



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
MAY 9, 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, Tyler Bouchard, and Eric Crone.

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

ANNOUNCEMENTS:

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

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

There is an opening for Kingston residents on the Old Colony Elder Services Board of Directors. Some communities choose to appoint their Director of Elder Services or employees within the COA department, others decide to appoint someone who serves on their Council on Aging Board, and others choose residents. Ultimately, the OCES Board of Directors aims to support the independence and dignity of older adults and individuals with disabilities by providing essential information and services that promote healthy and safe living. If that sounds like something you might be interested in doing, please contact the Selectmen's office.

The Council on Aging Advisory Board is seeking an Associate Member. Anyone interested should reach out to the Director of Elder Services.

The annual Kingston Memorial Day Parade will kick off at 10 AM on Monday, May 29, at the World War 2 memorial (across from Cancun), proceeding onto Landing Road, Main Street, Green Street, and Evergreen Street. The event will end with a ceremony on the Town Hall front lawn. All veterans are invited to participate by marching or riding in provided transportation. Please get in touch with the Veterans' Services Department at 781.585.0515. All residents are welcome to enjoy a free community cookout behind Town Hall immediately following the ceremony. Bring a picnic blanket or camp chair and enjoy a hamburger or hot dog served from the grill by Kingston town employees and volunteers.

The Kingston's Farmer's Market opened their season this past Sunday and will continue through October on the first Sunday of every month from 10 AM-2 PM, and they are held at Gray's Beach.

The Moderator is recruiting to fill open seats on the Finance Committee, the Town's official fiscal watchdog. Its primary responsibility is to advise and make recommendations to town meetings on the budget and other areas of finance. Anyone interested should reach out to the Moderator.

OPEN FORUM:

Roll call vote was taken as Ms. Vaughn attended virtually for the first few minutes.

Jean Landis-Nauman of 84 Wolf Pond Road spoke in appreciation of Brad Norman, the facilities manager of the Town who has retired. Ms. Nauman said briefly of all Mr. Norman's accomplishments for the Town.

APPOINTMENTS:

PROCLAMATION FOR NATIONAL POLICE WEEK, MAY 9, 2023, THROUGH MAY 20, 2023

Ms. Emberg introduced Mr. Crone, who read the proclamation. Mr. Crone said he is honored to read the proclamation and recognize the Kingston Police Department for National Police Week from May 9, 2023, through May 20, 2023.

Chief Splaine was in attendance to accept the proclamation and appreciates the recognition from the Board. Ms. Vaughn joined the Board in person.

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

VOTE: I move the Board of Selectmen to declare May 9, 2023, through May 20, 2023, National Police Week.

RECYCLING COMMITTEE UPDATE

Ms. Emberg Introduced Ms. Jean Landis Naumann, the chair of the Recycling Committee, to provide an update to the Board. Some of the items she discussed were:

- Organics Collection Pilot for residents with stickers for the Recycling and Disposal Center
- The plastic bag ban goes into effect on June 1
- 1-day Swap Shop June 3 with a rain date of June 4 at the Recycling and Disposal Center from 9 AM-3 PM.

This a reminder that the Recycling Committee has provided money to the library and the new things you can borrow in their "Library of Things".

Ms. Vaughn mentioned that she went to a recent conference where someone in attendance brought up Ms. Naumann and thanked Ms. Naumann for all her hard work.

ADDITIONAL ITEMS:

DISCUSS TOWN ADMINISTRATOR EVALUATION

Ms. Emberg explained that the Board packet includes the draft annual evaluation of the Town Administrator as summarized by counsel. Ms. Emberg explained that the Board should vote to amend any grade or comments given then make a motion to accept the final evaluation document.

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

VOTE: I move the Board of Selectmen to approve the annual evaluation of the Town Administrator as presented this evening.

Ms. Emberg added that, as is explained in the Town Administrator's contract, he is able receive up to a \$3,000 bonus each year at the Board's discretion if the Board of Selectmen determines that his performance exceeds expectations as documented through the performance evaluation process, as outlined in Section V of this Agreement. Ms. Emberg stated that since Mr. Hickey primarily exceeded expectations on his review that was approved by the Board in the prior vote, she recommends awarding him the full \$3,000 bonus.

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

VOTE: I move the Board of Selectmen to authorize a bonus of \$3,000 based on the Administrator's annual evaluation results.

APPOINTMENT TO AFFORDABLE HOUSING TRUST

Ms. Emberg explained that the Board of Selectmen needed to appoint a Board member to the Affordable Housing Trust

as Ms. Kramer, the outgoing Selectmen, was the previous appointment.

Ms. Emberg opened the discussion to the Board. Ms. Vaughn expressed an interest in serving as the Selectmen's representative on the Trust.

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

VOTE: I move the Board of Selectmen to appoint Sheila Vaughn to the Affordable Housing Trust as the Board of Selectmen representative.

APPOINTMENT OF WIRING INSPECTOR ALTERNATE

Ms. Emberg explained that the Community Development Director requests the Board appoint Linus Varley, Wiring Inspector Alternate.

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

VOTE: I move the Board of Selectmen to appoint Linus Varley as a Wiring Inspector Alternate effective immediately through June 30, 2023.

REVIEW AND APPROVE THE SOUTH SHORE RECYCLING COOPERATIVE AGREEMENT EXTENSION

Ms. Emberg explained that South Shore Recycling Cooperative requested an extension to their agreement. The agreement in the materials has been reviewed by Town Counsel and supported by the Streets, Trees, and Parks Superintendent. Ms. Emberg explained that the changes are minimal and that if the Board votes against the extension, the Town would need to go out to bid on our own for a new agreement, which would very likely cost much more than this extension will.

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

VOTE: I move the Board of Selectmen to approve the South Shore Recycling Agreement Extension, as presented.

APPOINTMENT OF ENERGY MANAGER AND PUBLIC SAFETY DISPATCHER

Due to the resignation of the Energy Manager Head, the position is vacant. After the recruitment process, the Town Administrator requests the appointment of Melissa Russel to the position. Due to the recent resignation, the Public Safety Dispatcher position is vacant. After the recruitment process, the Police Chief is requesting the appointment of Michael Herrick to the position. Mr. Herrick was in attendance and introduced himself.

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

VOTE: I move the Board of Selectmen to appoint Michael Herrick to the position of Public Safety Dispatcher. This position is a C3 Step 1 position with KTEU and has an anticipated start date of May 15, 2023, with the following conditions:

- Receive satisfactory results of a physical examination by a town-appointed physician stating that you can perform the essential functions of a Public Safety Dispatcher. This physical will include a drug screening component.
- Pass a comprehensive background check with a CORI screen.
- Successfully complete a six-month probationary period.
- Complete and submit the necessary identification forms to satisfy the requirements of the U.S. Immigration Reform Act.

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

VOTE: I move the Board of Selectmen to appoint Melissa Russel to the position of Energy Manager. This position is a Schedule C-2 stipend position with Wage and Personnel and has an anticipated start date of May 15, 2023, with the following conditions:

- Successful completion of a six-month probationary period.

SEASONAL EMPLOYEE APPOINTMENTS FOR THE RECREATION DEPARTMENT

Ms. Emberg explained that the Recreation Department is recommending the appointment of the following Summer Park Staff and Counselors:

1. Alyson Gillis – Park Staff
2. Paul Beauchesne – Park Staff
3. Charlie Ohlson – Counselor
4. Bendeshe Bonner – Counselor
5. Abigail Cunningham – Counselor
6. Andrew Amoroso – Counselor
7. Anthony Amoroso – Counselor
8. Brendan McMahon – Counselor
9. Alexandra Thomson – Counselor
10. Tyler Hughes – Park Staff
11. Patrick Bateman - Park Staff
12. Tea Cappola – Counselor
13. Liam Sullivan – Counselor
14. Strummer Beals – Counselor
15. Rory Cunningham – Counselor
16. Logan Harrington – Counselor
17. Zachary Khan – Counselor

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

VOTE: I move the Board of Selectmen to appoint the following seasonal recreation staff as printed in the materials.

TOWN ADMINISTRATOR'S REPORT:

TOWN ADMINISTRATOR'S REPORT MAY 9, 2023

Mr. Hickey read from his report.

Financial Updates

- Kingston's one-year municipal aggregation agreement expires on December 31, 2023. Kingston's consultant has been monitoring the market and has recommended Kingston lock in a new rate effective January 1, 2024, at .14476 per kWh. For those interested in opting into a 100% green program, the rate would be .14640 per kWh. The current rate is .20337.
- The Recreation Commission has requested that the Community Preservation Commission consider awarding a grant to the Opachinski Recreation Complex with the funding returned to the CPC recently. The CPC has scheduled a June 1st meeting to discuss the request.

Project Updates

- The traffic study for the Maple Street/Landing Road 3-way stop sign remains ongoing OCPC has collected the transportation data (traffic counts with volumes, speeds, and vehicle types; peak period turning movement counts; and crash data/ reports (provided by Kingston PD)). OCPC is currently working on the multi-way stop warrant analyses and should be able to provide them in the next week or so.

The next step is to undertake an on-site road safety audit along Landing Road with representation from Kingston, OCPC, and MassDOT. Staff will send out a Doodle Poll by the end of next week to check on participant availability for the on-site road safety audit (to take place in late May or early June).

Personnel Update

- Brad Norman has resigned as Facilities Manager, effective May 5, 2023.
- Robert Brown resigned from Streets, Trees, and Parks effective May 12, 2023

Miscellaneous Updates

- The Commonwealth has approved legislation that allows remote and hybrid meeting options for public bodies through March 31, 2025.

MEETING MINUTES:

OPEN SESSION MEETING MINUTES, JANUARY 3, 2023

Motion by Ms. Vaughn, second by Mr. Alcombright, and a 4-0-1 vote (Mr. Crone abstained)

VOTE: I move the Board of Selectmen to accept the open session meeting minutes of January 3, 2023, as amended.

SELECTMEN COMMENTS:

Ms. Vaughn thanked all residents who attended the Town Meeting and was thankful for being so efficient.

It was noted that a Special Town Meeting will be held this fall with a date to be determined.

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

VOTE: I move to adjourn

The meeting adjourned at 6:44 PM.

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

Documents used at the meeting:

Agenda

Agenda Addendum

Proclamations

Town Administrators Evaluation

Appointments

South Shore Recycling Agreement

Meeting Minutes

Report of the Town Administrator