



Town of Leicester
OFFICE OF THE TOWN ACCOUNTANT
3 Washburn Square
Leicester, Massachusetts 01524-1333

Town Accountant
Allison Lawrence

Assistant Town Accountant
Katie Messina

FY20 February

Payable Warrants Posted

- Town Warrants (summary reports attached)
 - 20-32A-TW
 - 20-32B-TW
 - 20-33A-TW
 - 20-34A-TW
 - 20-34B-TW
 - 20-35A-TW
- School Warrants (summary reports attached)
 - 20-32A-SW
 - 20-34A-SW

Payroll Warrants Posted

- 20-PR33-S
- 20-PR33-T
- 20-PR35-S
- 20-PR35-T

Cash Reconciled with Treasurer

- Currently reconciling through January 2020

Estimated Receipts

- Attached through 01/31/2020

Town of Leicester

Warrant Summary - Posted

Warrant: 20-32A-SW		Post Date: 2/6/2020
Fund: 01 - GENERAL FUND		
Ledger: Expenditure	149,464.34	
Total for Fund 01:		149,464.34
Fund: 21 - SCHOOL STATE GRANTS		
Ledger: Expenditure	25,817.08	
Total for Fund 21:		25,817.08
Fund: 22 - SCHOOL CAFETERIA FUND		
Ledger: Expenditure	11,046.93	
Total for Fund 22:		11,046.93
Fund: 23 - SCHOOL FEDERAL GRANTS		
Ledger: Expenditure	28,752.13	
Total for Fund 23:		28,752.13
Fund: 25 - SCHOOL REVOLVING FUNDS		
Ledger: Expenditure	2,199.82	
Ledger: Revenue	150.00	
Total for Fund 25:		2,349.82
Fund: 26 - SCHOOL DONATIONS		
Ledger: Expenditure	1,321.00	
Total for Fund 26:		1,321.00
Fund: 27 - SCHOOL REVOLVING 53E 1/2		
Ledger: Expenditure	1,649.48	
Total for Fund 27:		1,649.48
Fund: 28 - SCHOOL SPED RESERVE FUND		
Ledger: Expenditure	16,486.95	
Total for Fund 28:		16,486.95
Fund: 87 - STUDENT ACTIVITY FUNDS		
Ledger: Expenditure	2,649.07	
Ledger: Revenue	410.00	
Total for Fund 87:		3,059.07
Total for Warrant 20-32A-SW:		239,946.80

Town of Leicester

Warrant Summary - Posted

Warrant: 20-32A-TW		Post Date: 2/6/2020
Fund: 01 - GENERAL FUND		
Ledger: Expenditure	115,361.13	
Ledger: Revenue	16.15	
		115,377.28
Total for Fund 01:		
Fund: 11 - TOWN STATE GRANTS		
Ledger: Expenditure	10,056.52	
		10,056.52
Total for Fund 11:		
Fund: 15 - TOWN REVOLVING FUNDS		
Ledger: Expenditure	2,661.15	
		2,661.15
Total for Fund 15:		
Fund: 16 - TOWN REVOLVING 53E 1/2		
Ledger: Expenditure	1,949.20	
		1,949.20
Total for Fund 16:		
Fund: 17 - TOWN DONATIONS		
Ledger: Expenditure	1,138.92	
		1,138.92
Total for Fund 17:		
Fund: 30 - CAPITAL PROJECTS FUND		
Ledger: Expenditure	97,581.10	
Ledger: General	1,020,717.92	
		1,118,299.02
Total for Fund 30:		
Fund: 33 - SCHOOL CAPITAL PROJECTS		
Ledger: General	500,000.00	
		500,000.00
Total for Fund 33:		
Fund: 82 - PLANNING REVIEW TRUSTS		
Ledger: Expenditure	225.00	
		225.00
Total for Fund 82:		
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	49,377.70	
		49,377.70
Total for Fund 89:		
Total for Warrant 20-32A-TW:		1,799,084.79

Town of Leicester
Warrant Summary - Posted

Warrant: 20-32B-TW		Post Date: 2/13/2020
Fund: 01 - GENERAL FUND		
Ledger: Expenditure	241,924.75	
Total for Fund 01:		241,924.75
Fund: 30 - CAPITAL PROJECTS FUND		
Ledger: General	923,305.00	
Total for Fund 30:		923,305.00
Fund: 33 - SCHOOL CAPITAL PROJECTS		
Ledger: General	500,000.00	
Total for Fund 33:		500,000.00
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	106,548.81	
Total for Fund 89:		106,548.81
Total for Warrant 20-32B-TW:		1,771,778.56

Town of Leicester
Warrant Summary - Posted

Warrant: 20-33A-TW		Post Date: 2/13/2020
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Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	23,964.97	
Total for Fund 89:		23,964.97
		<hr/>
Total for Warrant 20-33A-TW:		23,964.97

Town of Leicester

Warrant Summary - Posted

Warrant: 20-34A-SW		Post Date: 2/20/2020
Fund: 01 - GENERAL FUND		
Ledger: Expenditure	167,392.74	
Total for Fund 01:		167,392.74
Fund: 21 - SCHOOL STATE GRANTS		
Ledger: Expenditure	66,120.81	
Total for Fund 21:		66,120.81
Fund: 22 - SCHOOL CAFETERIA FUND		
Ledger: Expenditure	16,420.40	
Total for Fund 22:		16,420.40
Fund: 23 - SCHOOL FEDERAL GRANTS		
Ledger: Expenditure	45,897.00	
Total for Fund 23:		45,897.00
Fund: 25 - SCHOOL REVOLVING FUNDS		
Ledger: Expenditure	9,146.17	
Total for Fund 25:		9,146.17
Fund: 26 - SCHOOL DONATIONS		
Ledger: Expenditure	128.14	
Total for Fund 26:		128.14
Fund: 87 - STUDENT ACTIVITY FUNDS		
Ledger: Expenditure	2,550.15	
Total for Fund 87:		2,550.15
Total for Warrant 20-34A-SW:		307,655.41

Town of Leicester

Warrant Summary - Posted

Warrant: 20-34A-TW		Post Date: 2/20/2020
Fund: 01 - GENERAL FUND		
Ledger: Expenditure	128,913.93	
Ledger: Revenue	494.27	
Total for Fund 01:		129,408.20
Fund: 11 - TOWN STATE GRANTS		
Ledger: Expenditure	7,691.09	
Total for Fund 11:		7,691.09
Fund: 16 - TOWN REVOLVING 53E 1/2		
Ledger: Expenditure	5,701.71	
Total for Fund 16:		5,701.71
Fund: 17 - TOWN DONATIONS		
Ledger: Expenditure	347.30	
Total for Fund 17:		347.30
Fund: 30 - CAPITAL PROJECTS FUND		
Ledger: Expenditure	999.08	
Total for Fund 30:		999.08
Fund: 33 - SCHOOL CAPITAL PROJECTS		
Ledger: Expenditure	107,281.95	
Total for Fund 33:		107,281.95
Fund: 81 - EXPENDABLE TRUSTS		
Ledger: Expenditure	850.00	
Total for Fund 81:		850.00
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	5,935.00	
Total for Fund 89:		5,935.00
Total for Warrant 20-34A-TW:		258,214.33

Town of Leicester
Warrant Summary - Posted

Warrant: 20-34B-TW		Post Date: 2/27/2020
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Fund: 32 - CDBG FUND		
Ledger: Revenue	32,855.94	
Total for Fund 32:		32,855.94
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Total for Warrant 20-34B-TW:		32,855.94

Town of Leicester

Warrant Summary - Posted

Warrant: 20-35A-TW		Post Date: 2/27/2020
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	168,581.59	
Total for Fund 89:		168,581.59
Total for Warrant 20-35A-TW:		168,581.59

Town of Leicester
Warrant Summary - Posted

Warrant: 20-PR33-S		Post Date: 2/14/2020
Fund: 01 - GENERAL FUND		
Ledger: Expenditure	501,748.68	
Total for Fund 01:		501,748.68
Fund: 22 - SCHOOL CAFETERIA FUND		
Ledger: Expenditure	16,087.66	
Total for Fund 22:		16,087.66
Fund: 23 - SCHOOL FEDERAL GRANTS		
Ledger: Expenditure	7,606.12	
Total for Fund 23:		7,606.12
Fund: 25 - SCHOOL REVOLVING FUNDS		
Ledger: Expenditure	29,220.23	
Total for Fund 25:		29,220.23
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	77,602.36	
Ledger: Revenue	-192,404.75	
Total for Fund 89:		-114,802.39
Total for Warrant 20-PR33-S:		439,860.30

Town of Leicester

Warrant Summary - Posted

Warrant: 20-PR33-T

Post Date: 2/13/2020

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	160,753.04	
Total for Fund 01:		160,753.04
Fund: 11 - TOWN STATE GRANTS		
Ledger: Expenditure	520.20	
Total for Fund 11:		520.20
Fund: 14 - TOWN PRIVATE GRANTS		
Ledger: Expenditure	738.34	
Total for Fund 14:		738.34
Fund: 16 - TOWN REVOLVING 53E 1/2		
Ledger: Expenditure	4,801.10	
Total for Fund 16:		4,801.10
Fund: 17 - TOWN DONATIONS		
Ledger: Expenditure	326.24	
Total for Fund 17:		326.24
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	30,748.04	
Ledger: Revenue	-50,434.48	
Total for Fund 89:		-19,686.44
Total for Warrant 20-PR33-T:		147,452.48

Town of Leicester

Warrant Summary - Posted

Warrant: 20-PR35-S

Post Date: 2/28/2020

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	472,848.12	
Total for Fund 01:		472,848.12
Fund: 22 - SCHOOL CAFETERIA FUND		
Ledger: Expenditure	10,648.78	
Total for Fund 22:		10,648.78
Fund: 23 - SCHOOL FEDERAL GRANTS		
Ledger: Expenditure	6,312.38	
Total for Fund 23:		6,312.38
Fund: 25 - SCHOOL REVOLVING FUNDS		
Ledger: Expenditure	25,097.63	
Total for Fund 25:		25,097.63
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	71,379.01	
Ledger: Revenue	-175,074.82	
Total for Fund 89:		-103,695.81
Total for Warrant 20-PR35-S:		411,211.10

Town of Leicester

Warrant Summary - Posted

Warrant: 20-PR35-T

Post Date: 2/27/2020

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	150,743.63	
Total for Fund 01:		150,743.63
Fund: 11 - TOWN STATE GRANTS		
Ledger: Expenditure	520.20	
Total for Fund 11:		520.20
Fund: 14 - TOWN PRIVATE GRANTS		
Ledger: Expenditure	738.34	
Total for Fund 14:		738.34
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	25,338.57	
Ledger: Revenue	-47,184.49	
Total for Fund 89:		-21,845.92
Total for Warrant 20-PR35-T:		130,156.25

ESTIMATED RECEIPTS FY2020

	<u>Estimated FY20</u>	<u>Actual 1/31/20</u>	
Motor Vehicle Excise	1,500,000	249,113	17%
Meals Excise Tax	106,000	56,321	53%
Cannabis Excise Tax	0	263,856	
Tax Penalties/Interest	195,000	93,659	48%
PILOT	25,000	20,922	84%
Fees	280,000	222,766	80%
Cannabis Host Agreements	125,000	175,000	140%
Cemetery			
Other Departments	16,500	17,128	104%
Licenses/Permits	23,000	23,510	102%
Fines/Forfeitures	35,000	21,817	62%
Investment Interest	80,000	37,060	46%
Medicaid Reimbursement	120,000	76,698	64%
Misc. Recurring: Municipal Liens/Charter	37,000	12,200	33%
Misc. Non-Recurring	135,157	104,466	77%
TOTAL LOCAL RECEIPTS	2,677,657	1,374,516	51%

OTHER AVAILABLE FUNDS

	<u>1/31/2020</u>	
Stabilization Fund-Regular	1,109,146	
Stabilization Fund-Capital Projects	136	
Stabilization Fund-Hillcrest CC	25,885	
Free Cash	1,251,183	
Ambulance Reserves	441,390	
BOH Title V Reserves	46,461	Debt retirement only
BOH Title V Reserves	63,300	BOH-Interest
ConCom NOI Fees Reserve	25,003	Wetlands-Expenses

FYI

	<u>1/31/2020</u>
School Choice	482,177

ARL
ACCOUNTING
2/26/2020

Town Of Leicester

OFFICE OF THE ASSESSOR

3 Washburn Square

Leicester, Massachusetts 01524-1333

Phone: (508)892-7001 Fax: (508)892-7070

John Prescott MAA, Principal Assessor

February 2020 News

March 5, 2020

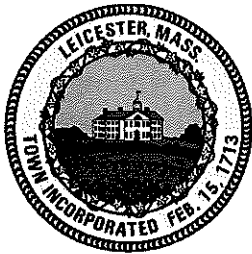
Activities of the Assessors office in the month of February include commitment of excise tax to the Collector in the amount of \$1,1900,896.96. When a motor vehicle is sold, traded or junked and the registration for said vehicle is cancelled or transferred it may qualify for abatement. Abatements are not automatic and must be applied for with the Assessor's office.

The office continues to collect personal property state forms, return of personal property subject to taxation that are due March 1st.

Weather permitting, field work including abatement application, property sales and building permit review will commence.

Other daily goings on within this office include management of the Senior work-off program, betterment data entry as well as calculating betterment pay-offs, exemption data entry and application review, auto excise management, abutters list generation, process daily incoming and outgoing mail for all offices, property sale data entry and physical property review, building permit inspections and cyclical real estate review.

Building Permit, Cyclical and Property sale reviews are generally scheduled in the afternoon allowing the Assessor to maintain regular office hours to be available to the Public. Inspections may be scheduled earlier in the day should the need arise to accommodate the needs of the taxpayer.



TOWN OF LEICESTER
Office of Development & Inspectional Services

Leicester Town Hall, 3 Washburn Square, Leicester, MA 01524
www.leicesterma.org
508-892-7003 (Building/Health) / 508-892-7007 (Planning, Conservation, ZBA)

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

Memorandum

TO: David Genereux
Town Administrator

FROM: Michelle R. Buck,
Town Planner/Director of Inspectional Services

DATE: March 9, 2020

RE: Town Planner Report, February 2020

Note: I was on medical leave for the entire month of February 2020, so my report is limited to permit application status and the Economic Development report from Bryan Milward.

Economic Development

- **New Businesses**
 - Assisted new businesses with completing their business licenses.
 - Researched processes in other cities and towns for licensing.
- **Grants**
 - Worked with CMRPC on the town's economic development plan and Green Communities grant.
 - Assisted Howard Stein Hudson with documentation needed for Complete Streets grant.
 - Researched potential future grants including MVP Action Grant and Vacant Storefronts grant.
- **Events**
 - Attended meetings of the Blackstone Valley Chamber of Commerce, Worcester Regional Chamber of Commerce, the Planning Board, the Economic Development Committee, and the Conservation Commission.
- **Other**
 - Continued building connections with the local business community, realtors, neighboring towns, and regional and statewide officials.
 - Researched best practices on local government permitting to further streamline the process and better provide information to businesses.
 - Attended webinars from several E-permitting vendors and obtained quotes on services.
 - Promoted and worked with the EDC to organize the upcoming Open for Business event on March 12th.

APPLICATION STATUS, February 2020

PLANNING BOARD				
Project	Type of Application	Location	Description	Status
Mulberry Solar 3 (SP2018-03)	Zoning Violation	Mulberry Street (Map14, Parcel A4)	Tree clearing in required buffer areas	Hearing scheduled for 3/10/2020
Hillcrest Water Tank (SP2020-01)	Special Permit	LeHigh Rd	Water tank on undersized lot	Approved 2/18/2020
The Planning Board also approved <u>0</u> ANR plan(s).				

ZONING BOARD OF APPEALS – No applications February 2020						
CONSERVATION COMMISSION						
Meeting Date	Applicant	Street #	Street	Type of Application	Action	Project Description
2/11/2020	Toni Mandel	48	Lake Drive	RDA	Approved	Sunroom
The Commission also issued <u>0</u> Partial Certificate(s) of Compliance, <u>0</u> extension(s), and <u>0</u> minor project modification(s), <u>0</u> Enforcement Order(s), <u>0</u> Emergency Certificates, and <u>0</u> Cease & Desist orders.						
BOARD OF HEALTH						
Title V/Reviews		Inspections		Permits Issued		
Soil Testing	0	Camp Review	0	Food	2	
Septic Plan Review/As-Built Review/Title 5/Installers	11	Camp Complaint	0	Milk	2	
Septic Inspection	0	Pool	0	Haulers (Trash & Septic)	0	
Well Plan Review	2	Food	11	Installers	1	
Water quality/comp.	2	Housing	0	Septic/Perc	4	
Camp application	0	Nuisance	9	Beaver	0	
Septic Hauler Reviews (permit renewal)	0	Beaver	0	Well	0	
Food Reviews (permit renewal)	2	Septic	0	Camp	0	
				Pool	0	

Central Mass Regional Public Health Alliance (CMRPHA)-see attached report

FEES COLLECTED:

Code/Building	\$3,283.80
Conservation Commission	\$50.00
Board of Health:	\$2,470.00
Planning Board:	\$360.00
Zoning Board of Appeals:	\$0.00
TOTAL	\$6,464.00

cc: Planning Board, Board of Health, Conservation Commission, ZBA

BUILDING PERMITS ISSUED MONTH OF FEB 2020

Date Filed	Owner	#	Address	Contractor	Permit Number	Permit Type
2/3/2020	Jeffrey O'Brien	330	Henshaw St.	Peter Sanderson (Cornerstone Building Associates)	20-016	Fire restoration
2/4/2022	Daniel Graves	175	Paxton St.	Owner	20-018	Windows/Doors
2/3/2020	Michael Bisson	1629	Main St.	Vivint Solar (Roland Brandt)	20-019	Solar Panels (Residential)
1/29/2020	Walmart	20	Soojian Dr.	Prestige Contracting (Brandon Graff)	20-020	Renovation
2/10/2020	Eric Hart	4	Maple St.	Edward Beauchemin	20-021	Weatherization/Insulation/ Air Sealing
2/10/2020	Daniel Chinga/Maggi Muchugu	480	Whittemore St.	American Installations (Wesley Couture)	20-022	Insulation
2/12/2020	Han Danh	23-25	Watch St.	Sunrun (Craig Orn)	20-023	Solar Panels (Residential)
2/18/2020	Kevin Snow	866	Pleasant St.	Saunders & Sons Roofing (William Saunders)	20-024	Roof
2/18/2020	Kurt Parliament	58	Henshaw St.	Homeowner	20-025	Siding
2/20/2020	Leicester Country Club (Cheryl Orricio)	1430	Main St.	Mark Wilde	20-026	Roof
2/20/2020	Jerome Edgington	393	Henshaw St.	All Energy Solar (Scott Fournier)	20-027	Solar Panels (Residential)
2/25/2020	Thomas Southard	10	Old Stafford Trnpg.	Phil Parent Remodeling (Phil Parent)	20-028	Remodel (bathroom)
2/24/2020	Margaret Cleveland	1015	Stafford St.	David Barbale	20-029	Roof
2/24/2020	Steve Parretti	4	LaFlash Ln.	Robert Spence	20-030	Roof
2/26/2020	Theresa Reynolds	586	Henshaw St.	Gene Scott	20-031	Siding
2/25/2020	Doug Will LLC	7	King Ter.	Michael Brown	20-032	Renovations
2/26/2020	Nguyen Tran	339	Rawson St.	Homeowner	20-033	Renovation/Roof

In addition, 2 Stove Permits; 1 Sheet Metal permits; 4 Home Occupation were issued



CITY OF WORCESTER, MASSACHUSETTS
Department of Health & Human Services
Division of Public Health



Public Health
Prevent. Promote. Protect.

Matilde Castiel, MD
Health & Human Services
Commissioner

Karyn E. Clark
Public Health
Director

Central MA Regional Public Health Alliance (CMRPHA) – Monthly Update
MARCH 2020

ADMINISTRATION (ADM)

- **Duty Officer Number** – Reminder that the Duty Officer Pager System is in place for after hours and weekend emergencies. Please make sure that appropriate parties have the number, which is **508-408-5173**. This should be the process instead of calling specific environmental health staff cell phones after hours. **PLEASE ENSURE YOUR DISPATCH FOR ALL SHIFTS HAS THIS NUMBER AND ARE FAMILIAR WITH THE ON PAGE PROCESS AND CMRPHA.**
- **COVID-19 (Coronavirus)** – WDPH continues to participate in calls with MDPH and CDC to get up to date information on this fluid situation. Guidance and educational materials change almost daily. For the most up to date information for your offices and for your community, please visit www.cdc.gov where information for travelers, first responders, health care providers and others are listed. We continue to promote education, not panic. Many questions that the general public have can be found at the CDC website.
- **IMPORTANT - Special Alliance COVID-19 Gathering** – WDPH is encouraging the Alliance communities to send **representatives from their BOHs, BOSs, Town Managers, PDs, FDs, EMs and Schools to a special meeting on Monday, March 9th from 9 AM – 11 AM at the Shrewsbury Public Library, 609 Main Street.** We will discuss most up to date information about the virus, where to go for information for your residents and employees, protocols for travelers, first responders, healthcare providers, etc. as well as information on preparedness and response from the WDPH Office of Nursing and Office of Emergency Preparedness. **Although COVID-19 is a public health emergency, it will require all departments in each town to understand their role in response.** Again, please send appropriate depts. And board members from each town to participate. **Please RSVP to Karyn Clark or Kristen Las, Shrewsbury Assistant Town Manager and Chair of the Alliance.**
- **Quarterly Alliance Meeting** – The next meeting is scheduled for **Wednesday April 15, 2020 from 12:30 – 2:00 PM.** Grafton will be hosting. Details and agenda forthcoming.

ENVIRONMENTAL HEALTH (EH)

- The EH team will respond to after hour events if needed. Please use the Duty Officer line. 508-408-5173. Calls will be triage once received.



- Ivan Kwagala one of our Regional Environmental Health Specialist has recently passed his REHS/RS test and will be receiving this credential. Congratulations on all his hard work and effort.
- The Pool Code is on track to be updated this year. Go to www.mass.gov/dph/csp to review a copy of proposed changes.
- The State Sanitary Code also known as the Housing Code is to be updated this year. This has been a ten year plus effort. Go to www.mass.gov/dph/csp to download copy of proposed changes.

COMMUNITY HEALTH (CH)

Updates and Announcements

- On 02/13/20 WDPH staff met with Millbury Public Schools to discuss interventions to treat and prevent youth vaping by students within the school and also discuss other ways the school can collaborate with WDPH on substance use prevention efforts.
- 02/21/20 WDPH staff attended a training by the HOPE Coalition titled Adult Swim. This training provided skills to build relationships between youth and adults that support prevention strategies. It focused on identifying how adultism negatively impacts youth and adult's ability to partner with each other.
- On 02/26/20 WDPH Staff convened the monthly Coalition for a Healthy Grafton Meeting at the Grafton High school Main Office.
- On Thursday, March 5th, at 6:30pm at Shrewsbury High School in the auditorium, an important community awareness forum will be presented by the Shrewsbury Coalition for Addiction Prevention and Education (SCAPE) on adolescent brain development and its impact on teen risk taking, including alcohol, vaping and substance abuse. Nationally Recognized Speaker Dr. Ruth Potee will present "Under Construction –What every parent must know about your tween/teens brain development". This is an opportunity for elementary, middle-school and high school parents and all community members, to learn from the latest medical science and research on adolescent development, particularly when it comes to healthy brain development. Middle-school and high school youth are highly encouraged to attend.
- Faces of Addiction Workshop: Marijuana and Vaping in teens will be taking place Wednesday, April 8, 2020 at the MIAA Office in Franklin, MA from 8:30am-1:30pm. For more information visit <http://www.miaa.net/miaa/conferences>

NURSING (PHN)

RESPIRATORY HYGIENE/COUGH ETIQUETTE

Cold and flu season is upon us. Remember to practice respiratory hygiene and cough etiquette to prevent the spread of viruses this season. Printable posters in various languages are available on the Centers for Disease Control (CDC) Website:
<https://www.cdc.gov/flu/prevent/actions-prevent-flu.htm> .

The following measures are recommended for all individuals with signs and symptoms of a respiratory infection:

- Cover your mouth and nose with a tissue when coughing or sneezing;
- Use in the nearest waste receptacle to dispose of the tissue after use;

- Perform hand hygiene after having contact with respiratory secretions and contaminated objects/materials.
- **Key Points as posted on the CDC flu website:**
 - The 2019-2020 season is underway; Massachusetts is experiencing high levels of influenza-like illness and influenza.
 - Activity is being caused mostly by influenza B/Victoria viruses, which is unusual for this time of year. A (H1N1) viruses are the next most common and are increasing in proportion relative to other influenza viruses in some regions.
 - It's not too late to get vaccinated. Flu vaccination is always the best way to prevent flu and its potentially serious complications.
 - Antiviral medications are an important adjunct to flu vaccine in the control of influenza. Almost all (>99%) of the influenza viruses tested this season are susceptible to the four FDA-approved influenza antiviral medications recommended for use in the U.S. this season.

COVID19 (novel coronavirus)

The Centers for Disease Control and Prevention (CDC) and the Massachusetts Department of Public Health (MDPH) continue to advise that the risk of COVID19 in Massachusetts and the United States remains low. The Worcester Division of Public Health/Central MA Regional Public Health Alliance continues to monitor the situation closely and participates in weekly conference call with CDC and/or MDPH. **Please consult the CDC Coronavirus website for the most up-to-date information at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>**

Pat Bruchmann attended the Lunar New Year Celebration at St. George's Orthodox Cathedral, 30 Anna Street, Worcester, MA on Saturday, February 8, 2020 from 11 am – 4 pm providing flu vaccine for children (regardless of insurance status) and UNINSURED adults; 10 vaccines were administered. Additionally, she was asked to speak to attendees about coronavirus.

She also spoke with parents, staff and students at the Chinese Language School in Worcester on Sunday, February 9, 2020 due to coronavirus concerns.

Community education presentations scheduled:

- Friday, March 13, 2020 from 1:00-3:00 pm—Coronavirus for Staff (Colony Retirement Homes)
- Wednesday, April 29, 2020 from 9:00-10:30 am—Role of Public Health and Infectious Diseases in Homecare for staff at Elder Services of Worcester Area

REGIONAL PUBLIC HEALTH NURSING UPCOMING EVENTS MARCH 2020

- **Grafton**
 - Grafton Housing Authority-Blood Pressure Clinic was completed for February 12, 2020-9 Forest Lane, Grafton from 3:30 pm until 5 pm.
 - Grafton Housing Authority-Blood Pressure Clinic is scheduled for *March 11, 2020*- 9 Forest Lane, Grafton from 3:30 pm until 5 pm.

- Grafton Senior Center-Blood Pressure Clinic was completed for February 27, 2020- 30 Providence Road, Grafton from 11:00 am until 12:30 pm.
- Grafton Senior Center-Blood Pressure Clinic is scheduled for *March 26*, 2020- 30 Providence Road, Grafton from 11:00 am until 12:30 pm
- **Leicester**
 - Amelia Houghton provided a blood pressure screening clinic along with education on Tick-borne diseases in Massachusetts at the Leicester Senior Center, February 18, 2020 at 10:00AM.
 - Amelia Houghton along with Patty Hainsworth of the Worcester Senior Center provided a Dementia Friends Information Session to former girl scouts in the Leicester Senior Center, Saturday February 1, 2019 at 1:00PM.
- **Holden** Plans are still being formulated for events at the Holden Senior Center
- **Shrewsbury**
 - Plans are being formulated to continue with *Hands-Only CPR* sessions at the Senior Center (dates to be determined)
- **Worcester**
 - Blood Pressure clinics were provided on February 4, 7, 11, 14, 18, 21, 25, and 28 from 9AM to 1PM.
 - *March* Blood Pressure clinics are scheduled for *March 3, 6, 10, 13, 17, 20, 24, 27 and 31* from 9AM to 1PM unless otherwise noted at the Senior Center Information desk.
 - *Hands-Only CPR* training classes are being scheduled at the Senior Center for May, June and July, open to the membership and offered by Amelia Houghton.

EMERGENCY PREPAREDNESS (EP)

- As the winter storms are here, a reminder that if you would like to request Worcester Regional MRC volunteers for a real world emergency such as a sheltering operation, please page the 24/7 Duty Officer. MRC volunteers are also available to participate in a community event, such as a senior health fair; for more information or to request MRC participation, please contact Alissa Errede at erredea@worcesterma.gov . Note: Grafton has its own Greater Grafton MRC unit.
- The Region 2 Public Health Emergency Preparedness (PHEP) Coalition provides reimbursement for certain Public Health conferences. If you're interested, please contact Katrina Stanziano at stanzianok@worcesterma.gov to determine eligibility.
- If your community needs Public Health Emergency Preparedness equipment and supplies (such as replacement pads for an AED or an iPad to stay connected) and is interested in using grant funds to purchase them, please contact Alissa at erredea@worcesterma.gov for more information and to determine eligibility. Additionally, the PHEP coalition recently made regional purchases for EDS equipment, including stanchions, cones, privacy screens, and signs, which many Alliance towns took advantage of.
- All communities within MDPH Region 2 (74 communities within Central MA) are in the process of transitioning to an updated EDS Plan template, based on current state and

federal guidelines. Worcester DPH staff are available to assist CMRPHA communities in fulfilling this deliverable, which have to be completed by the end of the grant year. For more information, please contact Katrina at stanzianok@worcesterma.gov.

- As with previous years, all communities have been tasked by MDPH to complete a facility set-up drill for their Emergency Dispensing Site (EDS). Worcester DPH staff are available to assist CMRPHA communities in fulfilling this deliverable; Grafton, Holden, Leicester, Millbury, Shrewsbury, and Worcester have completed theirs. For more information, please contact Katrina at stanzianok@worcesterma.gov.
- Recently, the topic of town Emergency Operation Centers (EOC) has come up at LEPC meetings. As a reminder, while WDPH staff may be able to assist in physically staffing an EOC should an event be localized and staff are available, it is more likely that the assistance will come in the form of message development, serving as a liaison between the municipality and MDPH, providing situational awareness, and similar support functions. Therefore, town plans should include BOH members and/or town BOH admin staff in the staffing of an EOC, rather than WDPH staff. Please reach out to Alissa at erredea@worcesterma.gov with any questions.



CHIEF
ROBERT F. WILSON

TOWN OF LEICESTER FIRE DEPARTMENT
3 Paxton Street
LEICESTER, MASSACHUSETTS 01524



OFFICE (508) 892-7022

FIRE DEPARTMENT

February 2020 Monthly Report

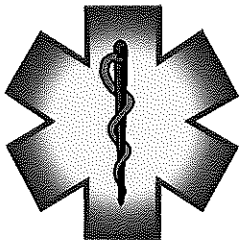
Total fire calls	23
Single Company Calls	19
Multi Company Calls	4
Company 1	14
Company 2	9
Company 3	6
Rescue	0
Mutual Aid given	4
Mutual aid received	0

Training: Firefighter self-rescue practical All Companies

Equipment: Engine 4 replace internal computer that controls the throttle pedal
Tower 53 replace broken hydraulic line going to front stabilizers

Personnel: Recruit Firefighters Ryan Lambert, Jason Edson and Zach St. Pierre completed Call/Volunteer Recruit Training Program and received their Firefighter I/II Certification.

Fire Prevention:	Inspection/Permits	64	Fee's	\$2,170.00
	Plan reviews	2		
	Other Inspections/Follow-ups	8		



Town of Leicester • Emergency Medical Services

3 Paxton Street • Leicester, MA 01524

MARK F. WILSON, EMS Director • PHONE: (508) 892-7006

LEICESTER AMBULANCE

EMS Report February 2020

Total Calls	116
Transports	78
Mutual Aid given	13
Mutual Aid received	6

Training: Stretcher, glucometer and restraints review

Equipment: A1: Replace EGR valve, oil change and vehicle PM
 A2: Replace outside emergency lights and interior patient compartment lights
 A3: Replace interior lights in patient compartment with new LED lights

Annual State Inspection completed February 10th.

Leicester Public Library

Director's Report

February 18, 2020

Maintenance

- See Renovation section
- Elevator inspection/maintenance contract and yearly draft maintenance schedule/costs

Programs/Events

- David LeBoeuf continues office hours here the fourth Tuesday of each month. Book Club, Genealogy Club, DNA Genealogy Group, Leicester Writers Guild, and Land Trust meet monthly. Users eagerly awaiting lockable door to use outside library hours.
- Music program 3/12, Kim Larkin Celtic Chocolate 3/19, Travis Dandro book signing 3/26, Opossums 5/2, Pastel Painting 5/28. Will have drop in kids crafts/activities for Feb and April vacation weeks. Patron led Storytime scheduled for 3/6. Starting Lego activity every Saturday week of 2/15
- Legislative Breakfast Friday, 2/21 8 a.m. (4/2 is Library Legislative Day in Boston)
- Annual Town Meeting will be held on May 5th, 2020 at 7pm in the Town Hall Gym. Will close at 6:30.
- Possible Grow with Google event 3/17 & 3/18

Administrative

- Meeting room use/doors outside library hours – amend policy?
- Coordinating Bike Rack installation w/maintenance highway
- Employee evaluations due 3/1
- Jerry Jacques plaque options
- Electric car charging station
- Children's room closed 2-5 p.m. Friday 5/15

Outstanding Renovation Items

1. East side drainage – Mark Armington inquired about an injectable waterproofing to the fieldstone foundation, but the installer does not recommend that product for this application. Gutters and repointing the interior masonry may solve the problem. Still under discussion.
2. ~~Picture book shelves—done, with exception of detail molding and appropriate dividers.~~ Done.
3. Gutters, masonry repointing basement wall, west parapet masonry repointing – work approved, awaiting scheduling with Raymond James.
4. Locksmith work – Awaiting scheduling. Scope of work and \$ amount to Joseph Lock approved. (Technician on site 11/13). 12/27 – delay in ordering parts. 2/14 update: parts still on order.
5. Handicapped door openers –Have estimate, on 2/18 Trustees agenda
6. East side addition window leaks – Suzanne and Trustees will pursue with DA Sullivan as a warranty issue. DAS/Folan on site Friday, 1/10, installed waterproofing over covered entrance and east side wall. Marvin window tech installed further waterproofing 2/13.
7. ~~Covered opening trim alignment—Done~~
8. Bike rack – Suzanne and Trustees will pursue outside of Building Committee

9. Ceiling tile leaks in staff bathroom and across from elevator maintenance – Suzanne and Trustees will pursue with DA Sullivan as a warranty issue 1/16 update: tiles we have don't fit. John from DAS will order box that fits and replace soon.
10. Small J bathroom water penetration – likely remediated by eventual gutter installation.
11. ~~Manuals/training videos/warranty/close out docs~~—Done.
12. ~~YA table—ordered, approved at 10/29 meeting~~ Arrived week of 2/14
13. Key box – Suzanne will pursue
14. ~~MBLC final report/final payment application~~—Rec'd final payment week of 2/14
15. Complete fire alarm and burglar alarm test – Committee thinks this was part of the occupancy permit inspection, but the fire department has requested a test. Suzanne will follow up with Fire Dept.
16. Unpainted window frames – the top/inside of the addition window frames remain unpainted. The committee is unsure who is responsible for this correction, and if it is even necessary.
17. People counters (ordered), ~~NGrid rebates~~, and installation of the Detex alarms on the two stairwell doors leading to the 2nd floor are library staff/trustee issues.

Outstanding Library Items – most are in progress

Panic Buttons

People Counter (have proposal 1/20, ordered 2/14)

Connect cameras to PD

Permanent museum display cards

~~Catalog terminals Laptop available on Main Floor for patron use. Re-allocating Chromebooks for this purpose~~

Circulation Statistics

Number of new items last month: 295 (total physical circulating items = 30,035)

	Circulation	Wireless Log ins	Computer		Circulation	Wireless Log ins	Computer
Jan '19	2208	91	58	Jan '20	3,699 (+68%)	131	163
Dec '18	1839	91	77	Dec '19	2840 (+54%)	110	132
Nov '18	2163	94	81	Nov '19	3315 (+53%)	131	150
Oct '18	2068	109	117	Oct '19	3532 (+71%)	158	151
Sept '18	2203	98	72	Sept '19	3324 (+51%)	132	128
Aug '18	2367	85	79	Aug '19	3902 (+65%)	124	162
July '18	2154	85	52	July '19	4277 (+99%)	116	145
June '18	1988	98	34	June '19	2461 (+24%)	192	163
May '18	2205	112	56	May '19	1228 (-44%) (closed 5/11-6/11)	43	22
April '18	1967	108	50	April '19	1887 (-4%)	78	56
Mar '18	2328	85	66	March 19	2074 (-7%)	88	37
Feb '18	1958	94	59	Feb '19	1884 (-4%)	65	47
Jan '18	2091	89	63	Jan '19	2208 (+6%)	91	58

The Library averages between 145-195 items circulated over the desk every day we are open. This does not include ebooks.



Leicester Police Department
90 South Main Street
Leicester, MA 01524



Chief
Kenneth M. Antanavica
antanavicak@leicesterpd.org

www.leicesterpd.org

Emergency: 911
Non Emergency: 508-892-7009
Non Emergency: 508-892-7010
Fax: 508-892-7012

Date: March 9, 2020

To: Mr. David Genereux
Town Administrator

Select Board
Town of Leicester

From: Kenneth M. Antanavica
Chief of Police

Re: **Leicester Police Department Monthly Report for February 2020**

Investigative Division

Below is a synopsis of the investigative division's activity during the month of February 2020:

1. Several Court discovery request
2. Multiple prisoner transports
3. Out of State subpoena service re: N.H. and Worc. Superior Ct.
4. In service training
5. Investigation and complaints sought in substantial larceny case
6. Narcotics investigation Pine St
7. Drug Lab X3 U-Mass Worcester
8. Shoplifting complaints X2
9. Prepare for evidence destruction in Jaillet case
10. Worc. DA Fiscal admin Currency deposit from drug case resolved
11. ADA Bolton, MSP evidence destruction
12. DEMS/ Ballistics- Maynard MSP crime lab
13. Misc. court work
14. Hands free driving enforcement
15. Needles/ sharps/ prescription kiosk maintenance
16. Investigation Holbrook case
17. Investigate juvenile sexual assault
18. Breaking & Entering invest- American Legion
19. Delivered RAD classes Middle school
20. Sexual assault/ rape referral- out of state
21. Counterfeit bills Investigation- Walmart
22. Runaway on Main St- Section 12 assistance
23. Breaking and Entering/ Larceny investigation Stafford St
24. Obtained 14 grand jury subpoenas
25. Obtained several search warrants
26. Executed multi-jurisdictional search warrant
27. Recovered illegal firearm and narcotics
28. Worked with FBI and other agencies to solve bank robbery

Patrol Division

Patrol division is performing m/v stops for hands free cell phone compliance. Warnings have been being used until the grace period expires.

Chief's Office

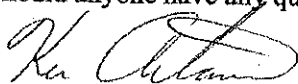
As Chief of Police, I attended or participated in the following events:

- ✓ Worked with department heads to prepare a fantastic breakfast for the Senior's at the Senior center
- ✓ Round table discussion with Schools and District Attorney's office
- ✓ Satisfying more public records request
- ✓ Review and comment on more site plans
- ✓ Attended Mass Chiefs of Police meeting.
- ✓ Chaired the Public Safety committee meeting for the Town and worked with team to resolve several residents' complaints or problems.
- ✓ Attended department head meeting
- ✓ Participated in Capital planning meeting
- ✓ Addressed extensive Records request to Mass DOC prisoner
- ✓ Petitioned the Secretary of State to block public records request
- ✓ Sgt. Promotional RFP distributed after the Selectboard reviewed and approved
- ✓ Received reimbursement from DA office for a motor vehicle stop with narcotics and over \$11,000 was seized
- ✓ Posted elections
- ✓ Investigated a citizen's complaint
- ✓ Filled another Basic Firearms safety course
- ✓ Participated in Emergency Drug Distribution drill at the High School
- ✓ Authorized Police union to participate in autism awareness fund raiser with specialized patches
- ✓ License plate readers are now online
- ✓ Citation printers are also now online.

Monthly Statistics

• Calls/Patrol Initiated Activity	1,979
• Incident Reports Taken	77
• Arrests/Summons	47
• Crash Investigations	11
• Towed vehicles	34
• Motor Vehicle Stops	370
• Medical responses	99

Should anyone have any questions on this update, please feel free to contact me.



Ken Antanavica
Chief of Police

Report to: David Genereux, Town Administrator
From: Rachelle Cloutier, COA Director
Date: March 6, 2020
Re: Council on Aging Report of activities for February 2020

Newsletter Editor Genevieve Grenier, BA

Leicester Senior Horizon Newsletter for February was prepared and sent to publisher and Emailed PDF to town hall. Several copies are brought monthly to area vendors by Genevieve and Nancy, town hall, banks, Meals on Wheels participants, etc. "Train Your Brain" **with 9 participants**. Laugh in Morning has also been well received and enjoyed. Continues with my Acrylic Art class on Mondays. Take and record payments for the Newsletter. Assisted Nancy with **2 Home visit, 1 shopping assist**. Create monthly sign-up sheets for Line Dancing, Exercise, Balance, Yoga with Ann, Chair Yoga with Heidi, Tai Chi with Gary and Low impact Zumba with Amy LeClaire. Helped to repackage and distribute food donations by Shaw's of Auburn. Helpers are Ruth Dowgielewicz, Ruth Dumas, Diane Bergin and Marge Cordaro. Assisted with Book Club discussion of Fall of Angels by Barbara Cleverly. Answer phones as needed. Design flyers and sign-up sheets for varying programs occurring in February and March. Helped Nancy set up back room for cribbage and arrange back room for preparation of AARP taxes. Helped to set up for the monthly breakfast. Help set up room for tax prep.

OUTREACH ACTIVITY – Nancy Lamb, RN. 1 Nursing Visit, 2 housing visits, **1 shopping assistance**. **1** Doctor's appointment with the assist of Genevieve. Sent out 2 Get Well and 1 Thank You card. Set up SHINE calendar for March. **4** Blood Pressure drop in. We had **2 new podiatry** sign up and prepared the paperwork. Will restart Grief Session in March. AARP tax preparation is full. Spoke with Kim of the Meadows and will have a new respiratory presentation sometime in the spring. Hearts to Home Meals program will be here on the 15 of March and then on the 21st for a taste of their food. Our Walking Club who now uses our cafeteria for walks because it is too cold outside will resume walking outdoor soon. Attended the budget meeting on Saturday February 8 with Rachelle, Genevieve and Marilyn Hyland. An added thanks to Ruth Wickham who has volunteered to help with the Leicester Senior Horizon and to Ruth Dumas who helped with Community Reading. Discussed a new Horse Racing game with Mike and Rachelle to be set up in the Spring. Put together Seasonal decorations with Genevieve. Went to the Food Pantry.

The Director's Office – Rachelle S. Cloutier, M.Ed. Our newsletter was prepared and mail. Attended COA Board meeting on February 13. ERA came to present us with a donation of \$1,000. We had our breakfast on the 20th of February. Met with Shayla Lopez of a Food Delivery Service called "Hearts to Home". This service is high end and a bit expensive but we have senior in Leicester who are using this service and we will present this to other on the 15th of May and also on the 21st for a taste time with 20 interested seniors. Donna McDonald informed us that the water in the kitchen does not get hot only lukewarm. Had Karl and a plumber look at the tank and was told that the tank will soon need to be replaced. Had to address an issue with an exercise participant who wanted to tip one of our instructors because she is so good. The instructor had no knowledge and was surrendering all of the money to us. Nancy Lamb advised the instructor to let them know that this is not ethically correct. Posted all billing to a spreadsheet, prepared all accounts payable, prepared RTA billing for the month. Arranged for our bus drivers to be fully trained in March and certified. Tax Prep is full and Peter is telling us this is his last year and hopefully those he trained will want to continue to provide this service for our seniors. SHINE is very busy. All staff evals were returned signed by David. Meet on a regular with staff.



Town of Leicester
Office of the Treasurer Collector
3 Washburn Square
Leicester MA 01524-1333
Phone: 508-892-7002
Fax: 508-892-7070

To: Leicester Select Board
Date: March 3, 2020
From: Office of Treasurer Collector
Re: February Activities

- February collections are as attached
- Collected \$15,854.80 in tax title principal payments and \$3,236.28 in interest payments. The outstanding balance of tax title accounts as of February 29th is \$1,200,414.49.
- Mailed the following motor vehicle excise tax bills:
 - 2019-07: \$2,341.03 (86)
 - 2019-08: \$10,442.73 (201)
 - 2019-15A: \$270.71 (3)
 - 2020-01: \$1,178,113.20
- Established lockbox services with Century Bank to process motor vehicle excise tax bills paid through the mail.
- BAN sale of \$500,000.00 for Feasibility Study
- Meeting with Department of Elementary and Secondary Education
- Met with resident to make tax title payment agreement
- Met with Worcester Regional Retirement System CEO
- Completed USDA requested annual financials
- Completed Continuing Disclosure
- Attended FY21 Budget Meeting
- Assistant Treasurer Collector, Nick George, started in his new position. He is doing a great job and learning the duties quickly.
- Completed employee evaluations
- Mailed another round of tax title delinquency notices outlining the payment agreement process.
- Reconciled December Budget

Quarter	Type	Commitment	January*		February*		March*		3Q Total Net
			07 Tax/Liens	07 Int	08 Tax/Liens	08 Int	09 Tax/Liens	09 Int	
3	PP	\$ 178,543.14	\$ 157,672.15	\$ 154.00	\$ 62,721.70	\$ 108.96			\$ 220,656.81
3	RE	\$ 4,140,754.68	\$ 3,605,506.33	\$ 8,770.62	\$ 587,002.31	\$ 266,489.00			\$ 4,467,768.26
3	CMB		\$ 1,900.60	-	-	-			\$ 1,900.60
3	CMB CI		-	\$ 330.54	-	-			\$ 330.54
3	CV/RWDU		\$ 1,138.82	-	-	-			\$ 1,138.82
3	CV/SDSB		\$ 1,569.85	-	-	-			\$ 1,569.85
3	CV/SDSB CI		-	\$ 930.34	-	-			\$ 930.34
3	CV/SDU		\$ 1,575.30	-	-	-			\$ 1,575.30
3	HLSWBT		\$ 705.00	-	\$ 352.50	-			\$ 1,057.50
3	HLSWBT CI		-	\$ 141.00	-	\$ 70.50			\$ 211.50
3	HLSWBTU		\$ 345.00	-	\$ 12.85	-			\$ 357.85
3	HW/DU		\$ 671.03	-	-	-			\$ 671.03
3	LSWDUN		\$ 1,172.63	-	\$ 520.09	-			\$ 1,692.72
3	LWSDSB		-	-	\$ 825.00	-			\$ 825.00
3	LWSDSB CI		-	-	-	\$ 396.00			\$ 396.00
3	ORSDU		\$ 2,000.24	-	-	-			\$ 2,000.24
3	ORSWBT		-	-	-	-			-
3	ORSWBT CI		-	-	-	-			-
3	Title V		\$ 453.75	-	-	-			\$ 453.75
3	Title V CI		-	\$ 249.57	-	-			\$ 249.57
3	Burncoat Pond	\$ 39,887.17	\$ 34,157.81	\$ 19.44	\$ 7,777.08	\$ 5.95			\$ 41,960.28
3	Cedar Meadow	\$ 14,451.44	\$ 13,931.40	-	\$ 3,459.29	\$ 1,836.74			\$ 19,227.43
3	Stiles	\$ 19,835.53	\$ 22,432.03	-	\$ 2,661.38	\$ 0.20			\$ 25,093.61
		\$ 4,393,471.96	\$ 3,845,231.94	\$ 10,595.51	\$ 665,332.20	\$ 268,907.35	\$ -	\$ -	\$ 4,790,067.00

\$ - \$

2020 Motor Vehicle and Boat Net Payments

Type	Commitment	Bill Date	# of Bills	Amount Billed	Tax	Tax	Interest	Totals	
MVX	2019-07	2/25/2020	86	\$ 2,341.03	January	\$ 12,869.95	\$ 1,437.52	\$ 14,307.47	
	2019-08	2/25/2020	201	\$ 10,442.73	February	\$ 12,062.94	\$ 696.18	\$ 12,759.12	
	2020-01	2/25/2020	10308	\$ 1,178,113.20	March		\$ -	-	
	2019-15A		2/24/2020	3	\$ 270.17	April		\$ -	-
						May		\$ -	-
						June		\$ -	-
						July		\$ -	-
						August		\$ -	-
						September		\$ -	-
						October		\$ -	-
						November		\$ -	-
	December				\$ -	-			
					\$ 24,932.89	\$ 2,133.70	\$ 27,066.59		
					\$ 49,865.78	\$ 4,267.40	\$ 54,133.18		
					\$ 1,191,167.13				

Boat	Tax	Tax	Interest	Totals
	January	\$ -	\$ -	\$ -
	February	\$ -	\$ -	\$ -
	March	\$ -	\$ -	\$ -
	April	\$ -	\$ -	\$ -
	May	\$ -	\$ -	\$ -
	June	\$ -	\$ -	\$ -
	July	\$ -	\$ -	\$ -
	August	\$ -	\$ -	\$ -
	September	\$ -	\$ -	\$ -
	October	\$ -	\$ -	\$ -
	November	\$ -	\$ -	\$ -
	December	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -

Memo

To: Town Administrator, Select Board
CC:
Date: 3/11/2020
Re: Report for the Month of February from TC

The Clerks office took in at total of \$1912.00 for the Month of February.

We were extremely busy getting ready for the March 3rd Presidential Primary and also Early Voting. Early Voting was February 24th through Thursday February 28th for the Town of Leicester. A lot of Long nights for the two to three weeks before the Election. There is much preparation which most folks don't realize.

Started to get a jump on dog licensing season -we had many who paid early so we decided to issue to those who had paid early.

Census still crazy, issuing a lot of birth and marriage certificates for the Real ID. Lots of requests that require research which is time consuming.

Respectfully submitted,

Deborah K. Davis