

# BUILDING PERMITS ISSUED MONTH OF NOV 2021

Date Filed	Owner	#	Address	Contractor	Permit Number	Permit Type
11/2/2021	Todd Mayotte	6	Birchwood Dr.	Vision Solar LLC (Paul DeGray)	21-371	Solar Panels (Residential)
11/1/2021	Kevin Doane	930	Whittemore St.	Everlast Exteriors (Corey Landry)	21-372	Roof
11/2/2021	John Brodeur	91	Brown St.	Rhode Island Home Improvement (Michael Daudelin)	21-373	Siding
11/3/2021	Jan's Beer Mart (Kamdhenu LLC)	385	Main St.	Dolan Remodeling (Edward Dolan)	21-374	Repairs
11/2/2021	Renee Rivera	5	Glen Ellen Ln.	Windows Nation LLC (Dzmitry Kananenka)	21-375	Windows
11/4/2021	Christine Dorr	961	Stafford St.	On Top Contracting Inc. (Tim Wormer)	21-376	Roof
11/8/2021	Phil/Sandy Belanger	46	Virginia Dr.	M & L Construction Contracting (Mark Passarelli)	21-377	Remodel/Renovation
11/8/2021	Town of Leicester (LWSD)	124	Pine St.	Tip Top Roofing (Michael Starvaski)	21-378	Roof
11/10/2021	Greg Richardson	1115	Stafford St.	Bill's Roofing (Todd Rainey)	21-379	Roof
11/10/2021	John Reynolds	80	Huntoon Memorial Hwy.	Owner	21-380	Temporary Shed
11/15/2021	Christina Donatiello	161	Boyd St.	DiPietro Home Energy Solutions (James Dimopoulos)	21-381	Weatherization
11/15/2021	Carol Gambaccini	18	Wesley Dr.	Bay State Energy Reduction (Roger Ouellette)	21-382	Insulation
11/17/2021	Leicester Housing Authority	30	Pleasant St.	Larochelle Construction (Dan Larochelle)	21-383	Doors
11/16/2021	Edward/Joyce Lattinville	74	Hemlock St.	Leger Construction (Steve Leger)	21-384	Chimney
11/18/2021	Brian Waterman	29	Lakeview Dr.	Northeast Home & Energy (John Prunier)	21-385	Roof
11/17/2021	Brian Trojan	83	Burncoat Ln.	Wisebilt LLC (Miguel Merced)	21-386	Insulation
11/18/2021	Maverick Development (Nick Lewis)	68	Rawson St.	Owner	21-387	Deck
11/18/2021	Justin Zuffante	3	Blueberry Ln.	Owner	21-388	Sign
11/18/2021	Dawn Hippie	1084	Stafford St.	Energy Protectors (Joshua Dada)	21-389	Insulation

11/22/2021	Derek Stolberg	935	Stafford St.	Superior Insulation (Christopher Saunders)	21-390	Insulation
11/22/2022	Steven Potter	839	Pleasant St.	Quality Contracting (John List)	21-391	Repairs
11/22/2021	Robert Soojian	1656	Main St.	Valeriy Karelin (Venture Home Solar)	21-392	Solar Panels (Residential)
11/29/2021	Haing Kim	205	Baldwin St.	Better Way Home Improvement (Greggorz Parafinowicz)	21-393	Siding
11/29/2021	Steve Dodge	100	Marshall St.	Keith Burt	21-394	Remodel
11/24/2021	Jared Gagne	811	Pleasant St.	Exterior Remodeling (Eugeniu Ciubotaru)	21-395	Window
11/30/2021	Reov Realty	1500	Main St.	MTS Siding (Matt Sicard)	21-396	Roof
11/30/2021	Sandy McAvoy	348	Pleasant St.	MTS Siding (Matt Sicard)	21-397	Siding
11/29/2021	Anna Lach	50	Waite St.	Greater Boston Roofing (Enda Garry)	21-398	Roof
11/30/2021	Shane Walsh	414	Pine St.	HomeWorks Energy (Adam Glenn)	21-399	Weatherization
11/30/2021	Rosa Garcia	4	West St.	HomeWorks Energy (Adam Glenn)	21-400	Weatherization
11/30/2021	Cindy Little	8	Park Ln.	Homeowner	21-401	Foundation only
11/29/2021	Joseph Johnson	22	Mill St.	Seven Hills Roofing (William Randell)	21-402	Roof

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

## OCCUPANCY PERMITS ISSUED MONTH OF NOV 2021

Date	Name	Address	Address	Occupancy Permit #	Building Permit #	Type
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NO OCCUPANCY PERMITS ISSUED

Report to: David Genereux, Town Administrator

From: Rachelle Cloutier, COA Director

Date: December 7, 2021

Re: Council on Aging Report of activities for October 2021

**Genevieve** – Art classes continue on Monday. Helping with Veterans' breakfast decorations for each table. Mailed out the newsletter with the assistance of Dorothy Dudley who continues to volunteer with the mailing of our monthly newsletter. Email PDF of Newsletter to Town Hall and Leicester Local Cable. Suzanne Carpenter of LPI came in and secured ads for our newsletter. She uncovered that LPI was not sending us notifications that are needed such as a copy of the printed newsletter with ads so that these can then be forwarded to town hall. Continue to take and record payments on the computer for the postage of newsletter. Take payments and record attendance of individuals who participate in our programs. Record reservations on our clip boards of our events such as Monthly Senior Breakfast, special programs. Set up for programs for participants. Helped Nancy with setting up for Dr. Laconte's visit. Set up for Card Making with Mary Fife in November. Helped Nancy on 11/23 when Senior Center opened early in the morning to receive displaced residents from Senior Housing at 1073 Senior Housing. Attended recovery program at Town Hall on the 26<sup>th</sup> of November. Made 3 wreaths for Eddy Pond's Auction on December 8. Continue to encourage people to wear masks if not vaccinated and the more vulnerable members. Bingo has returned every Friday and is now occurring at 10:00 a.m. This way our seniors have a chance to stay for lunch. Still dealing with people's questions on indoor programs, congregate meals, what programs are offered and any required protocol. Project New Hope has started again to bring us some food items. They also dropped Christmas items. Give people clues to answer Newsletter's Rebus puzzles or monthly Word Scramble. Answer the phone as needed.

**Nancy:** Continue to encourage mask usage if not vaccinated or if someone feels they are at high risk to contract COVID. Created newsletter column and monthly assistance as needed. Dorothy Dudley continues to assist with mailing and delivery of newsletter. Assist people seeking assistance with SHINE counselor due to Change of Medicare. Plan cut-off date of 12/7. Many calls have to be Assisted with Fuel Assistance and some for Food. Had 2 shopping visits at housing. One haircut appointment and one for the roof that needs to be repaired. Assisted with people seeking assistance with SHINE counselor due to change of Medicare Plan cut-off date of 12/7. Many calls have to be as we cannot meet their needs. Pam the SHINE counselor made special appointments for us to assist many who needed to make changes. Helped with celebration on 11/12 lunch for Lodie and her 98-year birthday with family and friends at the center. Was the Leicester representative for the prayer at our Veterans' breakfast. Assist as needed due to a fire at 1073 Main Street at Senior Housing on 11/23/2021. Opened the Senior Center at 4:30 a.m. for displaced residents seeking shelter from electrical fire. No known injuries but some individuals displayed high anxiety. Offered coffee and donuts supplied by the Leicester Police Department. David Genereux our Town Administrator and Red Cross were all at the senior center. Displaced residents were eventually transported to LaQuinta Motel, Southbridge Street, Auburn. As of 11/21 there are still 26 displaced residents there. We are awaiting further updates. Answer Telephone calls as needed.

**Rachelle:** Newsletters prepared and mailed. Attended Board Meeting on November 4. Had a Veterans' breakfast on the 9<sup>th</sup> and it was a great success. It was prepared by our Town Administrator, our Chief of Police and members of the select board. Pam Came in for SHINE and has helped many with insurance needs before December 7. Received an e-mail from David Stephens that he has stage 4 cancer. Bill Moore has returned with food. Had all accounts payables to town hall. Did WRTA billing. Anne Barrett will be here for a Christmas presentation on December 3<sup>rd</sup>. Received \$2,000 from Country Bank for the support of our program. We are in need of a hot water and this will help with that project. Suzanne Carpenter who solicits ads for our newsletter was here and has now secured more ads for us. Both of my drivers are now trained and Joe Schiavone will begin driving December 1<sup>st</sup>. Received a call from a local resident who had a letter from a lawyer representing

his landlord that he had notice to quit (eviction) within 30. He indicated that he pays his rent on time, never late and why is this happening. I indicated to him that landlords are getting a lot of money for their units and that may be the cause. I contacted the legal assistance at 405 Main street in Worcester and spoke to their attorney. The attorney requested that I go online and fill out a form for this gentleman and he would do everything he could to assist him. Fire at housing meant coming in very early on that day to help with opening up the center to receive those affected. Staff were here for the turkey dinner prepared by Harry Brooks, absolutely delicious and also at the recovery meeting at town hall where we had a booth to inform people about our programs at the center. Meet with staff on a regular basis.

# Memo



**To:** David Genereux, Town Administrator  
**From:** Brian D. Kelley, Interim EMS Director  
**Date:** January 6, 2022  
**Re:** November 2021 – Monthly EMS Report

## **Calls for Service Summary**

Total Calls: 132

# of 2<sup>nd</sup> Occurring Medical Emergencies: 18

Leicester EMS: 119

ALS Transport: 58

BLS Transports: 32

Refusals: 19

Cancellations: 10

2<sup>nd</sup> Occurring Calls Covered: 5

Mutual Aid Given: 14

Mutual Aid Received: 26

Primary Ambulance: 13

Transports: 13

Refusals: 0

Cancellations: 0

ALS Intercept Requests: 13

Intercepts: 12

Cancelled: 1

## **Apparatus / Equipment Summary**

Ambulance 1: 2015 International (**In-Service, Mileage: 65,904**)

Exhausted Leak Repaired & Removal of Stretcher Mount - \$ 999.65.

Ambulance 1 will remain out of service until replaced.

Ambulance 2: 2005 Chevrolet (**In-Service, Mileage: 88,384**)

Ambulance 3: 2012 International (**In-Service, Mileage: 99,474**)

Our “New” A3, purchased used from Greenwood Emergency Vehicle s, LLC (formerly from Holden) was placed into service on November 18, 2022.

Equipment:

Annual preventative maintenance performed on Cardiac Monitors and Lucas 2s.

<b>Personnel Summary</b>
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<p>Paramedic Colleen Plante appointed to Part-Time (Benefited) Paramedic Position, effective November 15, 2021.</p>
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<p>12-Lead Competency Course held for Department Paramedics. Department Meeting Held. Crewsense Scheduling Software went “live” November 7, 2021.</p>
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<p>Paramedic Caitlyn Kulalowski resigned.</p>
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<b>Billing/Collections Summary</b>
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<p>\$ 1,387.71 received this month from cases that were sent to collections. A total of \$ 3,537.93 has been collected as a result of collections year to date.</p>
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**Town of Leicester Fire Department  
3 Paxton Street  
Leicester Massachusetts, 01524**



Michael R. Dupuis  
Chief

508-892-7022

**November 2021 Monthly Report**

Total calls > 29

HQ Company > 16

Station 2 Company > 12

Station 3 Company > 8

Rescue Company > 3

Mutual Aid Given > 2

Mutual Aid Received > 2

Fire Training > Live Fire Training in Auburn

Fire Prevention: Total Inspections > 38

smoke detector inspections > 13

LP Storage permits > 8

oil burner permits > 7

oil tank/removal permits > 10

business annual inspection > 3

**Inspectional Updates:** 2 Active business plan reviews: 88 Huntoon, 10 Mulberry is in its final stage., 190 Main St., 200 south Main St, and 1060 Main St. are uncompleted projects in town.

11 Hankey St. has started work on their sprinkler and new fire alarm system. Currently reviewing 1073 Main St.

**Summary:** Responses this month had an increase in Natural Gas odor calls. We feel this was due to the Nat Grid crew disturbing the gas line during the line replacement project. At the end of this month, we had the structure fire in the Housing building at 1073 Main Street. On the 29th we responded to a kitchen fire on Watch Street. This month many members volunteered their time helping with some of the Town's Holiday festivities.



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 extending to the right.

*Chief Michael R. Dupuis*



## Town of Leicester

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

Dennis Griffin  
Superintendent

To: The Select Board

From: Dennis Griffin  
Highway Superintendent

Date: December 10, 2021

Subj: November Monthly Report

- Leaves have been cleaned up
- Final mowing for the season is complete
- Handicap viewing area for Complete Streets project is complete
- Full prep for winter operations plows and sanders
- 8 Manhole covers replaced
- Catch basin repairs done
- Paving projects complete
- Private road grading and prep for season
- New drain line at pump house at Hillcrest for irrigation
- All irrigation has been winterized
- Fire Station 3 driveway repairs
- Minor tree work at Towtaid Park
- Swept main roads Chapter 90
- Guardrail installed Craig and Pleasant Streets

### SNOE & ICE BUDGET:

Consults/Professional Services	\$ 8,000.00
Parts/Materials	\$83,482.00
OT	\$23,925.34

# Leicester Public Library

## Director's Report \* Nov 16, 2021

### Administrative:

- New Meeting Room Tables received, Display case ETA is Feb. 2022. Bulletin Boards are installed – Thanks, Bruce!
- Will discuss FY23 budget w/Town Admin in December, incl. staffing recommendation
- Coronavirus updates

### Programs:

- Weekly story time, play group, and 1000 Books Before Kindergarten ongoing
- Halloween program had 83 kids, Kae had 3 art programs/week for “Art-tober” for various age groups. November is “Family Game Day” Saturdays
- Author Kate Zebrowski Sat. 11/20
- Friends Cookie Sale 12/16 @ 2 p.m.

### Museum Update:

- In the Main Floor Display Case: model train collection
- New signage for items in the front stairwell, Bruce repaired mini-piano
- Accept donation of Becker Junior College rocking chair?

### Building maintenance:

- Waterproofing is ongoing. 1 small leak week of 10/25. Looking to order water leak detectors for behind shelves along wall.
- Carpet cleaning still on hold pending waterproofing resolution
- Trustees Room ceiling leak: ongoing. Raymond James crew onsite last week and this. Completion pending.
- Electric car charger – ongoing, grant submitted 10/7. Install at Town Hall is complete.
- ~~Cell upgrade: Houston had to reschedule, but may be able to install both fire and security transmitters. Deadline, 12/31/2021. Done, inspected, passed.~~
- Discovered during the alarm testing that the front main doors were not connected to alarm system. Signet serviced 11/4.

### Outstanding Renovation Items

1. Key box – 2/3 boxes done. Museum and daily use boxes complete, construction box ongoing.
2. ~~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.~~ Done, per Mike Wilson, fire inspector. He asked for a copy of building as-built drawings, provided.
3. People counters (pending), and installation of the Detex alarms on the two stairwell doors leading to the 2<sup>nd</sup> floor are library staff/trustee issues.

4. Optional items: Panic buttons, connect cameras to PD, Permanent museum display cards

## Circulation Statistics

Number of new items last month: 268 (total items in collection = 32,598)

	Previous Year				Current Year			
	Circulation Evergreen	Ebooks Overdrive	Wireless Users	Library Computer	Circulation Evergreen	Ebooks Overdrive	Wireless Users	Library Computer
Oct	1634	672	29	0	3317 (+103%)	737 (+10%)	94	46
Sept	1634	672	24	0	2916 (+78%)	763 (+14%)	67	42
Aug	1577	739	32	0	3181 (+102%)	838 (+13%)	56	40
July	2202	722	28	0	3698 (+68%)	807 (+12%)	40	54
June	908	695	25	0	2608 (+187%)	707 (+2%)	40	33
May**	200	732	25	0	1503 (+652%)	660 (-9%)	20	0
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

\*\*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

Patrons returned to inside the library 6/3/21

Lobby Pickup Circulation Statistics (library closed for browsing):

2020/21	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Pickups	166	388	304	325	390	225	290	325	279	294	338	310
# Items	908	2022	1577	1634	1684	1345	1637	1778	1545	1926	1836	1508

Lobby Pickup Circulation Statistics (library open for browsing):

2021/22	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Pickups	62	33	17	14	12							

## **Renovation Fund Balance/Trustee Expenses**

There are limits on what we can spend these funds on. Ongoing expenses or yearly/routine maintenance must come from Trustee funds. Renovation Funds, from the Town's account, can only be spent on one-time construction/renovation/maintenance expenses.

<b>Upcoming expenses</b>	<b>Estimate</b>	<b>Trustee or Reno</b>
Carpet Cleaning	1491.75	T
Houston Security radio	195	T
Houston? Fire radio	295+	T
Raymond James Roof Repair	1950+	R
Possible bsmt wall painting		R
Furniture (display cases/bulletin boards/artwork	9700	R
Gutter Cleaning	975-1100	T

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

### Staff Schedule

Suzanne	T 9-8, W-F 9-5
Kae	T/W/F 9-5, Th 12-8, Every other Saturday
Donna	T 9-1, Th 12-8, F 9-5, EOS
Kathy*	T 2-8, W 9-5, Th 9-12, EOS
Charissa*	T 9-2, Th/F 9-1, Every Saturday
Lori*	T/Th 5-8, EOS

\*Part time staff must work, on average, less than 20 hours/week

The Library is open 40 hours per week. Current schedule = 138 hours/week



**Leicester Police Department**  
**90 South Main Street**  
**Leicester, MA 01524**



**Chief**  
**Kenneth M. Antanavica**  
[antanavicak@leicesterpd.org](mailto:antanavicak@leicesterpd.org)

[www.leicesterpd.org](http://www.leicesterpd.org)

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

Date: December 1, 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 November 2021

**Investigative Division**

No information available at this time.

**Patrol Division**

We have increased our high visibility patrols; people are travelling too fast or not paying attention. Patrols continue to respond to many neighbor disputes as well as domestic relations incidents. Patrols responded to the Housing Authority Fire and worked efficiently with Fire and EMS to get everyone out safely.

The CEMLEC Drone team had no call outs for the month but did have monthly training exercises.

The CEMLEC SWAT: There was a scheduled training on the range and a second training on various drills.

**Chief's Office**

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

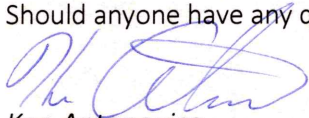
- ✓ Prepared monthly select-board report.
- ✓ Worked with Tree lighting committee for the December tree lighting event.
- ✓ Attended Mass Chief's meeting.
- ✓ Attended the Veterans Day ceremonies in town.
- ✓ Prepared breakfast at the senior center for our vets.
- ✓ Called on the MSP truck team for some truck enforcement in town.
- ✓ Responded to fire at the Leicester Housing Authority.
- ✓ Secured grant for BWC (Sgt Guertin did write this grant)
- ✓ Issued additional toll booth permits.
- ✓ Had a burnt fan motor replaced in the training center after it burnt up.
- ✓ Delt with another Officer on sick leave.
- ✓ Officer Caforio submitted his retirement paperwork.
- ✓ Working out details of a School Resource Officer.
- ✓ Per Police reform bill MSP was notified that we do not have a NASRO.

The Internet Exchange Spots in the front of the PD still provides residents with an open-air, safe haven to conduct internet sales without having unknow people coming to their homes, and it is busy as ever.

**Monthly Statistics**

• Calls/Patrol Initiated Activity .....	1,475
• Incident Reports Taken .....	89
• Arrests/Summons .....	22
• Crash Investigations .....	19
• Towed vehicles .....	17
• Motor Vehicle Stops .....	119
• EMS responses .....	125

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



*Ken Antanavica*  
Chief of Police

# Memo

**To:** Town Administrator, Select Board  
**CC:**  
**Date:** 6/6/2022  
**Re:** Report for the Month of November from TC's office

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Sales for the Month of November were \$2082.00

November was a little crazy with going back and forth about the purchase of Becker College. Were we going to have another STM and an Election? Yes, then no, Stressful but we got through it. Lots of discussions, meetings and registrar meetings to keep everyone informed. Luckily everything worked out and now we can move forward. GO BECKER!!!!

I finished and submitted the STM report to the state bylaw committee who work under the Attorney General's office. We won't get an answer back until sometime in February on the Zoning amendments.

We have been busy with birth, marriage, and death certificates. Also busy with couples coming in to fill out marriage intentions. We have late hours on Tuesday which is very convenient for folks. Intentions are done by appointment only.

Still licensing dogs which is an ongoing battle trying to get folks in to license their dogs. Public record requests have slowed down- shh- I don't want to jinx it. Sent out reminder letters for business certificate renewals we are getting a nice response. Revenues are up compared to last year-Covid.

I am working on updating the General and Zoning Bylaw books. We are making copies and getting them to all departments that is ongoing project. Thank goodness for the Senior Work off program. They are angels from heaven!!!!

I hope everyone had a wonderful Thanksgiving.

Respectfully submitted,

Deborah K. Davis