



Town of Pittston
Select Board Work Session Minutes
February 09, 2026

ORIGINAL

Board Members Present: Cathy Thomas (Chair), Joe Caputo, Christine R. Holzinger

Other Town Officials Present: Christian Jensen (Treasurer, Tax Collector, Office Supervisor) Jane Hubert (ORC), Greg Lumbert (CEO)

Recorder: Marie-Anne Flowers (Administrative Assistant)

1. **Call to Order:** 9:00 am
2. **Approval of February 02, 2026 Minutes:** Signed (typo correction made)
3. **Executive Session (Legal) 1.M.R.S.A.§405(6)(A):** Cathy was not able to schedule with the attorney. ES been cancelled
4. **Town Business:**
 - a. **CEO:** Greg Lumbert attended the meeting to discuss new projects in town. He feels this will be a busy year for Pittston.
Kelly Rd Camper: The resident sent a letter to the town. The CEO will not respond, as he will not sign the 1190 form for power due to the proximity of the stream. The CEO has advised the landowner to connect with EPA to inquire waterway set backs and permits. The CEO has answered all previous questions and the landowner was cited for a cesspool.
 - b. **Jane Hubert - PLHS:** Jane attended the work session to discuss the Colburn School Budget. Discussion was held regarding the disposition of unspent funds from prior fiscal years. It was noted that any unexpended funds currently revert to the general surplus. Christian was asked whether funds budgeted for the Colburn School could be retained in a dedicated reserve account, if not fully expended within the fiscal year.
Cathy proposed drafting two warrant articles related to the Colburn School. One Article would establish a Colburn House Reserve Account to allow unspent funds to be carried forward. The second article would request unspent funds from the last fiscal year to be moved from surplus to the proposed Colburn House Reserve Account.
 - c. **East Road Maintenance Responsibility-Lavoie Acres Subdivision:**
The Select Board reviewed concerns raised by recent property owners regarding responsibility for maintaining the subdivision's main access road. Documents supplied (to date) by the landowner were examined, and it was noted that maintenance language is not consistent across all subdivision deeds.
The recorded subdivision plan for Lavoie Acres states that "the applicant, along with his agent Steve McGee, is responsible for maintaining the road from Lancaster Road to the westerly property line of Lot #5. The plan further specifies that Mr. McGee remains responsible for maintenance unless and until the town formally accepts the road."
Based on this documentation,(to date) the Select Board's interpretation is the responsibility for road maintenance does **not** rest with the town at this time.



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Cathy will draft a letter reflecting this determination for Select Board review prior to sending it to the property owners.

d. Budget Preparation: Christian Jensen joined the meeting to discuss the budget. The following discussions ensued (nothing finalized):

- The select board reviewed the budget draft with Christian.
- A job description for Road Commissioner needs to be developed at an upcoming work session. RC budget will not be adjusted until there is more clarity on the position, and time required for the job.
- Hourly wages, and how raises are going to be calculated for staff were discussed.
- The increased minimum wage and how it affects the Recycling Attendant wages was discussed.
- The increase in the number of SB members may affect the budget. An additional \$16,000.00 should be added to the SB budget, if the number of select board members is increased at the Special Town Meeting. This is to be determined after the Special Town Meeting on March 7th.
- Treasurer hours and wages were discussed. An increase of ½ hour a week was discussed as well as the 2.8% increase.
- Salaries and stipends were discussed. The 2.8% increase was discussed for Animal Control Officer, Code Enforcement Officer and Fire Chief. They will not be adjusted.
- CMP rates were reviewed. Increased rates are affecting the budget.
- Propane costs were reviewed. Propane is only for the backup generator in the event of a power outage.
- Heating Oil costs were reviewed.
- "Plant" decrease is because historically the budget has not been spent so it has been adjusted down.
- Pest control figures were discussed. Reduced to \$800.00.
- IT updates and costs reviewed. Hardware and contract figures were reviewed.
- Select Board Contingency fund was discussed. In the past, legal fees were under the Contingency Fund. They are no longer paid out of the Contingency Fund so the amount has been reduced.
- Ambulance figures were reviewed. The increase has been added to the budget.
- Augusta Police Department may take over dispatching for law enforcement for Kennebec County. The rates will be changed once it is decided. It is recommended that the budget reflect \$45,000. Vs. \$30,000. SB asked to reflect the \$45,000.00 in the budget. Actual figures will be adjusted once they are received.



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- MMA workers' compensation figures were reviewed. Christian estimated what the costs would be. Actual figures will be added by Christian as received.
- 911 addressing budget was reviewed. It was suggested the select board confirm dates. \$2500.00 is budgeted for 911 addressing.
- Humane Society cost was reviewed. \$5,832.00 is the anticipated cost.
- Webmaster/web hosting budget was discussed. \$2,400.00 will be budgeted for website. Webmaster would be eliminated. The 2025/2026 budget would close out the contract with Catalis. The intent is to start service with Town Cloud in May. Moving forward with Town Cloud, the contracts would be signed July 1st every year. It was asked how many administrators would have access.
- Moderator budget was discussed. We did not anticipate the number of meetings we would need moderation for. It is hard to anticipate what the actual cost would be. \$1000.00 will be budgeted for the next year.
- Municipal audit was reviewed. It is believed the fee would remain the same as last year. Christian will verify the fees are remaining the same.
- Legal services budget was reviewed. There are ordinances being updated. There may be other unanticipated legal costs. \$24,000.00 is the recommendation from Christian. Overspending legal fees would require authorization after the fact. A breakdown of expended funds was requested. CEO, ORC, Planning Board, Appeals Board, Jewett Rd, RiverWalk breakdown was requested from Christian.
- Gardiner Ambulance – due to the fiscal year change we will be on the same fiscal year as Gardiner Ambulance. Moving forward, past accounting ledger issues can be cleared up.
- Veteran Cemetery budget request reviewed. \$500.00 will be left in the budget. Historically, the town paid \$25.00 per veteran grave to maintain the veteran sites. Any requests over the \$25.00 fee per veteran site should be submitted in a separate request/article.
- Updating maps was discussed. This is a carry-over from last year. There may be other digital maps added to the website that would allow overlays that could be manipulated by the user. An additional \$2500.00 would be the fee for the digital maps.
- RiverWalk public “park” type space request is a carry-over from last year. Joe recommends \$1500.00
- Historical Society request for a scanner and laptop in the amount of \$1600.00 was requested
- Joe reviewed the roads budget with the group. Joe suggested adding \$50,000.00 for surfacing dirt roads. Joe informed the board paving



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the roads discussed earlier this year would be an increase to \$400,000.00

- The LRAP money, and where it will be added to the budget was discussed. The money can be used to pay the loan for the Blodgett Rd. It was recommended the LRAP money go to the Culvert Reserve Savings Fund.
- Christine addressed donation requests from local charities. She would like more research into their spending and insource funding. She feels that it is not up to the select Board to decide where to donate. Annual financial reports were requested from the organizations that requested donations. An evaluation of the reports should be done prior to adding their requests to our budget. Joe asked how to best determine who to donate to. He suggests researching how many Pittston residents are being served by these charities. Christine would like to eliminate charity donations completely. Cathy feels that personal opinions of SB members regarding donation requests is immaterial; it's the opinion of the residents that matters. Christian will review the current requests.
- Line items were reviewed. If no request is made, the line will be zeroed out.
- City of Augusta - Hatch Hill \$28,500.00 (\$7,125.00 per quarter)
- Fire department requests \$30,000.00 to the reserve account

***The Select Board took a recess @ 1:01pm for lunch

***Meeting resumed @ 2:00pm

5. Tabled for Budget Discussion until the 02/18 Work Session:

a. Website Change:

b. Dispatching Services - Augusta:

c. Ordinances and Policies:

i. **Solar Farm Ordinance:**

Primary: Action:

ii. **Fund Balance Policy:**

Primary: Action: *suggested per annual town audit*

iii. **Formal Assessors Agreement/Contract Renewal:**

Primary: Action:

iv. **System Administration Policy:**

Primary: Action:

v. **Disbursement Policy:**

Primary: Action:

vi. **Purchasing Policy:**

Primary: Action:

vii. **Refund Policy for Permits:**

Primary: Action:

viii. **Cell Tower Ordinance Review:**

Primary: Action:

ix. **Building Use Policy:**

Primary: Action:



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6. Road Business:

a. Major Projects:

- i. **Old County Rd: Culvert**
Primary: *Action:* DEP letter was received, our response was sent by the requested 12/10/2025 deadline, we in turn await their reply.

b. Medium Road Repair (>\$10,000)

c. Small Projects (<\$10,000):

i. **Ditching/Culverts:**

ii. **Potholes:**

iii. **Trees and Debris:**

7. Tabled Agenda Items:

a. Review of the Following Ordinances:

Tier 1

- i. **Land Use – LD 2003 & LD 1829 (in development)**
- ii. **Building**
- iii. **Subdivision**
- iv. **Mobile home, RV, Camper**
- v. **Business Development - maybe moved to tier 1/get feedback from PB**

Tier 2

- vi. **Shore Land Zoning**
- vii. **Resource Protected Land (needs to be developed)**
- viii. **Flood Plain**

Tier 3

- ix. **Addressing**
- x. **Mailbox**
- xi. **Entrance**
- xii. **Well Head Protection**

b. Arnold Road Complaint Update: *Uninhabited home/yard is not being maintained referred to CEO. Letter sent to property owner by CEO – 2nd letter sent certified mail. Property owner contacted CEO and stated the property will be addressed in 2026*

c. Road Striping: Spring

d. Jewett Road:

e. Identify Caretakers for Cemeteries in Need:

f. Tax club

g. Secure Records Storage Request:

h. Engine 23 Disposition (2025)

i. Pinkham Road - Togus Stream:

j. Misc. Town Work:

- i. **Troop Rd**
- ii. **Ledge Hill Rd:**
- iii. **North (Beech Hill) Rd Plan**

k. Salt Shed Seal Repair & Containment:

- xiii. **Congressional spending grants**
- xiv. **Funding Plan for plant containment**



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8. Town Announcements & Information

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UPCOMING MEETINGS

No Work Session

Feb 16

No SB Meeting:

Feb 11 & 25

Mar 25

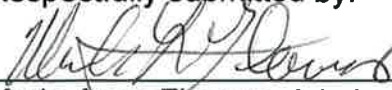
- a. Next SB Work Session(s): **Feb 23 Mar 02, 09, 16, 23, 30 (9 am)**
- b. Next SB Meeting(s): **Feb 18 Mar 04, 11, 18 (6 pm)**
- c. Planning Board: **Feb 12 (6pm)**
- d. Riverwalk: **Mar 02 (6 pm)**
- e. Pittston Historical Society: **Feb 19 (9am) & Mar 12 (1pm)**
- f. Budget Committee: **Feb 16 (6pm)**
- g. Public Hearing - RC Position (Elected vs. Appointed): **Feb 11 (6pm)**
- h. Public Hearing – (Select Board Change from 3-5): **Feb 25 (6pm)**
- i. Special Town Meeting (RC & SB Changes): **Mar 7 (9:45am) @ PRCS**
- j. Appeals Board: **Feb 10 (5:30pm)**
- k. Ordinance Review Committee: **Feb 10, 17, 24 (2-4pm)**
Mar 03, 10, 17, 31 (2-4pm)
Apr 07, 14 (2-4pm)

No Scheduled Meetings:


- Joint Board meeting:
- Cemetery Caretakers Meeting:
- Personnel Committee:

9. Meeting Adjournment: 3:26 pm

Respectfully submitted by:


Marie-Anne Flowers, Admin Assistant

3/2/26


Catherine Thomas, Selectperson Chair

Date
3/2/26
Date



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Christine Holzinger, Selectperson Date

Joseph Caputo *3/02/2026*

Joseph Caputo, Selectperson Date

