

ORIGINAL

**Town of Pittston
Select Board Meeting Minutes
November 29, 2023**



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

Other Officials Present: Sam Snow (Road Commissioner), Christian Jensen
(Treasurer)

Recording Official: Christian Jensen

In-Person Sign-In Present: Pat Philbrook, Todd Lindstrom, Sue Tardiff, Maggie
Smith

Present on Zoom: Mary Lawrence, cody, Larry Ireland, Emily Duggan, Jason
Corliss, Jessica Soucy, Amy Cooper, Michael McCaslin, Linda Caputo, Joyce
McCaslin, Raymond Snider, Tom Mitchell

1. **Call to order** Call to order by Chair, Jane, at 6 pm.
2. **Pledge of allegiance** The pledge of allegiance was recited.
3. **Approval of old minutes** Minutes of November 15, 2023 were approved 3-0.

4. **Accounts payable & payroll warrants**

AP WARRANT 49: \$35,147.84 approved 3-0.

PAYROLL WARRANT 4923: \$3,709.19 approved 3-0.

CASH BALANCE: \$1,919,362

5. **Open public speaker(s)** None.

6. **Roads**

a. **Old Business**

i. **Crushing/screening (Joe Caputo)**

Joe is gathering information about types/amounts needed for 2024, including Blodgett & Pinkham culverts, Old County Road (estimates previously provided by Sam) in advance of a crushing RFQ.

ii. **Jewett Road Engineering RFP**

SB met with three engineering firms (Haley-Ward, Pinetree Engineering, and Sevee & Maher) on 11/16 for questions on the RFP. Todd Lindstrom asked for an explanation regarding why the RFP is being conducted. Jane explained that because there is no agreement among the town leadership on what should be done

ORIGINAL

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Select Board Meeting Minutes
November 29, 2023**



about the road's failure, so we are asking for an expert to analyze status and options for remediation. Christian further explained that the text of the RFP is to provide recommended option(s) for remediation on the road.

iii. FEMA application

No update.

iv. Sand supply

Shed is full, awaiting first winter storm. This item will stay on the agenda through the winter to keep everyone up to date on sand supply status.

v. Major Road Projects

1. Blodgett culvert & Pinkham culvert

Joe informed Eric Calderwood that approval by the board was made to go with his firm to complete design for these projects. Calderwood is seeking approval to reduce the size of the design/culvert as the plan designed by St Germaine is evaluated to be oversized. Jean reminded everyone that the state grants have already been extended so that it is important to complete these in 2024.

2. Togus Stream (Barber-Pinkham) culvert

No update.

vi. Old County Road

Sam stated he was only able to complete some of the previously approved patching due to limited gravel availability.

Christian reminded the board to consider how much it will seek to complete of the previously supplied estimate from Sam to re-gravel the entire road. Sam stated this will come from the Summer Maintenance account line. A basic estimate of \$30K was determined, which may require splitting up the project over more than one year.

ORIGINAL

**Town of Pittston
Select Board Meeting Minutes
November 29, 2023**



vii. Chelsea-Randolph-Pittston Regional Public Works Coordination

Waiting to hear details of first meeting and will see who is available to attend at that point.

b. New Business

i. Frozen Road Signage

Not complete yet. Sam said that there are old signs from White Signs that the Town can use.

ii. Crocker Rd

Unable to complete due to wet conditions and limited gravel. Sam recommended using some rocks from the Town pit to shore up areas in danger of washing out. Sam estimated 2 hours of backhoe time. Board gave approval of work as described without taking a vote.

iii. Troop Rd

Sam recommends installing the new culvert ASAP. Sam estimated \$2500 for work. Board gave approval of work as described without taking a vote.

7. General Town Business

a. Old Business

i. No-bid limit increase

Will be discussed as next available time during a Work Session

ii. Recycling bin

Riverside offered to take it for free. Casella is interested but has given no details. Condition of the bin is poor, repairs will be expensive, and currently there is no need for it. Cody Kelley has previously offered to haul it for scrap for free. Jane moved to have Cody haul it for scrap. Motion passed 3-0.

iii. Riverwalk signs

ORIGINAL

**Town of Pittston
Select Board Meeting Minutes
November 29, 2023**



Work is still in progress.

iv. Forester RFP

Two bids received so far.

v. Building Maintenance Worker

Treasurer/Office Supervisor recommends this position and the cleaning be converted to part-time employees. Board indicated it will ask the Budget Committee to consider this expense and for the Personnel Committee to begin writing job descriptions for each.

vi. Speed Radar Trailer Disposition

Jean will contact Pete Coughlan regarding options for the trailer.

b. New Business

i. Municipal Plow Contract

Willet Family Construction sent a letter stating they will not utilize the Town sand and requesting an additional \$1200 for providing their own sand. Joe stated that there is a Town resident who is willing to do the contract for the same price as already agreed with Willet Construction. Jane moved to terminate the current contract with Willet Family Construction IAW the contract specifications. Motion passed 3-0.

Greg Lumbert has contacted the Town offering to perform the contract under the current price and conditions, and to provide his own sand for the contract. Jane moved to issue the contract to Greg Lumbert. Motion passed 2-1.

ii. Assessors' Agent: Abatements & Supplements (2023)

Christian presented abatements and supplements. Jane and Joe signed.

iii. Engine 23

Joe offered to contact Fire Chief Johnson for update.

iv. Greater Portland Council of Governments (GPCOG)

ORIGINAL

**Town of Pittston
Select Board Meeting Minutes
November 29, 2023**



Information to be posted online. Up to \$6 million in grants are available to Maine businesses.

v. Town Clerk Resignation

Deb Barry has submitted her resignation (last day Dec 29). Jane moved to accept her resignation. Motion passed 3-0.

8. Town Announcements & Information

- a. **Next SB Meeting(s): Dec 6, 13, 20 (6 pm)**
- b. **Next SB Work Session(s): Dec 4, 11, & 18 (2 pm)**
- c. **Budget Committee: Nov 30 (6:30 pm)**
- d. **Riverwalk Committee: Dec 4 (6 pm)**
- e. **Pittston Historical Society: Dec 5 (4 pm)**
- f. **Personnel Committee: Dec 7, 21 (6 pm)**
- g. **Office Hours: Closed Dec 25, Jan 1**
- h. **Second Half Taxes Due: Nov 30**

9. Adjournment Meeting adjourned at 7:06 pm.

Respectfully submitted by: _____
Christian Jensen, Treasurer Date

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

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

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

