TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
APRIL 8, 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, Tyler Boucard 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.
4. Please check our website for any additional events or notices www.kingstonma.gov
    - Town Meeting April 26, 2025
    - Town Election May 17, 2025
5. Annual Keep Kingston Clean Event will be happening again this year. The supplies will be available at the Town Meeting, April 26, 2025. Ms. Emberg asked if anyone on the Board objects to the date.

Mr. Crone had a moment of silence for two retired Kingston employees who have passed over the weekend:
Christine Haas a former building administrative assistant and Kenneth Calvin former firefighter.

OPEN FORUM:

John Sjostedt a public safety dispatcher, discussed that Plympton and Halifax have a Community Emergency Response Team and they are looking to team up with the Town of Kingston. This team utilizes volunteers for a number of community events and any basic search and rescue along with first aid. This team does participate in 10-week structured training.

Mr. Sjostedt thanked the Chiefs for their support in having Kingston join and stated there is a meeting next being held at the senior center to on May 15th to provide information to the residents.

APPOINTMENTS:

<u>Delegate its Response to Open Meeting Law Complaint Filed Against it by Patrick Higgins on March 26, 2025, to Town Counsel</u>
Mr. Crone discussed that Patrick Higgins filed an Open Meeting Law Complaint against the Kingston Board of Selectmen for their actions at the February 25, 2025, meeting. The complaint was forwarded to legal counsel who will prepare a response on behalf of the Selectmen.
Attorney Alex Castro was in attendance to discuss the letter that was drafted and is in the meeting packet. The letter will be modified as the roll call vote was taken at the meeting just not noted within the minutes.

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

> VOTE: I move the Board of Selectmen delegate its response to the Open Meeting Law complaint response complaint filed against us by Patrick Higgins on March 26, 2025, to Town Counsel.

The Finance Committee called their meeting to order.
They revoted the operating budget.

COA Advisory Board Request to Change COA Hours

Mr. Crone handed this over to Mr. Hickey who discussed that at the March 11th COA Advisory Board meeting the Board voted in support of changing the hours at the COA. The Union has been contacted and is in agreement with the changes.
Mr. Hickey discussed that the COA Director, Holly Nighelli, is in attendance, and he continued to state the change is due to activity level.
Ms. Emberg, asked about evening programs, and stated if there isn't a need she supports the change.
Ms. Nighelli stated that the building usage agreement, and night programs can still happen with no staff.

	Current Hours	**Proposed Hours**
Monday, Wednesday, Thursday & Friday	8:30 AM-4:30 PM	8:00 AM-4:00 PM
Tuesday	8:30 AM-7:30 PM	8:00 AM-4:00 PM

Motion by Ms. Bateman, seconded by Mr. Alcombright and a 5-0-0 vote,
VOTE: I move the Board of Selectmen approve the change the hours at the COA effective May 5, 2025, as presented.

Review and Approve Updated COA Policies and Procedures

Mr. Crone stated that at a meeting in February the COA Advisory Board. There is a document included in the board packet that tracked changes of the updates that were approved by the COA Advisory Board. These changes reflect the recently updated and approved Bylaw changes.
Ms. Emberg discussed that the by-laws were recently updated so this is filtering down to the policies and procedures.

Motion by Ms. Bateman, seconded by Mr. Alcombright and a 5-0-0 vote,
VOTE: I move the Board of Selectmen approve the COA Policies and Procedures as presented.

Presentation from Town Planner on 3A Corridor Study

Town Planner, Valerie Massard was in attend to present the presentation on the 3A corridor. The full presentation along with accompanying backup is within the meeting packet.
The presentation began with the history of 3A.
Ms. Massard discussed the drop off of building which has slowed down since the 80's.
Looking forward:
Planning for the future of Kingston

- Identify road, water, sewer needs (infrastructure)
- Identify economic opportunities

Study incorporates:

- Master Plan and Municipal Vulnerability Plan
- Trends and projected growth
- Townwide Transportation Assessment
- Open Space & Recreation Plan
- Traffic analysis of intersections & recommendations
- Economic aspects & recommendations

Ms. Massard reviewed the master plan for the intersection at Big Y which is a State-owned Road.

- Encourage reuse of existing buildings, new buildings close together & near street line, 3 stories max
- Mixed use development

- Encourage building in, flexible parking standards
- Street landscape design standards
- Reconstruct Exit 20 & Tarkiln/53/Summer Street intersections

Ms. Massard discussed the recent changes that have occurred.

Ms. Massard reviewed the master plan for town center:

- Increase sewer capacity to encourage investment by private sector
- Streetscape enhancements (challenge: state road)
- Introduce on-street parking (challenge: state road)
- or construct off-street parking
- Allow mixed use at moderate scale
- Invest in walkable Town Center

Ms. Massard discussed the recent changes that have occurred.

Ms. Massard reviewed the master plan for south end of town and then reviewed the recent changes.

- Consider transitioning slowly from auto-oriented strip uses to mixed use
- Enhance walkability neighborhood & Cordage Park
- Encourage redevelopment patterns near street line & smaller-scale mixed use (challenge: state road)
- Improve Howlands Lane, Crescent Street intersections (challenge: state road)

Mr. Crone thanked Ms. Massard for her hard work on the presentation.

Motion by Ms. Emberg, seconded by Mr. Bouchard and a 5-0-0 vote,
VOTE: I move the Board of Selectmen accept the 3A Corridor Study as presented.

ADDITIONAL ITEMS:

Close Annual Town Meeting Warrant and Authorize Town Clerk to Post

Mr. Crone stated that the annual Town Meeting Warrant is scheduled to be closed this evening. The Board should vote to close the warrant to allow the final votes on the Annual Town Meeting warrant to occur.

Motion by Mr. Alcombright, seconded by Ms. Emberg and a 5-0-0 vote,
VOTE: I move the Board of Selectmen to close the 2025 Annual Town Meeting warrant.

Review and Board Vote of 2025 Annual Town Meeting Warrant Articles

Included in your Board materials is a copy of the draft of the Annual Town Meeting warrant. The warrant has been updated to reflect the votes taken at the April 2nd Finance Committee Meeting. This topic has been placed on the Board agenda to vote on the warrant articles.

The Board went through the warrants.

Article 1 – Prior Years' Bills
Motion by Mr. Alcombright, seconded by Ms. Emberg, and a 5-0-0 vote,
VOTE: I move favorable action of Article 1, Prior Years' Bills

Article 2 – Wastewater Department Supplemental FY25 Budget Request
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 2 Wastewater Department Supplemental FY25 Budget Request

Article 3 – Fire Department Supplemental FY25 Budget Request (Ms. Emberg will move the question at Town Meeting)
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 3 Fire Department Supplemental FY25 Budget Request

Article 4 – FY26 General Fund Operating Budget. The Board briefly discussed the cuts that were included in the budget before them.
Motion by Mr. Alcombright, seconded by Ms. Bateman, and a 3-2-0 vote, (Mr. Crone and Ms. Emberg voted against.)
VOTE: I move favorable action of Article 4 FY26 General Fund Operating Budget as written in the warrant

Article 5 – FY26 Water Department Enterprise Budget and Retained Earnings Appropriations
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 5 FY26 Water Department Enterprise Budget and Retained Earnings Appropriations

Article 6 – Leaching Field Debt Expense Reallocation
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 1-4-0 vote, (Mr. Bouchard voted in favor)
VOTE: I move favorable action of Article 6 Leaching Field Debt Expense Reallocation

Article 7 – FY26 Wastewater Department Enterprise Budget and Surplus Revenue Appropriations
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 7 FY26 Wastewater Department Enterprise Budget and Surplus Revenue Appropriations

Article 8 – FY26 Renewable Energy Enterprise Fund Budget (Mr. Bouchard will move the question at Town Meeting)
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 8 FY26 Renewable Energy Enterprise Fund Budget

Article 9 – Revolving Funds (Ms. Bateman will move the question at Town Meeting)
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article Revolving Funds

Article 10 – Establish a Police Revolving Fund (Mr. Alcombright will move the question at Town Meeting)
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 4-1-0 vote, (Ms. Emberg voted against)
VOTE: I move favorable action of Article 10 Establish a Police Revolving Fund

Article 11 – FY26 Transfer to Employment Liability Reserve Fund (Mr. Crone will move the question at Town Meeting)
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move favorable action of Article 11FY26 Transfer to Employment Liability Reserve Fund

Article 12 – Transfer to Other Post-Employment (OPEB) Health Insurance Liability Fund
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 12 Transfer to Other Post-Employment (OPEB) Health Insurance Liability Fund

Article 13 – Transfer to Capital Stabilization Fund
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 13 Transfer to Capital Stabilization Fund

Article 14 – Transfer to Municipal Building Insurance Fund
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,

VOTE: I move favorable action of Article 14 Transfer to Municipal Building Insurance Fund

Article 15 – FY26 Capital Equipment/Project Funding
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 15 FY26 Capital Equipment/Project Funding Projects 1-8.

Article 15 – FY26 Capital Equipment/Project Funding
Motion by Ms. Emberg, seconded by Mr. Alcombright, and a 5-0-0 vote,
VOTE: I move favorable action of Article 15 FY26 Capital Equipment/Project Funding Projects 9-11.

Article 15 – FY26 Capital Equipment/Project Funding
Motion by Ms. Emberg, seconded by Mr. Alcombright, and a 5-0-0 vote,
VOTE: I move favorable action of Article 15 FY26 Capital Equipment/Project Funding Projects 12-19.

Article 16 – FY26 Sampson Fund Appropriations
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 16 FY26 Sampson Fund Appropriations.

Article 17 – Community Preservation Committee Administrative Budget
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 17 Community Preservation Committee Administrative Budget

Article 18 – Community Preservation Fund Appropriations for Recommended Projects

Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move the Board of Selectmen recommend approval of CPC Fund Appropriation to Affordable Housing Trust

Motion by Ms. Emberg, seconded by Mr. Alcombright, and a 0-5-0 vote,
VOTE: I move the Board of Selectmen recommend approval of CPC Fund Appropriation to Fund Replacement of a Temporary Roof on Jack Burry Boat House

Motion by Ms. Emberg, seconded by Mr. Alcombright, and a 3-2-0 vote, (Ms. Emberg and Mr. Alcombright voted against)
VOTE: I move the Board of Selectmen to recommend approval of CPC Fund Appropriation to Evergreen Cemetery Historic Preservation

Motion by Ms. Emberg, seconded by Mr. Alcombright, and a 5-0-0 vote,
VOTE: I move the Board of Selectmen to recommend approval of CPC Fund Appropriation to Fund Historical Tree Evaluation at the Old Burying Ground

Motion by Ms. Emberg, seconded by Mr. Alcombright, and a 5-0-0 vote,
VOTE: I move the Board of Selectmen to recommend approval of CPC Fund Appropriation to fund Bates Pond Accessible Trail Project

Article 19 – FY26 Elected Officials Compensation
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 4-1-0 vote, (Ms. Emberg voted against)
VOTE: I move favorable action of Article 19 FY26 Elected Officials Compensation

Article 20 – FY26 Wage and Personnel Bylaw; Amendments and Compensation Schedule
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 4-0-1 vote, (Ms. Bateman abstained)
VOTE: I move the Board of Selectmen recommend approval of Article 20 – FY26 Wage and Personnel Bylaw; Amendments and Compensation Schedule

Article 21 – FY26 Federal Stormwater Permit (Mr. Bouchard will move the question at Town Meeting)
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 21 FY26 Federal Stormwater Permit

Article 22 – Repurpose the Lake Street Shared Use Path Engineering Funding Approved at the 2023 Annual Town Meeting, Article 17, Line 4, to update the Complete Streets Plan and other engineering-related road and pedestrian safety projects (Mr. Crone will move the question at Town Meeting)

Motion by Ms. Emberg, seconded by Mr. Bateman, and a 5-0-0 vote,
VOTE: I move the Board of Selectmen recommend approval of Article 22 – Repurpose the Lake Street Shared Use Path Engineering Funding Approved at the 2023 Annual Town Meeting, Article 17, Line 4, to update the Complete Streets Plan and other engineering-related road and pedestrian safety projects

Article 23 – Waterways Improvement Funds Appropriation
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 23 Waterways Improvement Funds Appropriation.

Article 24 – Creation a Public Works Department (Mr. Crone will move the question at Town Meeting)
Mr. Crone gave background information for the presentation that will be made at Town Meeting which was shared on the screen and is in the Board materials.
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 24 Creation a Public Works Department.

Article 25 – Adopt Chapter 22 I of the HERO Act for Cost and Living Adjustments and an Additional Property Tax Exception
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 4-1-0 vote, (Ms. Emberg voted against)
VOTE: I move favorable action of Article 25 Adopt Chapter 22 I of the HERO Act for Cost and Living Adjustments and an Additional Property Tax Exception.

Article 26 – Adopt Chapter 22 J of the HERO Act for Cost-of-Living Adjustments and an Additional Property Tax Exception
Motion by Ms. Emberg, seconded by Mr. Alcombright, and a 4-1-0 vote, (Ms. Emberg voted against)
VOTE: I move favorable action of Article 26 Adopt Chapter 22 J of the HERO Act for Cost and Living Adjustments and an Additional Property Tax Exception.

Article 27 – Establish a Taxation Aid Committee
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 0-5-0 vote,
VOTE: I move favorable action of Article 27 Establish a Taxation Aid Committee.

Article 28 – Authorize the Selectmen to Accept/Dispose of Property (Ms. Bateman will move the question at Town Meeting)
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 28 Authorize the Selectmen to Accept/Dispose of Property

Article 29 – Amend Zoning Bylaws and Zoning Map for Mixed-Use Redevelopment Overlay District (MUROD)
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 29 Amend Zoning Bylaws and Zoning Map for Mixed-Use Redevelopment Overlay District (MUROD).

Article 30 – Modification to Zoning-Accessory Dwelling Units
Motion by Ms. Emberg, seconded by Mr. Bouchard, and a 5-0-0 vote,
VOTE: I move favorable action of Article 30 Modification to Zoning-Accessory Dwelling Units.

Article 31 – Amend the Town of Kingston Zoning Bylaw-Uses in Commercial District

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

VOTE: I move favorable action of Article 31 Amend the Town of Kingston Zoning Bylaw-Uses in Commercial District.

Appointment to Agricultural Commission

Mr. Crone discussed that due to a resignation at the last Board meeting, associate member Elizabeth Corbett is requesting to be moved from an associate member to a voting member. The Agricultural Commission provided comments on their recommendation of having Ms. Corbett as a voting member.

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

VOTE: I move the Board of Selectmen appoint Elizabeth Corbett to the Agricultural Commission effective immediately through June 30, 2026.

Acceptance of Donation to the Council on Aging

The COA received multiple donations in memory of Mary Boman, a Kingston Resident. The Director of Elder Affairs is requesting the Board of Selectmen accept these donations.

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

VOTE: I move the Board of Selectmen accept the following donations to the Kingston Council on Aging in memory of Mary Boman:

$25 Donation from Kathy Hogan and Stacy Watts
$50 Donation from Alan & Christina Palmer
$50 Donation from Robert & Pamela Macmurdo
$50 Donation from Constance & Barry Murphy
$25 Donation from Jean McAdams-Jenkins
$100 Donation from Dorothy (Dolly) Bicknell

Close Annual Town Meeting Warrant and Authorize Town Clerk to Post

The annual Town Meeting Warrant is scheduled to be closed this evening. The Board should vote to close the warrant to allow the final votes on the Annual Town Meeting warrant to occur.

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

VOTE: I move the Board of Selectmen to authorize the Town Clerk to post the April 26, 2025, Annual Town Meeting warrant.

Approval of Open Session Meeting Minutes of January 21, 2025, February 11, 2025, February 25, 2025, and March 11, 2025

Motion by Ms. Emberg, seconded by Mr. Alcombright and a 4-0-1 vote, Mr. Bouchard abstained

VOTE: I move the Board of Selectmen accept the open session meeting minutes as amended for February 25, 2025

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

VOTE: I move the Board of Selectmen accept the open session meeting minutes as amended for January 21, 2025, February 11, 2025, and March 11, 2025, as amended.

TOWN ADMINISTRATOR'S REPORT:

Project Updates

- The Ring Road drainage improvement project has begun. Acting Streets, Trees, and Parks Superintendent Shawn Turner has coordinated the necessary detours with the Police, Fire and School Departments to minimize the impacts to the residents and school buses.

- The Water Department and their engineer met with the Police Department and MassDOT to review the

Personnel Update

- Interviews for Assistant Director of Elder Affairs have begun. I anticipate the recommended candidate being brought forward at the April 22nd Selectmen's meeting.

Miscellaneous Updates

- I have begun scheduling time at the Council on Aging on the first Thursday of every month to discuss items of interest.

SELECTMEN COMMENTS:

Mr. Crone thanked Shawn Turner for stepping up to help the Town for taking on Interim Superintendent.
Ms. Emberg watched the Kingston School Committee meeting, and they found an additional $96,000 in their budget as something was duplicated.

Next Meeting April 22nd at 6pm

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

VOTE: I move to adjourn

The meeting was adjourned at 7:53 PM

Respectfully submitted,

Patricia Tucker
Assistant to the Town Administrator and Board of Selectmen

Documents used at the meeting:
Agenda Addendum
Town Administrator Report
Memo from COA Board
COA Policies and Procedures
Presentation from Town Planner
Draft Warrant
Appointment Information
Open Meeting Law Complaint
Meeting Minutes