



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
MINUTES

TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
January 2, 2024

6:00 p.m. – CALL TO ORDER – ROOM 200

Vice Chairman Donald Alcombright called to order the meeting of the Board of Selectmen at 6:00 p.m.—selectmen in attendance: Sheila Vaughn, (virtual) and Tyler Bouchard.

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

Mr. Alcombright started the meeting with a roll call vote.

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.
- 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.

OPEN FORUM:

APPOINTMENTS:

ADDITIONAL ITEMS:

Acceptance of Donation –

Mr. Alcombright stated that the Council on Aging received the following donation and is requesting the Board accept.

Motion by Mr. Bouchard, seconded by Ms. Vaughn and a 3-0-0 vote, by roll call vote

VOTE: I move the Board of Selectmen to accept the donation of \$50 to the Council on Aging from Robert and Melodie Tassinari

Approval of Annual Licenses

Mr. Alcombright stated that Suji's Kitchen at Kingston Collection was already approved, and has not opened. This is to approve their annual license for 2024.

Motion by Mr. Bouchard, seconded by Mr. Alcombright and a 3-0-0 vote, by roll call vote

VOTE: I move the Board of Selectmen to approve the annual license for Suji's Kitchen.

Police Chief Search Update and Next Steps

Mr. Bouchard stated that they are having in-person interviews on January 11th at the Town House. Following the

interviews, they will move towards a series of exercises to narrow down the candidates.

Add Additional Signer for Weekly Warrant

Mr. Alcombright explained that this is to request an additional signer for the weekly warrant in case the chair is unavailable. Mr. Hickey added that typically the weekly warrant is available around 2:30 pm on Thursdays but a Friday morning can also be acceptable.

Motion by Mr. Bouchard, seconded by Mr. Alcombright and a 3-0-0 vote, by roll call vote

VOTE: I move to add Sheila Vaughn as an additional signer of the weekly warrant in addition to the Chair.

Meeting Minutes

Open Session Meeting Minutes: December 15, 2023

Motion by Mr. Bouchard, seconded by Mr. Alcombright and a 3-0-0 vote, by roll call vote

VOTE: I move the Board of Selectmen to accept as amend the open session meeting minutes of December 15, 2023.

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

Financial Updates

I have provided the Capital Planning Committee with my proposed FY25 Capital Improvement Plan. Copies will also be provided to the Selectmen and posted on the Town website.

Property tax bills have been mailed and are due on January 31st.

Project Updates

To improve workflow, the Treasurer's Office will be moving to Room 101 on the first floor. The conference room now located in Room 101 will move to the second floor. The Collector/Treasurer will move to the room currently used for the mail room. Doors will be installed between Room 101 and the Collectors' Office in January prior to any moves occurring.

Board of Health Nurse of Michael Divirgilio has resigned from his position.

SELECTMEN COMMENTS:

The Board wished everyone a Happy New Year!

Motion by Mr. Bouchard, seconded by Mr. Alcombright and a 3-0-0 vote, by roll call vote

VOTE: I move to adjourn

The meeting was adjourned at 6:09 p.m.

NEXT REGULAR MEETING:

January 16, 2024

January 11, 2024 – Budget Meeting

Respectfully submitted,



Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

Approved: January 16, 2024

Documents used at the meeting:

Agenda

Agenda Addendum

Donation Memo

License Renewal

Report of the Town Administrator

Minutes