



Department Head Monthly Report to the Town Administrator

May 2011

ACCOUNTING: Submitted by Joan Paquette

- Reconciled water lien receivable accounts.
- Balanced the unbilled septic and sewer connection betterments.
- Set up new account numbers for articles voted in the annual town meeting to be ready to use when meeting certified by town clerk.
- Created updated spreadsheet for town meeting articles with the funding sources for use in booking the entries to the general ledger.
- Accounting assistant has set up the recurring invoices module to use in reducing the number of entries for veterans benefits.
- Assisted the Council on Aging director in setting up new budget line items to account for expenses related to operating the new senior center.
- Year-end letters were given to all departments with procedures and due dates for final bills and payrolls.

ANIMAL CONTROL OFFICER /ANIMAL SHELTER REPORT: Submitted by Debra Mueller

Calls received: 95

5--Dogs were picked up or impounded
5-Dogs returned to their owners
9--Cats were picked up or impounded
3-Cats adopted out to new homes
1-Cat euthanized

Quarantines Issued: (2) cat ten day (1) dog ten day

Quarantines Released: (1) cat ten day (3) dog ten day

Collections: Town of Kingston (fees/fines) \$300.00

Animal Care Fund (donations) \$290.00 Expended/\$847.97

The department entered into an agreement with Jenna Tannenbaum, a student of Mount Ida College, to complete her internship program requirements working at the Animal Shelter for a total of 152 hours of service.

ASSESSORS: Submitted by James Judge

The Assessing Department continues to serve the citizens of the town in an outstanding manner. We have completed the preliminary file for the July billing. We are in the process of completing the values for preliminary certification by the Department of Revenue.

BOARD OF HEALTH: Submitted by Henny Walters

- Tobacco Control Program- Mr. Robert Collett conducted a workshop training session last month. All 3 establishments (Hess Express, Kingston Liquors, and Empire Wine & Spirits) that failed the compliance checks conducted earlier brought their entire staff of 22 people. Mr. Collett believes the training session was a huge success.
- Plymouth County Mosquito Control Project – The Board of Health received notification of mosquito adulticide applications. The purpose of the adulticiding program is to control nuisance and /or disease carrying adult mosquitoes. The adult program began sometime after May 31 and will continue until September 3 unless mosquito-borne diseases occur. The control material being used will be applied in ultra low volume sprayers at a rate of .62oz. per acre. Homeowners can call the Project, between 8:00 a.m. and 3:00 p.m. on Monday through Friday, to request that their property be sprayed. The Projects, phone number is (781) 585-5450, fax (781) 582-1276 or mail at P.O. Box 72, Kingston, MA 02364. Project personnel spray for mosquitoes using trucks, between the hours of 2:00 a.m. and 7:00 a.m., Monday through Friday.
- The Board of Health participated in a Survey regarding Potassium Iodide Tables, (KI), conducted by the Department of Public Health, Radiation Control Program. Their endgame is to prepare guidance for KI disbursement and try to increase post-event distribution.
- Beach testing, monitoring beach water quality, samples are collected on a weekly basis and will continue through Labor Day. Beach testing data are submitted to the Department of Public Health, Bureau of Environmental Health.
- Attended a meeting of the Plymouth Area Medical Reserve Corps of which Kingston is a member, along with Towns of Plymouth and Carver.
- Attended a meeting of the Kingston Town Government Study Committee.

BUILDING DEPARTMENT/INSPECTIONAL SERVICES: Submitted by Paul Armstrong

Construct activity is stable and the office remains busy. The Department continues to monitor some Earth Removal operations. The interaction between local regulation and existing farm land use exemption from regulation continues to be an issue. Please remember that heating and air conditioning work now requires a permit. Design of the Mall theater rehabilitation is in full swing. There could be actual construction activity starting in September. Thanks to all for an excellent Memorial Day parade and remembrance ceremony.

MONTHLY RECAP
MAY 2011
BUILDING PERMITS

BUILDING TYPE	PERMIT TO	COUNT	ESTIMATED COST
Commercial	Alter	2	91,812.00
Commercial	Repair	1	1,313.00
Commercial	Demo	0	0.00
Commercial	Construct	0	0.00
Dwelling Units	Alter	6	377,890.00
Dwelling Units	Construct	3	1,035,000.00
Dwelling Units	Addition	4	200,280.00
Dwelling Units	Repairs	13	133,751.00
Garage	Any	1	12,500.00
Misc.	Any	1	8,000.00

Town of Kingston - Department Head Monthly Report - May 2011

Other	Any	2	23,000.00
Shed/Barn	Any	1	8,000.00
Swimming Pools	Any	2	29,000.00

ALL PERMIT TYPES

Building	36	16,820.00
Cert. of Inspection	2	205.00
Electric	20	1,212.00
Gas	16	959.00
Plumbing	14	1,373.00
Signs	2	561.00
Zoning	0	0.00
Sheet Metal	4	420.00
Total Fees Collected	94	21,550.00

YEAR TO DATE TOTALS

Total fees collected to date	66,163.00
Total Est. cost of construction to date	5,051,492.00
Total dwelling units to date	10

COLLECTOR: Submitted by Priscilla Palombo

RE & PP tax collection
 Heavy request for MLC's
 Continual request for payment plans
 Schedule Water bills for 6/10
 Schedule July 1 RE & PP tax bills
 Schedule multiple MV files for 6/17

CONSERVATION COMMISSION: Submitted by Maureen Thomas

The Conservation Commission held twenty (20) public hearings during May 2011 and conducted three site visits to inform decision-making on proposed projects. The Commission staff continued to serve the public during regular office hours and the Agent was involved in the following additional activities during the month of May:

- Attended on-site meeting with Sue Woodworth, Recreation Director, other Town staff and Horsley Witten Group to discuss and refine design plans for Gray's Beach stormwater remediation project;
- Met with Tom Bott, Town Planner, and BSC Group to discuss the Mews Subdivision Plan with regard to consultant review;
- Attended a quarterly Bay Circuit Alliance Trail Maintenance Advisory Committee Meeting;
- Met with Seacoast Engineering Company to discuss draft plans for proposed Mulliken's Landing walkway and float system;
- Assisted two Boy Scouts with filing Requests for Determination of Applicability with the Commission for work to install a gazebo, benches and walkway near Bates Pond behind the Senior Center;
- Continued finalizing the Kingston Wetland Protection Regulations for submittal to Town Counsel for review;

Town of Kingston - Department Head Monthly Report - May 2011

- Attended the monthly Plymouth Carver Aquifer Advisory Committee (PCAAC) meeting;
- Worked with MassGIS to finalize Kingston’s Open Space datalayer for posting on the state website for access by the general public;
- Continued work with Patrick Farah, volunteer GIS consultant, to further refine open space datalayer through deed research;
- Conducted various site visits to inspect ongoing work, to determine Commission jurisdiction, and to inspect conservation lands;
- Met with JRWA, Paul Basler, Highway Superintendent, and Weston & Sampson to discuss stormwater remediation on Wapping Road where two outfalls discharge untreated stormwater to the Jones River;
- Developed a Quality Assurance Project Plan (QAPP) and submitted it for approval to the U.S. Environmental Protection Agency in order to conduct stormwater sampling under the MassBays Program Research & Planning Grant; and
- Commenced planning for stormwater sampling by reviewing drainage areas contributing to outfalls that discharge untreated roadway runoff to wetland areas bordering on the Jones River and Kingston Bay.

COUNCIL ON AGING: Submitted by Linda Felix

New May Activities: Friday at the Movies - High Tea - Dominoes - Bead Class - Senior Prom - Strength & Fitness over 60 - Glamour in the Afternoon - Container Gardening - Pizza Bingo with the Girl Scouts - High Tea - Bread Recipe Cook-Off - Veterans Benefits - Pancake Breakfast - The Legal Check-Up - Art Exhibit.

John Catlin, architect of the Kingston Senior Center, stated, "If you build it they will come." His statement was absolutely correct—our statistics show that monthly participation has nearly tripled since July 2010. We are thrilled to see our Senior Center grow each month.

However with this increase in participation, our transportation needs have also increased. Our transportation dispatcher's ability to schedule medical appointments is strained. As a result, Seniors are being refused transportation to certain events at the Senior Center. I predict that our participation and transportation numbers will continue to increase in the next three to five years.

For the past few months, the Town Administrator and the Director of Elder Affairs have been discussing present and future transportation needs for Kingston Elders. One option is to transfer the responsibility of call-taking and vehicle scheduling back to GATRA via Churchill Transportation. Churchill Transportation’s increase in service hours (60 hours/week compared to KCOA 33 hours/week) and additional fleet is another option under consideration. Both options will be FREE to riders and service a population of seniors and non-senior disabled residents which GATRA is required to do.

STATISTICS FY 2011													
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FITNESS / EXERCISE													
EXERCISE W/CINDI	8	9	3	9	0	0	0		4	8	13		54
TAI CHI				18	8	11	6	20	43	28	26		160
Chair Yoga					11	11	2	24	20	30	21		19
GET FIT W/DIRECTOR								14	71	71	68		224
LINE DANCING										22	33		55
WALKING CLUB										2	6		8
STRENGTH FITNESS OVER 60											24		24
													-

Town of Kingston - Department Head Monthly Report - May 2011

INTERGENERATIONAL	-	-	-	-	-	-	-	-	-	-	-	-	-
SENIOR OLYMPICS		90											90
SALUTE TO VETERANS				62									62
Senior Prom "Putting on the Ritz"										120			120
PIZZA BINGO										25			25
													-
RECREATIONAL/SOCIALIZATION													
BINGO	51	0	33	92	36	23			151	100	100		586
CARDS			23	27	8	15			15	17	22		127
CRAFTY LADIES													-
ROYAL GARDEN	50												50
ROCKY NOOK / BREWSTER PARK	63	80											143
CHARLIE HORSE		68											68
BREAKFAST	51			36	31				24	0	21		163
PINOCHLE	9	6	13	12	23	17	16	26	17	23	11		173
Hand / FACIAL		5											5
PIZZA PARTY				31									31
ICE CREAM PARTY				25				33	19	12	0		89
JERRY-ATTRICS -ENTERTAINER				78									78
HIGH TEA				24	9			22	8	8	3		74
HALLOWEEN PARADE				16									16
STATE HOUSE TRIP					44								44
POT LUCK LUNCH					12								12
90+ CELEBRATION					84								84
HOLIDAY LUNCHEON @ Village at Duxbury						47							47
COA HOLIDAY LUNCHEON						150							150
NEW YEARS CELEBRATION						41							41
Whist								20	46	40	40		146
CRIBBAGE								24	36	26	28		114
FRIDAY AT THE MOVIES										5	0		5
GARDENING CONTAINERS										10	21		31
GETTING TO KNOW YOU										4	4		8
RED SOX OPENING DAY										6			6
BRIDGE										36	46		82
DOMINOES											8		8
GLAMOUR IN THE AFTERNOON											3		3
BREAD RECIPE COOK-OFF											24		24
													-
COMMUNITY EDUCATION													
LUNCH & LEARN		80			28								108
"ASK GATRA"				4									4
PLYMOUTH COUNTY JAILS THEN & NOW				78									78
MEDICARE CHANGES					31								31
COPING WITH GRIEF DURING THE HOLIDAYS						1							1
GRAND OPENING (W/AGENCIES)								700					700
Cellphone for Seniors AT & T									8				8
Calcium Osteoporosis & you										12			12
CANDIDATES DAY										100			100
GUN LAWS AND SAFETY										6			6
RSVP										4			4
VETERANS BENEFITS											12		12
THE LEGAL CHECK-UP											30		30
													-
CULTURAL													
BOOK CLUB	8	9	9	9	9	0	4	8	8	8	6		78
OIL PAINTING			43	45	32	0	0	0	46	54	16		236
QUILTING				20	22	9	13	8	16	21	24		133
Craft Class									3	3	2		8
ART EXHIBIT											111		111
													-

Town of Kingston - Department Head Monthly Report - May 2011

HEALTH SCREENING													
BLOOD PRESSURE CLINIC	80	140	33	86	63	61	0	40	82	79	92		756
PEDI-CARE	12	2	8	4	6	4	5	6	3	8	6		64
													-
HEALTH EDUCATION													
ARTHRITIS TALK					31								31
													-
TOTAL MONTHLY PARTICAPATION	332	489	165	614	550	390	46	945	620	743	966	0	
TOTAL FISCAL YEAR TO DATE												5,860	

STATISTICS FY 2011														
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	
TRANSPORTATION														
Van S-1														
Miles	1389	1390	1296	1352	1361	1212	1155	977	1604	1243	1617		14,596	
Services	209	235	210	217	198	245	153	326	239	188	213		2,433	
Van S-2														
Miles	1547	1357	1466	1587	1631	1589	948	1203	1755	1256	1544		15,883	
Services	185	208	211	236	227	227	125	238	252	196	239		2,344	
FOOD SERVICES														
THURSDAY LUNCHEON	50	0	301	322	177	332	125	0	492	360	366		2,525	
Bakery Items			89	325	332	280	235	300	681	683	699		3,624	
OCES Congregate Meals									142	150	122		414	
													-	
MEALS ON WHEELS (Duplicated Services)	567	557	610	582	617	658	562	434	690	503	647		6,427	
Unduplicated people	32	36	37	34	34	36	36	30	36	32	34		377	
SUPPORT SERVICES														
MEDICAL EQUIPMENT LOAN	4	2	4	0	0	0	0	0	0	0	0		10	
OUTREACH / ADVOCACY														
SHINE	20	4	6	4	16	12	3	5	8	9	7		94	
FUEL ASSISTANCE	10	7	3	4	5	4	3	3	1	2	0		42	
CLIENT SUPPORT (ELDERS ONLY)	50	2	3	1	6			5	10	11	5		93	
HOME CONSULT			1	2	0	0	2	3	3	1	0		12	
FOOD STAMPS	3	2	4	4	4	1	1	1	5	1	2		28	
FAMILY SUPPORT (NON-ELDERS ONLY)	4	17	2	4	2	0	10	5	5	6	17		72	
Office Consult & phone													-	
PROFESSIONAL SERVICES														
LEGAL ASSISTANCE	2	4	2	2	3	3	3	3	3	5	7		37	
TAX CONSULTANT	0	0	0	0	0	0	2	25	52	31	0		110	
REFERRAL >AGENCIES	10	16	15	17	25	12	21	0	2	20	8		146	
REFERRAL < AGENCIES	2	16	14	15	2	12	0	0	0	9	5		75	
FINANCIAL MANAGEMENT			0	0	0	0		0	0	0	0		-	
STATE REPRESENTATIVE		0	0	0	1	0		0	0	0	0		1	
													-	
VOLUNTEER														
Volunteer Hours			379	370	242	185	135.5	380	645	318	650		3,305	
													-	

FIRE DEPARTMENT/ Kingston Emergency Management Agency (KEMA): Submitted by Robert Heath

As mentioned in the April Report to you, we received a US Fire Administration Grant to replace lighting and ventilation equipment. All of the new ventilation fans are in service and carried on the apparatus. The lighting

and cord reel equipment is being assembled and should be in service shortly. These are very welcome additions to the Department.

It is with pleasure that I advise the Board that the permanent firefighters have begun coordination of a drive to bring relief equipment and supplies to the victims of the tornados in Western Massachusetts. Items of note would be bottled water, blue tarps, flashlights, batteries, glow sticks, bungee cords and rope.

In conjunction with Chief Rebello, we are making steady progress in securing a Reverse 911 Systems for the citizens of Kingston.

On Monday, June 6th, the Kingston Fire Department dispatched eight members as part of the County Technical Rescue Team to Barnstable for a trench collapse with a person trapped. This was a long duration incident which required the deployment of our members to assist with a very intense operation. Notably, this call out took place in the midst of 15 other calls for assistance placed on this Department on June 6th.

My thanks to the Board, as well as Mrs. Goldsmith, for your support in the budget process and capital plan at the Annual Town Meeting.

HARBORMASTER: Submitted by Dennis Carvalho

We added 6 net boats to our roster and placed the aids to navigation in the channel. The inflatable boat has been taken to Marblehead to have the bladder replaced. Starting in May we have two men on duty 3 hours before and three hours after high tide. During the week the office is open in the morning. We had 3 tows and assisted the Fire Dept in extracting a car from the river.

HIGHWAY (STREETS, TREES, PARKS & Solid Waste): Submitted by Paul Basler

The month of May was another usually busy month for this department. We continued with the sweeping of the streets and are approximately 80% done with that task. Both Mr. Luthi and Mr. Turner attended a one day chainsaw safety training course offered by the Towns' insurance carrier MIIA. We rebuilt approximately 10 catch basins and manholes that were in need of repair. The Town House was decorated with bunting for the annual Memorial Day Parade and the grounds around the entire complex were cleaned. We started the road side mowing of the streets in Town, currently RTE 27, Lake St. Station St. are completed.

The Transfer Station personnel keep the Transfer Station operating smoothly. This month 14.36 tons of cardboard, 13.16 tons of commingle as well as 10.63 tons of cardboard were recycled. This allowed the Town to receive over \$2,100.00 in rebates. Way to go!

The new Transfer Station stickers are on sale now. Extended hours are as follows:

Monday June 27	4-8pm
Saturday June 25 th	8-4pm
Sunday June 26 th	8-4pm
Saturday July 2 nd	8-4pm
Sunday July 3 rd	8-4pm

They are also on sale Mondays thru Friday 7-3pm

LIBRARY: Submitted by Sia Stewart

We are on target to meet the minimum book expenditure amount that constitutes one requirement for state certification, thanks to the supplementary funds provided by the Kingston Public Library Foundation. We are

wrapping up this fiscal year and will begin work on our annual reports to the Massachusetts Board of Library Commissioners in July. Over the summer we will also begin our application for a waiver of the municipal appropriation requirement. This will be the third year that a waiver is needed because the appropriation for the Library budget fails to meet the state's minimum standard.

Our Summer Reading Program was planned and ready to begin on June 1st. This program helps children and families stay engaged with reading over the summer, as children maintain their reading skills in a relaxed and fun setting.

We continued to share program information with the Recreation Department and Council on Aging, part of our effort to improve collaboration and coordination of efforts between the three departments.

We participated in meetings of the Town Technology Committee and the Heritage Center Committee.

HVAC controls and lighting upgrades were completed, and library staff was trained on the use of the new HVAC controls.

In addition to our ongoing work with the public to answer reference questions and local history requests, provide homework help, and offer a full schedule of programs for children, teens, and adults, special events this month included an exhibit of reproductions of famous historical artwork from our Images of America grant; a display of work from the library's knitting group; a display of historical tax records and documents from our Local History Collection; a South Shore Locavores program; two author programs; and meetings of several book groups for adults and children.

PLANNING BOARD: Submitted by Thomas Bott

- Discussed with Town Clerks Office about enhancing web site for Local Historical District
- Worked with Affordable Housing Plan consultant to finish draft plan for proposed joint PB/BOS meeting.
- Coordinated meeting with the Blackman's and the Water Commissioners who had offered to discuss easements regarding the Elm Street Bridge with their neighbors
- Met on site with Don Ducharme of Kingston Housing Authority, John Hixson and Karl Nagy-Koechlin of South Shore Housing Development Corp. to discuss a possible partnership on the development of affordable housing in the Maple Avenue School. Initial discussion included possible three or four units within the existing building.
- Worked with Rise Engineering to document energy improvements and detailed bills that allow for payment and reimbursement from the Commonwealth for the remainder of the Green Communities Grant
- Continued to work with Town Counsel on calling the bond to complete required improvements on Lantern Lane. Providing updates to Mr. Rothschild a new resident on Lantern Lane who is completing a new home there.
- Coordinated Joint meeting of PB and BOS on Affordable Housing Plan
- Continued working with the Superintendent of Streets, Trees and Parks on Elm Street Bridge final design and right of way acquisitions
- Met with RK Crossing group and Mass DOT, at District 5 office in Taunton regarding potential offsite improvements for proposed Dunkin Donuts at RK Crossing
- Conferred with Conservation before selecting consulting engineer for the "Mews" subdivision project. Replied to Town Counsel on status of the Mews 40B project.

Town of Kingston - Department Head Monthly Report - May 2011

- Met with MassDOT, Representative Calter and the Superintendent of Streets, Trees and Parks on 90% design for Elm Street Bridge project and tree hearing requirements on a scenic way and suggested that MassDOT give update on process and meet with Historical Commission at and after Planning Board tree hearing.
- Worked with Town Counsel on the Planning Board vote to have O'Donnell Commuter parking lot shut down immediately due to lack of performance on requirements of approval.
- Met with The Heritage Center on their first meeting with their OPM to discuss the bid process and possible additional funding sources.
- Received draft Affordable Housing Plan for proposed PB/BOS joint meeting
- Attended a walk through with Rise Engineering of Kingston Elementary School, Kingston Public Library and Smith's Lane Fire Station on completed energy upgrade. There are still some punch list items and documentation needed to pay and be reimbursed for costs.
- Met on site with Paul Armstrong and Rebecca Kirkland O'Donnell on required site plan improvements for O'Donnell Commuter parking lot.

- Reviewed newly released Census data which is in a format that differs from the Bureau's previous data structure leading to confusion in working with it.
- Continued work with the Planning Board's consultant and MassDOT on proposed off site road improvements proposed for Route 3A at RK Crossing
- Reviewed and prepared electrical consumption data to assist the Town's wind turbine vendor's interconnection application with NSTAR.
- At site at the Adams Library building with Streets, Trees and Parks department and their backhoe to confirm invert elevation for sewer stub.
- Worked with MassDOT and the Historical Commission on bridge railing colors for the new Elm Street Bridge.
- Updated the Town Clerk on Status of Indian Pond Estates street acceptances from Annual Town Meeting on 4/5/10.
- Met with Heritage Center Development Committee, Menders, Torrey and Spencer (restoration architects) and Dan Pallotta of P3 (project OPM) to review drawings for restoration prior to going out to bid.
- Received consultants review for the Mews subdivision for opening of Planning Board hearing on May 9, 2011.
- Attended the Board of Selectmen's meeting regarding a possible Special Town Meeting article for funding a contingency for Adams Heritage Center construction funding. After determining through the Town Treasurer and others that they was no funding source (outside of a special election), there was no need for a STM article.
- Worked with CPC to streamline bill paying process prior to commencing construction of the Adams Heritage Center.
- Attended conference call with Town Administrator and Mark Beaton regarding changes to REC payments to Town for wind turbine project.
- Reviewed Precinct redistricting maps with Mrs. Murzyn and Mr. Armstrong.
- Met on site with Christine Alicandro of Marty's GMC regarding a MassDOT taking for the traffic signal at Cranberry Road.
- Reviewed preliminary plans and consulted with Town Counsel about lot be offered by Mr. Tonsberg in lieu of unpaid sewer fees.
- Worked with Town Clerk (mostly Christine) on Form & information required for the Attorney General following Town Meeting votes on zoning changes

- Conferred with Paul Armstrong to ensure that slope for driveway for condominiums being built on Evergreen near Summer is as approved by the Planning Board and doesn't contribute addition stormwater at an already challenged site down the street
- Worked with Adams Library OPM to pass the torch of new electrical service and energy rebates through NStar.
- Worked with Town Counsel and Planning Board consultant on issues regarding traffic, ingress and egress for RK Crossing Dunkin Donuts
- Followed up with the Town consulting engineer on billing for developing easements as requested by Town Counsel on wind turbine on the land fill
- Forwarded revised engineering letter on Lantern Lane to Town Counsel to call bond for work not completed by the applicant.
- Confirmed that STP can install two dry wells at Adams rather than include such work in the bid documents.

POLICE DEPARTMENT: Submitted by Joseph Rebello

- There has been an increase in property crimes. Help the Police Department help you. Report any instances of suspicious activity or strange vehicles in your neighborhood or near local businesses. Perpetrators of property crimes can be very brazen. They are looking for a quick and easy score. Do not leave valuables in plain sight. Lock both your vehicle and your home. Secure jewelry and money in a safe. Small preventive measures can lessen the chance of you becoming a victim of crime.
- If you are planning to go away on vacation, call the Emergency Dispatch Center at the Police Station and request property checks. Our telephone number is 781-585-0522. When away, do not forget to stop both newspaper and mail deliveries. Invest in deadbolts, timers, and maybe consider the installation of an alarm system. Notify a trusted neighbor to keep a watchful eye on your house. These small steps can lessen your fears and anxieties and allow you to enjoy your time away and not be constantly worried about your home.
- Just a reminder, the Town of Kingston has a General By-law regarding the numbering of houses and businesses. The numbering of your house helps police, fire, and ambulance personnel respond quickly in the time of an emergency. Numbers should be displayed so that they do not blend into the house. Dark on light or light on dark works well. If you live on a retreat lot, have a long private driveway, or live well off the road and have no mailbox, then place a sign at the end of your driveway displaying your address information. If you live on a lengthy driveway with many turns, then please display your house number at each turn or fork in the road. **In an emergency, every second counts.**
- Members of the Police Department honored our veterans by participating in the Memorial Day Parade. The Police Department's Honor Guard led the parade. Many other officers from the department either marched or provided traffic detail duties.

The police station suffered the effects of a lightning strike. There was much damage to telecommunication equipment, computers, 911 telephones, state computer interface, CCTV recording equipment, internet services, and emergency radio equipment. Do to the many backup systems of redundancy that have been implemented, the citizens of Kingston were still able to have their emergency needs meet by the police department. Temporary repairs have been made to restore most services. The department is working with several vendors

Town of Kingston - Department Head Monthly Report - May 2011

and the insurance company to replace and or repair all of the damaged equipment. The Finance Committee authorized a transfer of funds to cover the insurance deductible for this unforeseen event.

Kingston Police Department
 Crime Status Report
 May1, 2011 thru May 31, 2011

Calls for Service logged by Dispatchers	1372
Arrests/Custody	20
Protective Custody	2
Applications for Warrants	10
Domestic Violence Incidents	7
Investigated Motor Vehicle Crashes	29
Verbal Warnings – Motor Vehicle	130
Written Warnings/Citations Issued - MV	66
Citation Arrest	3
Citation Civil Charges	17
Citation Criminal Complaints	5
Incident Reports filed by Officers	123
Simple Assault	11
Intimidation	3
Burglary/Breaking & Entering	1
Theft of Motor Vehicle	3
Theft from Building	1
Theft from Motor Vehicle	1
All other Larceny	10
Counterfeiting	2
False Pretense/Swindle	7
Credit Card/ATM Offense	1
Stolen Property Offenses	5
Pornography/Obscene Material	1
Destruction/Damage/Vandalism	6
Drug Narcotic Violations	2
Disorderly Conduct	4
Driving Under the Influence	2
Trespass of Real Property	2
All other Offenses	9
Traffic Town By-law Offenses	12

RECREATION: Submitted by Susan Woodworth

FY11 INITIATIVES AND ACCOMPLISHMENTS

- Community Preservation Project(s)
 - Grady Consulting presented proposal to Recreation Commission at their May meeting
 - Permanent Building Committee to report on current status

- Gray's Beach Project –the Horsely Whitten Group, the contracted engineering group, working on construction plans

ADDITIONAL FY11 Updates

- Summer Program Registrations underway, with an expected processing of more than 600 registrations
- Summer Program coordination and planning in process
- Gray's Beach seasonal clean-up and repairs underway
 - Repair playground fence
 - York rake beach
 - Painted concession stand as needed
 - New basketball nets to be installed
- Continued Field Management
 - Irrigation repairs, fertilization, seeding as necessary
 - KYSO continues to support the Reed Fields and Opachinski Athletic Complex with donation(s) of continuous improvements through funding as well as manpower
 - Boy Scout; Kyle Hoxie to build for his Eagle Scout Project two dugout on the B4 baseball field
- Assisting as needed, and as available, to new Senior Center
- Continued Reed Building/Property Management and maintenance
 - Painted lower hall and kitchen floor
 - Cut overgrown tree branches at basketball court
 - Re-lined basketball and tennis courts
 - Re-mulched Playground
- Oversee usage requests at Camp Nekon
- Budget(s) Reconciliation

SEWER COMMISSION/WASTEWATER TREATMENT: Submitted by Ken Vandal

The Wastewater Treatment Facility processed 9,725,804 gallons of wastewater during the month of April. This resulted in the production of 79,400 gallons (15.79 dry tons) of sludge.

The liquid sludge that is produced as a result of the treatment process is hauled off by tanker truck to a facility to be burned. The current contract for the transportation and disposal of the liquid sludge expires on June 30, 2011. The Department advertised for the Invitation for Bids for the Transportation and Disposal of Liquid Sludge on May 2, 2011. Four companies submitted bid proposals. The bids were opened on May 19, 2011. The low bid was submitted by Waste Water Services, Inc. The new contract will begin on July, 1.

The Sewer Commission and CDM held a joint meeting with DEP at the DEP office in Lakeville. The purpose of the meeting was to discuss issues pertinent to the Groundwater Discharge Permit Application for the proposed effluent discharge area under the Transfer Station. Items discussed included the hydro-geological work done in Kingston during Phase 1 of the Sewer Project, the Site Assignment for the Transfer Station, the existing Groundwater Discharge Permit and the Discharge Permit for the proposed discharge area at the Transfer Station site. The meeting was very productive. As a result, CDM completed the Groundwater Discharge Permit Application and submitted it to DEP on May 6, 2011.

The septage receiving tanks were cleaned on May 17th and 18th. The amount of grit and other material removed from the tanks totaled 36.54 tons. The material was transported to the Bourne Landfill.

TOWN CLERK: Submitted by Mary Lou Murzyn

[No Report Submitted]

TREASURER: Submitted by John LaBrache

[No Report Submitted]

VETERAN'S AGENT: Submitted by William Martin

[Pending due to absence of the Assistant]

WATER: Submitted by Matthew Darsch

The Water Dept. began the annual shut-off program for non-payment of water and sewer bills. Notices are mailed to the owners of record and delivered manually to the residence. In this way, tenants are made aware of unpaid bills. Approximately 175 notices have been issued in May.

The Water and Sewer billing commitment for usage in February, March and April was completed on May 24th. Bills will be issued on June 9.

The Consumer Confidence Report was completed for distribution with the June Water/Sewer Bills.

The Annual Statistical Report was completed and submitted to DEP on May 31. We accounted for the use of all water pumped during 2010.

Seven residences were equipped with radio read metering equipment.

The leak detection company located another seven leaks. Five have been repaired during May along with another leak discovered under the brook near the Charlie Horse Restaurant.

Preparations have begun to finalize the bid documents for the repair of the foundation at the Elm Street Pumping Station.

Town wide sampling for bacteria was completed

The Dept. contracted with a company to remove the pumps at the old and new Soule's Pond Well and to camera the insides to determine the feasibility of restoring the old Soule's Pond well to the distribution system and to prepare for the pump repair of the new Soule's Pond Well.

Initial plans to DEP for the restoration of the Winthrop Street Well to the distribution system were submitted to DEP. Work will begin to contract for a structure to permit lime treatment at this facility.

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Should you have any questions regarding the foregoing, please do not hesitate to call or email the BOS/TA office or jgoldsmith@kingstonmass.org. Thank you!