



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
July 2, 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, Kimberley Emberg, Donald Alcombright and Melissa Bateman (virtual)

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

Mr. Crone began with a roll call.

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.
- FY25 Recycling and Disposal Center stickers sales started 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.
- Please check our website for any additional events or notices. www.kingstonma.gov

OPEN FORUM:

Harbormaster, Tom Taylor was in attendance to let all residents with a mooring know that according to the regulations all boats must be in the water by July 1st. Mr. Taylor stated that if any boat is not in the water by Sunday, July 7th they will lose their mooring. There are currently about 70 residents on the waiting list for a mooring.

Ms. Emberg asked about an appeal process, Mr. Bouchard stated there has only been one instance that someone has tried to appeal.

Mr. Hickey stated the Harbormaster called him to notify him of this, Mr. Hickey stated that he should speak to Chief Holmes to see if there is a grace period.

Sewer Commissioner, Brian Donahoe provided an update on the sewer project, and it is going smoothly. There is drone footage of the Davis Property available on the Town's website for anyone who would like to view. The project is 2/3 completed and should be completed by the fall.

Mr. Donahoe discussed how he had reached out to Mr. Hickey's input on fees which is in Mr. Hickey's goals later in the meeting tonight.

Ms. Emberg read some announcements from the website

- Brush Chipping is the 3rd Sunday of the month
- The Farmer's Market is this coming Sunday and is the first Sunday of the month.
- The next Music Night is Tuesday, the 9th.

APPOINTMENTS:

Review, Consider and Vote on Response to Open Meeting Law Complaint against Board of Selectmen dated June 17, 2024, filed by Michael Saccone on file with the Town Clerk

Mr. Crone explained that Michael Saccone filed an Open Meeting Law Complaint against the Attorney, Kate Feodoroff for April 10, 2024, Public Records Response. The complaint was forwarded to legal counsel who has prepared a response on behalf of the Selectmen. Mr. Crone stated that the Board should make a motion to approve the draft letter, as presented, and send a response to Mr. Saccone.

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

VOTE: I move the Board of Selectmen approve the Open Meeting Law complaint response drafted by counsel and authorize counsel to submit the response on our behalf.

Public Hearing: Petition from Verizon New England Inc. and NSTAR Electric Company dba Eversource Energy, proposing to place new facilities on Maple Street

Mr. Crone discussed that Verizon New England Inc. and NSTAR Electric Company dba Eversource Energy, are seeking to install one mid span pole on Maple Street. proposing to place new facilities – Pole 119/1.5 on Maple Street.

Mr. Hickey stated that at 5pm tonight Eversource reached out that they will no longer need the additional pole on Maple Street, so there is no need for a public hearing.

Mr. Hickey also mentioned that the upgrade on the powerlines at the library should be completed in the next 30 days.

Pine duBois asked if the Town could ask Eversource to provide an update when the easements are used as they were at the Landing for four days last week with no notice.

ADDITIONAL ITEMS:

Request to Approve End of Year Line-Item Transfers

Mr. Crone explained that there are a few transfers being requested this evening. The Finance Committee will review these transfers at their July 8th meeting.

From	Veterans Medical Ben	01543-57772	\$15,000
	Medical Health Ins	01910-51174	\$10,000
To:	IT Consultant	01155-52304	\$25,000
Reason: Due to MX Expenses due to Server replacement/ and staffing.			

From	Solid Waste Rubbish	01433-52296	\$40,000
	Highway Labor Units	01422-51116	\$7,715.43
To:	Animal Control Equipment	01292-58872	\$47,715.43

Mr. Hickey explained that the remaining purchase price of the van will be in the way of a reserve fund transfer.

Ms. Emberg reminded the Board that this needs to be reviewed by the Capital Planning Committee per the bylaw.

Motion by Mr. Bouchard, seconded by Mr. Alcombright and a 4-1-0 roll call vote, Ms. Emberg voted against

VOTE: I move the Board of Selectmen approve the transfers presented this evening as presented

Ms. Emberg asked for a friendly amendment to the vote to make it contingent on approval of the Capital Planning. The Board discussed.

Mr. Bouchard did not accept the friendly amendment, so the Board voted on the motion by Mr. Bouchard. Mr. Bouchard did state that anyone doing this should go through the proper channels in the future.

Mr. Hickey stated there was no intent to bypass a committee who would need to review it is just an emergency that needs to be addressed.

Mr. Bouchard stated he is going to ask Mr. Hickey to reach out to the Chair of Capital Planning as well as Finance

Committee to see if they can meet, Mr. Hickey stated he will let the Capital Planning Committee know that Finance Committee is meeting on the 8th if they would like to have a joint meeting.

Appointment of a Temporary Shellfish Constable

Mr. Crone stated that with the recent resignation of Shellfish Constable Joe Zlogar, the Harbormaster is requesting the Board appoint an Interim Shellfish Constable while the recruitment process is completed. Harbormaster Tom Taylor and Police Chief Brian Holmes are recommending the Interim Shellfish Constable by current Assistant Shellfish Constable Carl Ingeme.

Mr. Ingeme was in attendance, to say that Mr. Zlogar has done an awesome job. Mr. Ingeme asked that no further razor clams be approved by the Board until Mr. Ingeme has time to review the process.

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

VOTE: I move the Board of Selectmen appoint Carl Ingeme as Interim Shellfish Constable until the positions are filled permanently.

Appointment Deputy Harbormaster and Assistant Harbormaster

Mr. Crone stated that due to the recent resignation of a Deputy Harbormaster, the position is vacant. After the recruitment process Harbormaster, Tom Taylor is recommending the hiring of Glen Cavicchi to Deputy Harbormaster. With Mr. Cavicchi's new position that leaves the vacancy of an Assistant Harbormaster. Mr. Taylor is recommending Luke Barron for the position of Assistant Harbormaster.

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

VOTE: I move the Board of Selectmen appoint Glen Cavicchi to the position of Deputy Harbormaster, a Schedule D, Grade 5, FY25 Step1 hourly as needed basis position as part of the Wage and Personnel Bylaw, with an anticipated start date if July 3, 2024, consistent with the terms of the offer letter.

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

VOTE: I move the Board of Selectmen appoint Luke Barron to the position of Assistant Harbormaster, a Schedule C-2, stipend as needed basis position as part of the Wage and Personnel Bylaw, with an anticipated start date if July 3, 2024, consistent with the terms of the offer letter.

Review of Town Administrator FY25 Goals and Objectives

Mr. Crone stated that included in your Board materials are the FY25 Town Administrator goals and objectives proposed by the Town Administrator.

Mr. Hickey started by saying he put together goals and objectives for himself and his staff. He was trying to identify the areas that the Board would like the Town Staff to work towards to achieve these goals. These have been shared with department heads.

Mr. Crone asked for any questions so that Mr. Hickey does not read through, and if anyone needs more time to review them.

Ms. Bateman asked if prior years goals are included in this document. They are not included in this document, so the Board decided to review them at the next meeting.

Annual Reappointments

Mr. Crone stated that within the Board Packet is an annual reappointment for Plumbing and Gas Inspector Alternate George Greenwood

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

VOTE: I move the Board of Selectmen approve George Greenwood as Plumbing and Gas Inspector Alternate until June 30, 2025.

Consideration of Financial Assistance Application

Mr. Crone indicated that a resident submitted Financial Assistance Applications asking for help.

The Town Administrator reviewed has reviewed the paperwork and is recommending the following:

- The Town Administrator is recommending paying past due Eversource Electric in the amount of \$1,629.68 and a months' worth of rent in the amount of \$282.00
-

Mr. Hickey discussed that the individual who was appointed to review these applications was unable to review this time. He stated that he reviewed this and applied what he feels is necessary to help this individual.

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

VOTE: I move the Board of Selectmen approve the Financial Assistance Application submitted in the amount of \$1,911.68 from the Arthur F. Wadsworth Charity Fund for distribution as stated above.

MEETING MINUTES: - May 7, 2024,

Mr. Crone mentioned there was one set of minutes for review. Ms. Emberg if the announcements should be within the meeting minutes, and after discussion it was Mr. Crone would like to pull the announcements out, typically when minutes are approved the events/notices have already passed.

After discussion Ms. Emberg asked Mr. Crone if the amendment would be the Chair read a number of announcements. Mr. Crone was in favor of that.

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

VOTE: I move the Board of Selectmen to accept the open session meeting minutes of May 7, 2024, as amended.

TOWN ADMINISTRATOR REPORT

Mr. Hickey read from his Town Administrator report.

Financial Updates

The Finance Committee is meeting Monday, July 8th for any final FY24 budget transfers.

Project Updates

The Main Street Water Main Replacement Project has begun. This project involves the installation of a new 12-inch diameter water main from the off ramp of the south bound side of Route 3 down to #171 Main St and will continue from #175 Main St to #200 Main St. Traffic will be impacted between 7:00 am and 4:00 pm Monday through Friday. Construction of the new Wastewater leaching field is underway and progressing quicker than expected. On the front page of the Town Website there is a project description with drone video updates.

Some project milestones include:

- The Turtle sweep was done 9 Eastern Box Turtles were safely relocated off the site.
- Tree and stump clearing is mostly completed. Very minimal removal is left.
- Temporary Road was established in/out of the site.
- 6 leaching fields zones in total with multiple having the infiltration chambers installed and ready for backfill.

Upcoming work after July 4th will include excavating within the easement on Country Club Way and connecting to the existing force main. Force main work will continue through July.

Personnel Update

William Duggan has resigned from his position in the Water Department.

Miscellaneous Updates

This year's Police National Night Out is scheduled for Tuesday, August 13th which conflicts with a scheduled Board meeting. The Board may want to consider rescheduling the meeting to the 6th or 20th, There is also a Board meeting scheduled for December 31st. I would suggest cancelling the meeting and rescheduling the meeting if needed.

Ms. Emberg asked about the video on the Town's website under the title of Anticipated Private Transfer Station. Mr. Hickey discussed that is just an informative video from Kingston Environmental Partners that summarizes the information that was presented to the Board at the May 21st meeting.

Ms. Emberg noted that we are gathering information to make a decision at a later date.

Happy Independence Day!!!

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

The meeting was adjourned at 7:00pm

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator/Board of Selectmen

Documents used at the meeting:

Agenda

Agenda Addendum

Town Administrator Report