



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION MINUTES
TOWN HOUSE-26 EVERGREEN ST. ROOM 200 & VIA ZOOM
June 3, 2025

6:00 p.m. – CALL TO ORDER – ROOM 200

Vice Chairman Kimberley Emberg called to order the meeting 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 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. There are 3 seats on the Finance Committee, if you are interested, please reach out to the Moderator.
4. There is one open seat on the Capital Planning Committee.
5. The Farmers Market will be held the first Sunday through October at Grays' Beach.
6. Transfer Station Sticker expire June 30th, and new sticker are being sold now.
7. New Town House Hours Begin on June 30th.
8. Please check our website for any additional events or notices www.kingstonma.gov
9. Music Nights begin on June 24th at the Beach.

OPEN FORUM:

There was no one in attendance for open forum.

APPOINTMENTS:

Update from Tax Title Custodian

Ms. Emberg stated that the Tax Title Custodian works at the direction of the Board of Selectmen.

Tax Title Custodian, Jim Franklin provided the Board with an update and reviewed his memo with the Board.

Actions taken to date:

1. Review of Legacy Data:

I have reviewed the prior Tax Possession spreadsheet and confirmed with the Town Administrator and Treasurer that the dataset was current as of May 2025.

2. Cross-Verification of Parcel Records:

All 42 parcels from the 2023–2024 list were reviewed and compared against GIS data, property cards, and Plymouth County Registry of Deeds (PCRoD) records. Key findings:

- 24 parcels (57.1%) had verified judgments foreclosing all rights of redemption in favor of the Town (Tax Possessions); those records are recorded at PCRoD.

- 3 parcels (7.1%) had records indicating redemption or release of lien (data should be updated accordingly):

- 2 parcels (4.7%) were acquired via quitclaim deed and do not qualify as Tax Possessions: Parcel #17-56
Parcel #67-93

- 13 parcels (30.9%) had recorded liens but no judgment documents found (indicating open foreclosure process).
These include:

3. Tracking System Created:

A new working tracking spreadsheet has been developed to separate confirmed Tax Possessions (TP) from those requiring further documentation or legal verification.

4. Draft Standard Operating Procedures (SOP):

A working draft of the Tax Title Custodian SOP has been submitted for Board review and adoption. This document is intended to serve as a living guide to the Town's process, incorporating updates as our work progresses.

5. Parcel Files Compiled:

Individual parcel folders have been created for all confirmed Tax Possessions, as well as short title parcels. These include GIS maps, property cards, Registry records, and other supporting documentation. Recommendations for next steps are summarized in the master tracking sheet (TP only currently).

Requests for Board Consideration:

a. Town Counsel Checklist:

per our previous request, we respectfully request Board engagement with Town Counsel (TC) to develop a checklist clarifying what documentation must be reviewed to confirm foreclosure completion; consider this process as an independent 3rd part process with the intent of ensure we document that all proper steps have been taken prior to a parcels disposition..

b. Record Clarifications (Parcels 4b, 4c, 4d):

We request the Treasurer/Collector investigate the 18 parcels listed in Sections 4b, 4c, and 4d to confirm redemption status or produce judgment documents where applicable.

c. Departmental Input (Section C):

With Board approval, we will reach out to all relevant department heads to incorporate zoning, conservation, infrastructure, and planning insights into our parcel recommendations.

d. Tax Lien Monitoring:

We have beginning preliminary reviews of all (125) tax lien parcels (short title list) in anticipation of future judgments. Our goal is to identify combinations of parcels that may enable smart growth opportunities.

e. Short Title List Clarity:

We seek clarification on the current Munis Short Title report, which includes 125 tax lien parcels totaling ~\$3.7M in outstanding taxes. Please note that seven parcels do not appear in the GIS system.

f. Board Liaison Appointment:

We request the Board designate one Selectman to act as liaison for this initiative, supporting coordination between departments and collaborating on strategic direction.

Mr. Pike asked if Mr. Franklin has spoken to the Tax Title Attorney to which Mr. Franklin stated that he would speak to them if directed by the Board.

Mr. Franklin requested contact from the Board to which he can keep in constant contact with. He stated if he had questions about the data he could go through it.

Ms. Bateman asked if the Treasurer/Tax Collector be the Liaison? Ms. Emberg answered that he is looking for someone to reach out to you in the evening, not an employee, and has no issues with him reaching out to any employee.

Mr. Moalli the Tax Collector and Interim Treasurer asked the Board if they could respectfully work on the list that Mr. Pike had worked on when he was the Treasurer and had provided to the Board years prior, and no action has been taken since. Mr. Moalli stated that he brought forth 20 properties to an auction, 2 of those properties have paid.

Mr. Pike would be happy to get involved to help facilitate.

Mr. Moalli spoke about the new laws that were implemented on the short title list.

Mr. Hickey discussed having Mr. Pike, Mr. Moalli and Mr. Franklin, all having a conversation to get this process moving.

Ms. Emberg likes process procedures and supports this process.

Mr. Pike can work as the Liaison for the Board and help with the process of taking action to get these parcels off the rolls.

Approval of New Common Victualler License Happy Jan's Ice Cream

Ms. Emberg explained that Happy Jan's Ice Cream is requesting a new common victualler license. The said application will be at 269 Pembroke Street for the hours of 12:00pm – 9:00pm. Department Heads were notified and there were no objections.

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

VOTE: I move the Board of Selectmen approve the new common victualler license for Happy Jan's Ice Cream effective immediately through December 31, 2025.

Presentation of Recommended Town Roads to be Resurfaced in 2025

Ms. Emberg stated that Acting Superintendent Shawn Turner is in attendance to present the list of roads he is recommending be milled and overlaid during the summer of 2025.

Mr. Turner explained the software program Street Logic, was purchased a few years ago to assist in compiling the list of recommended roads to be resurfaced and how that works.

If they do all the work that was generated from the software, there will be roughly \$32,000 left in Chapter 90 funds.

Mr. Alcombright asked about the liability if an individual has car issues, on items that were listed. Mr. Hickey stated the Town has 24 hours to fix the problem.

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

VOTE: I move the Board of Selectmen to approve the recommended roads presented this evening for repaving and crack sealing.

Discussion of Changing Transfer Station Hours on Mondays

Ms. Emberg discussed that at the May 20, 2025, Board Meeting, a resident asked the Board to consider continuing the existing Monday evening hours during open forum. Currently, the Transfer Station is open until 7:45 pm on Monday evenings. Beginning in FY26, the evening hours have been eliminated due to budget constraints.

Ms. Emberg noted that the Board approved the changing of the hours and supports the decision that the Town Meeting supported.

Mr. Hickey discussed the current employees and the process of how Mondays at the Transfer Station are currently run.

Mr. Hickey mentioned the process that he and Mr. Turner worked through to see if changing the hours would work.

Ms. Emberg noted that it is more complicated than just adjusting the hours.

Mr. Hickey stated that roughly 25 cars go on a Monday from 3:45-7:45 during the year with a bit of an increase in the summer.

The Board did not take a vote this evening as there will be no changes and the transfer station hours.

Appointment of Streets, Trees and Parks Interim Foreman

Ms. Emberg discussed at the May 20th Board Meeting, the Board approved temporary staffing with the Streets, Trees and Parks Department. After the recruitment process Adam Doucette is recommended to the position of Temporary Foreman. Mr. Turner discussed that there were 2 applicants, and Mr. Doucette was the best candidate and is a great asset to the Town.

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

VOTE: I move to appoint Adam Doucette to the position of Interim Streets, Trees and Parks, Foreman a Grade 9, Step 6, nonexempt position within KTEU Labor with the Streets, Trees and Parks Department with an anticipated start date of June 4, 2025, contingent with the terms in the offer letter.

Request for One Day Liquor License from Forty Second Brew Co

Ms. Emberg discussed that Stephen Darby from Forty Second Brew Co is requesting a one-day license for The First Parish Church Yard Sale located at 222 Main Street, Kingston on June 14, 2025, from 9am-2pm

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 request from Stephen Darby of Forty Second Brew Co for the First Parish Church Yard Sale located at 222 Main Street, Kingston on June 14, 2025, from 9am-2pm.

Appointment of Additional Animal Inspector

Ms. Emberg stated that Chief Holmes is requesting to be appointed as an Additional Animal Inspector as a backup. Chief Holmes reached out to the MA Dept of Agricultural Resources Division of Animal Health who provided guidance on process, that communication is in the board materials.

Ms. Emberg stated she spoke with Chief Holmes regarding this appointment.

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

VOTE: I move to appoint Police Chief Brian Holmes as an Additional Animal Inspector through April 30, 2026.

ADDITIONAL ITEMS:

Acceptance of Donation

Ms. Emberg stated that the Veteran's Department received a donation and is asking the Board to accept:

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

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

- \$100 from Richard and Lynn Arruda for the Kingston Memorial Day Parade and Community Cookout.

Appointment of Plymouth County Advisory Board Member

Ms. Emberg explained that in accordance with M.G.L. Chapter 35, Section 28B, as amended, the Board of Selectmen makes an annual appointment of a representative to the Plymouth County Advisory Board for county expenditures for FY26. The current appointment is Kimberley Emberg. The Plymouth County Advisory Board meets annually in June to approve the budget and usually once more around December to approve any supplemental budget changes.

Ms. Emberg is happy to continue.

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

VOTE: I move the Board of Selectmen to appoint Kimberley Emberg as a member of the Plymouth County Advisory Board effective July 1, 2025, to June 30, 2026.

Appoint a Selectmen to Serve as a Signatory Member on the Old Colony Metropolitan Planning Council

Ms. Emberg explained that Old Colony Planning Council (OCPC) is seeking a Select Board Member from a community with a population of less than 15,000 to serve as a Signatory Member on the Old Colony Metropolitan Planning Organization (MPO). This Board of Selectmen Member would be serving the remainder of Mr. Bouchard's term as a Signatory on the MPO.

It was explained that the Old Colony MPO is the organization of officials that are charged with making and prioritizing transportation policy and funding decisions. The Old Colony MPO is the mechanism from which federal transportation funds are allocated throughout the region.

The MPO Meetings are held virtually at 10 am on the third Tuesday of the month (regular meetings occur monthly from January through June, with additional monthly meetings as needed, and may be up to a total of ten in a busy year). The meetings are usually less than one hour in duration.

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

VOTE: I move the Board of Selectmen recommend Donald Alcombright and Kimberley Emberg as backup for the Kingston Board of Selectmen Nomination for the Old Colony Metropolitan Planning Organization effective immediately to October 31, 2026.

Appointment to the COA Advisory Board

The COA Advisory Committee has a vacancy for an Associate Member. Deborah Bruno provided an email stating her interest in the position. After reviewing, the COA Advisory Board is recommending the appointment of Deborah Bruno for the position.

Current Member Caty Starr will be leaving the Board after her term ends in June. After reviewing applications, the COA Advisory Board is recommending the appointment of Gail DeThomaso to fill that position.

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

VOTE: I move the Board of Selectmen appoint Deborah Bruno to the position of COA Advisory Board Associate Member effective immediately, expiring on June 30, 2026.

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

VOTE: I move the Board of Selectmen to appoint Gail DeThomaso to the position of COA Advisory Board effective July 1, 2025, through June 30, 2028.

Appointment of COA Van Driver

The COA has multiple vacancies for COA Van Driver. After the recruitment process, Holly Nighelli the COA Director is recommending the hiring of Sean Lee to the position.

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

VOTE: I move to appoint Sean Lee to the position of COA Van Driver a Grade 3, Step 2, nonexempt position within KTEU Labor with the Council on Aging Department with an anticipated start date of June 4, 2025, contingent with the terms in the offer letter."

Appointment to Kingston's 300th Committee

The Kingston 300th Committee has vacancies, Paula Barry and Michael La Natra are requesting appointment to the 300th Committee. The 300th Committee reviewed its request at their May 21st meeting and are recommending their appointment. There are currently nine members of the committee. No maximum number of members was set.

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

VOTE: I move the Board of Selectmen appoint Paula Barry and Michael La Natra to the Kingston 300th Committee effectively immediately through the duration of the project.

Request to Declare Town Property as Surplus

The Harbormaster is requesting the Board to deem the following Town property as surplus.

- 6 - 4' x 20 floats – These floats are at the end of their useful life, cannot be repaired.

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

VOTE: I move the Board of Selectmen declare the 6 floats used at the Town docks surplus and approve of their disposal.

Update on the Status of Establishing a Department of Public Works

Ms. Emborg stated she had no comments as she would like to have full Board when discussing. There is a public hearing scheduled for June 17th.

MEETING MINUTES: Approval of Open Session Meeting Minutes – May 20, 2025

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

VOTE: I move the Board of Selectmen to approve the open session meeting minutes of May 20, 2025, as amended.

TOWN ADMINISTRATOR'S REPORT:

Mr. Hickey read from his report:

Financial Updates

- The Selectmen will be presented year end transfers at your July 1st and 15th Board meetings.

Project Updates

- Transfer Station permits for the upcoming year beginning July 1st will be available to purchase online shortly. There will be a link on the Town website that residents can use to provide the necessary information and have the decal mailed to you rather than having to travel to Streets, Trees, and Parks in person to purchase the permit.
- Working through Town Planner Valerie Massard, a grant will be filed to continue the remediation and monitoring of contamination at the former fire station site on Maple Street. The grant funding request is \$245,000 that includes in the scope of work remediation injections into identified contaminated soils, follow up monitoring and necessary reporting. If the grant is approved, the work described above will occur in 2026.

Personnel Update

- Firefighter/paramedic Ryan Pittsley has been hired effective July 1st.
- Teen and Emerging Technology Librarian Catherine Dwyer has submitted her resignation effective August 1st.

Miscellaneous Updates

- Thank you to all of the volunteers that organized the Memorial Day activities last week. The day was a wonderful tribute to those who sacrificed for our freedoms.
- The Kingston Sewer Commission postponed its public hearing on June 5, 2025 at 6:30 PM in Room 200 of the Town Hall, 26 Evergreen Street, Kingston, to discuss and vote on Sewer Rates, Charges, Fees and Civil Penalties and Sewer Rules and Regulations, Special Assessments, Betterment, Privilege Fees and amendments.
- The Board of Selectmen will hold a public hearing at their June 17th 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:

Ms. Emberg thanked Nick Derbes for his service to the Town. Mr. Hickey spoke a few words of Mr. Derbes and said that he reached out to the City of Somerville to let them know they were getting a great employee.

Mr. Pike discussed the State budget and for Kingston our state aid is within \$20,000 of what we have in the budget. He also stated that Silver Lake is to the good by almost \$200,000 from what they have in their budget.

Motion by Mr. Alcombright, seconded by Ms. Bateman, and a 4-0-0 vote,
VOTE: I move to adjourn

The meeting was adjourned at 7:39 PM

Respectfully submitted,

Patricia Tucker
Assistant to the Town Administrator and Board of Selectmen

Documents used at the meeting:

Agenda
Agenda Addendum
Town Administrator Report
Tax Title Information
Presentation by Streets
Common Victualler License
Appointment
Animal Inspector
Donations
Appointments
Meeting Minutes