

BUILDING PERMITS ISSUED MONTH OF DEC 2020

Date Filed	Owner	#	Address	Contractor	Permit Number	Permit Type
1/5/2020	Town of Leicester	3	Washburn Sq.	Prime Restoration (Joseph Solomon)	21-001	Insulation
1/5/1950	Chris Lavin	7	LaFlash Ln.	Bright Planet Solar (Nicholas Casavant)	21-002	Solar (Residential)
1/4/2020	Ann Orsi	274	Auburn St.	HomeWorks Energy (Adam Glenn)	21-003	Weatherization
1/5/2020	Deborah Bonnette	65	Watson St.	HomeWorks Energy (Adam Glenn)	21-004	Weatherization
1/5/2021	Stephanie Leclair	664	Stafford St.	HomeWorks Energy (Adam Glenn)	21-005	Weatherization
1/5/2021	Janet Robbins	354	Pleasant St.	HomeWorks Energy (Adam Glenn)	21-006	Weatherization
1/7/2021	Marcella Jimenez	135	Charles St.	East Coast Metal Roofing (Nick Tesrletskiy)	21-007	Roof
1/7/2021	Town of Leicester (Fire station #2 Cherry Valley)	226	Main St.	Applied Roofing Systems (Todd Jankowski)	21-008	Roof
1/10/2021	James Mercier	211	Baldwin St.	Stephen Norling	21-009	Remodel/renovation
1/12/2021	Joseph/Elena Ferrantino	491	Whittemore St.	Homeowner	21-010	Remodel/renovation
1/19/2021	Robert Myers	1	Sunset Dr.	Lantern Energy LLC (Richard Abts)	21-011	Weatherization
1/19/2021	Kyle Ayres	1	Hemlock St.	Northeast Solar Services dba Revolusun (Joseph Vaccaro)	21-012	Solar (Residential)
1/19/2021	Matthew Shellenbarger	39	Burncoat St.	Trinity Solar (Neil Greene)	21-013	Solar (Residential)
1/19/2021	Luis Figueroa	840	Pleasant St.	Edward Beauchemin	21-014	Weatherization
1/19/2021	John Nguyen	474	Pleasant St.	S & M Green Construction (Sebastian Perpetuo)/Charles Wilmot)	21-015	Foundation only
1/20/2021	Lori/Michael Gerber	9	Crestwood Rd.	Homeowner	21-016	Remodel/Renovation
1/25/2021	John Mitchell	4	Bond St.	Saunders & Sons Roofing (William Saunders)	21-017	Roof
1/25/2021	Virgen Santos	6	Main St.	DiPietro Energy Solutions (James Dimopolas)	21-018	Weatherization
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1/26/2021	Kelly Kulla	81	Winslow Ave.	Lifeway Mobility (Daniel Martin)	21-021	Remodel/Renovation
1/26/2021	Heather Cassanoi	761	Pleasant St.	Rayah Power Integration Corp (Armen Davtian)	21-022	Solar (Residential)
1/25/2021	Daniel Chinga	480	Whittemore St.	Forever Freedom Massachusetts (Daniel Kelley)	21-023	Solar (Residential)
1/28/2021	PJA Management Corp.	1103	Main St.	Antanavica Construction (Theodore Antanavica)	21-024	Remodel/Renovation

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



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: February 10, 2021

RE: Development & Inspectional Services (DIS) Report, January 2021

Brooke Hammond, Department Assistant, started 1/5/2021. The Town's contract with the Central Massachusetts Regional Public Health Alliance ended 1/31/2021. Helen Ganas, Public Health Nurse, was hired to provide nursing services (start date 1/21/2021). All Board meetings continued to be held virtually due to COVID-19.

Project Review/Processing/Construction Monitoring:

- Reviewed applications, attended all permitting Board meetings, and prepared Planning Board & ZBA decisions for projects listed in Application Status table.

Planning and Long-Range Projects:

- Zoning Bylaw Amendments: continued work on potential Zoning Bylaw amendments for May 2021 (drafts of NB district, marijuana, outdoor storage, housekeeping amendments completed).
- Open Space & Recreation Plan: Kick-off meeting scheduled for 2/23/2021

Miscellaneous:

- Training of Department Assistant
- Attended Moose Hill Water Commission meeting 1/7/2021
- Assisted Highway Department staff with office space re-organization (providing Health Agent with a private office)
- Updated ANR Plan application instructions
- Attended Emergency Dispensing Site drill 1/14/2021
- Prepared FY2022 Budget Request
- Prepared draft DIS Annual Report (complete except Health section)
- Prepared Conservation Commission support letter for Burncoat Park grant
- Addressed miscellaneous public inquiries, including the following:
 - Construction on newly created lot with insufficient frontage (self-created hardship)
 - Permitting requirements for: dance academy in B District, conversion of single-family to 2 family, storage pods, pet grooming in CB district, limited frontage lots, permit renewal, used car sales, fence installation, and marijuana establishments (multiple inquiries related to zoning and permitting for cultivation, retail, delivery, and outdoor cultivation)
 - Development on lot with no frontage or access (not buildable)
 - Public records requests: 1764 Main (Cultivate), 208 Rawson (all DIS records), Cedar Meadow lake drawdown documents, 88 Huntoon permit fees & expenditures, park plans and studies
 - Complaints: 15 Water Street (noise), 1323 Main (multiple issues), 565 Pine Street (wetland violations)

APPLICATION STATUS, January 2021

PLANNING BOARD					
Project/Applicant	Type of Application	Location	Description	Status	
James White	ANR	Lilyestrom Grove	Combining 3 parcels into 2	Approved 1/19/2021	
Hank’s Marine/MDS LLC	Special Permit	1570 Main Street	Boat Showroom	Hearing 2/16/21	
ZONING BOARD OF APPEALS					
Project/Applicant	Type of Application	Location	Description	Status	
Nathan Doggart	Variance	1A Hammond Street	Construction of home addition in setback	Hearing 1/6/21, continued to 2/3/21.	
Southwest Holdings	Special Permit	Auburn Street	Limited Frontage Lot	Hearing 2/24/21	
CONSERVATION COMMISSION					
Meeting Date	Applicant	Address	Type of Application	Action	Project Description
01/13/2021	Benjamin Morris, Superintendent CVRWD	148 Henshaw St.	RDA	Approved	RDA 2020-20, reactivate well and tank
<u>Certificate of Compliance Requests:</u>					
• 88 Huntoon Memorial Highway (DEP #197-0395): <i>continued to 2/16/2021</i>					
The Commission also issued 0 minor project modification(s), 1 Enforcement Order(s), 0 Emergency Certificates, and 0 Cease & Desist orders.					

Building & Occupancy Permit reports attached.

BOARD OF HEALTH

- **Environmental Health**
 - Food Plan Reviews; 1 new establishment is projected to submit soon for the vacant space at 310 Pleasant Street.
 - Health Agent is working with an applicant on a plan review for a new Body Art establishment. The permit will be for microblading only. This will be the second microblading establishment in the Town.
 - Regional Tobacco Control Program was disbanded last year. Health Agent updated annual retail application, created inspectional form, and will conduct tobacco control compliance inspections in February.
 - Housing; 1 Complaint received. Case closed
 - Nuisance; No reports in January
 - Title V; 1 well plan review
 - Collection bin bylaw will now be monitored and enforced by the BOH. At the last regularly scheduled BOH meeting, the board voted in favor of adopting an annual fifty-dollar fee for each collection bin. A letter and application have been provided to all property owners and businesses for the bins that exist in town.
- **Community Health**
 - Public Health Nurse, Helen Ganas, started in her position January 21st.
 - Attended 4 weekly meetings with the regional head of the Contact Tracing Collaborative to review cases in town vs surrounding communities and trends.
 - Attended 9 weekly interdepartmental board of health meetings to discuss pandemic guidance and mandates.
 - Attended 10 Regional weekly meetings regarding COVID-19 and vaccination efforts.

- COVID-19 complaints received have significantly decreased. The office has a large volume of calls from residents about vaccine related information.
- Health Agent created a web form that allows residents to sign up for notifications regarding vaccine. Resident feedback has been positive.
- **Emergency Preparedness**
 - Health Agent submitted application to be approved as a vaccination site. The town has been approved to receive vaccine. Town staff is currently training to use state mandated software for tracking vaccinations and hosting clinics.
 - Annual drill of the Town's Emergency Dispensing Site with the Regional Emergency Preparedness Coordinator was conducted in on January 14th. Coordinator reviewed what a COVID-19 vaccination clinic workflow could look like.
- **Miscellaneous**
 - A webpage was published in December to provide daily updates on coronavirus. A new extension page has been created for vaccination information and planning both in Leicester and regionally.

Central Mass Regional Public Health Alliance (CMRPHA)-no report received
CMRPHA services ended January 31, 2021.

FEES COLLECTED:

Code/Building	\$5,500.30
Conservation Commission	\$150.00
Board of Health:	\$5,745.00
Planning Board:	\$3,150.00
Zoning Board of Appeals:	\$175.00
TOTAL	\$14,720.30

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

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OCCUPANCY PERMITS ISSUED MONTH OF JAN 2021

Date	Name	Address	Address	Occupancy Permit #	Building Permit #	Type
1/4/2021	Gordon Olin for Matthew Schold	2	Oak Bluff Ln.	21-001	20-172	Single Family Dwelling
1/26/2021	Kathy Brouillard	26	Second St.	21-002	20-073	Garage with living space - TEMPORARY

February

400 ton salt ordered and received

Snow event 2/7 and 2/8 no seasonal drivers used on the 8th

Clean up following snow events



**Town of Leicester Fire Department
3 Paxton Street
Leicester Massachusetts, 01524**



Michael R. Dupuis
Chief

January 2021 Monthly Report

Total calls > 19

HQ Company > 11

Station 2 Company > 5

Station 3 Company > 4

Rescue Company > 2

Mutual Aid Given > 1

Mutual Aid Received > 0

Training > Ice Rescue

Equipment > Rescue 2 compressor pm'd

Fire Prevention: Total Inspections > 90

11 smoke inspections

54 open burning permits

11 LP Storage permits

5 oil burner permits.

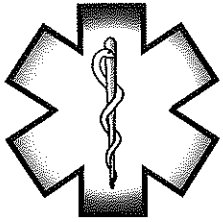
6 oil tank/removal permits.

1 fuel tank permit

1 hot works permit

1 fire alarm permit

- 3 new business plan reviews, 88 Huntoon mem. Hwy fire alarm review, inspect and issued a cease-and-desist order for 11 Hankey St.
- All repair shops have been inspected and acquired plans from each site.



Town of Leicester • Emergency Medical Services

3 Paxton Street • Leicester, MA 01524

PHONE: (508) 892-7006

LEICESTER AMBULANCE

EMS Report January 2021

Total Calls	131
Transports	99
Mutual Aid given	34
Mutual Aid received	8

Equipment: Annual maintenance perform on Cardiac Monitor and Lucas CPR devices.



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: February 4, 2021
From: Office of Treasurer Collector
Re: January Activities

- January collections are as attached.
- Collected \$10,577.42 in tax title principal payments and \$1,112.67 in interest payments.
- Participated in weekly Vadar Webex meetings
- December transfers for the town
- Submitted December to the Accountant for reconciliation
- Mailed FY20 delinquent reminder notices for RE/PP.
- Completed tax title payment agreement on \$47.5K parcel
- Department Assistant, Amy Moulton, resigned. A new Department Assistant, Alisa Ayres, started the following week. She is doing well and we look forward to working with her.
- Due to a high volume of calls, phone requests were converted to email requests. This is going very well and is actually more helpful in explaining tax accounts. Whereas in the past we tried discussing account information over the phone, the person we were speaking with was unable to see what we were talking about. With the emails, we immediately send a history summary when answering the request so the person can see first-hand what transactions are in their accounts. This has saved an immeasurable amount of time when it comes to mortgage companies and banks calling for tax information as well.
- Subsequent tax title completed
- We have been dealing with an error on the part of Corelogic. When they imported our billing file and converted it into a report for them to disseminate, there was an error with the parcel numbers. As a result, payments have been going to incorrect accounts in some cases. We cannot possibly figure out the number of incorrect payments Corelogic is making, but we are working diligently to fix the ones that we know of. I cannot say that Corelogic has been helpful in the error they have created. We would like to thank those affected by this for their patience while we work with Corelogic to make the corrections for them.
- Participated in the annual Worcester Regional Retirement System meeting via Zoom
- Completed the quarterly tax survey
- Submitted Annual Town Report
- All staff in the TC office completed the Ethics Training
- Began work on the Continued Disclosure, due February 11th

FY21		January*				February*				March*			
Quarter	Type	Commitment	07 Tax/Liens	07 Int	08 Tax/Liens	08 Int	09 Tax/Liens	09 Int	3Q Total Net				
3	PP	\$ 216,038.04	\$ 62,418.53	\$ 21.27	\$ -	\$ -	\$ -	\$ -	\$ 62,439.80	\$			
3	RE	\$ 4,167,854.45	\$ 3,177,765.28	\$ 9,003.98	\$ -	\$ -	\$ -	\$ -	\$ 3,186,769.26	\$			
3	CMB	\$ -	\$ 172.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172.22	\$			
3	CMB CI	\$ -	\$ -	\$ 113.51	\$ -	\$ -	\$ -	\$ -	\$ 113.51	\$			
3	CVRWDU	\$ -	\$ 835.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 835.88	\$			
3	CVSDSB	\$ -	\$ 1,006.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,006.82	\$			
3	CVSDSB CI	\$ -	\$ -	\$ 555.82	\$ -	\$ -	\$ -	\$ -	\$ 555.82	\$			
3	CVSDU	\$ -	\$ 710.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 710.51	\$			
3	HLSWBT	\$ -	\$ 958.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 958.92	\$			
3	HLSWBT CI	\$ -	\$ -	\$ 112.80	\$ -	\$ -	\$ -	\$ -	\$ 112.80	\$			
3	HLSWBTU	\$ -	\$ 814.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 814.98	\$			
3	HWDU	\$ -	\$ 1,242.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,242.65	\$			
3	LSWDUN	\$ -	\$ 1,527.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,527.89	\$			
3	LWSDSB	\$ -	\$ 5,500.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500.75	\$			
3	LWSDSB CI	\$ -	\$ -	\$ 2,052.39	\$ -	\$ -	\$ -	\$ -	\$ 2,052.39	\$			
3	ORSDU	\$ -	\$ 1,630.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,630.65	\$			
3	ORSWBT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$			
3	ORSWBT CI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$			
3	Title V	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$			
3	Title V CI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$			
3	Burncoat Pond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$			
3	Cedar Meadow	\$ 7,284.52	\$ 5,571.58	\$ 27.99	\$ -	\$ -	\$ -	\$ -	\$ 5,599.57	\$			
3	Stiles	\$ 9,736.80	\$ 9,839.17	\$ 10.19	\$ -	\$ -	\$ -	\$ -	\$ 9,849.36	\$			
		\$ 4,400,913.81	\$ 3,269,995.83	\$ 11,897.95	\$ -	\$ -	\$ -	\$ -	\$ 3,281,893.78	\$			

\$ - \$ - \$ -

Type	Commitment	Bill Date	# of Bills	Amount Billed	Tax	Tax	Interest	Totals
MVX	2020-19A	1/25/2021	3	\$ 454.79	\$	21,968.88	\$ 2,088.77	\$ 24,057.65
					January			
					February			-
					March			-
					April			-
					May			-
					June			-
					July			-
					August			-
					September			-
					October			-
					November			-
					December			-
				\$ 454.79		21,968.88	\$ 2,088.77	\$ 24,057.65

Boat	Tax	Tax	Interest	Totals
	January	\$ 45.00	\$ 1.46	\$ 46.46
	February	\$ -	\$ -	\$ -
	March	\$ -	\$ -	\$ -
	April	\$ -	\$ -	\$ -
	May	\$ -	\$ -	\$ -
	June	\$ -	\$ -	\$ -
	July	\$ -	\$ -	\$ -
	August	\$ -	\$ -	\$ -
	September	\$ -	\$ -	\$ -
	October	\$ -	\$ -	\$ -
	November	\$ -	\$ -	\$ -
	December	\$ -	\$ -	\$ -
		\$ 45.00	\$ 1.46	\$ 46.46

Leicester Public Library

Director's Report * January 19, 2020

The Library closed to the public Saturday, 3/14/20, when the Select Board closed all Town buildings to the public in response to the SARS-CoV-2 pandemic. Trustees met virtually in May and June.

The Library staff came back to work the week of 5/26/20. Patrons are still not allowed in the building, but the library has been offering curbside pickup of items since 6/1/20.

Administrative:

Similar to the last seven months, we are focusing on curbside pickup for patrons, cataloging new items, and preparing the library for limited patron access when we can meet State guidelines. Handling, book drop returns, patron requests, pick up scheduling and fulfillment and telephone requests occupies about 80% of staff's time in the building. The remaining time is administrative tasks, craft pickup coordination, and maintaining the recommended cleaning schedule.

Phase 3 patron access to the building: due to infection rates in this and surrounding communities, I would request to delay this discussion until next month.

New:

1. Pat's last day was 1/8/21. Pandemic restrictions prohibited any sort of party or large gathering/celebration. Staff gave her gifts and a scrapbook of notes from staff/town employees/patrons/family and a gift card. Her family met in the parking lot to join the celebration at an appropriate distance. Everyone was sent home with cake.
2. Kathy is back to her regular schedule, Charissa is due back next month. Kaeleigh Hart, our new Children's Librarian, started 1/12/21. We are discussing virtual programs and other outreach options, and will provide an update next month.
3. Neighbor library updates: All local libraries have gone back to curbside pickup, no browsing. Some have closed for a few days/weeks in response to possible Covid exposures/actual positive tests.
4. Planning for a level funded FY22 budget. This may change as state budgets are announced. There will be no public Saturday budget meeting this year. Department heads will meet with the Finance Advisory Board at their meetings instead.

Building maintenance:

- Waterproofing is ongoing. There was one small leak during the last heavy rain (12/26). Mark Armington suggested waiting for another heavy rain/thaw event before having this area treated. Without patrons in the building, the disruption of moved shelves/furniture is minimal.
- The light over the main door (to the vestibule, not the book drop door), bent enough when ice slid off the roof to block the door from operating properly. Removed the globe and cage as a temporary solution. Working with an electrician for a permanent solution.

- Mary Moore replaced the donation tile 1/2/21. I sent a photo to the donor.
- When to schedule carpet cleaning? The waterproofing work is messy. I would like to wait until they are completely finished.

Renovation Fund Balance

Date	Company	Expense Actual	Balance
11/5/2020			89053.01
11/12/2020	Jean's Waterproofing	38000	51053.01
11/12/2020	Bardon Water Test	900	50153.01
12/2/2020	Bike Rack	274.89	49878.12
12/3/2020	Gutter Cleaning/A. Eagle	975	48903.12
12/31/2020	People Counter	450	48453.12
12/31/2020	Elevator Insp. - State	400	48053.12
	Upcoming expenses	6264.75	43888.26

Upcoming expenses	Expense Estimate
Ransford bi-ann (date?)	450
Elevator Maint. - yearly	1140
Elevator Inspection - EMC	700
Carpet Cleaning	1491.75
Design Temp Control Inc /yearly HVAC maint*	1913
Houston Security (date?)	1020
Total	6264.75

Yearly maintenance expenses (inspections, etc.) are approx. \$9000.

Company did work summer/fall according to Karl, but they never sent bill or returned call.

Outstanding Renovation Items

1. East side drainage – waterproofing work began 9/9. Small leaks in new spots after 12/26 heavy rain. Dennis Griffin/Hwy to do a small amount of re-grading to make that landscape drain the /lowest spot.
2. Bike rack – racks arrived, awaiting install.
3. Key box – 2/3 boxes done. Museum and daily use boxes complete, construction box ongoing. Debating placement.
4. 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.

5. People counters (pending), and installation of the Detex alarms on the two stairwell doors leading to the 2nd floor are library staff/trustee issues.
6. Optional items: Panic buttons, connect cameras to PD, Permanent museum display cards

Circulation Statistics

Number of new items last month: 92 (total items in collection = 32,113)

	Previous Year				Current Year			
	Circulation Evergreen	Ebooks Overdrive	Wireless Users	Library Computer	Circulation Evergreen	Ebooks Overdrive	Wireless Users	Library Computer
Dec**	2840	689	110	132	1637 (-42%)	726 (+5)	26	0
Nov**	3315	587	131	150	1345 (-59%)	660 (+12%)	21	0
Oct **	3532	623	158	151	1684 (-52%)	712 (+14%)	29	0
Sept**	3324	644	132	128	1634 (-51%)	672 (+4%)	24	0
Aug**	3902	716	124	162	1577 (-60%)	739 (+3%)	32	0
July**	4277	664	116	145	2022 (-53%)	722 (+9%)	28	0
June**	2461	604	192	163	908 (-63%)	695 (+15%)	25	0
May**	1228 (closed 5/11-6/11)	577	43	22	200 (-84%)	732 (+27%)	25	0
Apr*	1887	533	78	56	25 (-99%)	712 (+17%)	17	0
Mar*	2074	592	88	37	1933 (-7%)	609 (+3%)	91	70
Feb	1884	508	91	58	3622 (+92%)	561 (+9%)	129	167
Jan	2208	509	91	58	3,699(+68%)	690 (+36%)	131	163
Dec	1839	467	91	77	2840 (+54%)	689 (+48%)	110	132

**The Library closed to patrons Saturday, March 14, 2020 due to the SARS CoV-2 pandemic.

*Curbside pickup began the week of 5/25/20.

Library Covid Circulations

	# pickups	# items
Jun-20	166	908
Jul-20	388	2022
Aug-20	304	1577
Sep-20	325	1634
Oct-20	390	1684
Nov-20	225	1345
Dec-20	290	1637

Craft pickups

June/July/Aug 721
Sept/Oct/Nov 948

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Leicester Police Department
90 South Main Street
Leicester, MA 01524



www.leicesterpd.org

Chief
Kenneth M. Antanavica
antanavicak@leicesterpd.org

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Date: February 9, 2021

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 January 2021

Investigative Division

Below is a synopsis of the investigative division's activity during the month of January 2021:

- 1) Multiple Court Discovery Requests
- 2) Assisted with car breaks investigation, processed evidence.
- 3) court complaints processed.
- 4) Court Magistrate hearings
- 5) Unattended death investigation
- 6) Fraud investigation
- 7) Town treasurer insufficient funds.
- 8) Assist w/ stolen vehicle, pursuit and X2 arrest.
- 9) U-Mass Worcester drug lab
- 10) State Police crime lab in Sudbury (submitted blood evidence)
- 11) Stolen property investigation/ inventory
- 12) Overdoes assist.
- 13) Implicit bias training
- 14) Sexual assault investigation
- 15) Section 12 investigation
- 16) Follow up w/ Walmart suspicious activity.
- 17) U-Mass lab blood evidence search warrant.
- 18) Child sexual assault investigation
- 19) Child enticement case
- 20) Attended area intelligence briefing.
- 21) Out of state property recovery

Search Warrants:

- 1) Search Warrant with Multiple Federal and State Law enforcement agencies
- 2) Blood evidence recovery
- 3) Search warrant OUI crash

Arrest:

- 1) Two separate arrest for restraining order violations X3.
- 2) Possession of class B substance.

Patrol Division

Officers are conducting more high visibility traffic stops utilizing COVID precautions. Officers have also been responding to more and more mental health calls for service and helping people get the help they need coping with today's pandemic. Patrols also engaged in a stolen vehicle pursuit which resulted in a foot chase and two suspects in custody!

The CEMLEC Drone team responded to a vehicle crash in Spencer where the operator (suspected of being intoxicated) ran into the woods.

The CEMLEC SWAT: SWAT conducted bi-monthly training and responded to warrant service at a Main St address in Leicester which was safely executed.

Chief's Office

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

- ✓ Prepared annual town report for the PD
- ✓ Zoom Department Head meetings
- ✓ Prepared monthly board report
- ✓ Worked on Radio Grant for Fire, Police and Highway Department to finalize products.
- ✓ Prepared emergency equipment inventory
- ✓ Received a \$18,413 Jag grant for vest and tasers.
- ✓ Chiefs association zoom meeting.
- ✓ Continued to coordinate LPD staff and COVID-19 issues.
- ✓ Continued to work with all other town departments to come up with a plan to vaccinate the towns general population as needed.
- ✓ Updates on COVID-19.
- ✓ Worked with CEMLEC/ DB on successful warrant execution.
- ✓ Worked on Biden flag complaint. An amicable resolution was achieved.

Since the COVID-19 pandemic the Internet Exchange Spots providing residents with a safe haven to conduct internet sales without having unknown people coming to their homes.

Monthly Statistics

• Calls/Patrol Initiated Activity	1,761
• Incident Reports Taken	69
• Arrests/Summons	27
• Crash Investigations	11
• Towed vehicles	9
• Motor Vehicle Stops	112
• Medical responses	19

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: February 4, 2021

Re: Council on Aging Report of activities for January 2021.

Genevieve – Prepare Leicester Senior Center Horizon New

Prepare Leicester Senior Center Horizon for February entering data for the calendar, monthly menus, photos of events. Nancy and I distribute to various locations including Town Hall and at Leicester Senior Housing. E-Mail PDF of Newsletter to Town Hall and Leicester Local Cable. Take and record payments on the computer for Newsletter and update senior group mailing list. Train Your Brain returns weekly every Wednesday with new COVID 19 protocol. Help Nancy with 3 housing visits. Create monthly sign-up sheets for Exercise, Balance, Chair Yoga for social distancing, rake the lawn when needed and design the COVID sign-up sheet, take temperatures and ask appropriate COVID questions. Helped to distribute food donations to area neighbors. Help with podiatry visits with Dr. Laconte. Take down names and phone numbers for tax preparation by AARP for 2020 tax year that will be done virtually. Attended meeting with AARP to find out how the tax prep would be done virtually. Take down names and telephone numbers for COVID information, location requirements of different locations. Redirecting to Massachusetts Map and sign up. Help with Project New Hope donations on Wednesday and Friday. Answer phones as needed.

Nancy: Made 3 housing visits and 1 hairdressing appointment with Genevieve assisting. Made a well check at housing and checked back after some concerns expressed by police department. Everything was ok. Drop-in blood pressure checks for 2 people. Residents were followed up by personal doctors. Genevieve and I distributed food to 3 families at home. Pat Faron will assist in the future with mailing and distribution of newsletters. Heart for Heat was sent 2 packets from a request. Podiatric Clinic (Jan 15) had 28 patients. Helped with set-up, organization and obtain copy of temperature checks per COVID requirements. Sent out 3 sympathy cards, 2 birthday and 1 well-being. Made 3 wellbeing and post-operative calls to check on status. Assisted with set up and organization of food products received from Project New Hope. Visit with Reagan from AARP on 1/29/21 regarding needed paperwork, set up feasibility, streamlining of visits (5-2) for taxes, limit of 68 (we have reached our limit). Peg from AARP also attended. She will be responsible for the scanning of the documents. Prepare column for newsletter. Assist Genevieve with organization of mailing, affixing a label and disbursement of Leicester Horizon. Completed 3 Valentine hearts with Genevieve to help with community funding for Hearts for Heat. Office telephone work where assistance is needed to help with Genevieve and Rachelle.

Rachelle: Newsletters prepared and mailed with new format. Attended COA Board meeting on January 7. Kristen Forsberg sets up the meetings virtually. Attended Department Head Meeting on January 12. Train Your Brain and other programs continue while weather permits. Country Bank called to let us know we would be one of the senior centers receiving a check and how they have restructured who they give to from now on. Heard from MCOA that FY 21 is level funded but will drop to \$9 for FY 22 from \$12 based on the new census. Met with Reagan for the AARP tax prep and will be meeting again to set up a virtual tax preparation. Bill Moore continues to bring food to the center which is then distributed to individuals in need. Had all accounts payables for town hall – prepared WRTA Billing. Worked on budgets for the upcoming year. Working with town hall, Doug Belanger, Sheriff's Office, Board of Health to see what we can offer for our seniors as it pertains to the COVID vaccine. Set up drivers for training in Marblehead MA and a virtual meeting here at our senior center. Answer calls for COVID vaccine. Answer calls for AARP tax preparation. Thank you to Kristen for the two heaters that are now here and being assembled. New phones to be installed on the 9th of February. Received \$500 from ERA Realty Funds from Millbury. Sent thank you letters to donors. Meet with staff on a regular basis.

Memo

To: Town Administrator, Select Board
CC:
Date: 4/1/2021
Re: Report for the Month of January from TC

Here are the Monthly sales for January \$3,144.00:

We took in \$1680.00 in dogs alone and that is thanks to Susan calling all the residents who did not license their dogs in the last year. We are doing pretty good considering we are not charging late fees because of Covid-19. Kudos to Susan!!!!

The Town Clerks office has been busy with Census that has been coming in on a daily basis. Mondays and Wednesdays are the heaviest days for delivery.

Thank goodness for senior volunteers, we have been using them several times a week to open and sort into piles. We have a change pile and a no change pile. The no change is easy we just scan and it updates. The change pile is a whole different ball game. Very time consuming, tedious work that must be entered correctly by the Town Clerk. We have Vibra Hospital and The Meadows which have numerous resident that change on a yearly basis. The Nazareth, Archway and Leicester Housing Authority is the same with a change of residents. We try to get copies of names and dates of birth from the group homes to get an accurate census count.

We ordered the dog tags for the coming year -licensing starts in March. We are trying hard to collect fees for 2020 so everyone is caught up before March. We are not charging

We sent out the Election Calendar to all who are up for re-election with a letter explaining what should be done if they plan on running again and Kristen placed it on the Website. Hopefully we will get residents interested in running for office.

Respectfully submitted,

Deborah K. Davis