

ORIGINAL

**Town of Pittston
Select Board Meeting Minutes
December 6, 2023**



Board Members Present:
Other Town Officials Present:
Recording Official:

Residents Present:

Present on Zoom:

1. **Call to Order** Call to order by Chair, Jane, at 6 pm.
2. **Pledge of Allegiance** was recited.
3. **Approval of Old Minutes** Minutes of November 29, 2023 were approved 3-0.

4. Accounts payable & payroll warrants

AP WARRANT 50 \$16,869.12 was approved 3-0.

PAYROLL WARRANT 5023 \$22,618.80 was approved 3-0.

CASH BALANCE \$1,795,440

5. Open Public Speaker(s)

- a. **Deb Barry resignation letter** dated November 15, 2023. Jean expressed her gratefulness for Deb's service.

6. Roads

a. Old Business

i. Major Road Projects

1. Blodgett & Pinkham culverts (2024)

Sam expressed concern whether the design proposed by Calderwood would meet DOT standards (in order for DOT to "take it over for life"). Sam stated Calderwood proposed reducing bridge from 33' to 27' and that DOT requires it to be over 20' minimum. Sam was unsure if he was referring to Pinkham or Blodgett. Sam stated that he emailed his concerns to the engineer, who replied back with some examples of a similar design he used in Litchfield.

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Jane expressed that she would like to discuss all of the concerns with these projects on Monday at the Work Session in order to organize questions and establish a timeline for completion.

Jean stated that she has requested Andy Shultz to meet at 2 pm Monday to discuss the woodlot harvesting proposals. Jane said to go ahead with scheduling Andy, and Jean would communicate back Andy's response. Sam stated he is working way out of town and would not commit to meeting work the Work Session.

2. Togus Stream (Barber-Pinkham) culvert

Jane expressed that perhaps the Town should consider closing this road at the culvert in order to save the money in repairing it.

Joe stated that the representatives of Randolph also mentioned this option.

ii. Medium Road Repair (>\$5,000)

1. Old County Road (2024)

Christian reminded the board that Sam previously gave an estimate of what it would take to re-gravel Old County Rd. As this is easily above a \$5000 cost, the board should continue to work towards a decision about how much to complete in 2024, if any, and to prepare the RFP for the desired work.

iii. Small Road Repair (<\$5,000)

1. Crocker Rd ditching (2023)

2. Troop Rd culvert (2023)

Sam stated that both of these projects are scheduled for next week. Sam clarified that it will only be a patch on Crocker Rd.

iv. Town Gravel Supply & Crushing Status



Joe is continuing to discuss crushing with McGee through negotiation.

Jean stated that contractors won't crush in winter.

Sam stated the Town doesn't know what to crush until the engineer gives the design [for Pinkham and Blodgett culverts].

Jane asked Sam for estimates of typical [summer maintenance] usage by the Town. Sam stated 2000-2500 yds [of "A" gravel].

Joe stated that the Old County project is expected to use around 2000 yds [of "A" gravel], so that the Town will need 4500 yds in the near future.

Jean stated that it sounds like Joe is speaking as if it is already determined that McGee is going to be crushing gravel.

Jane summarized that we have some known quantities and that should we get estimates from the engineers, it will give us enough to go on to be able to get a contract for crushing.

SB expressed agreement that the crushing contract will utilize a competitive bid process.

v. Sand Supply Status

Jane asked how the supply is holding up. Sam stated, "Good" [after 3 storms.]

vi. Jewett Road Engineering RFP

No new information.

vii. FEMA application

Checks are expected in January from FEMA.

viii. Chelsea-Randolph-Pittston Regional Public Works Coordination

Jane called Chelsea to inquire on an update, but no new information.

ix. Frozen roads posting/signs

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Sam stated we “some” signs and we need to call White Signs to order more.

Sam and Jean will coordinate with Deb M. to order the needed signs.

b. New Business

- i. **Blodgett Rd** Sam repaired a culvert that collapsed.
- ii. **Stage Rd** Road sign was run over and Sam “fixed that.”
- iii. **Lancaster Rd** Sign was stolen and needs to be ordered. (Deb M. is to order this too.)
- iv. **Pinkham Rd** Sam received a message that S&D Childs has been hauling on Pinkham Rd, over the posted weight. Jean will call them and ask them about this.

7. General Town Business

a. Old Business

i. No-bid limit increase

Jane has more information on a system that is an alternative to putting some projects out to bid using a contractor list. This will be discussed further at Work Session.

ii. Riverwalk signs

Committee chose a sign design. Expected cost is \$875.

iii. Forester RFP

Bids from Grady Forest Products, McGee Construction, and Trees Ltd. were opened. SB will meet at Work Session on Monday. Award is required by January 3.

iv. Building Maintenance & Cleaning

Personnel Committee has been directed to work on job descriptions for these positions.

v. Speed Radar Trailer Disposition

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Trailer is now parked at the sand and salt shed. Pete Coughlan will arrange for return to DOT. Jim Lotheridge donated the trailer and would like to buy it back for \$1.

Jean moved to return the sign to DOT and return the trailer to Jim. Motion passed 3-0.

vi. Engine 23 Disposition

Jane will check with Fire Chief for status.

b. New Business

i. Municipal Sand Contract

Jean asked for clarification of what happened leading up to the cancelling of the contract with Willet Family Construction. While Willet's email did state that he intended to fulfill the contract, he simultaneously stated he would charge an additional \$1200 to provide his own sand. Christian clarified that Willet had been stating, since he was awarded the contract, that either he didn't want to keep the contract or that he was unsure. Based on his history of reluctance, combined with his demand to charge additional money for providing his own sand, the fact that a willing alternative was available (who was initially suggested by Willet for taking the contract), and the urgency on the part of the Town to have a solid contract in place before the upcoming storm, the board voted to cancel the contract with Willet Family Construction.

ii. Spirit of America Nominee

Jane requested nominees for the Spirit of America award. Nominees may be persons or organizations.

iii.

8. Town Announcements & Information

- a. **Next SB Meeting(s): Dec 13, 20 (6 pm)**
- b. **Next SB Work Session(s): Dec 11, & 18 (2 pm)**
- c. **Budget Committee: Dec 7 (6 pm)**

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- d. Riverwalk Committee: Jan 8 (6 pm)
- e. Pittston Historical Society: Jan 11
- f. Personnel Committee: Dec 21 (6 pm)
- g. Office Hours: Closed Dec 25, Jan 1

9. Adjournment

Respectfully submitted by: _____
Christian Jensen, Treasurer Date

Jane H Hubert 12/13/23
Jane H Hubert, Selectperson Chair Date

Mary Jean Ambrose 12-13-23
Mary Jean Ambrose, Selectperson Date

Joseph Caputo 12/13/2023
Joseph Caputo, Selectperson Date