

# BUILDING PERMITS ISSUED MONTH OF SEP 2021

Date Filed	Owner	#	Address	Contractor	Permit Number	Permit Type
9/1/2021	Jim Sawicki	319	Auburn St.	Capitol Siding (Mark Sarkisian)	21-280	Siding
9/1/2021	Debbie Cashman	35	Virginia Dr.	M & L Construction Contracting (Mark Passarelli)	21-281	Remodel/Renovation
9/1/2021	Derrick Ruth	35	Sabina Cir.	Beau's Window & Door Co. (Marc Beauchamp)	21-282	Door
9/1/2021	Karen Guenette	79	Rawson St.	HomeWorks Energy (Adam Glenn)	21-283	Weatherization
9/8/2021	Linda McGuirk	10	Leela Ln.	Glenn Collins	21-284	Deck
9/2/2021	Michael Hathaway	32	Siani Rd.	Sunrun Installation Services (Roland Brandt)	21-285	Solar Panels (Residential)
to be picked up	Vanessa Libera	44	Howard Ter.	Homeowner	21-286	Remodel/Renovation & Deck
9/14/2021	Joanne Kennedy	10	Sabina Cir.	Liberty Construction (Daniel Craig)	21-287	Roof/Siding
9/15/2021	V & J LLC	12	Birchwood Dr.	B & V (Rose Kempton)	21-288	Remodel/Renovation
9/14/2021	Paul Burbank	60	Towtaid St.	Trinity Solar (Michael White)	21-289	Roof
9/15/2021	Phuoc Nguyen	3	Brickyard Rd.	The Energy Monster (Josh Leet)	21-290	Insulation
9/14/2021	Richard Koziak	7	Maighans Way	JE Fournier Chimney & Roofing (Timothy McCann)	21-291	Roof
9/14/2021	Bethany Salek	7	Sandy Cir.	HomeWorks Energy (Adam Glenn)	21-292	Weatherization
9/14/2021	Bill Robert	175	White Birch St.	HomeWorks Energy (Adam Glenn)	21-293	Weatherization
9/15/2021	Thompson Woodmont Realty (Brian Blair)	803	Main St.	Albert Lavalley	21-294	Ramp
9/14/2021	Katherine Banach	28	Crestwood Rd.	Bay State Energy Reduction (Roger Ouellette)	21-295	Insulation
to be picked up	Daniel LaPoer	139	White Birch St.	Homeowner	21-296	Farmer's porch
9/15/2021	Francis Barriere	623	Pleasant St.	David Barbale	21-297	Roof
9/15/2021	Lawrence Linehan	22	Dale St.	Renewal by Anderson (Jaime Morin)	21-298	Windows
9/15/2021	Susan Gale	374	Main St.	Windows Nation LLC (Dzmitry Kananenka)	21-299	Windows
9/15/2021	Donald Boisvert	394	Auburn St.	MTS Siding (Matt Sicard)	21-300	Roof

9/15/2021	Lori Ronander	10	Pryor Rd.	I & I Remodeling (Ivan Kosobutsky)	21-301	Windows
9/15/2021	Janie Blais	10	Lexington Ave.	Vivint Solar c/o Sunrun (Roland Brandt)	21-302	Solar Panels (Residential)
9/15/2021	Melissa Diguette	982	Stafford St.	Andrew Porter	21-303	Roof
9/20/2021	David Harlow	163	White Birch St.	HomeWorks Energy (Adam Glenn)	21-304	Weatherization
9/20/2021	Tami Goodney	250	Paxton St.	Leon Buckley Jr.	21-305	Siding
9/20/2021	Tami Goodney	24	Cricklewood Dr.	Leon Buckley Jr.	21-306	Siding
9/28/2021	Carol Nester	1	South Street Ext.	Renewal by Anderson (Jaime Morin)	21-307	Windows/Door
9/28/2021	Steven Norman	11	Baldwin St.	Renewal by Anderson (Jaime Morin)	21-308	Door
9/30/2021	Robert Hoyle	1072	Stafford St.	James Reinke	21-309	Repairs
9/28/2021	Travis Hayes	41	Cricklewood Dr.	Tucker Russell	21-310	Remodel
9/28/2021	Gerald Hippert	3	Burncoat St.	Paradigm Plastering LLC (Richard Barrell)	21-311	Repairs
9/29/2021	Laurie Dimucci	1058	Main St.	Michael Mallozzi	21-312	Roof
10/12/2021	Moises Lainez	266	Pleasant St.	Palmetto Solar (Sheldon Keck)	21-313	Solar Panels (Residential)
9/30/2021	Anna LaMountain	1022	Stafford St.	New Pro Operating LLC (Jeffrey Connors)	21-314	Repair
9/29/2021	Justin Falvo	132	Huntoon Memorial Hwy.	HomeWorks Energy (Adam Glenn)	21-315	Weatherization
9/30/2027	Peter Lefferts	3	Howard Ter.	Millstram Contracting (Joshua Brohn)	21-316	Roof
9/24/2021	Renelle Grajales	14	South St.	NESCOR (Keith Devin)	21-317	Door/windows
9/29/2021	Brian Trojan	83	Burncoat Ln.	Superior Insulation (Christopher Saunders)	21-318	Insulation
9/29/2021	Mason Alcorn LLC	490	Stafford St.	KMM Telecommunication (Bobby Clark)	21-319	Cell Antenna
9/30/2021	Brian Trojan	83	Burncoat Ln.	Greater Boston Roofing Corp. (Enda Garry)	21-320	Roof
9/30/2021	Robert Wilson	220	Pleasant St.	American Installations (Wesley Couture)	21-321	Insulation

**In addition, 2 Stove Permits; 1 Sheet Metal permits; 3 Home Occupation were issued**

## OCCUPANCY PERMITS ISSUED MONTH OF SEP 2021

Date	Name	Address	Address	Occupancy Permit #	Building Permit #	Type
9/8/2021	Murilo Silva for Flavio Alves	1100	Main St.	21-013	21-019	Renovation (3 Family)



**TOWN OF LEICESTER**  
**Office of Development & Inspectional Services**  
Leicester Town Hall, 3 Washburn Square, Leicester, MA 01524  
[www.leicesterma.org](http://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: Brooke Hultgren, Department Assistant

Prepared by: Michelle R. Buck  
Town Planner/Director of Inspectional Services

DATE: October 4, 2021

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

**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.
- Site Visit: 1762 Main (Cultivate Parking)-landscaping complete

**Planning and Long-Range Projects:**

- Open Space & Recreation Plan: Open Space Forum 9/9/2021. Mike Silva completed the ADA Evaluation Forms for each park.
- Zoning Bylaw Amendments: Public hearing 9/7/2021 for two zoning amendments 1) marijuana transportation and 2) rezoning properties on Sargent & Reservoir Street from R2 to B. Prepared draft Town Meeting report.

**Miscellaneous:**

- Prepared project status report
- Zoning analysis of Becker College properties
- Prepared summary of zoning issues related to 0 & 31 Chapel Street (NOI filing-DEP#197-0669 and 197-0670)
- Addressed miscellaneous public inquiries, including the following:
  - Complaints: Skyview Estates (neighbor concerns), several wetland violation complaints, residents in park at night (referred to Parks & Rec)
  - Process to approve power lines for a solar farm over a public right-of-way (referred to Counsel, Select Board approval process required)
  - Project changes at 25 Pleasant Street (amendment of ZBA special permit required)
  - Permitting requirements for: large warehouse building on Route 56, multi-story self-storage in existing structure, National Grid power substation, new house of pre-existing non-conforming lot.
  - Public records requests: Planning Board minutes, records for property on Lakeview Drive.

**APPLICATION STATUS, September 2021**

PLANNING BOARD				
Project	Type of Application	Location	Description	Status

Dris Production/Faded LLC d/b/a Dris Production Center	Site Plan Review	488 Stafford Street	SPR2021-02: Marijuana Cultivation and transportation	Approved 9/22/2021	
Parker Street/Schold Development LLC	Definitive Subdivision Plan	Parker Street	DSUB2021-01: 5 lot residential subdivision	Approved 9/22/2021	
Smuggler’s Cove Amendment/Central Land Development	Special Permit Amendment	Off Paxton Street	SP2019-02: reduction in road length & # of lots	Continued. Next hearing date 10/5/2021	
1439 Main Earth Filling	Special Permit	1439 Main St	SP2021-07: Earth filling	Continued. Next hearing date 10/5/2021	
Skyview Estates/MKEP 770 LLC	Special Permit & Definitive Sub Plan	651 Main Street	SP2021-08 & DSUB2021- 02: 74 unit residential subdivision (duplex & multi- family)	Continued. Next hearing date 10/19/2021	
Oakridge Estates	Road Acceptance Request	Virginia Drive	SP2015-02, Road acceptance	Under Review	
Central Mass Crane	Site Plan Review Amendment	112 Huntoon Memorial Highway	SPR2021-03, Expansion of Parking Area (Amendment of SPR2014-01)	Discussion 10/5/2021	
101 Huntoon LLC	Extension	101 Huntoon Memorial	SPR2018-03, Extension of deadline to complete construction	Discussion 10/5/2021	
CannAssist/88 Huntoon	Extension	88 Huntoon	SPR2018-05, Extension of deadline to complete construction	Discussion 10/5/2021	
EcoFarm/88 Huntoon	Extension	88 Huntoon	SPR2018-04, Extension of Deadline to complete construction	Discussion 10/5/2021	
Double-Play Fitness	Extension	190 Main Street	SP2012-01, extension of temporary outdoor classes	Discussion 10/5/2021	
ZP Battery	Site Plan Review	1355 Main Street	SPR2021-04, Battery Storage Facility	Discussion 11/2/2021	
1603-0605 Main Street	Special Permit	1603-1605 Main Street	SP2021-09, Gas station, fast food restaurant, self-storage	Public Hearing 11/16/2021	
ZONING BOARD OF APPEALS					
Project/Applicant		Type of Application	Location	Description	Status
1603-0605 Main Street		Variance	1603-1605 Main Street	Distance between curb cut and abutting property line Sign exceeding 30 square feet	Public Hearing 10/27/2021
47 Woodland/Jean Shea		Variance	47 Woodland Road	Lot line change requiring frontage and area variance	Public Hearing 10/27/2021
41 Woodland/Margaret Rondeau		Variance	41 Woodland Road	Lot line change requiring side setback variance	Public Hearing 10/27/2021
CONSERVATION COMMISSION (Meeting 9/15/2021)					
Application Type	Permit #	Applicant	Address	Action	Project Description
COC	197-0572	Central MA Crane	112 Huntoon Memorial Highway	Approved	Certificate of Compliance
Extension	197-0638	Terence & Mary O’Coin	6 Lake Shore Drive	Approved	Single-family home
NOI	197-0671	Jon Mason	35 Fairview Drive	Approved	Septic system replacement
RDA	2021-15	Justin Zuffante	Blueberry Lane		Self-Storage facility

NOI	197-0669	Armory Street LLC	31 Chapel Street	Continued to 10/13/2021	Warehouse Building
NOI	197-0670	Armory Street LLC	0 Chapel Street		Office Building
NOI	197-0672	Keith Burt	136 White Birch St		Single-family home
NOI	Pending	Central MA Crane Service	112 Huntoon Memorial Drive		Parking lot expansion
NOI	Pending	Schold Development	Parker Street		Roadway construction

**FEES COLLECTED:**

<b>Code/Building*</b>	<b>6,298.21</b>
Conservation Commission	\$5,194.50
<b>Board of Health:*</b>	<b>2,425.00</b>
Planning Board:	\$3,875.00
Zoning Board of Appeals:	\$350.00
<b>TOTAL</b>	<b>\$18,142.71</b>

**\*Please see separate Building and Health reports for fees collected.**

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



# TOWN OF LEICESTER

## Office of Development & Inspectional Services

Leicester Town Hall, 3 Washburn Square, Leicester, MA 01524  
[www.leicesterma.org](http://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: Brooke Hultgren, Department Assistant

Prepared by: Michelle R. Buck  
Town Planner/Director of Inspectional Services

DATE: October 4, 2021

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

#### **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.
- Site Visit: 1762 Main (Cultivate Parking)-landscaping complete

#### **Planning and Long-Range Projects:**

- Open Space & Recreation Plan: Open Space Forum 9/9/2021. Mike Silva completed the ADA Evaluation Forms for each park.
- Zoning Bylaw Amendments: Public hearing 9/7/2021 for two zoning amendments 1) marijuana transportation and 2) rezoning properties on Sargent & Reservoir Street from R2 to B. Prepared draft Town Meeting report.

#### **Miscellaneous:**

- Prepared project status report
- Zoning analysis of Becker College properties
- Prepared summary of zoning issues related to 0 & 31 Chapel Street (NOI filing-DEP#197-0669 and 197-0670)
- Addressed miscellaneous public inquiries, including the following:
  - Complaints: Skyview Estates (neighbor concerns), several wetland violation complaints, residents in park at night (referred to Parks & Rec)
  - Process to approve power lines for a solar farm over a public right-of-way (referred to Counsel, Select Board approval process required)
  - Project changes at 25 Pleasant Street (amendment of ZBA special permit required)
  - Permitting requirements for: large warehouse building on Route 56, multi-story self-storage in existing structure, National Grid power substation, new house of pre-existing non-conforming lot.
  - Public records requests: Planning Board minutes, records for property on Lakeview Drive.

#### **APPLICATION STATUS, September 2021**

##### **PLANNING BOARD**

Project	Type of Application	Location	Description	Status
---------	---------------------	----------	-------------	--------

Dris Production/Faded LLC d/b/a Dris Production Center	Site Plan Review	488 Stafford Street	SPR2021-02: Marijuana Cultivation and transportation	Approved 9/22/2021	
Parker Street/Schold Development LLC	Definitive Subdivision Plan	Parker Street	DSUB2021-01: 5 lot residential subdivision	Approved 9/22/2021	
Smuggler’s Cove Amendment/Central Land Development	Special Permit Amendment	Off Paxton Street	SP2019-02: reduction in road length & # of lots	Continued. Next hearing date 10/5/2021	
1439 Main Earth Filling	Special Permit	1439 Main St	SP2021-07: Earth filling	Continued. Next hearing date 10/5/2021	
Skyview Estates/MKEP 770 LLC	Special Permit & Definitive Sub Plan	651 Main Street	SP2021-08 & DSUB2021- 02: 74 unit residential subdivision (duplex & multi- family)	Continued. Next hearing date 10/19/2021	
Oakridge Estates	Road Acceptance Request	Virginia Drive	SP2015-02, Road acceptance	Under Review	
Central Mass Crane	Site Plan Review Amendment	112 Huntoon Memorial Highway	SPR2021-03, Expansion of Parking Area (Amendment of SPR2014-01)	Discussion 10/5/2021	
101 Huntoon LLC	Extension	101 Huntoon Memorial	SPR2018-03, Extension of deadline to complete construction	Discussion 10/5/2021	
CannAssist/88 Huntoon	Extension	88 Huntoon	SPR2018-05, Extension of deadline to complete construction	Discussion 10/5/2021	
EcoFarm/88 Huntoon	Extension	88 Huntoon	SPR2018-04, Extension of Deadline to complete construction	Discussion 10/5/2021	
Double-Play Fitness	Extension	190 Main Street	SP2012-01, extension of temporary outdoor classes	Discussion 10/5/2021	
ZP Battery	Site Plan Review	1355 Main Street	SPR2021-04, Battery Storage Facility	Discussion 11/2/2021	
1603-0605 Main Street	Special Permit	1603-1605 Main Street	SP2021-09, Gas station, fast food restaurant, self-storage	Public Hearing 11/16/2021	
ZONING BOARD OF APPEALS					
Project/Applicant		Type of Application	Location	Description	Status
1603-0605 Main Street		Variance	1603-1605 Main Street	Distance between curb cut and abutting property line Sign exceeding 30 square feet	Public Hearing 10/27/2021
47 Woodland/Jean Shea		Variance	47 Woodland Road	Lot line change requiring frontage and area variance	Public Hearing 10/27/2021
41 Woodland/Margaret Rondeau		Variance	41 Woodland Road	Lot line change requiring side setback variance	Public Hearing 10/27/2021
CONSERVATION COMMISSION (Meeting 9/15/2021)					
Application Type	Permit #	Applicant	Address	Action	Project Description
COC	197-0572	Central MA Crane	112 Huntoon Memorial Highway	Approved	Certificate of Compliance
Extension	197-0638	Terence & Mary O’Coin	6 Lake Shore Drive	Approved	Single-family home
NOI	197-0671	Jon Mason	35 Fairview Drive	Approved	Septic system replacement
RDA	2021-15	Justin Zuffante	Blueberry Lane		Self-Storage facility



NOI	197-0669	Armory Street LLC	31 Chapel Street	Continued to 10/13/2021	Warehouse Building
NOI	197-0670	Armory Street LLC	0 Chapel Street		Office Building
NOI	197-0672	Keith Burt	136 White Birch St		Single-family home
NOI	Pending	Central MA Crane Service	112 Huntoon Memorial Drive		Parking lot expansion
NOI	Pending	Schold Development	Parker Street		Roadway construction

## BOARD OF HEALTH

- **Environmental Health**

- Food Plan Reviews: 1 food plan review was submitted for a new establishment and is pending additional information to be approved.
- Housing; 1 complaints received, case is currently pending required corrections.
- Nuisance; 2 nuisance reports received. 1 case is closed. 1 pending follow-up action.
- Title V; 1 well plan review approved, 2 perc tests conducted for existing septic systems, 5 component inspections completed, and 2 plan reviews for new system approved.

- **Community Health**

- Coordinated with the Mass Dept of Public Health to receive 160 rapid COVID-19 test kits. Health staff have been trained to administer tests.
- Initial planning started to administer COVID-19 booster shots locally. Initial planning for administering vaccine for 5–11 year old's has also begun.
- Attended 4 weekly meetings with the regional head of the Contact Tracing Collaborative to review cases in town vs surrounding communities and trends.
- Attended 4 weekly interdepartmental board of health meetings to discuss pandemic guidance and mandates.
- Attended 2 Regional weekly meetings regarding COVID-19 and vaccination efforts.
- Total number of Leicester residents who are fully vaccinated is 6,820, which is 61% of population. The number of residents who have had at least 1 dose of vaccine is 7,417, 66% of population.

- **Grant Activity**

- The Leicester Board of Health began its shared health services model from the grant received in June 2021. The shared service towns are Barre, Hardwick, Holden, North Brookfield, and New Braintree. New staff have been fully implemented into the daily operations of all shared service communities.
- The Mass Department of Public Health met with the Health Director to discuss potentially adding more underserved towns to its shared services agreement. Increased funding would be received for each town that is added to the coalition. Underserved towns are currently being identified.
- The Health Office will be applying for a grant in October to fund a full-time epidemiologist and two full-time social workers to work in the regional shared service towns.
- Health Director applied for the installation of 10 outdoor air quality sensors throughout high traffic areas within the town. Data will be reviewed at periodic intervals over the course of 1 year. Results will be analyzed by MDPH and coordinate mitigation to improve air quality in identified trouble areas. Award letters will be posted by mid-October.

**FEES COLLECTED:**

Code/Building*	6,298.21
Conservation Commission	\$5,194.50
Board of Health:*	2,425.00
Planning Board:	\$3,875.00
Zoning Board of Appeals:	\$350.00
<b>TOTAL</b>	<b>\$18,142.71</b>

**\*Please see separate Building and Health reports for fees collected.**

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

# Memo



**To:** David Genereux, Town Administrator  
**From:** Brian D. Kelley, Interim EMS Director  
**Date:** October 9, 2021  
**Re:** August 2021 – Monthly EMS Report

## Calls for Service Summary

Total Calls: 147

# of 2<sup>nd</sup> Occurring Medical Emergencies: 16

Leicester EMS: 139

ALS Transport: 56  
BLS Transports: 52  
Refusals: 17  
Cancellations: 13  
2<sup>nd</sup> Occurring Calls Covered: 8  
Mutual Aid Given: 36

Mutual Aid Received: 35

Primary Ambulance: 8  
Transports: 8  
Refusals: 0  
Cancellations: 0  
  
ALS Intercept Requests: 27  
Intercepts: 27  
Cancelled: 0

## Apparatus / Equipment Summary

Ambulance 1: 2015 International (**In-Service, Mileage: 63,674**)

Rear Breaks need to be replaced. Needs Inspection Sticker in September. Still waiting on parts to repair breaks. Involved in a MVA while responding to a medical emergency on 9/7/21. Minor Damage to passenger side rear wheel well. Window hit by rock while transporting patient to hospital on 9/12/21. Awaiting quotes for repair from Classic Auto. Paid Apple Truck & Trailer \$12,405.52 for 2 Diesel Turbos, Oil Leak, Coolant Leak, and Fuel Leak .

Ambulance 2: 2005 Chevrolet (**In-Service, Mileage: 87,968**)

All breaks need to be replaced. Needs Inspection Sticker in September. Rear Flood Lights stuck on. Still waiting on parts to repair breaks. Paid Apple Truck & Trailer \$199.33 for vehicle evaluation.

Ambulance 3: 2006 Ford E-450 Super Duty (**Out of Service, Mileage: 143,768**)

A3 will remain out of service indefinitely. All medical equipment has been stripped off of the truck. Paid Apple Truck & Trailer \$193.59 for vehicle evaluation.

<b>Personnel Summary</b>
--------------------------

<p>Pamela Plante resigned from the Training Coordinator and CQI Specialist Positions on 9/24/21, effective immediately. A 2<sup>nd</sup> CQI Specialist position was posted on 9/16/21 – if there is enough interest, two individuals may be selected.</p>
--

<b>Billing/Collections Summary</b>
------------------------------------

<p>No new cases sent to collections.</p>
--



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



Michael R. Dupuis  
Chief

508-892-7022

**September 2021 Monthly Report**

Total calls > 28

HQ Company > 17

Station 2 Company > 6

Station 3 Company > 11

Rescue Company > 2

Mutual Aid Given > 3

Fire Training > Cancer awareness

Fire Prevention: Total Inspections > 35

smoke detector inspections > 13

LP Storage permits > 4

oil burner permits > 6

oil tank/removal permits > 9

business annual inspection > 3

sprinkler permit > 1

fire alarm permit > 1

**Inspectional Updates:** 2 new business plan reviews: (88 Huntoon), (10 Mulberry St.), (1030 Stafford St.), (190 Main St), (200 south Main St, and 1060 Main St. are uncompleted projects in town. Worked with EPA on Chapel St. Mill demo which will start in November. Spent time with Vibra Hospital doing their quarterly inspection and updating their floor plan for our iPad's.

**Call Summary:** Some of the responses this month were due to the heavy rain that flooded many basements.

Respectfully submitted,

A handwritten signature in black ink, reading "Michael R. Dupuis". The signature is fluid and cursive, with the first name "Michael" being the most prominent part.

*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: October 10, 2021

Subj: September Monthly Report

### Maintenance of Town Vehicles:

- Routine maintenance was performed on LPD vehicles

### Other:

- Paxton/Marshall complete
- Paxton St. paving complete
- All storm related repairs
- Marshall complete
- Paxton complete
- Watson St. drainage pipe repaired
- All benches installed at Town Common
- Continuing work on park grant for Towtaid Park
- Shared winter paths grant scheduled for spring completion
- Crack sealing began estimated finish first week of October
- Line painting waiting for schedule from contractor
- Mowing and maintenance of all parks and fields
- Roadside mowing ongoing
- Engine rebuild of truck 4 ongoing with all maintenance of other equipment and town vehicles.

# Leicester Public Library

## Director's Report \* Sept 21, 2021

### Administrative:

- Display cases and tables ordered, estimated arrival is Feb. 2022. Bulletin boards ETA October. The framed posters are here, and Bruce hung them up.
- Clarify policy on private room rentals. Are meeting rooms available for private parties? Policy states, "*The meeting rooms are primarily available to support library programs and functions that further the goals of the library. When not being used by the library, the rooms are available to established community groups.*" I am assuming that means no.
- We now have 10 circulating hotspots.
- Coronavirus updates.
- Yearly Financial Report submitted

### Programs:

- Children's summer reading programs wrapped up last week with a well-attended event at the Senior Center. We are planning some in-house, small children's programs for fall.
- Planning to attend Harvest Fair with usual booth this year

### Museum Update:

- Tom Foley is framing the Children's Book Week 1919 and the Children's Book Illustration poster to hang in the Children's Room
- The WWII Scrap Book of newspaper clippings now has an index
- In the Main Floor Display Case: our postcard collection
- Bruce has been working on organizing the museum storage closet

### Building maintenance:

- Waterproofing is ongoing. Mason Tim Kennedy suggested waterproofing layer applied from the inside, he will speak to Mark. Jean's Waterproofing will do injections with a different product 9/17.
- Carpet cleaning still on hold pending waterproofing completion.
- Trustees Room ceiling leak: ongoing. Mark Armington has contacted Raymond James to investigate. This is the same leak the Building Committee chased for so long. Unsure if roof or masonry/chimney is leaking. Trustees approved \$1950 to Raymond James to rent lift and investigate.
- Electric car charger – ongoing.
- Cell upgrade: Houston had to reschedule, but may be able to install both fire and security transmitters. Deadline, 12/31/2021.





## **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 repointing		R
Furniture (display cases/bulletin boards/artwork	9500	R

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



**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: October 7, 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 September 2021**

**Investigative Division**

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

**Arrest:**

- 1) Identity Fraud/ Larceny under \$1,200/ Attempted larceny of a m/v (X2) conspiracy (Four arrested)
- 2) Unlicensed/ Def. equip/ No Insp.
- 3) Criminal Harassment

**Cleared cases:**

- 1) Death Investigation
- 2) Property release to defense counsel
- 3) Another death investigation
- 4) Suspicious activity investigation
- 5) 209A violation (unfounded/additional suspect charged)
- 6) Larceny over \$1,200 from elderly/ disabled person

**Additional work:**

- 1) Evidence storage
- 2) Court Officer duties
- 3) Attended crime scene safety training
- 4) Multiple court appearances in Superior and District Courts
- 5) In-service training
- 6) Assist with cruiser maintenance

**Patrol Division**

Once again, the dispatch center in Worcester (RECC) went down and they sent a dispatcher to the LPD to work while repairs were made. Traffic stops are increasing as people are travelling too fast or not paying attention. Patrols are responding to many neighbor disputes as well as domestic relations incidents.

The CEMLEC Drone has been replaced and is now up and running with no call outs for the month.

The CEMLEC SWAT: SWAT had two trainings this month consisting of one day at the range and training. They also held team tryouts and range time for new members. They also trained in SWAT combative classes (handcuffing, weapons retention and hands on drills). There was also one call out for a high-risk warrant service which was handled without incident.

### **Chief's Office**

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

- ✓ Solicited bids for bollards in front of PD.
- ✓ Prepared monthly select-board report.
- ✓ Attended Firearms hearings at the District Court.
- ✓ Worked with Sgt to procure new patrol cruiser.
- ✓ Attended Central Mass Chiefs' association meeting in person.
- ✓ Attended Mass Chief's meeting.
- ✓ Worked with contractors to install bollards in front of the LPD.
- ✓ Worked on extensive POST mandatory submissions.
- ✓ Judged at Harvest Fair.
- ✓ Helped develop plans for Harvest Fair which went off smoothly.
- ✓ Attended the First day of School.
- ✓ Worked with disc golf company hosting major event in town.
- ✓ Delt with multiple insurance claims.
- ✓ Appointed new Patrol Officer to work in detective bureau.
- ✓ Worked on Public Safety days at Becker College.
- ✓ We completed replacing all mobile police radios with tri-band radios. Our used radios will be reprogrammed and repurposed at the highway department.

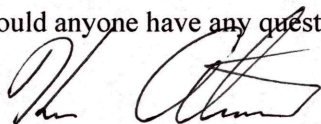
The work to the Lobby has begun, the doors have been replaced and the contractor is still working on interior repairs. We are still waiting for the doors to be finished as well as wiring corrected in the lobby.

The Internet Exchange Spots in the front of the PD providing residents with an open-air, safe haven to conduct internet sales without having unknow people coming to their homes.

### **Monthly Statistics**

• Calls/Patrol Initiated Activity .....	1,735
• Incident Reports Taken .....	104
• Arrests/Summons .....	31
• Crash Investigations .....	11
• Towed vehicles .....	31
• Motor Vehicle Stops .....	146
• EMS responses .....	131

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: October 12, 2021

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

**Genevieve** – Art classes continue on Monday. There are 2-3 participants. Help with preparing the back room for special meetings. Dorothy Dudley continues to volunteer with the mailing of our monthly newsletter. The newsletter was completed and mailed for processing. It has been distributed to various locations including Town Hall and at Leicester Senior Housing. E-Mail PDF of Newsletter to Town Hall and Leicester Local Cable. 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, VIBRA lunch. Chair Dancing with Rondae and Veteran's breakfast in November. Take appointments for October and November. Now filled up. Create a "welcome back" for the return of the public to our programs. Train Your Brain continues every Wednesday with new people coming in. Helped Nancy with 6 house visits. Continue to encourage people to wear masks if not vaccinated and the more vulnerable members. Set up and participated with Nancy in the Hip Hop Chair Dancing program. Set up and return Bingo on September 17. Had "Welcome Back" cake. Set up for the senior breakfast on September 16. Set up for VIBRA lunch, worked with Kim on meal, ordering sandwiches and breaking things down for the lunch. Still dealing with people's questions on indoor programs, congregate meal; what programs are offered and any required protocol. Project New Hope brings donations during the month and we set up donations, break down food boxes and bring to dumpster. Help people choose wheelchair, shower seat or cane for family member. Give people clues to answer Newsletter's Rebus puzzles or monthly Word Scramble. Answer the phone as needed.

**Nancy:** We continue to encourage mask usage if not vaccinated or if someone feels they are at high risk to contract COVID. Fuel Assistance will be here in October and anticipate needs for their computer usage, seating of the individuals and sign in protocol. Distribution of newsletters to various businesses. Genevieve and Dorothy Dudley assist. Cards sent to individuals – get well and several sympathy cards and a few birthday cards. Ruth Wickham assisted with this process. Genevieve set up for the distribution of donated good from Project New Hope. Prepare monthly newsletter for Leicester Senior Horizon and assist Genevieve with sorting, labeling and stamping of newsletter for distribution. Help set up for monthly breakfast on September 16. Help with setting up for VIBRA Hospital complimentary lunch for Senior Center with Kim Hedgepeth. Set up appointments SHINE counselor Pam Threlfall for October and November. 3 Drop in for BP checks. 6 Housing visits (with Genevieve), 2 shopping trips, 1 podiatry visit and 2 wellness visits. 2 packets for heat and transportation sent out. 1 packet in regard to assisted Living and Nursing Home. Person came to senior center to pick up. 2 get well cards sent out. Assisted 1 resident with many roofing and repair issues. Variety of phone calls: Roofs, windows and gutters; snow plowing- gave contact number who will reduce rate for seniors; wide wheelchair – resolved. Food stamps. SNAP – 2 forms went out after filling out. Foot injury – no physician – referred to urgent care office or Podiatrist Office. Cancer patient – cancer transport phone number given. All OK; Husband turning yellow – call family doctor immediately. Transportation – number for WRTA and brochure sent out to home. Presentation by Rondae – Hip Hop Chair Dancing Exercise. Genevieve and I participated. Office and Telephone call assist as needed. High school intern Shannon oriented her to building and various senior center programs. of eggs and distribution. Genevieve and I distribute some of the donated foods to families in need. Responded to phone calls and all sorts of inquiries.

**Rachelle:** Newsletters prepared and mailed. Attended Board Meeting on September 2<sup>nd</sup>. Had our first breakfast on September 16<sup>th</sup> where our Town Administrator spoke about the potential acquisition of Becker College-answered questions posed by individuals in attendance. Pam Threlfall our SHINE consultant has resumed meeting with individuals at the senior center. Received donations from Camosse Family Fund to

help with the Veterans' breakfast on November 9<sup>th</sup>. Keeping in Touch with MCOA about our senior center and in particular with our Formula Grant. Hired our second bus driver Joe Schiavoli. He is now in training and will be a great addition to our team. Bill Moore continues with donations but indicates that they are now less because of shortage of food. Had all accounts payable for town hall – prepared WRTA billing. Have sent letters of approval to the Local Cultural Council in support of programs. Called Ann Barrett who will be here for her last Historical Presentation as a reminder. Our guest speaker for the Veterans' Breakfast. Preparing letters to vendors for support of this breakfast. Guest Speaker for this event is Brigadier General J. Driscoll Commander of Massachusetts Army National Guard. He was acquired by Bill Moore who will be our Master of Ceremonies. Nancy Lamb who is a retired Nurse from the Air Force will be saying the benediction. Called the school about having a student sing the National Anthem and we have a young woman who may be able to do this for us. She was recommended to us by a family member. Called various individuals to help out with this breakfast. Phil Robo will be placing the program on the Marquee at the junction route 9 and 56.



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: October 20, 2021  
From: Office of Treasurer Collector  
Re: September Activities

- September billing and collections are as attached.
- Collected \$9,931.42 in tax title principal payments and \$1,561.04 in interest payments.
- Sent commitment MVX2021-02 to warrant
- Demanded MVX2021-03 commitment
- Reconciled August with the Bank and sent over to the Accountant
- Completed August Transfers for school and town
- Attended Vadar Webex's, including Fund Accountanting
- Attended DLS "What's New in Municipal Law" zoom
- Annual review of investment accounts with Bartholomew

Quarter	Type	July			August			September		
		Commitment	01 Tax/Liens	01 Int.	02 Tax/Liens	02 Int.	03 Tax/Liens	03 Int.	1Q Total Net	
1	PP	\$ 188,815.09	\$ 188,641.94	\$ 1.69	\$ 47,482.01	\$ 20.70	\$ 3,551.77	\$ 68.10	\$	239,766.21
1	RE	\$ 4,038,075.01	\$ 3,183,394.35	\$ 1,213.50	\$ 910,486.69	\$ 7,797.47	\$ 108,307.59	\$ 3,677.95	\$	4,214,877.55
1	CMB	\$ 17,717.69	\$ 14,631.56	\$ -	\$ 5,212.79	\$ -	\$ 342.56	\$ -	\$	20,186.91
1	CMB CI	\$ 15,698.50	\$ -	\$ 11,644.20	\$ -	\$ 5,099.57	\$ -	\$ 522.83	\$	17,266.60
1	CVRWDU	\$ 30,309.76	\$ 31,105.49	\$ -	\$ 674.70	\$ -	\$ 163.31	\$ -	\$	31,943.50
1	CVDSB	\$ 23,555.53	\$ -	\$ -	\$ 5,078.06	\$ -	\$ 794.11	\$ -	\$	5,872.17
1	CVDSB CI	\$ 10,955.55	\$ -	\$ 7,315.02	\$ -	\$ 2,247.31	\$ -	\$ 436.75	\$	9,999.08
1	CVSDU	\$ 28,173.20	\$ 21,531.02	\$ -	\$ 754.08	\$ -	\$ -	\$ -	\$	22,285.10
1	HLSWBT	\$ 22,022.15	\$ 14,854.80	\$ -	\$ 7,177.50	\$ -	\$ 337.68	\$ -	\$	22,369.98
1	HLSWBT CI	\$ 2,642.68	\$ -	\$ 1,723.05	\$ -	\$ 879.30	\$ -	\$ 40.50	\$	2,642.85
1	HLSWBTU	\$ 5,930.00	\$ 6,742.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$	6,742.50
1	HWDU	\$ 7,435.40	\$ 3,952.08	\$ -	\$ 1,113.18	\$ -	\$ -	\$ -	\$	5,065.26
1	LSWDUN	\$ 18,494.46	\$ -	\$ 19,952.53	\$ 2,020.89	\$ -	\$ -	\$ -	\$	21,973.42
1	LWDSB	\$ 28,210.53	\$ 16,912.76	\$ -	\$ 10,179.43	\$ -	\$ 990.00	\$ -	\$	28,082.19
1	LWDSB CI	\$ 10,677.20	\$ -	\$ 6,525.22	\$ -	\$ 3,442.48	\$ -	\$ 297.00	\$	10,264.70
1	ORSDU	\$ 19,099.12	\$ 16,078.80	\$ -	\$ 1,250.00	\$ -	\$ 323.10	\$ -	\$	17,651.90
1	ORSWBT	\$ 1,155.00	\$ 1,155.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$	1,155.00
1	ORSWBT CI	\$ 277.20	\$ -	\$ 277.20	\$ -	\$ -	\$ -	\$ -	\$	277.20
1	Title V	\$ 1,480.43	\$ 550.80	\$ -	\$ 929.63	\$ -	\$ 0.01	\$ -	\$	1,480.44
1	Title V CI	\$ 460.86	\$ -	\$ 137.70	\$ -	\$ 323.16	\$ -	\$ -	\$	460.86
1	Turncoat Pond	\$ 19,120.66	\$ 9,950.28	\$ -	\$ 7,246.57	\$ 7.48	\$ -	\$ -	\$	17,204.33
1	Bedar Meadow	\$ 7,310.40	\$ 4,342.40	\$ -	\$ 1,811.86	\$ 1.78	\$ 186.08	\$ 4.89	\$	6,347.01
1	Stiles	\$ 10,228.60	\$ 3,487.92	\$ -	\$ 2,098.98	\$ 5.47	\$ 1,038.86	\$ 10.40	\$	6,641.63
		\$ 4,471,185.36	\$ 3,517,331.70	\$ 48,790.11	\$ 1,003,516.37	\$ 19,824.72	\$ 116,035.07	\$ 5,058.42	\$	4,697,567.75
Supplemental							\$ 5,486.45			

\$ 121,521.52



Type	Commitment	Bill Date	# of Bills	Amount Billed	Tax	Tax	Interest	Totals
MVX	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	\$ 38,139.20	\$ 604.24	\$ 38,743.44
	2021-30A	4/26/2021	14	\$ 2,022.43	June	\$ 244,325.67	\$ 1,426.79	\$ 245,752.46
	2021-02	5/28/2021	1601	\$ 295,617.67	July	\$ 57,959.04	\$ 1,872.37	\$ 59,831.41
	2021-03	7/26/2021	463	\$ 73,145.46	August	\$ 72,241.70	\$ 1,260.27	\$ 73,501.97
	2021-04	10/8/2021	464	\$ 53,858.04	September	\$ 24,019.24	\$ 911.15	\$ 24,930.39
					October			
					November			
					December			
				<b>\$ 1,558,404.21</b>				
						<b>\$ 1,496,870.00</b>	<b>\$ 17,213.93</b>	<b>\$ 1,514,083.93</b>

Boat	Commitment	Bill Date	# of Bills	Amount Billed	Tax	Tax	Interest	Totals
	2021-01	5/6/2021	109	\$ 2,773.00	January	\$ 45.00	\$ 1.46	\$ 46.46
					February	\$ 25.00	\$ 1.47	\$ 26.47
					March	-	-	-
					April	-	-	-
					May	1,209.00	-	\$ 1,209.00
					June	460.00	-	\$ 460.00
					July	294.00	0.17	\$ 294.17
					August	55.00	0.85	\$ 55.85
					September	-	-	-
					October	-	-	-
					November	-	-	-
					December	-	-	-
						-	-	-
				<b>\$ 2,773.00</b>		<b>\$ 2,088.00</b>	<b>\$ 3.95</b>	<b>\$ 2,091.95</b>

# Memo

**To:** Town Administrator, Select Board  
**CC:**  
**Date:** 12/1/2021  
**Re:** Report for the Month of SEPTEMBER from TC's office

---

Sales for the Month of September were \$3271.00

Busy month with the STM and the STE for the purchase of the Becker College Campus. Once STM is over the report of the meeting must be completed and emailed to all the department heads, TA and Select Board. Next prepare all the necessary paperwork for the Treasurer collector to submit to David Eisenthal with Unibank and Lord Locke.

The Election which was held on September 21st went very smoothly.

Still busy licensing dogs and trying to get the folks that have not yet licensed to come in and pay for their dog license. The second notice for the late fee (50.00) was mailed out to all who have not yet paid. We start licensing dogs in March of every year and are continually chasing the ones who do not pay.

We have been busy with business certificate renewals, birth, marriage, and death certificates because of the real ID license. Public record requests are never ending they take up hours of time for all the departments involved.

Respectfully submitted,

Deborah K. Davis