

ORIGINAL

**Town of Pittston
Select Board Work Session Minutes
February 03, 2025**

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

Other Town Officials Present: Autumn DeVries (ORC Chair)

Recorder: Marie-Anne Flowers (Administrative Assistant)

1. Call to Order: 9:00 am

2. Approval of January 27, 2025 Minutes: Changes were made to the minutes. Minutes accepted and signed after changes were made.

3. Road Business (OLD)

a. Major Road Projects

- i. **Pinkham Road - Togus Stream:** no update
- ii. **Jewett Road:** There has been no contact. Joe Caputo questioned how best to reach out for an update. The select board has asked that Joe make contact for an update.
- iii. **Blodgett Rd:** There has not been any update. Joe Caputo will request Larry Nadeau attend an upcoming meeting to discuss the temporary road for the repairs.

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

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

4. Road Business (NEW)

a. Road Complaint Log Book: Jane Hubert mentioned that there used to be a road complaint log book kept by the clerks. She stated that she does not believe that complaints are being logged currently. Marie-Anne will ask the clerks if they know where the log book is and request that they start using the log book to track complaints, as well as compliments.

5. General Town Business (OLD)

a. Budget items:

- i. **Compensation for All Positions:** remove from agenda.
- ii. **2025 Budget Warrant Articles:** The proposed changes from the budget committee were reviewed.

b. Municipal Calendar - Roadside Mowing & Municipal Mowing:



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- i. **Lucky Clover Lawn Care Municipal Mowing Contract:** the contract was reviewed and will be signed by the select board at the 2/5/25 meeting.
 - ii. **Gary Castner Roadside Mowing Contract:** the contract was reviewed and will be signed by the select board at the 2/5/25 meeting.
- c. Performance Reviews:** Fire Chief review is due.
- d. Colburn School Insurance Update:** General liability insurance would cost \$350. a year, and the town has agreed to pay that premium. Cathy researched accident insurance for volunteers for \$300. Cathy will verify that the price is an annual premium or per event. The select board will pay the premiums.
- e. Engine 23 Disposition (2024):** Joe contacted Mr. Main and learned that he will be out of town until March 1, 2025 and wouldn't be able to do anything until after he returns.
- f. Salt Shed Loader Repair:** Joe contacted Mr. Main, and learned that he will be out of town until March 1, 2025.
- g. Warrant Article Private Vote Request:** The procedure on how this would apply for the upcoming Annual Town Meeting was discussed. It has been decided that there is not sufficient time to follow through with the request. This type of change requires 90-day notice and public hearings.
- h. ORC Update LD 2003:** Autumn DeVries addressed the select board to review the updated ordinance for LD2003. Structure height was discussed. State law requires permitting for only 1 accessory dwelling. LD 2003 Home rule permits more than one accessory dwelling at the town's discretion.

6. General Town Business (NEW)

- a. **Public Speaker:** Jane Hubert reviewed the public speaker procedures with the select board members.
- b. **Ant Infestation:** we will try other methods to remove the ants. Terro will be purchased.
- c. **Response from Blodgett Rd Letters:** The responses that were received have been reviewed by the select board. The many issues that the residents brought up were discussed and alternative solutions were suggested. An informational meeting with the contractor, Larry Nadeau, and the affected residents was suggested but the select board will meet with Larry prior.
- d. **MCMA Cable Provider Agreement:** the select board will need to follow up with MCMA regarding this issue to see if there is any action needed from us. Jane will contact MCMA for more information.



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- e. Heat Pumps:** the best use of heat pumps was discussed. It was recommended to the select board to leave the oil burner thermostat at 68 and use the heat pump system if more heat is needed.
- f. Pittston Law Enforcement E-Signatures:** will need more research and will sign Wednesday.
- g. Intern Application:** will need to be filled out and Greg Lumbert will need to sign the form.
- h. 911 Addressing Ordinance Hearing:** Marie-Anne will contact Peter Coughlan to choose a date for the hearing. Preferably at a Wednesday select board meeting.
- i. Winter Salt Ordering:** Nick Lessard, plowing contractor has ordered 7 truckloads of salt. He stated that each truckload is 32-35 tons. The town is contracted to order up to 300 tons but no less than
- j. Spirit Of America:** Nominations have been received.
- k. Letter of Interest:** A letter of interest for the upcoming deputy clerk vacancy was discussed.
- l. CEO Administrative work:** The motion to halt the work by the CEO administrative assistant was discussed.
- m. Use of Town Office from Outside Groups:** Cathy reviewed information regarding how best to allow other groups to use town office. She stated that if the town is interested in loaning out the building, there should be a policy drawn up, a contract created and a fee schedule if there will be any fees for use of the building. Permission for outside groups to use the town office has not been granted at this time.

7. Tabled Agenda Items

- a. North Beech Hill Rd Plan:**
- b. Salt Shed Seal Repair:**
- c. Tax club:**
- d. Secure Records Storage Request:**
- e. 911 Addressing Resident letter:**
- f. RiverWalk Concerns:** Jean's email was read. Jane will call MMA regarding Jean's concerns and questions.

8. Town Announcements & Information

Monday: Closed
Tuesday: 8 am – 5 pm
Wednesday: 8 am – 6 pm
Thursday: 8 am – 5 pm



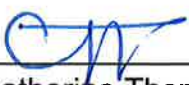
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**Friday: 7 am – 1 pm
Saturday Recycling 8 – 3 pm**

- a. Next SB Work Session(s): Feb 10, 24, Mar 03, 10, 17, 31 (9 am)
*****No SB Work Session March 24*****
- b. Next SB Meeting(s): Feb 05,12,19,26 Mar 05, 12, 19, 26 (6 pm)
- c. Joint Board Meeting: Feb 03 (6 pm)
- d. Planning Board: Feb 13 (6:00 pm)
- e. Ordinance Review Committee: Feb 06, 13, 20, 27, Mar 05, 14 (9 am)
- f. RiverWalk Group: Feb 4 (6 pm)
- g. Pittston Historical Society:
- h. Appeals Board:
- i. Budget Committee:
- j. Land Use Ordinance (LD2003) Hearing: February 25 (6 pm)

9. Meeting Adjournment: 1:29 PM

Respectfully submitted by:

	02.10.25
Marie-Anne Flowers, Admin Assistant	Date
	03/10/25
Jane H Hubert, Selectperson Chair	Date
	2/10/25
Catherine Thomas, Selectperson	Date
	02/10/2025
Joseph Caputo, Selectperson	Date

