



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
July 16, 2024

6:00 p.m. – CALL TO ORDER – ROOM 200

Chairman Eric Crone called to order the meeting of the Board of Selectmen at 6:05 p.m.—selectmen in attendance: Tyler Bouchard (virtual), Kimberley Emberg, Donald Alcombright 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.
- 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.
- Please check our website for any additional events or notices. www.kingstonma.gov

Mr. Crone began with a roll call as Mr. Bouchard is remote.

Ms. Emberg announced that the Zoning Board of Appeals is actively looking for an alternate member.

OPEN FORUM:

APPOINTMENTS:

Request from Hope Floats to hold their Tenth Annual Memory Walk on Saturday, September 21, 2024

Mr. Crone stated that a request was received by Ken Brack at Hope Floats to hold their 10th Annual Memory Walk on Saturday, September 21, 2024. Mr. Crone handed the discussion over to Executive Director, Elizabeth McKenna, who read from the memo in the packet with all the details.

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

VOTE: I move the Board of Selectmen approve the request from Ken Brack at Hope Floats to hold their 10th Annual Memory Walk on Saturday, September 21, 2024, contingent upon:

- Scheduling of two police officers at the designated high traffic intersections.
- Secure all permits from MassDOT to utilize State Highway Route 3A.

Request for Approval of Road Closure for a Block Party at Woodland Ave

Mr. Crone stated that a request was received by Mark Trowbridge of Woodland Ave to hold a neighborhood block party on Friday, August 9th from 4:30pm-9:30pm. Mr. Trowbridge is requesting that the road be blocked off at 11 Woodland Ave to host their event. This was sent to the Police and Fire Chiefs along with the Superintendent of Streets for review and approval. Mr. Crone asked if there were any questions or concerns, there were none.

Due to a technical issue with Zoom the Board took a brief recess.

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

VOTE: I move to approve the request for road closure for a block party with the following conditions:

1. Access for emergency vehicles be maintained at all times.
2. The petitioner secures barricades and "Road Closed" signs from the Kingston Highway Department to be erected during the event at the intersection of Woodland Avenue at White Pine Lane and at the intersection of Woodland Avenue at Country Way.
3. Notification is made by the petitioner to the neighborhood residents that are affected by the road closure.

Review and Sign Agreement for Payment in Lieu of Personal Property Taxes Summary of Terms with Ring Road Solar LLC

Mr. Crone turned this over to Mr. Hickey, where he stated that this was approved by the Town Meeting to give authorization to the Board of Assessors and Board of Selectmen to negotiate and sign Payment in Lieu of Tax Agreements. Mr. Hickey stated that this is just a house keeping item and due to the vote at Town meeting as noted that this item has been placed on the agenda to simply have the Board approve the agreement for Board signature. This was reviewed by Town Counsel.

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

VOTE: I move to approve the Payment in Lieu of Tax Agreement between the Town of Kingston and Ring Road Solar LLC.

Review and Possible Approval of Police Chief FY25 Goals and Review of His First Three Months as Police Chief

Mr. Crone stated that included in the Board materials are the FY25 goals proposed by Chief Holmes for the Board's review.

Chief Holmes, who was in attendance, began to provide the Board with a summary of his first three months as Police Chief but due to technical difficulties there was a recess.

The Board took a brief recess due to issues with Zoom.

The following items on the agenda have been postponed until the July 30th meeting due to technical issues:

- Review and Possible Approval of Police Chief FY25 Goals and Review of His First Three Months as Police Chief
- Request from Silver Lake School Board to Amend ARPA Allocations for HVAC Improvements
- Review and Possible Approval of Town Administrator FY25 Goals and Objectives
- Appointment of MBTA Advisory Board Designee
- Approval of Meeting Minutes

ADDITIONAL ITEMS:

Appointment of Finance Director/Town Accountant and Outreach Coordinator

Mr. Crone stated that due to the resignation of Finance Director/Town Accountant Carol McCoy, the position has been advertised and interviews held. After the recruitment process, the Town Administrator is requesting the hiring of Kathleen Barrette for the position. The Town Administrator and Human Resource Manager will be meeting with the Wage and Personnel Committee on Monday evening, June 15th for their review of the candidate.

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

VOTE: I move the Board of Selectmen appoint Kathleen Barrette to the position of Finance Director/Town Accountant, a Schedule D-13, Step 10, as part of the Wage and Personnel Bylaw, with an anticipated start date of August 12, 2024, consistent with the terms of the offer letter.

Mr. Crone also mentioned that due to the resignation of the Outreach Coordinator the position has been vacant since August

of 2023. After the recruitment process the Director of Elder Affairs is requesting the hiring of Jennifer Styers to the position.

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

VOTE: I move the Board of Selectmen to appoint Jennifer Styers to the position of Outreach Coordinator, a Schedule D-6, Step2, as part of the Wage and Personnel Bylaw, with an anticipated start date if August 5, 2024, consistent with the terms of the offer letter.

Appointment to Affordable Housing Trust and Historical Commission

Mr. Crone stated that there is a vacancy within both committees, the Affordable Housing Trust and Historical Commission. Sheila Vaughn has requested an appointment with the Affordable Housing Trust and Linda Ragosta has requested an appointment with the Historical Commission. Both committees have reviewed the appointments and are in favor of them. Request and the committee's recommendations are your Board packet.

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

VOTE: I move the Board of Selectmen appoint Sheila Vaughn to the Affordable Housing Trust effective immediately until June 30, 2026, and amend the recently approved Declaration of Trust to include Sheila Vaughn.

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

VOTE: I move the Board of Selectmen to appoint Linda Ragosta to the Historical Commission effective immediately until June 30, 2027.

Annual Reappointments

Mr. Crone read that within the Board Packet is an annual reappointment for Plumbing and Gas Inspector Douglas Hawthorne

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

VOTE: I move the Board of Selectmen to appoint Douglas Hawthorne as Plumbing and Gas Inspector until June 30, 2025.

TOWN ADMINISTRATOR REPORT

Mr. Hickey discussed the traffic on 3A due to the water project, proposal and one of the items was to detour traffic. MassDOT did not approve a detour at that time prior to beginning the work. Town staff spoke with MassDOT, and a detour will be going into effect and residents will be notified via reverse 911 calls.

Mr. Hickey discussed that there is a Kingston School Committee vacancy due to a resignation. The communication regarding filling the vacant seat will be posted on the Town's website. There will be a joint meeting of the Kingston School Committee and the Board of Selectmen on August 27th.

This year's Police National Night Out is scheduled for Tuesday, August 13th, so the regularly scheduled Selectmen meeting will not occur on that evening.

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

VOTE: I move to RECESS TO EXECUTIVE SESSION, to not return to open session for the purpose of discussing strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

The meeting was adjourned at 6:33pm

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

Documents used at the meeting:

Agenda

Agenda Addendum

Request for Road Closures

Appointments/Reappointments

Town Administrator Report