Annual Town Meeting the for the fiscal year beginning July 1, 2017, or take any action thereon.

**PROPOSED MOTION**

*I move the Town vote to pass over this article.*

**FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends passing over this article.

**ARTICLE 4      **1078 MAIN STREET RENT****

To see if the Town will vote to transfer from the Reserve for Appropriations account a sum of money to pay the rent for 1078 Main Street, or take any action thereon.

**PROPOSED MOTION**

*I move the Town vote to transfer \$10,000 from the Receipts Reserved for Appropriations account to the School Choice account to pay the rent for 1078 Main Street.*

**FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

**DESCRIPTION**

In August of 2017, the Town of Leicester closed on the sale of the School Administration Building located at 1078 Main Street. The Town of Leicester is in the process of relocating the School Administration to the vacant 3<sup>rd</sup> floor of Town Hall. The Town put the building out for sale twice and received one bonafide offer for \$50,000. In order to keep the buyer and move forward with the sale, the Town reached an agreement with the buyer to allow the School Administration to remain at 1078 Main Street for up to 10 months at a cost of \$1,000 per month while renovations are being completed at their new space in Town Hall. This article would backfill the School Choice account which has been temporarily used to pay for the monthly lease.

**ARTICLE 5      **TOWN HALL THIRD FLOOR RENOVATIONS****

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money in order to pay for Town Hall Renovations, or take any action thereon.

**PROPOSED MOTION**

*I move the Town vote to transfer \$45,000 from Free Cash and \$40,000 from the Receipts Reserved for Appropriations account to pay for Town Hall renovations.*

**FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

## DESCRIPTION

As discussed in the previous article, the Town is in the process of relocating the School Administration personnel to the vacant 3<sup>rd</sup> floor of Town Hall. The cost for required renovations to the 3<sup>rd</sup> floor is anticipated to be \$185,000 based on the architect's estimate. At the May 2012 Annual Town Meeting, voters authorized a borrowing of \$100,000 to fund part of these renovations with the idea that the proceeds from the sale of 1078 Main Street would also be used to fund the balance of the renovations. The Town sold 1078 Main Street for \$50,000 due to structural, hazardous materials and code issues estimated to cost over \$130,000. To keep the sole interested buyer, the Town closed on the sale of the building in August of 2017 and negotiated a lease-back agreement at a total cost of \$10,000. The Town is requesting the remaining \$40,000 balance from the sale proceeds be appropriated for this project. An additional \$45,000 is required to complete this project. These additional funds would come from Free Cash and would not be borrowed. The project will go out to bid this fall with an anticipated completion date of mid-April. The total project cost and sources of funds are summarized below:

1. \$100,000 borrowing authorization approved at May 2012 Annual Town Meeting
2. \$40,000 transfer of funds from the sale proceeds of 1078 Main Street
3. \$45,000 in Free Cash

## **ARTICLE 6      TOWN HALL COMPRESSOR & CUPOLA REPAIR/REPLACEMENT**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money in order to pay for repairs to or replacement of the Town Hall Cupola, or take any action thereon.

### PROPOSED MOTION

*I move the Town vote to pass over this article.*

### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends passing over this article.

## **ARTICLE 7      TOWN COMMON FLAGPOLE REPLACEMENT**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to pay for the replacement of the Town Common flagpole, or take any action thereon.

### PROPOSED MOTION

*I move the Town vote to transfer \$24,000 from Free Cash to pay for the replacement of the Town Common flagpole.*

### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends passing over this article because the Town needs more time to see if there is an opportunity for a business to fund this opportunity or to arrange for private donations to defer some of the cost, to find out if this is appropriate to place an antenna in or on for the Police, Fire or other, to

find out if we need an 80' flagpole or if shorter is an option and to find out if there is an opportunity to solicit local contractors who may have businesses in Town to donate the construction, concrete and hoisting expertise for the project.

#### DESCRIPTION

The 80-foot flagpole on the Town Common must be replaced due to structural issues including a severely cracked concrete base which puts the flagpole at risk of falling. The Town has solicited quotes and the cost to replace the flagpole is estimated at \$24,000 including installation.

### **ARTICLE 8      RESCIND HIGH SCHOOL ROOF BORROWING AUTHORIZATION**

To see if the Town will vote to rescind the excess borrowing authorization of the October 2015 Special Town Meeting Article 5 relative to the High School Roof Replacement Project, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to rescind \$187,301.26 in excess borrowing authorization as approved at the 2016 Fall Special Town meeting, Article 3, related to the High School Roof Replacement.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### DESCRIPTION

In 2016, Town Meeting approved borrowing up to \$187,301.26 to fund the replacement of the roof at the High School. Once put out to bid, the total cost of the project came to less than was originally estimated. As a result, the Town did not borrow funds to complete this project and the borrowing authorization needs to be rescinded. This will also help to improve the overall financial condition of the Town by eliminating the potential for borrowing these funds which impacts the Town's ability to borrow new funding as needed at a low interest rate.

### **ARTICLE 9      TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS**

To see if the Town will vote to amend Section 1.3 of the Town's Zoning Bylaws and insert a new Section 5.16, a zoning bylaw to enact a Temporary Moratorium on Recreational Marijuana Establishments, as on file in the Town Clerk's Office, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to pass over this article.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends passing over this article.

## **ARTICLE 10      LIVESTOCK AND BACKYARD POULTRY REGULATIONS**

To see if the Town will vote to amend Sections 1.3, 3.2, 3.30, 3.32 of the Town's Zoning Bylaws and insert a new Section 5.17 to regulate the keeping of livestock, chickens and other poultry of the Town's Zoning Bylaws as on file in the Town Clerk's Office, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to amend Sections 1.3, 3.2, 3.30, 3.32 of the Town's Zoning Bylaws and insert a new Section 5.17 to regulate the keeping of livestock, chickens and other poultry of the Town's Zoning Bylaws as on file in the Town Clerk's Office.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

Leicester's current Zoning Bylaw requires a special permit from the Zoning Board of Appeals for the raising of livestock (including chickens and other poultry). The purpose of this amendment is to eliminate the requirement for a special permit for the keeping of up to 6 female turkeys, ducks or chickens per lot in several zoning districts. This amendment also defines and clarifies the regulation of livestock and backyard poultry.

## **ARTICLE 11      PARKING REGULATIONS**

To see if the Town will vote to amend Section 5.1 and Section 5.8 of the Town's Zoning Bylaws to clarify parking requirements and to allow shared and off-site parking as on file in the Town Clerk's Office, or take any action thereon.

### **PROPOSED MOTION**

*I move the Town vote to amend Section 5.1 and Section 5.8 of the Town's Zoning Bylaws to clarify parking requirements and to allow shared and off-site parking as on file in the Town Clerk's Office.*

### **FINANCE ADVISORY COMMITTEE RECOMMENDATION**

The Finance Advisory Board recommends approval of this article.

### **DESCRIPTION**

The purpose of these amendments is to provide more flexibility in Leicester's parking requirements by allowing off-site parking on contiguous parcels in all zoning districts, off-site parking within 300 feet in the Business (B) district, and off-site parking anywhere in the Central Business (CB) district. In addition, these amendments allow the Planning Board to waive parking space size requirements in the B and CB districts.

## **ARTICLE 12      CEDAR MEADOW POND DONATION**

To see if the Town will authorize the Board of Selectmen to accept property located off of Rawson Street in Leicester and identified as "Cedar Meadow Pond", and that such acceptance



to be on such terms and conditions the Board of Selectmen deem appropriate, or take any action thereon.

#### PROPOSED MOTION

*I move the Town vote to authorize the Board of Selectmen to accept property located off of Rawson Street in Leicester and identified as "Cedar Meadow Pond", and that such acceptance to be on such terms and conditions the Board of Selectmen deem appropriate.*

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board does not recommend approval of this article. The Board considers that the liability and the cost of upkeep are a potential drain to Town resources and sees no gain to the taxpayers of Leicester by obtaining this property.

#### DESCRIPTION

The owner of Cedar Meadow Pond, Central Water District and Associates, has approached the Town with an offer to donate the pond to the Town for use as a fishing hole. This article would authorize the Selectmen to accept this donation once due diligence has been complete including an environmental assessment to determine if the property has any contamination issues.

### **SPECIAL TOWN MEETING REPORT November 14, 2017**

The following is a report of the Doings of the Special Town Meeting held at the Leicester Town Hall, Washburn Square on Tuesday, November 14, 2017. The Moderator, Donald A. Cherry, Jr., opened the meeting at 7:05 pm with 78 voters present stating the Town Clerk has informed me that a quorum is present; the meeting will come to order. Per General By-Laws of the Town of Leicester, this meeting is open only to Registered Voters of the Town of Leicester. If you are not a registered voter, or not a resident of Leicester, please take a seat to my left, behind the press table. Any person who is employed as an attorney by another interested in any matter under discussion at a Town Meeting shall disclose the fact of his or her employment before speaking thereon.

Tonight, we are joined by Scouts from Troop 125, who will lead us in the Pledge of Allegiance.

At this time, please join me in a moment of silence to observe the passing of John Colby, a longtime member of the Leicester Police Department, and the former Tax Collector Ed King.

Please remain standing to join me in observing a moment of silence to commemorate the service and sacrifice of our armed forces who defend our liberties and freedoms, and the members of our emergency management services who work to keep us safe here at home.

To streamline our meetings, rather than reading a review our basic rules and procedures, that review is listed in your meeting guides. That said, as your presiding officer, my primary roles are to maintain an open, fair and orderly meeting and to ensure that each member understands what we are doing. If anyone has a question, please ask.

For the record, I am in receipt of return of service of the warrant. Therefore, we may proceed.

In a moment, I will accept any procedural motions with regard to the conduct of this Town Meeting. Before I do, a couple of acknowledgements are in order.

Tonight, marks our first Town Meeting with Petrini & Associates as our Town Counsel. I'd like to welcome Attorney Amanda Zuretti, who has already provided some valuable input into our proceedings.

I have some feedback on the efforts of the members of the May 2017 Town Meeting. With a June 26, 2017 announcement, Attorney General Healy's office notified Town Clerk Deborah Davis that Articles 5, 25 and 26, which contained modifications to Leicester's By-Laws, were approved.

You may notice new velvet drapes at the front of the hall. These were provided by a generous donation from LCAC and additional funds from the Town Clerk's office. These drapes were something that former Assistant Town Clerk Linda Rowden had long advocated for, and not only to decorate this space but will serve as a fitting and steady reminder of Linda and her service to our town.

I'd also like to take a moment to thank Jim Purcell, our outgoing Interim Town Administrator for his services. Jim, you have served us well...again.

We also have the pleasure of welcoming our incoming Town Administrator, Mr. David Genereux. Mr. Genereux, we look forward to working with you.

I have been reminded that Highway Superintendent Tom Wood retires this Friday after 37 years of service to the town of Leicester. While Mr. Wood is not here this evening, it's appropriate to recognize his service.

Are there any other special announcements, proclamations, or recognitions which should be made at this time?

Dianna Provencher moved that the Town vote to dispense with the reading of the warrant, which is in the hands of the voters. VOTED UNANIMOUSLY

Dianna Provencher moved that the Town vote to dispense with a hand count by tellers on motions requiring a two-thirds vote, except when the vote or the method of voting is challenged, or when in the opinion of the Moderator, a hand count is necessary to establish a quantum of vote, or when the vote involves the potential to borrow money.

VOTED UNANIMOUSLY

Before we discuss Article 1 Moderator Cherry explained that prior year bills require a 9/10 majority for passage.

As a procedural note, this is not a new requirement. MGL Chapter has had this quantum requirement for some time, and we were made aware of it by our new Town Counsel.

ARTICLE 1. Sandra M. Wilson moved that the Town vote to transfer \$692.00 from Free Cash in order to pay bills from prior fiscal years as follows:

- \$200.00 to T-Mobile for the Police Department
- \$491.90 to Staples for the Town Clerk's Office

VOTED UNANIMOUSLY

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

On a procedural note, in the posted warrants, the monies for a new compressor for the town hall boiler were to be included in Article 6. This funding is now included in this motion and has been removed from the motion for Article 6.

Approved budget changes have allowed those funds to be included in this motion. Since notification for actions to be taken on these funds were included in the posted warrant, I consider this to be within scope and I will allow this motion as read.

ARTICLE 2. Sandra M. Wilson moved that the Town vote to transfer the sum of \$86,192 from the Ambulance Receipts Reserve for Appropriations to adjust the following budgets and to defray the costs of ambulance services and to defray expenses in the Fiscal Year 2018 operating budget of the Town.

- Increase Memorial Day budget by \$2,550
- Increase Senior Center budget by \$764
- Increase Animal Control budget by \$3,400
- Increase Fire Department budget by \$9,778
- Increase General Government budget by \$300
- Increase Ambulance Department budget by \$13,000
- Increase Town Owned Building Maintenance budget by \$12,750
- Increase Highway Department budget \$6,000
- Increase IT budget by \$12,000
- Increase Police Department budget by \$6,000
- Increase Liability and Bonding Insurance budget by \$5,000
- Increase Town Hall Building Maintenance budget by \$14,650

VOTED UNANIMOUS

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

#### ARTICLE 2-DESCRIPTION

This article requests that Town Meeting consider making twelve adjustments to the FY2018 operating budget of the Town. There were insufficient funds on hand at the time of the Annual Town Meeting to adequately cover the cost of providing EMS services. Transferring funds from the Ambulance Receipts Reserved Account will allow the Town to utilize available funds to offset the costs of providing EMS services to the Town and to defray a portion of the operating costs in the FY2018 budget.

13. Increase Memorial Day budget by \$2,350 – Restores budget to FY’17 level to fund annual Memorial Day Parade activities.
14. Increase Senior Center budget by \$764– Funds the 2% wage increase authorized for FY’18 for the Senior Center Director.
15. Increase Animal Control budget by \$3,400- Funds the Town’s new Inspector of Animals’ stipend and per diem compensation for quarantines. The Town has been without an Inspector of Animals for the past two years despite recruiting for the position four times. As a result, this line item had been dropped from the Animal Control budget.
16. Increase Fire Department budget by \$9,778 – A new 3-year collective bargaining agreement with the Leicester Firefighters’ Association was signed in July of 2017 after the 2018 budget was approved at May Town Meeting. The new agreement includes the following changes for FY’18:

- 3% salary increase at a cost of \$3,778
  - Longevity bonus for firefighters with at least 10 years of service at a cost of \$3,500
  - One-time stipend for new firefighters upon completion of Firefighter I and II training at a cost of \$2,500
17. Increase General Government budget by \$300 – Funds half of the Town custodian’s annual cell phone cost. The custodian manages three Town buildings and uses his personal cell phone to address issues at these buildings during work hours and to take after-hours emergency calls.
  18. Increase Ambulance Department budget by \$13,000 – The Town of Leicester signed a 3 year agreement with Comstar Ambulance Billing Service to perform billing and collection services on behalf of the Town’s ambulance department. For FY’18, Comstar receives a 3.25% collection fee on all funds brought in. This adjustment will pay the estimated annual cost to fund these services.
  19. Increase Town Owned Building Maintenance budget by \$12,750 – The Town owns Hillcrest Country Club and leases this property out. As the owner, the Town is responsible for repairs to the building. The rear Hillcrest deck has deteriorated to the point where it must be removed and replaced due to code and safety issues. The Town has solicited quotes and received a price of \$9,000 for this work. Also, the oil tanks at Hillcrest required replacement at a cost of \$3,750.
  20. Increase Highway Department budget \$6,000 – This adjustment will fund the new Highway Superintendent’s estimated beginning salary based on a comparative analysis of comparable town salaries and also pay for the departing Superintendent’s vacation leave payout.
  21. Increase IT budget by \$12,000 – This adjustment will fund the cost to upgrade the Town’s ambulance reporting software to comply with new State Office of Emergency Management reporting requirement. This unfunded mandate requires data on call data and is not related to billing services. Cost includes the purchase of the software and the first year’s maintenance and service fee.
  22. Increase Police Department budget by \$6,000 – The FY’18 budget includes funding for a Police Lieutenant position. In order to comply with State Civil Service requirements, the Town must hold an Assessment Center to rate and rank candidates for this position. This adjustment covers the one-time cost for a consultant to conduct this assessment to promote a Sergeant to the position of Lieutenant.
  23. Increase Liability and Bonding Insurance budget by \$5,000 – This adjustment will fully fund the Town’s bond premiums and insurance deductibles for FY’18.
  24. Increase Town Hall Building Maintenance budget by \$14,650 – Fund a structural evaluation of the cupola at Town Hall to summarize the conditions observed and the recommended repairs to preserve this historic feature of Town Hall. This evaluation is required to understand the nature and extent of the repair work required at a cost of \$1,650. The compressor at Town Hall also requires replacement as it is failing and will likely not make it through this winter. The Town has solicited quotes and the low price to replace the compressor is \$8,000. Also, this account must be adjusted to full fund the cost of oil used to heat the Town Hall for FY’18 at a cost of \$5,000.

ARTICLE 3. Dianna Provencher moved that the Town vote to pass over this article. (Vocational Tuition)  
VOTED UNANIMOUSLY

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends passing over this article.

ARTICLE 4. Brian P. Green moved that the Town vote to transfer \$10,000 from the Receipts Reserved for Appropriations account to the School Choice account to pay the rent for 1078 Main Street. VOTED BY A SIGNIFICANT MAJORITY

FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

ARTICLE 5. Douglas A. Belanger moved that the Town vote to transfer \$45,000 from Free Cash and \$40,000 from the Receipts Reserved for Appropriations account to pay for Town Hall renovations. VOTED BY A SIGNIFICANT MAJORITY

DESCRIPTION

As discussed in the previous article, the Town is in the process of relocating the School Administration personnel to the vacant 3<sup>rd</sup> floor of Town Hall. The cost for required renovations to the 3<sup>rd</sup> floor is anticipated to be \$185,000 based on the architect's estimate. At the May 2012 Annual Town Meeting, voters authorized a borrowing of \$100,000 to fund part of these renovations with the idea that the proceeds from the sale of 1078 Main Street would also be used to fund the balance of the renovations. The Town sold 1078 Main Street for \$50,000 due to structural, hazardous materials and code issues estimated to cost over \$130,000. To keep the sole interested buyer, the Town closed on the sale of the building in August of 2017 and negotiated a lease-back agreement at a total cost of \$10,000. The Town is requesting the remaining \$40,000 balance from the sale proceeds be appropriated for this project. An additional \$45,000 is required to complete this project. These additional funds would come from Free Cash and would not be borrowed. The project will go out to bid this fall with an anticipated completion date of mid-April. The total project cost and sources of funds are summarized below:

4. \$100,000 borrowing authorization approved at May 2012 Annual Town Meeting
5. \$40,000 transfer of funds from the sale proceeds of 1078 Main Street
6. \$45,000 in Free Cash

FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

ARTICLE 6. Dianna Provencher moved that the Town vote to pass over this article. (TOWN HALL COMPRESSOR & CUPOLA REPAIR/REPLACEMENT) VOTED UNANIMOUSLY

FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends passing over this article.

Before discussion of Article 7 it was explained by the Moderator that if we vote to pass over this article a simple majority is required however if we do not pass over it would require a ballot vote because finance advisory did not 100% recommend passage of this article.

ARTICLE 7. Douglas A. Belanger moved that the Town vote to transfer \$24,000 from Free Cash to pay for the replacement of the Town Common flagpole.

VOTED BY A SIGNIFICANT MAJORITY (Ballot count 96 for and 13 against; motion passed)

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends passing over this article because the Town needs more time to see if there is an opportunity for a business to fund this opportunity or to arrange for private donations to defer some of the cost, to find out if this is appropriate to place an antenna in or on for the Police, Fire or other, to find out if we need an 80' flagpole or if shorter is an option and to find out if there is an opportunity to solicit local contractors who may have businesses in Town to donate the construction, concrete and hoisting expertise for the project.

ARTICLE 8. Brian P. Green moved that the Town vote to rescind \$187,301.26 in excess borrowing authorization as approved at the 2016 Fall Special Town meeting, Article 3, related to the High School Roof Replacement.  
VOTED UNANIMOUSLY

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

ARTICLE 9. Brian P. Green moved that the Town vote to pass over this article. (TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS) VOTED BY A SIGNIFICANT MAJORITY

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends passing over this article.

ARTICLE 10. Dianna Provencher moved that the Town vote to amend Sections 1.3, 3.2, 3.30, 3.32 of the Town's Zoning Bylaws and insert a new Section 5.17 to regulate the keeping of livestock, chickens and other poultry of the Town's Zoning Bylaws as on file in the Town Clerk's Office.

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

ARTICLE 10. After much discussion on (LIVESTOCK AND BACKYARD POULTRY REGULATIONS) Sue Sears made a motion to pass over Article 10 until the Annual Town Meeting.  
The moderator declared on a pass over vote that all that is required is a majority vote.  
VOTED BY A SIGNIFICANT MAJORITY

ARTICLE 11. Sandra M. Wilson moved that the Town vote to amend Section 5.1 and Section 5.8 of the Town's Zoning Bylaws to clarify parking requirements and to allow shared and off-site parking as on file in the Town Clerk's Office.

A 2/3 vote is required on zoning amendments per Town bylaw- the sense of the meeting shall be determined by a show of hands, and the Moderator shall declare the vote as it appears to him. VOTED BY A SIGNIFICANT MAJORITY

#### FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board recommends approval of this article.

ARTICLE 12. Dianna Provencher moved that the Town vote to authorize the Board of Selectmen to accept property located off of Rawson Street in Leicester and identified as "Cedar Meadow Pond", and that such

acceptance to be on such terms and conditions the Board of Selectmen deem appropriate. DEFEATED BY A SIGNIFICANT MAJORITY

FINANCE ADVISORY COMMITTEE RECOMMENDATION

The Finance Advisory Board does not recommend approval of this article. The Board considers that the liability and the cost of upkeep are a potential drain to Town resources and sees no gain to the taxpayers of Leicester by obtaining this property.

Dianna Provencher moved that the Town vote to adjourn the Special Town Meeting at 8:57 pm with 121 voters present. VOTED UNANIMOUSLY

February 12, 2018

Deborah K. Davis, Town Clerk  
Town of Leicester  
3 Washburn Square  
Leicester, MA 01524

**RE: Leicester Special Town Meeting of November 14, 2017 – Case # 8688  
Warrant Article # 11 (Zoning)**

Dear Ms. Davis:

**Article 11** – We approve Article 11 from the November 14, 2017 Leicester Special Town Meeting.

**Note:** Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the Town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) general by-laws and amendments take effect on the date these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) zoning by-laws and amendments are deemed to have taken effect from the date they were approved by the Town Meeting, unless a later effective date is prescribed in the by-law.

Very truly yours,  
MAURA HEALEY  
ATTORNEY GENERAL

**Board of Assessors**

In accordance with Chapter 3, section 3 of the Town by-laws, we herewith report the fiscal year 2017 value of town owned property.

Location	Real Estate Map & Parcel	Assessed Value
Town Hall	20A/B13	\$1,679,400

Police station & Ball Field	21/A3	2,360,000
Town Garage	30/A6	327,300
School Adm. Bldg.	19B/B19	165,100
High/Primary Schools	15/A19.1	28,355,700
Middle School	15/A14	6,356,200
Memorial School	39/A7	4,767,600
Leicester Fire Station	19B/A3	222,600
Cherry Valley Fire Station	23A/C15	145,200
Rochdale Fire Station	46C/B3	212,800
Senior Center	15/A14.1	367,800
Greenville Library	47A/A2	94,700
Leicester Library	19B/B30	441,000
Rochdale Library	46B/A1.9	7,300
Golf Course	30/A1.1- 30A/A24	899,600
Town Common	20A/C1	69,400
Towtaid Park	23D/B19	75,200
Town Beach	18/A1,2,3	502,000
Rochdale Park	46/A3	74,400
Community Field	21B/A1	69,500
Town Landfill	12/C12 15/A3	308,000
Lions Park	23A/A32	49,400
Misc. Vacant/tax title Lots		1,326,300

**Estimated value of Town owned Personal Property**

Animal Control	\$ 9,000
Fire Department	1,896,000
Police Department	236,815
Highway Department	1,228,929
School Department	1,500,000
EMS	410,000
Library	679,617
Senior Center	60,000
Town Hall	70,000
Tree Warden	2,500
Recycle Center	25,000
Parks / Recreation	9,000
Arts	500
Bandstand	500



### **Total Values of Town owned Property**

Real Estate	\$48,876,500
Personal property	\$6,127,861
<b>TOTAL</b>	<b>\$55,004,361</b>

### **FY 2017 Recap Summary**

#### **Assessed Value**

Real Estate	\$882,647,869
Personal	29,921,310
<b>Total</b>	<b>\$912,569,179</b>

#### **Tax Rate Summary**

Total amount to be raised	\$29,575,968.95
Total estimated receipts and other revenue sources	\$15,449,398.06

**Tax levy** **\$14,126,570.89**

**Tax Rate** **\$15.48**

#### **Total amount to be raised**

Appropriations	\$28,316,140.06
Cherry Sheet offsets	\$580,394.00
Overlay deficit prior years	0
Cherry Sheet Charges	\$529,111.00
Overlay	\$150,323.89
<b>Total</b>	<b>\$29,575,968.95</b>

#### **Receipts**

Cherry Sheet Receipts	\$2,090,907.00
MA School Building Authority Payments	
Local Receipts	2,102,100.00
From Free Cash	508,773.06
Other available funds	747,618.00
<b>Total</b>	<b>\$15,449,398.06</b>

### **FINANCE ADVISORY BOARD**

As we close FY'17 we, as your Finance Advisory Board, think the town had a good year. Budgets were tight and all departments had no big surprises except for unanticipated audit expenditures in the Treasurer's office in the

amount of \$4,500 and unanticipated EMS wages to fund a temporary EMT to backfill a position in the amount of \$9,475. We end the year with a surplus balance of \$36,025 and FY'16's balance was \$35,500 so Town departments are

budgeting appropriately. We would like to thank the Select Board and all employees of the

Town for their hard work and continued dedication.

## Accountant

### Town of Leicester Balance Sheet –June 30, 2017 General Fund

CASH-General Fund	4,450,796.19	Warrants Payable	553,831.41
Petty Cash Advance-Collector	150.00	Unclaimed Tailings	21,781.12

#### TAX RECEIVABLES

06 Personal Property Tax	284.08	Deferred Revenue-Property Taxes	311,731.59
07 Personal Property Tax	264.22	04 Provision for Abate/Exempt	8,400.00
08 Personal Property Tax	79.82	05 Provision for Abate/Exempt	3,900.00
09 Personal Property Tax	359.21	06 Provision for Abate/Exempt	9,769.20
10 Personal Property Tax	576.75	08 Provision for Abate/Exempt	14,477.52
11 Personal Property Tax	856.03	09 Provision for Abate/Exempt	9,827.41
12 Personal Property Tax	1,032.66	10 Provision for Abate/Exempt	7,217.18
13 Personal Property Tax	1,128.51	11 Provision for Abate/Exempt	24,473.15
14 Personal Property Tax	1,505.86	12 Provision for Abate/Exempt	15,428.77
15 Personal Property Tax	1,485.25	13 Provision for Abate/Exempt	51,313.10
16 Personal Property Tax	872.45	14 Provision for Abate/Exempt	10,615.35
17 Personal Property Tax	4,566.74	15 Provision for Abate/Exempt	22,296.68
09 Real Estate Tax	2,202.59	16 Provision for Abate/Exempt	45,203.03
10 Real Estate Tax	4,091.41	17 Provision for Abate/Exempt	39,133.22
11 Real Estate Tax	4,328.47		
12 Real Estate Tax	5,421.33		
13 Real Estate Tax	6,058.31		
14 Real Estate Tax	5,759.54		
15 Real Estate Tax	55,546.74		
16 Real Estate Tax	161,576.84		
17 Real Estate Tax	315,789.39		

#### M V EXCISE

04 M V Excise	5,481.99
05 M V Excise	7,853.34
06 M V Excise	7,646.99
07 M V Excise	7,442.29
08 M V Excise	7,884.58
09 M V Excise	13,076.11
10 M V Excise	4,058.79
11 M V Excise	3,124.64

12 M V Excise	3,372.47		
13 M V Excise	6,535.99		
14 M V Excise	7,713.86		
15 M V Excise	13,797.60		
16 M V Excise	32,351.98		
17 M V Excise	147,729.11	Deferred Revenue-M V Excise	268,069.74
<b>BOAT EXCISE</b>			
10 Boat Excise	351.07		
11 Boat Excise	308.00		
12 Boat Excise	239.91		
13 Boat Excise	265.65		
14 Boat Excise	414.00		
15 Boat Excise	292.42		
16 Boat Excise	354.49		
17 Boat Excise	973.00	Deferred Revenue-Boat Excise	3,198.54
<b>TAX LIENS &amp; FORECLOSURES</b>			
Tax Liens Receivable	179,298.30	Deferred Revenue-Tax Liens	179,298.30
61 61A 61B Withdrwl/Rollback Tax	(221.69)	Deferred Revenue-61 Rollback/Withdrwal Tax	(221.69)
Tax Deferrals	5,742.60	Deferred Revenue-Tax Deferrals	5,742.60
Tax Foreclosures Receivable	143,448.69	Deferred Revenue-Tax Foreclosures	143,448.69
<b>DEPARTMENT RECEIVABLES:</b>			
Veterans' Reimbursements	77,445.87	Deferred Revenue-Dept. Receivables	77,445.87
		Fund Bal Reserve for Encumbrances	1,679,814.62
		Fund Bal Reserve for Expenditures	651,402.00
		Fund Bal Petty Cash	150.00
		Fund Bal Reserve for Bond Premium	13,627.34
		Unreserved Fund Balance	1,530,339.70
<b>TOTAL GENERAL FUND</b>	<b>5,701,714.44</b>		<b>5,701,714.44</b>
<b>SPECIAL REVENUE FUND</b>			
Cash-Special Revenues	3,517,452.84	Warrants Payable	63,392.69
Due from Other Government	43,941.04		
<b>RECEIVABLES</b>			
Ambulance Receivables	891,386.82	Deferred Revenue-Ambulance	891,386.82
Title V Apportioned Assessments		Deferred Revenue-Title V Apportioned Assessments	
Not Yet Due	31,049.02	Not Yet Due	31,049.02
		Fund Bal Reserve for Appropriation	253,440.72

		Fund Bal Reserve for Expenditures	310,168.00
		Fund Bal Reserve for Encumbrances	<u>2,934,392.47</u>
<b>TOTAL SPECIAL REVENUE</b>	<b>4,483,829.72</b>		<b>4,483,829.72</b>
<b>CAPITAL PROJECT FUND</b>			
CASH	6,005,356.55	Warrants Payable	557,880.80
Due from Other Government	2,630.00	Retainage Payable	144,279.87
		BAN Payable	1,657,415.00
<b>RECEIVABLES</b>			
Gov't -Chap 90 Receivable	231,972.43	Deferred Revenue-Gov't Receivable	231,942.43
Due from MSBA	168,935.00	Deferred Revenue-MSBA	168,935.00
		Fund Bal Reserve for Encumbrances	<u>3,648,410.88</u>
<b>TOTAL CAPITAL PROJECTS</b>	<b>6,408,893.98</b>		<b>6,408,863.98</b>
<b>AGENCY FUNDS</b>			
CASH-AGENCY	206,012.44	Warrants Payable	65,035.53
Due from Other Governments	52,334.25	Due to Districts	82,997.09
District Taxes	41,799.27	Due to Other	6,859.60
District Betterments / Liens	88,343.71	Deferred Revenue - District	
District Tax Deferrals	15,921.63	Taxes/Betterment/Liens	130,142.98
District Tax Liens Receivable	78,455.11	Deferred Revenue - District	
District Tax Foreclosures	<u>25,729.43</u>	Liens/Deferrals/Foreclosures	120,106.17
<b>TOTAL AGENCY</b>	<b>508,595.84</b>	Reserved for Encumbrance	<u>103,454.47</u>
		<b>TOTAL LIABILITIES</b>	<b>508,595.84</b>
<b>STABILIZATION</b>			
CASH-STABILIZATION	703,455.20	Fund Bal Undesignated Stabilization	678,262.74
		Fund Bal Capital Projects Stabilization	36.94
		Fund Bal Hillcrest Capital Stabilization	<u>25,155.52</u>
<b>TOTAL STABILIZATION</b>	<b>703,455.20</b>		<b>703,455.20</b>
<b>OTHER TRUSTS</b>			
CASH-OTHER TRUSTS	516,383.29	Warrants Payable	21,821.75
		Fund Balance Total per Trust Detail	<u>494,561.54</u>

**Town of Leicester – Combined Balance Sheet  
June 30, 2017**

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Trust Funds</u>	<u>Agency</u>	<u>G.L.T.D.A.</u>	<u>Combined Totals</u>
CASH-UNRESTRICTED	4,450,796.19	3,517,452.84	6,005,356.55	1,219,838.49	206,012.44		
PETTY CASH-COLLECTOR	150.00						
REAL ESTATE TAX RECEIVABLE	560,774.62						
PERSONAL PROPERTY TAX RECEIVABLE	13,011.58						
PROV. FOR ABATES/EXEMPTS	(262,054.61)						
DISTRICT TAXES					41,799.27		
BETTERMENTS & LIENS					88,343.71		
TAX LIENS RECEIVABLE	179,298.30				78,455.11		
TAX FORECLOSURES RECEIVABLE	143,448.69				25,729.43		
TAX DEFERRALS RECEIVABLE	5,742.60				15,921.63		
61 61A 61B WITHDRWL/ROLLBACK REC	(221.69)						
M V EXCISE TAX RECEIVABLE	268,069.74						
BOAT EXCISE TAX RECEIVABLE	3,198.54						
VETERAN'S RECEIVABLE	77,445.87						
AMBULANCE RECEIVABLE		891,386.82					
BOH TITLE V APPORTIONED NOT YET DUE		31,049.02					
GOV'T RECEIVABLES-CHAP 90 / MSBA			400,907.43				
DUE FROM OTHER GOVS		43,941.04	2,630.00		52,334.25		
LONG TERM DEBT						3,352,489.37	
<b>TOTAL ASSETS</b>	<b>5,439,659.83</b>	<b>4,483,829.72</b>	<b>6,408,893.98</b>	<b>1,219,838.49</b>	<b>508,595.84</b>	<b>3,352,489.37</b>	<b>21,413,307.23</b>
WARRANTS PAYABLE	553,831.41	63,392.69	557,880.80	21,821.75	65,035.53		
UNCLAIMED TAILINGS	21,781.12						
BAN PAYABLE			1,657,415.00				
RETAINAGE PAYABLE			144,279.87				
DEF REVENUE RE & PP	311,731.59				41,799.27		
DEF REVENUE BETTERMENT/LIENS					88,343.71		
DEF REVENUE TAX LIENS	179,298.30				78,455.11		
DEF REVENUE TAX FORECLOSURES	143,448.69				25,729.43		
DEF REVENUE TAX DEFERRALS	5,742.60				15,921.63		
DEF REVENUE 61 WITHDRWL/ROLLBACK	(221.69)						
DEF REVENUE MV EXCISE	268,069.74						
DEF REVENUE BOAT EXCISE	3,198.54						
DEF REVENUE VETERAN'S DEPT	77,445.87						
DEF REVENUE AMBULANCE		891,386.82					
DEF REVENUE BOH TITLE V NOT YET DUE		31,049.02					
DEF REVENUE-GOV'T RECEIVABLE			231,942.43				
DUE TO OTHER GOV'TS			168,935.00		52,334.25		
LONG TERM LEASE PAYABLE							
LONG TERM DEBT PAYABLE						3,352,489.37	
<b>TOTAL LIABILITIES</b>	<b>1,564,326.17</b>	<b>985,828.53</b>	<b>2,760,453.10</b>	<b>21,821.75</b>	<b>367,618.93</b>	<b>3,352,489.37</b>	<b>9,052,537.85</b>

FB RES FOR ENCUMBRANCES	1,679,814.62	2,934,392.47	3,648,410.88	494,561.54	103,454.47		
FB RES FOR EXPENDITURES	692,402.00	310,168.00					
FB RES FOR EXP DEBT	8,815.00						
FB RES FOR APPROPRIATION		253,440.72					
FB RES BOND PREMIUM	13,627.34						
FB PETTY CASH	150.00						
UNDESIGNATED FUND BALANCE	1,480,524.70			703,455.20			
<b>TOTAL FUND BALANCE</b>	<b>3,875,333.66</b>	<b>3,498,001.19</b>	<b>3,648,410.88</b>	<b>1,198,016.74</b>	<b>103,454.47</b>	<b>0.00</b>	<b>12,323,216.94</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>5,439,659.83</b>	<b>4,483,829.72</b>	<b>6,408,863.98</b>	<b>1,219,838.49</b>	<b>471,073.40</b>	<b>3,352,489.37</b>	<b>21,375,754.79</b>
MEMO:							
BONDS AUTHORIZED						15,964,385.00	
BONDS AUTHORIZED/UNISSUED						15,964,385.00	

**Fiscal Year 2017 Encumbrances**

		<b>General Fund</b>
01-100-5200-006	Blighted Bldg Control - STM 10/00	5,087.81
01-100-5213-006	Rochdale Park Lighting - STM 10/12	500.00
01-100-5214-005	Preservation of Town Records STM 10/13	16,606.22
01-100-5216-006	Town Owned Historic Properties Maint & Repair STM 10/15	3,000.00
01-100-5216-013	Stormwater Mgmt ATM 05/15	12,139.98
01-100-5216-015	Water/Wastewater Infrastructure ATM 05/15	38,000.00
01-100-5216-016	Town Owned Dams Study/Design/Repair ATM 05/15	11,911.26
01-100-5216-060	Vegetation Management STM 05/16	6,000.00
01-100-5217-007	Greenville Pond Dam Spillway Analysis STM 05/17	12,000.00
01-100-5217-008	Solar Develoment STM 11/16	9,000.00
01-100-5217-015	Stormwater Mgmt ATM 05/16	12,000.00
01-100-5217-021	Landfill-Groundwater & Other Studies	6,431.06
01-100-5217-910	Vocational Tuition ATM 05/16	4,938.69
01-100-5715-016	Founders Day Celebration ATM 05/14	1,850.00
01-100-5805-002	T H Entryways Repairs STM 05/05	1,009.03
01-100-5807-007	Burncoat Park Environmental Services STM 11/06	14,477.50
01-100-5808-023	Moosehill Study ATM 05/07	3,697.10
01-100-5815-008	Town/School Energy Upgrades STM 05/15	10,636.50
01-100-5816-292	New Animal Control Vehicle 11/15	8,498.00
01-100-5817-005	Recycling Compacting Equip STM 11/16	534.08
01-101-5809-001	Voting Machines ATM 05/08	3,853.76

01-101-5815-007	Radio Improvements STM 05/15	160,813.71
01-101-5816-009	Fire Records Mgmt System ATM 05/15	25,069.49
01-101-5817-050	Aerial Scope Tower Truck STM 05/17	25,000.22
02-114-5100-217	FY17 C/O Moderator Salary	81.00
02-161-5200-217	FY17 C/O Town Clerk	4,000.00
02-210-5200-217	FY17 C/O Police Expense	150.00
02-292-5200-217	FY17 C/O Animal Control	253.33
02-300-5100-217	FY17 C/O School Encumbered Salaries	1,172,054.04
02-300-5200-217	FY17 C/O School Expense	110,221.84
	<b>TOTAL FY 2017 GENERAL FUND ENCUMBRANCES</b>	<b>1,679,814.62</b>
		<b>CPF FUNDS</b>
30-101-5816-001	New Fire/EMS Headquarters	3,759,698.67
30-101-5816-002	Town Hall ADA Renovations	647,057.13
30-101-5816-003	Leicester Public Library Project	8,269,134.29
30-101-5816-004	Town/School Energy Upgrades	19,165.00
33-101-5816-005	Leicester H S Roof Project	699,676.22
	<b>TOTAL FY 2017 CAPITAL PROJECTS FUND ENCUMBRANCES</b>	<b>13,394,731.31</b>

**Expenditure Report**  
**JULY 1, 2016 - JUNE 30, 2017**

	<u>Budgeted</u>	<u>Expended</u>	<u>Carryover</u>	<u>Turnback</u>
100-Special Articles	1,325,303.23	1,144,994.40	178,317.23	1,991.60
101-Capital Improvement Budget	536,588.57	321,712.16	214,737.18	139.23
111-Legal Department	59,000.00	59,000.00		0.00
114-Moderator	151.00	0.00	81.00	70.00
114-Moderator FY16 C/O	81.00	81.00		0.00
122-Selectmen's Department	273,465.00	268,031.50		5,433.50
130-Reserve Fund (Balance)	36,025.00	0.00		36,025.00
131-Advisory Board	875.00	204.00		671.00
135-Accountant's Department	124,375.00	122,714.06		1,660.94
141-Assessors' Department	112,182.00	111,032.81		1,149.19
145-Treasurer's Department	163,769.00	143,077.58		20,691.42
147-Tax Title-Collector	18,000.00	6,786.93		11,213.07
147-Tax Title-Collector FY16 C/O	2,034.00	2,033.60		0.40
152-Personnel Board	250.00	250.00		0.00
155-I T (Data Processing)	111,785.00	104,619.19		7,165.81

161-Town Clerk's Department	94,458.00	86,018.92	4,000.00	4,439.08
162-Elections & Registrations	33,900.00	32,324.19		1,575.81
179-Regional Services	2,919.00	2,917.21		1.79
180-Development & Inspectional Services	224,174.00	213,639.63		10,534.37
192-Town Owned Property	4,500.00	4,035.00		465.00
197-Town Hall Building Maintenance	44,432.00	33,559.49		10,872.51
198-Town Hall Telephones	6,400.00	5,678.75		721.25
210-Police Department	1,894,365.00	1,893,324.20	150.00	890.80
210-Police Department FY16 C/O	1,642.00	988.21		653.79
220-Fire Department	265,949.00	260,384.43		5,564.57
231-Ambulance Department	390,390.00	384,935.17		5,454.83
241-Code Department	103,967.00	101,778.21		2,188.79
290-Emergency Management	4,720.00	4,273.00		447.00
292-Animal Control	30,100.00	27,750.87	253.33	2,095.80
296-Insect Pest Control	8,900.00	8,900.00		0.00
310-362 School Department	15,737,396.05	14,455,120.17	1,282,275.88	0.00
300-School Department FY16 C/O	1,139,403.84	1,136,188.30		3,215.54
420-Highway Department	693,775.00	606,299.38		87,475.62
423-Snow & Ice	243,750.00	243,746.07		3.93
424-Street Lights	78,904.00	60,852.86		18,051.14
541-Council on Aging	86,918.00	77,472.41		9,445.59
543-Veteran's Services	109,750.00	96,223.45		13,526.55
545-Veteran's Graves Registration	2,390.00	2,380.00		10.00
610-Public Library	185,005.00	183,228.74		1,776.26
630-Parks & Recreation	6,060.00	6,060.00		0.00
691-Historical Commission	950.00	0.00		950.00
692-Memorial Day Committee	2,790.00	2,245.53		544.47
692-Memorial Day Committee FY16	350.00	350.00		0.00
710-Maturing Debt-Principal	828,208.00	644,892.30		183,315.70
751-Maturing Debt-Interest	210,891.00	210,386.50		504.50
752-Temporary Loan Interest	11,200.00	11,200.00		0.00
753-Bond Issue Costs	1,500.00	0.00		1,500.00
911-Worc Regional Retirement	1,024,269.00	1,024,269.00		0.00
912-Workers Compensation	191,034.00	186,023.00		5,011.00
913-Unemployment Benefits	81,830.00	80,086.43		1,743.57
913-Unemployment Benefits FY16 C/O	9,318.00	9,317.05		0.95
914-Employee Benefits	2,882,509.00	2,770,560.43		111,948.57
945-Liability Insurance	136,963.00	130,231.78		6,731.22
<b>TOTALS</b>	<b>29,539,863.69</b>	<b>27,282,177.91</b>	<b>1,679,814.62</b>	<b>577,871.16</b>

915-State Assessments	<u>529,111.00</u>	<u>572,683.00</u>	-	<u>(43,572.00)</u>
<b>GRAND TOTALS</b>	<b>30,068,974.69</b>	<b>27,854,860.91</b>	<b>1,679,814.62</b>	<b>534,299.16</b>



Permanent Trust Funds

FB-Cherry Valley Cemetery Trust	18,819.00
FB-Dorothy J Warren Trust	17,027.72
FB-OPEB Liability Trust	35,815.01

Expendable Trust Funds

FB-CV Cemetery Trust	2,148.38
FB-Newhall Trust	19,141.87
FB-Southgate Trust	30,550.11
FB-I H Thomas Trust	1,512.73
FB-Capital Expend.Trust	3,451.62
FB-Postwar Rehab Trust	1,431.54
FB-Arts Council Trust	8,833.01
FB-Dorothy J Warren Trust	206.96
FB-Health Insurance Trust	6,854.09
FB-Open Space Trust	1,258.84
FB-Oakridge Estates	875.51
FB-Stafford Hills Estates	5,555.09
FB-Briarcliff Estates Trust	1,397.25
FB-Grandview Estates	122.48
FB-Pondview Estates	1,519.23
FB-Collier Acres	1,509.39
FB-Hammond St Subdivision	3,578.54
FB-Boutilier Estates	0.58
FB-Veterinary Clinic - Besse	0.10
FB-1603-1605 Main Street	0.51
FB-Central Mass Crane	0.03
FB-Boutilier Rd Solar	0.08
FB-Stafford St - Solar Project	640.73
FB-Seaboard Solar	1,868.52
FB-Cumberland Farms	0.21
FB-Sunconnect	3,038.36
FB-Verizon Wireless Facility	1,609.14
FB-Royal Dragon Inc	1.04
FB-Borrego Solar Farm	3,082.43
FB-148 Henshaw St - Solar Project	493.91
FB-1181 Main St - Mike's Donuts	221.43
FB-LaFlash Boutilier Road - Solar	498.23
FB-100 S Main St - AA Trans	0.50
FB-Curtis Storage Facility	1,389.43
FB-Office Warehouse - Menard	2,968.50
FB-National Grid Solar Project	2,016.00
FB-Eastern Pearl LLC	0.00

FB-M D Harrington Dev Inc	5,367.76
FB-Mark Riel Performance Bond	5,293.43
FB-C Carrington Performance Bond	2,087.37
FB-Melvyn Glickman/Depot Assoc Performance Agreement	4,317.85
FB-Boutilier Estates Concom	508.66
FB-Moose Hill Road Surety - Curtis	3,003.56
FB-Stafford Hll Estates Surety	49,813.32
FB-Pondview Estates Surety	43,311.39
FB-Collier Estates Surety	32,564.79
FB-Grandview Estates Surety	33,739.35
FB-High School Student Act	73,575.01
FB-Memorial School Student Act.	11,562.59
FB-Primary School Student Activity	31,197.95
FB-Middle School Student Act.	15,295.74
FB-Rhonda Soojian Scholarship Trust	<u>3,484.67</u>
	<b>494,561.54</b>

#### Other Revolving Funds – FY 2017

	Balance				
<u>DONATIONS</u>	<u>Forward</u>	<u>Revenue +</u>	<u>Expenses -</u>	<u>Transfer to GF -</u>	<u>End Balance</u>
FB – DONATIONS – FOUNDERS DAY CELEBRATION	2,050.25	0.00	0.00	0.00	2,050.25
FB – DONATIONS – COPELAND LIBRARY	691.82	0.00	0.00	0.00	691.82
FB – DONATIONS – TOWN MISCELLANEOUS	510.00	200.00	0.00	0.00	710.00
FB – DONATIONS – POLICE	16,660.44	1,915.00	1,490.96	0.00	17,084.48
FB – DONATIONS – DARE	1,871.41	4,000.00	0.00	0.00	5,871.41
FB – DONATIONS – RDTF SEIZURES RELEASED	40,133.91	62,034.88	51,742.68	0.00	50,426.11
FB – DONATIONS – FIRE	11,397.19	0.00	1,000.00	0.00	10,397.19
FB – DONATIONS – AMBULANCE	6,206.96	0.00	365.78	0.00	5,841.18
FB – DONATIONS – HIGHWAY	7,471.99	0.00	0.00	0.00	7,471.99
FB – DONATIONS – KEEP LEICESTER GREEN	250.00	0.00	0.00	0.00	250.00
FB – DONATIONS – COA	70,067.83	5,802.00	4,576.44	0.00	71,293.39
FB – DONATIONS – LIBRARY	0.00	0.00	0.00	0.00	0.00
FB – DONATIONS – RECREATION	10,802.39	4,957.00	0.00	0.00	15,759.39
FB – DONATIONS – SCHOOLS	11,096.62	32,503.76	31,189.24	0.00	12,411.14
<b><u>TOTAL DONATIONS:</u></b>	<b><u>179,210.81</u></b>	<b><u>111,412.64</u></b>	<b><u>90,365.10</u></b>	<b><u>0.00</u></b>	<b><u>200,258.35</u></b>

	Balance				
<u>RESERVE FOR APPROPRIATION</u>	<u>Forward</u>	<u>Revenue +</u>	<u>Expenses -</u>	<u>Transfer to GF -</u>	<u>End Balance</u>
RESERVE FOR APPROPRIATION – AMBULANCE FEES	117,519.50	373,909.12	0.00	413,195.00	78,233.62
RESERVE FOR APPROPRIATION – INSURANCE REIMB > \$20,000.	0.00	0.00	0.00	0.00	0.00
RESERVE FOR APPROPRIATION – NOI FEES (WETLANDS)	22,399.00	3,275.50	1,020.52	3,882.00	20,771.98
RESERVE FOR APPROPRIATION – SALE OF CEMETERY LOTS	9,260.00	0.00	0.00	0.00	9,260.00
RESERVE FOR APPROPRIATION – TITLE V	153,439.32	3,851.41	0.00	19,944.00	137,344.73
RESERVE FOR SEPTIC ASSISTANCE PROGRAM – TITLE V	1,342.00	0.00	0.00	0.00	1,342.00
RESERVE FOR APPROPRIATION – WATERWAY IMPROVEMENT	7,830.39	0.00	0.00	0.00	7,830.39
<b><u>TOTAL RESERVE FOR APPROPRIATION:</u></b>	<b><u>311,790.21</u></b>	<b><u>381,036.03</u></b>	<b><u>1,020.52</u></b>	<b><u>437,021.00</u></b>	<b><u>254,782.72</u></b>

	<b>Balance</b>				
<b><u>REVOLVING FUNDS</u></b>	<b><u>Forward</u></b>	<b><u>Revenue +</u></b>	<b><u>Expenses -</u></b>	<b><u>Transfer to GF -</u></b>	<b><u>End Balance</u></b>
FB – TOWN HALL LEASING & RENTAL REVOLVING	19,135.66	923.46	6,660.78	0.00	13,398.34
FB – POLICE DEPT TRAINING REVOLVING	7,355.80	2,880.00	4,979.79	0.00	5,256.01
FB – AMBULANCE TRAINING REVOLVING	482.05	0.00	0.00	0.00	482.05
FB – CODE REVOLVING	86,396.33	75,090.48	47,621.33	0.00	113,865.48
FB – HIGHWAY REVOLVING	0.00	18,523.41	18,523.41	0.00	0.00
FB – BOH CLINICS REVOLVING	11,694.94	3,137.28	1,763.55	0.00	13,068.67
FB – RECYCLING REVOLVING	10,766.57	20,697.70	26,302.32	0.00	5,161.95
FB – COA REVOLVING	4,714.78	8,556.46	7,923.00	0.00	5,348.24
FB – RECREATION REVOLVING (FUND 16)	9,572.19	9,520.00	4,082.18	0.00	15,010.01
FB – TAX TITLE COLLECTION REVOLVING	0.00	3,802.92	0.00	0.00	3,802.92
FB – LAW ENFORCEMENT TRUST REVOLVING	7,127.05	26.00	0.00	0.00	7,153.05
FB – RECREATION REVOLVING (FUND 15)	4,435.05	0.00	2,540.50	0.00	1,894.55
FB – RESTITUTION 20K	0.00	4,971.95	2,649.31	0.00	2,323.64
<b><u>TOTAL TOWN REVOLVING ACCOUNTS:</u></b>	<b><u>161,680.42</u></b>	<b><u>148,129.66</u></b>	<b><u>123,046.17</u></b>	<b><u>0.00</u></b>	<b><u>186,764.91</u></b>
FB – CAFETERIA REVOLVING	50,216.74	630,728.48	551,222.55	0.00	129,722.67
FB – PRESCHOOL REVOLVING	87,582.31	126,206.17	100,834.90	0.00	112,953.58
FB – LOST BOOKS REVOLVING	1,458.68	382.87	0.00	0.00	1,841.55
FB – SCHOOL CHOICE TUITION	632,888.27	716,981.14	586,311.56	0.00	763,557.85
FB – SCHOOL BLDG RENTAL	16,843.06	8,841.19	23,957.95	0.00	1,726.30
FB – EXPANDED LEARNING PROGRAMS REVOLVING	141,891.66	184,018.13	153,856.41	0.00	172,053.38
FB – TRANSPORTATION FEES REVOLVING	71,342.12	25,166.72	31,428.52	0.00	65,080.32
FB – NON-RESIDENT TUITION REVOLVING	27,239.50	68,494.10	40,673.07	0.00	55,060.53
FB – SCH 1:1 TECHNOLOGY REVOLVING	0.00	28,242.00	15,403.14	0.00	12,838.86
FB – ATHLETIC REVOLVING	81,015.14	61,698.00	31,860.83	0.00	110,852.31
<b><u>TOTAL SCHOOL REVOLVING ACCOUNTS:</u></b>	<b><u>1,110,477.48</u></b>	<b><u>1,850,758.80</u></b>	<b><u>1,535,548.93</u></b>	<b><u>0.00</u></b>	<b><u>1,425,687.35</u></b>
<b><u>GRAND TOTAL ALL REVOLVING:</u></b>	<b><u>1,763,158.92</u></b>	<b><u>2,491,337.13</u></b>	<b><u>1,749,980.72</u></b>	<b><u>437,021.00</u></b>	<b><u>2,067,493.33</u></b>

#### Grants – FY 2017

	<b>Balance</b>			<b><u>Transfer to</u></b>	
<b><u>School Grants</u></b>	<b><u>Forward</u></b>	<b><u>Revenue +</u></b>	<b><u>Expenses -</u></b>	<b><u>GF -</u></b>	<b><u>End Balance</u></b>
FB - 2016 KINDERGARTEN GRANT - FC 701	1,328.82	0.00	1,382.82	0.00	0.00
FB - 2016 CIRCUIT BREAKER	607,427.00	0.00	593,695.33	13,731.67	0.00
FB - 2017 CIRCUIT BREAKER	0.00	536,465.00	0.00	0.00	536,465.00
FB - 2015 TITLE IIA GRANT - FC 140	0.00	443.00	0.00	0.00	443.00
FB - 2016 PL94-142 240 GRANT	16,674.33	65,734.53	82,408.86	0.00	0.00
FB - 2016 TITLE I GRANT - FC 305	0.00	51,405.00	51,405.40	0.00	-0.40
FB - 2016 TITLE IIA GRANT - FC 140	0.00	8,541.00	8,984.00	0.00	-443.00
FB - 2016 EARLY CHILDHOOD GRANT - FC 262	0.00	17,227.74	17,227.74	0.00	0.00
FB - 2016 SPED PROG IMPROVEMENT - FC 274	0.00	7,520.14	7,520.14	0.00	0.00
FB - 2016 TITLE I - SUPPORT - FC 323B	0.00	3,228.00	3,228.00	0.00	0.00
FB - 2016 INTERVENTIONS GRANT - FC 220E	907.00	0.00	907.00	0.00	0.00
FB - 2016 ESHS GRANT	0.00	6,478.02	6,478.02	0.00	0.00
FB - 2017 PL94-142 240 GRANT	0.00	403,455.16	384,985.79	0.00	18,469.37
FB - 2017 EARLY CHILDHOOD GRANT - FC 262	0.00	17,705.00	17,618.29	0.00	87.71
FB - 2017 TITLE 1A GRANT - FC 305	0.00	149,826.87	130,810.81	0.00	19,016.06

FB - 2017 TITLE IIA GRANT - FC 140	0.00	47,773.00	42,748.76	0.00	5,024.24
FB - 2017 EC SPED PROG IMPROV - FC 298	0.00	1,400.00	0.00	0.00	1,400.00
FB - 2017 SPED PROG IMPROVEMENT FC 274	0.00	13,078.00	12,567.00	0.00	511.00
FB - 2017 TITLE I - SUPPORT FC 323B	0.00	5,000.00	4,490.25	0.00	509.75
FB - 2017 PD FRAMEWORKS & STANDARD FC 144	0.00	13,236.00	0.00	0.00	13,236.00
FB - 2017 ESHS GRANT	0.00	4,739.01	4,739.01	0.00	0.00
FB - 2017 MATH AND SCIENCE PARTNERSHIP PROGRAM	0.00	3,020.00	3,020.00	0.00	0.00
FB - 2017 BIG YELLOW SCH BUS GRANT	0.00	600.00	400.00	0.00	200.00
FB - 2017 HS TARGET GRANT - FIELD TRIPS	0.00	2,514.01	2,514.01	0.00	0.00
FB - 2016 HS TEENS ACT GRANT	305.74	29.15	334.89	0.00	0.00
FB - 2017 FUEL UP TO PLAY 60	0.00	1,808.00	1,800.35	0.00	0.00
<b><u>TOTAL SCHOOL GRANTS:</u></b>	<b><u>626,642.89</u></b>	<b><u>1,361,226.63</u></b>	<b><u>1,379,266.47</u></b>	<b><u>13,731.67</u></b>	<b><u>594,918.73</u></b>

<b><u>Town Grants</u></b>	<b><u>Balance Forward</u></b>	<b><u>Revenue +</u></b>	<b><u>Expenses -</u></b>	<b><u>Transfer to GF -</u></b>	<b><u>End Balance</u></b>
FB - FY16 COMMUNITY COMPACT GRANT	0.00	5,000.00	0.00	5,000.00	0.00
FB - MRIP GRANT	8,003.90	67,876.62	72,027.76	0.00	3,852.76
FB - 2015 911 SUPPORT & INCENTIVE GRANT	0.00	14,730.68	7,107.44	0.00	7,623.24
FB - 2016 TRAFFIC ENFORCEMENT GRANT	0.00	4,093.32	4,093.32	0.00	0.00
FB - 2016 TRAINING/EMD/REGULATORY GRANT	555.60	7,225.40	7,225.40	0.00	555.60
FB - 2017 TRAFFIC ENFORCEMENT GRANT	0.00	5,825.14	5,825.14	0.00	0.00
FB - 2015 FIRE SAFE & SENIOR SAFE GRANT	27.27	0.00	0.00	0.00	27.27
FB - 2016 FIRE SAFE & SENIOR SAFE GRANT	5,915.87	12.44	4,287.23	0.00	1,641.08
FB - 2017 FIRE SAFE & SENIOR SAFE GRANT	0.00	6,547.00	1,743.04	0.00	4,803.96
FB - 2015 EMPG GRANT	0.00	1,507.50	1,507.50	0.00	0.00
FB - 2016 HMEP GRANT	0.00	1,300.00	1,300.00	0.00	0.00
FB - 2016 MOAPC GRANT	0.00	4,000.00	0.00	4,000.00	0.00
FB - 2017 WEEKEND EARLY VOTING GRANT	0.00	500.00	500.00	0.00	0.00
FB - 2017 COA FORMULA GRANT	0.00	21,221.00	21,221.00	0.00	0.00
FB - LIBRARY GRANT I	28,264.16	7,478.46	4,745.16	0.00	30,997.46
FB - LIBRARY GRANT II	20,143.71	8,555.93	2,113.39	0.00	26,586.25
FB - 2008 BOH EMERGENCY PREPAREDNESS	6,550.62	0.00	0.00	6,550.62	0.00
FB - 2008 BOH 2 E P C GRANT	2,159.26	0.00	0.00	2,159.26	0.00
FB - 2010 REG II GRANT BOH TEMP INSP	3,950.00	0.00	0.00	3,950.00	0.00
FB - 2016 PD-NICB SPECIAL INVESTIGATION	3,910.00	450.00	1,380.00	0.00	2,980.00
FB - 2016 GWCF TARANTINO MEMORIAL GRANT	3,500.00	0.00	3,500.00	0.00	0.00
FB - 2013 WALMART COMMUNITY GRANT	716.02	0.00	0.00	0.00	716.02
FB - 2017 PD WALMART COMMUNITY GRANT	0.00	1,500.00	1,500.00	0.00	0.00
FB - 2017 FIRE WALMART COMMUNITY GRANT	0.00	1,500.00	1,450.00	0.00	0.00
FB - 2015 PD GWCF AED GRANT	425.80	0.00	0.00	0.00	425.80
FB - 2015 LCAC EQUIPMENT	18,880.74	0.00	6,412.00	0.00	12,468.74
FB - 2016 LCAC PEG ACCESS GRANT	71,289.74	0.00	52,388.98	0.00	18,900.76
FB - 2017 LCAC PEG ACCESS GRANT	110,846.74	0.00	0.00	0.00	110,846.74
FB - 2018 LCAC PEG ACCESS GRANT	0.00	112,605.38	0.00	0.00	112,605.38
FB - 2017 COA GWCF WIFI GRANT	0.00	700.00	700.00	0.00	0.00
FB - 2014 COA GWCF COMPUTERS GRANT	0.00	650.00	0.00	0.00	650.00
FB - 2017 COA GWCF GRANT	5,000.00	852.00	5,852.00	0.00	0.00
FB - 2017 COA GWCF GRANT	0.00	5,000.00	0.00	0.00	5,000.00
<b><u>TOTAL TOWN GRANTS:</u></b>	<b><u>290,139.43</u></b>	<b><u>279,130.87</u></b>	<b><u>206,879.36</u></b>	<b><u>21,659.88</u></b>	<b><u>340,681.06</u></b>
<b><u>GRAND TOTAL ALL GRANTS:</u></b>	<b><u>916,782.32</u></b>	<b><u>1,640,357.50</u></b>	<b><u>1,586,145.83</u></b>	<b><u>35,391.55</u></b>	<b><u>935,599.79</u></b>

**General Fund Revenues – July 1, 2016-June 30, 2017**

<b>GOVERNMENTAL</b>		<b>DEPARTMENTAL</b>	
C S CHAPTER 70	\$ 9,662,690.00	AMBULANCE FEES	\$ 95.18
C S TRANSPORTATION CHAP 71	\$ 18,284.00	ANIMAL CONTROL FEES & VIOLATIONS	\$ 27,598.00
C S CHARTER SCHOOLS	\$ 10,021.00	BOARD OF HEALTH INSPECTIONS & FEES	\$ 38,138.00
C S ELDERLY EXEMPTIONS	\$ 12,048.00	CABLE FRANCHISE PAYMENT	\$ 19,871.54
C S STATE LAND	\$ 12,226.00	CODE DEPT	\$ 95,269.55
C S UNRESTRICTED GOVT AID	\$ 1,669,447.00	CONSERVATION FEES	\$ 5,254.50
C S VETERANS/BLIND	\$ 44,546.00	COUNCIL ON AGING FEES	\$ 2,446.00
C S VET'S BENEFITS REIMBURSED	\$ 80,897.16	DISPATCH REIMB - CITY OF WORCESTER	\$ 131,890.25
		EMPLOYEE BENEFIT REIMB	\$ 95,297.25
COURT FINES	\$ 20,575.00	FIRE DEPT FEES	\$ 20,138.50
EXTRA POLLING HOURS	\$ 2,976.00	GRAVE OPENING FEES	\$ 2,900.00
STATE MISC	\$ 65.00	HIGHWAY FEES	\$ 1,025.00
		HILLTOP MGMT CC LEASE	\$ 18,000.00
IN LIEU OF TAXES	\$ 46,392.56	INTEREST ON INVESTMENTS	\$ 46,045.62
MEDICAID	\$	LIBRARY FINES & FEES	\$ 2,964.48
REIMBURSEMENTS	181,897.99	LIQUOR LICENSES	\$ 10,100.00
		MISC LICENSES	\$ 14,750.00
		MISC TOWN DEPARTMENTS	\$ 1,918.00
		MISC-NON RECURRING	\$ 17,277.64
		MUNICIPAL LIENS-COLLECTOR	\$ 18,950.00
		PARKING TICKETS/FINES	\$ 3,008.92
<b>TAXES</b>		PENALTIES/INT ON TAXES	\$ 179,162.77
	\$	PLANNING BOARD FEES	\$ 12,316.34
PERSONAL PROPERTY	449,257.56	POLICE FEES	\$ 31,105.08
REAL ESTATE	\$13,408,975.02	SALE OF TOWN INVENTORY	\$ 100.00
61 61A 61B		SCHOOL MISC	\$ 28.05
WITHDRWL/ROLLBACK	\$ 221.69	TOWN CLERK FEES	\$ 14,735.00
	\$	TREASURER MISC	\$ 8,081.40
TAX LIENS REDEEMED	66,143.03	WRTA REIMB	\$ 14,885.49
	\$	ZONING BOARD FEES	\$ 660.00
M V EXCISE	1,397,262.84		
BOAT EXCISE	\$ 2,038.59		
	\$		
MEALS EXCISE TAX	92,913.29		

**TOTAL REVENUES: \$ 28,012,890.29**

State Aid: \$11,533,775.16

Cherry Sheet \$11,510,159.16

## Treasurer/Collector

### CASH BALANCES AS OF 6/30/17

General Fund	12,442,527.20
Stabilization Fund	739,236.49
CIPC Stabilization Fund	3,167.52
Evidence Fund	912.22
High School Student Activity	102,034.97
Memorial Student Activity	20,726.11
Middle School Student Activity	31,287.04
Primary School Student Activity	39,612.01
Trust & Surety Funds	324,808.68
Library Grant	1,695,782.27
<b>TOTAL CASH BALANCES</b>	<b>15,400,094.51</b>

### DEBT

	MATURITY DATE	7/1/2016 BALANCE	NEW DEBT ISSUED	PRINCIPAL PAYMENT	INTEREST PAYMENT	6/30/2017 BALANCE
<b>LONG TERM DEBT</b>						
Police Land Purchase	3/15/2021	98,587.75		20,273.97	2,653.53	78,313.78
Police Station	3/15/2024	1,324,935.17		177,397.26	37,087.10	1,147,537.91
Hillcrest CC	3/15/2015	1,204,422.01		162,191.78	33,699.78	1,042,230.23
Septic Loans	8/1/2019	136,348.00		19,944.00		116,404.00
RT 9 West Water Mains	11/15/2020	485,000.00		100,000.00	13,050.00	385,000.00
RT 9 Pump Station	3/15/2024	77,055.07		10,136.99	2,159.60	66,918.08
School Roof	8/1/2020	185,000.00		40,000.00	6,930.00	145,000.00
Roof Middle School/Boiler	6/27/2042	380,460.81		9,376.00	12,842.00	371,084.81
<b>TOTAL</b>		<b>3,891,808.81</b>		<b>539,320.00</b>	<b>108,422.01</b>	<b>3,352,488.81</b>
<b>SHORT TERM DEBT</b>						
Police Radios	5/12/2016	0		0	0	0.00
None	4/12/2017	1,600,000	1,657,415	1,600,000	11,200	1,657,415.00
<b>TOTAL</b>		<b>1,600,000.00</b>	<b>1,657,415.00</b>	<b>1,600,000.00</b>	<b>11,200.00</b>	<b>1,657,415.00</b>

### Fiscal Year 2017 Tax Collections

6/30/2016		REAL ESTATE				6/30/2017
Year	Balance	Commitments	Exemptions Abatements	Payments less Refunds	Transfer to Tax Title	Balance
2017	0	13,692,211.57	109,573.12	13,261,344.37	5,504.69	315,789.39
2016	320,496.55	0.00	1,277.64	155,202.62	3,340.58	160,675.71
2015	73,021.75	0.00	0.00	17,182.05	0.00	55,839.70
2014	7,347.85	0.00	0.00	0.00	0.00	7,347.85
2013	6,058.31	0.00	0.00	0.00	0.00	6,058.31
Prior Yrs	12,628.72	0.00	0.00	0.00	0.00	12,628.72
<b>TOTAL</b>	<b>419,553.18</b>	<b>0.00</b>	<b>1,277.64</b>	<b>172,384.67</b>	<b>3,340.58</b>	<b>242,550.29</b>

6/30/2016		PERSONAL PROPERTY				6/30/2017
	Balance	Commitments	Abatements	Payments	Refunds	Balance
2017	0	463,181.95	0.00	458,652.96	32.26	4,561.25
2016	3,795.08	0.00	0.00	9,983.33	7,060.70	872.45
2015	1519.96	0.00	0.00	34.71	0.00	1,485.25
2014	1,542.39	0.00	0.00	36.53	0.00	1,505.86
2013	1,128.51	0.00	0.00	0.00	0.00	1,128.51
Prior Yrs	2,904.47	0.00	10,496.63	0.00	10,496.63	2,904.47
<b>TOTAL</b>	<b>10,890.41</b>	<b>0.00</b>	<b>10,496.63</b>	<b>10,054.57</b>	<b>17,557.33</b>	<b>7,024.09</b>

6/30/2016		MOTOR VEHICLE EXCISE				6/30/2017
	Balance	Commitment	Abatements	Payments	Refunds	Balance
2017	0	1,307,002.37	23,499.71	1,142,281.83	6,399.53	147,620.36
2016	139,106.39	144,972.43	15,709.92	249,221.51	13,274.96	32,422.35
2015	30,480.54	78.75	829.80	16,414.57	412.68	13,727.60
2014	12,222.39	0.00	97.50	4,429.62	17.50	7,712.77
2013	9,128.09	0.00	0.00	2,592.10	0.00	6,535.99
Prior Yrs	101,275.88	0.00	136.25	2,582.82	0.00	98,556.81
<b>TOTAL</b>	<b>292,213.29</b>	<b>145,051.18</b>	<b>16,773.47</b>	<b>275,240.62</b>	<b>13,705.14</b>	<b>158,955.52</b>

	6/30/2016	BOAT EXCISE				6/30/2017
	Balance	Commitment	Abatements	Payments	Refunds	Balance
2017	0	2,609.00	45.00	1,591.00	0.00	973.00
2016	797.08	0.00	25.00	417.59	0.00	354.49
2015	292.42	0.00	0.00	0.00	0.00	292.42
2014	414.00	0.00	0.00	0.00	0.00	414.00
2013	265.65	0.00	0.00	0.00	0.00	265.65
Prior Yr	928.98	0.00	0.00	30.00	0.00	898.98
<b>TOTAL</b>	<b>2,698.13</b>	<b>0.00</b>	<b>25.00</b>	<b>447.59</b>	<b>0.00</b>	<b>2,225.54</b>

**WATERSHED  
DISTRICTS**

**Collections by Town - Funds to Districts as Collected**

	6/30/2016	BURNCOAT POND				6/30/2017
	Balance	Commitment	Payments	Refunds	Transfer to Tax Title	Balance
2017	0	75,561.18	78,192.71	0.00	0.00	-2,631.53
2016	9,802.36	0.00	8,175.43	8.27	0.00	1,635.20
2015	2,214.92	0.00	491.16	0.00	0.00	1,723.76
2014	0.00	0.00	0.00	0.00	0.00	0.00
2013	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>12,017.28</b>	<b>0.00</b>	<b>8,666.59</b>	<b>8.27</b>	<b>0.00</b>	<b>3,358.96</b>

	6/30/2016	CEDAR MEADOW				6/30/2017
	Balance	Commitment	Payments	Refunds	Transfer to Tax Title	Balance
2017	0	48,048.87	44,080.95	0.00	0.00	3,967.92
2016	2,169.39		1,988.63	271.78	0.00	452.54
2015	1,196.15	0.00	501.18	0.00	0.00	694.97
2014	268.32	0.00	0.00	0.00	0.00	268.32
2013	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>3,633.86</b>	<b>0.00</b>	<b>2,489.81</b>	<b>271.78</b>	<b>0.00</b>	<b>1,415.83</b>

	6/30/2016	STILES				6/30/2017
	Balance	Commitment	Payments	Refunds	Transfer to Tax Title	Balance
2017	0	39,717.15	34,815.69	1,105.05	0.00	6,006.51



2016	521.98	0.00	1,836.28	0.11	0.00	-1,314.19
2015	0.00	0.00	0.00	0.00	0.00	0.00
2014	205.11	0.00	0.00	0.00	0.00	205.11
2013	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>727.09</b>	<b>0.00</b>	<b>1,836.28</b>	<b>0.11</b>	<b>0.00</b>	<b>-1,109.08</b>

**Interest and Fee Collections**

**FY17**

MLC Revenue	<b>18,950.00</b>
Total Interest	<b>67,804.46</b>
NSF	
Fees	<b>375.00</b>
Certificates of Dissolvement	<b>140.00</b>
Total Demand Fees	<b>47,728.62</b>
Total RMV Fees	<b>12,040.00</b>
Total Warrant Fees	<b>14,225.00</b>

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<b>TOTAL</b>	<b>149,223.08</b>
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**BETTERMENT PAYOFFS**

Cherry Valley Sewer District	9	46,811.28
Hillcrest Sewer District	11	56,356.82
Leicester Water Supply District	4	25,952.04
Oxford Rochdale Sewer District	6	11,748.64
Cedar Meadow	4	44,737.98

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<b>TOTAL</b>	<b>34</b>	<b>185,606.76</b>
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<b>BETTERMENTS &amp; LIENS</b>	<b>Payments</b>	<b>Transfer to Tax Title</b>
Board of Health Title V Loan	2,507.10	
Board of Health Title V Interest	1,344.31	
Cherry Valley Sewer Betterment	68,907.22	
Cherry Valley Sewer Interest	43,408.35	
Cherry Valley Sewer Unpaid User Fee	3,524.18	
Cherry Valley/ Rochdale Water Unpaid User fee	2,787.05	
Hillcrest Sewer Betterment	65,994.73	
Hillcrest Sewer Betterment Interest	18,592.09	

Hillcrest Sewer Unpaid User Fee	9,340.37
Hillcrest Water Unpaid User Fee	505.45
Leicester Water Supply - Sewer Betterment	68,557.55
Leicester Water Supply Sewer Interest	44,458.55
Leicester Water Supply Unpaid User fees	34,473.93
Oxford Rochdale Sewer Betterment	17,347.18
Oxford Rochdale Sewer Interest	4,244.08
Oxford Rochdale Sewer - Unpaid User Fee	36,360.64
Cedar Meadow Betterment	55,460.67
Cedar Meadow Betterment Interest	50,094.36

**TREASURER TAX TITLE**

TAX TITLE	6/30/2016 BALANCE	NEW TAKINGS	SUBSEQUENT TAKINGS	DEFERRALS	PAYMENTS	DISCLAIMER	TRANSFER TO FORECLOSER	6/30/2017 BALANCE
<b>TOWN:</b>								
REAL ESTATE	267,943.13	-	-		66,013.03		-	201,930.10
<b>DISTRICTS-BETTERMENTS:</b>								
OXFORD/ROCHDALE SEWER	889.42	-	-				-	889.42
CHERRY VALLEY/ROCHDALE	-				-			-
CHERRY VALLEY SEWER	4,159.05	-	-	-	367.26			3,791.79
LEICESTER WATER SUPPLY	47,803.03	-	-		-	-		47,803.03
HILLCREST SEWER/WATER	18,894.00		-		-			18,894.00
<b>DISTRICTS-USAGE FEES:</b>								
CHERRY VALLEY SEWER	1,724.09		1,644.69		1,903.16			1,465.62
CV/ROCHDALE WATER	1,699.96				1,699.96			-
HILLCREST SEWER/WATER	2,590.00		-					2,590.00
LEICESTER WATER SUPPLY	-							-
OXFORD/ROCHDALE SEWER	4,600.54		-		1,753.28			2,847.26
<b>WATERSHEDS:</b>								
STILES	1,400.09		-		-			1,400.09
CEDAR MEADOW	98.62	-						98.62

BURNCOAT	-					-
<b>TAX DEFERRALS:</b>						
REAL ESTATE	3686.85		2055.75			5,742.60
CHERRY VALLEY SEWER	15,187.09					15,187.09
<b>TOTALS</b>	<b>370,675.87</b>	<b>-</b>	<b>3,700.44</b>	<b>71,736.69</b>	<b>-</b>	<b>302,639.62</b>

FORECLOSED PROPERTIES - TOWN OWNED										
PARCEL		LOCATION	FORECLOSURE	RE TAX	CHERRY VALLEY SEWER	OXFORD/ROCHDALE SEWER	CHERRY VALLEY ROCHDALE WATER	LEICESTER SEWER	CEDAR MEADOW W/S	HILLCREST SEWER
MAP	LOT		DATE							
		CHERRY VALLEY PARK	6/30/1986	28.25						
21B	E3	CHERRY VALLEY PARK	6/30/1986	28.25						
21B	E3	CHERRY VALLEY PARK	6/30/1986	248.68						
21B	E3	CHERRY VALLEY PARK	6/30/1986	28.25						
21B	E6	CHERRY VALLEY PARK	6/30/1986	369.47						
21B	F1	CHERRY VALLEY PARK	6/30/1986	28.25						
21B	F2	CHERRY VALLEY PARK	6/30/1986	28.25						
21B	F3	CHERRY VALLEY PARK	6/30/1986	28.25						
24A	E17	HARDING ST	2/10/1995	179.12						
29A	D8	BIRCHWOOD RD	2/10/1995	547.94						
31	A2	PETER SALEM RD	2/10/1995	597.26						
43	A11	RIVER ST	3/5/2001	8,717.20						
23D	A1.1	MAIN ST	9/11/2001	658.30	40.11					
29A	G2	BIRCHWOOD DRI	3/26/2002	1,376.90						
29A	G3	BIRCHWOOD DRI	3/26/2002	1,449.39						
26C	A1	BURNCOAT ST	6/23/2004	6,408.71						
43	C5	PLEASANT ST	12/14/2005	5,867.55						
23C	E14	BOYD ST	3/23/2006	1,181.48	10.86					
23D	A1	MAIN ST	3/23/2006	847.11						

23D	A4	MAIN ST	3/23/2006	483.78					
25A	E15	NEWFIELD ST	3/23/2006	712.44					
25A	E17	SOMERSET ST	3/23/2006	721.63					
25A	E20	UTICA ST	3/23/2006	1,180.25					
28A	C6	LAKE SHORE DR	3/23/2006	1,583.99					
28B	G3	HJEMLOCK LN	3/23/2006	797.46					
33A	A1	LOGAN ST	3/23/2006	645.05					
38A	A4	PLEASANT ST	3/23/2006	632.14					
43A	B4	PLEASANT ST	3/23/2006	1,062.72					
30A	A18	STERLING ST	3/26/2006	1,213.09					
34B	B4	STAFFORD ST	6/17/2006	3,005.42	85.07				
49	C8	PARKER ST	8/4/2006	9,980.30					
36	B5	STAFFORD ST	10/4/2006	4,192.82					
15A	A19	CHAPEL ST	11/20/2006	8,531.07	78.12			12,851.16	
41A	B14	FERNCROFT RD	2/8/2007	3,308.59					
27A	C5	RAWSON ST	6/7/2007	17,494.26					
29A	D9	BIRCHWOOD RD	10/23/2007	6,040.79					
29A	D10	WALBRIDGE RD	10/23/2007	6,300.94					7,557.60
28B	B2	LAKEVIEW ST	2/7/2008	502.20					
21	A11	MAIN ST	4/18/2008	1,633.86					
29A	G1	BIRCHWOOD DRI	4/18/2008	955.97					
24	C20	AUBURN ST	7/25/2008	635.95					
23C	F3	MAIN ST	9/17/2010	3,669.10	4,615.68				
28A	E6	LAKE SHORE DR	6/22/2005	715.67					64.52
48	C-11	201 BALDWIN	4/12/2017	21,380.71					
6/30/2017			TOTAL	125,998.81	4,829.84	-	-	12,851.16	64.52
								7,557.60	

### ***Town Gross Wages 2017***

#### **ACCOUNTANT**

Lawrence, Allison	64,417
Messina, Katie	21,960

#### **ASSESSORS**

Asquith, Kathleen	38,049
Davis, Paul	577
Dellacava, Michael L	577
Paquette, Arthur	577
Prescott, John F	64,726

#### **ANIMAL CONTROL**

Dykas-Gonet, Patricia	22,430
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#### **CODE**

Burlingame, Casey	720
Burt Jr., William I	37,650
Castell, Roger	542
Conroy, Kelly	32,251
Dolen, John	5,500
Markley, John	43,904
McCue, Matthew	768
Rigiero, Debra	276
Solomon, Karl	875
Taylor, Jeffrey	60,827
Valinski, Ronald	6,207

#### **COUNCIL ON AGING**

Cloutier, Rachelle	32,251
Foley, Robert	7,293
Gercken, David	8,940
Grenier, Genevieve	8,550

#### **HIGHWAY**

Bleau, David	43,898
Brouillard, Pierre	190
Bulak, Eric	3,185
Daige, Peter J	40,829
Fenner, Derek	54,474
Foisy, Edmond	1,496
Griffin, Dennis	3,049

#### **HIGHWAY**

Tetreault, Christopher	1,530
Vandall, Marc	2,927
Wilson Jr, David	3,235
Wood, Thomas P	83,110

#### **LIBRARY**

Cherry, Kathleen	15,202
Grady, Patricia M	41,275
Hall, Suzanne	58,275
Johnson, Donna	22,339
Lamb, Nancy	14,886

#### **PLANNING**

Abusalah, Alaa	276
Buck, Michelle R	79,690
Friedman, Debra	276
Grimshaw, Jason	320
Knox, Barbara	32,251
Kularski, Andrew	119
Nist, Sharon	276
Spaulding II, Richard	276
Wright, David	142

#### **SELECT BOARD**

Belanger, Douglas A	1,461
Buckley, Thomas	737
Forsberg, Kristen	44,696
Genereux, David	12,409
Mizikar, Kevin	92,187
Paquette, Marie	13,442
Provencher, Dianna	1,264
Purcell, James	34,781
Shivick, Michael	1,264
Wilson, Sandra	527

#### **TOWN CLERK**

Curtis, Michael	1,113
Davis, Deborah	62,509
Ivel, Leonard	1,113
Zuscak, Susan	31,093

**HIGHWAY**

	24,650
Henderson, Maureen	
Keats, Derek	56,166
Knott, Brian	57,181
McCormick, Michael	50,946
Muzzy, Chad	219
Pelletire, Bermont	2,627
Provost, Robert	4,876
Ramm, Phillip	1,805

**AMBULANCE**

Calamare, Anthony	6,648
Cooney, Megan	7,879
Durant, Karen	41,729
Franklin, Jennifer	13,399
Franklin, Michael	38,876
Gleason, Michael	1,979
Harrington, Alexandra	9,857
Jarowski, Robert	725
Kuchinski, Joseph C	12,741
Laflash, Scott M	3,680
Lyon, Timothy	75
Mastromatteo, Kristopher	6,094
Mastromatteo, Ryan	5,015
McDowell, Koury	33,003

**FIRE**

Alden, Benjamin	112
Almstrom, Patrick	4,095
Beauregard, David	3,478
Belisle, Alexander	39
Berube, Donald	7,190
Bonner, Justin	116
Broullon, William M	5,256
Clark Jr., Jeffrey	4,698
Clark, Kevin	1,450
Crago, Jonathan	500
Daigneault, Tyler	199
Doig, Nicholas	1,178
Dolat, Zachary	1,089
Dube, Molly	2,147

**TREASURER/COLLECTOR**

Bryant, McKenzie	8,381
Cusson, Cheyenne	1,313
Miller, Kara	38,680
Perkins, Amy	66,043

**VETERANS AFFAIRS**

Hickey, Michael	6,325
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McNamara, Jonathan	2,211
Montiverdi, Christopher	3,825
Mullins, Kaitlyn	705
Normandin, Paul	9,530
Nugent, Valerie	9,508
Plante, Colleen	23,591
Plante, Pamela	3,525
Plante, Ryan J	21,694
Sculthorpe, Donna	38,731
Seaver, Sarah	1,675
Torres, Ruben	15,996
Wilson, Cheryl A	5,841
Wilson, Mark F	5,024

Jubenville, Scott	264
Kelly, Kevin	2,498
Kennedy, John	1,416
Laperle, Charles	796
Levins, Matthew	1,062
McIntosh, Allison	79
McNamara, Nathan	3,573
Mercado, Nathanael	3,300
Monfreda, Michael	218
Morris, Benjamin	7,058
Normandin, Patrick	19,099
Pike, Eric	4,307
Pike, Konnor	766
Pike, Justin	10,173

Dupuis, Anthony	6,607	Plante, Jonathan F	5,910
Dupuis, Michael R	5,855	Raillo, Kevin	938
Foley, Joseph	754	Sawa II, Charles	3,245
Gagne, Christopher	1,759	Shea, Patrick	1,138
Goodney, Christopher	3,122	Soucie, Chandler	461
Goyette, Michael	1,234	Soucie, Jason C	1,988
Hammond, Dylan	676	Soucie, Kristopher M	2,087
Holmes, Mark	1,464	Tebo, Matthew S	5,755
Howard, David	2,588	True, John	1,854
Howard Sr., David D	4,220	True Sr., John	7,145
Jerome, Robert	554	Wilson, Michael A	30,914
Jubenville, Brian	1,558	Wilson, Robert F	19,413
Jubenville, Joseph	427	Wood, Joseph	2,334

#### POLICE

Antanavica, Kenneth M	90,105	Jones, Kelly	750
	12,854	Kemp, Michael R	2,412
	16,852	Larson Jr, Charles	62,785
Audette, Keith	298		9,025
Bolduc Jr., John	1,552		51,497
Bousquet, Robert	1,850	Lennerton Jr, Joseph D	8,468
Brady, Matthew	71,895	Levesque, Joshua	1,364
	9,373	Lombardozi, Michael	66,332
	7,490		9,216
Brooks, Scot	68,838		34,028
	1,540	Markiewicz, Gregory	600
	6,020	May, Joshua	1,718
Bulman, III, Frank	73,156	McCauley, Travis	64,555
	2,805		7,141
	8,845		17,241
Caforio Jr, John A	65,237	Menard III, Richard	376
	172	Moughan, Thomas	69,033
	6,300		8,521
Consiglio, Anthony	800		29,995
Daoust, William	11,608	Murphy, James	62,273
Devries, Marianne	739		3,067
Doray, Paul S	88,050		33,159
	6,270	Parkinson, Ann Marie	911
	20,387	Ruth, Derrick	69,988
Fontaine, Joseph	760		3,170
Fontaine, Michael	87,303		9,590
	15,245	Samia, Alexander	82,822
	26,403		3,606

Fontaine, Timothy M	69,347			7,910	Detail
	15,915	Overtime	Sampson, Curtis	133	
	25,509	Detail		7,399	Detail
Gaffney, Sheila	40,564		Sielis, Michael	39,585	
Garfield, Cayla	360			3,606	Overtime
Gaumont, Gregory	1,600	Detail		7,910	Detail
Gould, Brian	1,855		Spaulding III, Richard	795	
	10,925	Detail	Tebo, Jeffrey P	14,761	Detail
Guertin, Craig	86,074		Zecco, Steven	68,150	
	11,328	Overtime		12,172	Overtime
	21,649	Detail		18,525	Detail
Hurley, James	139,996				

**Note: Detail wages are paid by vendors**

#### **ELECTION WORKERS**

Bisson, Roberta	105	Lareau, Pauline	120
Cherry, Ernestine	196	Menzigian, Mary	105
Eichholz, Mary	105	Nichols, Rosemary	130
Frazier, Amy	154	Pingeton, Regina	750
Granville, Linda	110	Pobieglo, Frances	105
Harris, Carolyn	105	Snay, Erika	120
Hickey, Dorothy	120	Soojian, Rebecca	105
Israelian-Fleming, Kathy	105	Swett, Rita	105
Ivel, Judith	99	Todd, Jane	120
Jubenville, Lorraine	171	Varjabedian, Dawn Jay	174
Jubenville, Richard	171	Zajac, Constance	105
Kemp, Nancy	105		

#### **SENIOR WORK PROGRAM**

Brink, Sandra	750	Note: Some employees work for more than one dept.	
Cantara, Teresa	750		
Connery, Maureen	1,863		
Dowgielewicz, Ruth	855		
Jordan, Walter	750		
McGowan-Brown, Linda	730		
O'Neil, Carole	855		
Pappas, Carol	480		
Paradise, Albertine	375		
Paradise, Lloyd	375		
Patricks, Lawrence	233		
Perron, Robert	750		
RocheFord, Neal	750		
Sjogren, Odette	750		



### ***School Gross Wages 2017***

#### **ADMINISTRATION**

Bachand, Courtney	89,845
Berthiaume, Jeffrey	98,843
Boss, Tina	95,738
Calise, Catherine	59,375
Case, Daniel	96,300
Deedy, Daniel	49,931
Fontaine, Christopher	90,067
Forsythe, Joanne	89,193
Francis, Scott	99
Hippert, Tracey	106,168
Lauder, Thomas	99
McCarthy, Paul	447
Miller, Paul	49,674
Nelson, Joyce	101,727
Paolucci, Judith	125,285
Soltysik, Emily	99,618
Souza, James	80,074
Tencza, Marilyn	47,707
Whittemore, Ellen	50,971
Wood, Michael	118,803

#### **NURSES**

Blair, Mary	348
Boucher-Martin, Sandra	640
Bullock, Sheri	31,546
Joseph, Annette	195
Ledbetter, Melissa	58,601
Moffat, Diane	66,315
Normandin, Lisa	1,335
Sheehan, Susanne	63,900
Smith, Heather	26,187

#### **CAFETERIA (continued)**

Peters, Elizabeth	3,849
Thompson, Valerie	26,011

#### **SECRETARIES**

Bulman, Susan	39,644
Connery, Neile	31,386
Cote, Michelle	26,728
Fraser, Michelle	1,084
Hovagimian, Joanne	36,580
Jordan, Cynthia	28,696
Kelley, Suzanne	29,655
Lyon, Lorraine	26,367
Mars, Julie	32,765
Martinelli, Lisa	54,219
Rebello, Tammy	24,819
Sheils, Jennifer	9,457
Soden, Susan	22,791
Thibeault, Bonnie	53,860
Weissman, Christine	25,305

#### **CAFETERIA**

Brennan, Deborah	12,589
Buckley, Janet	176
Carter, Sarah	1,147
Cascione, Laurie	58,040
Clarke, Tanya	1,840
Day, Darlene	23,896
Duff, Patricia	396
Fasciolo, Silvina	12,281
Fournier, Jodi	35
Gleason, Michelle	20,962
Granger, Ruth	2,238
Griffith, Robyn	24,338
Hanscome, Jane	94
Harmon, Wendy	29,690
Jarowski, Sandra	18,193
Jewell, Kristina	3,289
Johnson, Lisa	15,050
Lawson, Amanda	465
Mandella, Tracy	19,251
Martiros, Kathryn	15,075
McNamara, Winifred	2,002
Milgate, Sarah	3,681
Niddrie, Andrea	9,991
O'Gara, Julie	1,331

**SUBSTITUTE TEACHERS**

Albro, Lisa	2,520	Griffiths, Timothy	7,480
Arsenault, Tracy	6,104	Hagglund, Sarah	1,166
Barbato, Mark	8,736	Harris, Sean	666
Barry, Christopher	6,224	Hickey, Dorothy	3,363
Barry-Alves, Jessica	19,569	Higgins, Susan	80
Basta, Natasha	264	Hippert, Timothy	4,081
Bowman, Lauren	3,216	Hodgerney, Brittany	1,845
Brooks, Bailey	609	Knight, Brittany	400
Brooks, Harry	824	Knight, Emma	1,159
Brousseau, Jeffrey	23,346	Lagueux, Heidie	5,538
Brunelle Jr., Raymond	3,635	Laramée, Kenneth	4,920
Buckley, Thomas	3,266	Lepoer, Elizabeth	7,376
Burch, Louise	4,127	Lippincott Jr., Lynn	9,200
Bushe, Noelle	17,095	Martin, Kayla	288
Bussolari, Jillian	2,826	Martinez, Ayla	817
Campbell, Samantha	3,728	Marttila, Dawn	1,667
Caplette, Michelle	400	McCormack, Cameron	8,880
Carpenter, Alysse	2,640	McGowan, Michelle	1,296
Cintron, Pedro	4,125	Miller, Abigail	652
Cleveland, Jacob	2,426	Morgera, Shannon	3,139
Cooney, Michael	80	Palleria, William	1,304
Cullen, Daniel	851	Pitnof, Nathaniel	1,320
Curci, Marcello	1,777	Poirier, Kathy	405
Decourcey, Mary	1,576	Powers, Kenneth	3,560
Dillon, Pamela	1,944	Repekta, Donna	2,544
Fahey Jr., Charles	4,011	Rice, Stephanie	3,986
Fahey, Ryan	472	Russo, Christian	3,014
Ferdella, James	150	Sibley, Rachel	3,147
Garcia, Evelyn	1,139	St. John, Brenna	291
Gardella, Sara	23,156	Stewart, Kathryn	3,139
Giggey, Sharon	16,514	Stickney, Thora	452
Granger, Ashley	2,426	Wheeler, Richard	893
Granger, Erin	616	Wolanski, Richard	741

**CUSTODIANS**

Ackerman, Steven	46,030	Pasierb IV, Paul	14,040
Adams, Geoffrey	41,117	Richards, Danielle	4,037
Adams III, Grover	99	Richards, Joseph	1,100
Bacon, Matthew	43,039	Rieder, Scott	418
Belhumeur Jr., Richard	17,808	Ross Jr., George	10,573
Cialone, Philip	121	Scotia, Michael	3,933
Clark, Jon	46,225	Smith Jr., James	5,001

**CUSTODIANS (continued)**

Cleveland, Caleb	209	Soltysik, Kevin	35,498
Davenport, Connor	4,235	Soojian, Matthew	20,445
Forsberg, Gary	41,257	Spaulding, Ethan	330
Jack, Danny	29,220	Stanick, Ryan	3,460
Kilmonis, Matthew	1,144	Steiger, Thomas	4,382
Malone, Kevin	45,698	Sylvester, William	56,438
Mars, Cullen	20,008	Troy, Adam	48,286
Mero, Steven	37,296	Troy, Eve-Marie	429
Millett, Timothy	54,821		

**TEACHERS**

Adler, Amy	80,540	Finney, Susan	12,629
Alesbrook, Adam	64,793	Fiore, Donna	75,820
Alfonso Jr, Rigoberto	73,631	Ford, Katie	76,465
Armington, Nancy	64,680	Freeman, Renee	78,428
Baker, Megan	79,056	Gagnon, Victoria	52,541
Barlow, Heidi	77,926	Gahagan, Patricia	79,827
Bayer, Sarah	81,967	Gallant-Smith, Tanyalee	91,954
Beaudry, Emily	76,747	Granger, Jacqueline	76,578
Belhumeur, Aviva	82,283	Graves, Brooke	20,272
Bokis, Jennifer	66,820	Grimshaw, Carrie	56,949
Bolivar, Samantha	16,738	Grimshaw, Jason	82,059
Boratyn, Melissa	78,818	Grimshaw, Linda	78,260
Bosman, Hiromi	44,958	Grove, Angela	17,440
Bowes, Thomas	87,723	Hayes, Martin	63,846
Bugbee, Christine	86,604	Herrick, Guilia	71,790
Burak, Debra	82,580	Hjorth, Matthew	6,978
Burks, Bonny	68,483	Hussey, Kara	17,017
Calligan, Theresa	79,812	Hyland, Ann	80,540
Carder, Elaine	81,355	Jackson, Ann Marie	59,947
Carroll, Diane	83,908	Jyringi, Craig	41,494
Cavanaugh, Anne	65,661	Kamat, Siddhi	57,822
Cleveland, Reed	69,782	Kaouris-Vangos, Athena	84,230
Collins, Kathleen	83,155	Kazakis, Caroline	63,761
Connor, J Michelle	69,815	Knight, Barbara	55,753
Connors, Brian	81,308	Knight, Deborah	65,966
Corday-Miller, Emily	76,578	Kulla, Kelly	1,665
Cote, Richard	2,440	Lamprey, Kristin	84,658
Covert, Aaron	61,220	LaPrad, Catherine	62,672
Culross, Andrea	58,471	Larson, Donna	82,108
Curci, Christine	76,578	Lavelle, Maggie	60,239
Dagenais, Alyssa	54,967	Leahy, Jennifer	51,990

**TEACHERS (continued)**

Daigle, Donna	75,820	Leahy, John	47,955
Depace, James	51,011	Leary, Laurel	57,640
Dipilato, Joanne	53,340	Leblanc, Katelyn	42,776
Direnzo, Susan	60,582	Lemerise, Andrew	50,512
Donovan, Alicia	58,600	Lennerton III, Joseph	77,016
Duffy, Vanessa	35,627	Leveillee, Diane	87,885
Duprey, Michelle	80,045	Lijoi, Joseph	63,846
Dusty, Laura	78,360	Looney, Kristina	59,588
Dutton, Nancy	86,898	Lowkes, Karlene	78,456
Dyson, Ambyre	59,110	Lynch, Michael	83,531
Egdall, Jennifer	76,578	Mahoney, Christine	63,846
Eichholz, Mary	9,108	Markley, Angela	24,919
Engvall, Kayla	51,407	Martin, Eileen	77,785
Everett, Norman	61,052	Mason, Kimberly	77,969
Fazio, Linda	80,209	McCance, Donna	79,644
Feighan, Philomena	66,020	McGovern, Meghan	21,082
Ferdella, Kimberly	89,727	Meloche, Michelle	79,320
Messier, Heather	79,796	Rieder, Dianne	81,496
Milosh, Deborah	15,440	Scavone, Jessica	68,959
Minton, Christy	50,771	Shannon-Peaslee, Laurie Anne	82,608
Mitchell, Kathleen	82,233	Smith, Scott	73,631
Mueller, Julie	74,396	Socha, David	66,626
Murphy, Laurie	53,675	Southwick, Kelley	90,129
Neely, Tiara	74,663	St. John, Jennifer	78,456
Niggl, Ashley	66,529	Stanick Jr., David	67,605
Nowicki, Katelyn	17,440	Steiger, Tracy	86,658
O'Connor, Holly	66,537	Stickney, Henry	79,001
Oliver, Kristan	77,690	Stuart, Laura	71,948
Ottmar, Karl	18,692	Swift, Sarah	73,631
Parker, Katherine	78,456	Therrien, Craig	78,371
Pedone, Valerie	64,785	Tibbetts, Shawna	82,482
Petterson-Bernier, Joanne	82,464	Vaughan, Michael	81,184
Pike, Kristen	69,556	Warnken, Kathleen	87,784
Playe, Judith	67,360	Waterson, Sherry	51,545
Potter, Michele	69,595	Webster, Allison	57,282
Ramaska, Felicia	66,562	White, Brian	57,906
Randell, Maryjo	81,908	Whittemore, Amanda	78,456
Reinhart, Scott	49,769	Woods, Sandra	71,887
Reynolds, Jennifer	79,555	Wright, Cheryl	74,389
Rieder, Danielle	55,794	Zawada, Theodore	90,621

**TEACHER AIDES**

Allain, Nicole	11,189	Martinez, Kailiyah	1,638
Backenroth, Felicia	8,179	Martinez, Nereida	26,572
Bacon, Britta	3,507	McClune, Meghan	6,703
Bates, Stephanie	377	McCormack, Mary	23,166
Boucher, Stephanie	22,143	McGeary, Paula	19,256
Bowen, Julie	18,613	Mercier, Kate	4,979
Brooks, Dawn	24,668	Morris, Laura	19,225
Burlingame, Erin	26,364	Morrison, Kristen	21,610
Button, Sarah	9,642	Murphy, Brittany	4,288
Campanale, Deborah	19,625	Nordman, Kristine	11,671
Carrasquillo, Ashleigh	19,496	Novia, Jean	18,816
Cooper, Elizabeth	25,872	Olivo, Elizabeth	26,234
Cobb, Blaine	1,476	Pajer, Karen	15,085
Craver-Harnois, Nancy	18,016	Palombo, Patricia	23,556
Davenport, Tracy	24,373	Pelletier, Angela	3,697
Debrusk, Ashley	7,711	Pelletier, Janet	19,361
Debrusk, Laurie	30,002	Perry, Callista	17,238
Depasse, Kristen	9,124	Petkie, Lisa	7,131
Derrico, Bonnie	18,835	Phelps, Danielle	17,002
Derry, Kelley	19,785	Pike, Brianna	24
Dion, Maryellen	22,669	Provost, Georgette	26,167
Dominy, Michele	24,724	Rafferty, Jonathan	25,732
Doyle, Maureen	24,525	Randell, Joyce	19,790
Engvall, Christine	19,199	Ring, Jane	17,981
Fournier, George	4,575	Rowland, Susan	10,936
Gallant, Christine	50,771	Roy, Ashley	20,013
Garfield-Blake, Jessica	13,118	Schimke, Kristin	22,864
Goodrich, Tammy	22,255	Skog, Dannie	22,444
Hanley, Pamela	20,881	Soojian, Samantha	20,408
Hammond, Michelle	25,838	Spaulding, Michelle	17,590
Hammond, Shannon	473	Stapel, Heather	48,512
Howard, Nicole	18,807	Stevens, Stacy	8,388
Hubbard, Sherrie	16,796	Suprenant, Kerri	18,780
Jarowski, Elizabeth	6,644	Tarpey, Debra	18,450
Jewell, Rachel	33,895	Weber, Mark	5,841
Jimenez, Marta	15,747	West, Kathleen	27,363
Lamothe, Hillary	19,980	Wilson, Arlene	27,068
Maki, Frances	22,539	Wood, Kaelahcheri	20,572

Note: Wage amounts do not equal contracts as some employees  
work in multiple positions.

## ***Town of Leicester: A Brief History***

On January 17, 1686 a tract of land eight miles square was bought from the Nipmuc tribe of Massachusetts Indians by nine men from the Roxbury area. Fifteen English pounds were paid for the land and the deed was signed by the heirs of the recently deceased Chief Oraskaso. Settlement was not attempted until 1713 because of the Indian hostility in the area, but in that year the first dwelling was built on the southeastern corner of what is now the Town Common. The Town of Leicester became incorporated in 1713.

In 1753 the western half of the Town was incorporated as the Town of Spencer, named for the lieutenant governor at the time, Spencer Phipps. In 1765 a strip of land two miles wide was taken from the northern side of the Town of Paxton. In 1778 about twenty-five hundred acres from the southeast part went to the Town of Ward (now called Auburn). From its original size of 64 square miles the Town of Leicester has been reduced to its present area of 24.7 square miles.

Before the Revolution, agricultural Leicester provided refuge for several religious sects including Quakers and Anabaptists who were persecuted elsewhere and a colony of seventy Jews who fled from Newport before it was captured by the British. The Jewish colony was led by Aaron Lopez, the largest American ship owner before the Revolution, who made his home and trading center in Leicester. The earliest settlers were farmers; however, numerous brooks, with their potential for water power, attracted industry early in the Town's history. The first sawmill in this part of the State to use a circular saw was located in Leicester; and the first grist mill was built before 1730. Before 1785 the making of machine and hand cards for the combing of cotton began here and by 1890 one fourth of the wood cards in the United States were produced here. Other products included woolen goods, leather products and shoes with plants opening in 1814, 1850 and 1866 respectively.

