



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION
MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
June 18, 2024

6:00 p.m. – CALL TO ORDER – ROOM 200

Chairman Eric Crone called to order the meeting of the Board of Selectmen at 6:00 p.m.—selectmen in attendance: Tyler Bouchard, Kimberley Emberg, Donald Alcombright and Melissa Bateman

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

ANNOUNCEMENTS:

- The State's 911 system was down today but is now up and running.
- There is a cooling station at the Senior Center during business hours. Tomorrow is Juneteenth, the center will only be open in the event of a power outage.
- 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.
- Town buildings (Town Hall, Library, COA, Highway Barn and the Transfer Station) will be closed on Wednesday, June 19th in observation of Juneteenth Day. Please check our website for any additional information.

OPEN FORUM:

There was no one in attendance for open forum.

APPOINTMENTS:

Check Presentation from Plymouth County Commissioners

Mr. Crone stated that Plymouth County Commissioners are in attendance to present the Board of Selectmen with ARPA check for Silver Lake High School Cafeteria HVAC Improvements. The Replacement of one HVAC Roof to Unit for Silver Lake Regional High School Cafeteria. The current roof top unit is 20 years old, which has outlived its serviceable lifespan of 15 years. The capital expenditure has not been included in the Silver Lake Regional School District's capital plan or operating budget.

Mr. Crone introduced Tom O'Brien, Plymouth County Treasurer who was in attendance, to present the check to the Board.

Mr. O'Brien presented a check in the amount of \$188,175.00 to the Board.

Mr. Crone thanked Mr. O'Brien for his continued support, and he appreciates his time and effort, and it would have been difficult without his help.

Authorize Letter of Support to the EEA for the Housing Production/Housing Needs Assessment Plan

Mr. Crone explained that the Town Planner, Valerie Massard is seeking a letter of support from the Board to be signed by the Chair to the EEA for the Housing Production/Housing Needs Assessment Plan update which requires a letter of support from the chief elected official. A drafted a letter for the Chair's signature There is a 25% match, which we have met through the Housing Trust and Planning Board public benefit funds. The grant request will be for \$44,250.

Ms. Massard was in attendance if there were any questions and stated how important it is to look at the needs within our community.

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

VOTE: I move the Board of Selectmen support the Kingston Housing Needs Assessment and Production Plan Update

Grant Application Authorization, Police Department

Mr. Crone explained that Police Chief Holmes is looking for the Board's authorization for two Grant Applications. One is for a Department of Mental Health Clinician Position and the other is federal funding for COPS Grants (US DOJ). Chief Holmes reviewed this with Town Counsel and stated that authorization would be required and if awarded the Board will then need to accept the Grant.

Chief Holmes was in attendance, requesting authorization to apply for two grants:

- A Department of Mental Health Clinician
- Federal Funding for COPS Grants (US DOJ)

Chief Holmes stated that needs authorization for these grants as there will be shared expenses for each of them.

- A Department of Mental Health Clinician – Full Time employ of Police Department and the Town would need to cover the benefits. This would be a shared resource with other Towns if bordering communities would like to participate.
- Federal Funding for COPS Grants (US DOJ) – Three-year grant at 75% funding and in year four the Town will need to start covering the salary.

Mr. Hickey asked when the grants would be awarded, and when would the town have to start contributing.

Chief Holmes stated that the timeframe is about 12 weeks out, at the earliest, and on the clinician would be about 3 months.

Ms. Emberg asked if the Town had to absorb the cost at some point it had cover the cost how much would it be. Chief Holmes stated that a neighboring community was about \$80,000.

Ms. Emberg also asked where this individual would have office space and Chief Holmes added that they would be looking into leasing a trailer for the clinician.

Ms. Bateman asked about the DOJ funding and is it for a new patrol position and does his affect the lieutenants, and Chief Holmes stated it was a patrolman.

Mr. Hickey stated that if we are awarded the grant, the Town will need to go to the Town Meeting in the fall to absorb, the remaining 25% of the salary.

Ms. Emberg is hesitant due to the budget constraints. Mr. Bouchard is concerned if you don't go for the grant he has a feeling a new patrol officer anyway in Spring.

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

VOTE: I move the Board of Selectmen to authorize the Police Chief to apply for the Grants - Department of Mental Health Clinician Position and the Federal Funding for COPS Grants (US DOJ).

Discussion on Establishing a Public Safety Building Committee/ for the Pembroke Street Police and Fire Station Expansion

Mr. Crone discussed that the Town Administrator, Fire Chief and Police Chief are requesting the Selectmen create a committee or Working Group to continue the planning to construct a proposed Police Station and Central Fire Station expansion. Staff recommending the committee include the Police and Fire Chiefs, Town Administrator, Building Inspector, one Selectmen and one Finance Committee member.

Mr. Hickey stated that they are continuing to have ongoing conversations with Eversource as they have not definitively agreed to give the Town property located next to the Fire Station. Mr. Hickey provided a brief background of discussions he has had.

Mr. Crone asked about a Capital Planning Member as part of the group, and Mr. Hickey thinks that is appropriate. Mr. Alcombright would love to be a part of it as a Board of Selectmen representative.

Mr. Casna of the Police Department Building Committee stated their committee looked at sights all around Town, and there are architectural plans for a police station already at this location.

Mr. Bouchard would like to have new eyes on this project and thinks this committee is a good idea.

Mr. Casna feels that a member of the old committee be placed on this new committee. The Board discussed having a member be a nonvoting member.

Ms. Sandy MacFarlane was in attendance and wished she had more of notice of this meeting. She would like the Town to send something to the members of the committee.

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

VOTE: I move the Board to appoint a Public Safety Building Committee for the purpose of recommending a location, design and proposed cost for a new Police Station and Central Fire Station expansion. Committee members to include the Police and Fire Chiefs, Town Administrator, Building Inspector, one Selectmen and one Finance Committee member and one Capital Planning Committee member and one ex officio member from the prior police station building committee and further to appoint Donald Alcombright as the Selectmen Representative on said Committee.

Appointment of Tax Title Custodian

Mr. Crone discussed that the Town Administrator is requesting the Selectmen appoint a Tax Title Custodian to begin to address the significant and growing receivable. In the Historically, the Treasurer has been appointed to the position. Current Collector/Treasurer Ken Moalli is willing to be appointed. The Board was contacted by a resident who is willing to accept the appointment as well. The vote was delayed until the June 18th Board meeting. Ken Moalli as well as resident and Conservation Commission member Jim Franklin are willing to serve in the position.

Mr. Hickey stated he didn't have anything to add further, he would just start moving forward on this process.

Ms. Emberg, the last tax title custodian, came before the Board, and there was extensive discussion, and the Board did not support. At the time there were properties they would like to retain rather than take them to auction.

Mr. Hickey stated that to entice an auctioneer or buyers there has to be properties that people will have an interest in. Town Counsel stated that Rehoboth brought forth a bylaw that requires a check and balance to have the BOS approve the properties the Tax Title Custodian would like to auction off. Mr. Hickey stated that would be a benefit to Kingston. We are not in the business of owning properties. In Massachusetts communities, historically it is the Town Treasurer.

Mr. Crone would like both of them to speak. Both candidates were asked how they would get started and both candidates answered appropriately.

Mr. Moalli, looking at this as a receivable with a large number that needs to be removed from the books. We cannot get a better credit rating if the Town is holding 2.5 million sitting on the books.

Mr. Franklin provided his background to the Board and feels that this could have been a cleaner process and some of the parcels could be returned to the tax roll last year. Mr. Franklin feels that the custodian facilitates the process.

Mr. Crone asked do you suggested a policy with this process and Mr. Franklin agrees with what Mr. Hickey stated and that if you have a repeatable process, it would be a reasonable request for a detailed list for review for each property as it comes through the process.

Ms. Emberg, does it make sense to have a policy before appointing a custodian? Mr. Bouchard would like the new custodian to be a part of the conversation.

Ms. Bateman asked what the advantage is of having a middleman to review and then having the Treasurer act on the process.

Mr. Crone asked the Board is this something that we just add on as a responsibility to the existing Treasurer/Collector or appoint someone based on the visions or the views that the Board has heard from both candidates. Mr. Crone mentioned this position serves the pleasure of the Board and can be removed at any time.

Motion by Mr. Bouchard, seconded by Ms. Emberg and a 5-0-0 vote, 4-1-0 – Ms. Bateman voted against.

VOTE: I move the Board of Selectmen appoint Jim Franklin as Kingston's Tax Title Custodian

Request from Agricultural Commission to use the Town House Property for September 29, 2024

Mr. Crone stated that the Agricultural Commission is requesting the use of the Town House Property on Sunday, September 29, 2024. The Board reviewed this item at the June 11, 2024, meeting and requested that a plan of how the Town House lawn be provided prior to a vote.

Mr. Wheble was in attendance in case of any questions.

Mr. Bob Ketter from the Veterans Memorial Committee was in attendance to support the project with the drawing provided.

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

VOTE: I move to approve the request of the Agricultural Commission to use Town House Property in the afternoon of September 29, 2024, from 12:00pm-4:30pm as discussed.

Appointment of a Temporary Assistant Harbormaster and Deputy Harbormaster

Mr. Crone stated this is just a correction from last week.

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

VOTE: I move the Board of Selectmen appoint Luke Barron Interim Assistant Harbormaster and Glen Cavicchi as Interim Deputy Harbormaster until the positions are filled permanently.

ADDITIONAL ITEMS:

Temporarily Road Closure Request Rocky Nook Ave for a neighborhood event on July 4, 2024

Mr. Crone stated that a request was received by Rebecca Hebert to close roads within the Nook for the evening of July 4th. The request was reviewed by the Police and Fire Chiefs, and the Superintendent of Streets, Trees and Parks who provided a recommendation that is within the packet.

This request has been made and approved for several years. Last year at a Department Head meeting, there were concerns raised about emergency vehicle access being properly maintained as well as a significant fireworks display being lit somewhere in the Nook.

Chief Douglass was in attendance and there is an issue with illegal fireworks, to have large firework displays. Last year an individual was making their own and storing within a home. This is not support of those firework displays.

If the Board approves this request, the Town Administrator is recommending language in the Board motion to request the Police Department to enforce emergency vehicle access and cite anyone using fireworks in their presence.

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 Rebecca Herbert to close a portion of East Avenue at Bayview Avenue, West Avenue at Bayview Avenue, Cole Street at Bagnell Street, and a portion of Rocky Nook Avenue from the intersection East Avenue at Bayview Avenue to the intersection of Rocky Nook Avenue at North Street on

Thursday, July 4, 2024, during the hours of 7:00 pm thru 11:00 pm, with the following conditions:

Access for emergency vehicles is always maintained. All barricades must be placed to allow emergency responders to quickly move them. Sections of closed roads must have a width of ten (10) feet to allow for apparatus access. The petitioner secures barricades and road closed signage from the Highway Department to be erected by the petitioners during the event.

Notification is made by the petitioner to the neighborhood residents that are affected by the road closure.

Instruct the Police Department to take appropriate legal action against private citizens who use, possess, or sell fireworks.

Acceptance of Executive Secretary for the Zoning Board of Appeals

Mr. Crone stated that the position of Executive Secretary for the Zoning Board of Appeals is vacant due to his resignation. After the recruitment process, the Community Development Director/Building Commissioner, Jason Silva, requests the appointment of Jeanne Dunn to the position.

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

VOTE: I move the Board of Selectmen appoint Jeanne Dunn, to the position of Executive Secretary-Zoning Board of Appeals, a C-2, Stipend Position as part of the Wage and Personnel Bylaws, with an anticipated start date of July 1, 2024, consistent with the terms of the offer letter.

Acceptance of Timeline for 2024 Fall Special Town Meeting

Mr. Crone stated that at the June 11, 2024, Board of Selectmen meeting the Board voted to set the Special Fall 2024 Town Meeting Date to Tuesday, November 19th. Included in your Board materials is a proposed timeline.

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

VOTE: I move the Board of Selectmen approve the proposed Tuesday, November 19, 2024, Special Fall Town Meeting timeline.

Annual Reappointments

Mr. Crone stated that within the Board Packet is a list of all yearly renewals of Board and Commission reappointments and their expiration dates. If the Board supports the list as presented, a motion to accept the list as presented can be made. If the Board would like to remove one or more people from the reappointment list, a motion should be made to remove those not supported.

Once the list is finalized, a motion to approve the remaining appointed members should be made.

Mr. Bouchard would like to pull Thomas Bouchard Sr from the list.

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

VOTE: I move the Board appoint Thomas Bouchard as the plumbing and gas inspector.

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

VOTE: I move the Board of Selectmen approve the list of candidates up for reappointment to their Board or Commission shown on the master list as presented except of the one we have already voted

Appointment to Affordable Housing Trust and Agricultural Commission

Mr. Crone stated the Board of Selectmen need to appoint a Board member to the Affordable Housing Trust and the Agricultural Commission.

The Board briefly discussed.

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

VOTE: I move the Board of Selectmen appoint Eric Crone the Affordable Housing Trust as the Board of Selectmen representative, with a term ending June 30, 2025.

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

VOTE: I move the Board of Selectmen appoint Melissa Bateman to the Agricultural Commission as the Board of Selectmen representative, with a term ending June 30, 2025.

Discussion on Creating a working Group for Privately Owned Transfer Station

Mr. Crone stated that at the last Selectmen's meeting, a developer presented a privately run transfer station proposal to the Board. During discussions, a suggestion was made to create a working group made up of the Streets, Trees, and Parks Superintendent, Building Official, Planning Director, Town Administrator and one Selectmen and one Planning Board member. If the Board is interested in creating a working group that includes a Selectmen, the Board should appoint a Board member to serve.

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

VOTE: I move the Board of Selectmen establish a working group made up of the following individuals, Streets, Trees, and Parks Superintendent, Building Official, Planning Director, Town Administrator, one Selectmen and one Planning Board member and appoint Kim Emborg as the Board of Selectmen representative to the Transfer Station Working Group.

Discussion on Establishing a Public Safety Building Committee/ for the Pembroke Street Police and Fire Station Expansion

Mr. Hickey wanted to review this to see if the Board would like to change this from a committee to a working group.

After discussion the Board decided to review and change this to a Working Group with regular reports to the Board.

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

VOTE: I move to reconsider the vote on the type of group for the Public Safety Building Project

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

VOTE: I move the Board to appoint a Public Safety Building Working Group for the purpose of recommending a location, design and proposed cost for a new Police Station and Central Fire Station expansion. Committee members to include the Police and Fire Chiefs, Town Administrator, Building Inspector, one Selectmen and one Finance Committee member and one Capital Planning Committee member and one ex officio member from the prior police station building committee and further to appoint Donald Alcombright as the Selectmen Representative on said Committee.

Open Session Meeting Minutes

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

VOTE: I move the Board of Selectmen to accept the open session meeting minutes of April 9, 2024, April 23, 2024, and May 21, 2024, open session meeting minutes as amended and June 11, 2024, as presented.

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

Financial Updates

- The Finance Committee will be meeting in the first week of July for any final FY24 budget transfers.

Project Updates

- The remaining work on the Veterans Memorial in front of the Town House will continue on June 24th and is expected to be completed by mid-July.
- The Kingston Water Department will be closing June 18th on the property designated for the new well site. I have reminded the Water Superintendent that if the Water Department is ready to seek funding for the new well there will be a fall Town Meeting in November.

- The proposed 12-unit development plan to be located off of May Ave. has decided to no longer continue with the ZBA approval process. Instead, it will continue with the State Housing Appeals Board. Attorney Talerman has indicated that process will likely take several years to complete.
- The Council on Aging is pursuing a grant opportunity through Hannaford Grocery stores. The grant is named Connection, Health & Equity through Food. It funds projects that support the need of underserved, diverse older adults. The Council on Aging is looking to add and replace equipment in our kitchen in support of our café. As you know the café serves meals at cost and effective 7-1-24 will be working to support equitable food access by serving meals to Kingston's under 60 population as well.
- Installation of the portable air conditioning units at the Reed Center has begun. Installation is expected to be completed by July 1st.

Personnel Update

- Shellfish Constable and Assistant Harbormaster Joe Zlogar has submitted his resignation effective June 18th. The Police Chief and Harbormaster will bring a name forward at the Board's July 2nd meeting for an Acting Shellfish Constable while the advertising for the position is completed.

Miscellaneous Updates

- There are no miscellaneous updates this week.

SELECTMEN COMMENTS:

Mr. Bouchard thanked the Kingston Police Department for their safety on the chase yesterday and thanked them for protecting our Town.

Mr. Crone briefly discussed the Silver Lake Public Safety Committee and provided an update to the Board that The Town and Silver Lake are still working on the roundabout and applying for grant funding.

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

The meeting was adjourned at 7:50 PM

Respectfully submitted,

Patricia Tucker
Assistant to the Town Administrator/Board of Selectmen

Documents used at the meeting:

Agenda
Agenda Addendum
Letter of Support
Request for use of Town Property
Road Closure Request
Reappointments
Timeline
Town Administrator Report