



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
JULY 15, 2025

6:00 p.m. – CALL TO ORDER – ROOM 200

Vice Chairman Kimberley Emberg called to order the meeting with a roll call vote of the Board of Selectmen at 6:00 p.m.—
selectmen in attendance: Donald Alcombright, Melissa Bateman and Carl Pike.

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 us at this time.
2. Financial Assistance Applications are available on the town's website or by calling the Selectmen's Office.
3. Anyone interested in volunteering there are a number of vacancies on various boards and committees please visit our website if your interested in volunteering.
4. Kingston's Capital Planning and Finance Committees currently have open seats needed to be filled The Finance Committee has three openings for residents interested in helping review and recommend Kingston's annual operating budget, school budgets, and fund transfers. The Capital Planning Committee, with one open seat, studies and prioritizes funding requests for municipal capital improvements such as vehicles, equipment, technology, infrastructure, land, playgrounds and public buildings, over a five-year plan.
5. Again for more information and to see a complete list, please visit our website at kingstonma.gov. If you are interested in serving, please contact the Selectmen's Office at 781 831-6023.
6. New Town House Hours will begin on Monday, June 30th: The new hours will be:
Monday–8:00am - 5:00pm
Tuesday–8:00am - 6:00pm
Wednesday–8:00am - 5:00pm
Thursday–8:00am - 5:00pm
Friday – Closed
7. New Transfer Station Hours from Mondays have begun, the new hours are 10am-3:45pm
8. Effective Tuesday, July 1, the Town of Kingston changed our emergency alert system from Blackboard Connect to CodeRED, which is administered through the Plymouth County Sheriff's Department.
Subscribers to the old system were brought over to the new system, and a test message was sent at 5:30 p.m. on July 1st. Anyone who did not receive that message is encouraged to enroll for the new system at <https://www.pcsdma.org/codered.html>.
More information is available on the town website, and the Kingston Fire Department will be happy to answer any questions residents may have. You can reach their administrative offices at 781-585-0532 or via email at kingstonfiredept@kingstonma.gov.
9. Kingston Cultural Council is in need of members. Kingston Cultural Council works with Mass Cultural Council to provide grant funding on an annual appropriation from the state Legislature and funds from the National Endowment for the Arts, and others. Without new members we will not be able to receive the funding to support these programs. Please reach out to the Selectmen's office if you are interested.
10. Music Night will be held on July 22nd at Grays Beach Park.

OPEN FORUM:

Will Cushman, 273 Main Street, asked if there are any updates on mall reconstruction and wanted to confirm the Special Town Meeting which is on Tuesday, October 28th. Mr. Hickey stated there are no updates and the date of Special Town Meeting is on Tuesday, October 28th.

APPOINTMENTS:

Temporary Road Closure Request – Foxworth Lane

Ms. Emberg noted that the residents of Foxworth Lane, represented by Christopher Kastanek have requested to temporarily close Foxworth Lane for a neighborhood event on Saturday, August 30, 2025. The request has been reviewed by the Police and Fire Chiefs, and the Superintendent of Streets, Trees and Parks, and their comments are included in the Board packet and proposed motion.

Motion by Mr. Pike, seconded by Mr. Alcombright and a 4-0-0 vote,

VOTE: I move the Board of Selectmen approve the request from Christopher Kastanek to close Foxworth Lane on Saturday, August 30, 2025, during the hours of 9:00 am thru 10:00 pm, with the following conditions:

1. Access for emergency vehicles must be maintained. All barricades must be placed to allow emergency responders to quickly move them.
2. The petitioner must pick up all needed barricades and road closed signs from the Highway Department and all barricades and signs will be erected by the petitioners prior to the event.
3. Notification is made by the petitioner to the neighborhood residents that are affected by the road closure.

Request for Multiple One Day Liquor License from Forty Second Brew Co

Ms. Emberg stated that Stephen Darby from Forty Second Brew Co is requesting multiple one-day licenses for two separate events.

Gears & Beers event at Jones River Storage, 26 Wapping Road from 10am-3pm

South Coast Cruisers Event at Kingston Collection, 101 Kingston Collection Way on July 19th, 26th and August 2nd from 5-8pm

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

VOTE: I move the Board of Selectmen to approve the one-day liquor license requests from Stephen Darby of Forty Second Brew Co for Gears & Beers event at Jones River Storage, 26 Wapping Road from 10:00 am to 3:00 pm and the South Coast Cruisers Event at Kingston Collection, 101 Kingston Collection Way on July 19th, 26th and August 2nd from 5:00 to 8:00 pm.

ADDITIONAL ITEMS:

Request to Accept Massachusetts Civil Service Hybrid Model, also known as Local Register Hiring Program [MGL Ch. 31 ss.59A-59D]

Ms. Emberg discussed the request before the Board and handed the meeting over to Lt. Bateman who was in attendance to explain the request.

Lt. Bateman discussed that this is another option for the department to use and makes it a bit easier for civil service towns to be able to hire individuals and take transfers, it was noted that it has to be 50/50 after 5 years, meaning that you cannot have more than 50% of people who are not on the civil service list. The purpose of this policy is to ensure transparency, fairness, and equity in hiring, promote diversity and inclusion, and prevent nepotism, favoritism, and discrimination in the recruitment and appointment of public safety personnel

Lt. Bateman noted that the department does not intend to use this process in hiring the next few officers as they will use the civil service process, they would just like to have this as an option if necessary.

Motion by Mr. Alcombright, seconded by Mr. Pike and a 4-0-0 vote,

VOTE: I move the Board of Selectmen accept and authorize the provisions of the Massachusetts Civil Service Local Register Hiring Program under the provisions of MGL Ch 31, ss 59A through 59D and further authorize the Chief of Police to enter into the appropriate Memorandum of Agreement for use of the program.

Motion by Mr. Alcombright, seconded by Mr. Pike and a 4-0-0 vote,

VOTE: I move the Board of Selectmen to authorize the Chief of Police and the Town Administrator to engage in impact bargaining with the labor units that are affected by the previous motion concerning the Local Registry Hiring Program.

Appointment of Special Police Officers

Ms. Emberg stated that these are annual appointments of Special Police Officers are being requested from Chief Holmes.

Motion by Mr. Pike, seconded by Mr. Alcombright and a 4-0-0 vote,

VOTE: I move the Board of Selectmen appoint the following individuals to the position of Special Police Officer for the Kingston Police Department. The term of the appointment shall be effective immediately through December 31, 2025.

Scott Peterson
Edward McDonald
Kaitlyn Mori
David Hurley

Request to Approve FY25 End of Year Line-Item Transfers

Ms. Emberg noted that these are FY25 line-item transfers for consideration. Ms. Emberg discussed that she attended the Finance Committee meeting last evening to which they had some debate but were approved. Mr. Pike also attended the Finance Committee meeting he discussed the budget and feels that seeing transfers of less than 1% of the remaining budget is a great job.

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

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

Consideration of Amendment to PILOT Agreement Between the Town of Kingston and Kearsarge Kingston LLC

Ms. Emberg discussed that at Town meeting the agreement could be signed by the Board of Selectmen and the Board of Assessors and there was some language that needed to be modified. The Tax Agreement between the Town of Kingston and Kearsarge Kingston LLC, which currently includes both real and personal property, does not comply with this requirement. The proposed amendment will correct this by aligning the agreement with applicable ownership and taxation guidelines.

Mr. Pike stated he interpreted this as being revenue neutral to which Mr. Hickey stated it was.

There was no discussion.

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

VOTE: I move the Board of Selectmen approve the Amendment of Tax Agreement for Personal and Real Property Between the Town of Kingston and Kearsarge Kingston LLC as presented

Appointment of Assistant Town Treasurer

Ms. Emberg stated that due to a vacancy of the Assistant Town Treasurer position, the position was advertised. Upon completion of the interview process, the Town Treasurer, Ken Moalli, is recommending the hiring of Krystal Rich for the Assistant Town Treasurer position.

Ms. Emberg opened this up to questions, and she said that she asked about the salary amount and Mr. Hickey stated the salary amount in the budget and was negotiated with the candidate.

Mr. Pike stated he requested to see the resume of the candidate, over the years the Board of Selectmen is tasked with approving the hiring of positions to which the resume is not being provided, and if he is being asked to look at the hiring he would like the information. Mr. Pike feels that with some positions he doesn't feel they need to go before the Board if the HR Department and Town Administrator are already involved.

The Board discussed, Ms. Emberg stated that it is a bylaw requirement for the Board to approve the hiring and both her and Mr. Alcombright feel they do not need to see the resume as the candidates are being recommended by the hiring manager.

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

VOTE: I move the Board of Selectmen appoint Krystal Rich to the position of Assistant Town Treasurer a Schedule D-7, Step 3, Exempt position in the Wage and Personnel Bylaw with an anticipated start date of July 28, 2025, contingent with the terms in the offer letter.

Acceptance of Timeline for 2025 Fall Special Town Meeting

Ms. Emberg stated that the Fall Town Meeting is scheduled for Tuesday, October 28th and the timing is for the MSBA grant for the schools.

Mr. Hickey forwarded the Mass School Building Association Grant Process timeline to the superintendent for review.

Motion by Mr. Alcombright, seconded by Mr. Pike and a 4-0-0 vote,

VOTE: I move the Board to approve the proposed Tuesday, October 28, 2025, Special Fall Town Meeting timeline.

Update on the Status of Establishing a Department of Public Works – This item will be an ongoing agenda item for any updates.

Ms. Emberg asked if anyone has updates and it was noted that the Public Hearing will be held on Tuesday, July 29th at 5:30pm

Approval of Open Session Meeting Minutes – April 8, 2025, June 3, 2025, and July 1, 2025, open session meeting minutes

There was no discussion on the amendments in the minutes.

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

VOTE: I move the Board of Selectmen approve the open session meeting minutes of April 8, 2025. June 3, 2025, and July 1, 2025, as amended.

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

Financial Updates

- There are no financial updates this week.

Project Updates

- Kingston School Committee was presented with a proposal to create a School Zone on Second Brook Street for Kingston's Elementary and Intermediate Schools. The proposal would include the installation of traffic safety signs, including two flashing lights, at each entrance to Kingston School's campus. The Kingston Police Department is fully in support of this project. The proposal is being reviewed by an engineer to ensure compliance with applicable laws. The School Committee voted unanimously to recommend this to the Board of Selectmen. Once the engineering review is complete, the proposal will be added to a Board agenda for consideration.
- Streets, Trees, and Parks has requested the contracted paving company to provide a price to repave a section of sidewalk on Main Street due to its worsening condition. The section that is being considered is from the Main/Elm Street intersection to the intersection of Main and Summer Streets, Repairs will be made to the sidewalks on both sides of the road.

Personnel Update

- There are no personnel updates this week.

Miscellaneous Updates

- Registration is still open for the Parks & Recreation Horsemanship Program that starts next week. Children will gain hands-on experience in horse riding and care. This program covers essential horsemanship skills along with fundamental equine knowledge, helping you develop a strong foundation in working with horses. The instructor is Christine Nava Moulthrop, of Kingston's Timber Hill Stables. People can register on the Parks & Recreation website at kingstonma.myrec.com, or call the Parks & Recreation Department at 781-585-0533, if you have any questions.
- Veterans Agent Sara Lansing and I met with the Duxbury Town Manager at the request to discuss Kingston's interest in forming a district that would provide coverage for veteran benefits for both communities. There is some additional financial information that needs to be considered prior to presenting the proposal to the Selectmen from both communities.
- The Board of Selectmen will hold a public hearing at their July 29th meeting to provide an opportunity for the public to provide comments on the creation of a Public Works Department. Information on the proposal can be found on the town website at www.kingstonma.gov.

SELECTMEN COMMENTS:

Mr. Hickey provided an update on the Regionalization Committee, and the committee has chosen the Collins Center from UMass to study the regionalization of the schools. Mr. Hickey noted it has been a great group with participation from all three communities.

Mr. Hickey discussed the potential joint meeting of the Finance Committee, Capital Planning and Kingston School Committee for guidelines on the FY27 budget, Mr. Hickey reminded the Board that this discussion will be critical. Mr. Hickey asked the Board when they wanted to start these meetings.

Mr. Pike feels September will be best; Mr. Hickey stated he will send out dates to Superintendent.

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

VOTE: I move to adjourn to executive session to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct

The meeting was adjourned at 6:37 PM

Respectfully submitted,

Patricia Tucker

Assistant to the Town Administrator and Board of Selectmen

Documents used at the meeting:

Agenda

Agenda Addendum

Road Closure Request

One Day Liquor License

Civil Service

Special Police Officer

Line Item Transfer

Pilot Agreement

Hiring

Special Town Meeting Timeline

Minutes

Town Administrator Report

