



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
MAY 21, 2024

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, Tyler Bouchard, Eric Crone, and Melissa Bateman.

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

ANNOUNCEMENTS:

- This meeting is being recorded by The Local Seen. 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.
- Native Plant Order and Delivery – Shop online at bluestemnatives.com between May 14-May 28th. Orders can be picked up at the Highway Barn on Saturday, June 1st.
- Kingston Farmers Market will run on the 1st Sunday of each month through October from 10:00 am-2:00 pm at Gray's Beach.
- Music Nights at the Beach begin on June 11th and will be multiple dates throughout the summer.
- FY25 Recycling and Disposal Center stickers are on sale starting on June 3, 2024. These are available at the Highway Department window on Monday - Friday from 7:00 am-3:00 pm. Weekend hours begin on June 22nd from 8:00 am-4:00 pm through July 14th excluding holidays.
- For anyone interested in volunteering, there are several vacancies on various committees and boards. To see a complete list of the openings, please visit our website at kingstonma.gov. One vacancy is on the Zoning Board of Appeals
- Ms. Emberg thanked everyone who voted at the Town's Election, and thanked Sheila Vaughn for her years of service to the Town and welcomed Melissa Bateman to the Board.

OPEN FORUM:

Tom Taylor, the Harbormaster provided an update at the Ah-Dee-Nah which will reopen on Saturday, May 25th. He thanked everyone who helped volunteer at the Ah-Dee-Nah this past weekend.

Ms. Emberg mentioned that the Memorial Day Parade is on Monday, May 27th with a cookout following the parade at the Town House. She also noted the Veteran's Memorial was placed yesterday on the front lawn of the Town House.

Mr. Bouchard stated it was volunteer day at the Ah-Dee-Nah this past weekend and he thanked all the volunteers who participated. Mr. Bouchard thanked Mr. Taylor for all the time he put in for this project.

APPOINTMENTS:

Reorganization of the Board

Ms. Emberg asked the Board if the Board wanted to reorganize now or at the end of the meeting, to which the Board decided to do at the beginning of the meeting. She continued by saying it has been an honor to be chair for the last few years and would like to nominate someone else. She asked the Board if anyone would like to volunteer and asked Mr. Crone if he would object if nominated. He stated he would be willing to take the position.

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

VOTE: I move the Board of Selectmen appoint Eric Crone for the position of Chairman of the Board of Selectmen.

Ms. Emberg asked whether the Board had any volunteers for Vice Chair and Mr. Alcombright recommended Tyler Bouchard fill the role.

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

VOTE: I move the Board of Selectmen appoint Tyler Bouchard for the position of Vice Chairman of the Board of Selectmen.

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

VOTE: I move the Board of Selectmen appoint Kimberley Emberg for the position of Clerk of the Board of Selectmen.

6:00 PM Public Hearing: Renewal of Shellfish Aquaculture License Renewals – John Wheble and Thomas Taylor

Mr. Crone explained that Shellfish Aquaculture Licenses are renewed every 10 years. The shellfish aquaculture licenses of John Wheble and Thomas Taylor expire June 23, 2024. Both individuals are active shell fisherman and would like their licenses renewed. Similar to boat moorings, shellfish licenses are retained by the current license holder until they relinquish the license.

Mr. Crone read the public hearing:

Public Hearing Notice

Pursuant to the provisions of MGL Chapter 130, Section 60, the Kingston Board of Selectmen will hold a public hearing on Tuesday, May 21, 2024, at 6:00 p.m. at the Town House, Room 200, 26 Evergreen Street, Kingston, MA to consider the applications for the renewal of two (2) licenses for the operation of Shellfish Aquaculture, two (2) – three (3) acre sites for shellfish development area situated in the inner-tidal zone. Thomas Taylor, 20 Cole Street, Kingston (Ichabods Flat Map #1 Plot B, 3 acres); and John Wheble, 21 Jones River Drive, Kingston (Ichabods Flat Map #1 Plot C, 3 acres). The applications and plan of the area are on file and available for public inspection at the Selectmen's office during regular business hours.

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

VOTE: I move the Board of Selectmen open the public hearing.

Joe Zlogar the Shellfish Constable stated that there have been no violations of the two licenses, and they are in full compliance with Department of Marine Fisheries.

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

VOTE: I move the Board of Selectmen to close the public hearing.

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

VOTE: I move the Board of Selectmen approve the Shellfish Aquaculture license renewal applications for Thomas Taylor, and John Wheble as designated in said applications for an additional ten-year term, expiring June 23, 2034.

Request to Increase FY24 Recreation Revolving Fund Limit

Mr. Crone explained that annually, the Town Meeting approves an annual spending limit of revolving funds. For FY24, the limit was set at \$500,000 for the Recreation Revolving Fund. Due to increased recreation programs, the limit set for FY24 may be exceeded. To address the current year limit, the Board and Finance Committee can vote to increase the limit for

the current year. The Recreation Director recommends increasing the limit to \$575,000. If approved, the Town Administrator and Recreation Director will present the request to the Finance Committee at an upcoming Finance Committee meeting. As a reminder, the FY25 limit was increased to \$700,000.

Ms. Emberg asked if the Board approves and the Finance Committee does not approve, what will be the process. Mr. Hickey stated that the amount would not change and the Recreation department would likely have to cancel programs to stay within the existing limits.

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

VOTE: I move the Board of Selectmen to approve the Recreation Revolving Fund expenditure for FY24 to \$575,000, contingent on Finance Committee approval.

Seasonal Employee Appointments for Recreation Department

The Recreation Department is recommending the appointment of the following Summer Park Staff and Counselors:

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

VOTE: I move the Board of Selectmen appoint the seasonal recreation staff as presented by the Recreation Director

John Frieburger - Counselor	Molly Ohlson - Counselor
Andrew Renner - Counselor	David McDonald - Counselor
Sara Miller - Counselor	Finn Ramsey - Counselor
Noah Hempel - Counselor	Ryan Gordan - Counselor
Owen Hughes - Counselor	Harry Ohlson - Counselor
Michael Carney - Counselor	Drake Lyons - Park Staff
Brady Bowen - Park Staff	Jazlyn Paredes - Park Staff
Jake Lyons - Park Staff	Sophie Henley - Park Staff
Andrew Krevosky- Park Staff	

Presentation on Recycling Plant to be presented to the Planning Board

Mr. Crone explained that the developer who has expressed interest in constructing a recycling plant is here to present his plan and update the Board on the project's anticipated timeframe. Within the Board materials is documentation supporting the proposal. This project will be constructed on the rear portion of property currently owned by O'Donnell Family Trust off of Marion Drive. The trash will be delivered in trash trucks used to pick up household trash using Marion Drive, delivered to a building on the property that will be completely enclosed. The trash will be sorted and loaded in the building onto railroad cars that will use the existing rail tracks to remove the trash from the property and sent to locations outside of Massachusetts.

The developer will negotiate with the Board and staff to determine a fee for using town roads that may include a reduced per ton cost to accept Kingston's current solid waste when the Town's current disposal contract ends with SEMASS.

This project, if approved, would provide Kingston with a significant commercial taxpayer and will provide a reduction in the Town's solid waste costs.

Kevin O'Reilly, Jack Walsh, and Tracy Murray of Kingston Environmental Partners were present to discuss their project. Mr. O'Reilly began by saying that tonight is the first of many meetings discussing this, there is an extensive permitting process at the Town and State level.

Mr. Walsh introduced himself and explained that they will be fully responsible for the permitting process, which will take one to two years for this project to be completed.

Mr. Hickey said that he has met with Mr. Walsh off and on for the last year and a half. It is important to realize that trucks will enter the center through a door they will empty the load within in the building. The trash will be sorted and then onto railcars within the building then covered for transport. The train will run Monday-Friday in conjunction with the commuter rail. Mr. Hickey spoke to the benefits of this project to the Town.

Ms. Emberg asked about the concerns regarding traffic and noise and Mr. Walsh discussed that they would do their due diligence through public meetings to gather feedback and answer questions throughout the process.

Mr. Alcombright asked about the traffic regarding the train, and Mr. Walsh discussed that they would do site visits and will run at nonpeak times.

Ms. Bateman asked about the trucks and other trash, and it was answered that there would not be any hazardous waste.

Mr. Crone how many trucks a day, and the response was at its peak, 6-8 trucks an hour, based on a 12-hour workday. Mr. Crone asked about the effect on our transfer station, what would happen with the Town's transfer station Mr. Walsh answered that is something the Town needs to decide on.

Mr. Crone asked about putting the topic of recommending a member of the Board to be part of the discussions of the Host Community Agreement to the next meeting agenda.

Declaration of Trust between the Town of Kingston and the Affordable Housing Trust

Mr. Crone explained that the Affordable Housing Trust has updated their declaration with the Town of Kingston. The Housing Trust is requesting the Board adopt the new Declaration. The Declaration has been reviewed by counsel and is in the meeting materials for consideration.

The Board discussed that the Board would place on the next agenda to appoint a Selectmen to the Affordable Housing Trust.

Jean Landis-Naumann asked if the Recycling Committee can be included in the discussions of the previous project discussed.

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

VOTE: I move the Board of Selectmen approve the revised Kingston Affordable Housing Trust Declaration as presented.

Renewal of Razor Clam Licenses

Mr. Crone explained that annually, the Board of Selectmen award eleven allotted razor clam licenses. Similar to Town moorings, razor clam licenses have historically been awarded to the people who had one the previous year, unless they are no longer interested. The individuals listed below are the same people who had a license last year. Shellfish Constable Joseph Zlogar, Jr. is recommending the Board approve eleven individuals listed below.

Pamela Taylor Thomas Taylor Karen Wheble John Wheble	Matthew Wheble Susannah Clark Ben Lansing Jodi Taylor	Scott McEnroe Jaime McEnroe Tyler Putney
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Mr. Crone added that additionally, the Board needs to establish the fee for the license. Shellfish Constable Zlogar is recommending the rate remain at \$300. The Board may want to request the Shellfish Constable review the annual fee charged with neighboring communities to verify the fee is similar to those communities.

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

VOTE: I move the Board of Selectmen accept the renewal of the razor clam licenses as presented for the term of July 1, 2024, through June 30, 2025, and set the license fee at \$300.00.

Request for Six - One Day Liquor Licenses from 42nd Parallel Brewing Co for Grays Beach Music Nights

Mr. Crone added that we received an application from Stephen Darby of 42nd Parallel Brewing Co is requesting a one-day liquor licenses for Gray's Beach Music Nights at Gray's Beach on June 11, 2024, June 25, 2024, July 9, 2024, July 23, 2024, August 6, 2024, August 20, 2024 from 5:30pm-8pm. Provided with the application that was signed off on by the Chief of Police and Fire is a certificate of insurance. The Recreation Director, Susan Woodworth requested to approve this request with any rain dates that may be necessary.

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

VOTE: I move the Board of Selectmen approve the six - one-day liquor license request from Stephen Darby of 42nd Parallel Brewing Co for Gray's Beach Music Nights at Gray's Beach on June 11, 2024, June 25, 2024, July 9, 2024, July 23, 2024, August 6, 2024, August 20, 2024, from 5:30 pm-8:00 pm, along with any rain dates that may be determined by the Recreation Commission.

ADDITIONAL ITEMS:

Discuss Town Administrator Evaluation

Mr. Crone discussed that included in the Board packet is the draft annual evaluation of the Town Administrator as summarized by counsel. Now that everyone from Now that the Board has reviewed the document, does anyone have any comments.

Mr. Hickey asked the Board if they could work with him on goals for this upcoming year. Mr. Hickey said will draft some goals and the Board will discuss them at a future meeting. Mr. Crone asked that the Board review and bring back their individual thoughts. Mr. Hickey discussed meetings with the school committees regarding next year's budget.

Motion by Ms. Emberg, seconded by Mr. Alcombright, and a 4-0-1 vote, Ms. Bateman abstained.

VOTE: I move the Board of Selectmen approve the annual evaluation of the Town Administrator as presented/as amended) this evening.

Mr. Crone explained that the Board needed to discuss whether to provide the Town Administrator a bonus as outlined in his employment contract.

B. In addition to the above salary, the Town Administrator may receive up to \$3,000 bonus each year at the Board's discretion, said bonus not to be applied to base salary, if the Board of Selectmen, in its sole discretion, determines that his performance exceeds expectations as documented through the performance evaluation process set forth in Section V of this Agreement. Said bonus payment is payable in the first pay period in July based on the evaluation in April of each year.

Motion by Mr. Alcombright, seconded by Mr. Bouchard, and a 3-1-1 vote, (Ms. Bateman abstained, and Ms. Emberg voted against),

VOTE: I move the Board of Selectmen to authorize a bonus of \$3,000 based on the results of the Administrator annual evaluation.

Request from Troop 49 for Camperships

Mr. Crone explained that Troop 49 has requested the funding for four Camperships be approved to give four (4) Boy Scouts the opportunity to attend summer camp. At the last meeting this was approved but the incorrect dollar amount was provided. This is approving with the correct dollar amount.

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

VOTE: I move the Board of Selectmen approve the request from Troop 49 for funding in the amount of \$2,440 from the William H. Willis Charity Fund for 4 Camperships for the BSA Summer Camp, the disbursement to be made to Troop 49.

Acceptance of Resignation

Mr. Crone explained that the Historical Commission and Memorial Day Parade Committee – David McKee from the Historical Commission and Jeanne Coleman from the Memorial Day Parade Committee have both submitted their resignations to the office.

Mr. Bouchard excused himself from the table.

Motion by Ms. Bateman, seconded by Mr. Alcombright, and a 4-0-0 vote,

VOTE: I move the Board of Selectmen to accept the resignations from David McKee from the Historical Commission and Jeanne Coleman from the Memorial Day Parade Committee effective immediately.

Acceptance of Donation

Mr. Crone explained that Stephen Wrightington from No Fear Landscaping is donating 10 cubic yards of black mulch for the Town in preparation of the Memorial Day Parade.

Mr. Bouchard returned.

Mr. Hickey stated that they have generously donated the bark mulch for the Town House in preparation of the Memorial Day Parade Celebration. Mr. Basler added that he will send two trucks over to pick up the mulch, this week to begin preparing.

Mr. Basler added that the plan to pave, mill and overlay Gallen Road and Marion Drive has been delayed and will not take place Tuesday, May 28th.

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

VOTE: I move the Board of Selectmen accept the donation of 10 cubic yards of mulch an estimated value of \$400 from No Fear Landscaping.

Meeting Minutes

Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 4-0-1 vote, Ms. Bateman abstained

VOTE: I move the Board of Selectmen accept the open session meeting minutes of March 12, 2024, and May 11, 2024 open session meeting minutes as amended.

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

Financial Updates

- There are no financial updates.

Project Updates

- The new boat ramp at the Ah-Dee-Nah is complete and will be opened on Saturday, May 25th for use. Handrails near the water will be installed later this spring.
- The construction of the Veterans Memorial is underway. The monuments will be installed on Monday, May 20th. The remaining sitework will be completed by the end of June. Thanks to the working group members for their efforts. The members include Bob Ketter, Den Forbes, Richard Veno, Jim Gallager, Dave McKee, Bob King, and Linda Ragosta. Paul Armstrong assisted in coordinating the project.
- Construction has begun on the new wastewater leaching field.
- The Water Department is preparing to begin the water main upgrade on Main Street from Summer Street to the Route 3 South off-ramp. Construction is expected to begin later this spring.
- MassDOT notified the Town that they will be working on Landing Rd. under RT-3. The scope of work is to Clean (Full Removal) and Paint Steel at Bridge K-01-010 (AF0). The plan is to mobilize next week on 5/28/24 and the anticipated schedule is Monday through Friday from 7 AM – 5 PM throughout the end of June and likely into July. One-way alternating traffic will be required on Landing Rd., which will be assisted with police details throughout.

Personnel Update

- With the upcoming retirements in the Veterans Office, Pricilla Brackett contacted the Town of Duxbury inquiring if there was an interest in sharing a Veterans Agent. After a couple weeks of waiting for a response, Duxbury is not interested. Human Resources will be advertising to fill the position later this week.

Miscellaneous Updates

- There will be a need for a Special Town Meeting in the fall. Based on the availability of PACTV and the school, I am suggesting a tentative date of Tuesday evening, November 19th. Proposed zoning to meet MBTA zoning requirements will be included on the warrant.

SELECTMEN COMMENTS:

Ms. Emberg received a call from a resident regarding the Ragnar Relay Race, and the noise, she wanted to make a note for next year to address that when the request for approval comes in regarding blasting music microphones at 4am, which was not something the Board was made aware of in the initial request and asked the Board consider adding this to the conditions next year to avoid this issue in the future.

Mr. Bouchard thanked Ms. Vaughn for her dedication to the Town.

Mr. Bouchard provided an update on the MBTA Zoning Task Force, the plan must be filed with the State and there will be a joint meeting with the MBTA Task Force and the Planning Board in June prior to, to review.

Mr. Hickey added the Town of Kingston was invited to attend a meeting tomorrow with the Governor and he believes this will be regarding MBTA housing.

Mr. Crone thanked Ms. Emberg and Mr. Alcombright for serving as chair and vice chair.

Motion by Ms. Bateman seconded by Mr. Bouchard and a 5-0-0 vote,
VOTE: I move to adjourn

The meeting was adjourned at 7:24pm

Respectfully submitted,

Patricia Tucker
Assistant to the Town Administrator/Board of Selectmen
Minutes Approved at the June 18, 2024 Meeting

Documents used at the meeting:

Agenda
Agenda Addendum
Shellfish Aquaculture License Renewals
Affordable Housing Trust Documents
Razor Clam License Renewals
One Day Liquor License Renewals
Camperships
Resignations
Town Administrator Report