



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
AUGUST 9, 2022

6:00 PM – CALL TO ORDER – ROOM 200

ANNOUNCEMENTS:

THIS MEETING IS BEING RECORDED BY PACTV. ANYONE INTENDING TO MAKE AN AUDIO OR VIDEO RECORDING OF THIS MEETING SHOULD NOTIFY THE CHAIR AT THIS TIME.

FINANCIAL ASSISTANCE APPLICATIONS ARE AVAILABLE ON THE TOWN'S WEBSITE OR BY CALLING THE SELECTMEN'S OFFICE.

BEGINNING THE FIRST WEEK OF AUGUST, EVERSOURCE WILL BE CONDUCTING STRUCTURE REPLACEMENTS IN THEIR RIGHT-OF-WAY. THE WORK IS EXPECTED TO BE COMPLETED BY DECEMBER. EVERSOURCE WILL BE REPLACING WOODEN STRUCTURES WITH STEEL STRUCTURES. EVERSOURCE WILL BE WORKING ON THE FOLLOWING STREETS: DEER RUN ROAD, PINE HILL ROAD, BOG VIEW ROAD, CRIMSON HARVEST ROAD, SMITH FULLER WAY, WAPPING ROAD, FOXWORTH LANE, GROVE STREET, JOSEPH STREET, AND PEMBROKE STREET.

THE TOWN CURRENTLY HAS SOME IMPORTANT FULL-TIME EMPLOYMENT VACANCIES. THE STREETS, TREES, AND PARKS DEPARTMENT IS LOOKING FOR 2 CDL DRIVER LABORERS. THESE POSITIONS ARE 40 HOURS A WEEK WITH A SCHEDULE OF 7AM – 3:30PM MONDAY THROUGH FRIDAY WITH OPPORTUNITIES FOR OVERTIME. THE POLICE DEPARTMENT IS ACTIVELY RECRUITING FOR A PUBLIC SAFETY DISPATCHER. THIS IS ALSO 40 HOURS A WEEK. BOTH OF THESE POSITIONS ARE IN THE KINGSTON TOWN EMPLOYEE UNIONS. THE POSTINGS AND APPLICATION CAN BE FOUND ON THE EMPLOYMENT PAGE OF THE TOWN WEBSITE. THE KTEU CONTRACTS CAN BE FOUND ON THE HUMAN RESOURCES PAGE OF THE TOWN WEBSITE. PLEASE FEEL FREE TO CONTACT HUMAN RESOURCES SHOULD YOU HAVE ANY QUESTIONS.

DUE TO A RECENT RESIGNATION FROM THE BOARD OF TRUSTEES OF THE KINGSTON LIBRARY, THE LIBRARY TRUSTEES AND BOARD OF SELECTMEN ARE SEEKING CANDIDATES INTERESTED IN FILLING THE OPEN SEAT UNTIL THE NEXT TOWN ELECTION IN THE SPRING OF 2023. INTERESTED CANDIDATES MUST SUBMIT A LETTER OF INTEREST FOR CONSIDERATION NO LATER THAN AUGUST 17TH AT 4:30 PM. YOU CAN SUBMIT YOUR INFORMATION BY MAIL TO THE SELECTMEN'S OFFICE AT 26 EVERGREEN STREET OR YOU CAN EMAIL PTUCKER@KINGSTONMA.GOV. YOU CAN ALSO EMAIL ANY OF THE SELECTMEN OR ANY OF THE LIBRARY TRUSTEES BUT BE SURE TO SEND IT AHEAD OF THE DEADLINE OF AUGUST 17TH AT 4:30PM. ALL CANDIDATES WILL BE INTERVIEWED AT A JOINT LIBRARY TRUSTEE/SELECTMEN'S MEETING ON AUGUST 23RD.

THE LIBRARY NEEDS YOUR INPUT IN ASSESSING KINGSTON'S LIBRARY NEEDS. PLEASE VISIT THE TOWN'S WEBSITE TO COMPLETE A TEN-QUESTION SURVEY BEFORE SUNDAY AUGUST 21ST WHICH WILL PROVIDE FEEDBACK ON FUTURE NEEDS OF THE LIBRARY TRUSTEES.

EARLY VOTING IS NOW AVAILABLE FOR THE SEPTEMBER 6TH BIENNIAL STATE ELECTIONS. IF YOU ARE INTERESTED IN RECEIVING AN EARLY VOTING BALLOT, PLEASE VISIT THE TOWN'S WEBSITE FOR INSTRUCTIONS OR CALL THE TOWN CLERK'S OFFICE AT 781 585-0500.

ON THURSDAY, AUGUST 11TH, AT GRAYS BEACH, CLIFFORD THE BIG RED DOG WILL BE THE FEATURED MOVIE FOR

MOVIES IN THE PARK. THIS COMMUNITY EVENT IS FUNDED THROUGH THE ELIZABETH B. SAMPSON FUND THANKS TO THE FAVORABLE VOTE AT OUR ANNUAL TOWN MEETING BACK IN MAY.

BRUSH CHIPPING AT THE TRANSFER STATION IS SCHEDULED FOR SATURDAY, AUGUST 20TH.

OPEN FORUM:

Nobody was in attendance for Open Forum.

APPOINTMENTS:

RAIN DATE FOR HOPE FLOATS MEMORY WALK

Ms. Emberg explained that the Board had previously approved Hope Floats Memory Walk to take place on October 1, 2022. The sponsor of this event is requesting a rain date of October 2, 2022, if needed. The Police Chief reviewed the request and did not foresee any issue.

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

VOTE: I move the Board of Selectmen to approve the rain date of October 2, 2022, as the rain date for the Hope Floats Memory Walk.

REQUEST FOR A ONE DAY LIQUOR LICENSE FROM LIBRARY FOUNDATION

Ms. Emberg explained that the Kingston Library Foundation is requesting a one-day liquor license for the Librewery they are holding on September 18, 2022. The Board of Selectmen have recently approved road closures as part of this event. Ms. Debbie Grace of the Library Foundation was in attendance to answer any questions, but the Board had no questions or concerns.

Motion by Ms. Kramer, 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 the Kingston Public Library Foundation for a fundraising event at the Kingston Public Library located at 6 Green Street on September 18, 2022, from 1:00 pm-5:00 pm.

TRANSFER OF COMMON VICTUALLER LICENSE TO EARLY BIRD RESTAURANT CO INC

Ms. Emberg explained that there are new owners of the Early Bird Restaurant and they are requesting a transfer of the Common Victualler License to Early Bird Restaurant Co., Inc.

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

VOTE: I move the Board of Selectmen approve the request from Early Bird Restaurant Co. Inc. located at 287 Main Street for a transfer of a Common Victualler License effective immediately through December 31, 2022.

ADDITIONAL ITEMS:

CONSIDERATION OF TECHNOLOGY POLICY

Ms. Emberg explained that the IT Manager and HR Manager have worked with Labor Counsel to draft the policy included in the Board information for the use of Town technology. This was recommended following the completion of a cyber security assessment. The proposed policy needs the Board of Selectmen's approval for implementation. IT Manager Marie Grossman was in attendance in case of any questions. There was minimal discussion.

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

VOTE: I move the Board of Selectmen to accept the Technology Policy.

ACCEPTANCE OF RETIREMENT OF PUBLIC SAFETY DISPATCHER

Ms. Emberg explained that a retirement resignation letter has been received by Gail Fallon, effective October 10, 2022.

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

VOTE: I move the Board of Selectmen to accept the retirement resignation letter from Gail Fallon as Public Safety Dispatcher effective October 10, 2022

HIRING OF LIBRARY TECHNICIAN

Ms. Emberg explained that after following the recruitment process, the Library Director is requesting the hiring of Kathleen McDougall as a less than part-time Library Technician. This is an open position that was approved in the FY23 Library Budget at the Town Meeting.

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

VOTE: I move the Board of Selectmen to appoint Kathleen McDougall to the less than part-time KTEU-Clerical position of Library Technician in the Library as a Step 1, Grade 2, 19 hours a week with an anticipated start date of August 15, 2022, with the following conditions:

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

ACCEPTANCE OF APPOINTMENTS

Ms. Emberg explained that the Selectmen's Office received letters of interest in open Boards/Committees seats and that the backup for these items are in the meeting packet.

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

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

- Christopher Brielman to Capital Planning until June 30, 2023
- Daniel Tucker to the Memorial Day Parade Committee until June 30, 2025

**CONSIDERATION OF FINANCIAL ASSISTANCE APPLICATION

Ms. Emberg explained that a resident had submitted a Financial Assistance Application asking for help to pay monthly expenses. Ms. Vaughn reviewed the application and made note of the process for financial assistance that the Board approves.

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

VOTE: I move the Board of Selectmen to approve the following Financial Assistance Applications:

- Application submitted in the amount of \$2,673.40 from the Arthur F. Wadsworth Charity Fund

TOWN ADMINISTRATOR'S REPORT:

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Mr. Hickey read from his Town Administrator's Report:

Financial Updates: The state approved their annual budget. State revenues are greater than what was estimated in the town budget and charges are lower in the town, creating a small budget surplus for FY23.

Project Updates:

- Mr. Hickey discussed that because Mr. Brad Norman's hard work for the Town of Kingston. The Town has received a grant for Green Community funding. This year the Town will receive \$73,003 for the following projects:

\$15,575	Highway Dept.—Air source heat pump
\$ 4,995	Highway Dept.—Weatherization
\$ 796	Water Dept.—Weather-stripping
\$17,501	Water Dept.—Weatherization
\$20,000	Police Dept.—Contribution to Purchase Two Hybrid Police Interceptors
\$ 7,500	Town—EV charging station
\$ 6,636	Town—Administrative assistance

- Conservation Agent Matt Penella was notified that one of the grants he requested matching funds at the Town Meeting for has been awarded to the Town of Kingston in the amount of \$665,000. The Coastal Habitat and Water Quality (CHWQ) Grant Program awarded the Town funding to improve the water quality flowing into the Jones River from Elm Street.
- Repainting of crosswalks has been completed. Additional sidewalks have been added at the intersections of Green/Main Streets and Elm/Main Streets. In addition, vegetation has been cut back at the Lake/Station Street intersection along with enlarging the stop sign.

Miscellaneous Updates

- Kingston is locked into a municipal aggregation electricity rate of \$.17871 per kilowatt hour from September 1st to November 30th. Beginning December 1st, the rate will increase to .20337 per kilowatt hour for one year. These rates are in increase from the current rate of \$.10525. All existing customers will remain enrolled in the aggregation program. Customers can leave and return to the aggregation program as often as they like.

MEETING MINUTES:

There were no minutes for approval this week.

SELECTMEN COMMENTS:

Ms. Vaughn mentioned that she went to the Farmers Market this past Sunday and it was a great event.

Ms. Emberg thanked everyone involved with National Night Out.

Mr. Bouchard thanked Mr. Norman and Mr. Penella for their hard work on grants.

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

VOTE: I move to adjourn

NEXT REGULAR MEETING

August 23, 2022

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

Approved August 23, 2022