

ORIGINAL

**Town of Pittston
Select Board Meeting Minutes
November 15, 2023**



Board Members Present: Jane Hubert, Joe Caputo, Jean Ambrose
(via Zoom)

Other Officials Present: Sam Snow

Recording Official: Christian Jensen

Residents Present: Todd Linstrom, Sharon Gleason, Sue & Albert Tardiff, Linda Caputo, Tony Garvan, Kerri Farris, Amy Cooper, Pete Kelley, Cody Kelley, Dave Gleason, Kim Gleason, Autumn DeVries, Marlene C., Greg Baker, Sue Baker, Lynette Eastman, Louise G., Jason Corliss, Tim Marks, Sandra Rossi, Eric Stewart

Present on Zoom: Raymond Snider, Mary Lawrence, Julia Picard, Horace Moody, Michael McCaslin, Harris Plaisted, Vanessa Croxford, Janet Richards, Kimberly Alley-Pelletier, Steven Costello, Jeff Campbell

1. **Call to order** Chairperson, Jane Hubert, called the meeting to order at 6:00 pm.
2. **Pledge of allegiance** was recited.
3. **Approval of old minutes** Jane moved to approve minutes of Nov 1, 2023. Motion passed 3-0.
4. **Accounts payable & payroll warrants**

Cash balance reported at \$1,375,082.38.

Jane moved to approve AP Preview Warrant #47 in the amount of \$18,232.34. Motion passed 3-0. Jane moved to approve the Payroll Warrant #4723 in the amount of \$4,001.07. Motion passed 3-0.
5. **NOTE: Executive Session (Personnel) at 7:15 pm** Jane announced the Select Board would recess at 7:15 to go to executive session.
6. **Open public speaker(s)** Jane announced that future SB meetings would allow townspeople an opportunity to address the board in the spirit of a "letter to the editor" for a time period of 2 minutes. No response from the board is expected for these statements, and persons desiring to be placed on the schedule must make their request know by the day prior to the SB meeting.
7. **Roads**
 - a. **Old Business**
 - i. **Crushing/screening (Joe Caputo)**



Joe requested that Sam provide estimates of yardage and grade needed for the coming year. Sam said he needs details of the major culvert projects to make an estimate. Christian asked about other known/expected work and the normal “summer” repairs. Sam stated that the Old County Rd project for 2024 would require 2,000 yards of “A” gravel and the Town would require about 2,500 yards of “A gravel” for summer maintenance. Sam stated that this processing would also yield the needed riprap.

ii. Engineering RFP (Jewett Rd)

No bids received yet.

iii. FEMA application

Estimate \$30K in reimbursement, plus administrative costs.

iv. Sand supply

Volunteer Todd Lindstrom recorded over 2000 yards supplied to the sand shed Mon-Wed this week. The sand shed is currently full.

v. Washouts on Webb Road, Clay Road, and Palmer Road.

Work was completed by Sam Snow Construction, Inc. (Remove agenda item.)

vi. Blodgett & Pinkham Culvert Projects

New engineering firm Calderwood is the only engineering firm to submit a proposal (Sebago Technics has not and was the only other lead). Calderwood indicated that the Pinkham design by St Germaine is overdesigned by up to \$300-400K. Blodgett Rd is critical due to it being a dead end with no alternative route if the culvert fails.

Discussion also included a mention of the joint project with the Town of Randolph for the Togus Stream crossing, which could cost as much as \$1.5M, or as little as zero (if the decision is made to close that road at the culvert).

A resident mentioned that a “4x4” chunk of concrete came off the bridge on the Eastern River. Another asked about possible grants for the culvert projects and Sam stated that there is current

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approval of \$125K for each project (Pinkham and Blodgett) once construction begins.

Joe moved to accept the Calderwood engineering proposal. In discussion, Sam stated they [Pinkham and Blodgett culverts] need to be replaced. Jean desired more time to review the proposal and Sam stated the proposal had not been made available to him. Motion passed 2-1.

vii. Old County Road

Sam requested that the board approve purchase of "B gravel" for the purpose of temporary repairs on Old County Rd. Discussion was made to locate alternative sources than Crooker. None could be found and the SB agreed for Sam to utilize Crooker.

viii. Frozen Roads Ordinance

Jean explained that the signs and ordinance do not agree at this time and there was discussion about keeping the current policy (allows exemption for a "frozen" posted road if temperature is less than 32°F and no liquid water is present). Options considered were changing the exemption to 20°F and no liquid water OR eliminating the exemption for a posted road. Joe moved to keep the ordinance "as is" with the current exemption. Motion passed 3-0. Jean stated she would have signs printed to match the ordinance. (Remove agenda item.)

ix. Loader for sand/salt contract

Sam provided the final signature for the contract. Sam Snow Construction, Inc. will lease the loader to the Town for loading salt-sand at a rate of \$2300/mo.

b. New Business

**i. Chelsea-Randolph-Pittston Regional Public Works
Coordination Discussion**

Christian read an email from the Town Manager of Chelsea that requested a single representative from the Towns of Chelsea, Pittston, and Randolph meet to discuss possible coordination for



public works activities (e.g. road repair, general maintenance, and plowing). No decision was made.

8. General Town Business

a. Old Business

i. No-bid limit increase

Joe reviewed discussion regarding this topic during the Work Session held on Nov 6. He explained that some Towns collect rate/price lists for equipment and materials at the beginning of each year, which are then used for projects at the published rate/price, giving the Towns multiple options at known prices. Larger projects (or a collection of planned smaller projects) could still be placed out for competitive bidding using the RFP process.

ii. Recycling bin

Recycling Committee is still researching options, however it was noted that Cody Kelley offered to haul the bin as a courtesy to the Town, if it is decided to scrap the bin.

iii. Riverwalk

1. Boundary

Jean noted that it would cost \$4-6K to have the marker redone and that it is not critical to the lumber harvesting. Some committee members are still attempting to locate the current marker. [Remove agenda item.]

2. Sign

Riverwalk signs (9-1-1 and a different larger sign) are in the works and in the 2023 budget. Assistant CEO is working on the 9-1-1 addressing.

iv. Forester RFP

No new info. RFP is out and awaiting responses.

v. Treasurer recommends closing KSB savings accounts

1. Future Engineering - \$2,722.81

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Recycling committee confirmed these funds must be spent on recycling items. Treasurer is OK'd to close the KSB account if the funds can be placed in a "carryover" account within TRIO. [Remove agenda item.]

vi. Building maintenance

Jane mentioned that two inquiries are stuck with having to provide their own insurance. Recommend that budget committee consider funding this a Town employee.

vii. Mid Maine Chamber of Commerce workshop update

Jane attended. Topic was team building/conflict resolution. She plans to share what she learned at the next employee meeting. [Remove from agenda.]

b. New Business

i. Speed Radar Sign (storage)

Town needs to determine the disposition of the item. Jean mentioned that software annual costs are approximately \$1500 to use annually (software). Christian asked why we would be keeping it if there is no intent to ever use it? Jean said there may be restrictions on disposition of it as it was received from the State. Jean agreed to research that question.

9. Town Announcements & Information

- a. Next SB Meeting: Nov 29 at 6 pm**
- b. Next SB Workshops: Nov 20 & 27 at 2 pm**
- c. Q&A for Jewett Rd RFP: Nov 16 at 1 pm**
- d. Personnel Committee: Nov 20 at 6 pm**
Budget Committee: Nov 30
- e. Office Hours: Wed, Nov 22 9 am – 1 pm, Closed 23-24 Nov**
- f. Second Half Taxes Due: Nov 30**


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Jane moved to go to recess until 7:15 and begin executive session at that time. Motion passed 3-0. Board resumed meeting at 7:24 following executive session.

10. Adjournment Jane moved to adjourn at 7:25 pm. Motion passed 3-0.

Respectfully submitted by:  11/29/23
Christian Jensen, Treasurer Date

Jane H Hubert 12/06/23
Jane H Hubert, Selectperson Date

Mary Jean Ambrose 12-6-23
Mary Jean Ambrose, Selectperson Date

Joseph Caputo 12/6/2023
Joseph Caputo, Selectperson Date