

BUILDING PERMITS ISSUED MONTH OF OCT 2020

Date Filed	Owner	#	Address	Contractor	Permit Number	Permit Type
10/6/2020	Cecelia Griff	82	Virginia Dr.	Homeowner	20-271	Deck (replace with trek)
10/6/2020	Ben Moorghen	75	Crystal St.	DiPietro Home Energy Solutionms (James Dimopoulos)	20-272	Weatherization
10/6/2020	Maria Prabucka	3	Hankey St.	Homeowner	20-273	Renovation
10/13/2020	Randolph Huelsman	193	Henshaw St.	GJ Handyman Home Services (Gilson George)	20-274	Deck (with handicap ramp)
10/7/2020	WJ Reynolds Garage (John Reynolds)	80	Huntoon Memorial Hwy.	T. Fallon Builders (Thomas Fallon)	20-275	Construct bathroom
10/13/2020	Francis Leahy	5	Pryor Rd.	Energy Protectors (Joshua Dada)	20-276	Insulation
10/13/2020	Sara Underwood	30	Mayflower Rd.	Homeworks Energy (Adam Glenn)	20-277	Weatherization
10/13/2020	Eileen Johnston	6	Howard Ter.	DiPietro Home Energy Solutionms (James Dimopoulos)	20-278	Weatherization
10/14/2020	Allan Gurney	36	Spring St.	Northeast Home & Energy (John Prunier)	20-279	Roof
10/14/2020	Elyssa Pare	840	Pleasant St.	Forbs Home Repairs (Daniel Faulkner)	20-280	Renovation
10/14/2020	Gail Labossiere	28	Fairview Dr.	Vision Solar (Paul Degray)	20-281	Solar Panels (Residential)
10/20/2020	Carol Wilson	6	Carleton Rd.	G.P. Building & Remodeling (Gordon Peters)	20-282	Roof
10/20/2020	Jeffrey Auger	354	Rawson St.	East Coast Metal Roofing (Nick Tesrletskiy)	20-283	Roof
10/20/2020	Marc /Karen Methot	180	Rawson St.	Homeowner	20-284	Roof
10/14/2020	Andrew/Courtney Joyce	60	Lake Sargent Dr.	Homeowner	20-285	Windows
10/21/2020	Jennifer Renzoni	6	Maple St.	Homeowner	20-286	Renovation/Remodel
10/21/2020	John Stencil	9	Gleason Way	Homeworks Energy (Adam Glenn)	20-287	Weatherization
10/21/2021	Sue Foo	5	Merrick St.	Vivint Solar (Roland Brandt)	20-288	Solar Panels (Residential)
10/21/2020	10/26/2020	126	Peter Salem Rd.	Robert Larson	20-289	Roof
10/26/2020	Oak Ridge Estates	5A-5B	Virginia Dr.	John Stelmok	20-290	Duplex

10/26/2020	Merit Hill Capital	1749	Main St.	National Sign Corporation (Russell Hassman)	20-291	Sign
10/26/2020	T.J./Michelle Cote	39	Pine St.	Daniel Mahoney	20-292	Convert attic to living space
10/26/2020	Sirlei Evangelista	340	Main St.	Faria Neto Contractor (Joao Neto)	20-293	Remodel/windows/door/siding (partial)
10/28/2020	Nick Fontaine	59	Green St.	R.L. Wilson Construction (Edward Frateschi)	20-294	Single Family Dwelling w/ attached garage
10/28/2020	Paul Stimson	54	Virginia Dr.	M & L Construction Contracting (Mark Passarelli)	20-295	Deck (front porch)
10/28/2020	Robert O'Hearn	6	Tanglewood Rd.	Tip Top Roofing (Michael Starvaski)	20-296	Roof

In addition, 3 Stove Permits; 3 Sheet Metal permits; 1 Home Occupation were issued



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: November 9, 2020

Subj: October Monthly Report

Article 4:

- The rebuilding of Truck 10 continues
- The work on truck 4 has begun

Town Hall maintenance and clean up:

- Crews worked to complete requests made by Town Clerk for voting, such as installing lighting over/near ballot box and any other requests made.

Maintenance of Town Vehicles:

- Oil changes performed and tire rotation performed on several LPD vehicles
- Ongoing routing maintenance of LHD vehicles

Maintenance of Tools/Equipment:

- Repairs and maintenance performed on all equipment such as chainsaws, mowers etc.

Snow Event:

- The crew was out for the first snow event of the season sanding/salting and plowing
- Repairs to trucks 2, 3, and 15 have been made

Catch Basin Repairs:

- Crews repaired and cleaned several catch basins around town

Paving:

- Crews worked to finish up the outstanding paving jobs still needed to be completed
- As part of the paving for the month several small berms were created

Mowing:

- Mowing of the schools is ongoing
- Mowing at town owned properties is ongoing

Other:

- Highway Department has worked to procure PPE and cleaning/sanitization products for several departments. We have coordinated with PD, Senior Center, Town Hall and Fire/EMS to determine needs and supply.
- All sanitization supplies have been provided to the crew in order to maintain vehicles, and common spaces during Covid-19
- Highway was in receipt of playground equipment for Towtaid Park. The crew provided support services for installation and has been notified there are parts still on back order for the project.
- Crew has assembled all new benches for the town common, we are in receipt of the flashing signs for various locations and are in the process of scheduling install of the above mentioned.
- Crews responded to numerous resident complaints regarding wind and rainstorm damage.
- Crews worked for 2 days with C&C Tree Service processing damaged trees following storms.

Thank you.

Leicester Public Library

Director's Report * October 20, 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 last month, 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 upcoming staffing issues, I'd like to postpone this discussion until next month.

New:

1. New staffing structure: Long term, I think it makes sense to replace Pat with a children's librarian. I can pick up her bookkeeping and administrative duties, the children's librarian can pick up her desk duties. With no additional hours, there won't be room for much programming or outreach to children, but the person will be there when the funding is available. Short term, Donna Johnson will pick up 8 hours on Tuesdays while Kathy and Charissa are out.
2. Carpet cleaning estimate: Horrigan, \$1491.75, see attached. This is for the entire carpeted area of the ground floor.
3. Financial Report included in packet, no significant changes to FY20. Still unsure about accommodations in hours and spending for FY21. No official announcements yet.
4. Town Meeting is scheduled for Tuesday, 11/17, which is the same night as Trustees would usually meet. Change time or date? If earlier, I need to finish by 6:30. Library will close early.
5. Thanksgiving holiday hours adjustment: per our policy, the library will close early on Wednesday, 11/25. Policy says 2 p.m., last pick is at 1 p.m. Propose 1 p.m. Regular hours Friday and Saturday.
6. Plant Sale: without a Book or Cookie Sale, the Friends have no income this year. We are instead offering cutting from library plants in exchange for a donation. All contact-less, will last until we run out of baby plants or the weather gets too cold to leave them outside.
7. Neighbor library updates: Charlton open, Spencer/Oxford/Paxton/Auburn not open any time soon, Webster was open, now curbside for a few weeks, WPL by appointment, no browsing

Building maintenance:

- Waterproofing is ongoing. Company has been diligent about patching new small leaks. They are due to return Monday, 10/19 for a few more patches.
- Gutters cleaning: We are on the November schedule for A. Eagle Gutters.
- Bruce repainted the 3 exterior doors.

Renovation:

The Building Committee is officially dissolved per the Select Board. Members were sent a letter thanking them for their service. The Trustees now approve all building maintenance/projects and oversee the remaining Renovation funds. I will get you an exact amount of what remains in that account after the waterproofing project and other previously approved expenditures are paid.

Outstanding Renovation Items

1. East side drainage – waterproofing work began 9/9. Company continues to patch new small leaks (this is expected). Mark Armington will coordinate with Dennis Griffin/Hwy to do a small amount of re-grading to make that landscape drain the lowest spot.
2. Bike rack – in process, approximate cost \$250-300 Estimated ship date is 11/11.
3. Key box – Boxes on site. Suzanne will complete as time allows.
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. 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.
6. People counters (pending), and installation of the Detex alarms on the two stairwell doors leading to the 2nd floor are library staff/trustee issues.
7. Optional items: Panic buttons, People counter, connect cameras to PD, Permanent museum display cards

Circulation Statistics

Number of new items last month: 316 (total items in collection = 30,920)

	Previous Year				Current Year			
	Circulation Evergreen	Ebooks Overdrive	Wireless Users	Library Computer	Circulation Evergreen	Ebooks Overdrive	Wireless Users	Library Computer
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
Nov	2163	484	94	81	3315 (+53%)	587 (+21%)	131	150
Oct	2068	445	109	117	3532 (+71%)	623 (+40%)	158	151

*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.

September curbside pickup 9-27 people per day, monthly total 325 people

Take & Make craft kits very popular, dozens per week picked up.

OCCUPANCY PERMITS ISSUED MONTH OF OCT 2020

Date	Name	Address	Address	Occupancy Permit #	Building Permit #	Type
10/15/2020	Pyramid Disc Golf	103	Marshall St.	20-018	20-036	Mercantile/offices



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: November 10, 2020

RE: Town Planner Report, October 2020

All Board meetings continued to be held virtually due to COVID-19. Two new employees were appointed in October: Francis Dagle (Health Agent), and Michael Silva (Conditional Local Inspector). Francis Dagle started on 10/26/2020 and Michael Silva started on 11/9/2020. Interim Building Inspector Duane Amos will continue with the Town until Michael is fully certified.

Project Review/Processing/Construction Monitoring:

- Reviewed applications, attended all permitting Board meetings, and prepared decisions for projects listed in Application Status table.
- Mulberry Solar: Planning Board requirements for sign-off met except site stabilization; Applicant still working on meeting Fire Department requirements. Prepared performance agreement for site stabilization.
- 103 Marshall Street: Planning Board requirements met; signed off on occupancy permit.
- 11 Hankey Street: Met with WorcShop representatives 10/19/2020 and reviewed permitting & zoning issues.
- Oak Bluff Lane: Reviewed complaint filed with DEP; site inspected by Quinn Engineering
- Oakridge Estates: Notified applicant of revised bond amount (\$93,879.75)

Planning and Long-Range Projects:

- Zoning Bylaw Amendments: worked on potential Zoning Bylaw amendments for May 2021 (outdoor storage, Pleasant Street, marijuana, flood plain zoning and “housekeeping” amendments).
- Complete Streets: RDA filed with Conservation Commission by consultant Howard Stein Hudson (hearing 11/18/2020)

Miscellaneous:

- Attended the following training webinars/online meetings:
 - Floodplain bylaw webinar 10/6/2020
 - Multiple Covid-19 teleconferences
 - Citizen Planner Training Collaborative webinar (wireless facilities) 10/27/2020
 - Southern New England American Planning Association Annual Conference 10/29/2020
- Assisted Greater Worcester Land Trust with Mid-State trail grant easement issues

- Attended meeting related to potential marijuana delivery service (Zoning Bylaw amendment required)
- Reviewed Hillcrest Country Club restrictions
- Reviewed draft Collection Box bylaw (permitting authority changed from Select Board to Board of Health)
- Addressed miscellaneous public inquiries, including the following:
 - Outside storage
 - Public records requests: building permit records for 81 Huntoon Memorial Highway, multiple records for 1649 Main (Cube Smart) & 22 Burncoat (Cultivate), Chapel Hill Estates Senior Village Development records.
 - Several inquiries related to development of single-family and two-family structures on lots with insufficient frontage and/or area
 - Duplex in R1 district (not allowed)
 - Sign bylaw special permit requirements
 - Fence & tree clearing in wetland buffer
 - Re-building a structure damaged by fire
 - Package store in BR-1 district (allowed by-right)
 - Addition on non-conforming lot (special permit required)
 - Marijuana cultivation (sent application requirements)
 - Pet grooming in R2 district (special permit required)
 - Complaints: 15 Water Street (commercial activity), 10 Reservoir Street (commercial activity in R2 district), 16 Bottomly (encroachment on Town property-2nd cease & desist letter sent), mulching with wood chips on Church Street, drainage from 392 Henshaw, drawdown at Waite Pond (related to dam repair).

APPLICATION STATUS, October 2020

ATTENTION: MEETING, October 2020

PLANNING BOARD					
Project		Type of Application	Location	Description	Status
No special permit, site plan review, or subdivision applications at this time.					
The Planning Board approved <u>2</u> ANR plan(s).					
Request for Surety Reduction: Oakridge Estates Senior Village Development - Approved 10/20/2020					
Performance Agreement: Mulberry Solar 3, CS Energy - Approved 10/6/2020					
Parking Waiver: 100 South Main Street - Approved 10/6/2020					
ZONING BOARD OF APPEALS					
Project/Applicant		Type of Application	Location	Description	Status
Thomas Lefebvre		Special Permit	392 Henshaw Street	Accessory Structure in front yard	Hearings 10/14/2020 & 10/28/2020; Application withdrawn
Stephen Hart		Special Permit	25 Pleasant Street	Construction of two-family dwelling.	Hearing date: 12/2/2020
CONSERVATION COMMISSION					
Meeting Date	Applicant	Address	Type of Application	Action	Project Description
10/21/2020	Mass Electric Company	Main Street (Map 21, Parcels B2-0 & B3-0)	RDA	Approved	RDA2020-15, installation of underground conduit, duct bank & pole
10/21/2020	Randy Graham	46 Lake Drive	RDA	Approved	RDA2020-16, installation of pump chamber for new septic

CONSERVATION COMMISSION, continued**Certificate of Compliance Requests:**

- Worcester Regional Airport (DEP#197-0553): Approved
- Rochdale Holdings, 11 Hankey Street (DEP # 197-0295): Continued until 11/18/2020

The Commission also issued 0 minor project modification(s), 0 Enforcement Order(s), 0 Emergency Certificates, and 0 Cease & Desist orders.

BOARD OF HEALTH

Title V/Reviews		Inspections	Permits Issued
Soil Testing	6	Camp	0
Food			2
Septic Plan Review/As-Built Review/Title 5/Installers	11	Pool	0
Well Plan Review	0	Food	7
Water quality/quantity	4	Housing	1
Septic Hauler Reviews (permit renewal)	0	Nuisance	0
Misc. (Research/calls)	3	Beaver	0
		Septic	6
		Food Reviews (permit renewal)	2
		Pool	0
		Well	1

Central Mass Regional Public Health Alliance (CMRPHA)-no report received

CMRPHA services will be ending soon. Full services available through 10/31/2020, Title V (septic) through 12/15/2020, and nursing services through 12/31/2020

FEES COLLECTED:

Code/Building	\$6,208.79
Conservation Commission	\$100.00
Board of Health:	\$1,575.00
Planning Board:	\$320.00
Zoning Board of Appeals:	\$175.00
TOTAL	\$8,378.79

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

BUILDING PERMITS ISSUED MONTH OF OCT 2020

Date Filed	Owner	#	Address	Contractor	Permit Number	Permit Type
10/6/2020	Cecelia Griff	82	Virginia Dr.	Homeowner	20-271	Deck (replace with trek)
10/6/2020	Ben Moorghen	75	Crystal St.	DiPietro Home Energy Solutionms (James Dimopoulos)	20-272	Weatherization
10/6/2020	Maria Prabucka	3	Hankey St.	Homeowner	20-273	Renovation
10/13/2020	Randolph Huelsman	193	Henshaw St.	GJ Handyman Home Services (Gilson George)	20-274	Deck (with handicap ramp)
10/7/2020	WJ Reynolds Garage (John Reynolds)	80	Huntoon Memorial Hwy.	T. Fallon Builders (Thomas Fallon)	20-275	Construct bathroom
10/13/2020	Francis Leahy	5	Pryor Rd.	Energy Protectors (Joshua Dada)	20-276	Insulation
10/13/2020	Sara Underwood	30	Mayflower Rd.	Homeworks Energy (Adam Glenn)	20-277	Weatherization
10/13/2020	Eileen Johnston	6	Howard Ter.	DiPietro Home Energy Solutionms (James Dimopoulos)	20-278	Weatherization
10/14/2020	Allan Gurney	36	Spring St.	Northeast Home & Energy (John Prunier)	20-279	Roof
10/14/2020	Elyssa Pare	840	Pleasant St.	Forbs Home Repairs (Daniel Faulkner)	20-280	Renovation
10/14/2020	Gail Labossiere	28	Fairview Dr.	Vision Solar (Paul Degray)	20-281	Solar Panels (Residential)
10/20/2020	Carol Wilson	6	Carleton Rd.	G.P. Building & Remodeling (Gordon Peters)	20-282	Roof
10/20/2020	Jeffrey Auger	354	Rawson St.	East Coast Metal Roofing (Nick Tesrletskiy)	20-283	Roof
10/20/2020	Marc /Karen Methot	180	Rawson St.	Homeowner	20-284	Roof
10/14/2020	Andrew/Courtn ey Joyce	60	Lake Sargent Dr.	Homeowner	20-285	Windows
10/21/2020	Jennifer Renzoni	6	Maple St.	Homeowner	20-286	Renovation/Remodel
10/21/2020	John Stencel	9	Gleason Way	Homeworks Energy (Adam Glenn)	20-287	Weatherization
10/21/2021	Sue Foo	5	Merrick St.	Vivint Solar (Roland Brandt)	20-288	Solar Panels (Residential)
10/21/2020	10/26/2020	126	Peter Salem Rd.	Robert Larson	20-289	Roof
10/26/2020	Oak Ridge Estates	5A-5B	Virginia Dr.	John Stelmok	20-290	Duplex

Date Filed	Owner	#	Address	Contractor	Permit Number	Permit Type
10/26/2020	Merit Hill Capital	1749	Main St.	National Sign Corporation (Russell Hassman)	20-291	Sign
10/26/2020	T.J./Michelle Cote	39	Pine St.	Daniel Mahoney	20-292	Convert attic to living space
10/26/2020	Sirlei Evangelista	340	Main St.	Faria Neto Contractor (Joao Neto)	20-293	Remodel/window s/door/siding (partial)
10/28/2020	Nick Fontaine	59	Green St.	R.L. Wilson Construction (Edward Frateschi)	20-294	Single Family Dwelling w/attached garage
10/28/2020	Paul Stimson	54	Virginia Dr.	M & L Construction Contracting (Mark Passarelli)	20-295	Deck (front porch)
10/28/2020	Robert O'Hearn	6	Tanglewood Rd.	Tip Top Roofing (Michael Starvaski)	20-296	Roof

In addition, 3 Stove Permits; 3 Sheet Metal permits; 1 Home Occupation were issued

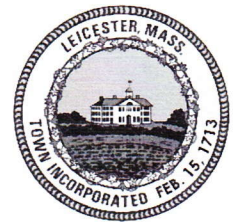
OCCUPANCY PERMITS ISSUED MONTH OF OCT 2020

Date	Name	Address	Address	Occupancy Permit #	Building Permit #	Type
10/15/2020	Pyramid Disc Golf	103	Marshall St.	20-018	20-036	Mercantile/offices



CHIEF
ROBERT F. WILSON

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



OFFICE (508) 892-7022

FIRE DEPARTMENT

October 2020 Monthly Report

Total fire calls	31
Single Company Calls	28
Multi Company Calls	3
Company 1	16
Company 2	5
Company 3	13
Rescue	1
Mutual Aid given	2
Mutual Aid received	0

Personnel: Recruit Firefighter Jack Green completed Mass Fire Academy Call/Volunteer Recruit Training Program and received his Firefighter I/II Certification

Training: Check and pump fire cisterns in town All Companies

Equipment: Tower 53 replace hydraulic line tower boom

Fire Prevention:	Inspections/Permits	30	Fee's	\$1,680.00
	Plan reviews	1		
	Other inspections/Follow-ups	3		



Town of Leicester • Emergency Medical Services

3 Paxton Street • Leicester, MA 01524

PHONE: (508) 892-7006

LEICESTER AMBULANCE

EMS Report October 2020

Total Calls	138
Transports	106
Mutual Aid given	20
Mutual Aid received	4

Training: Zoom Department meeting. Review Covid19 procedure.

Equipment: No repairs

Ambulance 1:

Ambulance 2:

Ambulance 3:



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: November 2, 2020
From: Office of Treasurer Collector
Re: October Activities

- October collections are as attached.
- Collected \$833.46 in Town tax title principal payments and \$353.74 in interest payments.
- Participated in weekly Vadar Webex meetings
- Completed TASC Non-Discrimination Assessment
- Posted and Mailed Medicare information to active employees
- Completed September school and town transfers
- Complete two tax title payment agreements
- Completed US Census Quarterly Tax Survey
- Closed Deputy Collector bank account as the GF account is now being utilized for such
- Mailed new rates and open enrollment information to Medicare retirees
- FY20 Personal Property demands mailed
- Started process of sale of town owned land
- Reconciled August and September with Accountant
- Finished sending required GASB documents
- Completed FY18 Food Services recon
- Created unemployment database for tracking fraudulent claims and those to be protested
- Completed FY21 Q1 Food Services recon, waiting for approval from school to transfer
- Began requirements for the Annual Town Report
- Assistant Treasurer Collector began fully taking over duties from the Benefits Coordinator

2020 Motor Vehicle and Boat Net Payments

Type	Commitment	Bill Date	# of Bills	Amount Billed	Tax	Interest	Totals
MVX	2019-07	2/25/2020	86	\$ 2,341.03	\$ 12,869.95	\$ 1,437.52	\$ 14,307.47
	2019-08	2/25/2020	201	\$ 10,442.73	\$ 12,062.94	\$ 696.18	\$ 12,759.12
	2020-01	2/25/2020	10308	\$ 1,178,113.20	\$ 838,338.94	\$ 2,827.62	\$ 841,166.56
	2019-15A	2/24/2020	3	\$ 270.17	\$ 252,676.24	\$ 1,852.02	\$ 254,528.26
	2020-02	3/30/2020	743	\$ 141,126.51	\$ 56,457.34	\$ 658.91	\$ 57,116.25
	2020-03	5/18/2020	343	\$ 36,059.83	\$ 42,481.88	\$ 507.42	\$ 42,989.30
	2020-16A	5/18/2020	6	\$ 1,726.02	\$ 14,755.46	\$ 1,682.46	\$ 16,437.92
	2020-17A	7/20/2020	4	\$ 893.48	\$ 47,700.87	\$ 1,427.82	\$ 49,128.69
	2020-04	8/3/2020	506	\$ 59,195.80	\$ 19,337.31	\$ 1,091.30	\$ 20,428.61
	2020-05	10/1/2020	487	\$ 54,266.54	\$ 78,610.28	\$ 3,246.16	\$ 81,856.44
	2020-18A	11/3/2020	7	702.45			
					\$ 1,375,291.21	\$ 15,427.41	\$ 1,390,718.62
					\$ 2,750,582.42	\$ 30,854.82	\$ 2,781,437.24
Boat					Tax	Interest	Totals
	2020-02	6/8/2020	105	\$ 2,577.00	\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
					\$ 1,077.00	\$ -	\$ 1,077.00
					\$ 527.00	\$ -	\$ 527.00
					\$ 198.00	\$ -	\$ 198.00
					\$ 53.00	\$ 0.24	\$ 53.24
					\$ 48.00	\$ -	\$ 48.00
					\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -
					\$ 1,903.00	\$ 0.24	\$ 1,903.24
					\$ 2,577.00		

FY21 Quarter	Type	Commitment	October*		November*		December*		2Q Total Net
			04 Tax/Liens	04 Int	05 Tax/Liens	05 Int	06 Tax/Liens	06 Int	
2	PP	\$ 163,877.41	\$ 131,207.45	\$ 131.97	\$ -	\$ -	\$ -	\$ -	\$ 131,339.42
2	RE	\$ 3,960,773.00	\$ 2,864,501.45	\$ 14,843.43	\$ -	\$ -	\$ -	\$ -	\$ 2,879,344.88
2	CMB	\$ 23,230.12	\$ 12,328.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,328.62
2	CMB CI	\$ 18,927.11	\$ -	\$ 8,848.64	\$ -	\$ -	\$ -	\$ -	\$ 8,848.64
2	CVRWDU	\$ 2,768.90	\$ 1,721.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,721.01
2	CVSDSB	\$ 28,023.42	\$ 15,020.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,020.58
2	CVSDSB CI	\$ 12,733.31	\$ -	\$ 6,981.73	\$ -	\$ -	\$ -	\$ -	\$ 6,981.73
2	CVSDU	\$ 4,815.91	\$ 1,440.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,440.94
2	HLSWBT	\$ 22,286.48	\$ 12,192.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,192.75
2	HLSWBT CI	\$ 3,685.69	\$ -	\$ 2,070.81	\$ -	\$ -	\$ -	\$ -	\$ 2,070.81
2	HLSWBTU	\$ 6,336.79	\$ 2,826.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,826.11
2	HWDU	\$ 7,924.99	\$ -	\$ 2,522.97	\$ -	\$ -	\$ -	\$ -	\$ 2,522.97
2	LSWDUN	\$ 21,916.76	\$ 8,231.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,231.58
2	LWSDSB	\$ 28,705.39	\$ 15,009.95	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,009.95
2	LWSDSB CI	\$ 12,552.94	\$ -	\$ 6,624.34	\$ -	\$ -	\$ -	\$ -	\$ 6,624.34
2	ORSDU	\$ 22,505.28	\$ 7,555.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,555.83
2	ORSWBT	\$ 1,155.00	\$ 800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800.00
2	ORSWBT CI	\$ 346.50	\$ -	\$ 240.00	\$ -	\$ -	\$ -	\$ -	\$ 240.00
2	Title V	\$ 1,480.42	\$ 550.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550.80
2	Title V CI	\$ 534.87	\$ -	\$ 165.24	\$ -	\$ -	\$ -	\$ -	\$ 165.24
2	Burncoat Ponc	\$ 19,356.47	\$ 16,614.22	\$ 194.98	\$ -	\$ -	\$ -	\$ -	\$ 16,809.20
2	Jedar Meadow	\$ 7,222.26	\$ 6,220.59	\$ 87.60	\$ -	\$ -	\$ -	\$ -	\$ 6,308.19
2	Stiles	\$ 20,611.84	\$ 7,647.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,647.20
		\$ 4,391,770.86	\$ 3,103,869.08	\$ 42,711.71	\$ -	\$ -	\$ -	\$ -	\$ 3,146,580.79

\$ - \$

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

October News

November 10, 2020

Activities in the Assessor's office include various data entry, finalizing for the next tax billing cycle and continued processing of annual exemption applications, many applicants must provide confidential financial documentation, blind certification or Veterans Administration Documents to qualify for the various exemptions available. Exemption forms are available on the Town's web site and within the Assessor's office. Should anyone have questions with regard to tax exemptions available to Senior Citizens over 70, surviving spouses, the blind or Veterans Administration designated 10% or more disabled veterans, please feel free to stop in the Assessor's office or call 508-892-7001.

New tax dollar growth discovery and data entry for FY21 is near complete and expected to be submitted to DOR the week of 11/16.

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.



Leicester Police Department
90 South Main Street
Leicester, MA 01524



Chief
Kenneth M. Antanavica
antanavica@leicesterpd.org

www.leicesterpd.org

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

Date: November 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 October 2020**

Investigative Division

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

- 1) Firearms Instructor recertification @ Devens
- 2) Multiple Court Discovery Requests
- 3) MSP crime lab Maynard for Ballistics test
- 4) Investigate text threats
- 5) Multiple Fraud unemployment scams
- 6) Sexual assault investigation
- 7) Property and evidence maintenance
- 8) U-Mass Worcester drug lab w/ evidence
- 9) Firearms maintenance
- 10) Academy recruit firearms acclimation
- 11) Recover firearms from restraining order violation
- 12) Evidence room alarm replacement
- 13) Assist with M/V/A involving bicyclist
- 14) 21 Counts of B&E into Motor vehicles
- 15) Shoplifting

CLEARED INVESTIGATIONS

- 1) Harassment case
- 2) Death investigation
- 3) Stalking/ Vandalism
- 4) Suspicious incident

Search Warrants:

Two warrants in connection with bicyclist crash

Court Conviction on a drug/ MV case

Patrol Division

Additional neighborhood and building checks have been instituted. Due to Covid-19 Pandemic event Officers are answering more on-line reports and meeting people in the parking lot if needed and taking reports over the phone and using the internet with submit written evidence.

The CEMLEC Drone team responded to 2 event this month: 1) Leicester for a suicidal male in the woods
2) Missing juvenile in Oxford.

The CEMLEC SWAT team stood by for a barricaded suspect in Sturbridge. The SWAT team had 40 Hours of in-service training which included tactical maneuvers and Legal updates.

Chief's Office

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

- ✓ Set up for Drug Take Back program, obtained permits for this event. 61 pounds taken in.
- ✓ Zoom Department Head meetings
- ✓ Zoom meeting with Select board
- ✓ Awarded Chiefs day to Officers involved in a high risk stop and recovered illegally possessed firearm
- ✓ Signs and Sanitizer for Town clerk/ Elections
- ✓ Storm call 10/8
- ✓ Chiefs association zoom meeting
- ✓ CIMS- Critical Incident Management Systems (overdoes tracking database)
- ✓ Work with engineer to develop a plan for carport on rear of PD.
- ✓ Prepare for Sgt. Assessment Center
- ✓ Updates on COVID-19.
- ✓ Prepare for Halloween
- ✓ Cell room inspection by state public health
- ✓ Assist with election set up and security.
- ✓ Ordered more PPE for the 2nd Wave

I am still pleased to report that since the COVID-19 pandemic the Internet Exchange Spots at the front of the Police station are used multiple times daily providing residents with a safe haven to conduct internet sales without having unknow people coming to their homes.

Monthly Statistics

- Calls/Patrol Initiated Activity 1,701
- Incident Reports Taken 132
- Arrests/Summons 19
- Crash Investigations 23
- Towed vehicles 17
- Motor Vehicle Stops 63
- Medical responses 20

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: November 6, 2020

Re: Council on Aging Report of activities for October.

Our newsletter was prepared and mailed. The newly formatted version has been very well received. Many of our seniors are telling that they enjoy the inspirational quotes. It helps them during this difficult time. We had been sending our newsletter to the Senior Group but will end this starting January. We will let them know in the December newsletter if they send us a \$7 check we can then send them a monthly issue. Acrylic table dividers have been installed. We have 14 tables that eventually will be able to seat 6 individuals or more. Asked about the possibility of installing heaters outside so that if the temperature does not fall below 40 degrees we can still hold some functions on the porch. Wrote a letter to Country Bank seeking \$2,000 that would help with expenses. Some exercise programs continue to be held outside as weather permits. Prepared the Annual Report to MCOA and mailed it out. The Paxton COA Director calls and we can share ideas and she will be installing Acrylic dividers at her center. Received an E-mail that MCOA is doing everything in their power to secure level funding for the senior centers. The last we heard is that there would be a cut of 13 percent which would be devastating as we rely on this income to pay staff and programs. Prepare all accounts payables and WRTA billing. All accounts are then posted on an excel so we know where we are per line item budget at all time. Bill Moore of Project New Hope continues to bring in breads and other items that are then distributed to our seniors. We also receive fresh eggs from Sharon Nist. These eggs are distributed to those in need. ERS came and cleaned the hood in the kitchen. Meet with staff on a regular. They are to be applauded for the work they do keeping this place safe from this virus.

Genevieve: Prepared the Senior center Horizon and distributed to various locations including Town Hall and Elderly Housing. E-mail PDF of Newsletter to town Hall and Leicester Local Cable. Take and record payments on the computer for Newsletter. Train Your Brain returns weekly every Wednesday outdoors on our porch with new COVID 19 protocol. Help Nancy with housing visits and shopping trips when needed. Create monthly sign-up sheets Exercise, Balance and Chair Yoga with Heidi. Sanitize before and after programs and set up the chairs for social distancing design the COVID sign-up sheets, take temperatures and ask appropriate COVID questions. Project New Hope is now delivering items rather than us having to go to their place. Answer the phone when needed.

Nancy: Made 3 housing visits and assisted with dental office visit with assist of Genevieve. Continue to add little notes to Senior Horizon to our known seniors. Received one call regarding elevated BP from neighbor and informed them to recheck this and if still elevated contact physician. Doctor notified and medication increased – good result. Fuel assist to 3 individuals—packets made up and sent. Given contact phone number for Sherry Belair who came to our facility to help. Set up, disinfect and take down chairs for all classes held outside. Temperatures checked, COVID questions asked for every participant in every class attended. Genevieve and I do this together. Distributed of fresh eggs, approximately every other week. Eggs are from Sharon Nist. The Newsletter-Leiceser Senior Horizon – prep work for mailing and help Genevieve with distribution. Podiatric visit – October 23 we had 28 people seen from 9 am. to 2:30 p.m. Assisted with distancing mask reminders as needed. Next visit is on January 14, 2021. OctoberFest – October 14 pumpkins from the Sheriffs' office washed. Made up 40 individual packets for decorating supplies for pumpkins given to each participant and guests. Many thanks to all who helped – especially Genevieve, Dorothy Dudley, Marilyn Hyland, Barbara Paszuk and Diane Bergin. Thank you CARE1, Vibra, and Donna Ostiguy of the Sheriff's Office.

Memo

To: Town Administrator, Select Board
CC:
Date: 12/2/2020
Re: Report for the Month of OCTOBER from TC's office

Sales for the Month of October were \$977.00

Mail in ballots were being processed on a daily basis 2-3 times a day. Trips to the post office daily. Early Voting in person: October 17 through October 30th: during this time, we had three people working EV- one doing check in and the other two manning the entrance and exit and also cleaning the booths after each person voted. Susan and I would also help with the checking in and keeping everyone socially distanced in the hallway and coming into the office. Things ran very smoothly. I also had workers helping to keep the ballots in order of the voting list to prepare for election day.

Still licensing dogs and trying to get the folks that have not licensed to get in and pay before the second late fee of 50.00 goes into effect. We have been busy with business certificates renewals still selling lots of birth & marriage certificates because of the real ID license. Public records request are never ending.

Respectfully submitted,

Deborah K. Davis