



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
MINUTES
VIA ZOOM
SEPTEMBER 6, 2023

6:00 PM – CALL TO ORDER – ZOOM

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, and Gloria Mitchell, Assistant Town Administrator.

ANNOUNCEMENTS:

- This meeting is being recorded. This is to let everyone know that they are being recorded.

OPEN FORUM:

None

ADDITIONAL ITEMS:

DISCUSSION AND SELECT POLICE CHIEF SEARCH FIRM

Ms. Emberg explained that the reason for the meeting tonight was to select a firm to conduct the Police Chief search and to choose a Board of Selectman liaison(s) to work with the selected firm. Ms. Emberg asked if anyone had questions not answered at the last meeting. Mr. Alcombright was unclear if the third firm was asked if they could do an assessment of the department. There was a discussion if the Town would want to use the same firm to do the Police Chief search and the department's assessment.

Mr. Bouchard stated that he did some research, and Municipal Resources, Inc. has a significant roster and is a lot bigger. Mr. Bouchard and the other Selectmen felt that BadgeQuest did not seem like a good fit. Mr. Bouchard expressed concerns that Public Safety Consultants is an active Police Chief and the only employee listed. Ms. Emberg explained that they hire contractors to help with the process. Ms. Emberg did some reference checks, did not receive return calls from everyone but received good feedback. Each Selectman gave their preference out of the firms. The two top firms were Municipal Resources, Inc. and Public Safety Consultants.

Mr. Hickey stated that Municipal Resources, Inc. has more staff because they do various searches above the Police Chief's. Mr. Hickey informed the Selectmen that the price quotes were kept separate not to sway the decision. The Selectmen should consider that if they choose a firm when it is not the lowest bidder that there needs to be a specific justification.

Ms. Emberg asked what the funding source would be to pay for this search. Mr. Hickey explained that there are a few ways to fund this, which include putting an article in the warrant for the Fall Town Meeting, doing a budget transfer at the end of the year, or a reserve fund transfer request from the Finance Committee.

Mr. Bouchard and Mr. Alcombright stated their first choice was Municipal Resources, Inc. while Mr. Crone, Ms. Vaughn, and Ms. Emberg all stated their preference for Public Safety Consultants. Mr. Crone stated that Public Safety Consultants had the highest grade in his evaluation, when he explained in detail, and that takes a qualitative process

and makes it quantitative, when looking at the qualifications.

Motion by Ms. Vaughn, seconded by Mr. Bouchard, and a roll call vote of Ms. Emberg-aye, Mr. Alcombright-aye, Ms. Vaughn-aye, Mr. Bouchard-aye, and Mr. Crone-aye.

VOTE: I move the Board of Selectmen to hire Public Safety Consultants to be the firm to do the Police Chief search.

APPOINT BOARD OF SELECTMEN LIAISON(S) TO WORK WITH POLICE CHIEF SEARCH FIRM

Ms. Vaughn nominated Mr. Crone and Mr. Alcombright nominated Tyler Bouchard to serve as liaisons for the Board of Selectmen and to work with the search firm.

Motion by Ms. Vaughn, seconded by Mr. Alcombright, and a roll call vote of Ms. Emberg-aye, Mr. Alcombright-aye, Ms. Vaughn-aye, Mr. Bouchard-aye, and Mr. Crone-aye.

VOTE: I move the Board of Selectmen to appoint Eric Crone and Tyler Bouchard to be liaisons for the Police Chief search.

Motion by Mr. Alcombright, second by Mr. Crone, and a roll call vote of Ms. Emberg-aye, Mr. Alcombright-aye, Ms. Vaughn-aye, Mr. Bouchard-aye, and Mr. Crone-aye.

VOTE: I move to adjourn.

The meeting adjourned at 6:32 PM.

NEXT REGULAR MEETING:

THURSDAY, SEPTEMBER 12, 2023

Respectfully submitted,

Gloria Mitchell
Assistant Town Administrator

Documents used at the meeting:

Agenda

Price Proposals for Search Firm