



Department Head Monthly Report to the Town Administrator

November 2011

ACCOUNTING: Submitted by Joan Paquette

In November, I attended the MMAAA fall seminar. There were speakers on emergency management from towns that had been hard hit by storms. Hearing the first hand problems that had to be solved during and after a disaster was very enlightening. The FEMA requirements for funding were explained and showed the difficulty of getting reimbursements.

The accounts receivable were reconciled with the collector's and treasurer's reports for the months July through October. The unbilled sewer betterments, septic loan betterments and sewer connection fees were analyzed. The septic loans and sewer connection fees are in balance with the assessors' records. I am going over the sewer betterment accounts to find the small discrepancies.

Trust funds, guaranteed deposits and engineering consultant accounts were updated with interest earned. The balances agree with the treasurer's reports for the first quarter of the fiscal year. We continue to balance cash monthly.

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

Calls received: 77

2--Dogs were picked up or impounded
2-Dogs returned to their owners
3-Dogs adopted out to new homes

6--Cats were picked up or impounded
1-Cat returned to their owners
5-Cats adopted out to new homes
1-Cat transferred to Papa's Pet Project, Inc. of Plymouth

Collections: Town of Kingston Total = \$430.00
Animal Care Fund: Collected/ \$1,255.00 Expended/\$476.00

(1) Dog bite reported and investigated
(2) Cat bites reported and investigated

Quarantines Issued: (2) dog ten day, (2) cat ten day (1) cat six month
Quarantines Released: (2) dog ten day, (3) cat ten day

November 9th Debra and Joanna attended the annual Animal Inspector meeting held this year in Middleboro sponsored by the MA Department of Food & Agriculture, Division of Animal Health.

ASSESSORS: Submitted by James Judge

During the past month the Assessing Department completed all necessary functions to greater serve the public.

BOARD OF HEALTH: Submitted by Henny Walters

There was activity during the month of November 2011 in these areas by Health Department Staff:

- Annual licensing preparations and mailings.
- Health Agent Coalition Meeting.
- Medical Reserve Corps Steering Committee Meeting.
- Variance reviews.
- Routine septic inspections.
- Board of Health Meetings, November 14, November 28.
- Building Department Permit Reviews.
- Food Service Inspections.
- Disposal Works Construction Permits
- Title 5 Inspection Report reviews
- Percolation Testing.
- Review of current Tobacco Regulations and Draft.
- Approved plans for New England Village Day Habilitation Center.

BUILDING DEPARTMENT/INSPECTIONAL SERVICES: Submitted by Paul Armstrong

Great weather has allowed many construction projects to continue in a fall work mode. The steel frame is up and interior structural work continues at the Adams Library Heritage Center. The patio and parking lot repairs at the Reed are substantially complete. Heating system upgrades have also been completed at the Reed, both projects supervised by the Permanent Building Committee. Large fins and tower pieces have arrived at the Turbine sites. By Christmas at least two Turbines should be in place and quite visible in the eastern part of town. If you hold a Construction Supervisor license, remember that starting January 1st, 2012 continuing education credits will be required as is already required for Plumbers and Electricians. All the restaurants and function halls have been inspected for the New Year. All the establishments were in great shape. Please remember that woodstoves and pellet stoves require a permit and inspection.

MONTHLY RECAP
NOVEMBER 2011
BUILDING PERMITS

BUILDING TYPE	PERMIT TO	COUNT	ESTIMATED COST
Commercial	Alter	1	15,000.00
Commercial	Repair	0	0.00
Commercial	Roofing / Siding	1	4,000.00

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Commercial	Demo	0	0.00
Commercial	Construct	0	0.00
Dwelling Units	Alter	7	103,654.00
Dwelling Units	Construct	0	0.00
Dwelling Units	Addition	1	30,000.00
Dwelling Units	Repairs	6	27,079.00
Dwelling Units	Roofing / Siding	4	13,300.00
Dwelling Units	Foundation	2	25,000.00
Dwelling Units	Wood-Pellet Stove	1	1,250.00
Garage	Any	2	7,000.00
Misc.	Any	0	0.00
Other	Any	1	8,200.00
Shed/Barn	Any	0	0.00
Swimming Pools	Any	1	30,000.00
Mobile Homes	Any	1	1,500.00

ALL PERMIT TYPES

Building	28	2,394.00
Cert. of Inspection	19	1,890.00
Electric	23	1,871.00
Gas	34	2,001.00
Plumbing	15	1,278.00
Signs	0	0.00
Zoning	0	0.00
Sheet Metal	3	125.00
Total Fees Collected	122	9,559.00

YEAR TO DATE TOTALS

Total fees collected to date	131,849.00
Total Est. cost of construction to date	11,499,398.00
Total dwelling units to date	16

COLLECTOR: Submitted by Jo Ann Bray

Request made to use the signage at the Rte 27 fire station and the message board at the transfer station reminding resident tax bills due by November 1st.

Between October 31st and November 2nd the office had roughly about 300 resident come into the office to pay their tax bill.

Working with the Water Dept getting water bills ready to send to the printer for mailing on December 9th.

Munis's help getting the files setup for the Lockbox coming in January for paying Real Estate and Personal Property tax bills.

Looking into having the Deputy Collector send out warrant bills on past due R.E. tax bills.

New M.V. Commitment file ready to be mailed out on December 5th.

Two M.V. Commitments files sent to demand /warrant with Deputy Collector.

MLC request for refinances or sale of property has dropped way down.

CONSERVATION COMMISSION: Submitted by Maureen Thomas

The Conservation Commission held two public hearings during two meetings in November, approved one project, and conducted one site visit. The Commission and staff were involved in the following additional activities during the month of November:

- Completed revisions to the Kingston Wetland Protection Regulations;
- Met with the Government Study Committee to discuss the functions of the Conservation Commission within town government;
- Submitted the Commission FY13 budget proposal to the Board of Selectmen;
- Attended the Wapping Road dam removal celebration with various federal, state, local and private partners;
- Worked with Kingston Police Department to address illegal dumping on a conservation land parcel;
- Met with Matt Darsch, Water Superintendent, the Jones River Watershed Association and Deb Cook of the Greenscapes Program to discuss collaboration on stormwater outreach and education required under the National Pollutant Discharge Elimination System (NPDES) Phase II program;
- Met with Paul Basler and representatives from Environmental Partners Group on the scheduling and requirements of the new NPDES rule and subsequent filing of an updated Notice of Intent in 2012 for permission from EPA & DEP to discharge stormwater to waters of the Nation and Commonwealth;
- Continued administration of the Mass Bays Jones River Estuary & Kingston Bay Stormwater Assessment Project including meeting with consultant, reviewing water quality data, discussing project plans with various parties, and submitting reimbursement requests;
- Monitored various construction projects including the New England Village Day Habilitation Center off of Independence Road, the Water Department structural support work at their building on Elm Street, the Rogers & Gray Insurance work on Smith's Lane, etc.;
- Reviewed the wetland delineation at the Hall Property for the Recreation Dept. resource area delineation filing;
- Recorded the Nobadeer Village Conservation Restriction and the Wager deed at the Registry of Deeds;
- Continued working with Patrick Farah, GIS volunteer, on town-wide GIS improvements;
- Continued discussions and site visits with various Boy & Girl Scouts on conservation land service projects including parking area enhancement, bridge building, signage installation, trail maintenance, bench building, as well as stormdrain stenciling in a couple of Kingston neighborhoods;
- Conducted numerous site visits to determine Commission jurisdiction, to inspect conservation lands and to investigate violations; and
- Department Administrative Assistant, Brandi Gordon, commenced planning of the annual town employee adopt-a-family program to benefit Kingston residents and the planning of the employee holiday party.

COUNCIL ON AGING: Submitted by Linda Felix

Statistics FY2012 are attached and included...

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

New November Activities: – Bench Dedication – Holiday Crafts – Ice Cream Social – Salute to Veterans - Giving Thanks Tea Party – Protecting your Nest Egg – Book Club -Thanksgiving Dinner – Medicare Updates – Wii – Pancake Breakfast – Ask the Dog Trainer – Rep Calter Office Hour -

The holiday season came early to the Council on Aging--we just received twelve Kindles for our book club. This was a new and fun technological experience for most of the Seniors who participated in last Tuesday Kindle lesson at the Senior Center.

Our SHINE (Serving Health Information Needs of Elders) counselors have been extremely busy finishing up on their Shine/ Medicare applications for Elders, which ended December 7, 2011.

This month, Meals on Wheels recipients have increased dramatically to 759. 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
FITNESS / EXERCISE	-	-	-	-	-	-	-	-	-	-	-	-	-
EXERCISE W/CINDI	2	18	19	19	13								71
TAI CHI	39	21	32	31	27								150
Chair Yoga	38	20	43	40	18								159
GET FIT W/DIRECTOR	78	42	42	66	73								301
LINE DANCING	35	28	28	18	24								133
WALKING CLUB	0	0	0	0	0								-
STRENGTH FITNESS OVER 60	33	24	33	0	0								90
Zumba Gold	38	30	27	35	45								175
Zumba				27	10								37
INTERGENERATIONAL													
SENIOR OLYMPICS		80											80
Wii VIDEO GAMES	3	30	1	4	4								42
SALUTE TO VETERANS					62								62
RECREATIONAL/ SOCIALIZATION													
BINGO	143	83	104	96	76								502
PINOCHE	17	20	16	29	33								115
WHIST	70	89	60	55	78								352
CRIBBAGE	25	14	15	15	19								88
BRIDGE	53	47	55	61	23								239
DOMINOES	6	6	6	9	0								27
BREAKFAST	13	19	8	8	5								53
FRIDAY AT THE	38	29	19	26	14								126

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MOVIES													
HIGH TEA	0	0	4	12	10								26
CANDY BINGO	25	13	36	29	11								114
ICE CREAM PARTY	9	8	10	18	12								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
WHITE ELEPHANT SALE				44									44
GIVING THANKS TO AGENCIES					84								84
BENCH DEDICATION					65								65
MURDER MYSTERY LUNCHEON					10								10
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 TOOLS FOR CAREGIVERS			67										67
PROTECTING YOUR NEST EGG			8		12								20
MEET GREET SAM JOHNSON (SEN BROWN)				10									10
KEMA EVACUATION TRANSPORTION				67									67
Rep Calter Office Hours					2								2

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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								33
OIL PAINTING	0	0	43	42	24								109
QUILTING	6	9	33	44	39								131
Craft Class	5	6	8	2	6								27
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								276
PEDI-CARE	5	8	7	10	5								35
Your Hearing Health Screening	3	2	3	0	1								9
HEALTH EDUCATION													
TOTAL MONTHLY PARTICAPATION	1218	1105	906	1024	887	0	0	0	0	0	0	0	

TOTAL FISCAL YEAR TO DATE 5,140

STATISTICS FY 2011													
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
TRANSPORTATION													
Van S-1													-
Miles	1379	1599	1489	1440	1485								
Services	243	264	206	234	210								
Van S-2													
Miles	1750	2013	1725	1546	1576								
Services	271	316	283	222	205								
FOOD SERVICES													
THURSDAY LUNCHEON	310	147	367	246	212								1,282
Bakery Items	738	665	790	729	646								3,568
OCES Congregate Meals	251	215	142	138	117								863
													-
MEALS ON WHEELS (Duplicated Services)	596	648	600	616	759								3,219
Unduplicated people	33	38	35	40	40								186
OUTREACH / ADVOCASY													
SHINE	10	1	5	14	31								61
FUEL ASSISTANCE	0	1	8	21	8								38

5. The Blackboard Connect or reverse 911 has been used to advise our Townspeople of the movement of the Wind Turbines as well as any Storm related issues. Chief Rebello, Assistant Town Clerk Shelly Loring and myself met with our Representative to review new upgrades and data collection methods for quality control. Shelly has been added to the Admin Group because she is the primary go to person for the Town's Website and manages the Information Portal for Blackberry Connect. This program will work very well for us in the future, and as you are aware the sustainable funding comes from the KEMA Grant as an adjunct Notification System for our Residents.

6. The Open Burning Season is fast approaching. It begins on January 15th and extends to May 1st. Weather Conditions will dictate the allowance. The rules are the same as before and we hope to impact the Citizens as little as possible. If anyone already has a permit, but does not have access to their assigned number, they only need to contact our office at 781-585-0531 for assistance. Last year was uneventful, and most Residents were in compliance with the State's Open Burning Laws and we look forward to the same this coming year.

7. I would ask the Board to please keep in their thoughts and prayers, Firefighter Jon Davies of the Worcester Fire Department. Firefighter Davies lost his life in the line of duty on December 8th while operating at an Apartment House Fire. A contingent of Kingston Firefighters will be in attendance for the Funeral on Thursday, December 15th.

HARBORMASTER: Submitted by Dennis Carvalho

No activity to report.

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

[Report Pending]

Kingston Emergency Management Agency (KEMA)

LIBRARY: Submitted by Sia Stewart

We have submitted Kingston's application for a waiver of the municipal appropriation standard used for library certification. The Board of Library Commissioners will review this application at their January meeting and make a decision at their February meeting. This will be the third year that a waiver is needed because the municipal appropriation for the Library budget fails to meet the state's minimum standard. For the second year, donations from residents and the Kingston Public Library Foundation have enabled us to meet one of the financial standards necessary for certification.

During November we submitted our FY2013 budget and capital plan.

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.
- The exterior brickwork needs to be evaluated and a plan formulated to repair and maintain it.
- 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.

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. Machines have been moved out of the meeting room and consolidated in the children's and adult areas of the library, making them accessible even when the meeting room is in use, and making it easier for staff to manage the public machines.

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 expect to receive recommendations from this project in early December.

Library Director Sia Stewart completed an updated Action Plan for our FY11 – FY15 Long-range Plan. We began preparations to submit a grant proposal for science and technology programs for upper elementary school students.

We began work to overhaul and 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 www.kingstonpubliclibrary.org or by emailing kilib@kingstonpubliclibrary.org. The newsletters themselves can also be seen via a link in the upper right corner of our homepage. The next issue of KPL Connection, the Library's quarterly newsletter, will be issued in January.

During November, demand grew for free downloadable eBooks for the Kindle eReader, first introduced for this format in September. We anticipate an even higher demand after Christmas. We are limited in what we can offer to the public by restrictions on library lending imposed by publishers, and by our inadequate book budget. Kingston readers do benefit from the shared eBook collection in the Old Colony Library Network catalog. Because we anticipate that many people will receive new eBook readers as holiday gifts, in January we will offer several workshops on how to use these devices to borrow free eBooks through the Library.

Library Director Sia Stewart attended the annual meeting of the Massachusetts Library System in Worcester.

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: 1621 and Your Authentic Holiday Table, presented by Plimoth Plantation Historic Foodways Culinarian Kathleen Wall
- Meetings of our book discussion group for adults and our knitting group
- Playgroups and storytimes for children
- An exhibit of work by artists in Violet Berry's Oil Painting class
- An exhibit in celebration of Margaret Warnsman, beloved former Library Trustee and Town Historian, who passed away recently at the age of 100

PLANNING BOARD: Submitted by Thomas Bott

Attended Master Plan seminar put on by CPTC (Citizen Planner Training Collaborative) in Fitchburg in anticipation of Master Plan update

Coordinated site visit to O'Donnell and Demar properties to look at tree cutting on O'Donnell wind turbine site

Attended meeting at Borrego Solar in Lowell with their team to discuss ongoing permitting and site development concerns

Sent out request on Planner's List Serve inquiring about rates for EV charging station parking rates

Meet with Gary Langenbach of Conservation Land Review Committee to put together presentation to the Board of Selectmen on Draft Management Plan for Camp Nekon

Sent inquiry to Town Counsel through the Town Administrator's Office regarding waivers and conditional approval for scaled back 40R development

Had initial meeting with new Town Administrator

Received inquiry from Kingston Wind Independence on whether building permits had been issued for wind turbines in Town

Following review by Building and Highway notified Weston and Sampson ok to proceed with review

Forwarded copy of Affordable Housing Plan (May version) to Mary O'Donnell following her meeting with the Kingston Housing Authority

Forwarded link on Town of Kingston website for Kingston Master Plan to Jim Thomas. Had a link from the website home page Town Maps and Plans added to direct to Master Plan.

Submitted Planning Board budget which includes request for \$70,000 (an estimate) to update the 1998 Master Plan

Replied inquiry from resident about "soil replacement" from fuel oil spill on South Street near South Street well site

Contacted previous architects for Adams Library building about warranty information for flat membrane roof that is leaking

Working with Borrego Solar and Town Counsel on clarifying leased area for solar arrays

Follow up with Recreation Commission engineers for the Hall Property on emergency access road from Brookdale. Checked with Fire Dept as well. Recommendation is not to pursue access and work on developing additional fields.

Working with Weston and Sampson, our landfill consultant, on Borrego solar's inquiry about the bearing capacity of the naphthalene sludge in portions of the landfill.

Following up on progress and extension request for the Mews development off of Baker Avenue

Contacted Fred Presley, West Warwick Town Planner about their efforts creating a geothermal district for heating and cooling buildings

Completing requirements to install EV Charging stations at Town Municipal complex. The Mall and the MBTA were unable to follow through with the grant requirements

Attempted to call into NStar meeting in Westwood where Kingston Wind, and Town of Kingston were addressing NStar's requirements for interconnection. Conference call line not functioning

Forwarded information on Outreach for Indian Pond Estates 40B to Treasurer's office about local preference for affordable housing. Information will be inserted into Town Employee paycheck envelopes

Continued logistic with Kingston Police of delivery of turbine components to landfill site

Working with Mary O'Donnell's engineer to develop ANR plans for her three wind turbine sites

Completed reimbursement request for MTC funded wind turbine studies and plans

Identified with Lenny Warner the best of three possible sites for EV charging station near Animal Shelter

Coordinating joint meeting of Planning Board and Board of Selectmen on Affordable Housing Plan

Continued working with Tom Richardson of Boatinglocal.com on video he would like to shoot of Jones River. Trying to coordinate a date when we could meet with my tandem kayak to help him film. Unfortunately we couldn't work out our schedules to coincide.

Forwarded Animal Control Officer concerns about siting EV Charging Station near Animal Shelter

Discussing updated Zoning Maps with the Assessors and Town Clerk;s office

Working with Kingston webmaster of posting wind turbine construction photos to our website

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Provided plans and decisions on Kingston wind turbine for Town Clerk for package to Kingston Wind's attorneys

Met with Don Ducharme and Mary O'Donnell on affordable housing in Kingston

Working with Kingston Wind and Buildin Inspector on documentation their lender needs on Kingston Wind permits

Following up with Weston and Sampson on their review of Kingston Wind construction

Requested an estimate for engineering review of the Mews at the developer's request due to his concerns about the cost of the current review.

Responded to MassDevelopment and OCPC inquiry on bond for Mary O'Donnell (No Fossil Fuel) wind turbines. Proposed project does not conflict with any local or regional comprehensive plans

Attended Joint Meeting of Planning Board and Board of Selectmen on Affordable Housing plan. Discussion of Affordable Housing Plan to continue of December 20, 2011

Checking with Town Counsel on final steps to complete Indian Pond Phase III street acceptance

Attended History of Chowder presentation at the Kingston Public Library, who knew?

Deliver mylar of ANR plans for Mary O'Donnell (No Fossil Fuel) wind turbines to her engineers for recording at Registry

Discussed with Town Clerk and Town Counsel procedural flaw in filing of Special Permit for Tree Farm Landing development

Working with potential buyer of Bearses Farm on revised plans and concerns regarding unpaid taxes on portions of the property

Setting up meeting with Town Counsel, Town Administrator and Mary O'Donnell on Ms, O'Donnell's ideas for affordable housing strategies

Followed up with Rebecca O'Donnell Kirkland on outstanding issues on site plan for commuter rail parking lot.

Tracking down errant NStar Gas bill for Adams Library

Provided additional information to Rise Engineering for NStar Gas rebates from Green Community upgrades

Recorded Street acceptance information for Indian Pond Estates Phase III. This completes process for accepting streets as public ways

Forwarded information from Planning Board/Town Planner's meeting with Town Government Study Committee to Town Administrator

Forwarded inquiry about broken guardrail in Gurnett Woods to Streets, Trees and Highway Department

Received and processed invoice from Weston and Sampson for inspections on Kingston Wind Turbine

Received and processed invoice from Webby Engineering for review of Regal Cinema construction. Account requires additional funding.

Forwarded information to Indian Pond Homeowners Association that Autumn Lane, Pond View, Forest, Hemlock and portions of Meeting House Road are now public streets

Planning Board agenda for November 14, 2011

- Definitive Subdivision Plan The Mews/Baker Ave (Kraus)
- Site Plan Baker Avenue Multiple Dwelling (Kraus)
- Site Plan modification O'Donnell wind turbine

Planning Board agenda for November 22, 2011

- Site Plan modification O'Donnell wind turbine
- ANR plan Marion Drive to create parcels 39-1, 39-2, and 8-1 for O'Donnell Wind Turbines
- Definitive Subdivision Plan The Mews/Baker Ave (Kraus)
- Site Plan Baker Avenue Multiple Dwelling (Kraus)
- Joint Meeting with Board of Selectmen Room 200
- Adoption Affordable Housing Plan
- http://www.kingstonmass.org/filestorage/40/924/Kingston_Affordable_Housing_Plan_060611.pdf
- Discussion Creation of Affordable Housing Trust

POLICE DEPARTMENT: Submitted by Joseph Rebello

Kingston Police Department

Crime Status Report

November 1, 2011 thru November 30, 2011

Calls for Service logged by Dispatchers	1099
Arrests/Custody	17
Protective Custody	2
Applications for Warrants	13
Investigated Motor Vehicle Crashes	21
Verbal Warnings – Motor Vehicle	54
Written Warnings/Citations Issued - MV	36
Citation Arrest	3
Citation Civil Charges	16
Citation Criminal Complaint	3
Incident Reports filed by Officers	118
Aggravated Assault	1
Simple Assault	3
Intimidation	3
Burglary/Breaking & Entering	1

Shoplifting	2
Theft from Building	3
Theft of Motor Vehicle Parts	2
All other Larceny	6
Stolen Property Offenses	2
False Pretense/Swindle	2
Statutory Rape	1
Pornography/Obscene Material	1
Destruction/Damage/Vandalism	7
Drug Narcotic Violations	2
Weapons Law Violations	1
Driving Under the Influence	3
Disorderly Conduct/Drunkenness	1
All other Offenses	12
Traffic Town By-law Offenses	5

The Kingston Police Department often receives intelligence from other agencies aimed at crime reduction. The following information is worthy of public dissemination. It includes tips and advice relative to lessening the chances of you becoming a victim of crime, especially during the holiday shopping season.

It basically reiterates the point “that if it appears too good to be true, then it probably is”, and from the Latin, “Caveat emptor” or “Buyer Beware”.

Be very aware and cautious when utilizing the internet. Due to jurisdictional issues and the ease of anonymity, the successful prosecution of internet crimes is very difficult to say the least. Nonetheless, if everyone uses good judgment, and thinks before they act, then the likelihood increases that all should have a very Merry Christmas and Happy New Year.

RECREATION: Submitted by Susan Woodworth

FY12 INITIATIVES AND ACCOMPLISHMENTS

- Community Preservation Project(s)
 - Reed Patio Project Underway – completion estimate mid-December
- Gray’s Beach Project –
 - Bid to be finalized and advertised this winter
 - Project estimated to begin early spring

ADDITIONAL FY12 Updates

- Programs:
 - Number of programs being offered this Winter: 38
 - YTD programs offered: 61
 - YTD participation numbers: 2822
 - Building Use (outside of Recreation Programs): 31
- 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
 - Working in conjunction with Ron Gleason regarding finalizing the project for the steam valves on the radiators in the Reed Community Building, as well as coordination of furnishing and installing a cast iron radiator with self-contained steam valve in the main lobby restroom
 - basketball court, tennis courts – nets to be brought in for winter, playground, fields, Reed Building
 - 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 9,770,120 gallons of wastewater during the month of November. This resulted in the production of 69,500 gallons (14.16 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 daily inspections of the 15 pump stations. The following problems were addressed:

- Replaced defective floats in the wet wells at the Maple and Summer Street pump stations. We replaced the pump control float system at the Maple Street pump station with a Multitrode Fail Safe probe and level controller on November 18th. The control floats have been problematic. The new system is more reliable and gives us greater flexibility.
- Painted the emergency generator housing and pump control cabinets at the River Street pump station to cover up graffiti.
- Removed debris clogging the pumps at the Riverside Drive, River Street and Rocky Nook pump stations.
- Replaced two E-One grinder pumps on Foundry Lane and Summer Streets.
- Cleaned out wet wells at Maple Street and Summer Street pump stations.

Performed preventive maintenance on the equipment at the treatment plant.

Corrective maintenance on equipment at the wastewater treatment plant included:

- Rebuilt one of the septage pumps.
- Modified the disc filter to eliminate a pneumatic valve actuator that has been problematic.

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 November, 48 eligible veterans and dependents received Chapter 115 assistance in the amount of \$26,123.26. Of that amount, \$6569.11 was reimbursement for medical expenses. All expenditures this month were authorized by the Department of Veterans' Services and therefore will be fully reimbursed to the Town at the 75% level. Three new clients applied and qualified for benefits this month. Two have moved to Kingston from other towns where they were receiving assistance.

On November 22nd, the Greater Boston Food Bank teamed up with the Department of Veterans' Services in an effort to get nutritious protein and fresh produce into the homes of needy veterans. Food was distributed at Bunker Hill Community College. Since our most needy veterans were not able to make this trip, both the Veterans' Agent and Ms. Brackett made the trip in their vehicles and loaded both cars with donated food for 25 clients. The donation included frozen turkey, fresh fruit and fresh vegetables for each family. Staff from both Greater Boston Food Bank and DVS recognized our efforts in getting food to our veterans and mentioned we were one of two municipalities to make this mass effort. Food was then distributed here at Town Hall that afternoon and was very well received. Two families would not have had turkey for Thanksgiving without this donation.

In addition, the Town of Kingston food drive was ongoing for the entire month with distribution plans started.

We continue to be very busy with Disability Compensation claims with both VA and Social Security seeing 4-5 clients a week on these matters.

As winter approaches, we are seeing more families who are just not able to make ends meet. Long term unemployment continues to hurt several of our younger veterans.

WATER: Submitted by Matthew Darsch

Meter readings were compiled for the months of August, September and October 2011 and water and sewer bills were prepared.

Work continues on the repairs to the Elm Street Pump Station foundation.

Pump Station Operators, Christopher Veracka and William Ruemker attended classes sponsored by the New England Water Works Association as part of the continuing education requirements of the DEP.

Town of Kingston - Department Head Monthly Report - November 2011

Water Department employees assisted the developers of the condominiums at Country Club Estates and single-family homes at Barrows Brook Estates as they conducted 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. Additional sampling was also done for PCE (tetrachloroethylene).

Employees collected scrap metal from the site of the old Soule's Pond Well and brought it to a reclamation company that issued the water department a check for \$463.57.

Water Department employees repaired two service leaks and installed two new services.

Water Department employees pressure-washed the outside of the Elm Street and Smith Lane Tanks.

We reviewed several possible pilot programs to be conducted to reduce manganese infiltration. DEP will be contacted in earlier December to provide assistance in choosing the most effective system for Kingston.

Water Department employees equipped twelve 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. Thank you!