



Department Head Monthly Report to the Town Administrator

September 2011

ACCOUNTING: Submitted by Joan Paquette

The accounting department accomplished the following tasks during September:

- Drafted agreement on school costs paid by town per request of the school business manager.
- Submitted information to the superintendent's office for FY2011 school costs paid by the town for the school year-end report to DESE.
- Created debt schedule as of June 30, 2011 for audit and DOR purposes.
- Started entering information for estimated receipts in the Recap section of "Gateway" the DOR on-line reports site.
- Completed the free cash page of the recap sheet in Gateway.
- Submitted the snow & ice report to the DOR via Gateway.
- Set up account numbers for articles voted for FY2012.
- Paid vendors and posted payrolls.
- Continued working with Melanson Heath and Company on the 2011 audit.

It was decided that the town would go back to weekly vendor warrants. This works better for the accounting office because of the volume of payments being made and because payrolls are done weekly and many of the withholdings must be paid weekly so that we do not incur penalties with the state or federal IRS. This has met with hearty approval from various departments.

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

Calls received: 95

14--Dogs were picked up or impounded

5-Dogs returned to their owners

2-Dogs adopted out to new homes

8--Cats were picked up or impounded

1-Cat returned to their owners

6-Cats adopted out to new homes

1-Cat transferred (MSPCA, Animal Hosp., Rescue Organization)

Animal Care Fund: Collected/0 Expended/\$1604.21

Quarantines Issued: (2) dog ten day

Quarantines Released: 4 Total (1) dog ten day, (1) cat ten day, (2) cat 45 day

(2) Dog bites were reported and investigated

A volunteer meeting was held at town hall September 27th at 6:30 p.m. We had an informative and successful meeting attended by both new and old staff members. Topics of discussion were shelter protocol, volunteer duties, shift schedules, help needed and animal status updates.

ASSESSORS: Submitted by James Judge

[Report Pending]

BOARD OF HEALTH: Submitted by Henny Walters

Tobacco Control Program

Tobacco Compliance Checks were conducted in September 2011. The inspections were conducted to ensure compliance with Massachusetts and Local Regulations regarding the Sale, Vending and Distribution of Tobacco Products. Of the 17 licensed stores that were inspected, none of the following sold tobacco products to a minor:

Hennessy News	Myette's Country Liquors
Cumberland Farms	Hess Gas
Cumberland Farms	CVS Pharmacy
Stop & Shop	Kingston Mobil
Empire Wine & Spirits	Kingston Liquors
Trackside Liquors	Tedeschi's
Verc Gulf	Sunshine Liquors
Super Petroleum	Whit's Market
Hannaford Supermarket	

Eastern Equine Encephalitis

A directive was issued to all schools and the Recreation Department advising that public fields and school fields in town have been reopened after restrictions on use were lifted by the Board of Health at its meeting. All the fields were sprayed within 2 days. The directive also included precautionary steps to reduce the chance of infection.

Reviewed plans for Tree Farm Landing – Parting Ways Road. Determined that additional testing needs to be performed in all the proposed primary and proposed reserve areas.

Attended a Meeting of the Plymouth County Emergency Preparedness Coalition.

Attended a Meeting of the Plymouth Area Medical Reserve Corps.

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In addition to being available to the public during regular office hours, the Department was busy with the following:

- Issued burial permits and signed off on certificates of death.
- Reviewed Title 5 Inspection Reports and took appropriate action when necessary.
- Conducted housing inspections as a result of complaints.
- Conducted percolation testing to replace failed septic systems and construction for new ones.
- Researched properties as part of building application approval.
- Processed loan applications for the Title 5, Septic System Repair Assistance Program.
- Reviewed engineering plans and issued Disposal System Construction Permits.
- Conducted inspections of septic systems to ensure compliance with Title 5 Regulations and issued Certificates of Compliance.
- Conducted inspections of retail and food establishments as mandated by State Regulations every 6 months.
- Prepared approximately 250 renewal applications to be forwarded to all businesses requiring permits, upon its return, new licenses for the 2012 year will be issued.

BUILDING DEPARTMENT/INSPECTIONAL SERVICES: Submitted by Paul Armstrong

September was a lovely month weather-wise and that is always helpful to construction activity. There are several "spec" houses under construction and that is a sign of improved market confidence. Four Stretch Code compliant homes are under construction. The future owners will benefit from lowered energy costs and a very weathertight home. Many Stretch Code compliant additions have also been permitted. They follow the Building Code for insulation requirements with the builder taking extra care with draft stopping. Site work is starting for the Wind Turbine on Town owned land. The Turbine will be an easy to see reference point if you're sailing near the coast of Kingston. Please make sure that your house number is visible from the street.

MONTHLY RECAP
SEPTEMBER 2011
BUILDING PERMITS

BUILDING TYPE	PERMIT TO	COUNT	ESTIMATED COST
Commercial	Alter	2	1,245,900.00
Commercial	Repair	1	317,000.00
Commercial	Roofing / Siding	0	0.00
Commercial	Demo	1	10,000.00
Commercial	Construct	0	0.00
Dwelling Units	Alter	3	97,325.00
Dwelling Units	Construct	1	147,000.00
Dwelling Units	Addition	0	0.00
Dwelling Units	Repairs	3	13,700.00
Dwelling Units	Roofing / Siding	2	5,800.00
Dwelling Units	Foundation	1	8,000.00
Dwelling Units	Wood-Pellet Stove	1	2,000.00
Garage	Any	0	0.00
Misc.	Any	2	9,707.00
Other	Any	1	149,600.00

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Shed/Barn	Any	4	20,300.00
Swimming Pools	Any	0	0.00
Mobile Homes	Any	1	10,000.00

ALL PERMIT TYPES

Building	23	6,327.00
Cert. of Inspection	4	390.00
Electric	15	680.00
Gas	19	1,072.00
Plumbing	17	1,135.00
Signs	0	0.00
Zoning	0	0.00
Sheet Metal	1	250.00
Total Fees Collected	79	9,854.00

YEAR TO DATE TOTALS

Total fees collected to date	106,104.50
Total Est. cost of construction to date	8,945,557.00
Total dwelling units to date	14

COLLECTOR: Submitted by Jo Ann Bray

Water bills due on October 10th

Files sent to Unibank for 2nd quarter RE and PP to pay online

Heavy request from banks regarding R E tax delinquency

File sent to Escrow companies regarding RE 2nd quarter tax bills

Real Estate bills due November 1st

Working on the 2013 Budget due in by November 1st

High demand request for Municipal Lien Certificate for refinance.

Working with Lighthouse Company getting the process started for lockbox payments for 3rd and 4th quarter taxes.

High volume of calls from residents regarding abatements /adjustments on tax bills calls transferred to Board of Assessor's office.

CONSERVATION COMMISSION: Submitted by Maureen Thomas

The Conservation Commission held six public hearings during one meeting in September, approved four projects and conducted one site visit. The Conservation staff continued to serve the public during

regular office hours and was involved in the following additional activities during the month of September:

Conducted the first water quality sampling round for the Jones River Estuary & Kingston Bay Stormwater Assessment Project and received lab results showing elevated bacteria levels at several Town of Kingston stormwater outfalls. The second sampling event of the project is planned for October;

Performed daily site visits to the Wapping Road dam removal project to monitor work and progress including the installation of two water quality structures at town-owned outfalls that discharge stormwater to the Jones River upstream of the dam;

Finished working with Conservation intern, Jeffrey Gillis, to whom the Commission extends their gratitude for all of his generous assistance throughout the summer;

Worked to complete the Nobadeer Village Conservation Restriction for submittal to the MA Division of Conservation Services for final approval and recordation per the Orders of Conditions for the project;

Participated in a free webinar on Documenting Coastal Storm Damages hosted by MA Office of Coastal Zone Management and MA Emergency Management Agency who demonstrated how to use the new *StormReporter* web tool for documenting coastal damage;

Attended the monthly meeting of the Plymouth Carver Aquifer Advisory Committee (PCAAC);

Continued working with Patrick Farah, GIS volunteer, on town-wide GIS improvements;

Continued discussions with various Boy & Girl Scouts on their respective Eagle and Gold Award projects;

Issued various decisions in accordance with Commission votes; and

Conducted numerous site visits to inspect ongoing work, to determine Commission jurisdiction, to inspect conservation lands and to investigate violations.

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 August Activities: –Wii Video Games— Weight removal through Hypnosis – Hearing Screening – Powerful Tools for Caregivers – Staff AED Training – Veterans Home Care Benefits – Canasta – Oil Painting – High Tea – Beading – Pancake Breakfast Protecting your Nest Egg – Friends Bake Sale – Craft of the Month – Ice Cream Social – Rockin Soc Hop,

All is going well at the Council on Aging. Steve Hayward our new Junior Custodian is doing a remarkable job at the Senior Center inside and out. We are thrilled to have him on our COA team!

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Our September's Rockin Soc Hop was a huge success with live entertainment, lunch, punch and other refreshments. The dance floor was always full with various types of line dancing routines, jitterbug and couples dancing the afternoon away. It was great seeing Senior's getting dressed in their poodle skirts, bobby socks and saddle shoes. Katherine Lafayette was voted "Queen of the Soc Hop" with her stunning outfit she wore.

Our SHINE (Serving Health Information Needs of Elders) counselors are preparing for October's Open Enrollment for Medicare. The new dates for Medicare enrollment is October 15 – December 7. This is the time Elders need to change their medical insurance and prescription plan. SHINE counselors will be at the Senior Center every Monday –Thursday to explain the changes and coverage for 2012 and help Senior's fill out the necessary forms.

STATISTICS FY 2012													
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FITNESS / EXERCISE													
EXERCISE W/CINDI	2	18	19										39
TAI CHI	39	21	32										92
Chair Yoga	38	20	43										101
GET FIT W/DIRECTOR	78	42	42										162
LINE DANCING	35	28	28										91
WALKING CLUB	0	0	0										-
STRENGTH FITNESS OVER 60	33	24	33										90
Zumba Gold	38	30	27										95
													-
INTERGENERATIONAL													
SENIOR OLYMPICS		80											80
Wii VIDEO GAMES	3	30											33
													-
RECREATIONAL/SOCIALIZATION													
BINGO	143	83	104										330
PINOCHLE	17	20	16										53
WHIST	70	89	60										219
CRIBBAGE	25	14	15										54
BRIDGE	53	47	55										155
DOMINOES	6	6	6										18
BREAKFAST	13	19	8										40
FRIDAY AT THE MOVIES	38	29	19										86
HIGH TEA	0	0	4										4
CANDY BINGO	25	13	36										74
ICE CREAM PARTY	9	8	10										27
HYPNOSIS CLASS	6	0	6										12
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
													-
COMMUNITY EDUCATION													
HOSPICE 101 VETERAN OUTREACH	9												9

HARBORMASTER: Submitted by Dennis Carvalho

September we had three tows. Picked up the inflatable with the new bladder.

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

[Report Pending]

Kingston Emergency Management Agency (KEMA)

[Report Pending]

LIBRARY: Submitted by Sia Stewart

We are preparing our annual financial report to the Massachusetts Board of Library Commissioners. This report, together with an application for a waiver of the municipal appropriation requirement, is due on October 14th. 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 September we worked with the Permanent Building Committee on a number of facility problems. Problems and issues addressed:

- A leak in the men's room required the replacement of a urinal and substantial repairs to walls.
- A sewage ejector pump is failing. It is more urgent than ever for the Town to connect the Library to the sewer system.
- A leak into the activities room in the children's department called attention to the condition of the exterior brickwork. The leak has been repaired. We are working with the Permanent Building Committee on a plan to evaluate and address the larger problem of the brickwork in other parts of the building.
- 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.

During September we replaced five failing computers with reconditioned units. We have been keeping our computers running with very minimal support, and machines are beginning to fail outright or are so outdated that they cannot support the software needed for basic library functions. All replacement work was done by library staff. A wireless access point also failed and was replaced. Because our budget for equipment maintenance is so limited, we used funds that were originally designated for books to replace the failed hardware.

Through the efforts of Kingston resident Juliet Drennan, the Library Director began working 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. As part of that effort, the library is seeking teen volunteers in grades 9 through 12 to help conduct surveys. Teens can earn community service hours through this project.

Fall children's programs resumed in September, including reading groups and story times for various age groups.

We responded to the changing needs of Kingston youth by opening our Teen Advisory Board to children ages 11 and 12. The group voted to rename themselves the Youth Advisory Council.

We sent out the second edition of our digital newsletter, *KPL Connection*, at the end of September. Anyone interested in receiving this newsletter by email can sign up at www.kingstonpubliclibrary.org or by emailing kilib@kingstonpubliclibrary.org. This very useful forum enables us to get word out to library users about new additions to our collections, as well as about updates to library services.

During September, we were able for the first time to offer free downloadable eBooks for the Kindle eReader.

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, 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:

- Music Together, a program for families and young children
- A presentation about Road Scholar, about ElderHostel opportunities for all ages
- A Fancy Nancy Mom and Me program for children
- A seminar about wildlife photography, presented by local photographer Charlie MacPherson
- An author visit
- A South Shore Locavores program about preserving food
- A Lego's program
- Meetings of our book discussion group and knitting group
- Playgroups and story times for children
- An exhibit of work by local artist Joyce Dietlin
- An exhibit about the Elm Street Bridge, using images from the Local History Collection

PLANNING BOARD: Submitted by Thomas Bott

- Confirmed MBTA's presentation to Town of Kingston on the T's 100kw wind turbine. The MBTA which is exempt from local zoning will attend the September 26, 2011 Planning Board meeting to talk about the turbine site and discuss any possible effects on the Town's turbine located at the landfill. The T's turbine will be approximately 120 feet tall from the tip of the blade to the ground. By comparison the turbine that the is being erected on the landfill will produce 200 times as much power and be about 268 feet taller.
- Sent follow up to the Mews to fully fund review account for The Mews development on Baker Avenue
- Met with Iannucci to discuss site plan for two new building to replace one larger damaged building

- Follow up with the Independence Mall and the MBTA on installation of electrical vehicle (EV) charging station
- Ongoing efforts to call the bond for Lantern Lane and discussing with neighbors possible options to complete required work
- Set up consulting engineering account for for Regal Cinema at the Independence Mall
- Considering options to install EV charging station with the possibility that neither the Mall or the MBTA will be willing or able to participate in revised grant award
- Forwarded Planning Board site plan approval and plans to ZBA for hearing on Preowned Performance Car Sales on Summer Street
- Confirmed with MBTA that EV charging vendors would have access to electrical panels for site visit by Voltrek and Gleason Electric
- Received word (and picture) that Kingston Independence wind turbine has been shipped from Korea
- Discussion with D&C Construction and Town Counsel on start of wind turbine construction, permanent financing and bond language
- Wind turbine preconstruction meeting and ground breaking tentatively scheduled for September 20, 2011
- Follow up with Rebecca O'Donnell Kirkland on completing conditions for Marion Drive commuter rail parking lot
- Follow up with Interstate Electric on estimates for EV charging station
- Follow up with Mr. Gleason on NStar utility relocation at Elm Street Bridge as well as EV charging station estimates
- Met with Drew Atherton who is doing a newcomers book on Kingston on some information she would like to include in her guide
- Discussion with Bill Hamilton General Manager of Independence Mall as to whether the Town would have any funding to supplement the DOER grant for EV Charging Stations. We don't.
- Coordinating with Dan Palotta OPM for Adams Heritage Center and Paul Basler on installing two dry wells for Adams project.
- Checked with Town Counsel and Superintendent of Streets, Trees and Parks on allowing D&C surveyor on to landfill site. Executed leases are in place so ok to proceed with survey work.
- Also making sure D&C's Insurance will suffice while waiting for final bond during site preparation for turbine
- Set up meeting with OPM and Heritage Center Development Committee to discuss progress and potential issues
- Attend wind turbine preconstruction meeting and ground breaking
- Following the expiration of the appeal period had the mylar for New England Villages subdivision certified by the Town Clerk and endorsed by the Planning Board
- Site visit to Independence Mall and MBTA with Voltrek and Gleason Electric for EV charging station estimates
- Researching warranty for membrane roof installed on Adams Library in 2004
- Discussion with abutter about landscaping requirements for new condo building at Summer and Evergreen. Forwarded planting plan to Building Inspector.

- Forwarded Kingston Wind press release to Globe South correspondent, WATD, and DOER
- Reviewed appeal language for mylar with Town Clerk. Reviewed mylar prior to the Town Clerk's certification that plan represents the Board's approval.
- Conferred with Conservation Agent that wind turbine is out of ConsCom jurisdiction. Advised Borrego Solar to keep solar arrays out of riverfront area to minimize permitting issues.
- Forwarded information about MBTA site visit for EV charging stations to MBTA. Expect an estimate from Gleason and Voltrek shortly/
- Provided EV charging station specs and detail of site plan to Gleason electric so he could prepare an estimate
- Stopped by Wapping Road dam removal to see progress just before breach and take some pictures
- Accepted invitation to Old Colony Storm Water Management Conference on September 21, 2011 includes discussion of the new Municipal "MS4" Storm Water Permits
- Following up to make sure all punch list items from Public Library, KES, and Smith's Lane Fire Station are complete prior to final reporting on Green Communities Grant
- Finalizing attendees for Wind Turbine ground breaking with the BOS/TA's office
- Shared information regarding Kingston's DEP Post Closure permits with Duxbury for their efforts to site renewal energy facilities on land fill
- Working with OPM to sort out NStar bill and work order for new service for Adams Center
- Working with OPM on billing to date for architectural services
- Reviewing Gray's Beach specification for Recreation Along with ConsCom, Building and Highway
- Forwarded information on revised MBTA EV charging station site to DK Power, Interstate Electric, Osram Sylvania, and Voltrek, Gleason Electric, DOER, MBTA and Green Energy Committee
- Conducted pre construction meeting with D&C Construction, Weston and Sampson, Highway and , Building,
- Meet WPLM Station Manager and Attorney following wind ground breaking ceremony set up meeting about their concerns regarding potential interference from wind turbine to their AM radio signal
- Attended Wind turbine Groundbreaking controlled access by vehicles to the site, took photographs and returning shovels and podium back to Town House after event
- Contacted Coulomb Technologies Customer Support for EV charging station Install Guide
- Conferring with OPM on whether their contractor is a drain layer certified by the Sewer Commission
- Forwarded WPLM letter citing concerns about wind turbine interference of AM radio signal to Kingston Wind LLC.
- Received word that Voltrek will not be providing an estimate for EV charging station at the MBTA or at the Independence Mall. At this point we have no estimates from the four firms identified by DOER for the T Station and only one for the Independence Mall
- Received and forwarded to the Building Inspector an inquiry from an abutter to O'Donnell property on what they described as a "massive clear cutting"
- Requested and received clarification from Town Counsel that a scaled back 40R development would require infrastructure certification from Water, Sewer and Selectmen as well as a vetted site plan

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- Meet with Orwig Associates and the Viscarello family on conceptual plan for 119-125 Main street (corner of Spring and Main) Set up conceptual Meeting with Planning Board.
- Forwarded copy of approved O'Donnell Wind Turbine site plan to Building Inspector following inquiry by abutter over tree cutting
- Received septic report for Maple Avenue School and a request from Habitat for access to the building. Forwarded request to the Board of Selectmen
- Received proposal from Gleason Electric for EV Charging Station at MBTA. Forwarded proposal to the MBTA
- Received word that "the mbta cannot commit to paying the balance" of \$1279 plus in kind work by MBTA personnel to install EV Charging Station
- Received prevail wage rates for electrician and backhoe operator to combine estimate to install EV charging station on the municipal complex
- Reached out to some former Planning Board and Master Plan committee members about proposed update of Kingston Master Plan
- Received EV Charging Station installation guide and forwarded to electricians preparing estimates for installation at Town House
- Requested extension letter from the Mews and remittance to fully fund consulting review account
- At the request of DOER inquiring to Recreation and Schools about possible sites with existing electrical capacity to host EV Charging Stations
- Meet with Norfolk Ram Group about development of Hall property for ballfields. Will set up an appointment at a future round table meeting in October
- Meet with Farland Thompson Engineering on revised subdivision and special permit for Tree Fram Landing. Suggested they contact Board of Health about common septic field, Advised applicant of estimate for consulting engineer plan review
- Conferring with Highway and MassDOT on work hours for Elm Street Bridge and utility relocation. Referring question of hours of work to Board of Selectmen
- Received extension requests but no funds for the Mews review
- Requested and received Heritage Center fund balances for OPM and Heritage Center Committee
- Upon requests forwarded grant info on EV charging Station to Mary O'Donnell
- Received Performance Bond from D&C for Kingston Wind Turbine, forwarded to Town Counsel for review
- Notified Green Communities that all grant funded work had been completed.
- Met with Mary O'Donnell and Sean Sullivan of No Fossil Fuel regarding changes to O'Donnell wind turbine site plan
- Met with the Board of Selectmen on changes to EV Charging Station grant
- Notified DOER following meeting with BOS that the Town will be installing one EV Charging stations at the Kingston Town House. We were unable to work out any funding mechanism to install an EV charging station at the Mall or the MBTA. We will take the second charging station in the grant to be installed after a Special Town Meeting in the Spring. In the event Town Meeting failed to fund the second installation we would return the second unit

- Discussion with resident of Lantern Lane on estimates for paving cost to complete required improvements
- Follow up with Building and Highway on wind turbine construction. Requested check from D&C to fund review of construction
- Completing bookkeeping on final bills from FST for consultant review of RK Crossing Duncam Donuts
- Submitted more graphic to Kingston webmaster (Mrs. Loring) for Kingston Wind Turbine
- Preparing quarterly and final reports for DOER on Green Community Grants
- Discussion with Associated Wind Developers regarding a wind turbine at LKnife site
- Received word from Town Counsel that D&C Performance Bond is in order. Forward copy of Town Counsel's WIND FACILITY PROCESS CHECKLIST to Building Department
- Forwarded Mrs. Atherton's newcomer book questions about historic districts to Local Historic District Committee chairman
- Received raw data (218 pages) on gas and diesel use for annual report to Green Communities
- Received check and set up consulting account for the wind turbine on the landfill
- Submitted quarterly report and request for reimbursement to DOER for work funded under Green Communities Grant

Notes from Wind turbine pre construction meeting

Wind Turbine Pre construction meeting

- Discussion of WPLM-AM concern about turbine interference with radio station signal. Kially has letter he will address with WPLM
- Discussion of MBTA wind turbine possible interference with Kingston Independence. No turbulence expected. The general rule is "Ten (10) rotor diameters of distance = No effect" The MBTA turbine will have 35 foot long blades of approximately 80 feet in diameter. As long as our turbine is more that 800 feet away (it is) there should be no ill effects. In addition to the distance their turbine is not lined up on the prevailing wind, is 268 feet shorter (from the ground to the tip of the blade and will be at a considerable lower elevation.
- Discussion about prospects for using excavation from Transfer Station reconfiguration for fill and grading at at the landfill.
- Discussion about need to fill some areas where landfill is settling and strategies to do so
- Discussion about D&C funding peer review. There is an amount for such in the PPA.
 - Lynnfield enginnering will do quality control for DEP
 - Weston and Sampsom inspections for Town of Kingston
- Logistics of working around the transfer stations hours and especially during construction of access road and delivery of turbine
- Construction Schedule attached

Planning Board agenda for September 12, 2011

Conceptual Plan Marion Drive O'Donnell Property (O'Donnell)

Kingston Block Co Site Plan 72 Main Street Map 67 Lot 48, Map 58 Lot 84 (Iannucci)

Discussion Closing Consulting Accounts

Sign site plan for Preowned Performance Auto Sal

Planning Board agenda for September 26, 2011

MBTA wind turbine presentation
Lantern Lane (Rothschild)
Conceptual Plan Spring and Main Street for Office Building and Dunkin Donuts (Viscarello/Cadette)
ANR Plan Baker Avenue (Webby/Kraus)
Definitive Subdivision Plan The Mews/Baker Ave (Kraus)
Site Plan Baker Avenue Multiple Dwelling (Kraus)
Discussion updating Kingston Master Plan
Conceptual Plan Marion Drive O'Donnell Property (O'Donnell)

POLICE DEPARTMENT: Submitted by Joseph Rebello

The Kingston Police Department wishes to remind everyone that Halloween can be a night of spooky fun – but it's also important to stay safe while celebrating the holiday. Here are some safety tips to keep the night free of unnecessary risks:

Hey Kids and Parents, Let's all be safe by adhering to the following tips by McGruff the Crime Dog:

- Give your costume a "safety check" before you go out.
- Wear light colored or reflective tape so you can be seen easily.
- Can you see through your mask? Try using face makeup instead of a mask.
- Make sure your costume isn't too long that you might trip.
- Can you hear well? Make sure your ears aren't covered ... and don't forget a flashlight.
- Always use the buddy system. Trick or treat with friends.
- If you will not be traveling with your parents, make sure they know which route you will be taking and what time you will be back.
- Only go to houses in your neighborhood.
- Visit homes with porch lights on to welcome you.
- Never talk to strangers and never get into a car with a stranger.
- If a stranger offers you a ride, say no and get away fast.
- Look both ways before crossing the street.
- Have your parents check your treats.

As children get older, they often want to go trick-or-treating without an adult:

- Go trick-or-treating with a buddy – never alone.
- Plan a route and let a responsible adult know where you are going. Stick to well-lit streets, and only visit homes that have an outside light on.
- Identify a safe place, such as a trusted neighbor's home or open business, to go to in case of emergency.
- Carry a cell phone, flashlight and whistle. Use them to alert others of an uncomfortable or unsafe situation.
- Watch for vehicles backing out of driveways and look both ways before crossing a street or alleyway.
- Do not walk across yards and be on the lookout for shrubs, rocks or decorations that could trip you.
- Accept treats at the door and never go into a home.

Home Safety:

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- Keep pathways clear of decorations or landscaping that could cause someone to trip.
- Do not leave lit candles (even those in a jack-o-lantern) unattended.
- Keep your pets safe. If they are frightened by ringing doorbells or strangers coming to the door, keep them behind closed doors during the trick-or-treating hours.
- Do not let your pets eat any candy. Chocolate can be deadly for pets, and they can choke on wrappers.
- If driving, use extreme caution throughout the night. Slow down and help keep children safe.

**Kingston Police Department
Crime Status Report
September 1, 2011 thru September 30, 2011**

Calls for Service logged by Dispatchers	1210
Arrests/Custody	14
Protective Custody	1
Applications for Warrants	14
Investigated Motor Vehicle Crashes	24
Verbal Warnings – Motor Vehicle	42
Written Warnings/Citations Issued - MV	41
Citation Arrest	3
Citation Civil Charges	6
Citation Criminal Complaints	2
Incident Reports filed by Officers	149
Open & Gross Lewdness/Forcible Sodomy	2
Simple Assault	3
Aggravated Assault	1
Intimidation	2
Extortion/Blackmail	1
Burglary/Breaking & Entering	5
Purse Snatching	1
Shoplifting	1
Theft from Building	6
Theft from Motor Vehicle	6
All other Larceny	9
Motor Vehicle Theft	1
Counterfeiting/Forgery	2
False Pretense/Swindle	5
Stolen Property Offenses	6
Destruction/Damage/Vandalism	9
Drug Narcotic Violations	12
Weapon Law Violations	1
Disorderly Conduct/Drunkenness	6
Liquor Law Violations	1
Driving Under the Influence	1
Trespass of Real Property	1

All other Offenses	12
Traffic Town By-law Offenses	7

RECREATION: Submitted by Susan Woodworth

FY12 INITIATIVES AND ACCOMPLISHMENTS

- Community Preservation Project(s)
 - Reed Patio Project out to bid; bids due and opened on October 29th at 11am
- Gray's Beach Project –
 - Recreation Director met with Horsley Witten, Maureen Thomas, Paul Basler, and Tom Bott regarding the construction plans and bid specifications. Some minor adjustments requested. Horsley Witten to provide changes and re-submit. At that time the Recreation Director and Paul Basler will meet with Nancy Howlett to finalize bid.
- ADDITIONAL FY12 Updates
- Programs:
 - Ongoing program management
 - Fall Programs beginning September
 - Number of programs being offered this Fall: 37
 - Fall program participation numbers to be listed at end of programs
- Gray's Beach
 - Beach Hut shut down and will be winterized
 - Playground and park will maintain open until first snow
- Continued Field Management
 - Irrigation system to be shut down at end of October
 - Mowing contractor completing weekly service
 - Manage concession stand use and maintenance
 - KYSO continues to support the Reed Fields and Opachinski Athletic Complex with donation(s) of continuous improvements through funding as well as manpower
- Continued Reed Building/Property Management and Maintenance
 - basketball court, tennis courts, playground, fields, Reed Building
- Oversee usage requests at Camp Nekon
- Budget(s) Reconciliation

SEWER COMMISSION/WASTEWATER TREATMENT: Submitted by Ken Vandal

The Wastewater Treatment Facility processed 9,171,337 gallons of wastewater during the month of September. This resulted in the production of 67,608 gallons (12.97 dry tons) of sludge.

Department personnel continued pumping out grinder pump customers that were still without power on September 1st and 2nd due to tropical storm Irene. Power was restored to all our customers by

Friday, September 2nd. The Department is in the process of developing a response plan that will allow us to provide better service to grinder pump customers that lose power as a result of storms.

Department personnel replaced several grinder pumps and grinder pump alarm panels during the month of September. We also had to replace a 15 horsepower pump at one of our Summer Street pump station that was damaged as a result of a faulty motor contactor in the control cabinet. Repair of the pump motor will cost approximately \$5,000.

We have been working with CDM to design an influent bypass pipe. The pipe will enable us to isolate the influent tank for cleaning and repairs when necessary without having to rent expensive equipment to bypass the tank.

TOWN CLERK: Submitted by Mary Lou Murzyn

[Report Pending]

TREASURER: Submitted by John LaBrache

[Report Pending]

VETERAN'S AGENT: Submitted by William Martin

For the month of October, we disbursed \$23,253.07 under Chapter 115 to 45 eligible widows, veterans, and families. Of that amount, \$6,548.96 was reimbursement for medical expenses. With all disbursements approved by the Mass Dept of Veterans' Services, the Town of Kingston will receive a 75% reimbursement in the next fiscal year.

As a point of reference, every city or town in Massachusetts must have a Veterans' Agent or be in an approved district with a Veterans' Agent. The primary mission of the Veterans' Agent is to ensure that no veteran, widow, or dependent go unassisted in time of need. That means that no one in one of these categories will ever go on public welfare (now known as transitional assistance). It is a strictly needs based program. The Massachusetts Dept of Veterans' Services sets out the rules in CMR 108, and proscribes the monthly budget, as well as approving specific needed items apart from the monthly budget. Items falling under this may include additional fuel assistance, first & last month's rent, pay for and arrange funeral & burial services, or even assist in required repairs to a veteran/widow-owned house. For example, last week we arranged for funeral & cremation services for a deceased veteran.

Additionally, the Agent tries to find alternate sources of funding such as the Veterans' Administration, Social Security, or Mass. Health for medical expenses. Filing of compensation claims with the VA or Social Security is not limited to the above population. For example, in the past week, we helped a World War II veteran, three Vietnam veterans and two Iraqi veterans as well as working on two Social Security Disability appeals.

Without the efforts of the Veterans' Administrative Assistant, Priscilla Brackett, this work would not get done. Whether it be faxing case files to the State, or talking to funeral homes, to advising veterans or widows, without Ms. Brackett's steady hand, this office could not function.

WATER: Submitted by Matthew Darsch

The September Water and Sewer bills for the months of May, June and July were distributed on September 10th.

Regan Meter Supply and Testing Services conducted the annual calibration of our master meters. All meters were found to be working within acceptable DEP guidelines

All water department trucks received their annual inspections. All but one passed and that truck was repaired and successfully re-inspected.

Water department employees installed three new water services.

A pre-bid conference for the repairs to the foundation Elm Street Pumping Station was held on September 15th with bid openings on September 23, 2011. At the September 27th meeting of the Board of Water Commissioners, it was voted to request that Nancy Howlett, Assistant to the Town Administrator/Board of Selectmen award the bid to the low bidder, MCI Contracting of Stoughton, MA for \$156,000.

Superintendent Matt Darsch addressed the Selectmen regarding water department response during and after Hurricane Irene.

Water Department employees equipped nine residences with radio read metering equipment.

Monthly sampling for bacterial analysis was complete with no evidence of total coliform. Additional sampling was done for PCE (tetrachloroethylene) at eleven sites. Sampling was also done at Trackle Pond to see if any surface water infiltration could be detected.

Water Department employees assisted the Highway Department with drainage problems on Main Street near St. Joseph's Church.

The pump at Soule's Pond was repaired and re-installed. Water Department employees were able to get a zero total coliform result on sampling and the well was reintroduced to the distribution system.

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Should you have any questions regarding the foregoing, please do not hesitate to call or email nhowlett@kingstonmass.org. Thank you!

