



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
MARCH 14, 2023

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 and the Board of Selectmen.

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.

5k Run/Walk to support the Aidan T. Ramsey Scholarship is being held on Saturday, March 18, from 9 AM-11 AM at Silver Lake Regional High School. This event is being organized by the Silver Lake Regional High School Key Club and support from the National Honor Society and the Cross Country and Track programs. You can sign up at Kingston Recreation at www.kingstonma.myrec.com.

Books in Bloom, presented by the Kingston Garden Club event, will run from April 5 through the 8th during library hours. Registration forms must be completed by April 1 and are available on the Town's website.

Annual Town Election is on April 22 at the Kingston Elementary School
Annual Town Meeting is on April 29 at the Kingston Intermediate School

Sign up to help count herring at jonesriver.org/ecology/fishcount.com counting will begin on April 1.

OPEN FORUM: There was no one in attendance for Open Forum.

APPOINTMENTS:

APPROVAL OF A ONE-DAY LIQUOR LICENSE FOR JB'S INDOOR DOG PARK, 101 KINGSTON COLLECTION

Ms. Emberg explained that Michael Snowdale, from Stellwagen Beer Co, is requesting a One Day Liquor License for an event at JB's Indoor Dog Park, 101 Kingston Collection.

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

VOTE: I move the Board of Selectmen to approve the request for a One Day Liquor License to Michael Snowdale from Stellwagen Beer Co for a One Day Liquor License for an event at JB's Indoor Dog Park, 101 Kingston Collection, on March 17, 2023, from 5:00 PM -8:00 PM.

UPDATE ON NUCLEAR DECOMMISSIONING CITIZEN'S ADVISORY PANEL (NDCAP)

Pine duBois was in attendance via Zoom and went into great detail and provided an update to the Board on the NDCAP, who will be meeting on March 27 at the Plymouth Town Hall.

Part of her discussion was that Pilgrim is in active decommissioning, which means the reactor will never run again, and the fuel was removed and stored on the top of the hill in Plymouth. The plan is to complete all the work by 2027, contingent on negotiating through a modification NPDES Permit that excludes specific wastewater discharge.

EPA (Environmental Protection Agency) clarified that Holtec could not just dump the water in the Bay and has specific requirements.

More information can be found on [Nuclear Decommissioning Citizens Advisory Panel | Mass.gov](#)

ADDITIONAL ITEMS:

CLOSE ANNUAL TOWN MEETING WARRANT

Ms. Emberg discussed that the Annual Town Meeting Warrant needs to be closed. It was discussed that there is a listing of 54 articles in the meeting materials.

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

VOTE: I move the Board of Selectmen close the April 2023 Annual Town Meeting warrant.

ACCEPTANCE OF DONATION

Ms. Emberg explained that the Veteran's Department received the following donations and has asked the Board of Selectmen to approve them.

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

VOTE: I move the Board of Selectmen to accept the following donations to the Kingston Veteran's Service Department

\$500 donation in gift cards from an anonymous donor

\$30 donation in gift cards from Len and Linda Warner

RENEWAL OF RAZOR CLAMS

Ms. Emberg discussed that the Board of Selectmen annually awards eleven allotted razor clam licenses, and they are up for renewal.

Ms. Kramer asked if there was still a waitlist, and Mr. Bouchard stated there was.

Ms. Vaughn mentioned that if you look at the names, they are all family members, and even though there are 11 different licenses, most are the same family. Mr. Bouchard added that this is for commercial razor clams and not recreational.

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

VOTE: I move the Board of Selectmen to accept the renewal of the razor clam licenses of the individuals as presented for the term of July 1, 2023, through June 30, 2024, and set the license fee at \$300.00.

REQUEST TO AUTHORIZE THE HIRING OF TOWN EMPLOYEE

Ms. Emberg explained that a recent promotion of a Wastewater Laborer left a vacancy.

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

VOTE: I move the Board of Selectmen to appoint David Wilson to the position of Wastewater Laborer a

Grade L2, Step 4 nonexempt position as part of the Kingston Town Employee Union The anticipated start date of April 10, 2023, with the following conditions:

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

REVIEW OF THE PROPOSED SCHEDULE FOR THE TOWN ADMINISTRATOR'S ANNUAL EVALUATION

Ms. Emberg explained that part of the Town Administrator's annual evaluation needs to be completed this spring, and the Board has already received the evaluation form, and it should be returned by the end of the week.

The Board briefly discussed the timeline as the open session will be held after the election.

3/3/2023 BOS individually receives an evaluation form.

3/17/2023 - BOS confidentially returns individual forms to Town Counsel to compile all assessments of the BOS.

3/22/2023 – 4/4/2023 - BOS members meet with TA to review their individual evaluations. TA should receive the evaluation before completing with the Selectman.

4/8/2023 - Town Counsel returns the consensus document to the BOS and TA.

4/25/2023 - BOS presents and discusses evaluation in a public session.

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

VOTE: I move the Board of Selectmen to approve the Town Administrator's annual evaluation schedule as presented

APPOINTMENTS TO COMMITTEES

Ms. Emberg stated that there are vacant positions within the Board of Registrars, Kingston's 300th Committee, ZBA as an alternate, and the Measurer of Wood and Bark.

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

VOTE: I move the Board of Selectmen to appoint the following individuals:

Patricia Livie to the Board of Registrars until June 30, 2025,

Connor Anderson Measurer of Wood and Bark until June 30, 2023

Jennifer Sutton to Kingston's 300th effective immediately throughout the period. Patricia

Tucker to Kingston's 300th effective immediately through the duration of the project John

Bartlett to Kingston's 300th effective immediately through the duration of the project

Marsha Meekins Zoning Board of Appeals alternate member until June 30, 2023.

TOWN ADMINISTRATOR'S REPORT:

REPORT OF THE TOWN ADMINISTRATOR - MARCH 14, 2023

Mr. Hickey read from his report:

- The anticipated ARPA revenues and the approved uses of the funds was included in the meeting materials. Currently, there is \$855,000 of funding is available to be applied to additional uses. Plymouth County has announced that an additional \$1.184 million in ARPA funds has been committed to Kingston in the future, meaning that the funding available for future needs will be just over \$2 million.

Mr. Hickey anticipates the Water Commissioners to request additional funding for the Main Street water main replacement project soon.

Mr. Hickey mentioned that he expects the Board may review the request to use ARPA funding for the HVAC request for the High School, rather than using Free Cash, as the School staff suggested in their memo.

MEETING MINUTES:

APPROVAL OF OPEN SESSION MEETING MINUTES FROM DECEMBER 13, 2022, AND JANUARY 17, 2023

Ms. Emberg mentioned there are two sets of minutes to be approved.

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

VOTE: I move the Board of Selectmen to accept the open session meeting minutes of December 13, 2022, and January 17, 2023, as amended

SELECTMEN COMMENTS:

There were no Selectmen comments for tonight.

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

VOTE: I move to adjourn.

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

Documents used at the meeting:

Agenda

Agenda Addendum

One-Day Liquor License Request

List of Town Meeting Articles

Razor Clam List

Hiring Information

TA Evaluation Schedule

Minutes for Approval

Report of the Town Administrator