

ORIGINAL

**Town of Pittston
Select Board Meeting Minutes
June 05, 2024**



Board Members Present Jane Hubert (Chair), Joe Caputo, Cathy Thomas

Other Town Officials Present Sam Snow (Road Commissioner)

Recorder Marie-Anne Flowers (Administrative Assistant)

Call to Order 6:00 pm

1. Pledge of Allegiance

2. Approval of Old Minutes May 29, 2024 minutes. Approved 3-0

3. Accounts Payable & Payroll Warrants

a. **PAYROLL # 2449 @ \$4,536.94** Approved 3-0

b. **AP WARRANT # 2450 @ \$25,220.90** Approved 3-0

4. Open Public Speaker(s)

5. Road Business (OLD)

a. **North Beech Hill Road Plan** was not discussed

b. **Pinkham Rd – Meadow Brook** Joe Caputo made a motion to move forward with a Dirigo bridge on the Pinkham Road-Meadow Brook project, pending approval of funding. Joe Caputo presented his research into Dirigo bridges. He reviewed the potential savings the town should expect with the Dirigo bridge as well as additional costs from Eric Calderwood. After discussion, the Select Board voted on the Dirigo bridge for the Meadow Brook project, and the motion was approved 3-0 by the Select Board.

c. **Paving Priority** Jane Hubert (Chair) inquired if Sam Snow (Road Commissioner) would provide a prioritized list of the roads that need paving. Sam Snow stated that the list he provided previously is listed by priority. Jane asked for some clarification on the areas of other roads that need work and requested more clarification from Sam Snow regarding the extent of work needed on each road.

d. **Salt Shed** necessary repairs were discussed.

e. **Plowing Contract** an inquiry was made by Sam Snow (Road Commissioner) for clarification to the terms of the updated plowing contract. The Select Board reviewed the terms and explained that the new contract includes salt and sand as well as plowing. Sam was advised to direct inquiries regarding the contract to the town office.

6. Road Business (NEW)

Town of Pittston
Select Board Meeting Minutes
June 05, 2024



- a. **58 Stony Acres – Culvert Repair Complaint** Sam Snow (Road Commissioner) stated that the work that was complained about was performed 3 years ago, not last year, as reported by the resident. He also stated that the resident was notified at that time that the work was completed. The resident stated that her driveway was supposed to be repaired after the culvert was installed but it never was. Jane will follow up with the resident for more information.
- b. **S Beech Hill Rd** a resident on the road is requesting her culvert be replaced in anticipation of her driveway being paved.
- c. **Blinn Hill Rd** Sam Snow (Road Commissioner) reported a washout that needs to be repaired. When the Select Board asked him if he would do the necessary repairs, Sam stated that the select Board should handle arranging the repairs.
- d. **Nash Rd** Sam Snow (Road Commissioner) reported a washout that needs to be repaired. When the Select Board asked him if he would do the necessary repairs, Sam stated that the select Board should handle arranging the repairs.
- e. **Kelley Rd** Sam Snow (Road Commissioner) reported 2 washouts that need repairs. When the Select Board asked him if he would do the necessary repairs, Sam stated that the select Board should handle arranging the repairs.
- f. **Old County Rd** Sam Snow (Road Commissioner) Inquired into the progress of the work on this road. Sam requested an engineer analysis. Sam also stated that FEMA money would not be released by the state until the work has been completed. Marie-Anne Flowers has emailed the state contact for information but has not received a reply.
- g. **N. Beech Hill Rd** Sam Snow (Road Commissioner) stated that the road needs work and is a priority. Jane Hubert requested a plan from Sam Snow (Road Commissioner).
- h. **Ledge Hill** Sam Snow (Road Commissioner) stated that the road needs work and is a priority. Jane Hubert requested a plan from Sam Snow (Road Commissioner).
- i. **Old Town Farm Rd.** someone has placed a “no thru traffic” sign on the road. Sam Snow was asked if he posted the sign. He stated that he had not. The Select Board has instructed the Road Commissioner to remove the sign.

7. General Town Business (OLD)

- a. **Brush Cutting Contract** moved to work session until the agreement is to be sent out, signed, and then returned. Nash Road, both sides, should be added to the contract before it is sent out.

**Town of Pittston
Select Board Meeting Minutes
June 05, 2024**



- b. **Ordinance Review Committee – Project Update** Draft for a new recall ordinance is being worked on.
- c. **Personnel Policy Handbook – Code of Conduct** work to continue at work session.

8. General Town Business (NEW)

- a. **Planning Board Reserve Fund** After inquiring with the Planning Board Chair, Marlene Colvin, of the need for the Planning Board to have a reserve Planning Board fund, the Select Board voted 3-0 to turn the Planning Board Reserve Fund over to the General Fund. In the past, the Planning Board used these funds for postings, mailings, and to pay for training. Marlene Colvin stated that the Planning Board does not need a fund because those expenses, that the fund was created for, are no longer being paid from the reserve fund.
- b. **Solar Projects** the Select Board discussed with Marlene Colvin, Planning Board Chair, the fees that the town charges for solar installations and compared those fees with fees from surrounding towns. The Select Board discussed a potential moratorium on solar projects until the current fees can be evaluated and adjusted as necessary. Marlene Colvin will plan on attending the next Work Session, June 10, 2024 to meet with Greg Lumbert and the Select Board to discuss this matter further.
- c. **Adopt Job Descriptions** Approved 3-0 to adopt the Janitorial position and the Light Maintenance position job descriptions.

9. Town Announcements & Information

**Monday closed
Tuesday 12 – 6 pm
Wednesday 10 – 7 pm
 Recycling 4 – 7 pm
Thursday 8 – 5 pm
Friday 9 – 2 pm
Saturday Recycling 8 – 1 pm**

- a. **Next SB Work Session(s):** June 10, 17, 24 July 1, 8 (9 am)
 - b. **Next SB Meeting(s):** June 12, 26 July 3, 10, 17 (6 pm)
 - c. **State Primary Election & MSAD 11 Referendum:** 11 June (8 am – 8 pm)
 - d. **Planning Board:** June 13 (6:30 pm)
 - e. **Appeals Board:**
 - f. **Ordinance Review Committee** June 20 (6 pm) & July 8 (9:30am)
 - g. **Personnel Committee:** June 24 (5:30 pm)
 - h. **Riverwalk:** July 1 (6 pm)
 - i. **Pittston Historical Society:** June 11 (6 pm)
- 10. Meeting Adjournment 7:03PM approved 3-0**

Town of Pittston
Select Board Meeting Minutes
June 05, 2024



Respectfully submitted

by:

Marie-Anne Flowers

06.12.24

Date

Jane H Hubert

Jane H Hubert, Selectperson Chair

06/12/24

Date

Cathy Thomas

Cathy Thomas, Selectperson

6/12/24

Date

Joseph Caputo

Joseph Caputo, Selectperson

06/12/2024

Date