



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
NOVEMBER 1, 2022

6:00 PM – CALL TO ORDER – ROOM 200

Chairman Kimberley Emberg called to order the meeting of the Board of Selectmen at 6:00 PM. Selectmen in attendance: Donald Alcombright, Sheila Vaughn, Jessica Kramer, and Tyler Bouchard.

Staff Present: Keith Hickey, Town Administrator; Gloria Mitchell, Assistant Town Administrator; and Patricia Tucker, Assistant to the Town Administrator.

ANNOUNCEMENTS: Ms. Emberg read:

This meeting is being recorded by PACTV. Anyone intending to make an audio or video recording of the meeting should notify us at this time.

Financial assistance applications are available on the Town's website or by calling the Selectmen's office.

The State election is scheduled for Tuesday, November 8. Voting will be held at the Kingston Elementary School from 7 AM-8 PM. Several state offices are on the ballot, along with statewide ballot questions. For more information, please visit the Town's website at kingstonma.gov.

The Kingston Board of Health is offering several vaccination clinics. For anyone interested, more information can be found on the Town's website under announcements.

There are two open associate member positions on the Zoning Board of Appeals. Please get in touch with the Selectmen's office if you have any questions or would like more information.

There are several openings on the Finance Committee. Anyone interested can email moderator@kingstonma.gov, or you can contact the Selectmen's office, and we can connect you with the moderator.

I am sad to announce the passing of George Cravenho. George was a well-loved and well-respected member of Kingston for over 50 years. He was a selectman and served on various committees and boards. He was generous to the community and was described by those who knew him as a true gentleman. Our thoughts are with the family in this difficult time.

As you all likely know, the Department of Housing and Community Development recently temporarily placed several families in the Baymont Motel here in Kingston due to the lack of space in the state's temporary housing and shelters. While we were not given much notice as to this placement, the DHCD has since been working with Kingston officials and the Plymouth Area Coalition for the Homeless, and they have provided us with the following information:

There are currently over 100 people temporarily housed at the Baymont, most of whom are children. They are not all from the same place and did not share the same path to get here. Some came to this country seeking asylum and are going through the proper process, hoping to be granted asylum. Others are families from this area initially but have lost

their homes. In all cases, they are families who are in a difficult situation. With that said, I wanted to take a moment to thank everyone who donated clothes and supplies and those who donated their time to help. While these families may only be in our community for a short period, I hope that anyone able, please continue to keep the Plymouth Area Coalition in mind, especially as we approach the holidays as they strive to nurture and empower families and individuals seeking basic needs assistance by providing them the shelter, food, and educational resources necessary to reach their potential and independence.

OPEN FORUM:

There was no one in attendance for Open Forum.

APPOINTMENTS:

PUBLIC HEARING FOR CLASSIFICATION OF PROPERTY FOR TAX PURPOSES

Ms. Emberg read the public hearing notice.

Pursuant to the provisions of MGL Chapter 40, Section 56, the Board of Selectmen will hold its annual public hearing on the classification of property for tax purposes. The Selectmen shall first determine the percentage of the local tax levy to be borne by each class of real property and personal property for Fiscal Year 2023. During the hearing, the Board of Assessors shall provide all information relevant to making such determination and the fiscal effect of the available alternatives. Based on the information provided, the Board of Selectmen shall adopt a residential factor to be used by the Board of Assessors to determine the percentage of the Fiscal Year 2023 local tax levy to be borne by each class of real and personal property. Said hearing will be held on Tuesday, November 1, 2022, at 6:00 PM at the Town House, Room 200, 26 Evergreen St., Kingston, MA.

Motion by Ms. Kramer, second by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to open the public hearing.

Assessor Maureen Clark was in attendance and presented a PowerPoint presentation to the Board that is in the meeting packet.

Ms. Clarke discussed the slides that she presented to the Board summarizing the recommendations from the Assessing Department.

Motion by Ms. Kramer, second by Mr. Alcombright, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to close the public hearing.

Motion by Mr. Alcombright, seconded by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen vote in accordance with MGL, Chapter 40, Section 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2023 tax rates and set the Residential Factor at 1.0 with a corresponding CIP shift of 1.0, pending approval of the Town's annual tax recap by the Massachusetts Department of Revenue, and approve the recommendations presented this evening.

PUBLIC HEARING PETITION FROM VERIZON NEW ENGLAND INC AND NSTAR ELECTRIC COMPANY DBA EVERSOURCE ENERGY TO PLACE NEW FACILITIES ON WILLIAM C GOULD JR WAY

Ms. Emberg read the public hearing notice.

Notice is hereby given that the Kingston Board of Selectmen will hold a public hearing on the Petition of a new pole dated September 23, 2022, from NSTAR Electric Company dba Eversource Energy which requests permission to install one JO Pole, 269/11 ½, on the southerly side of William C Gould Jr Way approximately 815' northwest of the centerline of Prestige Way. The new location is approximately 75' southeasterly of exiting pole, 269/11 and is approximately 90' northwesterly of existing pole 269/12. The installation is requested by Eversource to provide underground resources to the business at 44 William C Gould Jr Way.

The hearing shall take place on Tuesday, November 1, 2022, at 6:00 PM in Room 200 at the Kingston Town House, 26 Evergreen Street, Kingston, MA. Persons interested can attend and be heard in this matter.

Motion by Ms. Kramer, second by Mr. Bouchard, and a 5-0-0 vote,
VOTE: move the Board of Selectmen to open the public hearing

Mr. Don Vonner representing Verizon, was in attendance to answer any questions the Board may have. Ms. Emberg read from the packet that the Superintendent of Streets, Trees and Parks commented that after receiving the request from Eversource and completing a site walk, it is recommended that the Board of Selectmen vote in favor of this request. The proposed location is in line with the current poles and should not cause any site distance issues with vehicles entering or exiting the parking area of 44 William Gould Way.

Motion by Mr. Alcombright, second by Ms. Kramer, and a 5-0-0 vote,
VOTE: I move the Board of Selectmen to close the public hearing.

Motion by Mr. Bouchard, second by Ms. Kramer, and a 5-0-0 vote,
VOTE: I move the Board of Selectmen to approve the request from Verizon New England Inc, and NSTAR Electric Company dba Eversource Energy is proposing to place a new facilities Pole 269/11 ½ on William C. Gould Jr. Way.

PRESENTATION OF WAGE AND BENEFIT STUDY

Ms. Emberg explained that within the packet is the final draft of the Wage and Benefit Study prepared by consultant GovHRUSA. Mr. Hickey introduced Joellen Cadematori from GovHRUSA, who presented the report's findings virtually to the Board. Ms. Cadematori read from her PowerPoint presentation and started by explaining the evaluation analysis and classification plan process. She explained that the classification plan was developed based on internal equity, meaning how positions related to one another in Kingston.

Ms. Kramer asked about the health and dental percentages calculated in the presentation and what the Town's contribution is being evaluated vs. other Town types of insurance and contributions. Not the cost of each plan, based on different Towns. Ms. Cadematori stated it is in the details of the plan design.

Ms. Emberg pointed out that when accepting the report this evening, it is not voting on the recommendations. It is merely accepting this as a final report.

Ms. Burgio of 42 Winthrop Street, chair of Wage and Personnel, had some comments regarding page 5 and the reclassification of positions, and stated that she would like to know which ones are proposed for reclassification.

Ms. Tina Betti, Human Resources Manager, was in attendance to answer the question of reclassification. Wage and Personnel have a process that takes all positions and makes them into one classification.

Jim Soule from Wage and Personnel was in attendance and reminded everyone that their Board has deadlines ahead of Town Meeting that will need to be followed as it relates to making any changes to their bylaw.

Ms. Kramer asked the Board to consider voting on this at the next meeting to allow the Board to review and discuss specific positions.

Mr. Hickey added that the basis of the report is to do a broad survey of other community wages and use the report during collected bargaining and used Wage and Personnel use during their budget review; this report will be used when compensating the employees.

Motion by Mr. Alcombright, second by Mr. Bouchard, and a 4-0-1 vote, Ms. Kramer abstained.

VOTE: I move the Board of Selectmen to accept the Wage and Benefit Study presented this evening as presented.

ADDITIONAL ITEMS:

APPOINTMENT TO ICHABOD WASHBURN TRUSTEES AND CONSERVATION COMMISSION

Ms. Emberg explained the following volunteer requests from the Ichabod Washburn Trustees and Conservation Commission. There are vacancies within each of these committees.

Motion by Mr. Bouchard, second by Mr. Alcombright, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to appoint:

- Natalie Wiegman to the Conservation Commission effective immediately through June 30, 2023, and
- Christine Coyne to the Ichabod Washburn Trust effectively immediately through June 30, 2023

REAPPOINTMENT TO THE HISTORICAL COMMISSION

The request for reappointment was received from James McKenna for the Historical Commission:

Motion by Mr. Alcombright, second by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to appoint the following effective immediately:

- James McKenna to the Historical Commission through June 30, 2025

APPOINTMENT OF FULL-TIME PAYROLL COORDINATOR, Wastewater Operations and Collections System Technician, WATER REPAIRPERSON, AND PUBLIC HEALTH NURSE

Ms. Emberg explained that due to the resignation of the Payroll Coordinator, a promotional transfer within the Wastewater Department, and a promotional transfer in the Water Department, the Board is asked to approve the following candidates for employment by the Town of Kingston:

Motion by Ms. Vaughn, second by Mr. Alcombright, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to appoint Sara Deagle for the position of Payroll Coordinator, a C3, Step 3 full-time, nonexempt position within KTEU-Clerical in the Treasurer's Office with an anticipated start date of November 7, 2022, with the following condition:

- Satisfactory CORI Check

Motion by Ms. Vaughn, second by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to appoint Luke Barron for the position of Operations and Collections Systems Technician, an L3, Step 2 full-time, nonexempt position within KTEU -Labor in the Wastewater's Department with an anticipated start date of November 7, 2022, with the following condition:

- Satisfactory CORI Check

Motion by Ms. Vaughn, second by Mr. Alcombright, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to appoint Michael Souza for the position of Repairperson an L3, Step 1 full-time, nonexempt position within KTEU-Labor in the Water Department with an anticipated start date of November 7, 2022, with the following condition:

- Provision of the necessary identification forms to satisfy the requirements of the US Immigration Reform Act;
- Satisfactory CORI check;
- Satisfactory results from a Town appointed physician stating you can perform the functions of the position based on the description in the posting you applied to, including drug screening;
- Successful completion of a six-month probationary period.

Motion by Ms. Vaughn, second by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to appoint Leanne Cole for the position of Public Health Nurse with the Health Department, a position funded under the Southern Plymouth County Public Health Excellence Collaborative

Grant at \$39.00 per hour for 17.5 hours per week. The anticipated start date is Monday, November 7, 2022, with the following condition:

- Provision of the necessary identification forms to satisfy the requirements of the US Immigration Reform Act;
- Satisfactory CORI check;
- Satisfactory letter from your primary care physician that you can perform the functions of the position (job description attached);
- Successful completion of a six-month probationary period.

ACCEPTANCE OF RESIGNATION FROM THE BOARD OF REGISTRARS

Ms. Emberg explained that on October 27, 2022, we received a resignation letter from Michelle Vitagliano from the Board of Registrars, effective October 31, 2022.

Ms. Emberg announced that there is now a vacancy for a registered Republican to replace her.

Motion by Ms. Kramer, second by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to accept the following resignation from Michelle Vitagliano, effective October 31, 2022.

ACCEPTANCE OF DONATION TO COUNCIL ON AGING

Ms. Emberg explained that Council on Aging requests that the Board accept the following donation from Robert Tassinari to the COA Gift Fund in appreciation for the Grab and Go Program.

Motion by Mr. Alcombright, second by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to accept the donation from Robert Tassinari in the amount of \$50 to the COA Gift Fund.

TOWN ADMINISTRATOR'S REPORT:

REPORT OF THE TOWN ADMINISTRATOR, NOVEMBER 1, 2022

Mr. Hickey read from his report:

Financial Updates

Department heads have submitted their capital requests and budget requests for FY24. These will be summarized and provided to the Capital Planning Committee shortly. The Town Administrator's FY24 proposed budget will be presented to the Selectmen at the November 15 meeting.

Personnel Update

Mr. Hickey has met with three of the five collective bargaining units to sign the negotiation rules and establish dates for negotiations. The KTEU unions have been unwilling to meet until the wage and benefit study was made public.

Miscellaneous Updates

The majority of Mr. Hickey's time last week was spent addressing the individuals temporarily placed in Kingston. DHCD has provided a more detailed breakdown of who is in Kingston and how many are school-age children. There is a total of 109 people: 44 are adults, 32 are school-aged children (Ages 5-18), and 33 are non-school-aged children.

DHCD stated that Massachusetts is a Right-to-Shelter state that requires shelter be provided to Massachusetts residents who are eligible and Mr. Hickey was told that everyone temporarily housed at the hotel in Kingston is a Massachusetts resident. The individuals sent to Martha's Vineyard from Florida recently were illegal immigrants. Because the group in Kingston are Massachusetts residents, they must be provided housing and access to education.

MEETING MINUTES:

APPROVAL OF OPEN SESSION MEETING MINUTES - OCTOBER 4, 2022

Motion by Ms. Vaughn, second by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move the Board of Selectmen to approve October 4, 2022, Open Session Minutes as amended.

SELECTMEN COMMENTS:

Ms. Vaughn thanked Mr. Hickey for his help with everything going on this week.

Ms. Emberg read an announcement from the Water Department - The Board of Water Commissioners will hold a dedication ceremony and open house for the new Grassy Hole/1-86 Treatment Facility on Saturday, November 12, 2022, at 2 PM.

Motion by Mr. Bouchard, second by Mr. Alcombright, and a 5-0-0 vote,

VOTE: I move to adjourn.

The meeting adjourned at 7:35 PM.

NEXT REGULAR MEETING:

NOVEMBER 15, 2022

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

Documents used at the meeting:

Agenda

Agenda Addendum

Public Hearing Information for:

- Classification of Property for Tax Purposes
- Verizon New England Inc and NSTAR Electric Company

Appointment/Reappointment information

Hiring Information

Donation

Report of the Town Administrator