

ORIGINAL

**Town of Pittston
Select Board Meeting Minutes
April 02, 2025**



Board Members Present: Cathy Thomas (chair), Christine R. Holzinger,
Joe Caputo

Other Town Officials Present: Sam Snow (Road Commissioner), Autumn DeVries
(ORC)

Recorder: Marie-Anne Flowers (Administrative Assistant)

Call to Order: 6:00 PM

1. Pledge of Allegiance:

2. Approval of March 26, 2025 Minutes: 3-0 signed

3. Accounts Payable & Payroll Warrants:

- a. Payroll Warrant #27 @ \$5,146.04 – 3-0 signed
- b. AP Warrant #28 @ \$74,788.99 – 3-0 signed

4. Open Public Speaker(s)

5. Road Business (active)

a. Jewett Rd: No update.

Primary: Joe Action:

b. Blodgett Rd: Joe has left a message on Monday with no return contact.

Primary: Joe Action:

- i. Specs for temporary road

c. Discuss Paving Cost/Which Roads:

Primary: Joe Action: We should have a definitive plan by Friday.

i. Nash Rd:

Primary: Action:

ii. Pinkham Rd:

Primary: Action:

iii. Parts of Hunts Meadow Rd:

Primary: Action:

iv. S curves on Kelley Rd:

Primary: Action:

d. RFP/RFQ Contracts

Primary: Action:

- i. **Brush Cutting Contract:** No contact has been made with the recommended contractors at this time.

ii. Pinkham Road Pot Hole:

Possible Culvert Replacement:

- iii. **Beech Hill Road – Ditching:** A draft for the ditching work has been started.

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e. Driveway & culvert washouts:

Primary: Joe

Action: these items will be dealt with in house.

- i. **55 Lancaster Rd - driveway wash out:**
- ii. **house across the street from # 54:**
- iii. **13 Lancaster Rd - culvert wash out:**
- iv. **33 Old Town Farm Rd - driveway wash out:**
- v. **29 Mast Rd:**
- vi. **Cedar Grove Washout:**
- vii. **132 Troop Rd – Muddy/Washout:**
- viii. **Little bucks and Does – Drainage:** Joe has evaluated the area and may have a better option for a solution. He will arrange cleaning out the culvert that crosses Route 126 with the state, if needed, and ditch on the far side of the road. This is a fairly new problem for the resident.

f. Road posting: The posting will be removed on April 9th for paved roads. Dirt roads will be evaluated after April 9th.

g. State Salt Order: the state was informed that Pittston would like to order 400 tons of salt for the upcoming 2025/2026 winter.

6. General Town Business (Unfinished)

a. Public Speaker Policy:

Primary:

Action: Christine moved to accept the Public Speaker Policy, Joe 2nd the motion. 3-0 approved and signed.

b. Hazardous Waste Event: The recycling group has been notified of the event, and they have been asked if there is any interest in volunteering for this event.

Primary: Marie-Anne

Action: Waiting for a response from the Recycling group. Joe will attend the informational meeting.

c. Red Cross Fire Alarm Event:

Primary: Joe & Josh

Action: Joe and Christine will attend the informational meeting on 04/08/25 @ 1 pm.

d. Custody – Chain of Command: Moved to the work session.

Primary:

Action:

7. General Town Business (NEW)

a. Spirit of America Notification: Cathy will be notifying Bruce Flaherty.

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- b. ORC Committee Update – Autumn DeVries:** Jane Hubert has joined the ORC as an associate member. LD2003 is still being coordinated with the subdivision ordinance to make sure there are not gaps. If there are any residents interested in joining the Ordinance Review Committee, they should notify the town office. Cathy asked if there would be a way to be consistent in the wording of the ordinances for continuity. A definition of terms should be developed for continuity in all related ordinances. This will be added to the joint board meeting agenda.
- c. Appeals Board Update – Autumn DeVries:** The annual meeting is scheduled for April 15 @ 6pm.
- d. Hatch Hill Notification:**
Primary: Joe **Action:** Hatch Hill has not been notified that the contract will not be renewed. Joe will contact Hatch Hill and notify them that we will not be continuing their service after the contract expires. Joe will also ask if they will be closing, and if they are not closing, would we be able to renew the contract at a later date?
- e. Pay Guidance Signatures:** Joe moved to accept the pay guidance. Christine 2nd the motion. 3-0 to accept the updated pay guidance.
- f. MMA Training – May 7:** Cathy asked if the board would like to attend the training in Auburn. The May 7 select board meeting will be cancelled so that the select board can attend the training. Marie-Anne will also attend. Cathy will confirm the reservation for 4.
- g. Freedom Forever Refund:**
Primary: Cathy **Action:** The select board is of the opinion that the resources have been utilized in issuing the permit, so there is no refund. Tabled to work session. Possible joint committee to create policy.
- h. Cell tower Ordinance:** A resident contacted the select board with concerns after being contacted by someone interested in installing cell towers in Pittston. The select board will review the cell tower ordinance at an upcoming work session.
- i. Salt Shed:** Nate Durant evaluated the salt shed and offered suggestions to ensure that salt is not running off, and creating a hazard. The town is not in any violations, but if we are interested, Nate Durant offered to meet on-site for more ideas for run off containment. A meeting will be scheduled with the select board to evaluate the situation.
- j. Intern:** Christine has spoken to the intern. He has questions on the hours he would be required to work. Cathy believes that the expectation would be a full-time, 40-hour week. The CEO suggested 30 hours a week. The intern and select board will be guiding the hours. Christine will contact the intern for a better understanding of how many hours would be needed.

8. Tabled Items

- a. Pinkham Rd – Togus Stream:**

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- b. North Beech Hill Road Plan
- c. Salt Shed Repair
- d. Tax Club
- e. Municipal Calendar
- f. Secure Records Storage
- g. Salt Shed Loader
- h. Engine 23 Disposition
- i. CEO Backlog
- j. Hiring Guidelines
- k. Riverwalk Concerns

9. Town Announcements & Information

Monday closed
Tuesday 8 am – 5 pm
Wednesday 8 am – 6 pm
Thursday 8 am– 5 pm
Friday 7 am – 1 pm
Saturday Recycling 8 – 3 pm

UPCOMING MEETINGS

- a. Next SB Work Session(s): April 07, 14, 21, 28 (9 am)
- b. Next SB Meeting(s): April 09, 16, 23, 30 (6 pm)
- c. Planning Board: Apr 10 (6:30 pm)
- d. Ordinance Review Committee: Apr 09, 23 May 07, 21 Jun 04, 18 (9 am)
- e. Riverwalk: Apr 7 (6 pm)
- f. Joint Board meeting: May 12 (6 pm)
- g. Appeals Board: Apr 15 (6 pm)
- h. Personnel Committee:
- i. Budget Committee:
- j. Pittston Historical Society:

10. Meeting Adjournment: 6:52 PM - 3-0

Respectfully submitted
by: _____

Marie-Anne Flowers

4.9.25

Date

Cathy Thomas, Selectperson Chair

4/9/25

Date

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ORIGINAL


Christine R. Holzinger, Selectperson

4/9/25
Date


Joseph Caputo, Selectperson

Date

