



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
December 3, 2024

6:00 p.m. – CALL TO ORDER – ROOM 200

Chairman Eric Crone called to order the meeting of the Board of Selectmen at 6:02 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 and Board of Selectmen.

ANNOUNCEMENTS:

1. This meeting is being recorded by The Local Seen. Anyone who intends to make an audio or video recording of this meeting should notify the Chair at this time.
2. Financial Assistance Applications are available on the town's website or by calling the Selectmen's Office.
3. For anyone interested in volunteering, there are several vacancies on various boards and committees. Please check the website for a listing. There is an opening on the Wage and Personnel Board.
4. The Capital Planning Committee is seeking two new members as well.
5. Please check our website for any additional events or notices www.kingstonma.gov
6. Condolences to the family of Jonas Feit, who was a member of the Finance Committee who passed away last week.

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

OPEN FORUM:

There was nobody in attendance.

APPOINTMENTS:

Joint Meeting with Sewer Commission to Finalize a Sewer Advisory Committee

Mr. Crone stated that the members of the Sewer Commission are in attendance to talk about an advisory working group to discuss and recommend long range planning for the Sewer Department.

Mr. Donahoe from the Sewer Commission was in attendance to discuss an 8-9 member working group. To which they will discuss an article for the Town Meeting to identify the shortfalls of the sewer commission and how they got to this point.

Mr. Donahoe has been doing an audit within their department, regarding their shortfall and the goal is to find the remaining lots are not currently sewered that were originally were supposed to be.

The Board discussed who would be a part of this committee the discussion was a Selectmen, Sewer Commission, Finance Committee, Town Administrator, Health Agent, Town Planner, Environmental Community, Water Commission and sewer customer and non-sewer customer and a member of the KBA.

Mr. Crone was selected to be the Selectmen representative and Mr. Donahoe will be the Sewer Committee member.

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

VOTE: I move the Board of Selectmen create a Sewer Advisory Committee, to be made up as follows: One Selectmen, One Sewer Commission, a member of the Finance Committee, the Town Administrator, the Health Agent, the Town

Planner, a Water Commissioner, someone from the Environmental Community, a sewer customer and non-sewer customer and a member of the KBA.

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

VOTE: I move the Board of Selectmen appoint Eric Crone to serve on the Sewer Advisory Committee on behalf of the Board of Selectmen

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

VOTE: I move that we delegate the appointing authority to the advisory committee for the following positions: someone from the Environmental Community, a sewer customer and non-sewer customer and a member of the KBA, and the Sewer Commission, Finance Committee, and Water Commissioner appoint their own representatives.

6:30 PM ARPA Check Presentation by the Plymouth County Commissioners and County Treasurer

Mr. Crone introduced Mr. Jared Valanzola who discussed that the Federal Government provided funds directly to Plymouth County to be disbursed. Mr. Valanzola stated it has been a privilege to work the leadership team with Kingston, and this check is going towards projects at Silver Lake High School project and Halifax and Plympton have already received their funds.

ADDITIONAL ITEMS:

Approval of Public Entertainment License

Mr. Crone explained that Mr. Damian Castro from Do Portugal Circus is requesting a Public Entertainment License for a Circus to be held at Kingston Collection on December 6th – 9th. The Fire and Building permits are in the packet, and this has also been signed off by the Board of Health.

Mr. Castro thanked everyone from the community that helped with the process to get this done.

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

VOTE: I move the Board of Selectmen approve the request from Do Portugal Circus for a Circus Show on December 6th at 8pm, December 7th at 2pm, 5pm and 8pm, December 8th at 2pm and 5pm and December 9th at 7:30pm at Kingston Collection, 101 Kingston Collection Way.

Reconsider Vote on Plowing of Private Roads – Country Club Way

Mr. Crone discussed that on October 8, 2024, the Board voted to not maintain Country Club Way for the 2024/2025 winter season if the necessary repairs are not completed by November 1, 2024. The necessary repairs have been recently completed. Interim Superintendent of Streets, Trees and Park, Shawn Turner inspected the repairs made on Country Club Way and are acceptable to him. The owner of the road is requesting that the Board reconsider its vote and maintain the road for the 2024/2025 winter season.

Ms. Emberg wanted to make a note that this is possible as they are trying

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

VOTE: I move the Board of Selectmen accept the request from the owner of Country Club Way to provide winter maintenance the road for the 2024/2025 winter season.

Review of Adding Additional Names to the Aquaculture Grant/Lease for Lease #2 and #3

Shellfish Constable Dan Cullivan is requesting the addition of the following names to the Lease Agreements:

Add Matthew Wheble to Lease Agreement #3 currently in the name of John Wheble.

Add Jaime McEnroe to Lease Agreement #2 currently in the name of Thomas Taylor.

Ms. Emberg stated that other communities have multiple individuals on the lease agreement, and having a second person allows for a succession plan to have a backup, this also takes someone off a waitlist and adds them to a current lease, however these individuals are working for the same company, and they are family members.

Mr. Cullivan just spoke to this, and it is to grant propagation permits to the family members so they will be allowed to buy

seed.

Ms. Bateman asked if this has been done in the past and Mr. Cullivan said this is new and does not restart the lease.

The Board agreed that they will review the aquaculture regulations at another meeting in the future.

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

VOTE: I move the Board of Selectmen do not approve the request from the Shellfish Constable to add Matthew Wheble to Lease Agreement #3 and Jaime McEnroe to Lease Agreement #2.

Review of Proposed Town Meeting Timeline

Mr. Crone mentioned that Moderator Sean O'Brien has a conflict on the 3rd and Mr. Crone has a conflict on the 10th. The moderator, O'Brien was in attendance and is requesting that the date be set at April 26th.

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

VOTE: I move the Board of Selectmen set the Town Meeting Date as April 26, 2025, as the Town Meeting Date and have the Town Administrator work with Town Counsel to update the Town Meeting Timeline accordingly.

Town Administrator Quarterly Update on Goals

Mr. Crone discussed in the packet are Mr. Hickey's goals and asked the Boards if there were any questions of the Board, there were none.

Mr. Crone asked Mr. Hickey if there were any specific goals he wanted to discuss. Mr. Hickey discussed that he is working with our website company to revamp the website, and he stated if anyone has comments to provide to him for review. Also Mr. Hickey discussed he is working with a company for online permitting process, to use for any permit/license that we have will be using this new platform.

Appointment of Water Repair Person and Streets Trees and Parks, CDL/Laborer Position

Mr. Crone discussed that due to recent resignation the position of Water Repair is vacant, and due to a promotion, the position within Streets, Trees and Parks of a CDL/Laborer is vacant.

After completing the recruitment process, the Superintendent of Water is recommending the Board authorize the hiring of Evan Donnelly to the position of Water Repair Person and the Interim Superintendent is recommending the hiring of Shawn Stokes to the position of CDL/Laborer Position.

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

VOTE: I move the Board of Selectmen appoint Evan Donnelly to the position of Water Repair Person a Grade 3, Step 1 nonexempt position as part of the Kingston Town Employee Union – Labor with and anticipated start date of December 9, 2024, consistent with the terms in the offer letter.

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

VOTE: I move the Board of Selectmen appoint Shawn Stokes to the position of CDL/Laborer Position a Grade 3, Step 5 nonexempt position as part of the Kingston Town Employee Union – Labor with and anticipated start date of December 9, 2024, consistent with the terms in the offer letter.

Appointment to Kingston's 300th Committee

Mr. Crone discussed there is a vacancy on the Kingston 300th Committee. The committee reviewed the application of Ken Brack and is recommending Mr. Brack to the position.

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

VOTE: I move the Board of Selectmen appoint Ken Brack to the Kingston 300th Committee effective immediately through the duration of the project.

Consideration of Financial Assistance Application

Mr. Crone explained that a resident has submitted a Financial Assistance Application asking for help with their water bill. Ms.

Murray has reviewed the paperwork and recommends the following:

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

VOTE: I move the Board of Selectmen approve the Financial Assistance Application submitted in the amount of \$1,406.68 from the Arthur F. Wadsworth Charity Fund.

Acceptance of Donation

Mr. Crone explained that the Veteran's Department and the Council on Aging received the following donations and are requesting the Board of Selectmen accept.

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

VOTE: I move the Board of Selectmen accept the following donations to the Kingston Veterans Donation Fund:

- \$4,600 donation to the Kingston Veterans Donation Fund from the Arbor Hills Neighborhood Community with special thanks from Austin Sennett and Dan Kennedy for spearheading this amazing effort.
- \$250 donation to the Kingston Veterans Donation Fund: of grocery store gift cards from Bob and Paula Green

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

VOTE: I move the Board of Selectmen accept the following donation:

- \$1,000 donation to the Council on Aging from the Friends of the Council on Aging to fund the monthly newsletter mailings.

Request for Change of Officers for Liquor License

Mr. Crone discussed that Regal Cinemas, Inc is requesting a change of officers for the liquor license

Motion by Mr. Alcombright, seconded by Ms. Bateman and a 4-0-0 vote, by roll call vote (Mr. Bouchard was not online)

VOTE: I move the Board of Selectmen approve the request from Regal Cinemas, Inc. dba Regal Cinemas Independence Mall 14 for a change in officers for their All-Alcoholic Beverages License.

Open Session Meeting Minutes

Mr. Crone stated that the following meeting minutes need approval October 8, 2024, and November 12, 2024

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

VOTE: I move the Board of Selectmen approve the open session meeting minutes of October 8, 2024, and November 12, 2024.

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

Financial Updates

- All information that is required to be submitted to the Department of Revenue for setting the tax rate has been provided.

Project Updates

- Kingston was awarded a grant to perform an ADA Assessment on town and school buildings in the amount of \$66,300. Completing the Assessment will create future grant opportunities for ADA compliance improvements on municipal properties.
- The Kingston School Department applied for a Safe Routes to School grant through MassDOT for safety improvements to the Elementary School. Unfortunately, the application was not funded.

The Facilities Department received a grant to replace the cupola at the Reed Center. The new copper roof provides better protection from weather-related damage. It mitigates the risk of leaks or structural issues that could pose safety hazards to staff and visitors to the property.

Miscellaneous Updates

- I would like to thank the Friends of the Council on Aging for their \$1,000 donation to fund the newsletter mailing for the months January through June 2025.

SELECTMEN COMMENTS:

Mr. Bouchard stated that Monday was the start of gun hunting season, so be aware and stay safe.

Ms. Emberg thanked everyone who came to the Town Meeting.

Ms. Bateman thanked the library and recreation and their collaborative effort on the luminaries and the information they are putting out with a timeline and parking information.

Mr. Crone discussed the next meeting is scheduled for December 17th and then December 31st New Years Eve. The Board discussed the 2025 schedule. Mr. Hickey will check the room availability and then he stated he will have a better idea for the next meeting, and it will be discussed then.

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

The meeting was adjourned at 7:17 PM

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator and Board of Selectmen