

TOWN OF KINGSTON

Memorandum

Office of the  
Board of Selectmen and Town Administrator

**TO:** Honorable Board of Selectmen  
**FROM:** Jill R. Myers, Town Administrator  
**DATE:** July 15, 2010  
**SUBJECT:** Town Administrator's Report for the BOS Meeting of July 20, 2010

**Surplus Equipment Sale and Auction:** Our office is coordinating the sale of surplus vehicles, equipment and miscellaneous property in August. We have Police confiscated items – namely bicycles, as well Town surplus computer equipment and bookcases. *I respectfully request that the BOS authorize the sale or auction of surplus vehicles, equipment, and miscellaneous items.*

**Ocean Hills Estates Street Acceptances; Order of Taking:** The next step after Town Meeting acceptance of the streets is to execute the Order of Taking as the developer is deceased. That public hearing is scheduled for the BOS meeting of August 17, 2010. Notices were sent to all affected residents in the subdivision.

**Green Communities Grant Award:** We received notification from the DOER Green Communities Division that they have approved the Town of Kingston's Green Communities grant request of \$163,528 to fund various energy efficiency measures in municipal buildings.

**Kingston Community Wind Project – RFP for Lease of Public Property for the Construction, Operation, and Maintenance of Renewable Energy Facilities:** We are in our final fine-tuning efforts of certain sections of the RFP with the Mass. Clean Energy Center relating to the Town's reservation of renewable energy credits, and expect that to be completed by July 19. They are aware of our schedule to submit the advertisement in the State's procurement publication (Central Register) on July 19 for publication on July 28. We hope to issue the RFP for the solar farm lease at that same time.

**Community Preservation Committee; Property Acquisitions:** The purchase and sales agreements are in the final stages for the properties approved at Town Meeting – Hall Property, Leigh/Larson Properties, and Calista Property (LAND grant was submitted).

**Recruitment**

- Interviews for the COA Director position have concluded, and I expect to present a candidate for BOS appointment on August 3, 2010.
- Highway Department CDL Driver/Laborer – Deadline July 28, 2010

**Training:** On August 2, we are hosting a free seminar (two sessions) for Town staff and staff from neighboring towns on "Dealing with Difficult People." It is a program offered by the Town's insurer, and we receive credits for attending. Last fiscal year, we earned over \$9,000 in policy renewal credits.