



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
JULY 18, 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. The selectmen in attendance are Donald Alcombright, Sheila Vaughn, Tyler Bouchard, and Eric Crone.

Staff Present: Keith Hickey, Town Administrator, and Gloria Mitchell, Assistant Town Administrator

ANNOUNCEMENTS:

1. This meeting is recorded by PACTV. Anyone intending to make an audio or video recording of this meeting should notify the Chair at this time.
2. Financial Assistance Applications are available on the town's website or by calling the Selectmen's Office.
3. The following Boards/Committees are looking for volunteers. Please reach out to the Board of Selectmen's office for more information.
 - Finance Committee
 - Capital Planning Committee
 - Community Preservation Committee
 - Cultural Commission
 - Ichabod Washburn Fund Trustees
 - Rent Control Board
 - Old Colony Elder Services Board of Directors
 - Board of Registrars – Republican Seat
 - Meals on Wheels Program is looking for volunteers.
4. Upcoming Events
 - Music Nights at Gray's Beach - July 25, August 15, and August 29
 - Movie Nights at Gray's Beach - July 20 and August 10
 - Library Events - Author Talk with Zachary Lamothe featuring his Book Classic Restaurants of Boston and his newest book Distilled in Boston on July 22 from 2–3 PM
 - The next Farmer's Market is August 6
 - National Night will be held on Tuesday, August 8, at Silver Lake Middle School.
5. Due to a recent resignation from the Sewer Commission, the Sewer Commission and the Board of Selectmen seek candidates interested in filling the open seat until the next Town election in the Spring of 2024. Interested candidates must submit a letter of interest by Thursday, July 20 at noon to ptucker@kingstonma.gov or the Selectmen's office. All candidates will be interviewed at a joint Sewer Commission/Board of Selectmen's meeting on August 1.
6. On June 22, Police Chief Splaine sent an email stating he would not renew at the end of his contract in February. Ms. Emberg thanked him for all of his years of service.

OPEN FORUM:

Laura Casey-Pupek from the Police Department attended to talk about National Night Out, which will be held on Tuesday, August 8. This is a different week than years past, so it will not conflict with other towns' events.

APPOINTMENT OF FACILITIES MANAGER

Ms. Emberg moved this item ahead as Mr. Cuoco attended the meeting. There was no discussion by the Board.

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

VOTE: I move the Board of Selectmen to appoint Robert Cuoco to the position of Facilities Manager, an FY24 Schedule D- 11/Step 5, an exempt position as part of the Wage and Personnel Bylaw, with an anticipated start date of August 8, 2023, with the following condition:

1. Provision of the necessary identification forms to satisfy the requirements of the U.S. Immigration Reform Act
2. Satisfactory CORI check.
3. 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 for;
4. Successful completion of a six-month probationary period

APPOINTMENTS:

DISCUSSION ON THE PROCESS TO FILL THE UPCOMING POLICE CHIEF VACANCY

Ms. Emberg stated, as she mentioned in the announcements that a memo was received announcing the Police Chief's intention not to seek renewal at the end of his current contract. The meeting packet is a memo from the Town Administrator providing the Board with some talking points on options to proceed with the search.

Mr. Hickey spoke regarding provided the memo to help find the best way to move forward regarding filling the upcoming vacancy.

Some of the things Mr. Hickey recommended the Board consider is hiring a search committee, which does not exclude any internal candidates. In doing that, if an internal candidate is chosen, it provides credibility to the department and the Town that the best person was selected for the job. That process will provide the Board with the broadest opportunity for the search.

Mr. Hickey contacted the firm that the Town of Duxbury used to find a police chief, and they confirmed that the process will take 2-3 months.

Ms. Vaughn asked about the cost associated with recruiting a new Chief; Mr. Hickey stated it would be about \$25,000-\$30,000 for the assessment of the police department and then around \$20,000-\$25,000 for the search of a new police chief.

Mr. Hickey stated that the Board should also discuss if they would like to remove the Strong Police Chief designation and have the Police Chief report directly to the Town Administrator. If this option is of interest, Town Meeting approval will be required. Ms. Vaughn said she would like to see comparisons to better understand how many towns have a strong police chief or not.

The Board discussed different options they would need to discuss and decide on.

Ms. Emberg stated that the Board has a few questions before them this evening:

Opening the Search to External Candidates: Ms. Emberg believes they should extend to internal and external candidates, and the other Board members agreed.

The Board discussed that they would move forward with having interviews through hiring an independent search committee. Mr. Hickey will keep the Board up to date on his review of search committees. There was unclear direction regarding conducting the assessment. No vote was taken but pros and cons were discussed.

ADDITIONAL ITEMS:

ACCEPTANCE OF DONATION

Ms. Emberg explained that the Veteran's Department and the Library have received the following donations for both the Veteran's Department and the Kingston Veteran's Memorial and the COA, and both are requesting the Board of

Selectmen to accept.

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

VOTE: I move the Board of Selectmen to accept the following donations:

- \$800 donation in gift cards from an anonymous donor to the Veteran's Department
- \$10,500 donation from the Kingston Public Library Foundation to the Library for programming

APPOINTMENT TO THE AGRICULTURAL COMMISSION AND COA ADVISORY BOARD

Ms. Emberg explained that a few appointments before the Board for consideration this evening.

Ms. Emberg requested the Board hold off on filling the Agricultural Commission associate member seat as she has remaining questions that she hopes to have answers for before the Board proceeds, adding that she would like direct confirmation from the member that previously held the seat to ensure she is not interested in be reappointed first. Mr. Hickey said that he spoke with the Chair, who stated that the current member may not be able to respond due to personal issues but that he would follow up and have an update for the Board's next meeting.

The Board moved forward with the two other appointments.

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

VOTE: I move to appoint Mary Hayes to a three-year term expiring June 30, 2026, to the Council on Aging Advisory Board.

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

VOTE: I move to appoint Kathleen Studley to a one-year term expiring June 30, 2024, as an alternate member to the Council on Aging Advisory Board.

ANNUAL REAPPOINTMENT TO AFFORDABLE HOUSING TRUST

Ms. Emberg explained that this Affordable Housing Trust reappointment was just received from Ms. Alukonis Toska.

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

VOTE: I move the Board of Selectmen to reappoint Jennifer Alukonis Toska to a two-year-term on the Affordable Housing Trust effective immediately through June 30, 2025

MEETING MINUTES:

APPROVAL OF OPEN SESSION MEETING MINUTES: JULY 11, 2023, AND JULY 13, 2023

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

VOTE: I move the Board of Selectmen to accept the open session meeting minutes of July 11, 2023, and July 13, 2023, as amended.

TOWN ADMINISTRATOR'S REPORT:

There is no report in the packet but Mr. Hickey spoke regarding getting access to Indian Pond Estates to do survey work on Country Club Way. Both sides' attorneys agreed upon the right of entry, and Mr. Tonsberg should sign that soon. The superintendent of Streets, Trees, and Parks, as well as the Town Planner, have agreed on a survey firm and will move forward. They said it would take several months to pull the information and would need more time for this to be at the Spring Town Meeting.

SELECTMEN COMMENTS:

Ms. Vaughn wished Chief Splaine a happy retirement.

NEXT REGULAR MEETING:

August 1, 2023

Motion by Ms. Vaughn, second by Mr. Alcombright, and a 5-0-0 vote,
VOTE: I move the Board of Selectmen to adjourn.

The meeting adjourned at 6:50 PM.

Respectfully submitted,
Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

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Documents used at the meeting:

Agenda

Agenda Addendum

Memo regarding Police Chief

Donation Information

Appointment In

Minutes