



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
February 25, 2025

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: Kimberley Emberg, Donald Alcombright, (virtual) and Melissa Bateman.

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

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

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
 - Town Meeting April 26, 2025
 - Town Election May 17, 2025

OPEN FORUM:

Jackie Giovannangelo attended virtually and asked about budget discussion on the agenda and will a discussion regarding the schools take place this evening, Mr. Crone addressed and stated the budget meeting discussion will be held on Thursday, March 6, 2025, at 6PM.

APPOINTMENTS:

Introduction of Permanent/Intermittent Police Officer William Glynn

Police Chief Brian Holmes was in attendance to introduce newly appointed Permanent/Intermittent Police Officer William Glynn to the Board of Selectmen. Chief Holmes spoke a few words about Mr. Glynn who was in attendance to meet the Board.

6:00 PM Public Hearing: Street Acceptance of Captain Jones Way and Barrows Brook Circle

Mr. Crone discussed that Jones River Estates HOA has brought forth their request for the Town to accept Captain Jones Way and Barrows Brook Circle as Town roads.

Mr. Crone read the public hearing.

Public Hearing Notice

The Kingston Board of Selectmen will hold a public hearing at the Kingston Town House, 26 Evergreen Street, Kingston, MA, on Tuesday, February 25, 2025, at 6:00 p.m. to discuss acceptance of Captain Jones Way and Barrows Brook Circle (Jones River Estates) as shown on a plan entitled "As-Built Road Plan, Jones River Estates - Captain Jones Way & Barrows Brook Circle, Kingston Ma." Prepared by McKenzie Engineering Group, dated July 18, 2024. The plan may be viewed prior to the meeting at the Board of Selectmen office during regular business hours.

Motion by Ms. Bateman, seconded by Mr. Alcombright and a 3-0-0 vote, by roll call

VOTE: I move the Board of Selectmen open the public hearing

Mr. Hickey discussed that the residents of Captain Jones Way have begun the process of having their roads considered at a future town meeting to be accepted by the Town. The first step is to have a public hearing. Mr. Hickey discussed that inspection of the road would need to occur and Mr. Hickey discussed that the speed hump is not to code and it would need to be reconfigured. That would need to occur to have the road accepted.

Valerie Massard, Town Planner was in attendance and stated that this is a multi-step process that is addressed in the meeting packet backup.

Shawn Turner, Interim Superintendent, was in attendance and described that the speed table is not acceptable and would need to be addressed and fixed prior to the road being accepted.

6:15pm Ms. Emberg joined the meeting.

Ms. Massard discussed that signage would also be required and the total cost of fixing the speed table would cost approximately \$16,000. Detailed information regarding the payment of the upgrades is in the policy and procedure.

The next step if the Selectmen approves to move forward the Town would get an engineer to work with them and figure out the process for the residents of the road to pay for the work.

David Chausse of 10 Barrows Brook asked when the builder installed the speed table why didn't the Town oversee it at that time to let him know it wasn't acceptable. Mr. Turner discussed that the previous Superintendent of Streets did suggest to the builder to take a look at Tall Timbers which has acceptable speed tables as a reference. Where this is a private way, the Town did not oversee.

Kyle Little of 4 Captain Jones Way discussed that there is excessive on the speed during school hours, and he is concerned with a blind spot on the road and is another speed table is recommended. Ms. Massard discussed that it is a possibility, and if this does get accepted at Town meeting then the Town would have the authority to do a speed trap.

Motion by Ms. Emberg, seconded by Ms. Bateman and a 4-0-0 vote,

VOTE: I move the Board of Selectmen close the public hearing.

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

VOTE: I move the Board of Selectmen to approve the request from Jones River Estates HOA to move to the next step withing the Road Acceptance Policy and Procedures.

6:15 PM Public Hearing: Addition of Names to Shellfish Aquaculture License Leases

Mr. Crone discussed that in December, Shellfish Constable Dan Cullivan requested the Board of Selectmen add a second name to each of the following Aquaculture Licenses. The Board of Selectmen approved adding the second name to each license. After discussing this license change with the Massachusetts Division of Marine Fisheries, a public hearing needs to be held to amend the license.

Mr. Crone read the public hearing notice.

Public Hearing Notice

Pursuant to the provisions of MGL Chapter 130, Section 60, the Kingston Board of Selectmen will hold a public hearing on Tuesday, February 25, 2025, at 6:15 p.m. at the Town House, Room 200, 26 Evergreen Street, Kingston, MA to consider the application to add additional names to Shellfish Aquaculture Lease Ichabod's Flat Map #2, 3 acres. and Map #3, 3 acres.

The applicants are Thomas Taylor Lease #2 to add the name of Jaime McEnroe to the lease agreement. John Wheble Lease #3 to add Matthew Wheble to the lease agreement. The application to add additional names to the existing leases has been filed with the Board of Selectmen's office.

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

VOTE: I move the Board of Selectmen open the public hearing.

Shellfish Constable Dan Cullivan attended virtually and stated that all requirements have been met.

Ms. Emberg stated that residents have asked about the structure of the Harbormaster and Shellfish Constable, which both report directly to the Police Chief.

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

VOTE: I move the Board of Selectmen close the public hearing.

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

VOTE: I move the Board of Selectmen approve the request from the Shellfish Constable to add Jaime McEnroe to Lease Agreement #2 and Matthew Wheble to Lease Agreement #3.

Renewal of Razor Clam Licenses

Mr. Crone stated that annually, the Board of Selectmen awards the allotted razor clam licenses. Similar to Town mornings, razor clam licenses have historically been awarded to the people who had one the previous year, unless they are no longer interested. Shellfish Constable Dan Cullivan is recommending reducing the number of licenses this year from 11 to 9.

Pamela Taylor	Matthew Wheble	John Wheble
Thomas Taylor	Ben Lansing	Jaime McEnroe
Karen Wheble	Scott McEnroe	Tyler Putney

Mr. Crone continued to state that additionally, the Board needs to establish the fee for the license. Shellfish Constable Cullivan initially recommended the rate to remain at \$300. At the request of the Town Administrator, the Shellfish Constable completed a survey of Duxbury (\$295) and Plymouth (\$300) to determine their fee. The Board also requested the Shellfish Constable to review the bylaw to require a minimum shellfish harvested annually to retain their license. Mr. Cullivan stated with regard to a "minimum catch" or a "use it or lose it" requirement, he feels it will be a difficult thing to implement and would like a little more time to explore options.

The Board briefly discussed a possible addition to the regulations regarding a minimum and decided that this will be discussed at a future meeting to allow Mr. Cullivan to speak to Mr. Bouchard regarding updating the regulations. As well as research the addition of a license to make it 11 available.

Request from Sandy Harslem to hold the MS Cape Cod Getaway event on June 28, 2025

Mr. Crone discussed that a request was received by Sandy Harslem to hold the MS Cape Cod Getaway bike event through Kingston the morning through afternoon of Saturday, June 28, 2025. The request was sent to the Police and Fire Chief's along with the Interim Superintendent of Streets, Trees and Parks for review, their recommendations are in the meeting packet.

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

VOTE: I move the Board of Selectmen approve the request from Sandy Harslem to hold the MS Cape Cod Getaway bike event through Kingston the morning through afternoon of Saturday, June 28, 2025, according to the traffic control plan presented with the following conditions:

- MS Cape Cod Getaway successfully acquires the proper permits from MassDOT.
- MS Cape Cod Getaway contacts the Kingston Police Department for the scheduling of detail officers as outlined in the event's traffic plan.

ADDITIONAL ITEMS:

Consideration of KTEU Clerical Union Request to Establish a 4-Day Work Week at the Town House

Mr. Crone discussed that KTEU has approached the Town requesting to modify the workweek at the Town House from a four- and one-half day to a four-day workweek, closing the building on Friday.

Below are the current and proposed hours of the Town House.

	Current Hours	Proposed Hours
Monday, Wednesday & Thursday	8:00 AM-4:30 PM	8:00 AM-5:00 PM
Tuesday	8:00 AM-6:00 PM	8:00 AM-6:00 PM
Friday	8:00 AM-11:30 AM	Closed
Total Hours Worked	35	35

The Town House would remain open until 5:00 PM on Monday, Wednesday, and Thursday. On Tuesday, the building would continue to stay open until 6:00 PM, as it currently does. The daily lunch break would be reduced from one hour to half an hour, maintaining a total of 35 hours worked per week.

Mr. Hickey discussed that he considers shifting to a four-day work week as a recruiting tool for attracting individuals for open positions. The towns of Hull and Hingham are two communities that have recently moved to a four-day work week for the same reason. In speaking to the Town Managers from both communities, there have been very little concerns raised by taxpayers. If the Board does support the proposed hours, the Administrator recommends the new hours begin on July 1st.

Mr. Crone stated the Board discussed a trial period to see if it works, Mr. Crone mentioned his concerns regarding services that may not be available on Fridays, to which Mr. Hickey said we are working on more of a significant presence online with permitting.

Ms. Emberg noted this is not cost savings.

Mr. Crone asked if everyone at the Town House worked late on Tuesdays, and it was answered they did.

Ms. Emberg struggled when the hours were changed to half days on Friday, and she struggles with this change.

Ms. Bateman mentioned that the benefit to this vote is that this is a trial period.

John Sjostedt the KTEU President attended virtually and noted this was put out to all union members and only Town House members were interested in taking advantage of this.

Motion by Ms. Bateman, seconded by Mr. Alcombright and a 3-1-0 vote, by roll call vote, Ms. Emberg voted against.

VOTE: I move the Board of Selectmen approve the 4-Day work week for a six-month trial period from July 1, 2025, to December 31, 2025, as presented

Open Annual Town Meeting Warrant

Mr. Crone stated that the Board has to Open the Annual Town Meeting Warrant. The warrant is scheduled to close on March 25, 2025.

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

VOTE: I move the Board of Selectmen open the 2025 Annual Town Meeting Warrant effective February 26, 2025, at 8:00 am.

Create Task Force Committee for Age and Dememtia Friendly Study by Old Colony Planning Council

Mr. Crone stated that The Chair of the Council on Aging Advisory Board Caty Starr informing us that Kingston has been awarded a \$35,000 grant to conduct the needs assessment for the Age and Dementia Friendly Study by the Old Colony Planning Council. One of the next steps is to have a task force set up to begin the process of designing the study questionnaire. The task force committee will consist of 12 people. Members to be included are as follows:

- Advisory Board representative/Emeritus of COA Advisory Board – Kathy Studley
- Selectmen representative -TBD

- COA Director – Holly Nighelli
- Town Planner and or Town Clerk – Valerie Massard or Paul Gallagher
- Emergency Response Representative (police, fire, etc.) – Heath Howell is the COA Liaison
- Board of Health Representative – Janet Wade, BOH Consultant- former BOH member
- Representative from BID Plymouth – Karen Peterson, Manager, Community Benefits & Community Relations
- Community member with knowledge of dementia-friendly efforts – Ellyn McSweeney (Kingston resident)
- Kingston Business Association representative(s) - TBD
- School representative - TBD
- Clergy / faith group – Tyler DeCost – Business Manager St. Mary and Joseph Collaborative (Kingston and Plymouth)
- Housing Authority / Neighborworks Housing Solutions
 - Dede Riendeau, Executive Director Kingston Housing Authority
 - Julie Lane, Director of Lending, NeighborWorks Housing Solutions

Ms. Emberg asked about the list and how they were nominated. Caty Starr, the chair of the COA Advisory Committee, stated that they brainstormed and that they feel like these individuals would be a good asset to the committee.

Joanne Zygmunt of Old Colony Planning was in attendance who talked about this committee, and it could be a working group if that is how they want to move forward.

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

VOTE: I move the Board of Selectmen approve the creation of a Working Group for Age and Dementia Friendly Study in conjunction with Old Colony Planning Council consisting of the following members: COA Advisory Board, Selectmen representative, COA Director, Town Planner and/or Town Clerk, Emergency Response Representative, Board of Health Representative, Representative from BID Plymouth, Community member with knowledge of dementia-friendly efforts, Kingston Business Association representative, School representative, Clergy/faith group, Housing Authority/ Neighborworks Housing Solutions to be appointed by the Board of Selectmen, recommended by the COA Advisory Board.

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

VOTE: I move to appoint Eric Crone as the Selectmen Representative.

Update on FY2026 Budget

Mr. Crone discussed that this will be on the agenda at the Thursday, March 6th at 6PM as the joint school committees met this evening at 5pm to talk about the shared cost budgets and the Board does not have those numbers at this time.

Mr. Hickey stated if there is anything that anyone needs prior to next week, reach out and he will provide some information prior to the discussion.

Acceptance of Donation to the Kingston Public Library and Council on Aging

The Kingston Public Library received a donation in the amount of \$2,400 from the Kingston Public Library Foundation Inc for the purpose of repairing the library's electronic sign. The COA received a \$25 donation from Robert and Melodie Tassinari.

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

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

- \$2,400 from the Kingston Public Library Foundation Inc to the Kingston Public Library to repair the library's electronic sign.
- \$25 donation from Robert and Melodie Tassinari to the COA.

Re-Appointment to Kingston Education Fund Trustees

William Alberti's term expired on June 30, 2024, on the Kingston Education Fund Trustees. He is requesting to be reappointed.

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

VOTE: I move the Board of Selectmen accept William Alberti to the Kingston Education Fund Trustees immediately through June 30, 2029

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

Financial Updates

- Kingston School Dept. will receive an additional estimated \$555,464 and Silver Lake another \$260,728 as reimbursements for FY25 expenses incurred for the district's homeless and foster care. The funds will be received in April and August. The funds can be used at the discretion of the School Committees.

Project Updates

- Contracts have been signed with the successful bidder to complete the Ring Road flood mitigation project. That project is expected to begin this spring.

Personnel Update

- There are no personnel updates this week.

Miscellaneous Updates

- I will be taking a short vacation beginning Wednesday, February 26th. I will be back in the office on Monday, March 3rd.
- Nomination papers are currently available for candidates interested in running for town elected positions. A list of those positions is available on the Town website. Nomination papers are due back by Friday, March 28th

SELECTMEN COMMENTS:

Ms. Bateman asked about the Tuesday night meetings in the summer to schedule music nights at the beach and it was discussed there will be no change to the Board schedule at this time.

Mr. Crone briefly discussed moving forward with budget discussions for next year and he is looking to get a jump on the planning for next year once this budget season is over.

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

VOTE: I move to adjourn

The meeting was adjourned at 7:15 PM

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator and Board of Selectmen