



Office of the Kingston Planning Board
Kingston Town House
26 Evergreen Street
Kingston, Massachusetts 02364

Meeting Minutes of June 9, 2025
Approved September 8, 2025

Members:

Thomas Bouchard, Chair
David Gavigan, Vice Chair
Alexander Graham, Clerk
Jonathan Barnett, Member
David Gleason, Associate Member

CALL TO ORDER

Chairman Thomas Bouchard called the meeting to order at 7:01 PM

ROLL CALL

Thomas Bouchard-Chairman: Present
David Gavigan-Vice Chairman: Present
Alexander Graham-Clerk: Present
Jonathan Barnett: Present
David Gleason-Associate: Present

Staff Present:

Valerie Massard, Town Planner
Erin Benoit, Assistant Town Planner

AGENDA:

7:02 PM Public Hearing re: (1) Stormwater Regulations & (2) modifications to the Subdivision Rules and Regulations

The Kingston Planning Board will hold public hearings on Monday, June 9th, 2025 at 7:02 PM in Room 200 of the Kingston Town House, 26 Evergreen Street, Kingston to (1) discuss the promulgation of the Kingston Stormwater Regulations pursuant to Kingston General Laws Chapter 269; and, at 7:03 PM (2) make minor modifications to the Subdivision Rules and Regulations Governing the Subdivision of Land in the Town of Kingston as described below:

- Section 2.1.2 Street definitions – clarify major is arterial, etc. to be consistent with Table 4.2.2.1 Street Classifications and Table 5.2.2 Street Classifications; and
- Sections 5.2.1.5, 5.2.6.2, 5.2.3.1, 5.2.6 and Schedules B and C with respect to clarification of specifications for Street Classifications and illustrated Cross Sections in Schedules B and C. Replace Schedules B and C with new drawings reflecting correct Cross Sections; and
- Update the ANR form to remove a box around some of the text on the first page of the form.

The public will be able to attend the meeting virtually through Zoom. The materials are available for inspection in the Town Clerks Office, Room 102, 26 Evergreen Street, Kingston, Massachusetts. Please refer to the Planning Board agenda on the town website for information regarding remote access to the Zoom meeting.

Town Planner, Valerie Massard shared a brief PowerPoint presentation that described the minor modifications needed in Stormwater Management rules and regulations:

- In existing Bylaw, Conservation Commission and Planning Board are the Stormwater authority for 1 acre or more disturbance.
- If Conservation Commission permit, the Applicant will proceed with Conservation Commission.
- If other than Conservation Commission, the Applicant will proceed with Planning.
- No public hearing, peer review of stormwater calculations (similar to Site Plan Review).

Town Planner, Valerie Massard shared a brief PowerPoint presentation that described the minor modifications needed in Subdivision Rules and Regulations (Section 5.4.4):

- Engineer Pat Brennan was hired to update the plates
- There are 2 plates reviewed by PBG Engineering, Planning and Highway Depts.
- Small changes to modify sidewalk courses for longevity and continuity in our Bylaws
- Removal of text boxes

Motion to approve the modification of Regulations of Stormwater Management and Subdivision Rules and Regulations as presented.

Motion: David Gavigan

Second: Jon Barnett

All in Favor

Vote: 4-0-0

DISCUSSIONS:

Town Planner, Valerie Massard formally thanked our retired Board member, Robert Gosselin, for his many years of exceptional public service. The Board joined in to add comment about what a wonderful man he is and how much value he contributed to this board and the Town in general. He will be greatly missed.

It was also noted that this meeting is the last for Assistant Town Planner, Erin Benoit, as she is being laid off. The Board thanks her for her hard work and wishes her well.

Mr. Gavigan stated how effective the Planning Department and thus Planning Board has been in the last couple of years due to Valerie Massard. With Ms. Benoit's help, there has been a lot of progress made in terms of organization, archiving and many housekeeping items that were long overdue.

OTHER: Dates were discussed about a joint meeting with the Selectmen to discuss an interim member for the Planning Board.

MINUTES:

Motion to accept the minutes of March 10, 2025 as presented.

Motion: Jonathan Barnett
Second: Alexander Graham
All in Favor
Vote: 3-0-1

Motion to accept the minutes of March 24, 2025 as presented.

Motion: Jonathan Barnett
Second: Alexander Graham
All in Favor
Vote: 3-0-0

Motion to accept the minutes of April 14, 2025 as presented

Motion: Jonathan Barnett
Second: Alexander Graham
All in Favor
Vote: 2-0-0
Next meeting will be held Monday, June 24, 2025

Motion to adjourn

Motion: David Gavigan
Second: Jonathan Barnett
All in Favor
4-0-0

Meeting adjourned

Materials Discussed/Reviewed at this meeting:

- PowerPoint Presentation by Val Massard
- Draft Stormwater Regulations