



Office of the Kingston Planning Board

Kingston Town House
26 Evergreen Street
Kingston, Massachusetts 02364

Meeting Minutes of August 25, 2025

Approved November 10, 2025

Members:

Thomas Bouchard, Chair
David Gavigan, Vice Chair
Alexander Graham, Clerk
Robert Ketter, Member
Jonathan Barnett, Member
Vacant, Associate Member

CALL TO ORDER

Tom Bouchard called the meeting to order at 7:10PM and held a roll call vote:

ROLL CALL

Thomas Bouchard-Chairman: Present
David Gavigan-Vice Chairman: Present
Alexander Graham-Clerk: Present
Robert Ketter: Present
Jonathan Barnett: Not Present

Staff Present:

Valerie Massard, Town Planner
Paula Green, Administrative Assistant

AGENDA ITEMS:

Approval Not Required Plan: 198 and 200 Main Street, Kingston MA 02364 (Map 46, Lots 39 and 40); +/- 2.076 acre Parcel B from 200 Main Street to be conveyed to 198 Main Street. Plan prepared by Robert S. Finney PLS of Middleborough, Massachusetts. Valerie Massard explained the ANR plan is in the R20 Zone where 198 Main St. obtains land from 200 Main St. reserving a driveway easement for 200 Main Street. Owner/Applicant Ken Goldberg clarifies he owns both properties and is making the conveyance. Both lots remain conforming with respect to legal frontage and area.

Motion to endorse the ANR plan as presented:

Motion: Alexander Graham
Second: David Gavigan
All in Favor:
Vote: 4-0-0

Potential Zoning Article for Town Meeting: Under Definitions for Accessory Related Terms in Section 2.2 or within the Text of Section 7.8 - depending on advice of counsel: LEGAL OWNERSHIP: The proposed Use ADU shall be accessory and not be legally separated or conveyed apart from the Principal Dwelling in order to keep the accessory nature of the ADU.

Valerie Massard attended a Municipal Management Association training where the Attorney General's office offered their opinion on ADUs, stating they must stay accessory to the main house, and that they are, in recent opinions, accepting language stated above in some communities as a land use, rather than an ownership based, regulation. Thomas Bouchard explained the benefits of ADUs in Kingston, emphasizing owner occupation. Concerns are raised about landlords using ADUs for rental properties, and the need for special permits for additional ADUs. Valerie Massard suggests including language in the zoning bylaw to prevent legal separation of ADUs and is open to the opinion of the Board. After further discussion, Thomas Bouchard suggests the Board move forward with holding a public hearing on the zoning bylaw change for ADUs. Robert Ketter makes a motion to have a public hearing, which is seconded and approved. Valerie Massard mentions the need to get legal notice for the newspaper by Friday in order for a public hearing to be held before the town meeting warrant closes. Thomas Bouchard explains the importance of the ADU Bylaw and the state's mandates.

Motion to move forward with the notice for a potential zoning article as described.

Motion: David Gavigan

Second: Alexander Graham

All in Favor:

Vote: 4-0-0

TOWN PLANNER REPORT:

Town Planner, Valerie Massard

- Announces the lifting of the water moratorium, generating more building permit activity; and that the Planning Department needs a part-time admin to handle the increased workload, as Paula supports the Building Dept and is too busy to support Planning.
- Thomas Bouchard discusses the Wingate project, which may file for duplexes for 55 and over, and the need for a special permit.
- Valerie Massard mentions the potential reuse of the old convent on Bishop's Highway for a rehab facility, which is on the next Planning Board agenda.
- Valerie Massard updates on the launch of the online building permit system, expected to go live mid-September. The system will improve communication and accessibility for all departments involved in permitting. Thomas Bouchard and Valerie Massard discuss the challenges and successes of previous systems. The new system includes onboarding

support and pre-programmed features, making it easier to implement.

- Valerie Massard lists pending grant applications, including a master plan update, engineering grants for intersections at Exit 20 and Tarkiln/3A/Route 53, and cleanup of the Maple Street fire station.
- The Planning Department is working on a long-term plan for Main Street sidewalks and repairs in conjunction with the Highway Department.
- Valerie Massard mentions the ADA Transition Plan grant will be wrapping up soon, as inspections have just been completed.
- The Complete Streets prioritization plan is being updated for grant funding opportunities.

MINUTES:

No minutes were approved, as members that would be able to vote were not present.

Next meeting is scheduled to be held Monday, September 8, 2025

Motion to adjourn made by Alexander Graham, seconded and unanimously approved.

Meeting adjourned 7:35 PM

Materials Discussed/Reviewed at this meeting:

Plan prepared by Robert S. Finney PLS of Middleborough, Massachusetts for 198-200 Main Street, Kingston, MA