



TOWN OF KINGSTON
BOARD OF SELECTMEN
OPEN SESSION MINUTES
ROOM 200/ZOOM
April 5, 2022

Chairman Kimberley Emberg called to order the meeting of the Board of Selectmen at 6:00 PM. Selectmen in attendance: Donald Alcombright, Sheila Vaughn, and Richard Arruda. The Board did a roll call vote as Donald Alcombright is attending remotely.

Staff Present: Keith Hickey, Town Administrator; Gloria Mitchell, Assistant Town Administrator; Patricia Tucker, Assistant to the Town Administrator.

Announcements Ms. Emberg read:

- This meeting is being recorded by PACTV. Anyone intending to make an audio or video recording of this meeting should notify the Chair at this time.
- Financial Assistance Applications are available on the Town's website or by calling the Selectmen's Office.
- The Annual Town Election is being held on April 23 at Kingston Elementary School.
- Town Meeting is being held on Saturday, May 14, at 9 AM at the Kingston Intermediate School.
- KOI Pond Estates is accepting applications for the lottery on the affordable units; more information is available on our website.
- There is a vacancy on Capital Planning Committee.
- The Senior Center is now open on Fridays.

OPEN FORUM

- Sara Otten of 168 Country Club Way spoke on behalf of the Indian Pond Neighborhood Association and asked the Board to reopen the Annual Town Meeting Warrant so the association can place a petitioned article on the Warrant to fix the roads in Indian Pond Estates.
- Tim Fontaine of 137 Country Club Way spoke on the same topic to state that the association made a mistake and missed the deadline of the closing of the Warrant and would like to put this on the Warrant as the roads are deteriorating.
- Pine duBois of Jones River Water Shed Association is looking for fish counters for the upcoming Herring Run. You can sign up at JonesRiver.org.
- Martha Shanahan, the Outreach Coordinator at the Council on Aging, attended to talk about what is happening at the COA. In honor of National Health Care Decisions Day, Ms. Shanahan will host a Table Talk event at the COA on Thursday, April 14, from 10-12 on Advance Care Directives.

APPOINTMENTS

Joint Meeting with Sewer Commissioners to Discuss Comprehensive Wastewater Management Plan The Ms. Emberg spoke briefly and introduced Ms. Elaine Fiore, Chairman of the Sewer Commissioners, who explained that the Department of Environmental Protection required an updated Comprehensive Waste Management Plan as part of the Wastewater Treatment Plant expansion. The current plan is 23 years old, and much has changed since then. The Comprehensive Wastewater Management Plan (CWMP) will assist Kingston in managing its water resources while meeting current and future human needs, as well as those of the environment. Some areas the Wastewater Management Plan will address are nutrient

reduction to restore estuaries, water management and aquifer recharge, stormwater management, and the impact of humans on water resources.

David Young of CDM Smith shared his screen to present the Comprehensive Management Plan to the Board.

Ms. Kara Johnston of CDM also spoke regarding the presentation and asked the Board if they had any questions.

Ms. Vaughn asked how long the hydrogen levels would be monitored? Ms. Fiore answered that this would be reported regularly.

Pine duBois of Jones River Watershed talked about the draining of the river into Cape Cod Bay and that the Jones River drains the most nitrogen to Cape Cod Bay. DEP is notified immediately if this happens and there have been no issues or violations.

Joint Meeting with Board of Water Commissioners to discuss Office Administrator Position

Ms. Emberg briefly discussed that the Water Commissioners are joining the meeting to discuss the Office Administrator position.

Bud Loring, the Chairman of the Water Commissioners, started by stating that Ms. Emberg reached out to the Office Administrator asking about the position and requested any backup she may want the Selectmen to review before the discussion.

Mr. Loring discussed the position and the 2013 job description.

Bob Kostka of the Water Commissioners joined the conversation and provided a timeline to the Board for reconsidering the position over the years.

Ms. Emberg referred to the Board of Selectmen executive session minutes in the meeting packet in which the Board discussed that this position would not take a pay cut as Mr. Kostka believed it would.

Mr. Hickey spoke about this and how this was brought to the Board this evening and said that many of the administrators that support a department head do the same as the current water administrator.

Motion by Mr. Arruda, second by Ms. Vaughn and a 4-0-0 vote, by roll call vote

VOTE: I move the Board of Selectmen to uphold a prior Board of Selectmen decision to allow the Water Department Office Administrator position into the Kingston Town Employee Union.

ADDITIONAL ITEMS

Acceptance of Donation of Pratt's Pond Parcel, 88-2

Mr. Matt Penella, the Conservation Agent, discussed at the Conservation Commission Meeting on March 9, 2022, the Conservation Commission accepted the donation of the Pratt's Pond Parcel, 88-2 from Beth A. Glassford and Janet M. Tusing. The property is a 7.1-acre parcel abutted by parcels owned by the Town of Kingston and the Commonwealth of Massachusetts.

Motion by Mr. Alcombright, second by Mr. Arruda and a 4-0-0 vote, by roll call vote

VOTE: I move the Board of Selectmen to accept the donation of the Pratt's Pond Parcel, 88-2 from Beth A. Glassford and Janet M. Tusing to be held by the Conservation Commission as Conservation Land.

Request to purchase Town Property

Ms. Emberg briefly introduced this agenda item and handed it to Mr. Hickey. P&K Realty Trust has approached the Town Administrator regarding their interest in purchasing a 3.82-acre parcel of Town property with frontage on Route 44.

Mr. Hickey discussed that the process of purchasing Town property must go before Town Meeting. The information was circulated to Department Heads to determine if a department supports retaining the property. All responding Department Heads indicated this property is surplus and does not need to be retained.

Mr. Penella spoke to this property, and his concern was that he was unclear what the end use of this property would be.

Mr. Nory explained that this would be for the Cardinal Cushing School to be used for agricultural learning by having an organic cranberry bog.

Mr. Hickey asked if they could still do their project without this parcel of land and if they knew if there would be significant earth removal for this project.

Mr. Nory stated he could move forward with his project without this property, and there will be some earth removal, but he is unsure how much.

Mr. Tom Calter of 4 Village Path spoke on behalf of the Nory family and how this project came to light for the Nory Family.

Pine duBois of 93 Elm Street is not opposed to organic cranberries, but she wanted to speak to the map and pointed out Indian Pond, and she believes there is value in the property. Ms. duBois discussed protecting the resources and would like to see a plan for the project.

Mr. Calter reiterated that they are not before the Board for permission on the project; they are asking to be put on the Warrant to purchase the property.

It was discussed that if the property is authorized to be sold, it would be sold by competitive bid.

Jim Franklin of Winthrop Street is concerned with the land passing to someone else in the future and that this may get in the hands of someone wanting to do something else with the property.

Mr. Hickey stated he could modify the warrant wording to minimize the uses of the property; he will work with legal counsel to have language added for agricultural restrictions added.

Motion by Ms. Vaughn, second by Mr. Arruda, and a 4-0-0 vote, roll call vote.

VOTE: I move the Board of Selectmen to approve a warrant article to be included on the Spring 2022 Town Warrant requesting authorization to sell Town property identified as Map Lot 96-7, and with legal counsel advise to amend the language with agricultural restriction.

Open/Close Annual Town Meeting Warrant

Mr. Hickey spoke to this item as to why this is before the Board.

Ms. Emberg asked the Board if they wanted to consider reopening the Warrant again for the item for Indian Pond that was discussed at Open Forum.

Ms. Emberg asked the staff if other petitioned articles had been turned away due to being late, and it was answered that residents have called the office and have been turned away.

The Board agreed that if they have turned others away, they will not accept this.

Motion by Ms. Vaughn, second by Mr. Arruda, and a 4-0-0 vote, roll call vote.

VOTE: I move the Board of Selectmen to open the May 2022 Annual Town Meeting warrant.

There were no comments regarding adding the new articles in the meeting packet and removing the two that are no longer needed.

Motion by Mr. Alcombright, second by Ms. Vaughn, and a 4-0-0 vote, roll call vote.

VOTE: I move the Board of Selectmen to accept the additional warrant articles received after the Warrant closed on January 21, 2022, remove the article on the deficit on snow and ice, and remove the article to transfer funds into the capital stabilization fund.

Motion by Mr. Alcombright, second by Mr. Arruda, and a 4-0-0 vote, roll call vote.

VOTE: I move the Board of Selectmen to close the May 2022 Annual Town Meeting warrant.

Discussion of Creating a Kingston 300th Committee

Mr. John Bartlett, a member of the Historical Commission, was in attendance and is looking to form a formal committee; within that committee, they would like a member of the Historical Commission to be placed on the committee. Mr. Craig Dalton and Mr. Ken Brack were also in attendance. Ms. Emberg stated that the Clerk's office also provided a list of ideas for the Kingston 300th Committee.

Along with the initial committee, they would also see a few sub-committees for different events.

They will come back before the Board on a recommendation of whom will be on the committee.

There was no vote at this time.

Discussion on Reestablishing Public Safety Building Committee

Ms. Emberg mentioned that the Administration and the Board of Selectmen had discussed a complex, and they are now looking into this.

Ms. MacFarlane, who is a member of the Police Station Committee, stated that a public safety complex is what they originally wanted and didn't move forward with that. At the time, there were no grants for this project.

Ms. MacFarlane would support a new idea of a public safety building committee.

Ms. Emberg asked Ms. MacFarlane to have a meeting and discuss this, then come before the Board again. It was requested that when they have that meeting, they invite the Chiefs and the Town Administrator to that meeting so they can share the discussion.

Change of Manager to Hilltop Athletic Club

Mr. Hickey said this is an update to the Hilltop Athletic Club and the change of manager to Kenneth Moalli.

Motion by Mr. Alcombright, second by Ms. Vaughn, and a 4-0-0 vote, roll call vote.

VOTE: I move the Board of Selectmen to approve a change in manager on the liquor license of the Hilltop Athletic Club to Kenneth Moalli.

Acceptance of Resignation from Historical Commission

Ms. Emberg explained that Adam Augello had submitted his resignation from the Historical Commission.

Motion by Ms. Vaughn, second by Mr. Arruda, and a 4-0-0 vote, roll call vote.

VOTE: I move the Board of Selectmen to approve the resignation of Adam Augello from the Historical Commission, effective immediately.

Acceptance of Veteran Donations

Veterans Department and Recreation Department are requesting that the Board accept the following donations:

Motion by Ms. Vaughn, second by Mr. Arruda, and a 4-0-0 vote, roll call vote.

VOTE: I move the Board of Selectmen to accept the following donations for the Veterans Department:

- \$100 donation from Rui and Joann Santos
- \$50 grocery gift card donation from Marvin and Carol Nickerson

Acceptance of Recreation Donation

Mr. Emberg asked about where the donation was coming from Mr. Andy Davis stated that the money was in the account for a while of the Boneyard Dog Park; he is requesting the Board accept a \$500 donation for the Grey's Beach Playground Reconstruction.

She is struggling as the Town Ms. Emberg stated that she is struggling with accepting this donation as the Town put in the budget the waste removal. Mr. Davis said he would donate money back to the Town as much as possible.

Motion by Mr. Arruda, second by Mr. Alcombright and a 4-0-0 vote, roll call vote

VOTE: I move the Board of Selectmen do not accept the following donations for the Recreation Department:

- \$500 from the Boneyard Dog Park

Ratify Employment Contracts of the Assistant Town Administrator and Deputy Fire Chief

Ms. Emberg discussed that at last week's executive session, the Board reviewed a contract amendment for the Assistant Town Administrator's employment agreement and the Deputy Fire Chief.

Ms. Emberg spoke briefly about this contract as it was discussed at the executive session.

Mr. Hickey discussed an extra week's vacation.

Motion by Ms. Vaughn, second by Mr. Arruda and a 3-1-0 vote, roll call vote (Ms. Emberg voted against)

VOTE: I move the Board of Selectmen to approve the Assistant Town Administrator's contract amendments extending the employment contract for a second and third year.

Ms. Emberg spoke briefly about this contract as it was discussed at the executive session.

Mr. Hickey thanked the Fire Chief and Deputy Chief Hatch for their work on this contract.

Motion by Mr. Alcombright, second by Ms. Vaughn, and a 4-0-0 vote, roll call vote.

VOTE: I move the Board of Selectmen to approve the Deputy Fire Chief's three-year employment contract as presented.

Town Administrator Update

Mr. Hickey read from his report as follows:

Financial Updates

- The Finance Committee completed their review of FY23 departmental budgets on March 31. They will be meeting during the week of April 11 to begin deliberations on what articles they support. Mr. Hickey is hoping that at the April 19 meeting, the Board of Selectmen can review the Finance Committee recommendation so that there can be a consensus recommendation at Town Meeting.

Project Updates

- Streets, Trees, and Parks have begun their annual spring cleanup. Street sweeping and lawn repairs from plowing are ongoing.

Personnel Update

- The final round of interviews for this round was held on Monday evening by the Board of Health to fill the Health Agent position. The Board of Health is undecided at this time.

Miscellaneous Updates

- Comments regarding the proposed MBTA zoning and their impact on the Town of Kingston were submitted last week.
- Kingston's Complete Streets application has been submitted for consideration.

- GovHR has met with groups from all departments to provide an overview of the wage and benefit study and their roles in the process.
- The Health Department held a vaccination clinic on Monday, April 4, to provide second booster shots for those who qualify or any other COVID shot needed.

SELECTMEN COMMENTS

Ms. Emberg stated that the Annual Clean-up Event would be held on election day. Bags and gloves will be available at the polls.

Ms. Vaughn stated that on April 6, there is a meet and greet at Cancun 6:30-8PM for election candidates presented by the Kingston Business Association.

Mr. Arruda added that the Memorial Day Committee would ask that Green Street be closed to traffic once the parade begins.

Motion by Mr. Arruda, second by Mr. Alcombright, and a 4-0-0 vote, roll call vote.

VOTE: 1 motion to adjourn

The meeting adjourned at 8:22 PM.

Respectfully submitted,



Patricia Tucker
Assistant to the Town Administrator/Board of Selectmen

Documents used at the meeting:

Agenda
Agenda Addendum
Joint Meeting information with Sewer
Water Admin Job Description and supporting documents
Executive Session Minutes
Pratts Pond Information
Hilltop Manager change
300th Anniversary
Resignation Information
Donations to Veterans
Contracts
Police Station Building Committee
Annual Town Meeting Warrant
Report of the Town Administrator