



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
December 5, 2023

6:00 p.m. – CALL TO ORDER – ROOM 200

Chairman Kimberley Emberg called to order the meeting of the Board of Selectmen at 6:00 p.m.—selectmen in attendance: Donald Alcombright (attended virtually), Sheila Vaughn, and Eric Crone.

Staff Present: Keith Hickey, Town Administrator; and Patricia Tucker, Assistant to Town Administrator.

ANNOUNCEMENTS:

- 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.
- Financial Assistance Applications are available on the town's website or by calling the Selectmen's Office.
- For anyone interested in volunteering, we have several vacancies on various committees and boards. To see a complete list of the openings, please visit our website at kingstonma.gov.
- New water rates went into effect on November 1st and the increase will be reflected in the March 2024 quarterly bill.
- Tonight, the Agricultural Commission is sponsoring a presentation by the Woods Hole Oceanographic Institute called "Adaptation in a Changing World: Sea Level Rise, climate and Land Use where Ben Urann, Ph.D will discuss the impacts and outlook for local sea level changes in Kingston, what will be affected in our coastal community and when. It is happening tonight at the Senior Center beginning at 7 pm.
- The Community Preservation Committee Application Deadline is December 15th.
 - Applications will be reviewed on January 4, and February 1st with a public hearing on March 7th.
- As a reminder, when there is a snowstorm, all cars must be moved off of the street as do all basketball hoops so that our plow drivers can safely and quickly clear our streets.
- The Town of Kingston is looking for 20 plow drivers for the upcoming winter season. We have increased our rates this year and also are offering a \$750 insurance stipend for qualified contractors. Please contact the Highway Department at 781-585-0513 for details and paperwork.
- Thank you to the Police and Fire for putting on Santa's dry run through town.
- Luminaries are Saturday, December 16th. Please reach out if you would like to volunteer for the setup or cleanup of the event.

Ms. Emberg opened the meeting by roll call vote.

OPEN FORUM:

Ms. Pine duBois of 93 Elm Street asked if the Board could get an update on the chlorine in the water. Mr. Hickey will reach out to the Water Department and add an update to the website.

APPOINTMENTS:

Review of Safety Audit Report for Landing Road

Ms. Emberg asked Mr. Hickey to speak to this. Mr. Hickey started by saying that the residents requested a road study, and the audit was provided to the Board for acceptance. Mr. Charle Kilmer of Old Colony Planning Council (OCPC) is attending virtually to speak to this item.

Mr. Hickey went on to say that some residents asked for a three-way stop sign at Maple and Landing Road, according to the audit OCPC stated that it does not meet the merits of a three-way stop sign.

Town staff are meeting with the Town of Duxbury to limit the size of the trucks on Landing Road, this will help with the concerns of the height of the bridge. The Town of Duxbury is willing to work with Kingston regarding the size of the trucks on that road. Traffic counts were done for redirected traffic, and Duxbury has asked that these be done in the spring as that is a busier time of year, OCPC agreed to perform another traffic count in the spring. OCPC will report back their findings before the Duxbury Board of Selectmen approves the changes in the traffic pattern.

Mr. Hickey added this to the agenda to allow residents to know the Town is still working on this, and we are just waiting for the spring traffic studies to occur. Mr. Hickey is asking the Board to accept the study as it was provided and follow up with this in the spring.

Ms. Emberg asked about the traffic studies that were completed in March and asked that they do the traffic study in Kingston as well to allow for our busy season. Mr. Kilmer agreed to do another traffic study in the spring when they do the counts for Duxbury.

Ms. Emberg asked if you could speak to the analysis and the Manual on Uniform Traffic Control Devices (MUTCD) what would warrant all way stop or traffic signal and what guidelines we would need to meet to receive one.

MUTCD sets guidelines for signs, and what warrants a traffic signal or multi-way stop sign and minimum findings for the streets include traffic counts this information is put in the software and it didn't identify the needs or warrant with the criteria provided.

Ms. Emberg reminded residents they are not moving forward with any suggestions this evening they are just accepting the report.

Mr. Alcombright asked about the truck study and eliminating the traffic will that interferes with boat traffic.

Paul Basler Superintendent of Streets was in attendance and discussed that it's the box trucks that seem to be the issue and boats will not be an issue.

Motion by Mr. Crone, seconded by Ms. Vaughn, and a 4-0-0 vote, by roll call vote,

VOTE: I move the Board of Selectmen to accept the Landing Road Safety Audit Report prepared by Old Colony Planning Council

Mr. Kilmer can have the traffic study amended with the new report of the road count.

Review of Inspectional Service Fees

Mr. Silva stated that the time has come to review the inspection fees, the majority of these fees have not been updated since 2019 beginning in 2020. Also, Mr. Silva noted that inspectors have not seen an increase in their compensation for several years.

He continued to say that with your support, he would like to make those changes to the fee schedule provided and increase compensation as requested.

Ms. Emberg explained that the fee schedule is in the meeting packet.

Motion by Ms. Vaughn, seconded by Mr. Crone, and a 4-0-0 vote, by roll call vote,

VOTE: I move the Board of Selectmen to approve the fees proposed this evening. Further, I moved the Board of Selectmen to approve the per inspection rate paid to the inspectors to \$50 per inspection. All new fees and rates will become effective January 1, 2024.

ADDITIONAL ITEMS:

Request to Declare Town Property as Surplus

Ms. Emberg explained that the Harbormaster is requesting the Board to deem the following Town property as surplus.

- 10 4' x 20 floats – These floats are at the end of their useful life, cannot be repaired, and are in no condition to be used in 2024. Once deemed surplus the property will be disposed of. Funding is already in place for replacement floats.

Motion by Ms. Vaughn, seconded by Mr. Crone, and a 4-0-0 vote, by roll call vote,

VOTE: I move the Board of Selectmen to declare the 10 floats used at the Town docks surplus and approve of their disposal.

Review of RFP for Legal Services

Ms. Emberg discussed that the Board indicated at the November 7th Board Meeting they would like to go out to bid for legal services. The Town Administrator provided a draft RFP in the Board materials. Mr. Crone mentioned the highlighted dates need to be updated and the board discussed that any typo or date can be changed if there is any significant information it will be brought back to the Board for review. Ms. Emberg also noted that within the RFP there is language that the Board will review every three years.

Motion by Mr. Crone, seconded by Mr. Alcombright, and a 3-1-0 vote, by roll call vote, (Ms. Vaughn voted against)

VOTE: I move the Board of Selectmen to approve the proposed RFP for legal services included in the Board materials and amended with the update of the 2021 date.

Acceptance of Donation

Ms. Emberg explained the Fire Department received a donation from Town and Country Estate for \$900 to be used at the Fire Chief's discretion.

Motion by Ms. Vaughn, seconded by Mr. Alcombright, and a 4-0-0 vote, by roll call vote,

VOTE: I move the Board of Selectmen to accept the donation of \$900 from Town and Country Estates to the Kingston Fire Department

Annual Appointment of Special Police Officers and Matrons

Ms. Emberg explained that these are annual appointments of Special Police Officers and Matrons and Chief Splaine sent a memo with the information that is in the meeting packet.

Motion by Ms. Vaughn, seconded by Mr. Crone, and a 4-0-0 vote, by roll call vote,

VOTE: I move the Board of Selectmen to appoint the following individuals to the position of Police Matron for the Kingston Police Department. The term of the appointment shall be from January 1, 2024, through December 31, 2024.

Michelle E. Beck
Taylor A. O'Neill

Motion by Ms. Vaughn, seconded by Mr. Crone, and a 4-0-0 vote, by roll call vote,

VOTE: I move the Board of Selectmen to appoint the following individuals to the position of Special Police Officer for the Kingston Police Department. The term of the appointment shall be from January 1, 2024, through December 31, 2024.

Darren J. Martin
Marks J. Brenner, Jr.

Police Chief Search Update and Next Steps

Ms. Emberg asked Mr. Crone to provide an update, and Ms. Emberg asked if there was an overall summary of the survey, Mr. Crone stated that there was a lot of discussion regarding communication with the community.

Mr. Crone discussed they have narrowed down the group and within that group two individuals have dropped out so they are looking to add two others to the process.

Meeting Minutes

Open Session Meeting Minutes: November 21, 2023

Motion by Ms. Vaughn, seconded by Mr. Alcombright, and a 4-0-0 vote, by roll call vote,

VOTE: I move the Board of Selectmen to accept as amend the open session meeting minutes of November 21, 2023.

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

He began by saying the hiring committee for the finance director met today and they have narrowed their candidates down for the interview process. Ms. McCoy is leaving in-person employment next week.

Financial Updates

- The Massachusetts Department of Revenue certified the 2024 property tax rate at \$12.71 per thousand valuations. The new rate will be reflected in the January 2024 property tax bill.

Project Updates

- The Opachinski Field improvement project will begin on the B2 field in early December. Work will continue periodically into the spring.
- The boat ramp improvements project will be going back to the Conservation Commission in December to review minor modifications to the ramp design. The project currently remains planned for the winter.

Ms. Emberg asked about the CIP plan and Mr. Hickey is working on this and received the school's requests this morning.

Budget submissions were due last week, and Ms. McCoy is gathering the information.

SELECTMEN COMMENTS:

- Ms. Emberg will not be at the next meeting so she extended happy holidays to all!
- Ms. Vaughn thanked everyone who participated in the holiday event at Kingston Elementary School.

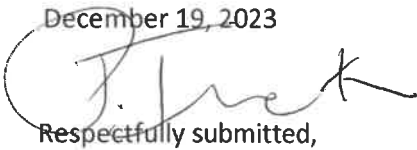
Motion by Ms. Vaughn, second by Mr., Crone and a 4-0-0 vote, by roll call vote,

VOTE: I move to adjourn

The meeting was adjourned at 6:54 p.m.

NEXT REGULAR MEETING:

December 19, 2023

A handwritten signature in black ink, appearing to read 'P. Tucker', is written over the date and the phrase 'Respectfully submitted,'.

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

Approved: December 19, 2023

Documents used at the meeting:

Agenda

Agenda Addendum

Audit for Landing Road

Razor Clam License Information

Inspectional Fee Memo

Surplus Information

RFP – Legal Services

Appointment Information

Donation

Report of the Town Administrator

Minutes