



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

Town Accountant
Allison Lawrence

Assistant Town Accountant
Katie Messina

FY21 May

Payable Warrants Posted

- Town Warrants (summary reports attached)
 - 21-45A-TW
 - 21-46A-TW
 - 21-47A-TW
 - 21-48A-TW

- School Warrants (summary reports attached)
 - 21-46A-SW
 - 21-48A-SW

Payroll Warrants Posted

- 21-PR45-S
- 21-PR45-T
- 21-PR47-S
- 21-PR47-T

Monthly Updates

- April Cash reconciled with T/C (see attached)

Town of Leicester

Warrant Summary - Posted

Warrant: 21-45A-TW		Post Date: 5/6/2021
<hr/>		
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	27,273.03	
Total for Fund 89:		27,273.03
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Total for Warrant 21-45A-TW:		27,273.03

Town of Leicester

Warrant Summary - Posted

Warrant: 21-46A-TW

Post Date: 5/13/2021

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	83,512.24	
Ledger: Revenue	3,410.77	
Total for Fund 01:		86,923.01
Fund: 11 - TOWN STATE GRANTS		
Ledger: Expenditure	34,214.62	
Total for Fund 11:		34,214.62
Fund: 13 - TOWN FEDERAL GRANTS		
Ledger: Expenditure	8,209.13	
Total for Fund 13:		8,209.13
Fund: 15 - TOWN REVOLVING FUNDS		
Ledger: Expenditure	1,000.00	
Ledger: Revenue	72.98	
Total for Fund 15:		1,072.98
Fund: 16 - TOWN REVOLVING 53E 1/2		
Ledger: Expenditure	1,557.12	
Total for Fund 16:		1,557.12
Fund: 17 - TOWN DONATIONS		
Ledger: Expenditure	381.15	
Total for Fund 17:		381.15
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	24,651.17	
Ledger: Revenue	9.00	
Total for Fund 89:		24,660.17
Total for Warrant 21-46A-TW:		157,018.18

Town of Leicester

Warrant Summary - Posted

Warrant: 21-47A-TW

Post Date: 5/20/2021

Fund: 89 - AGENCY FUNDS

Ledger: Expenditure

167,931.89

Total for Fund 89:

167,931.89

Total for Warrant 21-47A-TW:

167,931.89

Town of Leicester

Warrant Summary - Posted

Warrant: 21-48A-TW

Post Date: 5/27/2021

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	585,176.26	
Ledger: General	300.00	
Ledger: Revenue	1,300.41	
Total for Fund 01:		586,776.67
Fund: 11 - TOWN STATE GRANTS		
Ledger: Expenditure	259,612.86	
Total for Fund 11:		259,612.86
Fund: 13 - TOWN FEDERAL GRANTS		
Ledger: Expenditure	432.00	
Total for Fund 13:		432.00
Fund: 16 - TOWN REVOLVING 53E 1/2		
Ledger: Expenditure	3,014.39	
Total for Fund 16:		3,014.39
Fund: 17 - TOWN DONATIONS		
Ledger: Expenditure	51.25	
Total for Fund 17:		51.25
Fund: 30 - CAPITAL PROJECTS FUND		
Ledger: Expenditure	16,470.00	
Ledger: General	-11,516.30	
Total for Fund 30:		4,953.70
Fund: 34 - HIGHWAY CHAP 90 FUND		
Ledger: Expenditure	1,011.27	
Total for Fund 34:		1,011.27
Fund: 64 - CABLE ACCESS ENTERPRISE		
Ledger: Expenditure	9,299.00	
Total for Fund 64:		9,299.00
Fund: 81 - EXPENDABLE TRUSTS		
Ledger: Expenditure	180.98	
Total for Fund 81:		180.98
Fund: 82 - PLANNING REVIEW TRUSTS		
Ledger: Expenditure	2,724.76	
Total for Fund 82:		2,724.76
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	32,366.23	
Total for Fund 89:		32,366.23
Total for Warrant 21-48A-TW:		900,423.11

Town of Leicester Warrant Summary - Posted

Warrant: 21-46A-SW

Post Date: 5/13/2021

Fund: 01 - GENERAL FUND	Ledger: Expenditure	34,380.97	34,380.97
Total for Fund 01:			
Fund: 21 - SCHOOL STATE GRANTS	Ledger: Expenditure	4,769.18	4,769.18
Total for Fund 21:			
Fund: 22 - SCHOOL CAFETERIA FUND	Ledger: Expenditure	4,006.79	4,006.79
Total for Fund 22:			
Fund: 23 - SCHOOL FEDERAL GRANTS	Ledger: Expenditure	975.72	975.72
Total for Fund 23:			
Fund: 25 - SCHOOL REVOLVING FUNDS	Ledger: Expenditure	91.95	91.95
Total for Fund 25:			
Fund: 26 - SCHOOL DONATIONS	Ledger: Expenditure	129.00	129.00
Total for Fund 26:			
Fund: 87 - STUDENT ACTIVITY FUNDS	Ledger: Expenditure	1,980.00	1,980.00
Total for Fund 87:			
Total for Warrant 21-46A-SW:			
		46,333.61	46,333.61

Town of Leicester Warrant Summary - Posted

Warrant: 21-48A-SW

Post Date: 5/27/2021

Fund: 01 - GENERAL FUND	Ledger: Expenditure	185,933.21	
Total for Fund 01:		185,933.21	
Fund: 21 - SCHOOL STATE GRANTS	Ledger: Expenditure	20,881.01	
Total for Fund 21:		20,881.01	
Fund: 22 - SCHOOL CAFETERIA FUND	Ledger: Expenditure	11,649.16	
Total for Fund 22:		11,649.16	
Fund: 23 - SCHOOL FEDERAL GRANTS	Ledger: Expenditure	27,909.86	
Total for Fund 23:		27,909.86	
Fund: 25 - SCHOOL REVOLVING FUNDS	Ledger: Expenditure	4,131.49	
Total for Fund 25:		4,131.49	
Fund: 28 - SCHOOL SPED RESERVE FUND	Ledger: Expenditure	7,692.33	
Total for Fund 28:		7,692.33	
Fund: 87 - STUDENT ACTIVITY FUNDS	Ledger: Expenditure	4,260.48	
Total for Fund 87:		4,260.48	
Total for Warrant 21-48A-SW:		262,457.54	

Town of Leicester

Warrant Summary - Posted

Warrant: 21-PR45-S

Post Date: 5/7/2021

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	473,015.97	
Total for Fund 01:		473,015.97
Fund: 21 - SCHOOL STATE GRANTS		
Ledger: Expenditure	910.00	
Total for Fund 21:		910.00
Fund: 22 - SCHOOL CAFETERIA FUND		
Ledger: Expenditure	9,438.35	
Total for Fund 22:		9,438.35
Fund: 23 - SCHOOL FEDERAL GRANTS		
Ledger: Expenditure	2,759.69	
Total for Fund 23:		2,759.69
Fund: 25 - SCHOOL REVOLVING FUNDS		
Ledger: Expenditure	33,289.97	
Total for Fund 25:		33,289.97
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	73,408.66	
Ledger: Revenue	-177,030.58	
Total for Fund 89:		-103,621.92
Total for Warrant 21-PR45-S:		415,792.06

Town of Leicester

Warrant Summary - Posted

Warrant: 21-PR45-T

Post Date: 5/6/2021

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	198,147.36	
Total for Fund 01:		198,147.36
Fund: 11 - TOWN STATE GRANTS		
Ledger: Expenditure	1,574.51	
Total for Fund 11:		1,574.51
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	52,443.73	
Ledger: Revenue	-64,108.01	
Total for Fund 89:		-11,664.28
Total for Warrant 21-PR45-T:		188,057.59

Town of Leicester

Warrant Summary - Posted

Warrant: 21-PR47-S

Post Date: 5/21/2021

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	517,455.46	
Total for Fund 01:		517,455.46
Fund: 21 - SCHOOL STATE GRANTS		
Ledger: Expenditure	2,250.00	
Total for Fund 21:		2,250.00
Fund: 22 - SCHOOL CAFETERIA FUND		
Ledger: Expenditure	14,296.20	
Total for Fund 22:		14,296.20
Fund: 23 - SCHOOL FEDERAL GRANTS		
Ledger: Expenditure	10,555.09	
Total for Fund 23:		10,555.09
Fund: 25 - SCHOOL REVOLVING FUNDS		
Ledger: Expenditure	33,670.34	
Total for Fund 25:		33,670.34
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	83,219.43	
Ledger: Revenue	-191,225.97	
Total for Fund 89:		-108,006.54
Total for Warrant 21-PR47-S:		470,220.55

Town of Leicester

Warrant Summary - Posted

Warrant: 21-PR47-T

Post Date: 5/20/2021

Fund: 01 - GENERAL FUND		
Ledger: Expenditure	203,090.69	
Total for Fund 01:		203,090.69
Fund: 11 - TOWN STATE GRANTS		
Ledger: Expenditure	2,727.34	
Total for Fund 11:		2,727.34
Fund: 16 - TOWN REVOLVING 53E 1/2		
Ledger: Expenditure	2,832.31	
Total for Fund 16:		2,832.31
Fund: 89 - AGENCY FUNDS		
Ledger: Expenditure	50,819.21	
Ledger: Revenue	-65,477.43	
Total for Fund 89:		-14,658.22
Total for Warrant 21-PR47-T:		193,992.12

Town of Leicester

OFFICE OF THE ASSESSOR

3 Washburn Square

Leicester, Massachusetts 01524-1333

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

Sanders (Sandy) J. Genna MAA, Principal Assessor

MAY News

JUNE 10, 2021

As of this writing the 5-year Re-Valuation continues to progress. An outside vendor has completed inspecting residential and commercial properties. A second outside vendor will be inspecting personal property sites soon. Property survey's with requests for exterior inspections are mailed out on a regular basis. There has been a good response and cooperation from property owners.

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.

BUILDING PERMITS ISSUED MONTH OF MAY 2021

Date Filed	Owner	#	Address	Contractor	Permit Number	Permit Type
5/3/2021	Robert Lecuyer	508	Pleasant St.	Dzmitry Kananenka (Windows Nation LLC)	21-141	Windows
5/3/2021	Michael Garrity	8	Clark St.	Jeffrey Connors (Newpro Operating LLC)	21-142	Windows
5/3/2021	Acorn Allocations	15	Ingram Rd.	Tip Top Roofing (Michael Starvaski)	21-143	Roof
5/3/2021	Marguerite Soojian	1666	Main St.	Crown Castle (Jeffrey Barbadora)	21-144	Cell Antenna
5/20/2021	Bethany Salek	7	Sandy Cir.	CORE Remodeling Services (Corey Plourde)	21-145	Farmer's porch
5/4/2021	Dr. Jack Luzewsky/Diocese of Worcester	491	Pleasant St.	David Barbale	21-146	Roof
5/11/2021	Robin Granville	81	Rawson St.	HomeWorks Energy (Adam Glenn)	21-148	Weatherization
5/11/2021	Vinicio Gil	7	West St.	Jonathan Quinn	21-149	Roof/Siding/Int. demo
5/11/2021	Wendi George	7	Tanglewood Rd.	Beau's Window & Door Co. (Marc Beauchamp)	21-150	Door
5/11/2021	Ivy Jefferson	7	Shelter Ridge Rd.	American Installations (Wesley Couture)	21-151	Insulation
5/11/2021	Chris Doherty	403	Marshall St.	DiPietro Home Energy Solutions (James Dimopoulos)	21-152	Weatherization
5/11/2021	Christopher Rodwill	26	Mayflower Cir.	Energy Monsters (Joshua Leet)	21-153	Weatherization
5/11/2021	George/Lori Cladis	15	Cricklewood Dr.	Juliano's Pools	21-154	Inground Pool
5/11/2021	M/M Jason Walsh	21	Cricklewood Dr.	Christopher Scott	21-155	Siding
5/11/2021	Gina Pepi	433	Main St.	Homeowner	21-156	Door/Deck
5/11/2021	Paul Steen	22	Pine Ridge Dr.	A-Team Building Inc (Alex Filiere)	21-157	Siding
5/11/2021	Jim Direnzo	25	Warren Ave.	MTS Siding (Matt Sicard)	21-158	Roof
5/11/2021	Chris Vannan	32	Mayflower Rd.	MTS Siding (Matt Sicard)	21-159	Roof
5/11/2021	Anthony/Morgan Catacchio Revocable Trust	1004	Stafford St.	Valley Solar (Steven Silverman)	21-160	Solar Panels (Residential)
5/13/2021	Lydia Mwangi	16	South St.	Remodel or Renew Home Improvement (Michael Christopher)	21-161	Deck

5/17/2021	David Brady	8	Blueberry Ln.	I & I Remodeling (Ivan Kosobutskyy)	21-162	Windows
5/17/2021	Mike/ Ann Marie Thompson	70	Virginia Dr.	RPB Construction (Richard Bedrosian)	21-163	Deck
5/19/2021	Alisa Heenan	1120	Whittemore St.	Sapphire Pools Inc (Jason Thomas)	21-164	Above ground pool
5/18/2021	Mike Martiros	12	Shelter Ridge Rd.	All Season Construction (Mike Rabski)	21-165	Roof
5/17/2021	Elizabeth Williamson	15	Salminen Dr.	Renewal by Anderson (Jaime Morin)	21-166	Windows
5/18/2021	Tyrone Jones	14	Reservoir St.	Freedom Forever Mass LLC (Daniel Kelley)	21-167	Solar
5/19/2021	John Waterson	51	Pine St.	Homeowner	21-168	Garage
5/18/2021	Johnathan Layne	34	Pine St.	Shine Construction (Zoila Lema)	21-169	Roof
5/18/2022	James Howland	3	Gleason Way	Skyline Solar (Phil Chouinard)	21-170	Solar (Residential)
5/18/2021	Robert Sweeney	450	Marshall St.	HomeWorks Energy (Adam Glenn)	21-171	Weatherization
5/18/2021	Elias Medina	43	Howard Ter.	HomeWorks Energy (Adam Glenn)	21-172	Weatherization
5/18/2021	Ed Cote	7	Knollwood Rd.	Renewal by Anderson (Jaime Morin)	21-173	Windows
5/20/2021	Frank/Linda Goodro	5	Sterling St.	Renewal by Anderson (Jaime Morin)	21-174	Windows/door
5/26/2021	David Whitworth	26	Sabina Cir.	Grahan Built Corp. (Christopher Graham)	21-175	Weatherization
5/25/2021	Peter Swanson	3	Meadow Ln.	East Coast Metal Roofing (Nick Tesrlatskiy)	21-176	Roof
5/26/2021	Gregory Loiselle	2	Sterling St.	Homeowner	21-177	Siding
5/27/2021	Steven/Care Arnberg	883	Main St.	Duckman Pool LLC	21-178	Above ground pool
5/27/2021	Christine Dorr	961	Stafford St.	Modern Energy (Jeffrey Vik)	21-179	Insulation
5/27/2021	Terry O'Toole	470	Pleasant St.	Capitol Siding (Mark Sarkisian)	21-180	Siding
5/20/2021	Juan Gonzalez	298	Henshaw St.	Pro Custom Solar dba Momentum Solar-Sung Le (Justin Kasunick)	21-181	Solar (Residential)
5/27/2021	Eric Klem	208	Auburn St.	Homeowner	21-182	Addition

In addition, 0 Stove Permits; 2 Sheet Metal permits; 2 Home Occupation were issued

Report to: David Genereux, Town Administrator

From: Rachelle Cloutier, COA Director

Date: May 7, 2021

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

Genevieve – Art classes have resumed on Monday. Set up tables for Mother's Day tea. Marilyn Hyland and Marge Cordaro also helped with this special event. Prepare Leicester Senior Center Horizon for May entering data for the calendar, monthly menus, photos of events. Dorothy Dudley has been helping with our newsletter and AARP tax during the month of March and April and May. Distributed newsletter 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. We have had many who are now subscribers to the newsletter because of their interest in Nancy's column and some of the puzzles and the Rebus they like to do. Train Your Brain continues weekly. Assisted Nancy with three house visits and other outreach visits. Helped individuals with access to wheelchairs. Create monthly sign-up sheets for Exercise, Balance, Chair Yoga and new program with Myriam Lamour. Help to distribute food donations to area neighbors. Help with Project New Hope donations and distribution on a weekly basis. Answer phones as needed.

Nancy: Continue to take temp checks, make appropriate recordkeeping and disinfection of all chairs after each program. Discussing the requirement of vaccination status of people who may be planning to attend outside on Mother's Day event for May 7th. Organize set up of donated food items from Project New Hope a Veterans group of Worcester. Helped with the donation of eggs and its distribution. Genevieve and I distribute some of the donated foods to families in need. Genevieve and I assisted in 2 housing and 2 shopping visits. Accompanied one individual to an eye appointment and one individual who is a veteran and needed assistance with his SSI issues. Helped with setting up for a special presentation for our Mothers' day celebration. Responded to phone calls. Helped with food delivery from Bill Moore of Project New Hope. Wrote article for the newsletter. Continue to take BP for various individuals.

Rachelle: Newsletters prepared and mailed. Attended COA Board meeting on May 6. Informed board members that our next meeting will be held in person at the senior center. We will be resuming in person meetings for the first time at our June 3rd meeting. We thank Kristen Forsberg for the set up of our meetings. We are very grateful to her. Attended Department Head Meeting on February 6. Train your brain and other programs continue outside. The quilt that was received as a donation will have to be officially handled by another in cooperation with another 501c3 organization as we cannot sell raffle tickets for the senior center. Ann Barrett who will be here for her last historical presentation on June 8th. WE will again charge individuals \$3 for a meal. This presentation will be held in our Library Area. Our Mother's Day event went well. We are grateful for donations from the Meadows for this program. The Greater Worcester Community Foundation informed us that we would be received a grant of \$6,600 and to let them know if the grant did not arrive by mid-June. This grant helps support our Outreach Coordinator's position. We are hoping to get applications for the bus driver's position. This person would replace David Gercken who had to retire. In the meantime, Bob Foley has been working a full week to help us out. However, he too, plans on retiring soon. I will be on local tv with the DA's Office to inform our local residents about various frauds where many of our seniors are very vulnerable. This will be happening on June 9th at 11:00 a.m. Met with Sheila Lopez who will be here on June 21 at 11:30 a.m. to have those who signed up taste an alternative food delivery to seniors in their home. Keeping in touch with COA concerning openings etc. Meet with staff on a regular basis.



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: June 10, 2021

RE: Development & Inspectional Services (DIS) Report, May 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.
- Closed review account for 1764 Main Street (Cultivate); holding surety until fence repaired/landscaping confirmed complete. Closed out paper files for several old projects.
- Site visits: Greenville Baptist Church, 207 Main Street, Briarcliff Estates, Blueberry Lane Self-Storage, Oak Bluff Lane Subdivision

Planning and Long-Range Projects:

- Open Space & Recreation Plan: Meetings 5/25/2021 (re-opened survey, planning for community forum).
- Subdivision Regulation Amendments: worked on amendments to regs (access to subdivisions, miscellaneous minor amendments)
- Zoning Bylaw Amendments: Prepared Town Meeting report and attended Town Meeting. Prepared documentation for the Attorney General's Office. Detail below:

Article #	Description	Vote
25	Greenville Village Neighborhood Business District (NB): Amend Section 5.6 to simplify development and redevelopment in the district, particularly for reuse of existing structures. Adds new uses by special permit in pre-existing commercial structures.	Approved
26	HB-1 & HB-2: Highway Business-Industrial 1 (HB-1) and Highway Business-Industrial 2 (HB-2): Amend Section 5.5 (Highway Business-Industrial 1 District) to modify thresholds for meeting site development standards and to clarify that Section 5.5 also applies to both HB-1 & HB-2)	Approved
27	Marijuana: Amend Sections 1.3 (Definitions), 3.2.03 (Schedule of Use, Business), and Section 5.15 (Medical Marijuana Treatment Centers and Marijuana Establishments) to allow for marijuana delivery and to increase the cap on marijuana retailers from 1 to 2 establishments.	Disapproved
28	Storage: Amend Sections 1.3 (Definitions), 3.2.03 (Schedule of Use, Business), Section 3.30 (BR-1 Zone), Section 3.32 (RIB Zone), Section 3.2.08 (Parking of Commercial Vehicles), and add a new Section 5.18 (Outdoor Storage) to address rental self-storage facilities, other outdoor storage , and related issues including parking of commercial vehicles.	Approved
29	BR-1 & RIB: Amend Sections 3.30 [Business-Residential 1 (BR-1) Zone] and 3.32 [Residential Industrial Business (RIB) Zone] by re-numbering and re-organizing subsections.	Approved

Miscellaneous:

- Reviewed permitting requirements for proposed development in Riverfront Area (0 & 31 Chapel)
- Set up FY2022 Budget spreadsheets
- Moose Hill Water Commission: attended meetings 5/6 and 5/27 and updated web page.
- Attended CDBG Meeting 5/25/2021
- APA National Online Conference
- Addressed miscellaneous public inquiries, including the following:
 - Complaints: yard waste in wetlands, rooster noise (multiple complaints), loose chickens, noise from outdoor gym classes, earth filling, slope of walkway on residential lot (civil matter).
 - Fence blocking private road
 - Lot with insufficient frontage
 - Continuation of “grandfathered” use
 - Permitting requirements for: amendment to SP, setback variance (multiple requests), portable small greenhouse (no permit required), pet grooming in B district, large-scale solar in R1 (prohibited), accessory structure in wetland buffer (RDA required), accessory apartment, storage in HB-2, undersized lot, road acceptance (Oakridge Estates), multi-family housing in B district, keeping of roosters, Zoning Bylaw amendments, outdoor marijuana cultivation
 - Public records requests: Smuggler’s Cove special permit, 424 Main Site Plan Review

APPLICATION STATUS, May 2021

PLANNING BOARD					
Project/Applicant	Type of Application	Location	Description	Status	
WorcShop/Randolph Gardner	Special Permit	11 Hankey Street	Makerspace in existing building (Adaptive Reuse), SP2021-03	Approved 5/4/21	
Afro Evolution Steppers/Candace Pabarroo	Special Permit	803 Main	Dance studio & hair salon (SP2021-04)	Approved 5/4/21	
Skyview Estates/MKEP770 LLC	Preliminary Subdivision Plan	751 Main	35-Lot residential subdivision	Approved 5/18/21	
Blueberry Lane Self-Storage/Justin Zuffante	Special Permit	Blueberry Lane	Construction of 6,600s.f. self-storage facility	Hearing 6/1/21	
Black Sheep BahBahQ/Jennifer Wright	Site Plan Review	1535 Main	Food Truck	Temporary use approved 5/18/21	
Sweet Annie’s Primitive Designs	Parking Waiver	207 Main St	Retail	Approved 5/18/21	
Dris Production/Faded LLC d/b/a Dris Production Center	Site Plan Review	488 Stafford Street	Marijuana Cultivation and transportation	Discussion 7/6/21	
Briarcliff Estates SV LLC/Matthew Bassick	Special Permit Extension	Victoria Drive	Senior Village Development	Discussion 6/15/21	
ZONING BOARD OF APPEALS					
Project/Applicant	Type of Application	Location	Description	Status	
Kyle Bourque	Variance	31 Burncoat Lane	Deck in rear setback	Hearing 6/23/2021	
CONSERVATION COMMISSION					
Meeting Date	Applicant	Address	Type of Application	Action	Project Description
5/12/2021	Elbert Clark	289 Pine Street	RDA	Approved	Deck expansion (RDA2021-06)

CONSERVATION COMMISSION, continued					
5/12/2021	Armory Street LLC	0 Chapel Street	NOI	Continued to 6/16/2021	Office Building (DEP# pending)
5/12/2021	Armory Street LLC	31 Chapel Street	NOI	Continued to 6/16/2021	Warehouse Building (DEP# pending)
The Commission also issued 0 minor project modification(s), 0 Enforcement Order(s), 2 Emergency Certificates (oil leak/beaver removal), and 0 Cease & Desist orders.					

BOARD OF HEALTH PERMITS	
Food	2
Milk	1
Installers	2
Septic/Perc	4
Beaver	1
Camp	1
Well	2
Tobacco	2

BUILDING & OCCUPANCY PERMITS: Reports attached.

FEES COLLECTED:

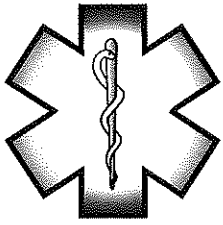
Code/Building*	\$6,121.00
Conservation Commission	\$425.63
Board of Health*	\$2,285.00
Planning Board:	\$1,100.00
Zoning Board of Appeals:	\$175.00
TOTAL	\$10,106.63

**April Fees not included in last month's report:*

-Code/Building: \$5,588.58

-Health: \$2,501.68

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



Town of Leicester • Emergency Medical Services

3 Paxton Street • Leicester, MA 01524

PHONE: (508) 892-7006

LEICESTER AMBULANCE

EMS Report May 2021

Total Calls	183
Transports	138
Mutual Aid given	59
Mutual Aid received	7

Call volume this month was the highest ever experienced for a 1-month period in EMS history. This makes 5 straight months this year where calls and transports have increased over previous years in during same period

Extra staff was scheduled on multiple days to cover the increased calls. Additional on several occasions all 3 ambulances were in service simultaneously.

Annual State OEMS inspection conducted. Passed with no deficiency noted on the report.

Assisted Board of Health with Covid19 Vaccine clinic.

Equipment: Ambulance 1: Replace front tires and rear door latch assembly.

Ambulance 2: Reinstall aluminum plating and rub rail on rear box.

Ambulance 3: Replace alternator and serpentine belt.



Town of Leicester

Highway Department
59 Peter Salem Rd
Leicester, Massachusetts 01524-1333
Phone: (508) 892-7021 Fax: (508) 892-7058
www.leicesterma.org

Dennis Griffin
Superintendent

To: The Select Board

From: Dennis Griffin
Highway Superintendent

Date: June 10, 2021

Subj: May Monthly Report

Maintenance of Town Vehicles:

- Oil changes performed, brakes and tire rotation performed on LPD vehicles
- Maintenance performed on Highway Brush Cutter
- Several Highway trucks received routing maintenance
- Load covers on all 1-ton trucks have been repaired
- Truck 9 dump body repairs completed

Other:

- Preparation of the common was performed for Memorial Day programs
- Street sweeping continues
- Cleaning of catch basins is ongoing
- Drainage repairs done on Chapel St., Marlboro Drive- 80 feet of pipe and 2 basins were installed/repared
- Road maintenance and repairs are ongoing
- Sidewalks have been swept
- Improvements were made to the Senior Center turf
- Monitoring and removal of trash at the Parks and town buildings ongoing
- Repairs done to water hydrant at Cherry Valley Cemetery
- Irrigation set ups
- Had two burials at Cherry Valley Cemetery
- Set up and break down of the Middle School to accommodate the Town Meeting
- Serviced detention pond at LPD by performing tree removal and brush cutting
- Graffiti removal at Rochdale Park
- Cleaned up several trees damaged due to storms

Thank you.

Leicester Public Library

Director's Report * May 24, 2021

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 since May, 2020.

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:

We continue to focus on curbside pickup for patrons, cataloging new items, and preparing the library for limited patron access when we can meet State and Board of Health guidelines.

Phase 3 patron access to the building: State guidelines changed 5/1. We are waiting for the Board of Health to approve plans for limited patron browsing. Their next meeting is 5/24.

New:

1. Neighbor library updates: Most local libraries have either opened for browsing, some for other limited activities.
2. Electric Car Charging installation consultant recommends wiring from the panels in the mechanical/book drop room, through the drop ceiling in the small program room, and into the storage room. They would core through that wall, run conduit along the concrete retaining wall on the east side of the parking lot, and install a dual charger in the first two parking spaces. The black fence (originally for a dumpster) will have to be removed. They recommend wiring and conduit to support two dual chargers, but only installing one initially. They will discuss grant funded installation with the Town Administrator's office, and get a proposal for final approval to the Trustees.
3. State guidelines have removed the requirement/recommendation to quarantine items. We are currently holding book drop items for 3 days, and not holding delivery at all, assuming it quarantines in transit. Propose removing all quarantine procedures immediately.

Building maintenance:

- Waterproofing is ongoing. There was one small leak during the last heavy rain (12/26). After a consultation with Mark, Jean's Waterproofing will return at least one more time for spot treatments before discussing other options. We are still waiting for a large enough storm to precisely locate the last few leaks. Highway did some surface re-grading and re-seeding around the east side drain.
- Carpet cleaning still on hold pending waterproofing completion.

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
2/15/2021	BearCom (wireless insp)	1020	47033.12
2/20/2021	Houston Security (FIRE annual)	480	46553.12
4/7/2021	SunTech Window Tint	400	46153.12
4/21/2021	Elevator Maint - Annual	902.5	45250.62
4/21/2021	Ransford Annual	510	44740.62
	Upcoming expenses	5200.75	39539.87

Upcoming expenses	Expense Estimate
Houston Sec. (Burglar Annual)	360
Elevator Maint. - repair	1436
Carpet Cleaning	1491.75
Design Temp Control Inc /yearly HVAC maint	1913
Total	5200.75

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

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 did a small amount of re-grading to make that landscape drain the lowest spot 4/14.
2. Key box – 2/3 boxes done. Museum and daily use boxes complete, construction box ongoing. Debating placement.
3. 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.
4. People counters (pending), and installation of the Detex alarms on the two stairwell doors leading to the 2nd floor are library staff/trustee issues.
5. Optional items: Panic buttons, connect cameras to PD, Permanent museum display cards

Circulation Statistics

Number of new items last month: 202 (total items in collection = 32,411)

	Previous Year				Current Year			
	Circulation Evergreen	Ebooks Overdrive	Wireless Users	Library Computer	Circulation Evergreen	Ebooks Overdrive	Wireless Users	Library Computer
Apr**	25	712	17	0	1836 (+7244%)	672 (-6%)	25	0
Mar**	1933	609	91	70	1926 (-0%)	781 (+28%)	19	0
Feb**	3622	561	129	167	1545 (-57%)	711 (+27%)	18	0
Jan**	3699	690	131	163	1778 (-52%)	821 (+19%)	21	0
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

**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
Jan-21	325	1778
Feb 21	279	1545
Mar-21	294	1926
April-21	338	1836

Craft pickups

June/July/Aug 721
 Sept/Oct/Nov 948
 Dec/Jan/Feb 1197

Reopening Proposal:

At last month's Board of Health meeting (4/26), the Library was advised we could not open without mandatory visitor logs, in the event contact tracing became necessary. This conforms to current State guidelines.

Library Opening Proposal for BOH ~~5/17~~ 5/24 and Trustees May 18

The Library will open for limited use the week of June (1?)

Option 1: Open 4 hours W/F and 7 hours T/TH

- No appointments, 10 patrons at a time can browse/check out, but are limited to 15 minutes in the building.
- No visitor logs for contact tracing
- Copier/fax is available, computers are not
- Optional: Computers are available for 30-45 minute sessions, reservation software automatically maintains logs

Option 2: Open 3 hours W/F

- No appointments, 10 patrons at a time can browse/check out, limited to 20-30 minutes in the building
- Staff will monitor door and require sign in for tracing
- Copier/fax/computers available for 30-45 minute sessions

Option 3: Continue lobby pick up until contact tracing is no longer required

- Occupancy and time limits determined by State guidelines

What will be available:

- Browsing. Patrons can choose their own books/items and pick up holds at the desk
- Lobby Pick Up. We will continue to do lobby pick up for anyone who requests it and for patrons who cannot or will not wear a mask
- Copier and fax machine
- Computer use. Patrons will be limited to one 30 minute session/day. Computers in the Children's Room will be unavailable.
- Masks will be available for patrons who don't have their own. Proper usage is not optional.
- Hand sanitizer will be available at the entrance and at each circulation desk.

What will not be available:

- Seating, other than at computers. All other chairs will be put away/facing a wall
- Public restrooms
- Meeting and quiet study rooms
- In-person programs
- Computer/copier/fax help. Staff will not sit/stand with patrons and help them use equipment. We will, if time allows, make copies for patrons

Other:

- Newspapers, in-library games and activities, toys, etc. are all in storage.
- Unavailable services will be added/expanded when State and local guidelines change.
- will be added/expanded when State and local guidelines change.



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



Michael R. Dupuis
Chief

508-892-7022

May 2021 Monthly Report

Total calls > 25

HQ Company > 16

Station 2 Company > 7

Station 3 Company > 6

Rescue Company > 2

Mutual Aid Given > 0

Mutual Aid Received > 0

Fire Training > Maze trailer, Ground ladders,

Rescue Training > Rope rescue low angle

Fire Prevention: Total Inspections > 31

smoke detector inspections > 15

LP Storage permits > 2

oil burner permits > 2

oil tank/removal permits > 4

business annual inspection > 6

flammable gas permits > 1

AG Open Burning > 1

Inspectional Updates: 3 new business plan reviews, (88 Huntoon mem) (10 Mulberry St.) (1030 Stafford St.)

Uncompleted projects in town > 190 Main St., 200 south Main St, and 1060 Main St.

82 Huntoon Memorial Hwy is now complete.

Summary: Responses this month were mostly motor vehicle accidents. With burning season coming to an end along with windy and dry conditions brush fires were on a rise.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael R. Dupuis". The signature is fluid and cursive, with a long horizontal stroke at the end.

Chief Michael R. Dupuis

OCCUPANCY PERMITS ISSUED MONTH OF MAY 2021

Date	Name	Address	Address	Occupancy Permit #	Building Permit #	Type
5/11/2021	Chuck/Karen Shearns	565	Pine St.	T21-006	20-175	Single Family Dwelling (Temporary)
5/11/2021	Chuck/Karen Shearns	565	Pine St.	21-007	20-175	Single Family Dwelling



Leicester Police Department

90 South Main Street
Leicester, MA 01524

www.leicesterpd.org



Emergency: 911

Non Emergency: 508-892-7009

Non Emergency: 508-892-7010

Fax: 508-892-7012

Chief

Kenneth M. Antanavica

antanavica@leicesterpd.org

Date: June 10, 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 May 2021

Investigative Division

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

- 1) Multiple Court Discovery request from East Brookfield District Court
- 2) Detective Fontaine Retired
- 3) Court complaints processed.
- 4) Court Magistrate hearings
- 5) Reorganizing evidence processing area.
- 6) Took custody of evidence from Becker Police.
- 7) Counterfeit check case
- 8) Recovered stolen motor vehicle.
- 9) Harassment case
- 10) Shoplifting cases
- 11) Evidence Room Maintenance

Search Warrants:

- 1) Search warrant for sexual assault investigation.

Cleared cases:

- 1) Sexual assault case.
- 2) Recovered drug case.

Patrol Division

Shifts are being filled and forced shifts have been implemented due to manpower shortfalls. Calls for scams are still increasing as people continue to deal with the fallout from the pandemic.

The CEMLEC Drone team had this month. No call outs this month.

The CEMLEC SWAT: SWAT had two trainings this month consisting of various drills, entry drills were conducted in a factory setting.

Chief's Office

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

- ✓ Assisted with the activities surrounding the 5 year anniversary of the death of Officer Ron Tarentino
- ✓ Prepared monthly select-board report.
- ✓ Responded to shooting incident at LPD.
- ✓ Visited the House of Correction open house.
- ✓ Chiefs' association zoom meeting.
- ✓ Continued to coordinate LPD staff and COVID-19 issues.
- ✓ Worked on public records request.
- ✓ Coordinated with Becker Police for their closing.
- ✓ Received 2 grants for defibs and DARE from the Leicester Savings Bank Fund
- ✓ Complied with several extensive public records request.
- ✓ Received court appearance for LTC non-issue challenge.
- ✓ Issued solicitors permits.
- ✓ Processed Detective Fontaine's retirement

Since the COVID-19 pandemic the Internet Exchange Spots providing residents with an open-air, safe haven to conduct internet sales without having unknow people coming to their homes. Even though the doors are boarded up it is refreshing to see people coming into the parking lot. During the repairs to the lobby Officers are meeting people in the parking lot as needed.

Monthly Statistics

• Calls/Patrol Initiated Activity	1,768
• Incident Reports Taken	100
• Arrests/Summons	27
• Crash Investigations	25
• Towed vehicles	30
• Motor Vehicle Stops	175
• Medical responses	8

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



Ken Antanavica

Chief of Police



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: May 4, 2021
From: Office of Treasurer Collector
Re: April Activities

- April collections are as attached.
- Collected \$19,702.29 in tax title principal payments and \$1,636.37 in interest payments.
- Attended annual meeting with Bartholomew
- Reconciled March with the bank and sent to Accounting
- Completed quarterly US Census Bureau RE/PP Report
- Reconciled February with the Accountant
- Completed March Transfers for school and town
- Reconciled January and February TC budget
- Attended Vadar Webex's
- Sent MVX 2021-01 and 2020-07 to Demand
- Participated in Town's vaccine clinic
- Prepared second ad for tailings over \$100 to be run in May 7th newspaper. The town can claim remaining funds on May 7, 2022
- Met with LHS student who will be interning in this office through the end of the school year

Type	Commitment	Bill Date	# of Bills	Amount Billed	Tax	Tax	Interest	Totals
MX	2020-19A	1/25/2021	3	\$ 454.79	January	\$ 21,968.88	\$ 2,088.77	\$ 24,057.65
	2020-07	2/25/2021	271	\$ 8,062.80	February	\$ 19,298.83	\$ 2,728.46	\$ 22,027.29
	2021-01	2/25/2021	10208	\$ 1,124,885.19	March	\$ 908,581.83	\$ 2,563.19	\$ 911,145.02
	2020-20A	3/12/2021	2	\$ 175.14	April	\$ 110,335.61	\$ 3,758.69	\$ 114,094.30
	2021-21A	3/1/2021	2	\$ 182.69	May			-
	2021-30A	4/26/2021	14	\$ 2,022.43	June			-
					July			-
					August			-
					September			-
					October			-
					November			-
					December			-
				\$ 1,135,783.04				
					\$ 1,060,185.15	\$ 11,139.11	\$ 1,071,324.26	

Boat	Tax	Tax	Interest	Totals
	January	\$ 45.00	\$ 1.46	\$ 46.46
	February	\$ 25.00	\$ 1.47	\$ 26.47
	March	\$ -	\$ -	\$ -
	April	\$ -	\$ -	\$ -
	May	\$ -	\$ -	\$ -
	June			\$ -
	July			\$ -
	August			\$ -
	September			\$ -
	October			\$ -
	November			\$ -
	December			\$ -
		\$ -	\$ -	\$ -
		\$ 70.00	\$ 2.93	\$ 72.93

FY21 Quarter	Type	Commitment	April*		May*		June*	
			10 Tax/Liens	10 Int	11 Tax/Liens	11 Int	12 Tax/Liens	12 Int
4	PP	\$ 214,404.45	\$ 145,447.04	\$ 33.84	\$ -	\$ -	\$ -	\$ -
4	RE	\$ 4,159,711.80	\$ 3,137,278.16	\$ 10,804.89	\$ -	\$ -	\$ -	\$ -
4	CMB		201.23	-	\$ -	-	\$ -	201.23
4	CMBC CI		-	307.13	\$ -	-	\$ -	307.13
4	CVRWDU		-	-	\$ -	-	\$ -	-
4	CVSDSB		1,167.79	-	\$ -	-	\$ -	1,167.79
4	CVSDSB CI		-	624.95	\$ -	-	\$ -	624.95
4	CVSDU		23.30	-	\$ -	-	\$ -	23.30
4	HLSWBT		352.50	-	\$ -	-	\$ -	352.50
4	HLSWBT CI		-	56.23	\$ -	-	\$ -	56.23
4	HLSWBTU		194.79	-	\$ -	-	\$ -	194.79
4	HWDU		137.98	-	\$ -	-	\$ -	137.98
4	LSWDUN		1,305.31	-	\$ -	-	\$ -	1,305.31
4	LWSDSB		825.00	-	\$ -	-	\$ -	825.00
4	LWSDSB CI		-	346.50	\$ -	-	\$ -	346.50
4	ORSDU		1,349.37	-	\$ -	-	\$ -	1,349.37
4	ORSWBT		-	-	\$ -	-	\$ -	-
4	ORSWBT CI		-	-	\$ -	-	\$ -	-
4	Title V		-	-	\$ -	-	\$ -	-
4	Title V CI		-	-	\$ -	-	\$ -	-
4	Burncoat Pond	\$ 17,170.51	\$ 16,922.34	\$ 44.92	\$ -	\$ -	\$ -	\$ 16,967.26
4	Cedar Meadow	\$ 7,179.34	\$ 4,264.87	-	\$ -	\$ -	\$ -	\$ 4,264.87
4	Stiles	\$ 9,736.80	\$ 6,690.25	-	\$ -	\$ -	\$ -	\$ 6,690.25
		\$ 4,408,202.90	\$ 3,316,159.93	\$ 12,218.46	\$ -	\$ -	\$ -	\$ 3,328,378.39
4	RE Supplemental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	PP Revised	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	RE Omitted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 4,408,202.90	\$ 3,316,159.93	\$ 12,218.46	\$ -	\$ -	\$ -	\$ 3,328,378.39

Memo

To: Town Administrator, Select Board
CC:
Date: 6/10/2021
Re: Report for the Month of May from TC

Here are the Monthly sales for May \$5245.00: \$2705 cash and 2540 online.

Finished up the Report from the ATM and submitted the report to the AG's office.

Preparing for the Annual Town Election: the only race is for School Committee and that race will be a Write-in race.

Ordered the ballots and the Thumb drives for the Election.

The office has been busy now that we are open; it's wonderful to see people again. Lots of licensing of dogs, ordering birth and death certificates.

Respectfully submitted,

Deborah K. Davis