

TOWN OF KINGSTON
BOARD OF SELECTMEN

MINUTES
August 31, 2010

Chairman Sandra D. MacFarlane opened the meeting of the Board of Selectmen held on August 31, 2010 at 7:00 p.m. in Room 200 at the Town House, 26 Evergreen Street, Kingston. Present were Vice Chairman Dennis N. Randall, Richard J. Arruda, Joseph F. Casna, Jr. and Town Administrator Jill R. Myers. Mark S. Beaton was absent.

The Chairman invited Mr. Eldridge to the podium to introduce the Eagle Scouts that were present to receive a plaque commemorating their achievement. Nicholas Wierman, Peter Burke and Charles Comeau each gave an overview of what their projects were and Ms. MacFarlane, Mr. Arruda and Mr. Casna presented each with the plaque.

Mr. Randall recognized and acknowledged the devotion and dedication of the Scouts and stated we should honor their achievements.

No one present requested to speak at open forum.

The Board review the minutes of the August 17, 2010 meeting. Upon motion made by Mr. Randall and seconded by Mr. Casna, following a discussion and a 4-0-0 vote, it was—

VOTED: To accept the public and executive session minutes of the August 17, 2010 meeting.

The Board reviewed the Town Administrator's report. Items discussed were; an Addendum issued and date change for the Wind and Solar RFPs from 8/27/10 to 9/24/10; a Surplus Auction schedule for 9/29/10 at 3:00 p.m. at the Highway Barn; a meeting to discuss the repair work to the Howland's Lane Bridge; the ability for residents to enter contact information on the Sheriff's website for E-911 notification; and a meeting with Rep. Calter and the Historical Commission to discuss the Elm Street Bridge replacement.

Mr. Randall stated that Rep. Calter deserves recognition for the work he has done regarding the Elm Street Bridge. Upon consensus of the Board, Ms. Myers was requested to send a letter to Rep. Calter acknowledging its appreciation for his services.

Under Old Business-Committee Reports, Ms. MacFarlane recognized Ronald Gleason, Chairman of the Permanent Building Committee. Mr. Gleason acknowledged the gift of engineering services by Webby Engineering, specifically John Veracka, who completed the design to connect the four municipal buildings; Highway, Animal Control, Town House and Senior Center to the Sewer line.

Mr. Gleason stated that the Permanent Building Committee was not being used to the fullest potential and that they had written a handbook for maintenance and guidelines for Town buildings. He said that due to a lack of funding building were not being repaired and stated that seed money of \$35,000 to make repairs was not provided as requested. Mr. Gleason stated that Ms. Fiore, Finance Committee

Chairman would address that next month. He further stated that the Permanent Building Committee was not meeting and he was conducting business by himself. Mr. Gleason stated he was looking for 1) support of the Board of Selectmen, 2) Cooperation of the Town Administrator, 3) a funding source, and 4) identification of the repairs and maintenance that was needed. He indicated he was ready, willing and able to do the work to facilitate the proper procedure which would include; submittal of the RFP to the Town Administrator, identifying the revenue source for funding, selection of a contractor, overseeing the work, approval of change orders, securing as-built plans and closeout of the projects.

Ms. MacFarlane stated that the building maintenance is taken care of through the Selectmen's office but would welcome the expertise of the Permanent Building Committee.

Mr. Casna suggested that Mr. Gleason work with the Town Administrator for the long term needs and not the day to day maintenance.

Mr. Randall recommended that Mr. Gleason report back quarterly to the Board rather than annually and that the Board should embrace the original intention of the Permanent Building Committee in its coordination and integration into the way we do business. Mr. Gleason stated that building new costs 6-10 times more than maintenance. He called attention to the need to paint the columns at the back entrance of the Town House.

Ms. Myers stated that to change or expand the charge of the Committee would require going back to Town Meeting. She suggested that there are ways for the Committee to be accountable and members should put a plan together for funding. Further, Ms. Myers advised that painting the columns was on a list of work to be taken care of by maintenance staff.

Ms. MacFarlane suggested some of the work could be done as Eagle Scout projects.

The Board reviewed the request to close Cedar Lane between Curtis and Leigh Roads and upon motion made by Mr. Randall and seconded by Mr. Casna, following a discussion and a 4-0-0 vote, it was—

VOTED: To approve the closure of Cedar Lane between Curtis and Leigh Roads for a block party to be held on Saturday, September 4, 2010 from 2:00 p.m. to 9:00 p.m.

The Board reviewed the Appointments and Resignations.

Ms. MacFarlane invited Sylvia Vaz to the podium and she discussed her qualification and interest in being appointed to the Council on Aging Board. Upon motion made by Mr. Randall and seconded by Mr. Casna, following a discussion and a 4-0-0 vote, it was—

VOTED: To appoint Sylvia Vaz to the Council on Aging Board to fill the unexpired term of Linda Feliz.

Upon motion made by Mr. Randall and seconded by Mr. Arruda, following a discussion and a 4-0-0 vote, it was—

VOTED: To accept the resignation of Winifred Avery from the Historical Commission and further;

VOTED: To appoint Joseph Casna as the Board's non-voting representative to the Agricultural Commission.

The Board reviewed the recommendation to hire a part-time secretary for the Community Preservation Committee for approximately 100 hours annually (\$1,500 annually) and upon motion made by Mr. Arruda and seconded by Mr. Casna, following a discussion and a 4-0-0 vote, it was—

VOTED: To hire Kathryn Robichau as the Secretary to the Community Preservation Committee at \$11.88 per hour under the Wage and Personnel ByLaw.

Upon motion made by Mr. Randall and seconded by Mr. Arruda, following a discussion and a 4-0-0 roll-call vote, it was—

VOTED: To enter into Executive Session¹ under MGL Chapter 30A: Section 11A ½ to discuss a financial assistance request.

Respectfully Submitted:

Nancy M. Howlett, Assistant to the
Town Administrator/Board of Selectmen

¹ The public session adjourned at 7:45 p.m. and the executive session adjourned at 7:56 p.m.