

**Town of Pittston Select Board Meeting Minutes
November 16, 2022**

Board Present: Kerri Farris, Jean Ambrose, Jane Hubert

Staff Present: Deb MacInnes, Sam Snow, Sarah Perkins, Chief Josh Johnson.

Residents Present: Joe Caputo, Tony Garvan, Laura Moody, Sharon Gleason, Susan Tardiff, Mike Salonen, Wellman Cromwell, Cheryl Peaslee.

Via Zoom: Deb Barry, Larry Ireland, Linda Caputo, Jason Farris, Autumn DeVries, Mike McCaslin, Jaimy Snow, Ray Snider, Amy Cooper.

1. **Call to Order:** The meeting was called to order by Chair, Kerri Farris at 6:30 p.m.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Review Agenda:** Items added were letters to the property owners of the N. Tyler Road and an update in regards to the Jewett Road.
4. **Current Road Work:** Sam Snow, Road Commissioner, reported that some driveway culverts had been fixed and some road signs had been put up.

The Letter of Understanding agreement for the rental of a loader for the sand/salt shed was reviewed. This will be turned into a contract with the addition of: #3 provided it doesn't cause a disruption for the Town, #5 the Town is not liable when the piece of equipment is being used by the contractor for other work not Town related and #8 when used for Town specific work.

Jane Hubert made a motion to change the letter to a contract with additions. Motion approved: 3-0.

Action item: Deb M will prepare this contract.

5. **Letter for North Tyler Road:** There is no Town easement on the North Tyler Road therefore a simple letter to the property owners will be written.

Action item: Deb M will prepare the list of North Tyler Road abutters.

6. **Update on the Jewett Road:** The Select Board spoke with Bernstein Shur. The first step on how to proceed with the Jewett Road situation is to pursue an insurance claim. Jane Hubert made a motion to pursue using the Town insurance. Motion approved: 2-1. The insurance company will do a detailed investigation.

Action item: Kerri Farris will contact Bernstein Shur to inform them of the Select Board decision.

- 7. Chief Josh Johnson, budget:** Chief Johnson came to the Select Board to explain the fire department's budget requests. The operations line item is up around 9% mostly due to fuel and heating costs. There is a proposed salary increase to maintain minimum wage requirements and to increase the pay scale accordingly. Communications will stay the same if the ARPA funds request is approved. The future fire line has a proposed \$5,000 increase. This account is used to replace fire trucks or significant repairs. Chief Johnson stated that the fleet is getting older. The Fire Department 2022 budget was \$128,240 and the proposed 2023 budget is \$141,970.

Chief Johnson also spoke about staffing, which is at an all time low in Pittston and nationally for volunteer departments. Pittston's response time to calls has increased. The Fire Department is working on how to improve the response times. Farmingdale, Chelsea and Whitefield have shown interest in sharing full-time firefighter/EMS to augment the departments as they are feeling the staffing shortages also.

- 8. Sign Special Town Meeting Warrant:** There will be a Special Town Meeting on December 14th to release ARPA funds for the fire department and the fire proof cabinets. Kerri Farris made a motion to approve the warrant for the Special Town Meeting on December 14, 2022. Motion approved: 3-0. The meeting will be at 6:30 p.m.
- 9. Sign contract for forestry services:** Jean Ambrose, Jane Hubert, Sam Snow, Jim Lothridge and Rodney Hembree met with Andy Shultz, forester, to look at the property at the sand/salt shed and the Riverwalk property. Andy was very knowledgeable and interested in this project. This will be a two-year project. This is the first step to move forward with this project. There is a lot of debris on the Riverwalk property that can be dealt with later. Jean Ambrose would love to see more people join the Riverwalk Committee. Those meetings are posted on the Town website calendar. Jean Ambrose made a motion to enter into the contract for forestry services with Andy Shultz. Motion approved: 3-0
- 10. Approve & sign accounts payable/payroll warrants:** Jean Ambrose made a motion to approve preview warrant #48 in the amount of \$10,492.21. Motion approved: 3-0.

Jean Ambrose made a motion to approve payroll warrant #4622 in the amount of \$3,853.21. Motion approved: 3-0.

11. **Treasurer's report:** Sarah Perkins stated that the checkbook is healthy, there is 1.3 million dollars in the checkbook.

An abatement prepared by Ellery Bane, assessors' agent, was signed by the Select Board.

12. **Sign Select Board minutes of November 2, 2022:** The Select Board signed these minutes. The edits were approved at last week's meeting.

13. **Approve Select Board minutes of November 9, 2022:** A few edits were made. Jane Hubert made a motion to approve the minutes of November 9, 2022, as corrected. Motion approved: 3-0.

14. **Planning Board Secretary job description:** Jane Hubert made a motion to approve the Planning Board Secretary job description. Motion approved: 3-0.

Kerri Farris made a motion to adjourn at 7:44 p.m. Motion approved: 3-0

Respectfully submitted by: _____
Debbie MacInnes, Administrative Assistant Date

Kerri Farris, Selectperson

Mary Jean Ambrose, Selectperson

Jane H Hubert, Selectperson