



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 203 & VIA ZOOM
December 23, 2024

3:00 p.m. – CALL TO ORDER – ZOOM

Chairman Eric Crone called to order the meeting of the Board of Selectmen at 3:00 p.m.—selectmen in attendance: Kimberley Emberg, Donald Alcombright, and Melissa Bateman.

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

The Board of Selectmen opened with a roll call as all were virtual except Ms. Bateman.

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.
4. Please check our website for any additional events or notices www.kingstonma.gov

OPEN FORUM:

There was nobody in attendance.

APPOINTMENTS:

ADDITIONAL ITEMS:

Joint Meeting with Wage and Personnel to discuss Appointment of Veterans Agent

The Board called the joint meeting to discuss with Wage and Personnel the appointment of the Veterans Agent position as was requested in the offer letter to hire above a step 3.

Wage and Personnel had previously met and did not vote in favor of step 9 that was originally presented. When the Board of Selectmen met on December 17th Mr. Hickey had negotiated with the candidate to change the step to a 7.

Wage and Personnel deliberated the position and the budget with Mr. Hickey.

Wage and Personnel voted in favor of hiring at a grade 5 step 7. The Chair of Wage and Personnel asked the Board if they had questions and there were none.

Wage and Personnel adjourned their meeting.

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

VOTE: I move the Board of Selectmen appoint Sara Lansing to the position of Veteran's Agent a Schedule D-5, Step 7, exempt position as part of the Wage and Personnel Bylaw with an anticipated start date of February 3, 2025, consistent with the terms in the offer letter.

Discussion of Financial Assistance Application Review Process

Mr. Crone mentioned that Tammy Murray resigned from the position of reviewing the applications. Mr. Crone asked Ms. Emberg if she was interested in filling the role. Ms. Emberg is happy to look at them.

Motion by Mr. Crone, seconded by Mr. Alcombright and a 4-0-0 vote, by roll call vote,

VOTE: I move the Board of Selectmen appoint Kim Emberg, as the Financial Aid Reviewer for the Board.

TOWN ADMINISTRATOR'S REPORT:

SELECTMEN COMMENTS:

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

VOTE: I move to adjourn

The meeting was adjourned at 3:55PM

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator and Board of Selectmen

Approved: February 11, 2025