



*Department Head Monthly Report to the Town Administrator  
December 2011*

**ACCOUNTING: Submitted by Joan Paquette**

During the month of December, the town accountant and finance committee chairman conducted a telephone conference with Scott Munro, an actuary from AON. We discussed the parameters used in their OPEB report for FY2006 and FY2008. According to GASB requirements, the town is due for a new report for FY2012 which will need to be budgeted in FY2013. A review of the list of current and retired employees eligible for post employment benefits is needed, not just a revaluation of the 2006 list.

The Plymouth County Auditors Association held a December meeting. Tony Roselli and Chad Clark of Roselli, Clark & Associates gave a very informative presentation on fraud audits. They gave examples of some things to look for to prevent losses that had happened in other communities.

The cash and receivable accounts were reconciled for November activity with the treasurer and collector respectively. The assessors unbilled betterments file was reconciled with the payoff warrants they issued that were posted to the receivable accounts by the collector. There were some minor adjustments made by the assessor's office to bring the unapplied balances in prior years into current data so that they would now show correctly on reports and be billed.

The recap sheet setting the tax rate for FY2012 was approved in November by the Mass. Department of Revenue. All the entries have been booked to the general ledger and are balanced with the appropriation sub-ledgers. The revenue sub-ledger estimates will be entered in January.

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

For the period: December 1 – 31, 2011

Calls received: 103

7--Dogs were picked up or impounded

5-Dogs were returned to their owners

10--Cats were picked up or impounded

1-Cat was returned to its owner

6-Cats were adopted out to new homes

2-Cats were euthanized

1-Cat DOA

Collections: Town of Kingston Total = \$150.00

Animal Care Fund: Collected/\$1,760.00 Expended/\$1,624.78

Quarantines Issued: (1) dog ten day

Quarantines Released: (1) dog ten day

Additionally: The annual census of farm animals was completed. A total of 284 animals were recorded; 39 goats, 65 horses, 155 chickens, and 25 waterfowl. Twenty farms were inspected and the report sent to The MA Bureau of Animal Health, Department of Food and Agriculture.

**ASSESSORS: Submitted by James Judge**

[Report Pending]

**BOARD OF HEALTH: Submitted by Henny Walters**

There was activity the month of December, 2011 in these areas by Health Department Staff:

- Annual Permits, over 425 issued
- Routine Septic Inspections
- Food Service Inspections
- Percolation Testing
- Title 5 Inspection Reports
- Building Department Permit Reviews
- Inspection of Housing/Nuisance Complaints
- The Board of Health is in the process of reviewing and revising its current tobacco regulations and adopting a model regulation which incorporates:
  1. The minimum standards required pursuant to the Attorney General's regulations on youth access to tobacco;
  2. Mass. General law Ch. 270, Section 6 and 7;
  3. Boston Public Health Commission language from their 12/2008 amended regulation on tobacco sales in educational institutions and health care institutions; and
  4. Expanded language to include nicotine delivery products and electronic cigarettes.
  5. An additional retail signage requirement currently being used by the city of Boston.
  6. Language banning the sale of single inexpensive cigars.  
A public hearing will be scheduled for February or March.

**BUILDING DEPARTMENT/INSPECTIONAL SERVICES: Submitted by Paul Armstrong**

First a heartfelt thanks you to all the officials and volunteers that have made our town and our community activities so successful this past year. Kingston is a great place to live because of the people who call it home. The wind turbines are up as I am sure you have seen or heard. Some may be generating to the grid by the end of February all by April we are told. The solar panel project for the old landfill site is at the 50% design stage with hope for a spring start. The first three stadium seating theaters at Regal Cinema at the mall are within 60 days of completion. The target date for completion of all the theater remodels is still the end of July. Please check your smoke and carbon monoxide detectors. Your furnaces and heating stoves are working hard at this time of year. And as always please make sure your house numbers are prominently displayed so we can find you quickly if we are called.

**MONTHLY RECAP  
DECEMBER 2011  
BUILDING PERMITS**

BUILDING TYPE	PERMIT TO	COUNT	ESTIMATED COST
Commercial	Alter	6	35,000.00

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Commercial	Repair	0	0.00
Commercial	Roofing / Siding	0	0.00
Commercial	Demo	1	20,000.00
Commercial	Foundation	1	25,000.00
Commercial	Construct	3	835,680.00
Dwelling Units	Alter	6	146,020.00
Dwelling Units	Construct	4	687,990.00
Dwelling Units	Addition	2	97,600.00
Dwelling Units	Repairs	9	35,461.00
Dwelling Units	Roofing / Siding	2	13,700.00
Dwelling Units	Foundation	1	10,000.00
Dwelling Units	Wood-Pellet Stove	2	9,600.00
Garage	Any	1	22,925.00
Misc.	Any	0	0.00
Other	Any	0	0.00
Shed/Barn	Any	2	269,538.00
Swimming Pools	Any	1	1,500.00
Mobile Homes	Any	1	3,500.00

**ALL PERMIT TYPES**

Building	42	9,308.68
Cert. of Inspection	3	260.00
Electric	27	1,960.00
Gas	26	1,473.00
Plumbing	12	779.00
Signs	2	530.00
Zoning	0	0.00
Sheet Metal	3	272.00
Total Fees Collected	115	14,582.68

**YEAR TO DATE TOTALS**

Total fees collected to date	146,431.68
Total Est. cost of construction to date	13,712,912.00
Total dwelling units to date	20

**COLLECTOR: Submitted by Jo Ann Bray**

Water bills mailed out December 9<sup>th</sup>.

MV Excise commitment 6 mailed out December 5<sup>th</sup>.

MV Excise commitments sent to Deputy Collector for mailing of demands /warrants.  
Lighthouse Lockbox ready to start receiving tax payments as of January 1<sup>st</sup>.

Posted exemption and abatement adjustments on the 3<sup>rd</sup>/4<sup>th</sup> quarter tax bills before going to the printer.

Received RE and PP tax files from Assessor's office sent for printing and mailing out by December 30<sup>th</sup>.

Delinquent tax files sent to escrow companies.

**CONSERVATION COMMISSION: Submitted by Maureen Thomas**

The Conservation Commission held five public hearings during two meetings in December, approved four projects, and issued one Order of Resource Area Delineation (ORAD) confirming the location of the wetlands at the Hall property. The Commission and staff were involved in the following additional activities during the month of December:

- Continued work on the Mass Bays Jones River Estuary & Kingston Bay Stormwater Assessment Project including holding a plan development meeting with Consultant, MassBays Scientist, Supt. of Streets, Trees & Parks, & the Jones River Watershed Association. Worked on final report with Consultant & wrapped up the project on deadline and under budget;
- Worked with the Commission on submitting a request to Wage & Personnel for reclassification of the Conservation Agent position;
- Reviewed wetland delineation in the vicinity of the transfer station for the Town's solar array project which appears to be located outside of jurisdictional areas of the Conservation Commission;
- Received local signatures from the Conservation Commission and the Board of Selectmen to finalize the Calista conservation restriction which now needs the signature of the Wildlands Trust prior to final acceptance by the Secretary of Energy and Environmental Affairs;
- Submitted annual report of the Conservation Commission;
- Discussed potential project for stormwater mitigation at the Town Landing/Ah-dee-nah with Waterfront Committee;
- Met with Project Manager of the Rogers & Gray renovation project to ensure site is stable for the winter;
- Monitored various construction projects including the New England Village Day Habilitation Center off of Independence Road;
- Continued discussions and site visits with various Boy & Girl Scouts on conservation land service projects including bridge building; sign installation, etc.;
- Conducted numerous site visits to determine Commission jurisdiction, to inspect conservation lands and to investigate violations; and
- Attended the monthly meeting of the Plymouth Carver Aquifer Advisory Committee (PCAAC).

**COUNCIL ON AGING: Submitted by Linda Felix**

Statistics FY2012 are attached and include...

Fitness/Exercise - Recreational/Socialization - Community Education - Transportation - Meals on Wheels - Outreach/Advocacy - Professional Services and more.

**New December Activities:** – Chair Massage – Holiday Crafts – Ice Cream Social – Hanson COA Holiday Singers- Holiday Cookie Tea Party –Holiday Luncheon -Book Club –New Years Eve Party– Wii – Pancake Breakfast – Rep Calter Office Hour -

Our first Holiday Season Luncheon was a memorable occasion held at the new Senior Center. The state of the art kitchen and volunteers fed 135 people with ease. A special thank you to Reggie Macamaux,

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who donated funds for the holiday luncheon through his summer golf tournament. Bill Alberti and Fran Botelho-Hoeg entertained seniors by singing Holiday songs with Dan the Man playing the saxophone. Wearing the famous red suit, Charlie Comeau from the Kingston Lions Club was adored by all. Thank you to all the volunteers (Kingston Fire, Kingston Police, Town employees and the Kingston Lions Club) who made this holiday a huge success.

A special thank you to all the Girl Scout Troops who put together Christmas stockings filled with toiletries and various items to make the Holidays extra special for 35 Meals on Wheels recipients.

STATISTICS FY 2012													
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>FITNESS / EXERCISE</b>	-	-	-	-	-	-	-	-	-	-	-	-	-
EXERCISE W/CINDI	2	18	19	19	13	11							82
TAI CHI	39	21	32	31	27	29							179
Chair Yoga	38	20	43	40	18	32							191
GET FIT W/DIRECTOR	78	42	42	66	73	57							358
LINE DANCING	35	28	28	18	24	13							146
WALKING CLUB	0	0	0	0	0	0							-
STRENGTH FITNESS OVER 60	33	24	33	0	0	0							90
Zumba Gold	38	30	27	35	45	12							187
Zumba				27	10	12							49
CHAIR MASSAGE						2							2
<b>INTERGENERATIONAL</b>	-	-	-	-	-	-	-	-	-	-	-	-	-
SENIOR OLYMPICS		80											80
Wii VIDEO GAMES	3	30	1	4	4								42
SALUTE TO VETERANS					62								62
<b>ECREATIONAL/SOCIALIZATION</b>													
BINGO	143	83	104	96	76	0							502
PINOCHLE	17	20	16	29	33	24							139
WHIST	70	89	60	55	78	67							419
CRIBBAGE	25	14	15	15	19	18							106
BRIDGE	53	47	55	61	23	40							279
DOMINOES	6	6	6	9	0	0							27
BREAKFAST	13	19	8	8	5	0							53
FRIDAY AT THE MOVIES	38	29	19	26	14	27							153
HIGH TEA	0	0	4	12	10	16							42
CANDY BINGO	25	13	36	29	11								114
ICE CREAM PARTY	9	8	10	18	12	0							57
HYPNOSIS CLASS	6	0	7	0	0								13
ROCKY NOOK LUNCHEON	65	78											143
NAVY BAND	115												115
BUILD A BURGER	115	27											142
GREAT WORLD WAR II SONGS		19											19
TRAVELING CHEF		35											35
BEACH PARTY		27											27
SOC HOP			50										50
Portland Duck Tour Trip			18										18
Italian Festival Trip			11										11
Indian Head Resort Trip			20										20
Easthill Farm Trip			35										35
CANASTA			4	7	4								15
PUMPKIN FESTIVAL				55									55
DOG BEHAVIOR 101				2	1								3

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WHITE ELEPHANT SALE				44									44
GIVING THANKS TO AGENCIES					84								84
BENCH DEDICATION					65								65
MURDER MYSTERY LUNCHEON					10								10
HOLIDAY COOKIE PARTY						16							16
Hanson COA Holiday Chorus						84							84
HOLIDAY LUNCHEON						135							135
FRIENDS PIZZA PARTY						60							60
Kennebunkport Holiday Trip						55							55
NEW YEARS CELEBRATION						60							60
COMMUNITY EDUCATION													
Hospice 101 Veteran Outreach	9												9
Charlie Pass	53												53
VNA - Diabetes Management	7												7
HOME TELE MONITORING	75												75
Adams Heritage Project Update		56											56
LUNCH & LEARN		44											44
WHEN LOVE IS NOT ENOUGH		19											19
SCAMS & IDENTITY THEFT		63											63
Powerful Tolls for Caregivers			67										67
PROTECTING YOUR NEST EGG			8		12								20
Meet Greet Sam Johnson (Sen. Brown)				10									10
KEMA Evacuation Transportation				67									67
Rep Calter Office Hours					2	0							2
WHAT OCES DOES FOR YOU				40									40
MAINTAIN YOUR MEMORY				5									5
OPTIMAL BALANCE				8									8
POETRY READINGS				5									5
MEDICARE UPDATES					31								31
CULTURAL													
BOOK CLUB	8	0	9	9	7	8							41
OIL PAINTING	0	0	43	42	24	0							109
QUILTING	6	9	33	44	39	18							149
Craft Class	5	6	8	2	6	2							29
MORE COLOR MORE LIFE	3												3
DRUM FOR JOY	2												2
Marshfield Fair Bus Trip		31											31
HEALTH SCREENING													
BLOOD PRESSURE CLINIC	76	60	25	76	39	50							326
PEDI-CARE	5	8	7	10	5	5							40
Your Hearing Health Screening	3	2	3	0	1	1							10
HEALTH EDUCATION													
TOTAL MONTHLY PARTICAPATION	1218	1105	906	1024	887	854	0	0	0	0	0	0	
TOTAL FISCAL YEAR TO DATE													5,994

STATISTICS FY 2011													
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>TRANSPORTATION</b>													
													-
<b>Van S-1</b>													
Miles	1379	1599	1489	1440	1485	1279							

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Services	243	264	206	234	210	230							
<b>Van S-2</b>													
Miles	1750	2013	1725	1546	1576	1673							
Services	271	316	283	222	205	216							
<b>FOOD SERVICES</b>													
THURSDAY LUNCHEON	310	147	367	246	212	380							1,662
Bakery Items	738	665	790	729	646	594							4,162
OCES Congregate Meals	251	215	142	138	117	149							1,012
													-
Meals on Wheels (Duplicated Services)	596	648	600	616	759	629							3,848
Unduplicated people	33	38	35	40	40	34							220
<b>OUTREACH / ADVOCASY</b>													
SHINE	10	1	5	14	31	12							73
FUEL ASSISTANCE	0	1	8	21	8	7							45
Client Support (Elders Only)	3	1	1	2	3	3							13
HOME CONSULT	0	0	1	3	3	2							9
FOOD STAMPS	5	1	3	2	2	0							13
Family Support (Non- Elders Only)	3	2	0	3	5	0							13
Farmers Market Coupons		3	23	0									26
OFFICE CONSULT			38	37	38	15							128
<b>PROFESSIONAL SERVICES</b>													
LEGAL ASSISTANCE	1	4	3	2	4	1							15
TAX CONSULTANT	2	2	0	0									4
REFERRAL >AGENCIES	18	5	3	10	29	19							84
REFERRAL < AGENCIES	0	6	17	2	48	23							96
FINANCIAL MANAGEMENT	0	0	0	0	0								-
STATE REPRESENTATIVE	0	0	2	1	2	0							5
<b>VOLUNTEER</b>													
Volunteer Hours	533	590	673	659	699	460							3,614
													-
<b>TOTAL RECORDED DUPLICATED SERVICES FOR FY 2011</b>													2012
<b>TOTAL RECORDED UNDUPLICATED PEOPLE FOR FY 2011</b>													2012

**FIRE DEPARTMENT: Submitted by Robert Heath**

During the month of December, the Kingston Fire Department responded to two building fires that were caused during disposal or cleanup of wood stoves. Quick work by the Fire Department prevented significant damage to one home, while quick thinking by the homeowner at the second incident prevented any damage. I would like to take this opportunity to remind people to please use caution and care when disposing of ashes and residue from fireplaces, woodstoves, pellet stoves and the like.

There was a recent incident of vandalism at the Cranberry Preserve on Grove Street where someone using a chain saw cut down an old telephone pole. This telephone pole did have two very old transformers attached to it. When this pole came crashing down, one of the transformers spilled a liquid substance on the ground in the watershed area. While on town-owned property, it was determined that the transformers belonged to NSTAR. NSTAR did assume the responsibility for cleanup and removal of the equipment and any contamination. This was a cooperative effort between the Fire Department, Conservation Commission and the Kingston Police.

Also, towards the end of December, the Fire Department responded to a significant motor vehicle accident on Summer Street at the Duxbury town line. This accident was head-on in nature, resulting in serious injuries, as well as the use of multiple sets of Jaws of Life. The patients were transported to local hospitals by both Kingston and Duxbury.

As the Board is aware, we have been experiencing some very moderate and wonderful weather this winter. I would like to note that on January 6th, a Saturday that saw temperatures of 61 degrees, the Kingston fire Department responded to a report of a roadside grass fire on Route 44 westbound. Believe it or not, the weather conditions, coupled with the dry ground and vegetation, lent itself to produce an approximately 3-4 acre woods fire. Due to the location and proximity of other town lines, the Fire Departments of Plymouth and Carver also received calls for fires in their town. However, the fire was determined to be in Kingston, and as those departments were already on the road, we utilized their personnel and equipment to help contain the fire. This is a very good example of how quickly fire can spread during the right weather conditions in areas such as limited access highways and additionally, illustrates my concerns with the parts of the highway that back up to housing developments. Had this fire occurred in a more westerly direction, Indian Pond Estates would have been in its direct path.

The Annual Luminary Display was held on Saturday, December 17th, and as is always the case, was a huge success. The citizens of Kingston, as well as many visitors, came out in force and took advantage of the good weather to enjoy the display of luminaria, the antique Hose House, events on the Town Green and many open houses along Main Street.

As previously mentioned, open burning begins on January 15th. For those that already have their permits, please remember to just call in on the day you are burning and give your permit number. If you need assistance in any way, please do not hesitate to call us. If residents need a permit, they may be obtained at the Pembroke Street Fire Station. THERE IS NO CHARGE FOR OPEN BURNING PERMITS.

On the Emergency Management front, I would like to acknowledge that our Administrative Assistant, Patricia Steed, will be retiring, effective February 4, 2012. I want to publicly thank her for ten years of dedicated service to the Town and the Kingston Emergency Management Agency.

As was previously mentioned to the Board, I am working with the American Red Cross, as well as some surrounding communities to establish a regional shelter. Once the logistics of this concept have been worked out, it is the goal of KEMA to relocate the shelters to a more self sufficient and modern facility.

**HARBORMASTER: Submitted by Dennis Carvalho**

No activity to report.

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

December has been a quite month for the Department of Streets, Trees & Parks. Mother Nature has spared us her wrath so far this winter therefore; we only dispatched two trucks to sand a few icy spots throughout the Town. With the assistance of Warner electric, we installed the concrete pad and conduit for the E.V.C (electrical vehicle charging station) in the area near the Animal Control Facility. When the

correct unit is delivered, it will be installed on the pad. Test pits were dug at the Ah-Dee-Nah to assist the Water Front Committee with their plans to reconstruct the area. All gravel roads in Town were graded to make the plowing of these streets less damaging to the plowing trucks. Two forty foot storage containers were donated and moved from the Elementary School to the Highway department that has allowed us to store our drainage castings as well as other materials inside a locked area. Main and Green streets were swept and cleaned so the annual luminaries could be held. Kevin Dykes resigned his position with us so he could start a new career with the Town of Hanson as a Public Safety Dispatcher. We wish him well in his new endeavor.

The Transfer Station has been a busy location as the construction of the Wind Turbine continues. All turbine parts have been delivered to the site and construction of the tower is almost complete. Recycling and book containers have been temporarily relocated so the crane that will construct the turbine can be built. We extended the hours of the Transfer Station on Christmas Eve as well as the day after to allow residents more time to dispose of their holiday refuse. The weekend following Christmas has traditionally been the busiest weekend at the Transfer Station.

### **Kingston Emergency Management Agency (KEMA)**

#### **LIBRARY: Submitted by Sia Stewart**

During December we requested funding from the Kingston Public Library Foundation to enable the Library to meet the State's minimum requirement for expenditures on library materials (books et cetera).

We updated and submitted a new action plan for our FY2011 – FY2015 Strategic Plan, as required by the State as a condition of eligibility for grants.

Library Director Sia Stewart and the Library Trustees worked with the Kingston Public Library Foundation to offer a "Home for the Holidays" concert on December 2<sup>nd</sup>, showcasing the talents of Fran Hoeg, Bill Alberti, Andrew Garland, Kelley DePasua, Ariana Tomasi, and members of the Silver Lake High School Select Choir.

Building problems that remain to be addressed:

- A sewage ejector pump is failing. It is more urgent than ever for the Town to connect the Library to the sewer system. Funding for this project is included in the Permanent Building Committee's budget request.
- The exterior brickwork needs to be evaluated and a plan formulated to repair and maintain it. The Permanent Building Committee is working on this.
- Stone ballast accidentally shoveled off the roof during snow removal last winter still needs to be replaced on the roof.
- The second-stage compressor on the building's main rooftop cooling unit has failed. The unit is running on the first-stage compressor. Arnold Refrigeration has donated the repairs that have been performed so far, but funding will be needed to replace the compressor in the spring. Funding for this project is included in the Permanent Building Committee's budget request.

Library staff Susan Aprill and Stephanie Legg continued work begun in September to configure and install reconditioned computers at public desks and reconfigure existing machines for use in other locations.

Kingston resident Juliet Drennan and Library Director Sia Stewart continued work with students from the Simmons School of Management on a project to evaluate awareness among Kingston residents of the library services their taxes pay for. We will be developing a plan based on this work, beginning in January.

Children's Librarian Stephanie Legg is preparing to submit a grant proposal for science and technology programs for upper elementary school students.

Sia Stewart, Liz Watson, and Susan Aprill continued working to update our existing Disaster Response Plan.

We sent out monthly newsletters for readers interested in hearing about new titles in five separate categories, Fiction, Nonfiction, Audio, Teen, and Children's. Anyone interested in receiving these newsletters by email can sign up at [kingstonpubliclibrary.org](http://kingstonpubliclibrary.org) or by emailing [kilib@kingstonpubliclibrary.org](mailto:kilib@kingstonpubliclibrary.org). The newsletters themselves can also be seen via a link in the upper right corner of our homepage. We worked on the next issue of [KPL Connection](#), the Library' quarterly newsletter, to be issued in January.

We prepared workshops, to be offered in January, to help residents who would like to borrow free eBooks from the Library.

We held an open house for the public during the Kingston Luminaries Night, with crafts for children sponsored by the Library's volunteer Youth Advisory Council (formerly the Teen Advisory Board).

Most members of the library staff participated in Old Colony Library Network committee work, including the Executive Board, Members Council, Local History Roundtable, Budget Committee, Circulation Committee, Electronic Resources Taskforce, Serials Committee, Reference Librarians' Roundtable, and Bibliographic Services Committee. These committees shape the Network's services to Kingston residents. Library Director Sia Stewart is Vice President of the Network.

As always, the library staff worked 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:

- A South Shore Locavores program: holiday potluck, participants shared info on local food resources
- Meetings of our knitting group
- Playgroups and storytimes for children
- An exhibit of work by Kingston children, created at various Library programs throughout the year
- An exhibit: Laddie, a Christmas story.

In 1928, the first and second graders in one of the Kingston schools wrote a short book about Laddie, the dog who saved Christmas. As Elspeth Hardy, their teacher and editor, wrote in the preface, "The

children worked collectively; one child started with an opening sentence, the others took the thought and followed on until the tale was finished.” Illustrations by Kingstonian Marion Cobb Dries complete the work. (From the Local History blog [Pique of the Week](#))

**PLANNING BOARD: Submitted by Thomas Bott**

[Report Pending]

**POLICE DEPARTMENT: Submitted by Joseph Rebello**

Crime Status Report  
December 1, 2011 thru December 31, 2011

Calls for Service logged by Dispatchers	1000
Arrests/Custody	8
Applications for Warrants	17
Investigated Motor Vehicle Crashes	23
Verbal Warnings – Motor Vehicle	26
Written Warnings/Citations Issued - MV	17
Citation Arrest	1
Citation Civil Charges	5
Citation Criminal Complaint	4
Incident Reports filed by Officers	99
Forcible Rape	1
Simple Assault	5
Intimidation	4
Burglary/Breaking & Entering	7
Shoplifting	5
Theft from Building	5
Theft from Motor Vehicle	2
Theft of Motor Vehicle Parts	3
All other Larceny	12
Motor Vehicle Theft	1
False Pretense/Swindle	2
Forcible Rape	1
Credit Card/ATM Offense	1
Stolen Property Offense	3
Destruction/Damage/Vandalism	7
Drug Narcotic Violations	2
Prostitution	1
Driving Under the Influence	1
All other Offenses	4
Traffic Town By-law Offenses	5

All police department members completed the annual training coordinated by the Kingston Emergency Management Agency for public safety personnel. This training is necessary because of Kingston’s close proximity of the nuclear power station in Plymouth. The training provides members of the police department with the necessary safety and response information in the event of an incident at Entergy’s

Pilgrim Nuclear Power Station. The training included instruction in Radiological Emergency Awareness and Response, Dosimetry and Exposure Control, and a refresher course of the police department's role in the event of an incident at the Pilgrim Nuclear Power Station.

The Board of Selectmen voted to reappoint Glenn C. Bushee, Darren J. Martin, Todd A. Bailey, Marks J. Brenner Jr., Pater E. Pateline, Sean S. Percy, Mark S. Schubert, Thomas E. Mori, Michelle E. Beck, and Bartholomew B. Connors to the position of Special Police Officer for the Kingston Police Department. The term of the appointment will be from January 1, 2012 through December 31, 2012.

Moreover, the Board of Selectmen voted to appoint Michelle E. Beck, Gail A. Fallon, and Barbara DeWolfe to the position of Police Matron. The term of the appointment will be from January 1, 2012 through December 31, 2012.

**RECREATION: Submitted by Susan Woodworth**

**FY12 INITIATIVES AND ACCOMPLISHMENTS**

- Community Preservation Project(s)
  - Reed Patio Project– complete for the winter. Contractor will come back in the Spring to seal the patio
- Gray's Beach Project –
  - Bid to be finalized and advertised in January
  - Project estimated to begin early spring
- **ADDITIONAL FY12 Updates**
- Programs:
  - Luminary Festivities – largest turnout to date of people for the activities at the Reed Building. Hot chocolate, cider, and cookies provided and entertainment by students from the Recreation Joy of Music program, as well as several craft projects for children offered in the Lower Hall.
  - Number of programs being offered this Winter: 38
  - Registrations now being accepted for all winter programs
  - YTD programs offered: 61
  - YTD participation numbers: 2822
  - Building Use (outside of Recreation Programs): 45
- Gray's Beach
  - Playground and park will maintain open until first snow
- Continued Field Management
  - Opachinski Athletic Complex winterized and shut down
  - Lights on the Rizzo field to be replaced when ground solid enough for work trucks to get to light poles without damage to the fields
  - Trouble shooting on scoreboards to take place (damage due to electrical storm)
- Continued Reed Building/Property Management and Maintenance
  - Project for the steam valves on the radiators in the Reed Community Building, as well as installation of a cast iron radiator with self-contained steam valve in the main lobby restroom complete

- Reed Playground retaining wall to be repaired; emergency unforeseen budget item
  - Paul Basler, Streets Trees and Parks, to coordinate and assist with the repairs
- Oversee usage requests at Camp Nekon
- Monthly Budget(s) Reconciliation

**SEWER COMMISSION/WASTEWATER TREATMENT: Submitted by Ken Vandal**

The Wastewater Treatment Facility processed 10,635,415 gallons of wastewater during the month of December. This resulted in the production of 79,500 gallons (15.28 dry tons) of sludge. There were no violations of our groundwater discharge permit. All test parameters were well below the limits allowed in our discharge permit.

Performed maintenance on the equipment at the treatment plant and performed daily inspections of the 15 pump stations.

The following items were addressed:

- Power Products performed the annual inspection and maintenance on the emergency generators at all 15 pump stations.
- Replaced defective lover actuators in the emergency generator enclosures at the River Street and Town Center pump stations.
- Removed debris clogging pump #1 at River Street pump station.
- Replaced pump #1 at Riverside Drive pump station with a spare pump retrofitted with a cutter style impeller and volute to help reduce clogging.
- Responded to an E-One grinder pump call on Smith's Lane. Tested the pump and pump controls for proper operation. Determined that both were operating properly. Told the property owner that the problem appeared to be an internal plumbing issue and that he should contact his plumber. The plumber confirmed our suspicion.
- Replaced one E-One grinder pump at a property on Jones River Drive and Lantern Lane.
- Rebuilt right side of septage pump #1.
- Received 16.4 tons of sodium carbonate in the soda ash silo. Soda ash is used to help maintain the proper alkalinity and pH for the microbes that break down the wastes during the treatment process.
- The semi-annual groundwater monitoring samples were taken at the monitoring wells around the effluent discharge area.

A special meeting of the Sewer Commission was held on December 11<sup>th</sup> at the Wastewater Treatment Facility. The purpose of the meeting was to discuss issues relating to a possible Plant expansion. The minutes of that meeting will be posted on the Town's website.

**TOWN CLERK: Submitted by Mary Lou Murzyn**

[Report Pending]

**TREASURER: Submitted by John LaBrache**

[Report Pending]

**VETERAN'S AGENT: Submitted by William Martin**

During the month of December, 50 eligible veterans and dependents received Chapter 115 assistance in the amount of \$27,055.73. Of that amount, \$7,109.87 was reimbursement for medical expenses. Two new clients were added to the roles this month. Both are behind in mortgages after some long term unemployment issues and are trying to save their homes. An additional family also losing their home, applied for benefits but were not eligible based on the veterans' status. They were referred to Transitional Assistance. Two clients have moved from Kingston during the month. One man lost his house. He was so far behind in mortgage payments when he came to our office, we were unable to assist him in that purpose. He has moved to Plymouth and will collect benefits there. The other client moved to Florida in hopes of employment opportunities.

Gift cards from the Selectmen's Office were distributed with checks in December and were very much appreciated, especially by families with young children.

We received over \$500 in food boxes from Hannafords for the food drive. Those boxes as well as bags of food were distributed to all of our clients. Deliveries were made to 6 widows who no longer drive. Christmas toys and clothing were collected for several children of families on our assistance.

Requalification of all clients has started for the month of January. This is very time consuming process as we check bank account status, housing costs and income every six months. With the cost of increase in social security checks starting in January, we will see minor changes in our monthly budgets.

**WATER: Submitted by Matthew Darsch**

The December Water/Sewer Bills were delivered to customers. Bills will be due in January.

Work was completed on the repairs to the Elm Street Pump Station foundation.

Pump Station Operator, David Sapir, attended classes sponsored by the New England Water Works Association as part of the continuing education requirements of the DEP.

Water Department employees assisted the developers of the condominiums at Country Club Estates and single-family homes at Barrows Brook Estates as they continued with the pressure testing and bacterial sampling as required by our Rules and Regulations.

Monthly sampling for bacterial analysis was complete with no evidence of total coliform.

Water Department employees painted the interior of the South Street Treatment Plant

Water Department employees repaired three service leaks.

The Board of Water Commissioners submitted an application for approval by the DEP for a pilot program to be conducted to reduce manganese infiltration from the Trackle Pond Well.

Water Department employees equipped twenty-five residences with radio read metering equipment.

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*Should you have any questions regarding the foregoing, please do not hesitate to call or email [jthomas@kingstonmass.org](mailto:jthomas@kingstonmass.org). Thank you!*