

# Memorandum

Office of the  
Board of Selectmen and Town Administrator

TO: Honorable Board of Selectmen  
FROM: Jill R. Myers, Town Administrator  
DATE : July 15, 2009  
SUBJECT: Town Administrator's Report for the BOS Meeting of July 21, 2009

## 14" WATER MAIN BREAK

On Tuesday, July 14<sup>th</sup>, contractors working on Pembroke Street hit a 14" water main. The Water Dept. had indicated where the water main was located; however, divers employed by the contractor identified a different location. Unfortunately this mistake resulted in an excavation that broke the main in half. The Selectmen's office quickly put notices of the situation on the Town's website, WATD and PACTV with updates as the situation changed.

Needless to say, this event caused a loss of water, low pressure and dirty water to hundreds of residents. In addition, this main had to be capped off due to potential pond water contamination until a permanent remedy is concluded. It is estimated the break resulted in a loss of 500,000-750,000 gallons of water with another 50,000 lost to flushing. The Water Commissioners have sent a letter to Mass Highway detailing the costs to the Town in handling this break.

## VERIZON FIOS

It is anticipated that FiOS will be available on or before July 20, 2009 to some areas of Kingston. The Franchise agreement provides for up to four years of build-out to offer FiOS TV to all residents, however, FiOS representatives anticipate most areas to be served within a year. Residents may track availability in their area on the internet – <http://www22.verizon.com/Content/FiOSTV/> . Once there, residents will be required to enter their home phone number or address to check for availability. If FiOS is not available, they can enter contact information in a "Future Notification Form," and when it does become available, they will receive an email informing them how to order FiOS TV.

## FY10 PRELIMINARY REAL ESTATE TAX BILL (JULY 1, 2009); ADDITIONAL BETTERMENT INSTALLMENT CHARGE

A letter has been sent to the 81 affected residents notifying them of the error, and corrective action taken. The Collector's Office is in communication with "third party" escrow companies who will in turn communicate this error to the mortgage companies to adjust August and November payments. For those residents who pay real estate taxes directly to the Town, the adjustment will be corrected at the time of payment [by a credit if already paid, but we prefer the corrected amount to be submitted.]. Residents may call the Collector's office at (781)585-0507 or [ppalombo@kingstonmass.org](mailto:ppalombo@kingstonmass.org). We apologize for any inconvenience this may have caused.

### TRAFFIC IMPROVEMENT ROAD MAPS; EXIT 10

The Town Planners from Kingston and Duxbury have had discussion relating to the signalization of Exit 10 at the Duxbury/Kingston line. Our previous Town Administrator wrote a letter of support with the caveat that Kingston had no funds to expend. Currently Duxbury is trying to get this on the Transportation Improvement Program (TIP). Representatives from Island Creek Village North LLC who are seeking a 238 unit comprehensive permit with 7000 sq ft of commercial space in Duxbury are seeking BOS signatures for a Project Impact Form (PIF) to have the signalization project placed on the TIP listing. The Duxbury BOS will take the same action at its meeting on July 27, 2009. The Duxbury Town Planner will make a favorable recommendation to the Duxbury BOS, and offered the same for us. As the 7/21 agenda is quite full, I offered to include this item in the Town Administrator's Report, but if you have any questions prior to the meeting, please let me know. We will provide the PIF in advance of the meeting.

### JOINT MEETINGS

Affordable Housing Plan – The joint BOS/Planning Board meeting has been set for Monday, August 17, at 7:00pm to discuss certain components of the Housing Plan with the consultant, Judi Barrett from Community Opportunities Group. Under DHCD regulations, the Plan needs to be approved by both BOS and PB. This meeting will focus on an overview of the Plan, and identifying a list of potentially suitable areas for affordable housing.

### PROCUREMENT

I drafted the advertisement and RFP for the Owner's Project Manager (OPM) for the Senior Center Building Committee (SCBC). Per M.G.L. c. 7, §§38A½-O, the RFP must be advertised in the MA Central Register, and a required 14 days due date from the publication date. It will be published on July 29, with responses due August 13, 2009. Submittals will be reviewed and rated by the SCBC, and a recommendation will be made to the Town Administrator/Chief Procurement Officer.

### OTHER/MEETINGS:

- Email survey request was sent to Department Heads regarding shared services and opportunities for regionalism or interdepartmental services to offer or those that are needed. Responses are being compiled;
- Town Auditors have begun preliminary review for the FY2009 audit;
- Elaine Fiore was elected Chairman of the Finance Committee on July 9, 2009. The FinCom approved the end of year FY09 transfers;
- 8/4/09 – Plymouth BOS regarding the Kingston joining the Economic Target Area (ETA)

Should you have any questions regarding the foregoing, please do not hesitate to contact me.

Thank you!