



Town of Pittston Select Board Meeting Minutes July 19, 2023

Board Present: Jane Hubert, Jean Ambrose, Joe Caputo

Staff Present: Deb MacInnes

Residents Present: Todd Lindstrom, Linda Caputo, Cathy Thomas, Jim Thomas, Cheryl Peaslee, Sharon Gleason, Autumn DeVries, Chief Josh Johnson, and Kerri Farris.

Via Zoom: Larry Ireland, Deb Barry, Mike McCaslin, and Cody Kelley.

Call to Order: Chair, Jane Hubert called the meeting to order at 6:00 p.m.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Select Board Minutes of July 5, 2023: Jane Hubert made a motion to approve the July 5, 2023 minutes. Jean Ambrose 2nd. Joe Caputo stated that he has to listen to the video before he can vote on the minutes. Motion failed: 0-3. Jane Hubert made a motion to table the July 5, 2023 minutes until the next Select Board meeting. Motion passed: 3-0.

The Select Board Meeting minutes of June 30, 2023, were signed.

Accounts payable/payroll warrants: Jean Ambrose made a motion to approve preview warrant #30 in the amount of \$53,302.11. Motion approved: 3-0.

Jean Ambrose made a motion to approve payroll warrant #3023 in the amount of \$2,864.13. Motion approved: 3-0.

Old Business:

1. Sign document from St. Germain for the Blodgett Road and an extension: A proposal from St. Germain for the Blodgett Road was signed. The Select Board agreed to apply for a one-year extension for the grant funds for this project.

Todd Lindstrom discussed cold mix and hot mix. Cold mix is not a long-term repair for a road. Todd stated that the flexibility is not the same as hot top, and it becomes brittle in temperatures of 40 or below. Joe Caputo's understanding is it becomes very tacky and sticks together in the heat. Joe suggested maybe doing a test section on Jewett Road. Joe Caputo also talked about investigating the patched areas of Jewett Road where they have settled. But not cracked.

2. Reval Hearing Scheduling: Jane Hubert explained that the RJD Appraisal, Pittston's Assessors agent, will mail out letters to residents explaining the new property's assessed value and that the public hearings will start the week of August 7th.



Jane Hubert and Jean Ambrose volunteered to come to the town office to help answer the phone.

3. Recycling Attendant: There was someone interested in the Recycling Position, but changed their mind. There is still an immediate need for a Recycling Attendant.

New Business:

1. Chief Josh Johnson, ARPA: Chief Josh Johnson took nine months to put together a proposal for items needed for the Fire Department. Chief Johnson received quotes for the requested items and work. Chief Johnson is confident in the price quotes received. The total for the request is \$114,600. There was a discussion regarding adding an exhaust system to the request. This system is approximately \$45,000.

There will need to be a Special Town Meeting to release the ARPA funds. A warrant will be worked on. The Select Board is looking at August 16, 2023, for a Special Town Meeting.

Chief Johnson will have firm figures for the August 2, 2023, Select Board meeting.

Kerri Farris would like upgrading the outside faucets added to the Fire Department proposal and have them marked with a sign stating "Public Water".

The radios and repeaters that the Fire Department already received funding for are working well.

There is approximately \$144,000 available in ARPA funds. The Fire Department may be able to use funds from the Fire Department savings account or perhaps surplus if the fire department request exceeds the available ARPA funds.

The Code Enforcement Office would like approximately \$10,000 for CEO software.

When a Special Town meeting is held, there could also be an article regarding the "frozen road" language in the Road Weight Restrictions Ordinance.

2. Sign a Quit Claim Deed: A Quit Claim Deed was signed by the Select Board due to a tax lien from 1971 that was not released.

3. Apparel Impact: Jane Hubert reported that a bin from Apparel Impact will be added to the Recycling Center. Apparel Impact takes clothes, shoes, and pocketbooks they may go to Good Will or cut up for another purpose. This bin will be emptied every week.



4. Appeals Board Members: Autumn DeVries, Secretary for the Appeals Board stated that there are only two members on the Appeals Board. That Board requires 5 full members and two alternates. At this time, no Appeals may be heard because there is no quorum. Autumn stated that the requirements for being appointed to the Appeals Board are, eighteen years old or older, registered voter, and you don't need to live in Pittston. The Appeals Board hears appeals from decisions made by the Code Enforcement Office or the Planning Board, that the applicant disagrees with. The Appeals Board follows State Statutes. The Appeals Board reads and understands the statute and applies it to town ordinances. Joe Caputo asked if a Select Board member could be on that Board. Deb MacInnes will find this out. A post will be made for the website with Autumn's contact information.

5. Personnel Committee Report: The Personnel Committee reported that they have worked on sections 1 and 2 of the Personnel Handbook and have given their corrections, additions, and suggestions to the Select Board. The Personnel Committee will work next on the section that includes a proposal for holidays that fall on a Monday.

The Personnel Committee reported to the Select Board that they had no knowledge of the Budget Committee and Personnel Committee meeting and report that was turned in by the Budget Committee Chair, Steve Costello. The Personnel Committee is very concerned about the good faith effort from the Budget Committee. Jane Hubert will ask Deb MacInnes to ask Steve Costello to come to the next Select Board meeting on August 2nd. The Personnel Committee will also attend.

A copy of the Budget Committee meeting reports will be given to the Personnel Committee.

The Personnel Committee meets again on July 20, 2023.

6. Review/add/edit handyman job description: Jane Hubert has a job description that she has given to the other two Select Board members. Jane suggested adding things such as bringing up from the cellar, the appropriate electronics that could be taken to a place that accepts electronics. Jane stated that she would be willing to do that. Jane also suggested adding the ability to lift 50 pounds. The Select Board will continue to look this draft over.

7. Sign a CMP Pole Permit: A pole permit was signed. Joe Caputo would like to be notified before the signing of a pole permit so that he can go look at the location. This pole permit came in after CMP placed the poles.

The Select Board approved a TRIO conference for Tax Collector/Treasurer/Office Supervisor, Christian Jensen on August 14, 2023.



Joe Caputo stated that several months ago Sam Snow suggested that the Town use his insurance to fix the fence. Joe looked at the insurance from Sam Snow Construction, Inc. and the worker's comp section expired in May. Deb MacInnes will contact Sam for his updated insurance. Joe Caputo will call the insurance company regarding fixing the fence.

The next Select Board meeting date will be August 2, 2023.

Jane Hubert made a motion to go into Executive Session Personnel Matters:
1M.R.S.A. §405(6)(A) at 7:39 p.m. Motion approved: 3-0.

The Select Board meeting ended after the Executive Session.

Respectfully submitted by: Debbie MacInnes 8/2/2023
Debbie MacInnes, Administrative Assistant Date

Jane H Hubert 08/02/23
Jane H Hubert, Selectperson Date

Mary J Ambrose 8-2-23
Mary Jean Ambrose, Selectperson Date

Joseph Caputo, Selectperson Date